



# *TRANSFORMATION*

# *2.0*

***ADOPTED FISCAL YEAR 2019-2020 BIENNIAL BUDGET***







GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Gardner  
Kansas**

For the Fiscal Year Beginning

**January 1, 2018**

*Christopher P. Morill*

Executive Director



INTERNATIONAL CITY/COUNTY  
MANAGEMENT ASSOCIATION

This  
Certificate of Excellence

is presented to

*Gardner, KS*

for exceeding the standards established by the International City/County Management Association in the identification and public reporting of key outcome measures, surveying of both residents and employees, and the pervasiveness of performance management in the organization's culture.

Presented at the 104th ICMA Annual Conference  
in Baltimore, Maryland

26 September 2018

A handwritten signature in black ink, appearing to read 'Marc A. Ott'.

Marc A. Ott  
ICMA Executive Director

A handwritten signature in black ink, appearing to read 'David Johnstone'.

David Johnstone  
ICMA President



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# GOVERNING BODY



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.

Responsibilities of the Governing Body include:

- Enacting ordinances for the proper governing of the City
- Approving changes in the Municipal Code as required
- Adopting the annual budget and related financial documents; awarding municipal contracts
- Establishing all other policies necessary to promote the health, safety and welfare of the City and its residents
- Appointing the City Administrator and representing the City to the public and other governmental bodies



**Steve Shute**  
Mayor



**Lee Moore**  
Council President



**Rich Melton**  
Council Vice President



**Dr. Todd Winters**  
Councilmember



**Mark Baldwin**  
Councilmember



**Randy Gregorcyk**  
Councilmember



## Gardner, Kansas

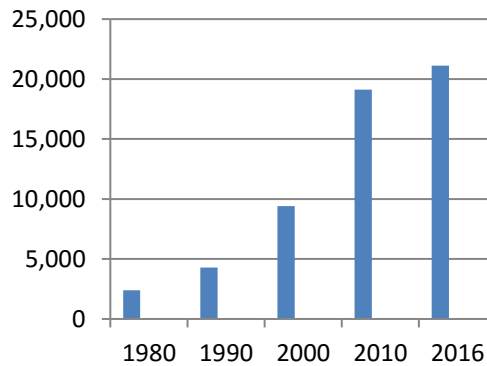
Gardner, Kansas is one of the most rapidly-growing communities in the Kansas City metropolitan area. Located along Interstate 35, just 25 miles from downtown Kansas City, Gardner is a historic community with a keen vision for the future. Its roots stretch back over 150 years to its founding in 1857 along the route of the Santa Fe and Oregon Trails. Presently, Gardner is home to over 20,000 residents and includes seven elementary schools, three 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

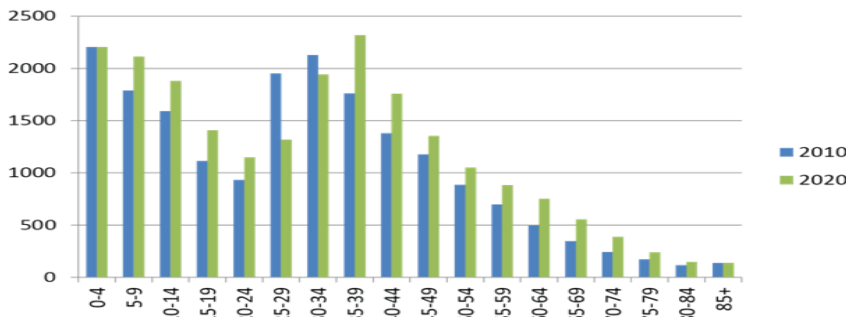
#### Population Growth

The 2017 population of 21,583 was a 12.9% increase from 2010.

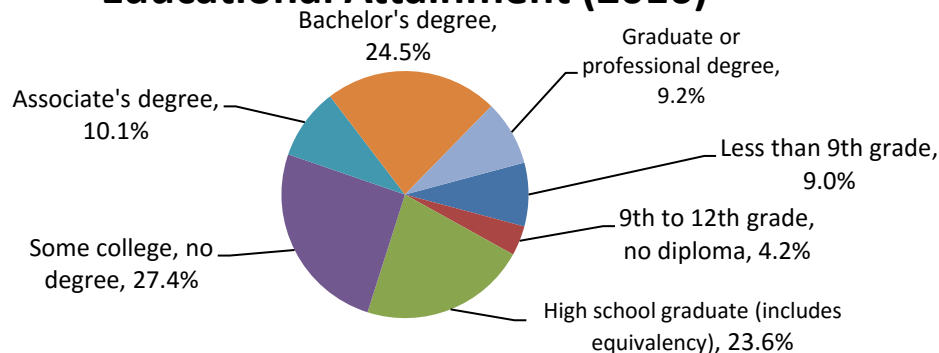
Year	Population
2017	21,583
2010	19,123
2000	9,396
1990	4,277
1980	2,392



### Gardner's population 10-year comparison



### Educational Attainment (2016)



Source: US Census Bureau

## Housing (2016)

<b>Total housing units</b>	7,411	
Occupied housing units	6,993	94.4%
Vacant housing units	418	5.6%
<b>Homeowner vacancy rate</b>	2.2%	
<b>Rental vacancy rate</b>	4.2%	

## UNITS IN STRUCTURE

Total housing units	7,411	
1-unit, detached	4,810	67.4%
1-unit, attached	1,095	14.5%
2 units	55	0.49%
3 or 4 units	173	2.08%
5 to 9 units	668	6.37%
10 to 19 units	87	2.62%
20 or more units	145	1.33%
Mobile home	378	5.26%
Boat, RV, van, etc.	-	0.00%

## Poverty (2016)

Population below poverty level	888
Age:	
Under 18 years	35.2%
18 to 64 years	60.8%
65 years and over	3.9%
Male	40.9%
Female	59.1%
Race:	
White	85.9%
Black	0.0%
Two or more races	14.1%

## Demographic Overview (2016)

31.4 yrs	Gardner median resident age
36.2 yrs	Kansas median resident age
\$ 70,309	Gardner estimated median household income
\$ 53,571	Kansas estimated median household income
\$164,300	Gardner estimated median house or condo value
\$135,300	Kansas estimated median house or condo value
\$ 944	Gardner median gross rent

Source: US Census Bureau

## Local Employers

Firm	Type of Business/Product	# of Employees
USD 231	K-12 Education	960
Epic Landscape Productions	Landscape Services	298
Wal-Mart	Retail	265
Meadowbrook Rehabilitation Hospital	Rehabilitation Hospital	174
City of Gardner	Municipal Government and Services	139
Price Chopper	Grocery	130
TradeNet Publishing	Publishing	130
Coleman	Warehouse/Distribution	90
D.O.T. Label	Packaging products	87
Medical Lodge Gardner	Nursing/Rehabilitation	83

Source: Southwest Johnson County Economic Development Corporation



## Principal Property Tax Payers

<b>Taxpayer</b>	<b>Type of Business</b>	<b>Taxable Assessed Value</b>
Wal-Mart	Retail	3,944,500
Moonlight Apartments LLC	Real Estate	2,493,085
Horizon Trails, LLC	Real Estate	1,559,860
Martens Rentals, LLC	Real Estate	1,270,361
C.L.S. Investment Company	Real Estate	1,230,605
Axiom-Aspen, LLC	Real Estate	1,701,685
Bristol Partner XVI, LLC	Real Estate	1,066,251
First Choice Properties, Inc	Real Estate	960,940
DJC Properties, LLC	Real Estate	930,150
Axiom-Lincoln, LLC	Real Estate	894,011

Source: Johnson County Clerk's Office

## USD 231 – Gardner Edgerton School District

USD 231 includes 7 elementary schools, 3 middle schools and 1 high school that serve over 5,800 students annually from both Gardner and Edgerton, Kansas.

### Elementary Schools

- Edgerton Elementary
- Gardner Elementary
- Grand Star Elementary
- Madison Elementary
- Moonlight Elementary
- Nike Elementary
- Sunflower Elementary

### Middle Schools

- Pioneer Ridge Middle School
- Wheatridge Middle School
- Trail Ridge Middle School

### High Schools

- Gardner Edgerton High School



***376 students graduated from Gardner Edgerton High School in 2018***

Source: Unified School District No. 231

## Recognitions

- 4th Fastest Growing City in Kansas (Kansas City Business Journal/March 2017)

## Recent City Awards

- **Distinguished Budget Presentation Award**  
Awarded by the Government Finance Officers Association of the United States and Canada for fulfilling nationally recognized guidelines, as well as achieved a budget rated “proficient” in the following four categories that are designed to assess how well the budget serves as a: 1) policy document, 2) financial, 3) an operations guide, 4) communications device.
- **Tree City USA**  
The City of Gardner is recognized by the Arbor Day Foundation as a “Tree City USA.” Communities achieve Tree City USA status by meeting four core standards of sound urban forestry management: maintaining a tree board or department, having a community tree ordinance, spending at least \$2 per capita on urban forestry and celebrating Arbor Day.
- **Certificate of Achievement for Excellence in Financial Reporting**  
The Finance Department is recognized by the Government Finance Officers Association (GFOA) for their work on the annual Comprehensive Annual Financial Report (CAFR). The Certificate of Achievement for Excellence in Financial Reporting Program is awarded to state and local governments in recognition of financial reports that evidence the spirit of transparency and full disclosure.
- **Water Treatment Award**  
The City of Gardner Hillsdale Water Treatment Facility received a Quality Achievement Award for its high-quality fluoridation practice of consistently adjusting the water fluoride content to the appropriate levels. The proper fluoride adjustments serve as a safe and effective method to prevent tooth decay. Gardner was one of only 29 cities in Kansas to receive such recognition.
- **Wastewater Plant of the Year**  
The Kansas Water Environment Association named the City of Gardner’s Wastewater Treatment Plant as the 2016 Plant of the Year in Class 4 for their process of converting wastewater into an effluent that can either be reused or returned to the water cycle with minimal environmental impact.
- **Innovative Recreation Program Award**  
The Kansas Recreation and Park Association (KRPA) recognized the city’s Smoke on the Trails/Grand Slam Beer and Wine Festival held I September 2017. This annual KRPA award recognizes outstanding new or innovative programs that represent Kansas’ best in the Parks and Recreation field.
- **Blue Chip Award**  
Gardner received the Blue Cross Blue Shield- Blue Chip Award for encouraging and supporting healthy lifestyles through programs, initiatives, policies, recreation facilities and community-wide events.
- **Water 50-Year Service Award**  
The city received a 50-year service award for properly fluoridating the city’s water for more than 50 years. The proper use of fluoride serves as a safe and effective method to prevent tooth decay. This award also recognizes the city for its contribution to the worlds’ top 20 public health achievements.
- **2017 Healthy KC Silver Level Certification**  
Healthy KC recognized the city with a silver level “Workplace Wellness Certification” for its health and wellness program. Each company was evaluated on their efforts to encourage good health by providing education on nutrition, physical activity, tobacco cessation, work-life balance and more.



- **2018 ICMA Certificate of Excellence for Performance Management**  
The International City/County Management Association (ICMA) awards this certificate to governmental entities that demonstrate a commitment to collecting, using and sharing performance data to enhance transparency and continually improve their organizations and communities. This certificate is the highest level of recognition awarded.

## City Communications



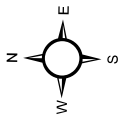
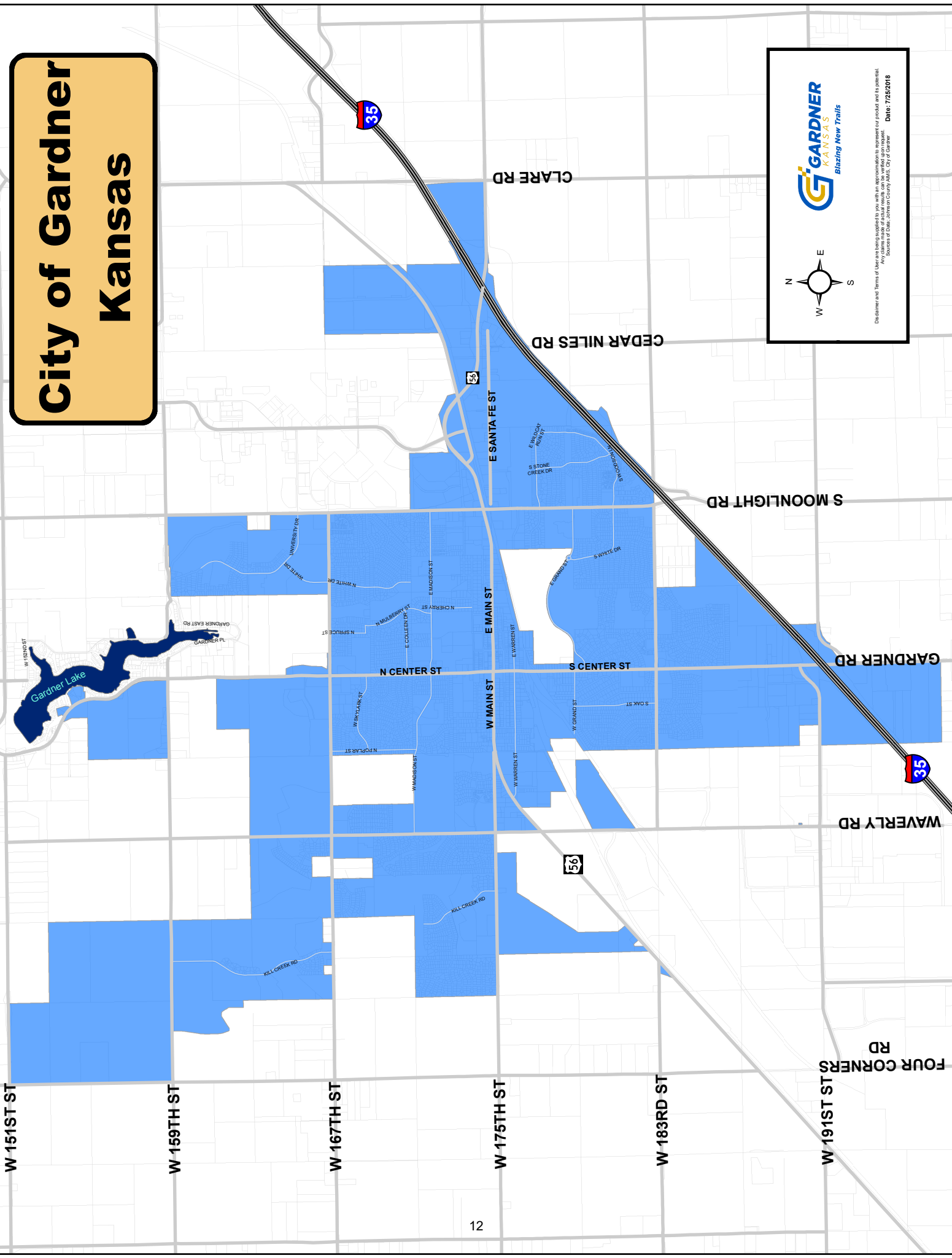
[www.gardnerkansas.gov](http://www.gardnerkansas.gov)

[www.facebook.com/CityofGardnerKSGovernment](https://www.facebook.com/CityofGardnerKSGovernment)

[www.youtube.com/CityofGardnerKS](https://www.youtube.com/CityofGardnerKS)

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# City of Gardner Kansas



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To the Mayor and City Council,

## Introduction

Last year, we completed a 5-year journey to position Gardner for long-term growth and prosperity. Anchored by our primary commitment to bring economic development to the city, those five years were focused on implementing best practices, developing strategic planning documents, investing in a high-performance workforce, and prioritizing operations and opportunities to ensure fiscal stewardship and sustainability to guide the city from “*Vision to Transformation*”. Together with our citizens, we planned the work and worked the plan.

We made significant strides in increasing our economy, expanding special events and civic engagement, and addressing the infrastructure needs of our growing community. As further evidenced by the many awards and achievements of the last five years, we can be proud of our good work.

This strategic, intentional planning was proven to be impactful, as our vision transformed into reality in the form of private investment, job opportunities, additional housing and diversity of services.

The first phase culminated in late 2017 with the Governing Body’s approval of a citywide Strategic Plan that is a compilation of earlier planning efforts, stakeholder input, and identified capital projects produced into a multi-year road map for continued success.

Gardner’s first biennial budget is yet another collaborative effort of the Governing Body, city staff, and community stakeholders to continue strategically facilitating the economic transformation of our city to an increasingly thriving, vibrant community.

The FY 2019-2020 budget represents a thoughtfully developed, longer-term commitment to providing resources to continue our mission: *To provide exceptional services that benefit and enrich our community*. As such, the budget contains the key elements listed below.

- It is structurally sound, as represented by adequate reserves in both tax levy funds and the utility funds.
- It is future-oriented; including bolstered funding for our development partners and visionary innovation initiatives to enhance tourism, marketing, and entrepreneurship to encourage development and the continuing diversification of our tax base.
- It provides for continued service excellence and infrastructure needs for our residents and businesses while preparing for long-term growth.
- It is fiscally responsible and sustainable, preserving future funding capacity through a minimal, incremental mill levy increase of .196 within the allowance provided by the state’s tax lid legislation. The estimated impact to an average home of \$220,000 is \$4.96 annually.

The journey to a flourishing, sustainable city continues with “*FY 2019-2020 Biennial Budget: Transformation 2.0*”. The Biennial FY 2019-2020 Budget totals \$62.5 million and \$57.7 million, respectively. The total mill rate is 20.736, which will generate \$2.7 million in General Fund Ad Valorem tax revenue and \$1.2 million in the Debt Service Fund to provide funding to maintain operations, provide services, and strategically position for the future.

## Background

Since 1990, Gardner experienced explosive growth, catapulting from 3,200 to approximately 22,000 citizens and became one of Kansas' 25 largest cities.

Gardner has fully emerged from the 2008 economic downturn, as evidenced by the steady upward trend in valuation from 2013 through 2017, averaging 6.5% annually during that period. In 2018, significant growth continued, at 8.2% for taxable properties. The City's overall market value increased from \$1.57 billion to \$1.7 billion, an additional 8.3% since placing 4th in The Kansas City Business Journal's 2017 ranking of "Kansas City's fastest-growing cities".

Gardner is experiencing accelerating development, tangentially influenced by a several thousand acre railroad and logistics park - an inland port supporting the global supply chain - on its western border and a premiere multi-modal business park containing over 64 companies with names such as Amazon, DuPont Nutrition and Health, Garmin International, Unilever, and Centurylink on its eastern border. These adjacent business catalysts, the City's financial capacity and ability to leverage its municipally owned utilities, combined with ample undeveloped land around Gardner's two interchanges on Interstate 35 position the city as a central point for commerce.

These geographic and transportation-related attributes have and will continue to influence Gardner's development. In 2009, Gardner successfully recruited the area's first warehouse related to the yet constructed inland port, and outdoor equipment manufacturer, Coleman, constructed a 1.1 million square foot distribution facility.

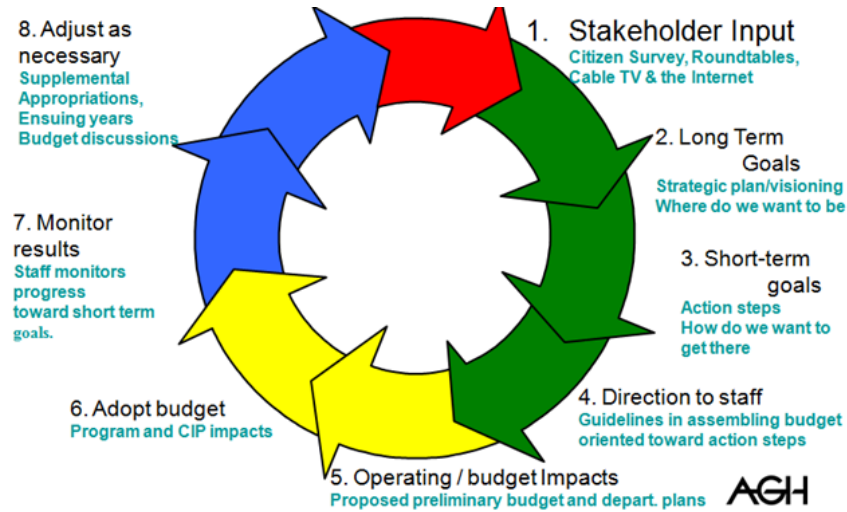
This development activity occurring prior to the construction of the inland port alerted the community that economic conditions were changing. Recognizing the pending growth wave and anchored by a primary commitment to bring economic development to the city, successive Governing Bodies, citizens, staff, and community stakeholders serving on various task forces and advisory committees rolled up their sleeves, and strategically planned Gardner's future.

To begin, the Governing Body established long-term strategic goals to guide their vision for the city. These goals are promote economic development; improve quality of life; increase infrastructure and asset management; and improve fiscal stewardship. These goals form the foundation of the City's Priority-Based Budgeting process.

## Budget Process

One of the Governing Body's most important policy guidance functions is providing vision for the City. The budget serves as the City's primary document detailing implementation of that vision.

Priority-Based Budgeting is a multi-year, "results based" planning process for achieving identified goals prioritized by the Governing Body; it includes evaluating results and making adjustments as needed. This collaborative process begins with stakeholder input to ensure that a community identifies the values and services that are most important. Priority-Based Budgeting allows the Governing Body and staff to make strategic decisions with limited resources and ultimately provides accountability for results.



The foundation of the process rests on the Governing Body’s previously identified four, long-term, “strategic goals” used to guide their vision – and funding decisions – for the budget:

- Promote Economic Development
- Increase Infrastructure/Asset Management
- Maintain/Improve Quality of Life
- Improve Fiscal Stewardship

Using the collaborative stakeholder input, City staff develops short-term goals and projects, known as “initiatives”, to support the Governing Body’s strategic goals.

As Priority-Based Budgeting is a cyclical planning tool, each budget cycle’s initiatives build upon previous plans and/or achievements in a cycle of continuous process improvement. As a function of continuous process improvement, each budget process varies.

Gardner’s first biennial budget cycle began with a November 2017 Council retreat, which included input from both the 2017 Governing Body and the 2018 Governing Body-elect. The Governing Bodies reviewed the community’s collaborative, strategic planning work of the last five years resulting in the below visionary plans and their corresponding implementation tools used to guide the City from the community’s vision through the ongoing economic transformation. These documents provide budget policy direction in their respective areas and complement the results-driven budget process.

<b>Visionary Plans</b>	<b>Implementation Tools</b>
------------------------	-----------------------------

Comprehensive Plan	Land Development Code
Growth Management Strategy	Capital Improvement Element
Economic Development Strategy	Economic Development Incentive Policy
Main Street Corridor Plan	Funding Capacity Analysis



Components of the aforementioned documents were incorporated into the *City of Gardner Strategic Plan*, which is a comprehensive, multi-year roadmap for results that documents:

- Established goals, priorities and objectives
- Identified strategies to support those goals and objectives
- Measurement of results

At the November retreat, both Governing Bodies reviewed the Strategic Plan and confirmed it documented their goals (budget policy) leading to its subsequent approval at the November 20, 2017 Council meeting.

By approval of the Strategic Plan, the Governing Body determined the majority of long-term, budget policy directives, as documented in the plan. During the 2019-2020 budget process – and beyond – initiatives and funding decisions will support:

- The four strategic goals
- Top priorities for each strategic goal
- Objectives for each priority

Below are the hierarchal policy directives documented in the Strategic Plan, shown in this order: 1) the strategic goal; 2) the top priority for each strategic goal; and 3) objectives for each priority.

#### Promote Economic Development

- Diversify the tax base
  - Annex target growth areas
  - Expand business clusters
  - Encourage Tourism

#### Maintain/Improve Quality of Life

- Strengthen regional image
  - Develop a messaging strategy
  - Create high-performance public spaces
  - Provide a safe community

#### Increase Infrastructure/Asset Management

- Provide safe, efficient, well-maintained transportation network
  - Increase modes of transportation (hike, bike, etc.)
  - Maintain infrastructure to high level
  - Develop long-term infrastructure

#### Improve Fiscal Stewardship

- Promote fiscal sustainability
  - Develop cost recovery programs
  - Develop asset replacement plans
  - Enhance performance management

As the strategic planning phase concluded in 2017, Gardner had secured \$200 million in private investment for new businesses and expansions accompanied by projections for over 350 new jobs, 130 new housing units, and 211 new residential lots. Seventy-eight acres of land was annexed for the creation of a new subdivision of second-tier housing proposed for 207 single-family homes and 56 quadplexes.

Included in this flurry of development activity were two, large projects: a five-story, 84-room Hampton Inn with a 200-seat conference center and the 646,400 sq. ft. “Excelligence” warehouse logistics, manufacturing and call center facility.

Hampton Inn is expected to open in the fourth quarter of 2018. The City will issue industrial revenue bonds as the project nears completion with associated abatements beginning in 2019. The fiscal impact analysis illustrated a public benefit to public costs ratio of 9.82:1. Projections are the hotel will create 35 new jobs, and the City will receive \$4.84 million in new revenue during the 10-year period through 2028.

In March 2018, Council approved industrial revenue bonds paired with a 10-year property tax abatement for the aforementioned 646,400 sq. ft. “Excelligence” facility. Excelligence is a leading provider of educational supplies. The facility is scheduled for completion by the end of 2018. The fiscal impact analysis illustrated a public benefit to public costs ratio over the 10-year period of 1.4:1. Projections are the facility will create 181 new jobs, and the City will receive \$1.59 million in new revenue during the 10-year period through 2028.

Additionally, a CVS pharmacy, Dairy Queen, and Scooter’s Coffee recently opened for business. In the last 12 months, several businesses have started construction or made announcements of pending construction: a 5,000 sq. ft. urgent care facility; 2 restaurants; remodeling and expansion of an auto parts store; expansion of a concrete construction business; a private wedding and community center development; and \$1 million expansion of Walmart pick up and food delivery service. Olathe Medical Center announced its first phase of construction for a 10,000 sq. ft. laboratory and special services facility; the total build out of 125,000 sq. ft. for additional medical facilities is planned over the next 5-10 years. Residential construction is also active; the City anticipates issuing 150 single-family home permits in 2018.

Continuing diversification of the tax base and increased valuation is expected over the next several years, although any significant increase in associated revenue will not likely occur until approximately 2 years following the construction wave, as announced projects become reality. Consequently, no significant commercial revenues were included in this budget.

As evidenced, the economic transformation did not happen accidentally, it was strategically facilitated. The 5-year preparation period from 2013 through 2017 advanced the City from “*Vision to Transformation*” and provides the launching pad for the next phase “*FY 2019-2020 Biennial Budget: Transformation 2.0*”.

## 2019-2020 Biennial Budget Calendar

*\*Note: all dates are subject to change*

### Phase 1

#### • Planning

#### January 2018

- 16<sup>th</sup> Council Meeting: Presentation - Funding Capacity Update
- 18<sup>th</sup> Administration distributes personnel request forms to departments
- 19<sup>th</sup> Administration distributes IT request forms to departments

- 29<sup>th</sup> Council Work Session: 175<sup>th</sup> & I-35 planning area exercise & policy direction
- 31<sup>st</sup> Administration sends CIP priority ranking models to departments

## **February 2018**

- 9<sup>th</sup> Departments submit personnel requests to Administration
- 13<sup>th</sup> Departments submit 2019-2023 CIP priority ranking models to Administration
- 27<sup>th</sup> Departments submit IT requests to Administration

## **March 2018**

- 2<sup>nd</sup> CIP Committee reviews project rankings and establishes City-wide rankings for CIP
- 5<sup>th</sup> Council Meeting: Review EOY 2017 budget/financial performance
- 12<sup>th</sup> Begin online citizens' budget survey (closed April 6)
- 23<sup>rd</sup> City departments submit 2019-2020 budget requests to Finance
- 26<sup>th</sup> - 30<sup>th</sup> Finance reviews City departments' budget requests and makes adjustments

## Phase 2

## • Budget Development

## **April 2018**

- 2<sup>nd</sup> Council Work Session: Presentation - CIP
- 2<sup>nd</sup> Council Meeting: Outside agencies present 2017-2018 accomplishments and 2019-2020 budget proposals
- 2<sup>nd</sup> Administration distributes performance data forms
- 2<sup>nd</sup> - 6<sup>th</sup> Finance continues City departments' budget review and makes adjustments; creates first draft budget
- 3<sup>rd</sup> Economic Development Council determines Economic Development Reserve Fund (a.k.a. Transient Guest Tax) budget per Charter Ordinance No. 18
- 6<sup>th</sup> Online citizens' budget survey closed
- 9<sup>th</sup> - 20<sup>th</sup> City Administrator reviews budget draft and personnel requests with Leadership Team
- 16<sup>th</sup> Council Meeting: Presentations – review Citizens' online budget survey results and Economic Development Reserve Fund budget (a.k.a. Transient guest Tax Fund); determination of City's participation in health insurance premiums
- 19<sup>th</sup> Citizens Budget Forum



- 23<sup>rd</sup> City departments submit performance data to Administration
- 23<sup>rd</sup> – 26<sup>th</sup> City Administrator finalizes budget draft and personnel request with Leadership Team for Council consideration

## **May 2018**

- 7<sup>th</sup> Council Meeting: Presentations – report on April 19<sup>th</sup> Citizens’ Budget Forum; Recap 2019 YTD budget policy direction, review 2019-2020 personnel requests, vehicle replacement plan, proposed merit pool, and projected impact on EOY 2020 General Fund balance; obtain Council’s 2019-2020 budget policy direction regarding staffing, vehicle replacements, merit pool, target EOY 2020 General Fund balance, and target 2019 mill levy
- 21<sup>st</sup> Council Meeting: Review impact of previous May 7 directives, obtain Council’s additional budget direction, and confirm parameters for target EOY 2020 General Fund balance and 2019 mill levy
- 22<sup>nd</sup> Presentation of CIP to Planning Commission

## **Phase 3**

- **Governing Body Review**

## **June 2018**

- 18<sup>th</sup> Council Meeting: Presentation of recommended FY 2019-2020 Biennial Budget
- 22<sup>nd</sup> Finance submits FY 2019 “Notice of Budget Hearing” to official newspaper
- 27<sup>th</sup> Publication of FY 2019 “Notice of Budget Hearing” in official newspaper

## **July 2018**

- 16<sup>th</sup> Council Meeting: Presentation of FY 2019-2020 recommended budget and conduct budget public hearing

## **Phase 4**

- **Budget Adoption**

## **August 2018**

- 6<sup>th</sup> Council Meeting: Approval of FY 2019-2020 Biennial Budget - Adopt FY 2019 budget with concurrent “conditional” adoption of FY 2020 budget

## Budgeted Initiatives

Staff developed short-term goals and projects, known as “initiatives,” to support the Governing Body’s strategic goals. As aforementioned, in the Priority-Based Budgeting process, each budget cycle’s initiatives build upon previous plans and achievements in a cycle of continuous improvement. Consequently, some of the FY 2019-2020 Biennial Budget’s initiatives are continuing phases of previous multi-year initiatives. As the approved Strategic Plan is the comprehensive, multi-year roadmap for the results-driven budget process, following are the budget policy directives documented in the plan and the initiatives supporting them shown in italicized, blue font.

### **Promote Economic Development**

- Diversify the tax base
  - Annex target growth areas
  - Expand business clusters
  - Encourage tourism
    - *Expand water treatment capacity 2 MGD*
    - *Update the Transportation Master Plan, including the I-35 & 175<sup>th</sup> Street southeast planning area*
    - *Economic Development Reserve Fund includes increased funding for development partners and Gardner Historical Museum*
    - *Innovation - “wired city” and “entrepreneurial ecosystem”*

Expansion of water treatment capacity supports the Strategic Plan priority to “diversify the tax base”, as additional capacity is needed for anticipated development. The project was identified in the City’s long-term schedule of capital projects – the Capital Improvement Element (CIE) – approved in late 2017.

Development of the City’s two interchanges on I-35 is essential to securing its future. The Transportation Master Plan will be updated, including the southeast development area of I-35 & 175<sup>th</sup> Street interchange. Transportation planning for that area will facilitate future annexation and business recruitment.

Economic development partnerships will continue. Due to the expected 2018 opening of Hampton Inn, projections for transient guest tax revenue significantly increase beginning in 2019. Consequently, in 2019 the Chamber plans to form a Convention & Visitors Bureau (CVB) with the assistance of \$300,000 City funding over FY 2019-2020. Additional \$205,000 City funding is planned for Southwest Johnson County EDC (SWEDC) over the 3-year period FY 2018-2020. As transient guest tax revenues increase, future transient guest tax revenue allocation is targeted for 50% CVB, 25% SWEDC, 10-15% for the Small Business Assistance Program, and remaining allocations determined as revenue allows. Formation of CVB and increased 2019-2020 funding of the Gardner Historical Museum supports the Strategic Plan objective to “encourage tourism”, and increased funding to SWEDC supports the strategic goal to “promote economic development.”

Innovation initiatives support the strategic goal “promote economic development”. The budget contains \$37,500 placeholders in both 2019-2020 to support planning and due diligence for the development of an entrepreneurial ecosystem. Due diligence is underway for a “wired city” initiative to provide high-speed fiber infrastructure to the community.

## **Improve Quality of Life**

- Strengthen regional image
  - Develop a messaging strategy
  - Create high-performance public spaces
  - Provide a safe community
    - *Justice Center*

Following the cohesive commitment and ongoing support evidenced by successive Governing Bodies and citizens, a new Justice Center to house police headquarters, municipal court, and other community purposes will break ground in mid-2018; the anticipated completion is mid-2019. Bonds to finance the facility were issued in June 2018. The debt will be repaid over twenty years using a combination of property taxes and the City's share of Johnson County's .25% county-wide, public safety sales tax approved for the Johnson County Courthouse.

## **Increase Infrastructure and Asset Management**

- Provide safe, efficient, well-maintained transportation network
  - Increase modes of transportation (hike, bike, etc.)
  - Maintain infrastructure to high level
  - Develop long-term infrastructure
    - *Transportation network improvements*
    - *Inflow & Infiltration (I&I) Study and development of I&I Reduction Program*
    - *Police vehicle replacements*
    - *Citywide Merit compensation and police wage adjustments*
    - *Capital projects*

Transportation network improvements will continue for the I-35 and 191st & Gardner Road interchange realignment, as well as the 175th and Waverly Road intersection; both projects support the “develop long-term infrastructure” objective, as well as the primary strategic goal to “promote economic development” in the Strategic Plan. The fourth phase of the Pavement Management Program and additional pedestrian trail improvements are budgeted in 2019, including construction of sidewalks and trails to fill gaps around Moonlight Elementary School; the project is approximately 70% grant funded through MARC's “Safe Routes to Schools” program.

Other initiatives supporting the Strategic Plan objective to “develop long-term infrastructure” include a wastewater Inflow & Infiltration (I&I) Study and the subsequent development of an I&I Reduction Program. The I&I Reduction Program will extend the useful life of aging and deteriorating infrastructure, provide additional capacity to support future growth, postpone the expansion of the Kill Creek Water Resource and Recovery Facility, identify opportunities for taking lift stations out of service, and postpone and/or eliminate costly upsizing of the collection system. Initial assessments resulting from the study are anticipated in summer of 2019. The I&I Reduction Program will be implemented over 7-8 years, after which the program will be reviewed based on growth of the community. This initiative also supports the Strategic Plan goal to “promote economic development” and the Fiscal Stewardship objectives to “develop cost recovery plans” and “enhance performance management”.

Police vehicle replacements of \$176,000 annually are budgeted for both FY 2019 and 2020 to replace four vehicles each year.

Investment in employee recruitment and retention will continue, including 3% merit compensation pool budgeted annually for FY 2019 and 2020. Police wage adjustments of \$55,000 are budgeted in FY 2019.



Capital projects will be implemented in the water, wastewater, and electric utilities to maintain operations and develop long-term infrastructure. The extensive listing may be found in the Capital Improvement Program information contained in the Appendix of this document. Utility rate studies are underway to provide a financing plan for the long-term capital projects identified in the 20-year Capital Improvement Element (CIE).

## **Improve Fiscal Stewardship**

- Promote fiscal sustainability
  - Develop cost recovery programs
  - Develop asset replacement plans
  - Enhance performance management
    - *I&I Reduction Program*
    - *Implementation of Gardner Guarantees Greatness (G3) dashboard*

As aforementioned, the long-term I&I Reduction Program supports the objectives “develop cost recovery programs” and “enhance performance management”.

Implementation of the G3 dashboard supports the objective “enhance performance management”. The dashboard is used to report performance progress and achievements and is on the city’s website for public review.

## **Challenges & Opportunities**

Development of the City’s budget and financial forecast requires consideration of external influences – both positive and negative – on the City’s sustainability. As challenges and opportunities are identified, strategically planning to benefit from or mitigate them is important to the City’s future prosperity. The following challenges and opportunities, as well as the strategic plans to address them, have been identified and are listed below.

- State Legislation - Property Tax Lid effective January 1, 2018:  
Increased vigilance and strategic prioritization is necessitated by the Kansas legislature’s introduction of a “tax lid” effective January 1, 2018. The legislation prohibits local governments’ ability to increase property tax revenues without voter approval above a cap calculated from a 5-year rolling average of the Consumer Price Index (CPI). The intent of the legislation is to curtail property tax revenue increases historically gained from increases in the appraised value of properties (a.k.a. market value). Consequently, the benefit of future increased valuation growth is essentially eliminated with the exception of revenue from new development. However, the tax lid legislation may inhibit the City’s ability to facilitate new development, such as providing incentives or building infrastructure to prepare an area to be “shovel ready”, as development opportunities are typically confidential in nature and require time-sensitive commitments. This need for nimble response is contradictory to the process of scheduling an election and providing enough in-depth, accurate information to educate voters and gain their approval for any tax increase quickly enough to facilitate opportunities, thus making elections for development funding impractical.

A challenge for growing cities such as Gardner is prioritizing funding for competing operations, initiatives and development opportunities reliant on restricted property tax revenues. This challenge manifested during the 2019-2020 biennial budget process, as the tax lid allows an exception to revenue restriction for increased law enforcement expenditures, but not for other city services. Consequently, the Governing Body was able

to increase property tax revenue to offset additional budget allocation for police vehicle replacements, but deferred all other vehicle replacements supported by tax revenue. The Governing Body also deferred personnel requests for 9 full-time and 2 part-time positions, as ongoing funding of those tax-supported positions would far exceed the incremental revenue allowance, consequently drawing future fund reserves below targeted levels.

An additional impact of restricted property tax revenue is more reliance on volatile sales tax revenue or increasing fees for services, although an increase in development fees may stifle activity and contradict the City's primary goal of facilitating development.

- Action taken/planned – The City's ability to leverage its municipally-owned utilities combined with virtually unlimited options for phasing and structuring of future debt still enables the City to provide infrastructure and continue strategically pursuing new development opportunities. A continued emphasis on strategic planning, strong financial management practices, realignment of existing resources, pursuing grants, and refinancing of existing debt will also be needed to mitigate the impact of the tax lid.

Gardner is dedicated to continuous process improvement. Future financial planning includes identifying and implementing operational efficiencies to enhance fiscal stewardship, sustainability, and increase funding capacity to facilitate development opportunities, as well as additional capacity for other city services.

- **Dark Store Theory/Hypothetical Lease:**

The dark store theory suggests that occupied big-box stores should be valued as-if-vacant and available for sale or rent to a future hypothetical user rather than at their current use, which is often a functioning, occupied store. This could reduce property taxes by 30% to 50% for big-box stores and have major impact on funding for state government, local government, and schools.

- Action taken/planned – The City opposes any legislation based on the dark store theory and has added this issue to its State Legislative Agenda. Johnson County estimates that the City of Gardner will lose revenues of approximately \$90,000 due to valuation appeals based on the dark store theory.

- **Economic Development:**

There is competition from neighboring jurisdictions regarding the annexation of available land and the associated development opportunities, especially at the City's 191<sup>st</sup> and Gardner Road interchange on I-35.

- Action taken/planned – The City continues planning for annexation of its target growth areas, as identified by the Gardner Growth Management Strategy. The City has the ability to provide incentives to encourage voluntary annexation such as leveraging the City's municipally-owned utilities to provide infrastructure improvements and providing development-related grants to reimburse property owners for future City property taxes resulting from annexation.

In 2017, the City created a Small Business Incentive Program to encourage entrepreneurial and expansion efforts by local businesses. The program provides funding assistance to facilitate projects by improving access to roads or utilities. The 2019-2020 biennial budget includes \$25,000 annually for continuation of the Small Business Incentive Program.

- **Long-Range Capital Planning:**

The City is directly accessed by two interchanges on Interstate 35 (175th & I-35 and Gardner Road & I-35); the area around the interchanges lacks infrastructure necessary for development. There are other significant enclave areas in the City that lack infrastructure, and the City's water and wastewater facilities are nearing treatment capacity which, if not addressed, could delay future development.

- Action taken/planned – The City completed the Capital Improvement Element (CIE) in 2017, which includes a 10+ year schedule of capital projects. The CIE will help guide the community's long-range planning and capital investment. The projects scheduled for the biennial period 2019-2020 were included in the Capital Budget, and the 5-year CIP is included in the City's multi-year forecast.

Utility rate studies are underway to provide a financing plan for long-term capital projects identified in the Capital Improvement Element (CIE).

- **Transportation:**

The City has several areas in its transportation network that impede development opportunities and have traffic safety issues. Major areas of concern include the I-35 and Gardner Road Interchange and Waverly Road from 175th St. to Madison.

- Action taken/planned – The design for the Gardner Rd. Interchange Project is already underway, and construction is anticipated to begin in 2019. The total cost of the project is \$4.283 million with over \$1.415 million in grant funding from the Mid America Regional Council (MARC). The project will improve traffic flow, traffic safety and allow for development along 191<sup>st</sup> Street.

The design for the Waverly Road Reconstruction from 175<sup>th</sup> to Madison is also underway with construction starting in 2019. The total project cost is \$3.54 million and will improve traffic flow and address flooding issues.

- **Municipal Facilities:**

A new facility is needed for the Police Department and Municipal Court Division.

- Action taken/planned – Responding to the solidarity and ongoing commitment evidenced from the 2013 capital facilities tour to the August 2017 election, voters approved the construction of a new Justice Center that will provide sufficient space for both the Police Department and the Municipal Court; construction will commence this summer. In June 2018, the City issued \$13.085 million in General Obligation Bonds to finance the project. Debt service payments will start in 2018 and will continue for 20 years. The debt service will be paid from a combination of property tax revenues and the City's share of the .25% county-wide sales tax for the Johnson County courthouse. The facility is scheduled to open in mid-2019.

- **Parks:**

The City faces the challenge of maintaining existing parks and infrastructure and meeting demand for additional parks near new subdivisions. The community continues to grow, and the City has not developed a new park since 2007.

- Action taken/planned – The 2019 budget includes the development of the Quail Meadows Neighborhood Park and phase II of the West Fork Kill Creek Trail, which will connect the future park to the trail system. The 2020 budget includes the development of a new neighborhood park at St. Johns Trace. Both park projects are contingent upon receiving grant funding.

The 2019 budget also includes the reconstruction of the parking lot at Celebration Park, the City's largest and busiest community park hosting many baseball tournaments and the community's special events.

- **Water Capacity:**  
The 2017 Water Master Plan identifies a need for additional water capacity for the community as it continues to grow.
  - Action taken/planned – The City is planning to build a new 2.0 MGD water treatment plant in 2021. The project is anticipated to be debt financed and will address projected capacity issues. As aforementioned, the City is currently conducting a rate study to develop a financing plan to address long-term infrastructure needs.
  
- **Electric Capacity:**  
The City's Power Purchase Agreement with Omaha Public Power District for 20 MW capacity purchasing ends on December 31, 2018 and cannot be renewed.
  - Action taken/planned – In a joint venture with Kansas Municipal Energy Agency (KMEA), the Governing Body approved a 40-year agreement to assume the costs for Gardner's 32.26% participation in KMEA's 10.1% undivided interest in the Dogwood Energy Facility, thus securing future electric capacity for the community.
  
- **Stormwater:**  
The City's stormwater related issues include aging infrastructure, increased runoff from development requiring local or regional detention, state and federal stormwater discharge permitting requirements, and lack of pre/post construction best management practices. The previous 2009 stormwater plan was completed prior to many of the recent permitting requirements.
  - Action taken/planned - The City budgeted \$180,000 over the biennial period to develop a new stormwater master plan, which will identify existing stormwater problems citywide, prioritize improvements based on benefit/cost, identify funding opportunities, and provide a new implementation strategy.

The State of Kansas budget law requires a balanced budget be presented for each fund with a tax levy for the Proposed Budget Year, which for the City of Gardner includes the General Fund and the Debt Service Fund. Budgeted expenditures must equal estimated revenues, including the amount of ad valorem taxes to be levied.

Following a statutorily required public hearing, the final step in the creation of the biennial budget is for the Governing Body to approve the FY 2019 budget with concurrent, "conditional" approval of the FY 2020 budget, although the FY 2020 budget must be formally approved separately in August 2019. Kansas law requires budget approval by August 25th each year, with an extended deadline in some instances for elections to increase property tax revenues under the "tax lid" legislation. If needed, the Governing Body must pass an ordinance to amend the budget, and the same notice and public hearing procedures are required as for the adoption of the original budget. Kansas law *K.S.A. 79-2929a* states, "Any proposed increase in expenditures shall be balanced by previously unbudgeted increases in revenue other than ad valorem property taxes."

## Financial Overview

The City's budget is prepared on the modified accrual basis for all funds, including government and proprietary funds. The basis of budgeting differs from the basis of accounting used by the



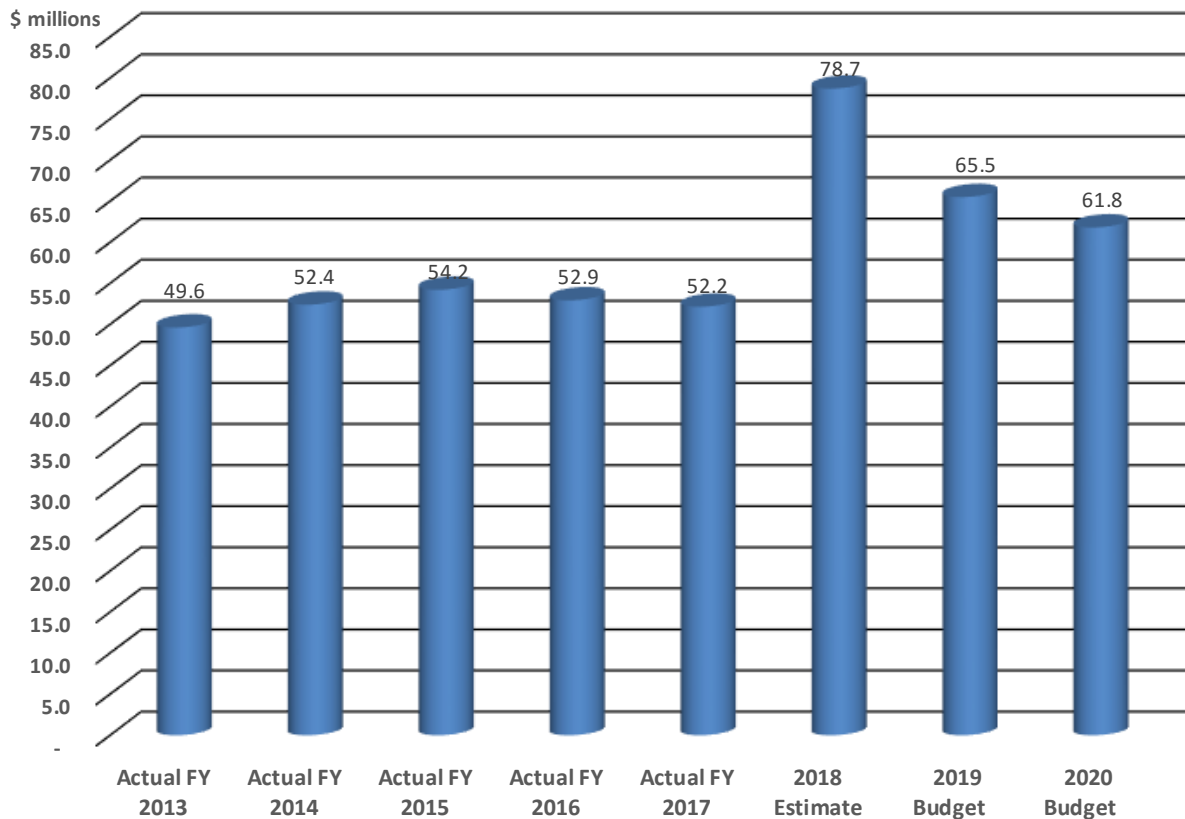
City since the latter uses a modified accrual basis for all governmental fund types and an accrual basis for all proprietary fund types (GAAP basis). The difference between the two methods is encumbered amounts are usually treated as expenditures under the budgetary basis, but are never classified as expenditures under the GAAP basis. Also, under the GAAP basis used for proprietary funds, long-term debt proceeds, capital outlays and debt service principal payments are not reported in operations, but depreciation and amortization expense are recorded. The opposite is usually true under the budgetary basis.

## Budgeted Revenues

The FY 2019 and 2020 revenue budget totals \$65.5 million and \$61.8 million, respectively. The total mill rate is 20.736, which will generate \$2.7 million in General Fund ad valorem tax revenue and \$1.2 million in the Debt Service Fund.

The following chart illustrates the City of Gardner’s revenue trend for the last seven fiscal years:

### All Funds – Revenue Trend



On June 15, 2018, the Johnson County Department of Records and Tax Administration provided property assessment information to the City of Gardner. The information reflects an estimated total assessed value of \$188 million for FY 2018, which is up approximately 8.2% from the FY 2017 assessed value.

A review of revenue trends over the last seven years illustrates a small increase from FY 2013 through FY 2015, as the Governing Body took steps each year to raise water and sewer rates to offset the impact of the lack of growth-related revenues. The \$1.3 million drop in revenues for FY 2016 is almost entirely due to the consolidation of the development funds in the Water and Wastewater utilities into their respective operating funds eliminating the previous practice of transferring operating funds to the development funds, thus reducing transfers by \$3 million in 2016. Revenues fell from 2016 to 2017 due mostly to the recovery of a significant delinquent special assessment in the Debt Service Fund in 2016, which did not recur in 2017.

The large increase in revenues for the 2018 Estimate is due to large debt issuances anticipated in 2018 to fund the construction of the Justice Center (\$14M), various Wastewater capital improvement projects (\$2.4M), street projects in the Special Highway and ISSTF funds (\$3.5M), golf course improvements (\$1.2M) and Airport capital projects (\$338K). Other anticipated increases in the 2018 Estimate include higher than normal funding from SMAC (Stormwater Management Advisory Council) and CARS (County Assistance Road System) for large street projects in the Special Highway Fund (\$2.7M) and additional revenues from development-related activities, such as excise taxes and development fees (\$1M). A smaller, anticipated debt issuance in FY 2019 of approximately \$8M (down almost \$14M from 2018 Estimate) accounts for a majority of the decrease in revenues from the 2018 Estimate to the proposed FY 2019 Budget. A slight decrease in debt proceeds and reduced funding from the CARS and MARC programs account for most of the decrease in revenues from FY 2019 to FY 2020.

The City's assessed valuation rose slightly in FY 2013 and FY 2014 and then rose more significantly in each of the four succeeding years: FY 2015 (5%), FY 2016 (7.3%), FY 2017 (8.3%), and FY 2018 (10.1%). As aforementioned, the valuation increase for FY 2019 is 8.2%.

Other factors in the positive revenue trend include a slight increase in City sales tax in FY 2013, a hefty gain of 12% in FY 2014 and a slight increase in FY 2015. In FY 2016 sales tax rose by 49% mostly due to the end of the TIF agreement and the resulting return of those sales tax dollars to the General Fund. FY 2017 saw a 5% increase in City sales tax and FY 2018 Estimate, FY 2019 and 2020 Budgets include an anticipated annual increase in City sales tax of 5%, based on historical trends and current data.

The City's share of county sales tax reflects an increase of 6% in FY 2013, 7% in FY 2014, and a very slight drop in FY 2015 and FY 2016. FY 2017 reflects a 15% increase almost entirely due to receiving the first, partial year of a new voter approved, Johnson County .25% sales tax for public safety (Johnson County Courthouse). FY 2018 will be the first full year of the new .25% public safety sales tax and accounts for almost all of the 9% projected increase. FY 2019 and FY 2020 Budgets anticipate the City's share of the county sales tax to remain relatively flat.

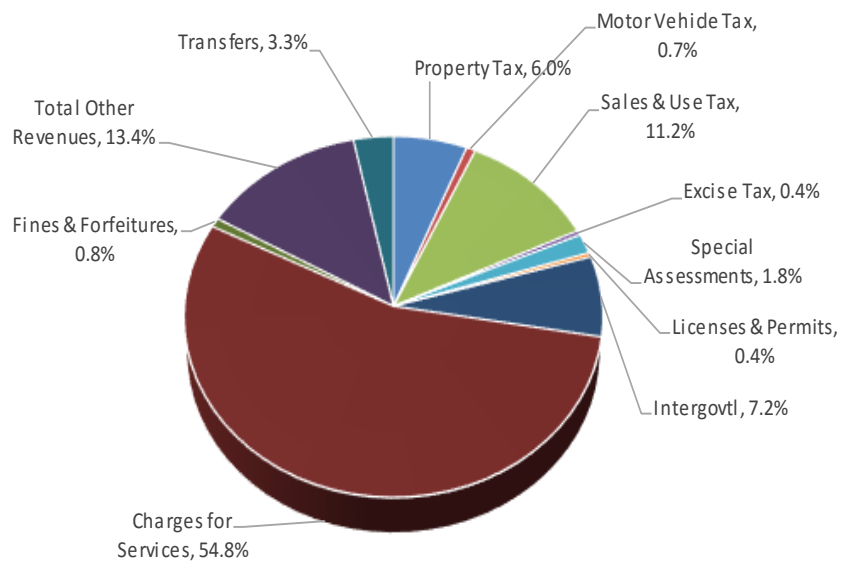
Additionally, in 2014, the City received bond proceeds from two debt issuances. The City issued 2014A to finance improvements to the Aquatic Center and to obtain financing for the USD 231 School Campus Benefit District and the White Drive Sanitary Sewer. The City also issued refunding debt to refinance two KDOT state revolving fund loans to reduce the total debt service payments over the next 15 years by \$438,343. In FY 2015, the City issued 2015A to refund a 2006 state revolving loan for the Hillsdale water treatment plant to reduce the total debt service payments over 10 years and realize a net interest cost savings of \$325,269. In FY 2016 the City issued 2016A, B and C. 2016A was issued to fund Phase 1 of the street improvement program and to effect a partial net cash advance refunding of 2008B to realize a net savings of \$81,968. 2016B was issued as taxable, general obligation debt to finance improvements for the Electric Fund. 2016C was issued to finance the purchase of land for a future building site. The City issued

debt in 2017 to finance Phase 2 of the street improvement program and to effect a partial net cash advance refunding of 2009A. The partial net cash advance refunding realized a net savings of \$98,426 for the City. FY 2018 Estimate revenues include debt proceeds of approximately \$21.4M as aforementioned. FY 2019 and 2020 also include debt proceeds of approximately \$8M and \$6.8M, respectively to fund various capital improvement projects in the utility funds, a large street project in the Special Highway fund and land acquisitions at the airport.

The following tables and graphs illustrate the City's total revenue by source and by fund type:

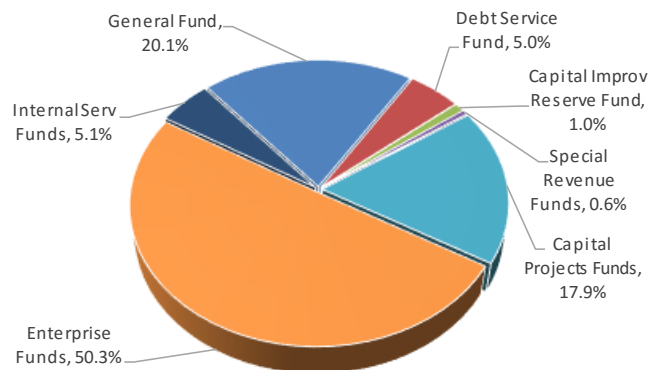
### Revenue by Source Fiscal Year 2019

Revenue Source	Amount	% of Total
Property Tax	\$ 3,942,000	6.0%
Motor Vehicle Tax	488,000	0.7%
Sales & Use Tax	7,303,900	11.2%
Excise Tax	311,300	0.4%
Special Assessments	1,151,100	1.8%
Licenses & Permits	257,000	0.4%
Intergovtl	4,722,050	7.2%
Charges for Services	35,874,540	54.8%
Fines & Forfeitures	531,900	0.8%
Other Revenues:		
Franchise Fees	315,000	
Transient Guest Tax	285,600	
Investment Earnings	128,200	
Miscellaneous	8,049,200	
Internal Serv Funds	0	
Total Other Revenues	8,778,000	13.4%
Transfers	2,136,600	3.3%
<b>Total</b>	<b>\$ 65,496,390</b>	<b>100.0%</b>



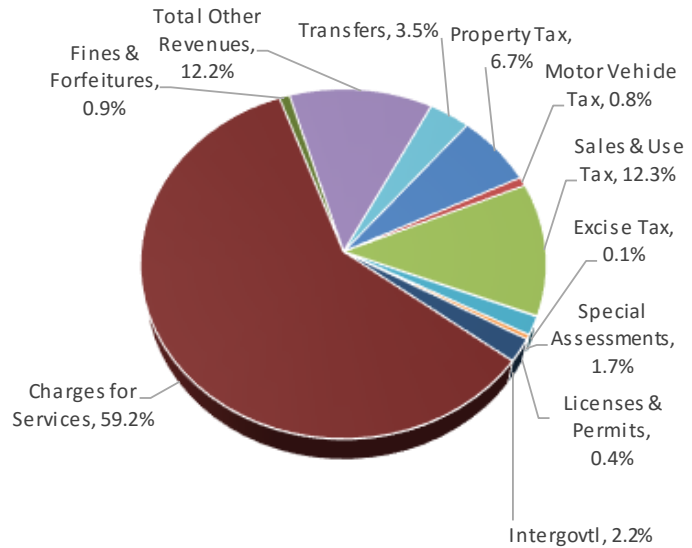
### Revenue by Fund Type Fiscal Year 2019

Fund Type	Amount	% of Total
General Fund	\$ 13,163,100	20.1%
Debt Service Fund	3,298,900	5.0%
Capital Improv Reserve	639,350	1.0%
Special Revenue Funds	362,100	0.6%
Capital Projects Funds	11,722,000	17.9%
Enterprise Funds	32,972,240	50.3%
Internal Serv Funds	3,338,700	5.1%
<b>Total</b>	<b>\$ 65,496,390</b>	<b>100.0%</b>



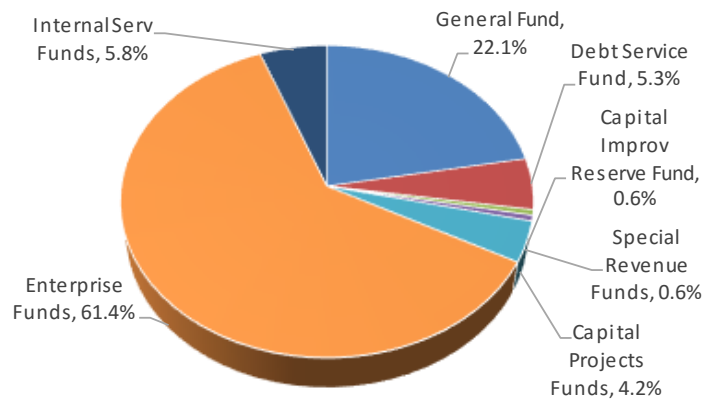
## Revenue by Source Fiscal Year 2020

Revenue Source	Amount	% of Total
Property Tax	\$ 4,122,000	6.7%
Motor Vehicle Tax	506,700	0.8%
Sales & Use Tax	7,585,700	12.3%
Excise Tax	37,600	0.1%
Special Assessments	1,062,200	1.7%
Licenses & Permits	257,000	0.4%
Intergovtl	1,358,900	2.2%
Charges for Services	36,618,186	59.2%
Fines & Forfeitures	542,800	0.9%
Other Revenues:		
Franchise Fees	313,000	
Transient Guest Tax	291,300	
Investment Earnings	132,800	
Miscellaneous	6,809,000	
Internal Serv Funds	0	
Total Other Revenues	7,546,100	12.2%
Transfers	2,162,300	3.5%
<b>Total</b>	<b>\$ 61,799,486</b>	<b>100.0%</b>



## Revenue by Fund Type Fiscal Year 2020

Fund Type	Amount	% of Total
General Fund	\$ 13,657,000	22.1%
Debt Service Fund	3,273,000	5.3%
Capital Improv Reserve	350,000	0.6%
Special Revenue Funds	368,500	0.6%
Capital Projects Funds	2,598,400	4.2%
Enterprise Funds	37,980,686	61.4%
Internal Serv Funds	3,571,900	5.8%
<b>Total</b>	<b>\$ 61,799,486</b>	<b>100.0%</b>





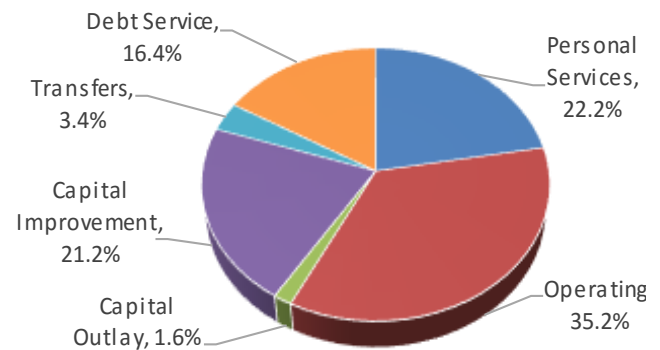
## Budgeted Expenditures

The 2019 and 2020 budgeted expenditures total \$62,470,200 and \$57,659,060, respectively. Operating expenditures include Internal Service Fund allocations.

The following tables and charts provide an overview of the City's total budgeted expenditures by category and fund type:

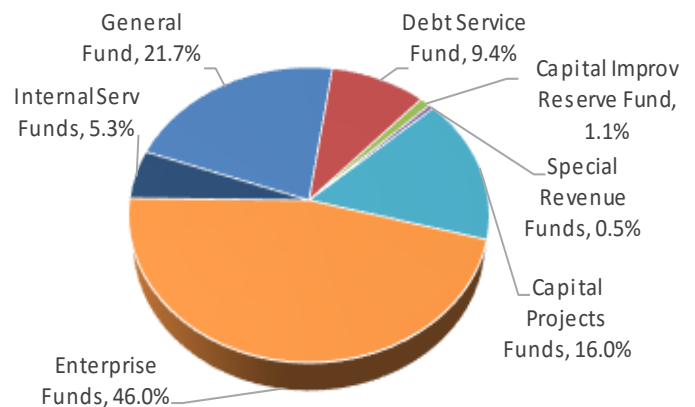
### Expenditure by Category Fiscal Year 2019

Major Cost Category	Amount	% of Total
Personal Services	\$13,801,900	22.2%
Operating	22,033,300	35.2%
Capital Outlay	988,400	1.6%
Capital Improvement	13,238,900	21.2%
Transfers	2,136,600	3.4%
Debt Service	10,271,100	16.4%
<b>Total</b>	<b>\$62,470,200</b>	<b>100.0%</b>



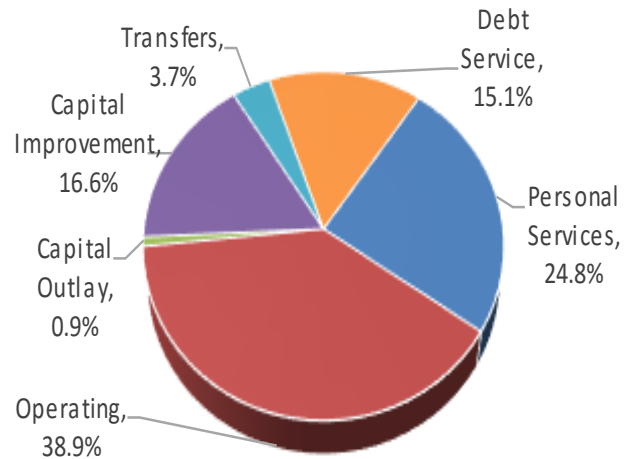
### Expenditure by Fund Type Fiscal Year 2019

Fund Type	Amount	% of Total
General Fund	\$13,571,600	21.7%
Debt Service Fund	5,880,500	9.4%
Capital Improv Reserve Fund	661,400	1.1%
Special Revenue Funds	304,200	0.5%
Capital Projects Funds	9,992,700	16.0%
Enterprise Funds	28,721,100	46.0%
Internal Serv Funds	3,338,700	5.3%
<b>Total</b>	<b>\$62,470,200</b>	<b>100.0%</b>



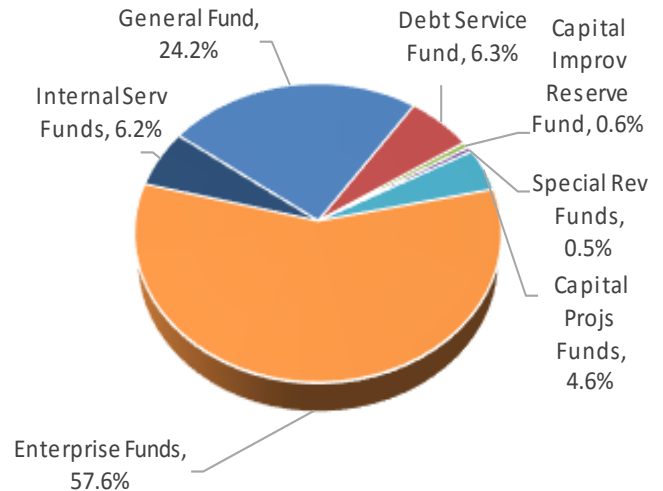
## Expenditure by Category Fiscal Year 2020

Major Cost Category	Amount	% of Total
Personal Services	\$14,275,600	24.8%
Operating	22,438,600	38.9%
Capital Outlay	497,400	0.9%
Capital Improvement	9,589,000	16.6%
Transfers	2,162,300	3.7%
Debt Service	8,696,160	15.1%
<b>Total</b>	<b>\$57,659,060</b>	<b>100.0%</b>



## Expenditure by Fund Type Fiscal Year 2020

Fund Type	Amount	% of Total
General Fund	\$13,932,500	24.2%
Debt Service Fund	3,625,700	6.3%
Capital Improv Reserve Fund	375,000	0.6%
Special Rev Funds	314,200	0.5%
Capital Projs Funds	2,652,260	4.6%
Enterprise Funds	33,187,500	57.6%
Internal Serv Funds	3,571,900	6.2%
<b>Total</b>	<b>\$57,659,060</b>	<b>100.0%</b>



### Personnel

The approved 2018 budget included 149 FTE's. In a mid-year adjustment for 2018, the City plans to restructure the Parks Maintenance Division by eliminating the Parks Superintendent position and hiring two additional parks maintenance workers. The restructuring of the Parks Maintenance Division will be budget neutral, help increase capacity, and reduce overtime. The Line Maintenance Division will add a senior maintenance worker and a maintenance worker, which will enable the division to have three maintenance crews. One additional police officer FTE was added to the 2018 Estimate to maintain an open position due to military deployment; the position will

remain in the FY 2019-2020 biennial budget (and beyond) to mitigate overtime needed to maintain minimum staffing levels even after the return of the deployed officer. There is no budget impact until mid-2019, and full impact will not be realized until FY 2020. Additionally, there were police wage adjustments of \$55,000 in 2019.

There are no planned staffing changes for 2020.

Following these changes, the 2019-2020 budget will include 151 full-time positions and 4 part-time positions equating to 153 total FTE's.

As the Priority-Based Budgeting process is a cycle of continuous improvement, evaluation of personnel needs will continue.

## Key Financial Highlights

Several key financial highlights are included in the FY 2019-2020 Biennial Budget.

- The City's taxable assessed valuation increased 8.2%.
- Projected EOY 2020 General Fund Balance at the end of the biennial period is 20%.
- The FY 2019 estimated mill levy is 20.736. The incremental increase of .196 mills is allowable per tax lid exemptions. The impact of this incremental mill increase to a \$220,000 average home is \$4.96 annually or \$0.41 per month.
- There is no significant commercial development revenue included in the biennial forecast period, as the associated revenue will lag until anticipated development becomes reality or projects currently under construction are complete.
- Due to the expected increase in transient guest tax revenue, the Economic Development Reserve Fund budget includes increased City funding of \$300,000 over the biennial period FY 2019-2020 for formation of a Convention & Visitors Bureau (CVB). Additional \$205,000 City funding is budgeted for Southwest Johnson County EDC (SWEDC) over the 3-year period FY 2018-2020. Any shortfall in the Economic Development Reserve (transient guest tax revenues) will require coverage from the General Fund to ensure the approved budget assistance to CVB and SWEDC.
- Funding for the Small Business Incentive Program continues in the Economic Development Reserve Fund at \$25,000 annually for both FY 2019 and FY 2020 to encourage entrepreneurial and expansion efforts by local business. The program provides funding assistance to facilitate projects by improving access to public roads or utilities. Future funding is targeted for 10-15% of transient guest tax revenues up to \$100,000, per the program parameters.
- Innovation initiative placeholders of \$37,500 annually for FY 2019 and FY 2020 are included to facilitate implementation of an entrepreneurial ecosystem to promote economic development.

- The Governing Body increased funding to the Gardner Township to \$37,230 for FY 2019 and \$32,730 for FY 2020 - representing approximately one-half of their cemetery budget - in exchange for decreased cost of cemetery lots for Gardner citizens.
- There is \$176,000 budgeted annually for FY 2019 and FY 2020 to replace four police vehicles each year. No other vehicle replacements are included in the biennial period.
- Moving \$265,000, or approximately 1.4 mills, from Debt Service Fund to General Fund due to ongoing recovery of delinquent special assessments.
- The City plans continued spending on street and trail projects in 2019 and 2020. The I-35 & Gardner Road Interchange project is anticipated to cost \$4.283 million with \$1.415 million coming from grants from MARC, and the remaining amount will be financed with general obligation bonds with the debt service spread over the estimated useful life of the street improvements. The Waverly Road Reconstruction from 175<sup>th</sup> to Madison Project will have an anticipated cost of \$3.54 million with \$1.575 million in grant funding through the CARS Program; the remaining amount will be financed with general obligation bonds. Phase 3 of the City's Trail Reconstruction Program is anticipated to cost \$155,000 and is scheduled for 2019, as well as the aforementioned Safe Routes to Schools project estimated for \$362,000. Additionally, the City will begin Phase 4 of the Pavement Management Program in 2019. The City will use a combination of cash, grants, and debt funding to accomplish these street and pedestrian improvements. Beginning in 2020, the Pavement Management Program will wind down and cash fund remaining projects, as the .5% special sales tax revenue stream will be largely committed to paying debt service on previous phases 1 through 4.
- Although there are no rate increases for water, wastewater or electric utilities in the biennial budget, rate studies are underway to prepare a financing plan for long-term improvements. The Governing Body may alter rates at any time by approval of an ordinance.
- The airport budget contains \$240,000 budget placeholder in FY 2019 to provide budget authority for sanitary sewer service should the Governing Body direct the implementation of that project; it is likely to require additional property tax subsidy or increased hangar revenue. There is a budget placeholder of \$402,500 in FY 2020 for property acquisition related to the runway protection zone. Property acquisition is dependent on FAA grant approval.
- The budget includes citywide 3% merit compensation placeholders of \$245,000 for FY 2019 and \$255,000 for FY 2020. There is \$55,000 in FY 2019 for police wage adjustments.
- Employee benefits were bolstered, as the Governing Body approved additional contribution of 50% of dental insurance premiums, or approximately \$44,000. This new benefit offset the 2018 increase in health insurance premiums, thus demonstrating continued investment in healthy employees and enhancing recruitment and retention.

## Budget Review by Fund Type

In addition to budgeting resources in alignment with the Governing Body's strategic goals, the City must also follow fund accounting requirements. Fund accounting is an accounting system organized on the basis of funds. A fund is a fiscal entity with a set of self-balancing accounts recording financial resources, together with all related liabilities and equity, and the changes therein. These accounting entities are separated for the purpose of carrying on specific activities or attaining certain objectives in accordance with regulations, restrictions or limitations. The City of Gardner's primary fund types are:

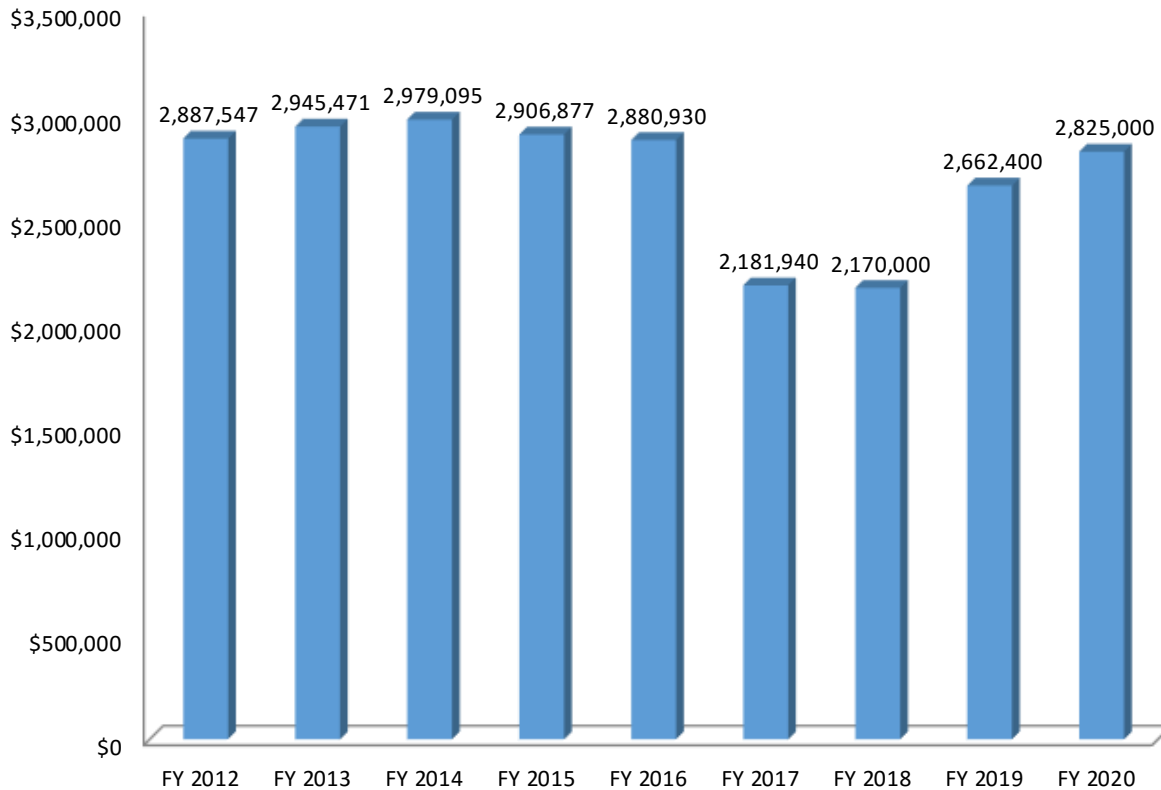
- General fund – The General Fund is the most common of the governmental funds. This fund is used to account for all financial resources not required to be accounted for in other funds.
- Debt Service Fund – The Debt Service Fund is used to account for multi-year repayment of principal and interest on loans and bonds primarily for governmental (non-utility) debt.
- Capital Improvement Reserve Fund – The Capital Improvement Reserve Fund is used to account for the acquisition and construction of major capital improvements other than those financed by enterprise funds.
- Enterprise Fund – A fund established to account for activities that operate similar to commercial enterprises found in the private sector where the costs to provide the service are recovered through user charges. The City has five Enterprise Funds: Electric Fund, Water Fund, Wastewater Fund, Stormwater Fund, and the Airport Fund. The Electric Capital Replacement Reserve Fund does not meet the definition of an Enterprise Fund and is not reported separately in the City's financials, but is separated for budgeting purposes.
- Special Revenue Funds - Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.
- Capital Project Funds – Funds created to account for and report the budget and actual expenses and revenues that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets, such as infrastructure and equipment.
- Internal Service Funds – Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the City on a cost reimbursement basis. The City has four Internal Service Funds: Information Technology Services Fund, Building Services Fund, Risk Services Fund and Utility Billing Services Fund.

The following pages contain more detailed FY 2019/2020 budget information for each of the City's budgeted funds.



## General Fund

### Property Tax Revenue History



#### Summary

Increases reflected in the chart for FY2012-FY2014 were mostly due to increases in property valuations. There was a 1.728 mill levy reduction in the General Fund mill levy in the FY 2015 Budget that was partially offset by a 5.6% increase in the City's taxable assessed valuation. This is reflected in the property tax revenue decrease for FY 2015.

FY 2016 reflects a 7.3% increase in assessed valuation and the return of previously captured Tax Increment Financing (TIF) district property tax dollars to the General Fund beginning in the second quarter of 2016. These increases were partially offset by the transfer of two mills to the Debt Service Fund to offset the negative impact of delinquent special assessments. The decrease in General Fund Property Tax for FY 2017 was due mostly to the City terminating the fire services contract with Johnson County Fire District No. 1 and reducing the 2017 General Fund tax revenue and associated amount of property tax mill levy by the amount of the fire services contract, which was equivalent to 8.911 mills; and transferring tax levy authority for fire services to the fire district. This decrease was partially offset by the transfer of 3 mills from the Debt Service Fund back to

the General Fund due to a significant recovery of a portion of the delinquent special assessments in the Debt Service Fund in 2016 and the assessed valuation increase of 8.3%.

The slight decrease in FY 2018 is due to the transfer of 1.525 mills to the Debt Service Fund – representing the increased property tax revenue resulting from increased valuation – which Council directed to be used to pay a portion of the new debt service related to the voter-approved Justice Center.

The increase in FY 2019 is due to two factors. 1) The transfer of 1.4 mills from the Debt Service Fund to the General Fund due to ongoing recoveries of delinquent special assessments in the Debt Service Fund, and 2) The portion of the 8.2% increase in assessed values that are allowed to be captured under the tax lid.

FY 2020 reflects a 6% increase over FY 2019 due again to estimated values that the City is allowed to capture under the tax lid.

## Revenues

General Fund revenues are comprised of taxes, intergovernmental revenues (grants and state-shared revenues), licenses and permits, charges for services, fines and forfeitures, interest revenues and transfers from other funds. General Fund revenues are expected to increase slightly over the biennial period at a modest 8%; there is no significant commercial development revenue in the forecast period, as the associated revenue will lag until anticipated development becomes reality or projects currently under construction are complete. Following is a summary of the General Fund revenue categories and the FY 2019 and FY 2020 budget in comparison to the FY 2018 Estimate:

**General Fund Revenue Summary**

Revenue Source	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Taxes	\$ 7,736,700	\$ 8,175,900	\$ 8,548,000	\$ 811,300	10%
Licenses & Permits	387,100	257,000	257,000	(130,100)	-34%
Franchise Fees	317,000	315,000	313,000	(4,000)	-1%
Intergovernmental	131,400	117,800	118,200	(13,200)	-10%
Charges for Services	2,676,800	2,872,600	2,969,500	292,700	11%
Fines & Forfeitures	522,100	531,900	542,800	20,700	4%
Interest & Misc.	26,000	26,000	26,300	300	1%
Transfers	831,100	866,900	882,200	51,100	6%
<b>Total</b>	<b>\$ 12,628,200</b>	<b>\$ 13,163,100</b>	<b>\$ 13,657,000</b>	<b>\$ 1,028,800</b>	<b>8%</b>

The 10% increase in taxes is due mostly to an increase in property taxes in the General Fund due to moving \$265,000, or approximately 1.4 mills, from the Debt Service fund due to ongoing recovery of delinquent special assessments, as well as minor increases allowed under the tax lid each year.

The 34% decrease in Licenses & Permits is largely due to some economic development activity included in the 2018 Estimate and a return to conservative projections for 2019 and 2020, as no

significant development is yet operational for inclusion in the revenue forecast, although there is activity that will likely impact the FY 2019 and 2020 budgets.

The 10% decrease in Intergovernmental revenue is largely due to the end of a grant in 2018 that is not expected to be received again in 2019.

The 11% increase in Charges for Services is primarily due to increases in the General Fund Cost Allocation revenues that were slightly offset by the receipt of an origination fee of \$95,000 in 2018 that is not anticipated to recur in 2019 or 2020.

## Expenditures

Following is a summary of the General Fund expenditure categories for the FY 2019 and 2020 biennial budget in comparison to the FY 2018 Estimate budget:

### General Fund Expenditure Summary

Expenditures	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Personal Services	\$ 8,810,200	\$ 9,294,300	\$ 9,614,300	\$ 804,100	9%
Operating	3,100,300	2,785,300	2,749,800	(350,500)	-11%
Capital Outlay	357,300	237,400	187,400	(169,900)	-48%
Internal Services	1,321,100	1,254,600	1,381,000	59,900	5%
Transfers	-	-	-	-	0%
<b>Total</b>	<b>\$ 13,588,900</b>	<b>\$ 13,571,600</b>	<b>\$ 13,932,500</b>	<b>\$ 343,600</b>	<b>3%</b>

Total General Fund expenditures increased \$343,600 for the 2019/2020 biennial budget when compared to the FY 2018 Estimate. The increase in Personal Services of 9% is partially offset by decreases in Operating and Capital Outlay. As the General Fund includes a majority of the City's human assets, the dedicated merit/salary adjustment pool, the police wage adjustments, the increase in health insurance premiums, as well as the recently approved contribution of 50% of dental premiums all contribute to the \$804,100 increase in Personal Services. Again, in 2018 the City Council approved paying 82% of the premium for HDHP (High Deductible Health Plans), 80% of all other plans, and continued the contribution to H.S.A. (Health Savings Account) of \$1,500/\$3,000 to cover the HDHP deductible in order to incentivize employees to choose the HDHP. These changes were intended to provide affordable choices, represent investment in the employees, enhance recruitment and retention efforts, and mitigate future health insurance cost increases, as the HDHP premium increases are historically significantly less than increases for other plans.

The 11% decrease in operating expenditures is due to projects/programs in Public Works and Parks in 2018 that will not recur in 2019 or 2020. In 2018, Public Works included expenditures for an ADA Compliance study, updates to the Transportation Master Plan, as well as increased expenditures for Stormwater Engineering and Traffic Engineering Support. Parks and Recreation budgeted for Playground maintenance and repairs, as well as repairs needed at the Golf Course in 2018.

The decrease in capital outlay expenditures of \$169,900 is mostly due to fewer vehicle purchases, as well as decreases in expenditures for golf course improvements.

## Capital Improvement Reserve Fund

This fund is used to account for revenues that the City may expend to finance multi-year capital projects. A majority of the revenues in the Estimate 2018 are debt proceeds for the construction of the Justice Center. The 2019 and 2020 budgeted revenues are mostly anticipated grant revenues for additional phases of the Kill Creek/Quail Meadows trail improvements and the new St. John's Trace Park.

### Capital Improvement Reserve Fund Revenue Summary

Revenue Source	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Intergovernmental	\$ 80,700	\$ 564,350	\$ 300,000	\$ 219,300	272%
Interest & Misc.	15,101,000	-	-	(15,101,000)	-100%
Transfers	62,300	75,000	50,000	(12,300)	-20%
<b>Total</b>	<b>\$ 15,244,000</b>	<b>\$ 639,350</b>	<b>\$ 350,000</b>	<b>\$ (14,894,000)</b>	<b>-98%</b>

Expenditures in the 2018 Estimate include construction of the new Justice Center, golf course improvements, a new pool filter system, and the West Fork KC Trail Phase I. The 2019/2020 biennial budget includes expenditures for Quail Meadows Park and Trail as well as the St. Johns Trace Park projects. The City anticipates funding to come from grants and a transfer from the Park Improvement Fund (as well as debt proceeds for the Justice Center, golf course improvements, and pool filter system in 2018).

## Enterprise Funds

### Summary

The Enterprise Funds are the largest component of the overall budget. Total Enterprise Funds revenues represent 50.3% and 61.4% of the overall revenues for 2019 and 2020, respectively, compared with the General Fund at 20.1% and 22.1%, respectively. Following is a summary of the Enterprise Funds budgeted revenues and expenses:

### Enterprise Funds Revenue Summary

Revenue Source	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Electric	\$ 17,199,800	\$ 17,504,040	\$ 22,313,186	\$ 5,113,386	30%
Elec Cap Replace	18,000	18,000	18,000	-	0%
Water	6,172,700	7,010,500	7,247,200	1,074,500	17%
Wastewater	9,033,700	7,783,800	7,628,600	(1,405,100)	-16%
Airport	1,116,100	655,900	773,700	(342,400)	-31%
<b>Total</b>	<b>\$ 33,540,300</b>	<b>\$ 32,972,240</b>	<b>\$ 37,980,686</b>	<b>\$ 4,440,386</b>	<b>13%</b>

The Electric Fund revenues are up \$5.1M over the biennial period. This increase is almost entirely due to anticipated debt proceeds of \$4.5M in 2020. Electric retail sales increased due to a conservative anticipated growth rate of 2%.

## Water Fund

The Water Fund represents \$7 million and \$7.2 million or 21% and 19% of all Enterprise Fund revenues in 2019 and 2020, respectively. The increase of \$1.1M or 17% over the biennial period is due to anticipated debt proceeds of \$820K in 2019 and \$1M in 2020. Retail sales in the Water Fund increased due to a conservative growth factor of 1%.

As illustrated in the following chart, budgeted expenses are up 7% in the Water Fund over the biennial period. Most of the increase is due to the Cost Allocation Charges and Capital Improvements. Decreases in Debt Service helped to offset these increases.

Debt service expenses are down \$259K from the 2018 Estimate due to the payoff of 2008A in 2018.

Capital improvement projects in the 2019 Budget include repair/repave water plant driveway, above/below ground storage facility rehabilitation, Copper Springs Loop Feed, rebuild high service pump #3, replace carbon feed system, lightning arrestors, and 183<sup>rd</sup> Street tower rehabilitation. There is one, large, \$1M project budgeted in FY 2020 for “smart meters”. Additionally, funds remain in the budget for the water line replacement program in FY 2019 and 2020.

Following is a summary of the Water Fund budget:

### Water Fund Budget

Revenue	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Charges for Services	\$ 6,157,700	\$ 6,175,500	\$ 6,232,200	\$ 74,500	1%
Interest & Misc.	15,000	835,000	1,015,000	1,000,000	6667%
	<u>\$ 6,172,700</u>	<u>\$ 7,010,500</u>	<u>\$ 7,247,200</u>	<u>\$ 1,074,500</u>	<u>17%</u>
<b>Expenses</b>					
Personal Services	759,100	790,700	818,000	58,900	8%
Operating	1,666,600	1,801,200	1,784,900	118,300	7%
Capital Outlay	152,000	275,000	90,000	(62,000)	-41%
GF Cost Allocation	453,400	586,500	610,000	156,600	35%
Internal Services	510,500	533,400	557,900	47,400	9%
Capital Improvement	960,000	1,430,500	1,350,000	390,000	41%
Debt Service	825,700	467,000	566,700	(259,000)	-31%
Transfers	1,042,700	1,043,600	1,045,300	2,600	0%
	<u>\$ 6,370,000</u>	<u>\$ 6,927,900</u>	<u>\$ 6,822,800</u>	<u>\$ 452,800</u>	<u>7%</u>
Fund Surplus/(Deficit)	\$ (197,300)	\$ 82,600	\$ 424,400		



## Wastewater Fund

The Wastewater Fund represents \$7.8 million and \$7.6 million or 22% and 19% of all Enterprise Fund revenues in 2019 and 2020, respectively. Total revenues decreased 16% over the biennial period due to a decrease in anticipated debt proceeds over the 3-year period. Retail sales are expected to remain relatively flat with only a 1% growth factor included in 2019 and 2020.

Wastewater expenses decreased 17% over the biennial period. Most of the decrease is due to decreases in Operating, Capital Improvement, and Debt Service. The decrease in Operating is mostly due to the I&I (Inflow and Infiltration) study of \$433K in 2018 that is not anticipated to recur in 2019 and 2020. Debt Service reductions are due to the payoff of 2008B in 2018. The reduction in Capital Improvements is due to a large \$2.1M capital project for South Lift Station Storage Tank Construction in 2018 that will not recur in 2019 and 2020. Other Capital Improvement Projects in 2018 Estimate include replacing submersible pumps, replacing the HVAC system, replacing 125 HP blowers, replacing the overhead crane and removing organics from thickeners/digesters. Capital Improvement Projects in 2019 and 2020 include replacing the BDP belt press, removing a temporary lift station, making treatment plant clarifier improvements, replacing and rebuilding a grinder, replacing 2 pumps at the East Lift Station, replacing the UV disinfection system, making improvements at Nike Lift Station and the force main, and removing two additional lift stations.

Following is a summary of the Wastewater Fund budget:

### Wastewater Fund Budget

Revenue	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Charges for Services	\$ 5,642,700	\$ 5,657,800	\$ 5,707,500	\$ 64,800	1%
Interest & Misc.	2,391,000	1,126,000	921,100	(1,469,900)	-61%
Transfers	1,000,000	1,000,000	1,000,000	-	0%
	<u>\$ 9,033,700</u>	<u>\$ 7,783,800</u>	<u>\$ 7,628,600</u>	<u>\$ (1,405,100)</u>	<u>-16%</u>
<u>Expenses</u>					
Personal Services	691,700	722,200	746,900	55,200	8%
Operating	1,291,600	843,900	829,500	(462,100)	-36%
Capital Outlay	110,000	350,000	20,000	(90,000)	-82%
GF Cost Allocation	433,900	557,400	579,900	146,000	34%
Internal Services	473,500	498,300	524,600	51,100	11%
Capital Improvement	2,581,000	1,620,000	1,692,500	(888,500)	-34%
Debt Service	3,206,800	2,737,800	2,875,000	(331,800)	-10%
Transfers	68,900	70,100	71,700	2,800	4%
	<u>\$ 8,857,400</u>	<u>\$ 7,399,700</u>	<u>\$ 7,340,100</u>	<u>\$ (1,517,300)</u>	<u>-17%</u>
Fund Surplus/(Deficit)	\$ 176,300	\$ 384,100	\$ 288,500		

## Electric Fund and Electric Capital Replacement Reserve Fund

The Electric Fund represents \$17.5 million and \$22.3 million or 53% and 59% of the total revenues from the Enterprise Funds in 2019 and 2020, respectively. Electric Fund revenues increased over the biennial period by 30% from the 2018 Estimate primarily due to the aforementioned, anticipated bond proceeds of \$4.5 million in FY 2020.

Budgeted expenses increased by 14% over the biennial period when compared to the 2018 Estimate. Almost all of the increase is due to large capital improvement projects in 2020 for the Substation 3 to Westar Interconnection (\$1.5M) and Smart Meter implementation (\$3M), which is offset slightly by a 19% decrease in Operating and a 73% decrease in debt service expenses due to debt paying off in 2019. Operating expenses dropped \$2.1M over the biennial period due to lower costs for purchasing power. As aforementioned, the Governing Body approved a 40-year agreement to assume the costs for Gardner's 32.26% participation in KMEA's 10.1% undivided interest in the Dogwood Energy Facility through a joint venture with KMEA.

The Electric Capital Replacement Reserve Fund has no budgeted revenue except \$18,000 in interest earned for the biennial period. There are no budgeted expenses for 2018 Estimate or 2019 or 2020 Budget.

Following is a summary of the Electric Budget:

### **Electric Fund Budget**

Revenue	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Charges for Services	\$ 16,705,600	\$ 17,438,840	\$ 17,745,986	\$ 1,040,386	6%
Interest & Misc.	494,200	65,200	4,567,200	4,073,000	824%
	<u>\$ 17,199,800</u>	<u>\$ 17,504,040</u>	<u>\$ 22,313,186</u>	<u>\$ 5,113,386</u>	<u>30%</u>
<b>Expenses</b>					
Personal Services	1,926,700	1,974,800	2,042,300	115,600	6%
Operating	11,191,100	9,040,900	9,095,000	(2,096,100)	-19%
Capital Outlay	128,100	57,000	50,000	(78,100)	-61%
GF Cost Allocation	432,200	501,400	524,500	92,300	21%
Internal Services	811,500	878,400	928,200	116,700	14%
Capital Improvement	360,000	200,000	4,700,000	4,340,000	1206%
Debt Service	358,800	354,000	98,300	(260,500)	-73%
Transfers	857,900	894,500	911,600	53,700	6%
	<u>\$ 16,066,300</u>	<u>\$ 13,901,000</u>	<u>\$ 18,349,900</u>	<u>\$ 2,283,600</u>	<u>14%</u>

Fund Surplus/(Deficit) \$ 1,133,500 \$ 3,603,040 \$ 3,963,286

## Airport Fund

The Airport Fund represents \$655,900 and \$773,700 or 1.8% and 1.9% of the total revenues from the Enterprise Funds in 2019 and 2020, respectively. The revenues in the Airport Fund decreased 31% over the biennial period due entirely to reduced FAA grant funding.

While the City did calculate an amount to charge the airport for General Fund cost allocation charges, the Airport Fund was not able to absorb this charge, so the General Fund will continue to subsidize the operations at the airport by not charging these fees until such time as the airport can pay for these services.

Budgeted expenses decreased by 40% over the biennial period when compared to the 2018 Estimate. This decrease is due almost entirely to a 53% decrease in Capital Improvement expenses. Capital improvement projects in 2018 include property acquisition, a sanitary sewer project in 2019, and in 2020 include another property acquisition. These capital improvement projects are partially funded by FAA grant funds, excluding the sewer project.

### Airport Fund Budget

Revenue	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Charges for Services	\$ 257,500	\$ 264,400	\$ 264,400	\$ 6,900	3%
Intergovernmental	518,500	150,000	150,000	(368,500)	-71%
Interest & Misc.	340,100	241,500	359,300	19,200	6%
Transfers	-	-	-	-	0%
	<u>\$ 1,116,100</u>	<u>\$ 655,900</u>	<u>\$ 773,700</u>	<u>\$ (342,400)</u>	<u>-31%</u>
<b>Expenses</b>					
Personal Services	29,300	29,300	29,700	400	1%
Operating	154,100	139,600	129,600	(24,500)	-16%
GF Cost Allocation	-	-	-	-	0%
Internal Services	15,300	29,100	32,000	16,700	109%
Capital Improvement	857,000	240,000	402,500	(454,500)	-53%
Debt Service	60,800	54,500	52,100	(8,700)	-14%
Transfers	-	-	28,800	28,800	0%
	<u>\$ 1,116,500</u>	<u>\$ 492,500</u>	<u>\$ 674,700</u>	<u>\$ (441,800)</u>	<u>-40%</u>
Fund Surplus/(Deficit)	\$ (400)	\$ 163,400	\$ 99,000		

### Stormwater Fund

This fund was previously used to fund stormwater management projects throughout Gardner, which were funded by grants from Johnson County. Currently, there are no projects, no funding and consequently, no budgeted revenues or expenses.

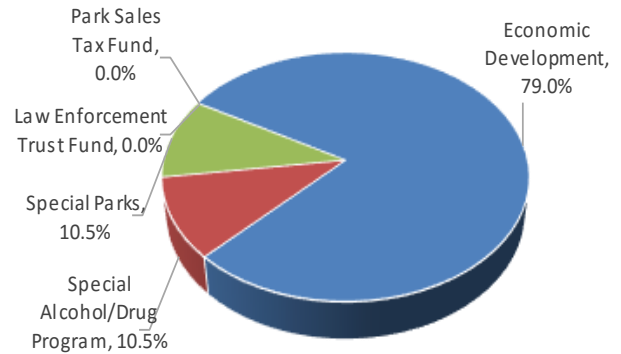
### **Special Revenue Funds**

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes. The City has five Special Revenue Funds that represent \$362,100 in revenue and \$304,200 in expenditures for the 2019 Budget, or about .6% of all revenues by fund type; and \$368,500 in revenue and \$314,200 in expenditures for the 2020 Budget, or about .6% of all revenues by fund type.

The following tables and charts summarize the revenue and expenditures by fund:

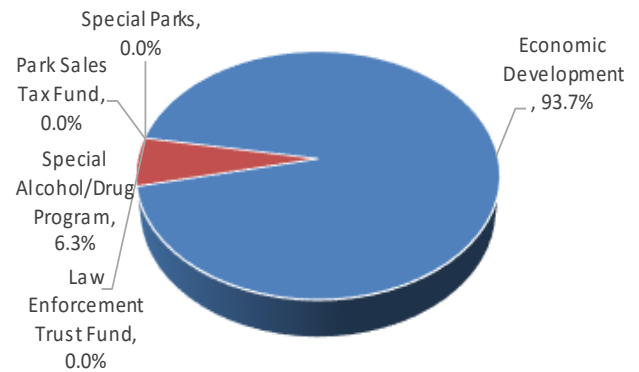
## Special Revenue Funds Revenue By Fund 2019

Fund Type	Revenue	% of Total
Economic Development	\$ 286,100	79.0%
Special Alcohol/Drug Program	38,000	10.5%
Special Parks	37,900	10.5%
Park Sales Tax Fund	-	0.0%
Law Enforcement Trust Fund	100	0.0%
<b>Total</b>	<b>\$ 362,100</b>	<b>100.0%</b>



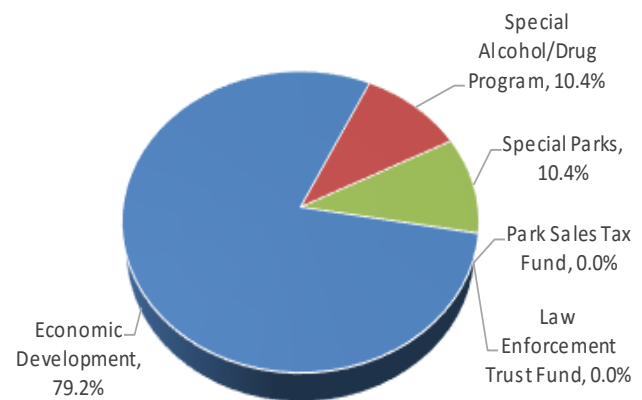
## Special Revenue Funds Expenditures By Fund 2019

Fund Type	Expenditures	% of Total
Economic Development	\$ 285,000	93.7%
Special Alcohol/Drug Program	19,200	6.3%
Special Parks	-	0.0%
Park Sales Tax Fund	-	0.0%
Law Enforcement Trust Fund	-	0.0%
<b>Total</b>	<b>\$ 304,200</b>	<b>100.0%</b>



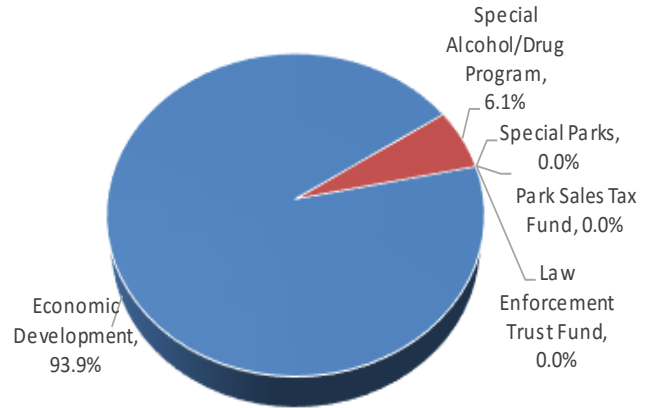
## Special Revenue Funds Revenue By Fund 2020

Fund Type	Revenue	% of Total
Economic Development	\$ 291,800	79.2%
Special Alcohol/Drug Program	38,200	10.4%
Special Parks	38,400	10.4%
Park Sales Tax Fund	-	0.0%
Law Enforcement Trust Fund	100	0.0%
<b>Total</b>	<b>\$ 368,500</b>	<b>100.0%</b>



## Special Revenue Funds Expenditures By Fund 2020

Fund Type	Expenditures	% of Total
Economic Development	\$ 295,000	93.9%
Special Alcohol/Drug Program	19,200	6.1%
Special Parks	-	0.0%
Park Sales Tax Fund	-	0.0%
Law Enforcement Trust Fund	-	0.0%
<b>Total</b>	<b>\$ 314,200</b>	<b>100.0%</b>



A summary of the Special Revenue Funds follows:

### Economic Development Reserve Fund

This fund is used to account for transient guest tax revenues that are restricted for the purpose of business recruitment, retention and expansion, as well as tourism and marketing efforts. Revenues in this fund are forecast to increase 284% from 2018 to 2019 due to the expected opening of the Hampton Inn in 2018. The 2019/2020 biennial budget for this fund includes expenditures of \$300,000 for the Gardner Edgerton Chamber of Commerce to help create the Convention & Visitors Bureau (CVB), \$170,000 for SWEDC (Southwest Johnson County Economic Development Corporation), and \$50,000 for the Small Business Assistance Program. Additionally the biennial budget continues to fund special events and grants to the museum and local arts from this fund.

### Special Alcohol & Drug Fund

The Special Alcohol and Drug Fund revenues are collected from a levy of 10% of gross receipts tax on the sale of any drink containing alcoholic liquor sold by a club, caterer or drinking establishment. The revenue generated from this tax is allocated 30% to the State of Kansas and 70% to cities and counties where the tax is collected. The City's share is mandated by Kansas Statute to be allocated 1/3 to the General Fund, 1/3 to the Special Parks and Recreation Fund and 1/3 to the Special Alcohol and Drug Fund.

This fund is used to account for the state-mandated 1/3 of revenues that are restricted for the purpose of funding programs for the education, treatment and intervention of alcohol and drug abuse. The program is administered by the county. Funds are currently being provided to four agencies that provide substance abuse services.

### Special Parks and Recreation Fund

This fund is used to account for the aforementioned 1/3 of alcoholic liquor revenues that are restricted to expenditures for the purchase, establishment, maintenance, or expansion of park and recreation services, programs and facilities. The funds, through 2018, were being transferred to the Park Sales Tax Fund to pay debt service for the Aquatic Center and Celebration Park. Beginning in 2019, the revenues will begin to rebuild fund balance for future purposes noted above.



## Park Sales Tax Fund

In June of 2005, the citizens of Gardner approved a one-half of one percent (.5%) sales tax increase effective January 2006 and sunsetting December 2015. The sales tax revenues are restricted to the payment of debt service for the Aquatic Center and Celebration Park. As aforementioned, revenues in this fund also include transfers from the Special Parks and Recreation Fund and Park Improvement Fund. Final debt payments for these projects will occur in 2018.

## Law Enforcement Trust Fund

This fund is used to account for monies forfeited to the City of Gardner Police Department relating to controlled substance investigation forfeitures. Per Kansas Statute, expenditures from this fund shall be made only for authorized law enforcement purposes of the Gardner Police Department.

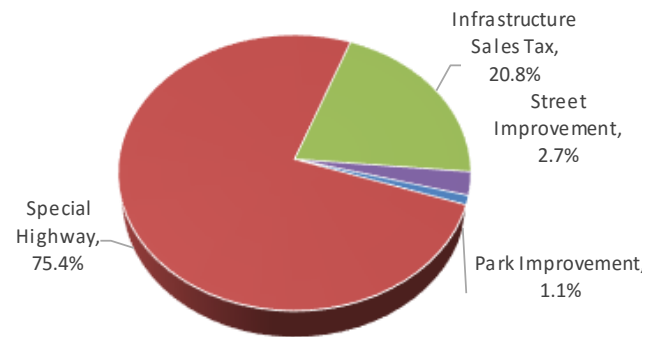
## Capital Project Funds

Capital Project Funds are used to account for financial resources that are restricted, committed, or assigned to expenditures for capital outlays including the acquisition or construction of capital facilities and other capital assets, excluding assets or facilities for enterprise or trust funds. The City has four Capital Project Funds that represent \$11,722,000 in 2019 and \$2,598,400 in 2020 in revenue and \$9,992,700 in 2019 and \$2,652,260 in 2020 in expenditures for the biennial period. Revenues in the Capital Project Funds represent 17.9% and 4.2%, respectively of all revenues by fund type.

The following tables and charts summarize the revenue and expenditures by fund:

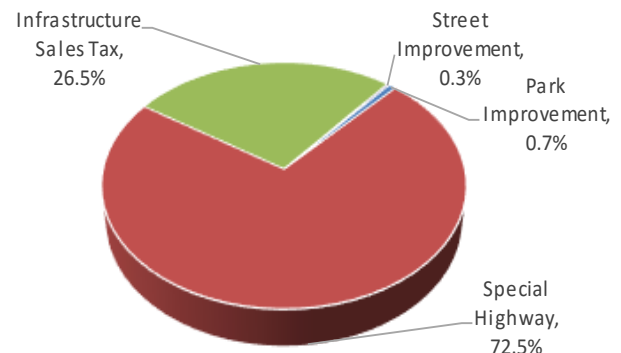
**Capital Project Funds  
Revenue By Fund  
2019**

Fund Type	Revenue	% of Total
Park Improvement	\$ 127,000	1.1%
Special Highway	8,840,800	75.4%
Infrastructure Sales Tax	2,434,900	20.8%
Street Improvement	319,300	2.7%
<b>Total</b>	<b>\$ 11,722,000</b>	<b>100.0%</b>



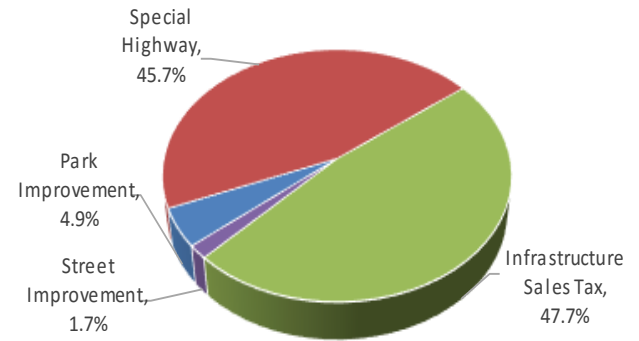
**Capital Project Funds  
Expenditures By Fund  
2019**

Fund Type	Expenditures	% of Total
Park Improvement	\$ 75,000	0.7%
Special Highway	7,246,900	72.5%
Infrastructure Sales Tax	2,644,700	26.5%
Street Improvement	26,100	0.3%
<b>Total</b>	<b>\$ 9,992,700</b>	<b>100.0%</b>



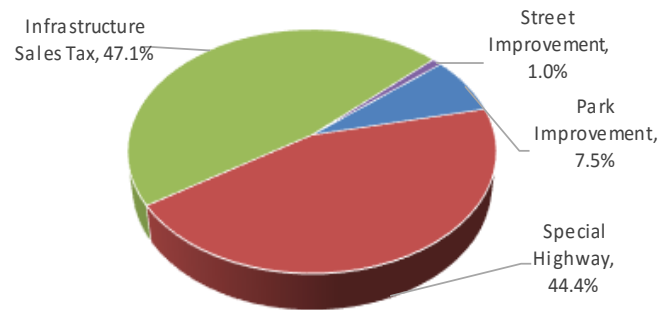
**Capital Project Funds  
Revenue By Fund  
2020**

Fund Type	Revenue	% of Total
Park Improvement	\$ 126,800	4.9%
Special Highway	1,186,300	45.7%
Infrastructure Sales Tax	1,239,700	47.7%
Street Improvement	45,600	1.7%
<b>Total</b>	<b>\$ 2,598,400</b>	<b>100.0%</b>



**Capital Project Funds  
Expenditures By Fund  
2020**

Fund Type	Expenditures	% of Total
Park Improvement	\$ 200,000	7.5%
Special Highway	1,176,660	44.4%
Infrastructure Sales Tax	1,249,700	47.1%
Street Improvement	25,900	1.0%
<b>Total</b>	<b>\$ 2,652,260</b>	<b>100.0%</b>



A summary of the Capital Project Funds follows:

Park Improvement Fund

This fund is used to account for the park impact fees collected on a per lot basis. Expenditures over the biennial period include transfers to the Capital Improvement Reserve Fund totaling \$125,000 to help offset the cost of park and trail projects in that fund and capital improvement expenditures in 2020 of \$150,000 to purchase land for a new park.

Special Highway Fund

This fund is used to account for county/city revenue sharing of a portion of the state's motor fuel tax. These revenues are restricted to the construction and maintenance of streets, the repair and replacement of curbs, and the repair and construction of sidewalks within the City's boundaries. Revenues also include occasional grant funding from KDOT, CARS, SMAC and CDBG for qualifying projects. Starting in 2017, it also included revenues from the special county sales and use tax that were moved from the Park Improvement Fund.

The FY 2018 Estimate includes expenditures for several large street projects. These include Santa Fe from Waverly to Poplar (\$3.7M), Waverly Road from 175<sup>th</sup> to Madison (design costs of \$370K), I-35 and Gardner Road interchange (design costs of \$533K), and Center Street from I-35 to Grand (\$568K).

The 2019/2020 biennial budget includes a transfer out to the Debt Service Fund to pay a portion of 2012A, and debt service expenditures to pay for 2014B and anticipated new debt for three large street projects. Additionally, capital improvements in 2019/2020 include construction costs

for the Waverly Road from 175<sup>th</sup> to Madison project (\$3.2M, CARS and debt funded), construction costs for the I-35 and Gardner Road interchange (\$3.75M, MARC and debt funded), design costs for two CARS projects and construction costs for Moonlight and Madison signal project (\$294K, CARS funded).

## Infrastructure Special Sales Tax Fund

In 2015, the citizens of Gardner approved a one-half of one percent (.5%) 10-year special sales tax effective January 1, 2016 for infrastructure. The City will use these revenues to rehabilitate streets and pedestrian trails. Budgeted expenditures in the 2019/2020 biennial budget include \$155,000 for pedestrian trails, \$362,000 for sidewalk improvements related to the FY 2019 MARC “Safe Routes to Schools” grant project, \$2,200,000 for Phase 4 of the Street Improvement Program, and \$1,177,400 in anticipated debt service for previous phases of the Street Improvement Program.

## Street Improvement Fund

This fund is used to account for the receipt of the City’s excise tax on platted land. The expenditures in this fund are specifically restricted for the improvement of existing streets and the construction of new streets necessitated by the City’s new development growth. As revenues in this fund are directly generated by development, the revenues are inadequate to pay debt service for the aforementioned street projects. Since 2010, debt service in this fund has also been paid from the Special Highway Fund and from the Debt Service Fund. Although 2019 and 2020 expenditures are stated as \$26,100 and \$25,900, respectively, the actual amount of debt service for street improvements is \$504,700 in 2019 and \$511,900 in 2020; the remaining \$478,600 in 2019 and \$486,000 in 2020 is covered from the Debt Service Fund and the Special Highway Fund.

## **Debt Service Fund**

### Revenues

Debt Service Fund revenues are comprised of property taxes, special assessments levied on properties benefitting from improvements made from establishing benefit districts, and transfers from other funds for their allocated share of debt payments. Starting in FY 2018, revenues will also include the City’s share of the .25% voter-approved County sales tax for public safety, as mentioned earlier. Following is a summary of the Debt Service Fund revenues for the FY 2019/2020 Biennial Budget in comparison to the FY 2018 Estimate Budget:

**Debt Service Fund Revenue Summary**

Revenue Source	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Taxes	\$ 2,156,800	\$ 1,939,100	\$ 1,966,700	\$ (190,100)	-9%
Special Assessments	1,225,300	1,151,100	1,062,200	(163,100)	-13%
Interest & Misc.	62,000	14,000	14,000	(48,000)	-77%
Transfers	242,600	194,700	230,100	(12,500)	-5%
<b>Total</b>	<b>\$ 3,686,700</b>	<b>\$ 3,298,900</b>	<b>\$ 3,273,000</b>	<b>\$ (413,700)</b>	<b>-11%</b>

The decrease in taxes is due to the aforementioned movement of \$265K from the Debt Service Fund to the General Fund due to the continuing recovery of delinquent special assessments. The decrease in special assessments is due to several assessments reaching the end of their repayment period.

## Expenditures

All expenditures in the Debt Service Fund are for the payment of debt. The 2019 budgeted debt payments are 27% or \$1,241,000 more than the 2018 Estimate. This is due to the escrowed, refunded portions of 2009A paying off in 2019 and two new debt service payments. The 2020 budgeted debt payments are \$2,254,800 less than 2019 due to the refunding payoffs in 2019 that are not anticipated to recur in 2020.

The City issued debt in 2018 to fund the construction of the Justice Center, to fund the replacement of the pool's filter system, and to fund a new irrigation system at the golf course. The City anticipates issuing debt again in 2018 for Gardner Lake Channel Improvements. Additionally the City anticipates issuing debt in 2019 to finance the Airport Sanitary Sewer project.

## Internal Service Funds

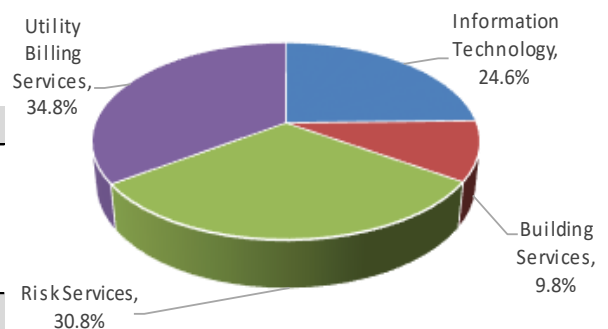
Internal Service Funds are used to account for the financing of goods or services provided by one department to other City departments on a cost-reimbursement basis for "services rendered." Consequently, budgeted revenues match budgeted expenses as there is no intent to make a profit or build a retained earnings balance. A summary of the Internal Service Funds expenditures follows:

### Internal Service Funds Expense Budget

Fund Type	Estimate 2018	Fiscal Year 2019	Fiscal Year 2020	Change over Biennial Period	
				Increase (Decrease)	% Change
Information Technology	\$ 876,300	\$ 821,300	\$ 917,700	\$ 41,400	5%
Building Services	414,700	326,800	347,500	(67,200)	-16%
Risk Services	940,200	1,029,300	1,116,800	176,600	19%
Utility Billing Services	1,206,600	1,161,300	1,189,900	(16,700)	-1%
<b>Total</b>	<b>\$ 3,437,800</b>	<b>\$ 3,338,700</b>	<b>\$ 3,571,900</b>	<b>\$ 134,100</b>	<b>4%</b>

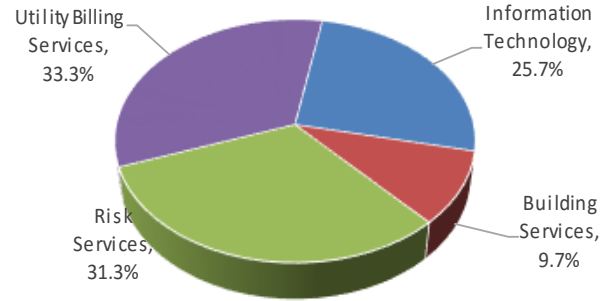
### Internal Service Funds Expenses By Fund 2019

Fund Type	Expenses	% of Total
Information Technology	\$ 821,300	24.6%
Building Services	326,800	9.8%
Risk Services	1,029,300	30.8%
Utility Billing Services	1,161,300	34.8%
<b>Total</b>	<b>\$ 3,338,700</b>	<b>100.0%</b>



**Internal Service Funds  
Expenses By Fund  
2020**

Fund Type	Expenses	% of Total
Information Technology	\$ 917,700	25.7%
Building Services	347,500	9.7%
Risk Services	1,116,800	31.3%
Utility Billing Services	1,189,900	33.3%
<b>Total</b>	<b>\$ 3,571,900</b>	<b>100.0%</b>



Information Technology Fund

This fund is used to account for the accumulation and allocation of costs associated with electronic data processing. Budgeted expenses increased 5% over the biennial period, primarily due to additional capital outlay expenses in 2020. These expenses include primary and secondary storage and backup app costs, additional computer purchases, and three additional in-car cameras for Police.

Building Services Fund

This fund is used to account for the accumulation and allocation of costs associated with maintenance of City facilities. Budgeted expenses will decrease from 2018 through the biennial period due to a capital outlay project in 2018 related to a fire alarm study that will not recur in 2019 or 2020.

Risk Services Fund

This fund is used to account for the accumulation and allocation of costs associated with the City's risk analysis, mitigation and administration activities. Budgeted expenses increased 19% over the biennial period, almost entirely due to increases in general liability insurance and workers compensation.

Utility Billing Services Fund

This fund is used to account for the accumulation and allocation of costs associated with billing and collecting amounts owed by users for utility and airport services provided by the City. Expenses are budgeted to drop slightly over the biennial period, largely due to vehicle replacements in FY 2018 that are not anticipated to recur in 2019 and 2020.

**Conclusion**

The budget is a city's most important public policy document, and its creation is a collaborative effort incorporating the Governing Body's vision, citizens' representation of the community's values and culture, and City staff's technical expertise.

Many people throughout the city contributed tremendous time and effort in the production of this document. Everyone from our "rookie" Parks and Recreation Director to our long-tenured Finance



Director, their dedicated staff, citizens' input from forums, surveys, and advisory boards, and the Governing Body's direction contributed to this tangible testament to civic pride.

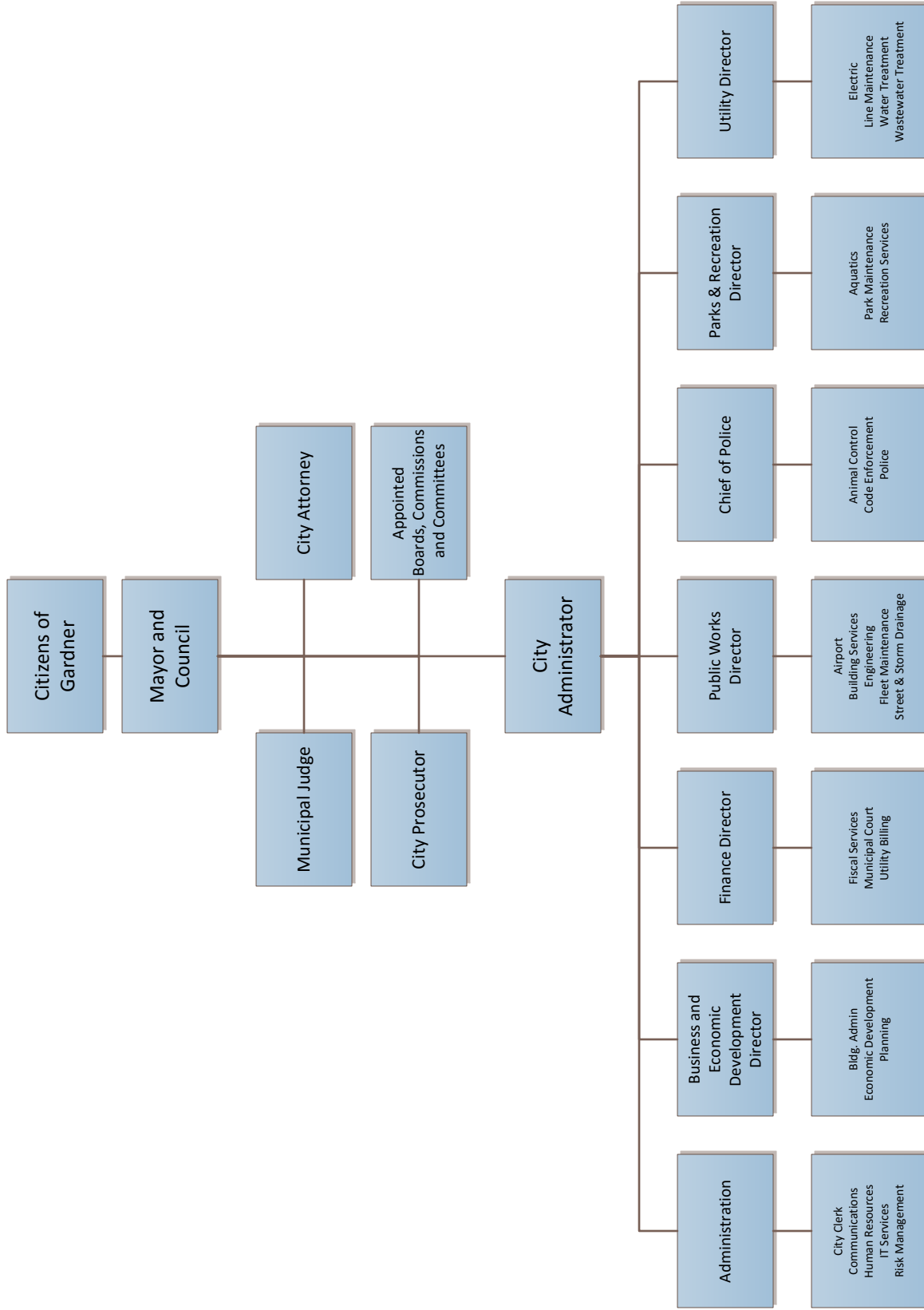
I am confident that this budget represents an appropriate balance of fiscal stewardship and strategic positioning for the future to continue our journey to a flourishing, sustainable city with *"FY 2019-2020 Biennial Budget: Transformation 2.0"*.

Respectfully yours,



Cheryl Harrison-Lee, ICMA-CM, AICP  
City Administrator

# City of Gardner – 2019-2020



Note: The Municipal Judge and City Prosecutors are appointed by the Mayor. The City Attorney and Advisory Boards/ Commissions/Committees are appointed by the Mayor and City Council.

# FUNDS BY DEPARTMENT MATRIX



The matrix below illustrates which funds are budgeted in each Department. A portion of the General Fund is budgeted in every Department, while the other funds only impact certain Departments.

		Department									
		Admin	Business & Economic Development	Finance	Parks & Recreation	Police	Public Works	IT Services	Building Services	Risk Services	Utility Billing
<b>Fund</b>	General	X	X	X	X	X	X	X	X	X	X
	Water	X		X			X	X	X	X	X
	Wastewater	X		X			X	X	X	X	X
	Electric	X		X			X	X	X	X	X
	Airport	X		X			X		X	X	X
	Capital Improvement				X		X				
	Economic Development	X									
	Admin Benefit			X							
	Special Drug/Alcohol					X					
	Special Parks				X						
	Park Improvement				X						
	Law Enforcement Trust					X					
	Infrastructure Special Sales Tax				X		X				
	IT	X		X				X	X	X	
	Building Services	X		X				X	X	X	
	Risk	X		X				X	X	X	
	Utility Billing	X		X				X	X	X	X
	Street Improvement						X				
	Special Highway						X				
	Debt Service	Governmental (non-utility) debt									

# POSITION SUMMARY



## Position Changes from 2017-2020

In 2017, the City added an Engineering Technician II to assist with inspecting new development and street improvements related to the City's Street Improvement Program, two police officers that added flexibility for increased focus on narcotics enforcement, a Senior Maintenance Worker (line maintenance), another Maintenance Worker (line maintenance), and a Police Property Evidence Technician. The Customer Service Manager was reclassified to Business Services Manager and the Management Analyst was reclassified to Senior Management Analyst. The Senior Human Resources Specialist title changed to Human Resources Partner. Three Police Officers were reclassified to Police Detectives as a part of expanding career ladders. Both Police Lieutenants were reclassified to Police Captains, and the Police Clerk was reclassified to Administrative Assistant.

In 2018, the City added an Inventory Clerk in the Utilities Department to help implement the new Computerized Maintenance Management System (CMMS). The City added a Building Inspector due to an increase in both commercial and residential development. The Public Works Department added another part-time Airport Maintenance Worker. The City added a Police Officer to maintain an open position due to military deployment. That position will not impact the budget until 2019. The City restructured the Parks Maintenance Division by eliminating the Parks Superintendent position and adding two Maintenance Workers (parks). The Crew Leader – Line Maintenance was reclassified to Line Maintenance Superintendent as a part of expanding career ladders. In 2018, the Utilities Department added a Senior Maintenance Worker (line maintenance) and Maintenance Worker (line maintenance) so that the Line Maintenance Division has three crews of three people dedicated permanently to distribution line maintenance, collection line maintenance, and I&I detection maintenance.

There are no additional positions in the 2019 or 2020 budget.

## Administration

	2017	2018	2019	2020
City Administrator	1	1	1	1
Communications Manager	1	1	1	1
Sr. Management Analyst	1	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	1	1	1	1
Human Resources Partner	1	1	1	1
Risk Coordinator	1	1	1	1
Information Technology Manager	1	1	1	1
Information Technology Specialist	2	2	2	2
City Clerk	1	1	1	1
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

## Business and Economic Development

	2017	2018	2019	2020
Business and Economic Development Director	1	1	1	1
Chief Planner	1	1	1	1
Principal Planner	1	1	1	1
Planner I	1	1	1	1
Planning Technician	1	1	1	1
Building Inspector	2	3	3	3
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

# POSITION SUMMARY



## Finance

	2017	2018	2019	2020
Finance Director	1	1	1	1
Fiscal Services Manager	1	1	1	1
Sr. Accountant	2	2	2	2
Payroll Clerk	1	1	1	1
Grant Program Coordinator	1	1	1	1
Business Services Manager	1	1	1	1
Utility Billing Specialist	2.5	2.5	2.5	2.5
Customer Service Representative	2	2	2	2
Meter Reader / Technician	4	4	4	4
Municipal Court Clerk	2	2	2	2
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>18.5</b>	<b>18.5</b>	<b>18.5</b>	<b>18.5</b>

## Parks and Recreation

	2017	2018	2019	2020
Parks and Recreation Director	1	1	1	1
Recreation Specialist	1	1	1	1
Customer Service Representative	1	1	1	1
Recreation Superintendent	1	1	1	1
Recreation Supervisor	2	2	2	2
Special Events Coordinator	1	1	1	1
Parks Superintendent	1	0	0	0
Crew Leader - Parks	1	1	1	1
Senior Maintenance Worker - Parks	1	1	1	1
Maintenance Worker - Parks	3	5	5	5
<b>TOTAL</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>14</b>

## Police

	2017	2018	2019	2020
Chief of Police	1	1	1	1
Code Enforcement Officer	1	1	1	1
Police Corporal	3	3	3	3
Police Detective	3	3	3	3
Police Records Clerk	1	1	1	1
Animal Control Officer	1	1	1	1
Administrative Assistant	1	1	1	1
Police Lieutenant	0	0	0	0
Police Captain	2	2	2	2
Police Officer	20	21	21	21
Police Sergeant	4	4	4	4
Property Evidence Technician	1	1	1	1
<b>TOTAL</b>	<b>38</b>	<b>39</b>	<b>39</b>	<b>39</b>



# POSITION SUMMARY



## Public Works

	2017	2018	2019	2020
Public Works Director	1	1	1	1
City Engineer	1	1	1	1
Sr. Staff Engineer	1	1	1	1
Staff Engineer	1	1	1	1
Engineering Technician II	2	2	2	2
GIS Analyst	1	1	1	1
Public Works Superintendent	1	1	1	1
Building Maintenance Supervisor	1	1	1	1
Airport Maintenance Worker	0.5	1	1	1
Mechanic	1	1	1	1
Crew Leader - Streets	1	1	1	1
Sr. Maintenance Worker - Streets	1	1	1	1
Maintenance Worker	5	5	5	5
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>18.5</b>	<b>19</b>	<b>19</b>	<b>19</b>

## Utilities

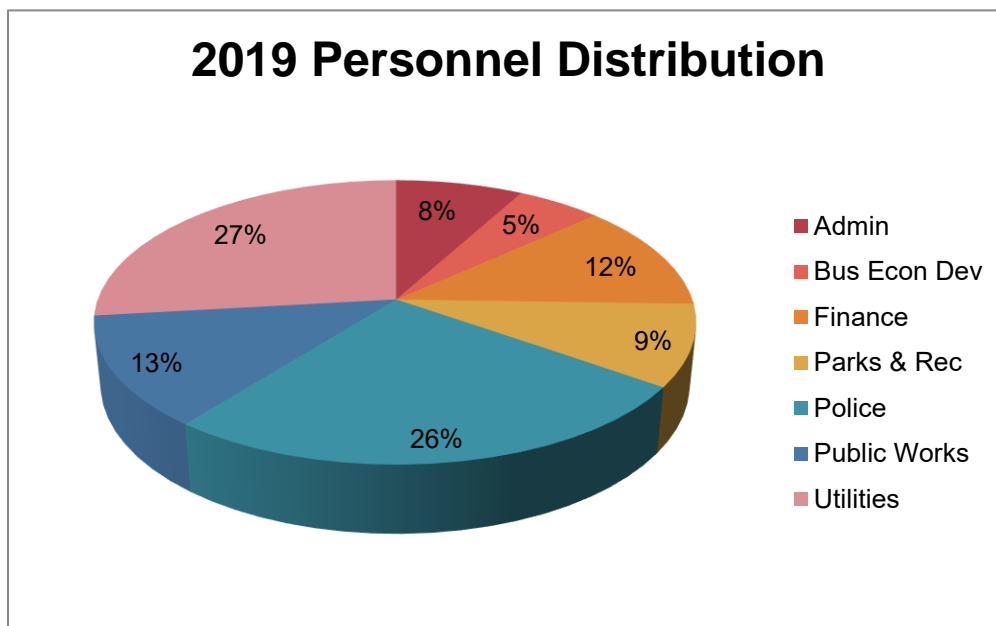
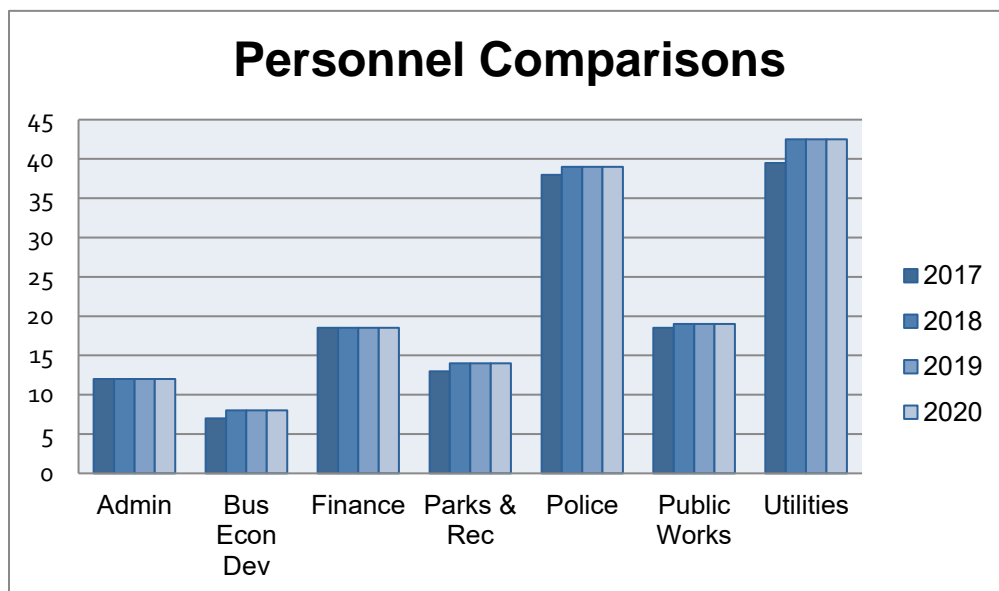
	2017	2018	2019	2020
Utility Director	1	1	1	1
Sr. Staff Engineer	2	2	2	2
Staff Engineer (Compliance)	1	1	1	1
Plant Superintendent (Water/Wastewater)	2	2	2	2
Chief Operator (Water/Wastewater)	2	2	2	2
Plant Operator (Water/Wastewater)	5	5	5	5
Crew Leader (Line Maintenance)	1	0	0	0
Sr. Maintenance Worker (Water/Wastewater/Line Main.)	3	4	4	4
Maintenance Worker (Water/Wastewater/Line Main.)	7	8	8	8
Lead Electric Operator	1	1	1	1
Line Maintenance Superintendent	0	1	1	1
Journeyman Electric Operator	2	2	2	2
Apprentice Electric Operator	0	0	0	0
Engineering Technician II (Electric)	1	1	1	1
Electric Distribution Manager	1	1	1	1
Lead Lineman	2	2	2	2
Journeyman Lineman	1	1	1	1
Journeyman Meterman	1.5	1.5	1.5	1.5
Utility Inventory Clerk	0	1	1	1
Maintenance Worker (Electric)	2	2	2	2
Apprentice Lineman	3	3	3	3
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>39.5</b>	<b>42.5</b>	<b>42.5</b>	<b>42.5</b>

# POSITION SUMMARY



## Grand Total

	2017	2018	2019	2020
Administration	12	12	12	12
Business and Economic Development	7	8	8	8
Finance	18.5	18.5	18.5	18.5
Parks and Recreation	13	14	14	14
Police	38	39	39	39
Public Works	18.5	19	19	19
Utilities	39.5	42.5	42.5	42.5
<b>GRAND TOTAL</b>	<b>146.5</b>	<b>153</b>	<b>153</b>	<b>153</b>



## **PURCHASING POLICY:**

- Formally adopted by the City Council on October 16, 1994. Revised on September 8, 2015.
- Department Directors can authorize purchases up to \$10,000.
- The City Administrator can authorize purchases up to \$25,000.
- The City Council must approve any purchases over \$25,000.
- Purchases over \$5,000, but less than \$50,000 require quotes from at least three vendors.
- The City Administrator can authorize professional services contracts up to \$25,000 without competitive proposals.
- Purchases of \$50,000 or greater require a competitive sealed bid or proposal process.
- Purchases under \$5,000 are considered small purchases and do not require competitive quotes.
- Purchases shall not be artificially divided so as to constitute a small purchase or to avoid a bidding process.

## **INVESTMENT POLICY:**

- Formally adopted by the City Council on November 16, 1998. Revised on November 7, 2016.
- Investments shall be made with the primary objective of safety of principal, followed by liquidity needs, and then the rate of return on said investments.
- The City's portfolio shall be sufficiently liquid to meet operating requirements that can be reasonably anticipated.
- The City will invest when general idle funds become available.
- The City may invest at other times when excess idle funds become available.
- The City pools investment monies from all available funds for investing. The Kansas State Treasurer provides weekly benchmark investment rates that financial institutions must pay.
- If none of the financial institutions agree to pay the investment rate for Certificate of Deposit, the City can then obtain quotes on the other allowable investments. At least two quotes must be obtained for all investments. The interest from investments will be credited on an average monthly ending cash balance of all funds.
- Investments of debt proceeds shall only be made in accordance with provisions for acceptable investments of general idle funds and in accordance with K.S.A. 10-131.
- Before any deposit of public moneys or funds shall be made by the City of Gardner, the City shall obtain security for such deposit in the manners prescribed by K.S.A. 9-1402.
- An independent third party with whom the City has a custodial agreement will hold the collateral. A safekeeping receipt must be supplied to the entity and retained. Collateral will be registered in the City's name.
- The City will diversify its investment by security type and institution if it is economically feasible.
- To the extent possible the City of Gardner will attempt to match its investments with anticipated cash flow requirements.

- The City Administrator delegates management responsibility for the Investment Policy to the Finance Director with oversight.

## **ECONOMIC DEVELOPMENT INCENTIVE POLICY:**

- Formally adopted by the City Council on April 20, 2015. Revised on March 20, 2017.
- Economic development incentives are a means to reduce or redirect taxes in exchange for specific desirable actions or investments that might not be financially feasible without public sector assistance.
- To qualify for incentives, a project must produce a public benefit.
- The policy contains a menu of incentives the City will consider for qualifying development.
- All incentives will be subject to a “but for” test. The Governing Body must find that without the incentive, the proposed project would not occur, would only occur on a significantly smaller scale, would not be financially feasible or stable, or would not result in an appropriate internal rate of return for the developer, thus deterring desirable economic development opportunities consistent with the City’s strategic vision and goals.
- Each project receiving an incentive must be consistent with and further the elements of the City’s Comprehensive Plan, and shall comply with all applicable City building codes.
- The Public Infrastructure Financing Program provides a mechanism for developers to build public infrastructure and be compensated over time using a combination of different revenue sources.
- In the development agreement, the City will reserve the right to suspend or terminate the incentive granted or impose one or more financial penalties or “claw-backs” of the incentives, should the developer fail to comply with its development obligations.
- In 2017, a Small Business Assistance Program was created to encourage local expansion efforts.

## **PRIORITY-BASED BUDGETING AND PERFORMANCE MANAGEMENT:**

- Governing Body endorsed the best practice of Priority Based Budgeting in 2013.
- Organizational strategic priorities and strategic plan, department goals and objectives, and performance metrics must be clearly linked.
- Staff will monitor and routinely report progress towards the achievement of performance goals and targets. The G3 public dashboard will report progress towards accomplishing the strategic plan.
- Performance reporting will focus on results. Effectiveness and efficiency measures are desirable over input and output measures. Performance targets should be established when appropriate.
- Performance results will guide policy and budget development. Budget initiatives will be funded to support strategic priorities and achieve performance goals/targets.

## Methodology

The forecast assumes the continuation of current service levels and the impact that the cost of maintaining current service levels will have in the years ahead. Revenues are projected based on anticipated growth patterns. The forecast does consider increases in revenues generated by increases in fees and charges above their current levels in certain cases.



The information contained herein is therefore a forecast of the projected financial position of the City and does anticipate strategies to meet the needs of the City. The forecast provides the basis for discussion and policy decisions that will need to be made in future years to maintain services at their current levels or enhance service levels in specific areas.

In many cases, the forecast will indicate areas where available financial resources may be insufficient to maintain current service levels as the funds available drop below acceptable levels. The forecast will also assist in identifying where increased revenues or decreased expenditures will be required in future years.

Furthermore, the forecast does consider the potential for a realignment of revenues between funds with careful analysis of the impact of such revenue shifts. In many cases, revenues are restricted to specific purposes either by statute, local policy, or prudent financial management. In all cases, the impact of shifting revenues between funds must be carefully examined.

The most beneficial feature of the forecast is that it can indicate undesirable financial trends before they occur and can provide the basis for policy discussion and direction. It is with this intention that the City's Multi-Year Financial Forecast has been developed and presented.

## General Assumptions

Any effort to project or forecast the future financial position of the City must be based on certain assumptions regarding revenues and expenditure growth. These assumptions, by necessity, are broadly applied. The Multi-Year Financial Forecast is no exception. The analysis seeks to balance out the peaks and valleys in the revenue stream that occur as a result of general economic conditions and related revenue collection variances.

While the economy will affect inflation rates and revenue growth, current conditions cannot be assumed to be long-term trends since historically such economic trends do not continue indefinitely. Neither can we be too optimistic about the future since we run the risk of creating unreasonable expectations.

The City uses trend analysis over a five-year period, as well as the Capital Improvement Program, as tools for providing the framework for subsequent annual operating and capital budgets. The primary mission is protecting the quality of life for the residents of Gardner while providing much needed economic development opportunities to create diverse land uses that will provide long-term economic sustainability for the City of Gardner. This mission provides for long-term visioning and multi-year financial performance that allows for the aligning of resources to accomplish priorities established by the Governing Body. With that in mind, the City completed the Capital Improvement Element (CIE) in 2017, which includes a 10+ year schedule of capital projects. The CIE will help guide the community's long-range planning and capital investment.

The forecast is based on quarterly data which is reviewed in conjunction with historical trends and any other relevant factors and considerations. These factors include:

- The City's economic condition, as well as the surrounding areas
- The various revenue sources and amounts, and their sufficiency to support City services, as well as whether they are the right mix
- Expenditure levels and their sufficiency to provide the level of service desired, currently and in the future



- Debt levels, fund balances, and their impact on current City financial resources

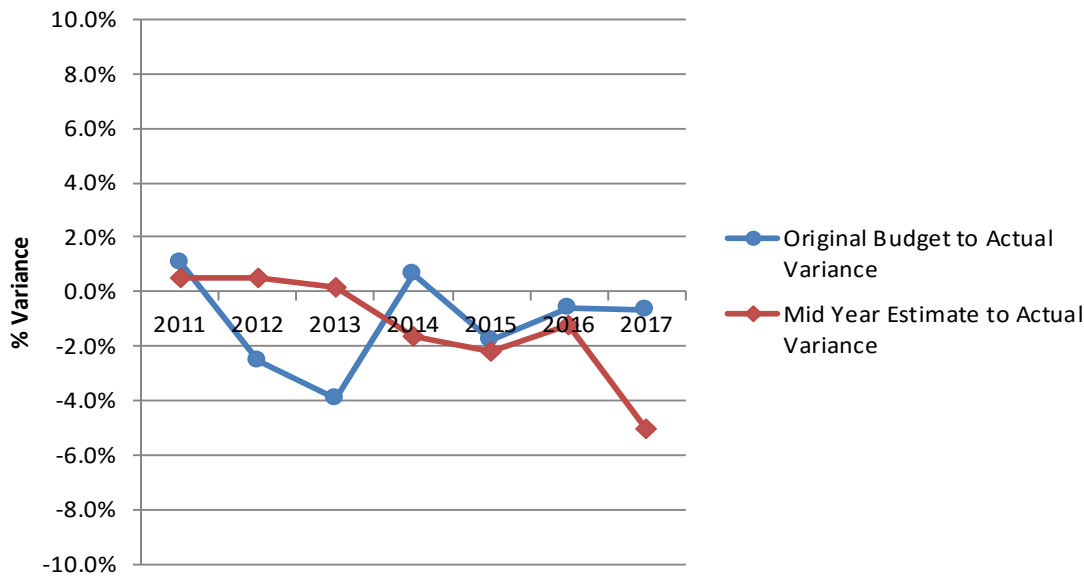
## Conclusion

The Multi-Year Financial Forecast is a fluid document that is subject to ongoing analysis. The City’s financial position is monitored continually throughout the year for changes and modifications in assumptions; changes in the economic climate affecting the community, including economic development projects and opportunities; increases or decreases in program and staffing levels; increases and decreases in charges for services; fines and fees; as well as policy decisions relating to delivery of services in the community.

The distribution of resources between operating expenditures and capital improvements is continually reviewed to ensure that all the needs of the community are being met. Serious considerations must be given to the following:

- Developing funding alternatives that provide a stable and reliable revenue flow to those funds where cost increases in future years will exceed available revenues
- Developing revenue strategies that provide the funds necessary to continue the uninterrupted delivery of services to the residents and businesses of the City of Gardner
- Prioritizing funding for competing initiatives and operations with mandated flat property tax revenues (Kansas legislature approved “tax lid” legislation, effective January 1, 2018) in a growing city, such as Gardner
- Emphasizing revenue diversification to avoid relying too heavily on volatile sales tax revenues as a result of stagnating or decreasing property tax revenues
- Future financial planning includes identifying and implementing operational efficiencies to enhance fiscal stewardship, sustainability, and increase funding capacity to facilitate development opportunities, as well as additional capacity for other city services.

## Revenue Projection Performance (excluding Miscellaneous)



Note: 2017 Variance to estimate increased due to the timing of development activities and grant funding.

5-Year Financial Summary

Revenues by Type	2018	2019	2020	2021	2022	2023
	Estimate	Budget	Forecast	Forecast	Forecast	Forecast
Property Tax	\$ 3,707,200	\$ 3,942,000	\$ 4,122,000	\$ 4,361,800	\$ 4,422,700	\$ 4,484,500
Motor Vehicle Tax	477,300	488,000	506,700	529,100	555,500	583,300
Sales & Use Tax	7,022,900	7,303,900	7,585,700	7,881,500	8,190,400	8,533,500
Franchise Fees	317,000	315,000	313,000	312,000	311,000	310,000
Transient Guest Tax	74,000	285,600	291,300	297,100	303,000	309,100
Excise Tax	942,500	311,300	37,600	38,000	39,000	40,000
Special Assessments	1,225,300	1,151,100	1,062,200	1,074,500	1,076,900	1,067,600
Licenses & Permits	387,100	257,000	257,000	262,900	269,000	275,200
Intergovtl	4,793,600	4,722,050	1,358,900	1,105,100	1,269,800	2,310,550
Charges for Services	35,067,100	35,874,540	36,618,186	36,954,800	37,456,300	38,021,300
Fines & Forfeitures	522,100	531,900	542,800	552,600	563,700	573,600
Investment Earnings	152,700	128,200	132,800	133,500	136,300	139,100
Miscellaneous	21,830,100	8,049,200	6,809,000	17,036,200	1,716,200	13,529,700
Internal Serv Funds						
Transfers	2,178,702	2,136,600	2,162,300	1,126,000	1,011,200	1,033,900
<b>Total Revenues</b>	<b>\$ 78,697,602</b>	<b>\$ 65,496,390</b>	<b>\$ 61,799,486</b>	<b>\$ 71,665,100</b>	<b>\$ 57,321,000</b>	<b>\$ 71,211,350</b>
<b>Total Revenues without Transfers and Debt Proceeds</b>	<b>\$ 55,139,000</b>	<b>\$ 55,346,790</b>	<b>\$ 52,864,386</b>	<b>\$ 53,539,100</b>	<b>\$ 54,629,800</b>	<b>\$ 56,663,950</b>
		12%	-6%	16%	-20%	24%
<b>Overall Revenue Growth (Total)</b>		5%	-4%	1%	2%	4%

**Expenditures by Type**

Personal Services	13,196,800	13,801,900	14,275,600	14,336,600	14,634,700	14,937,900
Operating	19,402,250	16,707,000	16,793,100	17,123,100	18,632,400	19,068,500
Capital Outlay	847,400	988,400	497,400	460,900	545,900	471,000
Capital Improvement	27,012,989	13,238,900	9,589,000	18,844,000	4,401,000	15,875,500
Cost allocation	1,678,800	1,987,900	2,074,000	2,136,100	2,200,200	2,266,100
Internal Services	3,301,900	3,338,400	3,571,500	3,630,900	3,752,500	3,852,400
Debt Service	9,683,800	10,271,100	8,696,160	9,541,960	9,196,860	8,976,660
Transfers	2,178,702	2,136,600	2,162,300	1,129,100	1,006,600	1,021,400
<b>Total Expenditures</b>	<b>\$ 77,302,641</b>	<b>\$ 62,470,200</b>	<b>\$ 57,659,060</b>	<b>\$ 67,202,660</b>	<b>\$ 54,370,160</b>	<b>\$ 66,469,460</b>
<b>Total Expenditures without Transfers</b>	<b>\$ 75,123,939</b>	<b>\$ 60,333,600</b>	<b>\$ 55,496,760</b>	<b>\$ 66,073,560</b>	<b>\$ 53,363,560</b>	<b>\$ 65,448,060</b>
	67%	7%	-8%	19%	-19%	23%
<b>Overall Expenditure Growth (without transfers)</b>		7%	-8%	17%	-19%	22%

**Surplus/(deficit)**

	\$ 1,394,961	\$ 3,026,190	\$ 4,140,426	\$ 4,462,440	\$ 2,950,840	\$ 4,741,890
Existing long-term debt service (excluding debt refunding payoffs and leases)	8,188,800	6,896,700	6,960,600	7,010,900	4,976,200	4,901,400
Anticipated CIP Debt Service	-	535,700	1,503,660	2,299,860	3,988,660	3,843,760
<b>Total Long-Term Debt Service (including anticipated debt)</b>	<b>8,188,800</b>	<b>7,432,400</b>	<b>8,464,260</b>	<b>9,310,760</b>	<b>8,964,860</b>	<b>8,745,160</b>
Debt Service as a % of prior year expenditures		10%	14%	16%	13%	16%

The City's financial reports are organized into funds in accordance with generally accepted accounting principles (GAAP). A fund is a self-contained accounting entity with its own asset, liability, revenue, expenditure or expense and fund balance or equity accounts.

The City of Gardner groups funds into two broad categories – Governmental Funds and Proprietary Funds. Funds are further categorized into the following types: General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Enterprise Funds and Internal Service Funds.

## Governmental Funds

### **General Fund (tax-supported)**

### **Capital Improvement Reserve Fund**

### **Debt Service Fund (tax-supported)**

- Debt Service Fund

### **Other Funds**

### **Special Revenue Funds**

- Economic Development
- Special Alcohol/Drug Program
- Special Parks & Recreation
- Park Sales Tax
- Law Enforcement Trust

### **Capital Projects Fund**

- Street Improvement
- Special Highway
- Park Improvement
- Infrastructure Sales Tax Fund

## Proprietary Funds

### **Enterprise (fee) Supported**

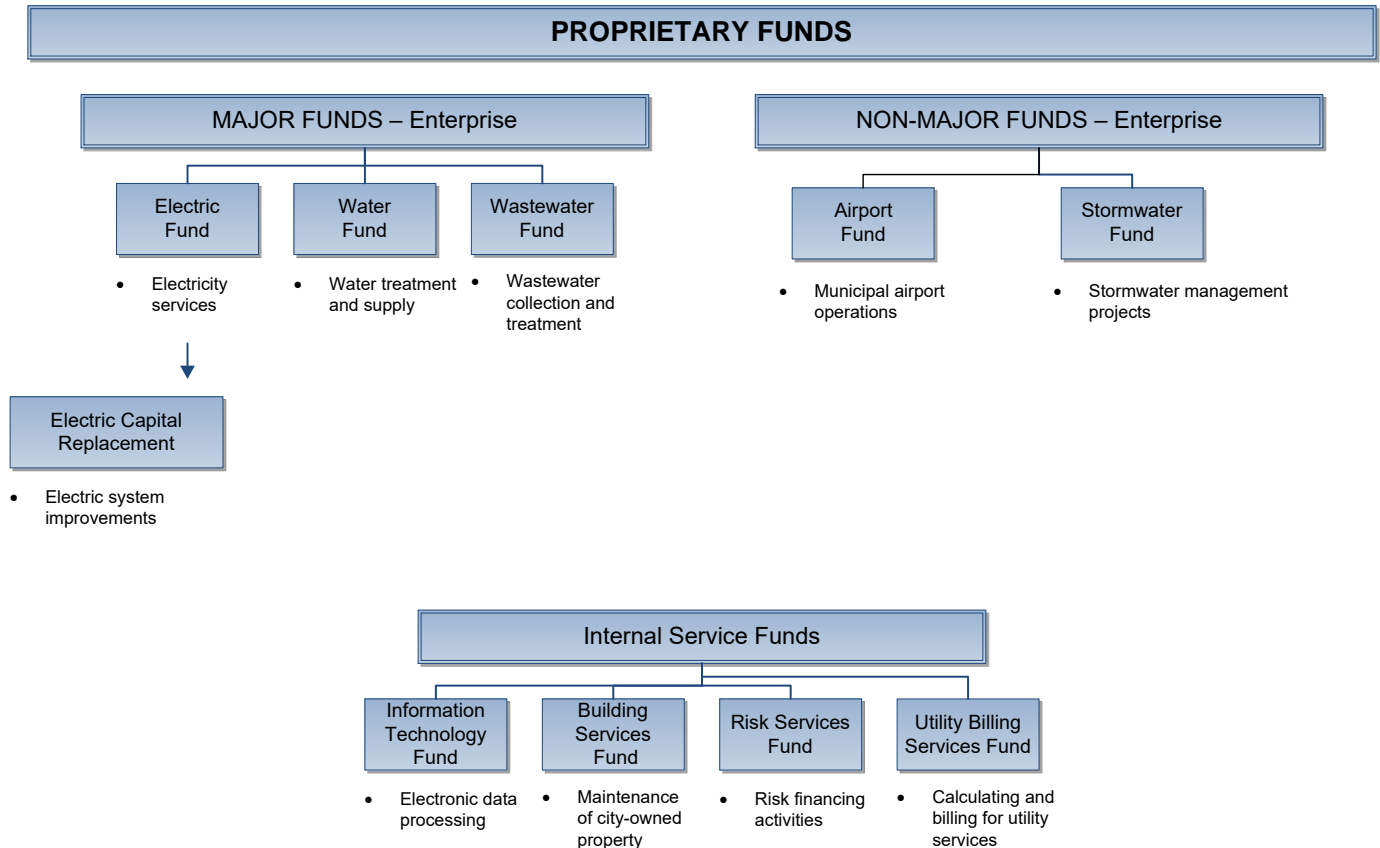
Funds that are accounted for in a manner similar to a private business enterprise. Enterprise funds fully recover their cost through user fees. The City of Gardner has four Enterprise Funds:

- Electric
- Water
- Wastewater
- Stormwater
- Airport

### **Internal Service Funds**

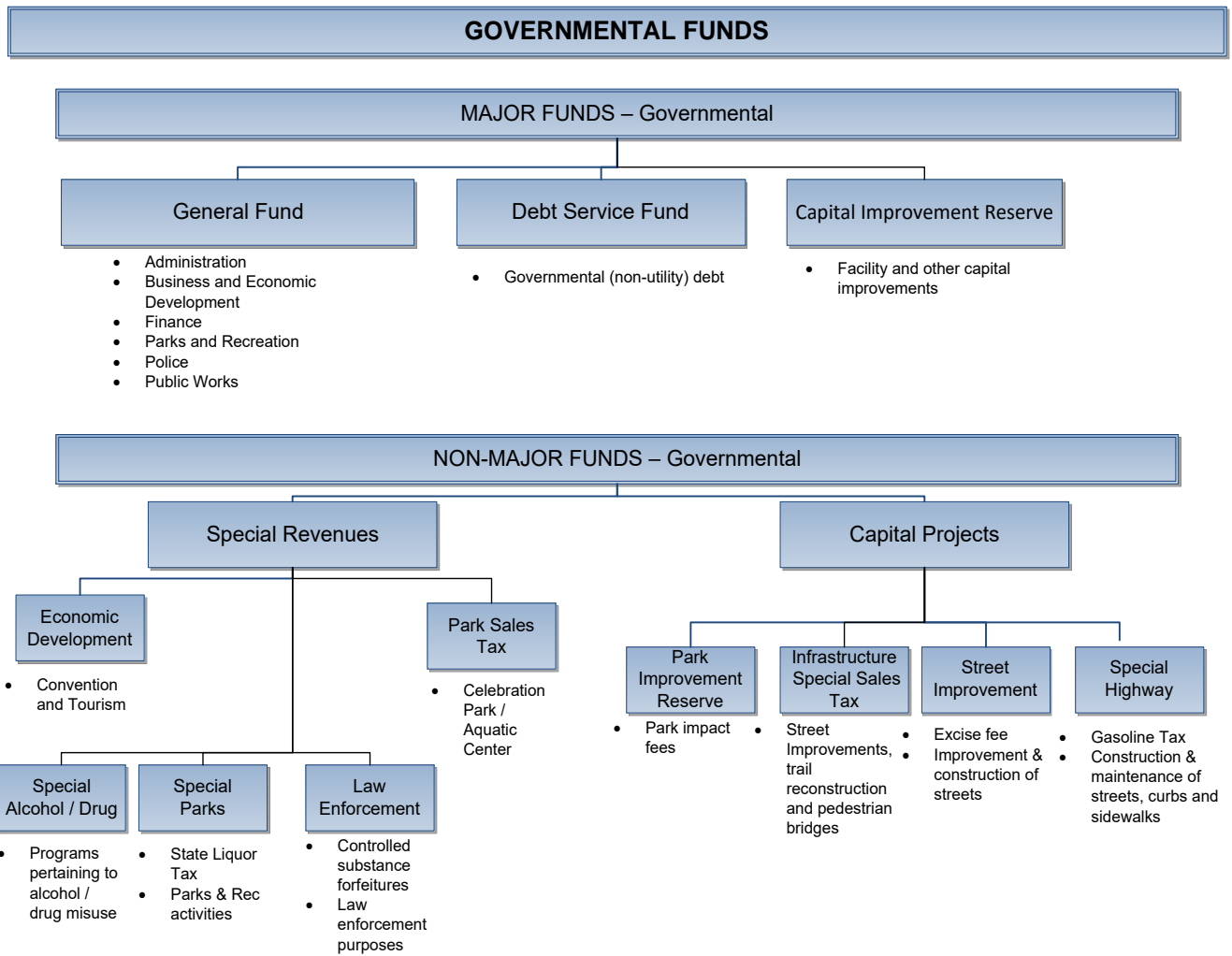
Funds that provide internal support to City departments include:

- Information Technology (I.T.)
- Building Services
- Risk Services
- Utility Billing



In the CAFR prepared by the City, the Electric Capital Replacement Fund is combined with the Electric Fund for financial reporting.

Major funds are determined using both quantitative and qualitative factors. Funds whose revenues, expenditures (expenses), assets and deferred outflows of resources or liabilities and deferred inflows of resources (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate for all governmental and enterprise funds for the same item qualify as major funds due to quantitative factors. Even if the fund does not qualify as a major fund using quantitative factors, a government may still classify a fund as a major fund if it is believed that it is particularly important to the financial statement user (for example, due to heightened public interest or to enhance consistency).



## General Fund

**2019 Beginning Fund Balance: \$3,483,863**

**2020 Projected End of Year Fund Balance: \$2,799,863**

The drop in fund balance is due to an intentional spend down of reserves in the General Fund. The FY 2019/2020 Biennial Budget includes funding for additional police vehicle replacements (8 over the two year period); an additional police officer; increased funding for the cemetery; ongoing, contractually required, improvements to the golf course; ongoing subsidy to the Airport; and continued investment in a high-performance workforce through a 3% merit pool and police wage adjustments, sustained contributions to employee H.S.A. accounts to cover the HDHP deductible and additional contributions from the City for 50% of dental premiums. Revenues in the General Fund come mostly from taxes (62%) and charges for services (22%). Both of these revenue sources reflect increases through 2020. Taxes consist of property tax, sales tax, and motor vehicle tax. Effective January 1, 2018, the City was subject to new tax lid legislation that prohibits increases in property tax revenues beyond the rate of inflation, calculated at a 5-year rolling average of the CPI, without voter approval. Property taxes increased over the biennial period mostly due to moving \$265K (1.4 mills) from the Debt Service Fund to the General Fund due to the ongoing recovery of delinquent special assessments in the Debt Service Fund. Additional increases to property tax revenues include increases allowed under the tax lid (exemptions) for CPI, new development, and increased law enforcement expenditures. Because the tax lid legislation limits the City's ability to increase property taxes, the City must rely more on volatile sales tax revenue or increasing fees for services. Increased vigilance and strategic prioritization is necessitated to maintain adequate reserves to mitigate this volatility. Additional pressures on the fund balance include potential future improvements or land purchases at the Airport that would likely require either increases to hangar rents or higher subsidies from the General Fund. Potential shortfalls of transient guest tax revenues in the Economic Development Fund could require General Fund to cover payments for approved budget assistance to the CVB and SWEDC in 2019 and 2020. The projected ending fund balance is 20%.

## Debt Service Fund

**2019 Beginning Fund Balance: \$4,164,221**

**2020 Projected End of Year Fund Balance: \$1,229,921**

Projected fund balance at the end of the biennial period for the Debt Service Fund is expected to decrease due to the escrowed, refunded portions of 2009A paying off in 2019 (a portion of 2017A was issued to effect a partial net cash advance refunding of 2009A) and the addition of three, new debt services payments over the two-year period. The three new debt payments will be used to finance contractually required golf course improvements, Gardner Lake channel improvements, and, if directed, to finance the sanitary sewer project at the Airport. The City continues to have issues, although diminished, with delinquencies related to special assessments in the Debt Service Fund. Johnson County is responsible for billing and collecting property taxes and special assessments, and City staff continues to pressure them for collection of delinquencies.

## Capital Improvement Reserve Fund

**2019 Beginning Fund Balance: \$64,764**

**2020 Projected End of Year Fund Balance: \$17,714**

The anticipated decrease in the fund balance for the Capital Improvement Reserve Fund is due to spending for capital improvement projects for parks and trails in the biennial period totaling \$1,036,400. These capital improvement projects are dependent on grant funding.



## Economic Development Fund

**2019 Beginning Fund Balance: \$15,527**  
**2020 Projected End of Year Fund Balance: \$13,427**

The fund balance for the Economic Development Fund is anticipated to remain relatively the same. Revenues from the transient guest tax in this fund are expected to increase significantly over the biennial period due to the opening of the Hampton Inn. Increased revenues are offset by increased spending in the fund for the formation of a Convention & Visitors Bureau (CVB), \$300,000; additional funding to the Southwest Johnson County Economic Development Council (SWEDC), \$170,000; and continued funding for the Small Business Assistance Program, \$50,000. Any shortfall from transient guest tax in this fund would require the General Fund to cover the commitments made for the CVB and SWEDC.

## Special Alcohol/Drug Fund

**2019 Beginning Fund Balance: \$50,024**  
**2020 Projected End of Year Fund Balance: \$87,824**

Projected expenditures typically match anticipated revenues in this fund, as they can only be used for specific alcohol and drug abuse programs. The increase in fund balance anticipated in this fund is due to a decrease in planned expenditures for the biennial period to build funds for future programming.

## Special Parks Fund

**2019 Beginning Fund Balance: \$15,055**  
**2020 Projected End of Year Fund Balance: \$91,355**

The projected increase in the end-of-year fund balance for Special Parks is due to the elimination of a transfer to the Parks Sales Tax Fund that was used to partially cover debt service in that fund because the debt will pay off in 2018.

## Law Enforcement Trust Fund

**2019 Beginning Fund Balance: \$12,531**  
**2020 Projected End of Year Fund Balance: \$12,731**

Revenues in this fund are restricted to use only for authorized law enforcement purposes of the Gardner Police Department. The Law Enforcement Trust Fund is a non-budgeted fund, but is included here for enhanced transparency. The fund balance is projected to remain relatively the same.

## Park Improvement Reserve Fund

**2019 Beginning Fund Balance: \$235,840**  
**2020 Projected End of Year Fund Balance: \$214,640**

The decrease in fund balance is mostly due to the projected purchase of land for a new park in 2020 at \$150,000. These increased expenditures were partially offset by increased revenues from park impact fees, which are directly related to development in the City.

## Special Highway Fund

**2019 Beginning Fund Balance: \$513,990**  
**2020 Projected End of Year Fund Balance: \$2,117,530**

The projected increase in the fund balance is due to the accumulation of Special County Sales & Use Tax and State Highway Aid in the biennial period as the fund utilizes grant funding to cover significant project

expenses in those years. These growing reserves are anticipated to pay for future street maintenance or projects beyond the biennial forecast period.

## Infrastructure Special Sales Tax Fund

**2019 Beginning Fund Balance: \$821,027**  
**2020 Projected End of Year Fund Balance: \$601,227**

The decrease in fund balance is due to increased expenditures from the implementation of Phase 3 of the City's Trail Reconstruction Program and Phase 4 of the Pavement Management Program. Additional funding is included for the Safe Routes to Schools project. Revenue sources for this fund include a voter approved .5% Special City Sales Tax, grants, and debt proceeds.

## Street Improvement Fund

**2019 Beginning Fund Balance: \$1,239,338**  
**2020 Projected End of Year Fund Balance: \$1,552,238**

The increase in the end-of-year fund balance for the Street Improvement Fund is due entirely to forecasted receipts of excise tax on platted land directly related to new development in the City.

## Electric Fund

**2019 Beginning Fund Balance: \$10,762,155**  
**2020 Projected End of Year Fund Balance: \$18,328,481**

Fund Balance in the Electric Fund is projected to increase by almost 70% mostly due to revenues that continue to outpace expenses in the fund. Retail sales increased by 4% mostly due to new growth in the City while the net cost of purchasing power decreased by 13% due to the City's recent investment in the Dogwood project. In a joint venture with KMEA, the Governing Body approved a 40-year agreement to assume the costs for Gardner's 32.26% participation interest in KMEA's 10.1% undivided interest in the Dogwood Energy Facility which helps secure future electric capacity for the community.

## Electric Capital Replacement Fund

**2019 Beginning Fund Balance: \$3,064,229**  
**2020 Projected End of Year Fund Balance: \$3,100,229**

Currently, the only activity in this fund is revenue from investment interest. This fund is reserved for unexpected, large capital replacement needs.

## Water Fund

**2019 Beginning Fund Balance: \$2,817,130**  
**2020 Projected End of Year Fund Balance: \$3,324,130**

The projected increase in the Water Fund's ending fund balance is mostly due to small increases in revenue year over year and reduced debt service costs from the payoff of 2008A in 2018.

## Wastewater Fund

**2019 Beginning Fund Balance: \$1,094,846**  
**2020 Projected End of Year Fund Balance: \$1,767,446**

Anticipated increases in the Wastewater fund balance relate to a decrease in operating costs of 9% due to reduced capital outlay for equipment and vehicles as well as reduced debt service costs due to the payoff

of 2008B in 2018. Through the end of 2020, the Water Fund will continue to subsidize the Wastewater Fund through a \$1 million transfer annually.

## Airport Fund

**2019 Beginning Fund Balance: \$235,789**  
**2020 Projected End of Year Fund Balance: \$498,189**

Fund balance is projected to increase due to the timing of grant funds and bond proceeds related to several large capital projects. The Airport Fund will utilize short-term financing for capital project expenses until sufficient grant funds are received to pay it off. Transfers out are expected to increase if the Governing Body approves a sanitary sewer project at the Airport in 2019. The transfer out from the Airport to the Debt Service Fund will partially fund the debt service stream for the sewer project, and the remaining amount will be paid from property taxes out of the Debt Service Fund.

## Information Technology Fund

**2019 Beginning Fund Balance: \$0**  
**2020 Projected End of Year Fund Balance: \$0**

This is an internal service fund. Because anticipated revenues are based on projected expenditures, no ending fund balance is projected for this fund.

## Building Services Fund

**2019 Beginning Fund Balance: \$0**  
**2020 Projected End of Year Fund Balance: \$0**

This is an internal service fund. Because anticipated revenues are based on projected expenditures, no ending fund balance is projected for this fund.

## Risk Services Fund

**2019 Beginning Fund Balance: \$0**  
**2020 Projected End of Year Fund Balance: \$0**

This is an internal service fund. Because anticipated revenues are based on projected expenditures, no ending fund balance is projected for this fund.

## Utility Billing Services Fund

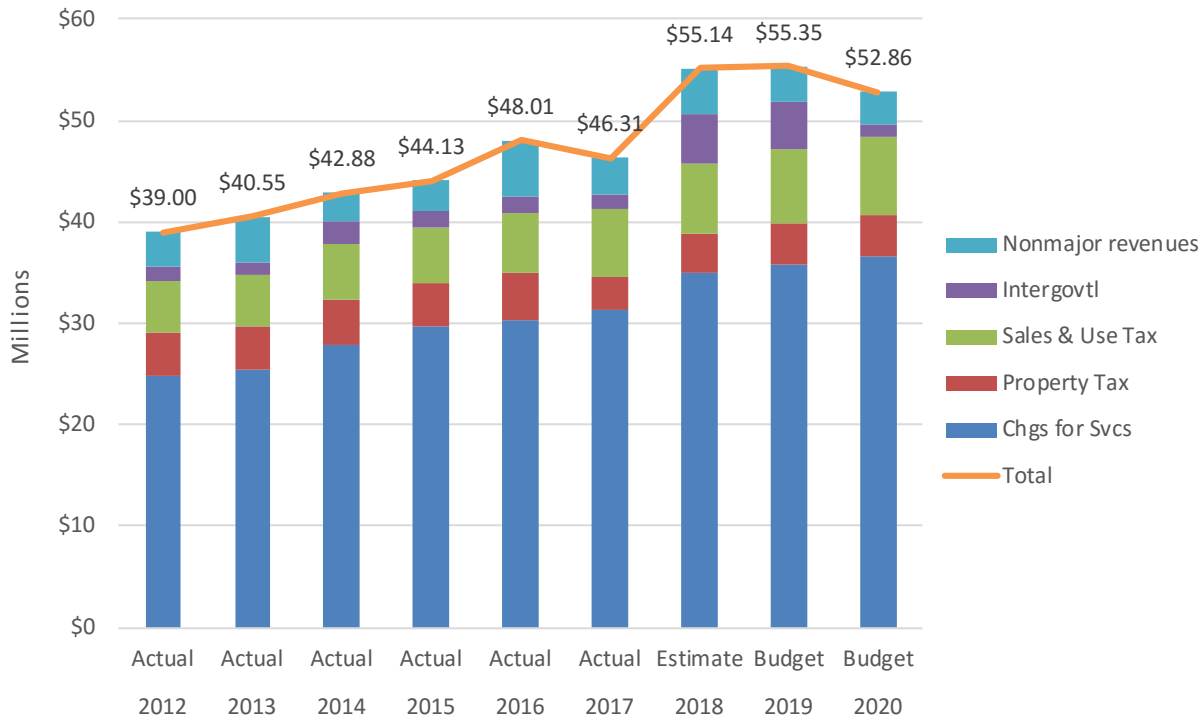
**2019 Beginning Fund Balance: \$0**  
**2020 Projected End of Year Fund Balance: \$0**

This is an internal service fund. Because anticipated revenues are based on projected expenditures, no ending fund balance is projected for this fund.

## Changes in Fund Balance

	2019 Beginning Fund Balance	2020 Projected Ending Fund Balance	Increase/ (Decrease)
General Fund	\$ 3,483,863	\$ 2,799,863	\$ (684,000)
Debt Service Fund	4,164,221	1,229,921	(2,934,300)
Capital Improvement Reserve Fund	64,764	17,714	(47,050)
Economic Development Fund	15,527	13,427	(2,100)
Special Alcohol/Drug Fund	50,024	87,824	37,800
Special Parks Fund	15,055	91,355	76,300
Law Enforcement Trust Fund	12,531	12,731	200
Park Improvement Reserve Fund	235,840	214,640	(21,200)
Special Highway Fund	513,990	2,117,530	1,603,540
Infrastructure Special Sales Tax Fund	821,027	601,227	(219,800)
Street Improvement Fund	1,239,338	1,552,238	312,900
Electric Fund	10,762,155	18,328,481	7,566,326
Electric Capital Replacement Fund	3,064,229	3,100,229	36,000
Water Fund	2,817,130	3,324,130	507,000
Wastewater Fund	1,094,846	1,767,446	672,600
Airport Fund	235,789	498,189	262,400
Information Technology Fund	-	-	-
Building Services Fund	-	-	-
Risk Services Fund	-	-	-
Utility Billing Services Fund	-	-	-
<b>Total</b>	<b>\$ 28,590,329</b>	<b>\$ 35,756,945</b>	<b>\$ 7,166,616</b>

## Seven Year Revenue Trend (excludes transfers and debt proceeds)



Charges for Services, Property Tax, Sales & Use Tax, and Intergovernmental revenues comprise the major revenue sources for the City. Overall revenue has trended up for the City every year since 2012, except for 2017 and a small decrease anticipated in 2020.

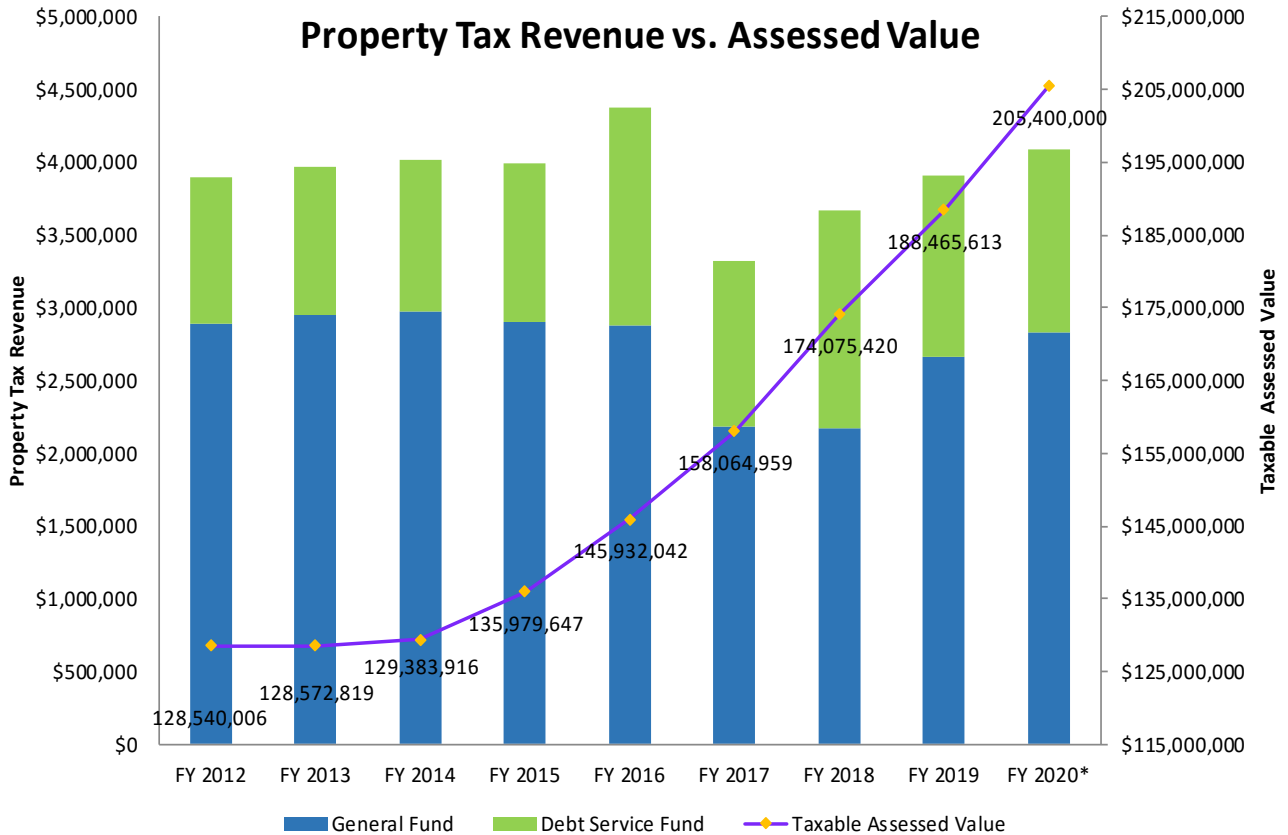
- Charges for Services are the largest revenue source for the City and account for 55% of total revenues in 2019 and over 59% in 2020. The upward trend reflects rate increases in water and sewer for 2012 through 2015. Rate increases were not budgeted in 2016-2020, although utility rate studies are currently underway to provide a financing plan for long-term capital projects identified in the CIE. The increase in 2018 and 2019 is mostly due to anticipated growth of 1-2% impacting revenues in the three utility funds and increased costs in the Internal Service Funds that correspondingly reflect increases in their charges for services. In 2020, revenues from charges for services are expected to remain relatively flat.
- Property Tax and Sales & Use Tax are the next two largest revenue sources for the City and represent 6% and 11%, respectively, of the total revenues for the City in 2019 and 7% and 12%, respectively, in 2020. The mill rate remained flat for the City from 2012 through 2014. The Governing Body implemented a reduced mill rate in 2015 that was partially offset by increases in the City’s taxable assessed valuation. While the mill levy remained flat for 2016, assessed valuation increased 7.3%. In 2017 the mill levy decreased due to the aforementioned change in the fire services structure, but this

reduced mill levy was partially offset by an 8.3% increase in assessed valuation. In 2018, the mill levy remained flat, but the assessed valuation increased by 10.1%. This increase will be fully captured in the Debt Service Fund to partially pay the cost of financing the new, voter-approved Justice Center. Increases in 2019 and 2020 are minor exceptions allowed under the tax lid legislation for new improvements, CPI adjustments, and increased law enforcement expenditures.

- Sales & Use Tax has been steadily increasing each year. City sales tax saw a 9% gain in 2012, a moderate increase in 2013, a hefty gain of almost 12% in 2014 and another moderate increase in 2015. In 2016, City sales tax jumped 49% mostly due to the end of the TIF agreement and the resulting return of those sales tax dollars to the General Fund. FY 2017 remained flat, and 2018 includes a modest 5% anticipated growth in City sales tax. Additionally, the City's share of county sales tax saw a gain of 5% in 2012, 6% in 2013, 7% in 2014, and dropped slightly for 2015 and 2016. FY 2017 reflects an increase in county sales tax almost entirely due to receiving the first, partial year of a new, voter approved, Johnson County .25% sales tax for public safety. The 2018 Estimate reflects an increase of 5% in sales tax almost entirely due to receiving the first full year of the aforementioned .25% Johnson County public safety sales tax. Increases of 4% in both 2019 and 2020 reflect a modest anticipated growth factor added to City sales tax for both years.
- The final major revenue source is Intergovernmental revenues which include federal and state grants, federal and state funding for street improvements, and a special alcohol liquor tax. Intergovernmental revenues represent 7% of the total revenues for the City in 2019 and 2% in 2020. This revenue source can be volatile due to the nature and timing of grant-funded projects. The large increase in 2014 was due to a sizable KDOT (Kansas Department of Transportation) grant that the City received in 2014 for a street improvement project. The 2018 Estimate was up over 250%, or \$3.4 million, from 2017 due to anticipated CARS and SMAC funding for large street projects, as well as anticipated reimbursements for various street improvements from the Federal Fund Exchange program. Additionally, the City anticipates receiving FAA funds to reimburse the City for land acquisition at the Airport for the Runway Protection Zone in 2018. The 2019 Budget anticipates grant funding to remain at higher levels and includes anticipated funding from CARS and MARC for large street projects in 2019, as well as MARC funding for the Safe Routes to School project and funding for trails from the Kansas Department of Wildlife, Parks & Tourism. Intergovernmental revenues drop back to historical levels in 2020 due to no large grant funding anticipated for that year.



\*\*



\*FY2020 are estimates only based on historical trends.

The graph above illustrates that overall Gardner has seen a recovery in assessed values starting with small improvements in FY 2013 and 2014 and then more vigorous increases in 2015 through the anticipated values in 2020. FY 2018 reflects the first double-digit growth for the City since the mid-2000s with an increase in assessed values of 10.1%. FY 2019 reflects an increase of 8.2% and the forecasted increase for FY 2020 is relatively the same as 2019.

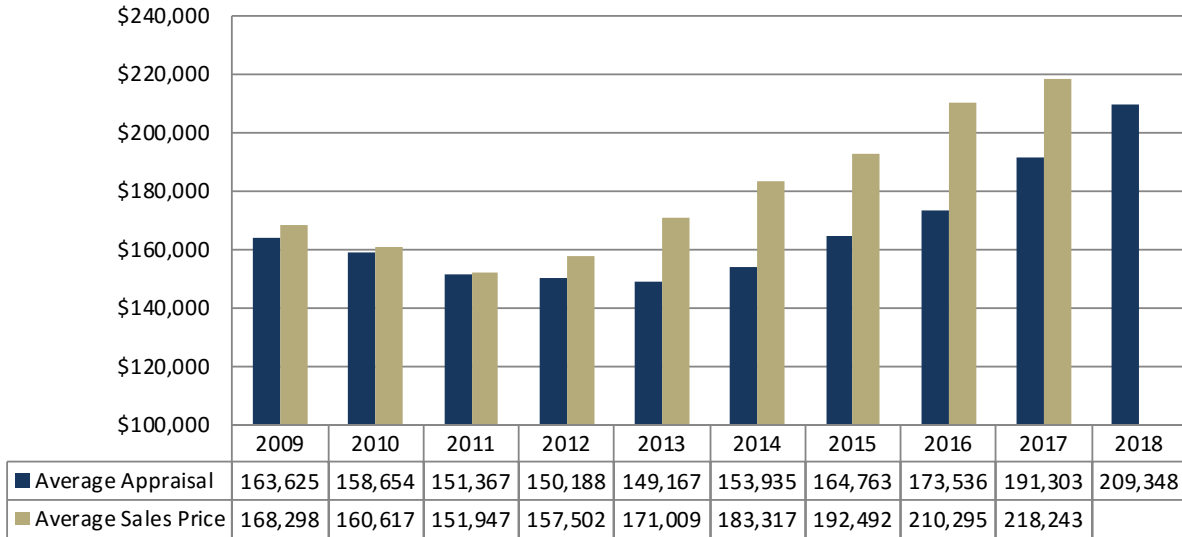
FY 2015 reflects a \$6.6 million increase in assessed value with flat property tax revenues due to a 1.728 mill reduction. In FY 2016, property tax revenues were up overall due to a 7.3% increase in assessed values. The City moved 2 mills from the General Fund to the Debt Service Fund to cover delinquent special assessments.

Although FY 2017 indicates an 8.3% increase in assessed values, property tax revenues fell by almost 23%. This drop in property tax revenues is due to the reduction in the revenues and associated mill rate for the aforementioned terminated fire services contract; now the fire district directly levies taxes for their services to Gardner property owners.

In FY 2018, the increase in taxes is due to the aforementioned 10.1% increase in assessed valuation that will be fully captured in the Debt Service Fund (which corresponds to the reduction of 1.525 mills in the General Fund) to partially pay the cost of financing the new, voter-approved Justice Center.

FY 2019 reflects a 7.1% increase in property tax revenue but an 8.2% increase in assessed valuation while FY 2020 forecasts a 4.6% increase in property taxes but an 8.9% increase in assessed valuation. This inability to capture gains in assessed valuation through property tax revenues is a direct result of the tax lid legislation and is reflected in the graph above.

## Average Appraised Value vs Average Sales Price



This graph illustrates that the City's average home sale prices have been increasing steadily since 2012 and have increased every year since then, without fail, through 2018. The graph was re-created using data from the Johnson County Appraisers' web page.

# REVENUE SOURCE DESCRIPTIONS



Revenue Source	Description	Revenue Estimating Method
<b>(Ad Valorem) Property Tax</b>	Property tax is a tax on the assessed value of property. It's computed by multiplying (the mill levy rate) by (the assessed property value/1,000). The Johnson County Appraiser values real and personal properties while the State of Kansas assigns values to state assessed utilities.	The property tax levy is based on the amount needed to fund the Ad Valorem Property tax requirements for the General Fund and the Debt Service Fund based on a projected assessed valuation of \$188,465,613 and a mill levy rate of 20.736 in 2019 and a forecasted valuation of \$205,400,000 in 2020. Kansas law requires annual budget approval so the 2020 mill levy rate will be calculated at that time. An estimated delinquency rate of 2.5% was also included in the calculation
<b>Motor Vehicle Tax</b>	Motor vehicle tax is a tax levied on registered motor vehicles within the City. The tax is computed by multiplying the county average mill rate by the assessed valuation of the motor vehicle.	Motor vehicle tax is estimated based on the City's anticipated share of the estimated countywide collections. Motor vehicle taxes are distributed to cities in Johnson County based on their mill rate. Estimates are provided by Johnson County.
<b>Sales &amp; Use Tax</b>	Sales tax is a tax levied on the retail price of an item being purchased. Use tax is a sales tax paid on personal property purchased outside the City, but "used, stored, or consumed" within the City unless the property has already been subject to such a tax. The City receives this revenue from their own local sales and use tax, as well as a portion of the County sales and use tax.	City Sales and Use tax is expected to increase 10% over the biennial period. The County Sales and Use tax is expected to increase 5% overall. These assumptions are based on historical trends.
<b>Special Assessments</b>	Special Assessments are levied against certain properties to defray part, or all of, the cost of a specific improvement or service deemed to primarily benefit those properties.	Special Assessments are estimated based on expected special assessment receipts for the year. The current rate of delinquency on special assessments is 8.87%.
<b>Licenses &amp; Permits</b>	Licenses and permits represent fees charged by the City to individuals and businesses for such things as building and construction permits, dog and cat tags, liquor licenses and Gardner Lake dock permits.	Licenses and permits are expected to decrease 34% over the biennial period due to a return to more conservative projections regarding development. The Business and Economic Development Department provides estimates on building permits based on anticipated growth. Historical trends are also reviewed when forecasting this revenue source.
<b>Intergovernmental</b>	Intergovernmental revenues are revenues received from another government organization, such as the State, Federal or County Government and School Districts.	Intergovernmental revenues are estimated using several different methods. State Highway Aid and the Special Alcohol Tax are estimates obtained from the League of Kansas Municipalities website along with historical trends. Various departments estimate the amount of reimbursement expected from other governmental entities for capital infrastructure projects and public safety grants. Additionally, historical trends and patterns are reviewed and used to estimate other anticipated revenues in this category.

# REVENUE SOURCE DESCRIPTIONS



Revenue Source	Description	Revenue Estimating Methods
<b>Charges for Services</b>	Charges for services consist of revenues received as a reimbursement for services provided, such as electric, water and wastewater user charges, recreation program fees, Aquatic Center fees, inspection fees, hangar rentals, General Fund Cost Allocation revenue and other miscellaneous revenues.	Charges for services are estimated using historical trends and departmental estimates, with the exception of utility charges and the cost allocation revenue. Utility charges are estimated using historical trends, growth projections and anticipated rate increases. The growth projection used in Electric for the biennial period was 2% while Water and Wastewater used a 1% growth factor. Rate increases were not budgeted during this period although utility rate studies are underway to provide a financing plan for long-term capital projects identified in the CIE. Cost allocation revenue is estimated based on research and analysis of historical trends as well as expenditure projections for those departments being allocated.
<b>Fines &amp; Forfeitures</b>	Fines & Forfeitures are fines, forfeited bonds and fees related to the Municipal Court. Fines are set by a combination of State law, municipal code, and judge's actions.	Fines and forfeitures are estimated based on historical trends and departmental estimates.
<b>Franchise Fees</b>	Franchise fees are fees assessed on gross receipts for electric and natural gas consumption, and sales of local telephone and cable television service within Gardner.	Franchise fees are estimated based on historical trends and a review of current year's collections to date.
<b>Transient Guest Tax</b>	Transient Guest Tax is a tax on room rental for hotels and motels within Gardner.	Transient Guest tax is estimated based on historical trends, a review of current year's collections to date, and anticipated development. The City anticipates transient guest taxes will more than triple over the biennial period due to the opening of the new Hampton Inn.
<b>Excise Tax</b>	Excise tax is a tax on the platting of real property within Gardner.	Excise tax is estimated based on anticipated growth and departmental estimates from the Business and Economic Development Department.
<b>Investment Earnings</b>	Interest earned on investments, as well as any gains or losses on the sale of any investments.	Investment Earnings will fluctuate from year to year based on the prevailing interest rates and market conditions.
<b>Miscellaneous</b>	Miscellaneous revenues are revenues of a miscellaneous nature, such as royalties, reimbursements, bond proceeds, or revenues not accounted for somewhere else.	Miscellaneous revenues are estimated based on historical trends and review of current year's collections to date.

# CONSOLIDATED FINANCIAL SCHEDULE



2019 Budget  
Budget Summary - All Funds

	General Fund	Debt Service Fund	Capital Improvement Reserve	Park Improvement Reserve
Fund Balance 1/1	\$ 3,483,863	\$ 4,164,221	\$ 64,764	\$ 235,840
Revenues:				
Taxes	8,175,900	1,939,100	-	-
Special Assessments	-	1,151,100	-	-
License & Permits	257,000	-	-	-
Franchise Fees	315,000	-	-	-
Intergovernmental	117,800	-	564,350	-
Charges for services	2,872,600	-	-	126,700
Fines & Forfeitures	531,900	-	-	-
Miscellaneous & Other	26,000	14,000	-	300
<b>Total Revenue</b>	<b>12,296,200</b>	<b>3,104,200</b>	<b>564,350</b>	<b>127,000</b>
Transfers from Other Funds:				
Transfer from Special Highway	-	27,300	-	-
Transfer from Electric	866,900	27,600	-	-
Transfer from Water	-	43,600	-	-
Transfer from Wastewater	-	70,100	-	-
Transfer from Street Improvement	-	26,100	-	-
Transfer from Park Improvement	-	-	75,000	-
<b>Total</b>	<b>866,900</b>	<b>194,700</b>	<b>75,000</b>	<b>-</b>
<b>Total Sources</b>	<b>13,163,100</b>	<b>3,298,900</b>	<b>639,350</b>	<b>127,000</b>
Expenditures:				
Personal Services	9,294,300	-	-	-
Operating	2,785,300	-	-	-
Capital Outlay	237,400	-	-	-
Capital Improvement	-	-	661,400	-
Cost Allocation	-	-	-	-
Internal Services	1,254,600	-	-	-
Debt Service	-	5,880,500	-	-
<b>Total Expenditures</b>	<b>13,571,600</b>	<b>5,880,500</b>	<b>661,400</b>	<b>-</b>
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	-
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	-	-	-
Transfer to Capital Improvement Reserve	-	-	-	75,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>
<b>Total Uses</b>	<b>13,571,600</b>	<b>5,880,500</b>	<b>661,400</b>	<b>75,000</b>
Sources Over(Under) Uses	(408,500)	(2,581,600)	(22,050)	52,000
Fund Balance @ 12/31	\$ 3,075,363	\$ 1,582,621	\$ 42,714	\$ 287,840

# CONSOLIDATED FINANCIAL SCHEDULE



2019 Budget  
Budget Summary - All Funds

	Economic Development	Special Alcohol & Drug	Special Parks	Infrastructure Special Sales Tax
Fund Balance 1/1	\$ 15,527	\$ 50,024	\$ 15,055	\$ 821,027
Revenues:				
Taxes	285,600	-	-	1,176,900
Special Assessments	-	-	-	-
License & Permits	-	-	-	-
Franchise Fees	-	-	-	-
Intergovernmental	-	37,800	37,800	252,000
Charges for services	-	-	-	-
Fines & Forfeitures	-	-	-	-
Miscellaneous & Other	500	200	100	1,006,000
Total Revenue	286,100	38,000	37,900	2,434,900
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	-
Transfer from Electric	-	-	-	-
Transfer from Water	-	-	-	-
Transfer from Wastewater	-	-	-	-
Transfer from Street Improvement	-	-	-	-
Transfer from Park Improvement	-	-	-	-
Total	-	-	-	-
Total Sources	286,100	38,000	37,900	2,434,900
Expenditures:				
Personal Services	-	-	-	-
Operating	285,000	19,200	-	-
Capital Outlay	-	-	-	-
Capital Improvement	-	-	-	2,117,000
Cost Allocation	-	-	-	-
Internal Services	-	-	-	-
Debt Service	-	-	-	527,700
Total Expenditures	285,000	19,200	-	2,644,700
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	-
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	-	-	-
Transfer to Capital Improvement Reserve	-	-	-	-
Total	-	-	-	-
Total Uses	285,000	19,200	-	2,644,700
Sources Over(Under) Uses	1,100	18,800	37,900	(209,800)
Fund Balance @ 12/31	\$ 16,627	\$ 68,824	\$ 52,955	\$ 611,227



# CONSOLIDATED FINANCIAL SCHEDULE



2019 Budget  
Budget Summary - All Funds

	Law Enforcement	Street Improvement	Special Highway	Electric
Fund Balance 1/1	\$ 12,531	\$ 1,239,338	\$ 513,990	\$ 10,762,155
Revenues:				
Taxes	-	311,300	442,000	-
Special Assessments	-	-	-	-
License & Permits	-	-	-	-
Franchise Fees	-	-	-	-
Intergovernmental	-	-	3,562,300	-
Charges for services	-	-	-	17,438,840
Fines & Forfeitures	-	-	-	-
Miscellaneous & Other	100	8,000	4,836,500	65,200
Total Revenue	100	319,300	8,840,800	17,504,040
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	-
Transfer from Electric	-	-	-	-
Transfer from Water	-	-	-	-
Transfer from Wastewater	-	-	-	-
Transfer from Street Improvement	-	-	-	-
Transfer from Park Improvement	-	-	-	-
Total	-	-	-	-
Total Sources	100	319,300	8,840,800	17,504,040
Expenditures:				
Personal Services	-	-	-	1,974,800
Operating	-	-	-	9,040,900
Capital Outlay	-	-	-	57,000
Capital Improvement	-	-	6,970,000	200,000
Cost Allocation	-	-	-	501,400
Internal Services	-	-	-	878,400
Debt Service	-	-	249,600	354,000
Total Expenditures	-	-	7,219,600	13,006,500
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	866,900
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	26,100	27,300	27,600
Transfer to Capital Improvement Reserve	-	-	-	-
Total	-	26,100	27,300	894,500
Total Uses	-	26,100	7,246,900	13,901,000
Sources Over(Under) Uses	100	293,200	1,593,900	3,603,040
Fund Balance @ 12/31	\$ 12,631	\$ 1,532,538	\$ 2,107,890	\$ 14,365,195

# CONSOLIDATED FINANCIAL SCHEDULE



2019 Budget  
Budget Summary - All Funds

	Electric Capital Replacement	Water	Wastewater	Airport	Information Technology
Fund Balance 1/1	\$ 3,064,229	\$ 2,817,130	\$ 1,094,846	\$ 235,789	\$ -
Revenues:					
Taxes	-	-	-	-	-
Special Assessments	-	-	-	-	-
License & Permits	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Intergovernmental	-	-	-	150,000	-
Charges for services	-	6,175,500	5,657,800	264,400	821,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous & Other	18,000	835,000	1,126,000	241,500	-
Total Revenue	18,000	7,010,500	6,783,800	655,900	821,300
Transfers from Other Funds:					
Transfer from Special Highway	-	-	-	-	-
Transfer from Electric	-	-	-	-	-
Transfer from Water	-	-	1,000,000	-	-
Transfer from Wastewater	-	-	-	-	-
Transfer from Street Improvement	-	-	-	-	-
Transfer from Park Improvement	-	-	-	-	-
Total	-	-	1,000,000	-	-
Total Sources	18,000	7,010,500	7,783,800	655,900	821,300
Expenditures:					
Personal Services	-	790,700	722,200	29,300	301,600
Operating	-	1,801,200	843,900	139,600	375,500
Capital Outlay	-	275,000	350,000	-	69,000
Capital Improvement	-	1,430,500	1,620,000	240,000	-
Cost Allocation	-	586,500	557,400	-	61,100
Internal Services	-	533,400	498,300	29,100	14,100
Debt Service	-	467,000	2,737,800	54,500	-
Total Expenditures	-	5,884,300	7,329,600	492,500	821,300
Transfer to Other Funds:					
Transfer to General Fund	-	-	-	-	-
Transfer to Wastewater	-	1,000,000	-	-	-
Transfer to Debt Service	-	43,600	70,100	-	-
Transfer to Capital Improvement Reserve	-	-	-	-	-
Total	-	1,043,600	70,100	-	-
Total Uses	-	6,927,900	7,399,700	492,500	821,300
Sources Over(Under) Uses	18,000	82,600	384,100	163,400	-
Fund Balance @ 12/31	\$ 3,082,229	\$ 2,899,730	\$ 1,478,946	\$ 399,189	\$ -

# CONSOLIDATED FINANCIAL SCHEDULE



2019 Budget  
Budget Summary - All Funds

	Building Services	Risk Services	Utility Billing	All Funds Total
Fund Balance 1/1	\$ -	\$ -	\$ -	\$ 28,590,329
Revenues:				
Taxes	-	-	-	12,330,800
Special Assessments	-	-	-	1,151,100
License & Permits	-	-	-	257,000
Franchise Fees	-	-	-	315,000
Intergovernmental	-	-	-	4,722,050
Charges for services	326,800	1,029,300	1,161,300	35,874,540
Fines & Forfeitures	-	-	-	531,900
Miscellaneous & Other	-	-	-	8,177,400
Total Revenue	326,800	1,029,300	1,161,300	63,359,790
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	27,300
Transfer from Electric	-	-	-	894,500
Transfer from Water	-	-	-	1,043,600
Transfer from Wastewater	-	-	-	70,100
Transfer from Street Improvement	-	-	-	26,100
Transfer from Park Improvement	-	-	-	75,000
Total	-	-	-	2,136,600
Total Sources	326,800	1,029,300	1,161,300	65,496,390
Expenditures:				
Personal Services	78,400	64,600	546,000	13,801,900
Operating	174,700	895,300	346,400	16,707,000
Capital Outlay	-	-	-	988,400
Capital Improvement	-	-	-	13,238,900
Cost Allocation	61,100	61,100	159,300	1,987,900
Internal Services	12,600	8,300	109,600	3,338,400
Debt Service	-	-	-	10,271,100
Total Expenditures	326,800	1,029,300	1,161,300	60,333,600
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	866,900
Transfer to Wastewater	-	-	-	1,000,000
Transfer to Debt Service	-	-	-	194,700
Transfer to Capital Improvement Reserve	-	-	-	75,000
Total	-	-	-	2,136,600
Total Uses	326,800	1,029,300	1,161,300	62,470,200
Sources Over(Under) Uses	-	-	-	3,026,190
Fund Balance @ 12/31	\$ -	\$ -	\$ -	\$ 31,616,519

# CONSOLIDATED FINANCIAL SCHEDULE



2020 Budget  
Budget Summary - All Funds

	General Fund	Debt Service Fund	Capital Improvement Reserve	Park Improvement Reserve
Fund Balance 1/1	\$ 3,075,363	\$ 1,582,621	\$ 42,714	\$ 287,840
Revenues:				
Taxes	8,548,000	1,966,700	-	-
Special Assessments	-	1,062,200	-	-
License & Permits	257,000	-	-	-
Franchise Fees	313,000	-	-	-
Intergovernmental	118,200	-	300,000	-
Charges for services	2,969,500	-	-	126,700
Fines & Forfeitures	542,800	-	-	-
Miscellaneous & Other	26,300	14,000	-	100
<b>Total Revenue</b>	<b>12,774,800</b>	<b>3,042,900</b>	<b>300,000</b>	<b>126,800</b>
Transfers from Other Funds:				
Transfer from Special Highway	-	29,000	-	-
Transfer from Electric	882,200	29,400	-	-
Transfer from Water	-	45,300	-	-
Transfer from Wastewater	-	71,700	-	-
Transfer from Street Improvement	-	25,900	-	-
Transfer from Park Improvement	-	-	50,000	-
Transfer from Airport	-	28,800	-	-
<b>Total</b>	<b>882,200</b>	<b>230,100</b>	<b>50,000</b>	<b>-</b>
<b>Total Sources</b>	<b>13,657,000</b>	<b>3,273,000</b>	<b>350,000</b>	<b>126,800</b>
Expenditures:				
Personal Services	9,614,300	-	-	-
Operating	2,749,800	-	-	-
Capital Outlay	187,400	-	-	-
Capital Improvement	-	-	375,000	150,000
Cost Allocation	-	-	-	-
Internal Services	1,381,000	-	-	-
Debt Service	-	3,625,700	-	-
<b>Total Expenditures</b>	<b>13,932,500</b>	<b>3,625,700</b>	<b>375,000</b>	<b>150,000</b>
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	-
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	-	-	-
Transfer to Capital Improvement Reserve	-	-	-	50,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
<b>Total Uses</b>	<b>13,932,500</b>	<b>3,625,700</b>	<b>375,000</b>	<b>200,000</b>
Sources Over(Under) Uses	(275,500)	(352,700)	(25,000)	(73,200)
Fund Balance @ 12/31	\$ 2,799,863	\$ 1,229,921	\$ 17,714	\$ 214,640

# CONSOLIDATED FINANCIAL SCHEDULE



2020 Budget  
Budget Summary - All Funds

	Economic Development	Special Alcohol & Drug	Special Parks	Infrastructure Special Sales Tax
Fund Balance 1/1	\$ 16,627	\$ 68,824	\$ 52,955	\$ 611,227
Revenues:				
Taxes	291,300	-	-	1,235,700
Special Assessments	-	-	-	-
License & Permits	-	-	-	-
Franchise Fees	-	-	-	-
Intergovernmental	-	38,200	38,200	-
Charges for services	-	-	-	-
Fines & Forfeitures	-	-	-	-
Miscellaneous & Other	500	-	200	4,000
Total Revenue	291,800	38,200	38,400	1,239,700
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	-
Transfer from Electric	-	-	-	-
Transfer from Water	-	-	-	-
Transfer from Wastewater	-	-	-	-
Transfer from Street Improvement	-	-	-	-
Transfer from Park Improvement	-	-	-	-
Transfer from Airport	-	-	-	-
Total	-	-	-	-
Total Sources	291,800	38,200	38,400	1,239,700
Expenditures:				
Personal Services	-	-	-	-
Operating	295,000	19,200	-	-
Capital Outlay	-	-	-	-
Capital Improvement	-	-	-	600,000
Cost Allocation	-	-	-	-
Internal Services	-	-	-	-
Debt Service	-	-	-	649,700
Total Expenditures	295,000	19,200	-	1,249,700
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	-
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	-	-	-
Transfer to Capital Improvement Reserve	-	-	-	-
Total	-	-	-	-
Total Uses	295,000	19,200	-	1,249,700
Sources Over(Under) Uses	(3,200)	19,000	38,400	(10,000)
Fund Balance @ 12/31	\$ 13,427	\$ 87,824	\$ 91,355	\$ 601,227

# CONSOLIDATED FINANCIAL SCHEDULE



2020 Budget  
Budget Summary - All Funds

	Law Enforcement	Street Improvement	Special Highway	Electric
Fund Balance 1/1	\$ 12,631	\$ 1,532,538	\$ 2,107,890	\$ 14,365,195
Revenues:				
Taxes	-	37,600	464,000	-
Special Assessments	-	-	-	-
License & Permits	-	-	-	-
Franchise Fees	-	-	-	-
Intergovernmental	-	-	714,300	-
Charges for services	-	-	-	17,745,986
Fines & Forfeitures	-	-	-	-
Miscellaneous & Other	100	8,000	8,000	4,567,200
Total Revenue	100	45,600	1,186,300	22,313,186
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	-
Transfer from Electric	-	-	-	-
Transfer from Water	-	-	-	-
Transfer from Wastewater	-	-	-	-
Transfer from Street Improvement	-	-	-	-
Transfer from Park Improvement	-	-	-	-
Transfer from Airport	-	-	-	-
Total	-	-	-	-
Total Sources	100	45,600	1,186,300	22,313,186
Expenditures:				
Personal Services	-	-	-	2,042,300
Operating	-	-	-	9,095,000
Capital Outlay	-	-	-	50,000
Capital Improvement	-	-	319,000	4,700,000
Cost Allocation	-	-	-	524,500
Internal Services	-	-	-	928,200
Debt Service	-	-	828,660	98,300
Total Expenditures	-	-	1,147,660	17,438,300
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	882,200
Transfer to Wastewater	-	-	-	-
Transfer to Debt Service	-	25,900	29,000	29,400
Transfer to Capital Improvement Reserve	-	-	-	-
Total	-	25,900	29,000	911,600
Total Uses	-	25,900	1,176,660	18,349,900
Sources Over(Under) Uses	100	19,700	9,640	3,963,286
Fund Balance @ 12/31	\$ 12,731	\$ 1,552,238	\$ 2,117,530	\$ 18,328,481



# CONSOLIDATED FINANCIAL SCHEDULE



2020 Budget  
Budget Summary - All Funds

	Electric Capital Replacement	Water	Wastewater	Airport
Fund Balance 1/1	\$ 3,082,229	\$ 2,899,730	\$ 1,478,946	\$ 399,189
Revenues:				
Taxes	-	-	-	-
Special Assessments	-	-	-	-
License & Permits	-	-	-	-
Franchise Fees	-	-	-	-
Intergovernmental	-	-	-	150,000
Charges for services	-	6,232,200	5,707,500	264,400
Fines & Forfeitures	-	-	-	-
Miscellaneous & Other	18,000	1,015,000	921,100	359,300
<b>Total Revenue</b>	<b>18,000</b>	<b>7,247,200</b>	<b>6,628,600</b>	<b>773,700</b>
Transfers from Other Funds:				
Transfer from Special Highway	-	-	-	-
Transfer from Electric	-	-	-	-
Transfer from Water	-	-	1,000,000	-
Transfer from Wastewater	-	-	-	-
Transfer from Street Improvement	-	-	-	-
Transfer from Park Improvement	-	-	-	-
Transfer from Airport	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>-</b>
<b>Total Sources</b>	<b>18,000</b>	<b>7,247,200</b>	<b>7,628,600</b>	<b>773,700</b>
Expenditures:				
Personal Services	-	818,000	746,900	29,700
Operating	-	1,784,900	829,500	129,600
Capital Outlay	-	90,000	20,000	-
Capital Improvement	-	1,350,000	1,692,500	402,500
Cost Allocation	-	610,000	579,900	-
Internal Services	-	557,900	524,600	32,000
Debt Service	-	566,700	2,875,000	52,100
<b>Total Expenditures</b>	<b>-</b>	<b>5,777,500</b>	<b>7,268,400</b>	<b>645,900</b>
Transfer to Other Funds:				
Transfer to General Fund	-	-	-	-
Transfer to Wastewater	-	1,000,000	-	-
Transfer to Debt Service	-	45,300	71,700	28,800
Transfer to Capital Improvement Reserve	-	-	-	-
<b>Total</b>	<b>-</b>	<b>1,045,300</b>	<b>71,700</b>	<b>28,800</b>
<b>Total Uses</b>	<b>-</b>	<b>6,822,800</b>	<b>7,340,100</b>	<b>674,700</b>
Sources Over(Under) Uses	18,000	424,400	288,500	99,000
Fund Balance @ 12/31	\$ 3,100,229	\$ 3,324,130	\$ 1,767,446	\$ 498,189

# CONSOLIDATED FINANCIAL SCHEDULE



2020 Budget  
Budget Summary - All Funds

	Information Technology	Building Services	Risk Services	Utility Billing	All Funds Total
Fund Balance 1/1	\$ -	\$ -	\$ -	\$ -	\$ 31,616,519
Revenues:					
Taxes	-	-	-	-	12,543,300
Special Assessments	-	-	-	-	1,062,200
License & Permits	-	-	-	-	257,000
Franchise Fees	-	-	-	-	313,000
Intergovernmental	-	-	-	-	1,358,900
Charges for services	917,700	347,500	1,116,800	1,189,900	36,618,186
Fines & Forfeitures	-	-	-	-	542,800
Miscellaneous & Other	-	-	-	-	6,941,800
<b>Total Revenue</b>	<b>917,700</b>	<b>347,500</b>	<b>1,116,800</b>	<b>1,189,900</b>	<b>59,637,186</b>
Transfers from Other Funds:					
Transfer from Special Highway	-	-	-	-	29,000
Transfer from Electric	-	-	-	-	911,600
Transfer from Water	-	-	-	-	1,045,300
Transfer from Wastewater	-	-	-	-	71,700
Transfer from Street Improvement	-	-	-	-	25,900
Transfer from Park Improvement	-	-	-	-	50,000
Transfer from Airport	-	-	-	-	28,800
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,162,300</b>
<b>Total Sources</b>	<b>917,700</b>	<b>347,500</b>	<b>1,116,800</b>	<b>1,189,900</b>	<b>61,799,486</b>
Expenditures:					
Personal Services	311,800	81,200	66,800	564,600	14,275,600
Operating	377,200	187,900	976,800	348,200	16,793,100
Capital Outlay	150,000	-	-	-	497,400
Capital Improvement	-	-	-	-	9,589,000
Cost Allocation	64,200	64,200	64,200	167,000	2,074,000
Internal Services	14,500	14,200	9,000	110,100	3,571,500
Debt Service	-	-	-	-	8,696,160
<b>Total Expenditures</b>	<b>917,700</b>	<b>347,500</b>	<b>1,116,800</b>	<b>1,189,900</b>	<b>55,496,760</b>
Transfer to Other Funds:					
Transfer to General Fund	-	-	-	-	882,200
Transfer to Wastewater	-	-	-	-	1,000,000
Transfer to Debt Service	-	-	-	-	230,100
Transfer to Capital Improvement Reserve	-	-	-	-	50,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,162,300</b>
<b>Total Uses</b>	<b>917,700</b>	<b>347,500</b>	<b>1,116,800</b>	<b>1,189,900</b>	<b>57,659,060</b>
Sources Over(Under) Uses	-	-	-	-	4,140,426
Fund Balance @ 12/31	\$ -	\$ -	\$ -	\$ -	\$ 35,756,945

# CONSOLIDATED FINANCIAL SCHEDULE



2019-2020 Budget  
Budget Summary - All Funds

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Fund Balance 1/1	\$ 22,274,091	\$ 23,956,506	\$ 27,195,368	\$ 28,590,329	\$ 31,616,519
Revenues:					
Taxes	10,989,232	12,955,900	12,223,900	12,330,800	12,543,300
Special Assessments	1,232,918	973,900	1,225,300	1,151,100	1,062,200
License & Permits	289,974	240,200	387,100	257,000	257,000
Franchise Fees	360,268	317,000	317,000	315,000	313,000
Intergovernmental	1,348,255	4,261,300	4,793,600	4,722,050	1,358,900
Charges for services	31,316,202	33,413,080	35,067,100	35,874,540	36,618,186
Fines & Forfeitures	529,084	522,100	522,100	531,900	542,800
Miscellaneous	3,927,735	3,654,500	21,982,800	8,177,400	6,941,800
Total Revenue	49,993,668	56,337,980	76,518,900	63,359,790	59,637,186
Transfers from Other Funds:					
Transfer from General Fund	80,800	-	-	-	-
Transfer from Special Highway	25,000	26,500	26,500	27,300	29,000
Transfer from Special Parks	30,000	40,000	40,000	-	-
Transfer from Electric	785,000	802,300	857,900	894,500	911,600
Transfer from Water	1,041,200	1,042,700	1,042,700	1,043,600	1,045,300
Transfer from Wastewater	67,600	68,900	68,900	70,100	71,700
Transfer from Airport	-	-	-	-	28,800
Transfer from Street Improvement	25,800	25,700	25,700	26,100	25,900
Transfer from Park Improvement	50,000	67,300	65,002	75,000	50,000
Transfer from Park Sales Tax	54,000	52,000	52,000	-	-
Transfer from Capital Projects	2,176	-	-	-	-
Total	2,161,576	2,125,400	2,178,702	2,136,600	2,162,300
Total Sources	52,155,244	58,463,380	78,697,602	65,496,390	61,799,486
Expenditures:					
Personal Services	12,256,063	12,984,600	13,196,800	13,801,900	14,275,600
Operating	13,808,863	16,338,950	19,402,250	16,707,000	16,793,100
Capital Outlay	1,275,234	1,184,600	847,400	988,400	497,400
Capital Improvement	5,265,505	9,768,400	27,012,989	13,238,900	9,589,000
Cost Allocation	1,550,196	1,678,800	1,678,800	1,987,900	2,074,000
Internal Services	3,308,405	3,301,900	3,301,900	3,338,400	3,571,500
Debt Service	7,608,125	11,160,326	9,683,800	10,271,100	8,696,160
Total Expenditures	45,072,391	56,417,576	75,123,939	60,333,600	55,496,760
Transfer to Other Funds:					
Transfer to General Fund	759,700	775,500	831,100	866,900	882,200
Transfer to Wastewater	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer to Park Sales Tax	60,000	45,000	42,702	-	-
Transfer to Debt Service	238,900	242,600	242,600	194,700	230,100
Transfer to Capital Project	2,176	-	-	-	-
Transfer to Capital Imp Reserve	100,800	62,300	62,300	75,000	50,000
Total	2,161,576	2,125,400	2,178,702	2,136,600	2,162,300
Total Uses	47,233,967	58,542,976	77,302,641	62,470,200	57,659,060
Sources Over(Under) Uses	4,921,277	(79,596)	1,394,961	3,026,190	4,140,426
Fund Balance @ 12/31	\$ 27,195,368	\$ 23,876,910	\$ 28,590,329	\$ 31,616,519	\$ 35,756,945

# GENERAL FUND

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## Overview

The General Fund accounts for the resources associated with traditional local government operations which are not required to be accounted for in another fund.

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## Contact Information

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City Hall  
120 E.Main St  
Gardner, KS 66030  
(913) 856-7535  
  
[www.gardnerkansas.gov](http://www.gardnerkansas.gov)

# CITY OF GARDNER ANNUAL BUDGET



## General Fund

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	5,224,710	4,166,510	4,444,563	3,483,863	3,075,363
<b>Revenue:</b>					
Taxes	7,896,563	8,064,700	8,053,700	8,490,900	8,861,000
Licenses & Permits	289,974	240,200	387,100	257,000	257,000
Intergovernmental	324,675	131,400	131,400	117,800	118,200
Charges for Service	3,046,087	3,076,900	3,198,900	3,404,500	3,512,300
Business Activity	28,235	7,800	26,000	26,000	26,300
Transfers In	759,700	775,500	831,100	866,900	882,200
Sale of City Assets	3,631	-	-	-	-
<b>Revenue Total</b>	12,348,865	12,296,500	12,628,200	13,163,100	13,657,000
% increase from previous year	-2%	4%	3%	7%	4%
<b>Expenditures:</b>					
<b>Operations:</b>					
Administration	1,652,835	1,918,800	1,577,100	1,766,600	1,819,900
Finance	1,216,185	1,219,400	1,247,700	1,245,900	1,282,800
Business & Economic Development	871,283	1,003,900	991,400	1,038,700	1,042,300
Police	3,992,612	4,059,600	4,272,100	4,501,700	4,695,300
Public Works	2,205,591	2,305,500	2,509,700	2,291,800	2,355,800
Parks & Recreation	2,614,274	2,539,600	2,633,600	2,489,500	2,549,000
<b>Operations Total</b>	12,552,780	13,046,800	13,231,600	13,334,200	13,745,100
<b>Capital Outlay:</b>					
Finance	-	-	-	-	-
Business & Economic Development	23,855	-	-	-	-
Police	195,722	246,000	235,000	176,000	176,000
Public Works	90,248	23,000	15,600	11,400	11,400
Parks & Recreation	178,107	58,100	106,700	50,000	-
<b>Capital Outlay Total</b>	487,932	327,100	357,300	237,400	187,400
Transfers Out	88,300	27,000	-	-	-
<b>Expenditure Total</b>	13,129,012	13,400,900	13,588,900	13,571,600	13,932,500
% increase from previous year	0%	5%	2%	1%	3%
<b>Surplus/(Shortfall)</b>	(780,147)	(1,104,400)	(960,700)	(408,500)	(275,500)
<b>Funds Available Dec 31</b>	4,444,563	3,062,110	3,483,863	3,075,363	2,799,863

# CITY OF GARDNER ANNUAL BUDGET



REVENUE SOURCE	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Ad Valorem Property Tax	2,181,940	2,170,000	2,170,000	2,662,400	2,825,000
Back Tax Collections	19,982	35,000	24,000	24,000	24,000
Motor Vehicle Tax	462,601	313,700	313,700	284,500	293,000
Total	2,664,523	2,518,700	2,507,700	2,970,900	3,142,000
Mowing Special Assessments	2,905	6,000	6,000	6,000	6,000
Total	2,905	6,000	6,000	6,000	6,000
City Sales Tax	2,340,427	2,331,000	2,331,000	2,448,000	2,570,000
County Sales Tax	1,641,348	1,998,000	1,998,000	1,816,000	1,852,000
City Use Tax	531,157	525,000	525,000	551,000	579,000
County Use Tax	355,935	369,000	369,000	384,000	399,000
Total	4,868,867	5,223,000	5,223,000	5,199,000	5,400,000
Natural Gas Franchise	139,105	140,000	140,000	140,000	140,000
Telephone Franchise	22,343	27,000	27,000	26,000	25,000
Cable Television Franchise	184,196	135,000	135,000	134,000	133,000
Electric Franchise (KCPL)	14,624	15,000	15,000	15,000	15,000
Total	360,268	317,000	317,000	315,000	313,000
Taxes Subtotal	7,896,563	8,064,700	8,053,700	8,490,900	8,861,000
Business Licenses & Payments	10,850	1,400	1,400	1,400	1,400
Beer and Liquor License	2,875	4,800	4,800	4,800	4,800
Total	13,725	6,200	6,200	6,200	6,200
Building & Construction Permits	264,568	221,000	367,900	237,800	237,800
Animal Licenses & Impoundment	6,525	7,800	7,800	7,800	7,800
Lake Dock Permits	5,156	5,200	5,200	5,200	5,200
Total	276,249	234,000	380,900	250,800	250,800
Licenses/Permits Subtotal	289,974	240,200	387,100	257,000	257,000
Operating Contributions	110,322	80,000	80,000	80,000	80,000
Grants	165,267	15,800	15,800	-	-
Federal Grants	13,795	-	-	-	-
Total	289,384	95,800	95,800	80,000	80,000
Local Alcohol Liquor Tax	35,291	35,600	35,600	37,800	38,200
Total	35,291	35,600	35,600	37,800	38,200
Intergovernmental Subtotal	324,675	131,400	131,400	117,800	118,200

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# CITY OF GARDNER ANNUAL BUDGET



REVENUE SOURCE	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Copies/Plans/Codes	6,577	5,000	5,000	5,000	5,000
Miscellaneous	12,526	6,200	26,200	6,200	6,200
Returned Checks	3,000	3,000	3,000	3,000	3,000
Reimbursed Expense	2,467	-	-	-	-
Donations	-	-	2,000	-	-
Origination fee	-	-	95,000	-	-
Total	24,570	14,200	131,200	14,200	14,200
GF Cost Allocation Revenue	1,659,096	1,787,500	1,787,500	2,153,500	2,249,900
GF Cost Allocation-Airport	(108,900)	(108,700)	(108,700)	(165,600)	(175,900)
Total	1,550,196	1,678,800	1,678,800	1,987,900	2,074,000
Recreation Programs	241,787	278,000	278,000	284,000	290,000
Instructional Recreation Fees	24,290	14,600	14,600	14,900	15,200
Swimming Pool Fees	305,736	270,000	270,000	270,000	270,000
Swimming Lessons	33,225	34,000	34,000	34,000	34,000
Special Events	63,657	30,000	30,000	30,000	30,000
Concessions	60,382	72,200	72,200	73,600	75,100
Advertising	21,534	13,000	18,000	13,000	13,000
Tournaments	51,718	50,000	50,000	50,000	53,000
Facility Rental	15,808	29,000	29,000	30,000	30,000
Aquatic Concessions	76,087	53,000	53,000	53,000	53,000
Total	894,224	843,800	848,800	852,500	863,300
Inspection Fees	32,187	10,000	10,000	10,000	10,000
Zoning and Subdivision Fees	15,826	7,000	7,000	7,000	7,000
Street Signs	-	1,000	1,000	1,000	1,000
Total	48,013	18,000	18,000	18,000	18,000
Court Fines	402,386	425,000	425,000	434,000	443,000
Court Fees	74,218	56,500	56,500	56,500	57,600
Diversion	52,480	40,600	40,600	41,400	42,200
Total	529,084	522,100	522,100	531,900	542,800
Charges for Service Subtotal	3,046,087	3,076,900	3,198,900	3,404,500	3,512,300
Interest on Idle Funds	27,583	6,800	25,000	25,000	25,300
Total	27,583	6,800	25,000	25,000	25,300
Royalties	652	1,000	1,000	1,000	1,000
Total	652	1,000	1,000	1,000	1,000
Business - Type Activity Subtotal	28,235	7,800	26,000	26,000	26,300

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# CITY OF GARDNER ANNUAL BUDGET



REVENUE SOURCE	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Electric Fund Transfer	759,700	775,500	831,100	866,900	882,200
Total	759,700	775,500	831,100	866,900	882,200
Sale of City Property	3,631	-	-	-	-
Total	3,631	-	-	-	-
Subtotal	763,331	775,500	831,100	866,900	882,200
	12,348,865	12,296,500	12,628,200	13,163,100	13,657,000
	=====	=====	=====	=====	=====

# ADMINISTRATION

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## Overview

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The Administration Department is comprised of the following programs: City Administrator, Mayor and City Council, Public Information, Human Resources, Risk Management, Information Technology Services, and City Clerk. The Administration Department is currently directing policy in areas related to economic development, quality of life, fiscal stewardship and infrastructure/asset management, assuring the needs of the growing community are met or exceeded.

The Administration Department is overseen by the City Administrator, who is appointed by the Governing Body to direct the delivery of municipal services and provide expert advice on City operations. The City Administrator is responsible for planning, organizing and directing the activities of all municipal operations and appoints all Department Directors. Additionally, the City Administrator performs activities as provided in the Municipal Code, such as ensuring that all laws and ordinances are enforced and implementing policies established by the City Council.

## Contact Information

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City Hall - Administration  
120 E. Main St.  
Gardner, KS 66030  
(913) 856-0939

[www.gardnerkansas.gov/city\\_administration](http://www.gardnerkansas.gov/city_administration)

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[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



# ADMINISTRATION

## Services

### Policy Development

One of the core functions of Administration is to oversee developments and emerging trends in local government and to provide policies to guide staff in their operations. Direction from the Mayor and City Council can also signal a need for policy change or development. The City Administrator is responsible for implementation of those directives. Administration staff works with city departments, engineers and contractors to facilitate the planning, development and implementation of city projects. The City Administrator sets the agenda for the City Council and is ultimately responsible for the content of the information that is contained in the packets which are delivered to the City Council, posted on the website and made available to the public prior to the meeting date. Agenda packets contain detailed information on the topics that will be presented at the Council meeting.

### Public Information

The city provides timely, accurate and consistent information through integrated communications to educate and inform the public of city policy, encourage public involvement and to strengthen its relationship with its residents. Staff also communicates through effective marketing and branding methods to help promote the city for economic development. Public information is delivered through print, digital and social media outlets.

### Budget Management and Preparation

Budgeting activities include assisting departments in development of budget requests, updating of revenue and expenditure forecasts and developing salary, pension and other budget figures.

### Information Technology Services / Information Technology Fund

Information Technology (I.T.) staff is responsible for the management of all technology within the city, including servers, networked phone systems, computers and copier equipment. The fiscal activities associated with IT Services are accounted for in a separate internal service fund.

### Human Resources / Risk Management Fund

Human Resources provides services for hiring, training, retention, compensation and benefits, and risk management. Risk Management Services are accounted for in a separate internal service fund.

### Open Record Requests

## Personnel (FTE)

<b>Program</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Administration	4.0	4.0	4.0	4.0
Human Resources	4.0	4.0	4.0	4.0
Information Technology (I.T.)	3.0	3.0	3.0	3.0
City Clerk	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

## ADMINISTRATION

### 2019-2020 Goals and Objectives

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- Continue to implement the strategic plan and track progress on the G3 public dashboard
- Participate in regional benchmarking initiatives
- Collaborate with strategic partners to provide public services to the community
- Maintain a well trained and healthy workforce
- Implement process improvement programs
- Earn 2019 GFOA Distinguished Budget Presentation Award
- Revise the performance evaluation system

#### DID YOU KNOW?

The G3 public dashboard is located at the following address:

<http://performance.envisio.com/dashboard/gardnerkansas>

### 2018 Accomplishments

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- Launched G3 public dashboard
- Earned Certificate of Distinction in Performance Management from the International City Managers Association (ICMA)
- Coordinated Employee Appreciation Week
- Conducted a community survey
- Provided leadership training
- Earned the 2018 GFOA Distinguished Budget Presentation Award
- Implemented 2-year budget process
- Developed the 2019-2023 Capital Improvement Program
- Completed KERIT audit and earned a 4.5% discount on workman's compensation rates
- Provided training on media relations
- Earned the Healthy KC Silver Level Certification for workplace wellness
- Revised resolutions for each citizen advisory committee to encourage engagement
- Formed an employee engagement committee and developed recommendations for management

## Strategic Priorities

- 1** Promote economic development
- 2** Maintain quality of life
- 3** Increase asset and infrastructure management
- 4** Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
4	Reduce workers' compensation costs	Average cost per claim	—	\$8,913	\$8,184	\$6,000	\$4,000
		Expenditures for workers' compensation per \$100 of salary and benefits	—	\$1.58	\$2.00	\$1.70	\$1.50
4	Reduce turnover	Turnover rate	10%	12%	12%	10%	10%
		Percent of non-seasonal employees completing probationary period	81%	100%	100%	100%	100%

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
4	Create a high performing organization	Satisfaction rating for quality of services	54%	75%	78%	80%	80%
2	Create a community where people want to live	Satisfaction rating for quality of life	74%	73%	75%	76%	77%
2	Enhance City communication with public	Satisfaction rating for effectiveness of communication	48%	62%	65%	70%	70%
2	Enhance the image of the community	Satisfaction rating for the overall image of the community	71%	55%	64%	67%	71%

# ADMINISTRATION

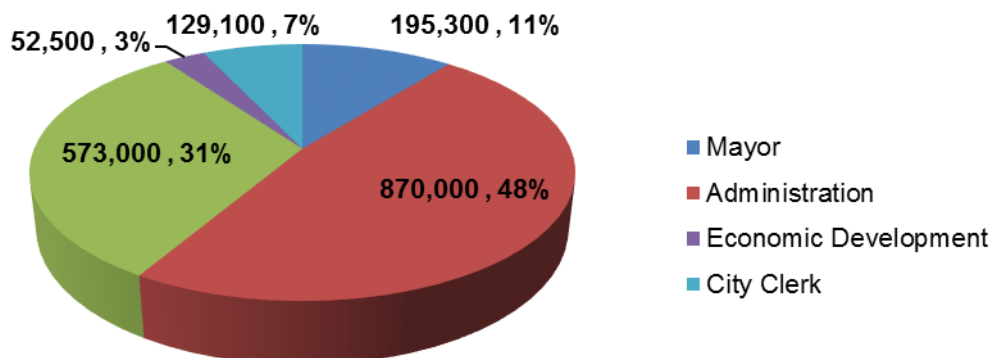


## Department Financial Summaries

Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	837,460	1,223,000	943,100	1,138,800	1,181,100
Contractual Services	583,908	485,200	402,200	386,100	386,100
Commodities	61,378	55,700	76,900	78,000	81,000
Capital Outlay	-	-	-	-	-
Internal Services	170,089	154,900	154,900	163,700	171,700
<b>Total</b>	<b>1,652,835</b>	<b>1,918,800</b>	<b>1,577,100</b>	<b>1,766,600</b>	<b>1,819,900</b>

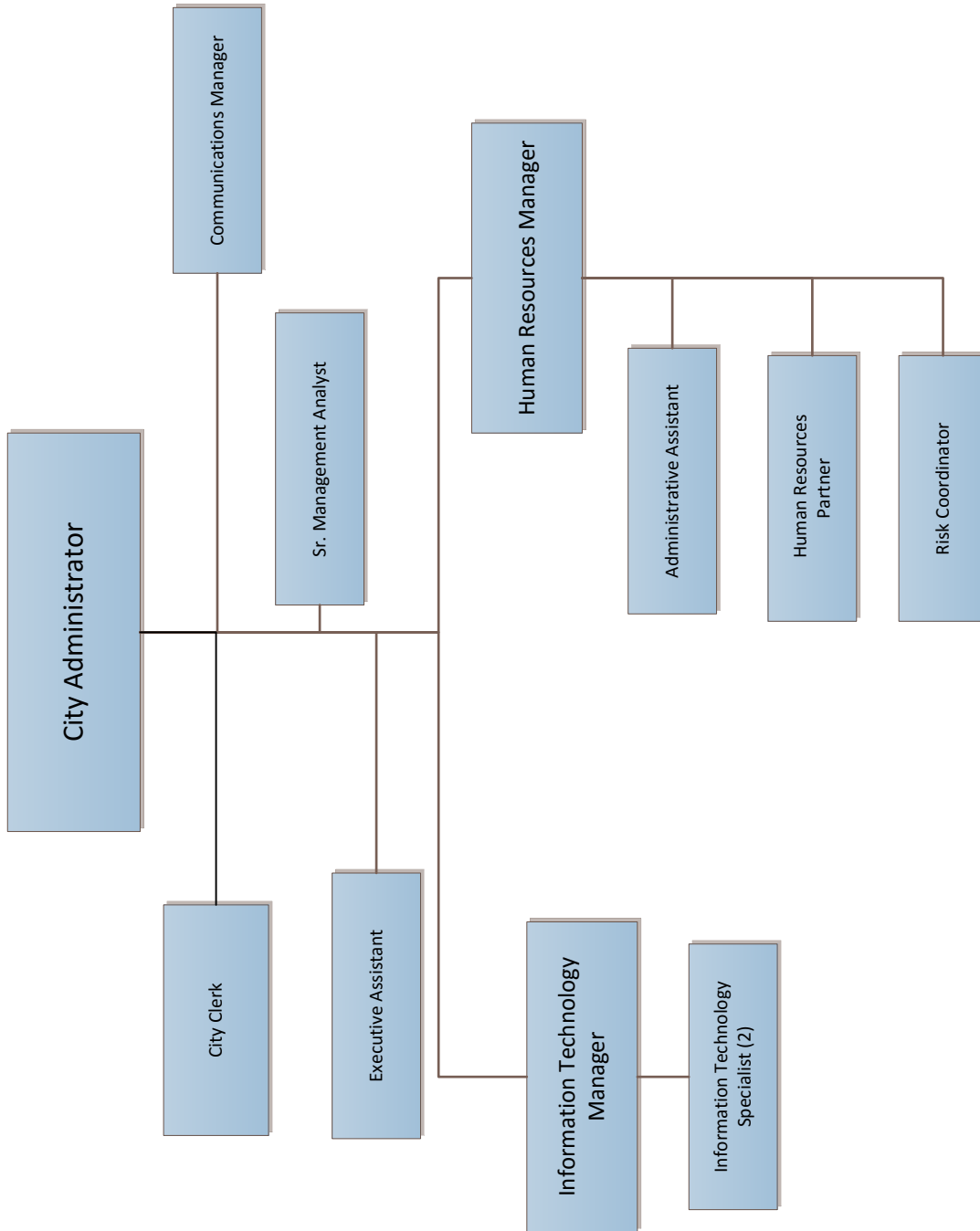
Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Mayor	132,475	152,300	171,100	185,900	195,300
Administration	963,435	855,600	843,400	845,300	870,000
Human Resources	381,488	706,800	364,300	556,800	573,000
Economic Development	89,028	72,500	50,000	52,500	52,500
City Clerk	86,409	131,600	148,300	126,100	129,100
<b>Total</b>	<b>1,652,835</b>	<b>1,918,800</b>	<b>1,577,100</b>	<b>1,766,600</b>	<b>1,819,900</b>

## 2018 Department Expenditures by Program





# Administration



# CITY OF GARDNER ANNUAL BUDGET



**Department: Administrative 411**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	604,195	654,400	657,300	657,300	676,000
11	02	Overtime	5,680	700	4,800	4,800	5,100
13	01	Part-Time	27,444	27,700	28,700	27,700	28,700
14	01	Seasonal	1,586	6,000	6,000	6,000	6,000
		Market/Merit Pool	-	300,000	-	184,100	191,500
21	01	Health & Dental Insurance	77,004	90,200	99,900	106,600	110,100
21	02	Life Insurance	390	500	500	500	500
22	01	Social Security	42,757	52,700	53,300	53,200	54,800
22	03	Unemployment Compensation	1,227	1,400	700	700	700
23	01	KPERS Retirement	53,701	62,400	65,500	69,100	75,300
23	05	Deferred Compensation	23,476	27,000	26,400	28,800	32,400
<b>Total</b>			<b>837,460</b>	<b>1,223,000</b>	<b>943,100</b>	<b>1,138,800</b>	<b>1,181,100</b>
<b>Contractual Services</b>							
31	02	Legal Services	308,594	180,000	158,000	158,000	158,000
31	15	Outsourced Services	129,391	125,000	108,700	92,600	92,600
40	03	Telephone	1,368	2,000	1,500	1,500	1,500
46	01	Meetings/Training/Travel/Cont Ed	71,352	84,100	52,000	52,000	52,000
46	02	Dues/Subscriptions	36,762	40,100	40,100	40,100	40,100
46	05	Recruitment	10,258	20,000	10,000	10,000	10,000
47	01	Advertising/Legal Notices	5,315	6,200	6,900	6,900	6,900
47	02	Printing	10,649	16,800	14,700	14,700	14,700
47	04	Postage	9,944	10,500	9,900	9,900	9,900
48	01	Taxes and Assesments	275	500	400	400	400
<b>Total</b>			<b>583,908</b>	<b>485,200</b>	<b>402,200</b>	<b>386,100</b>	<b>386,100</b>
<b>Commodities</b>							
52	05	Furniture and Equipment	-	-	-	500	-
52	20	Operating Supplies	9,438	19,600	12,900	11,200	12,200
54	51	Special Events	19,347	30,100	29,200	28,600	28,600
54	93	Donations & Sympathy	5,950	6,000	34,800	37,700	40,200
58	00	Grants	26,643	-	-	-	-
<b>Total</b>			<b>61,378</b>	<b>55,700</b>	<b>76,900</b>	<b>78,000</b>	<b>81,000</b>
<b>Internal Services</b>							
91	01	Building Services	51,377	51,000	51,000	40,400	39,800
91	02	IT Services	97,390	77,700	77,700	97,600	104,800
91	03	Risk Services	21,322	26,200	26,200	25,700	27,100
<b>Total</b>			<b>170,089</b>	<b>154,900</b>	<b>154,900</b>	<b>163,700</b>	<b>171,700</b>
<b>Total Expenditures</b>			<b>1,652,835</b>	<b>1,918,800</b>	<b>1,577,100</b>	<b>1,766,600</b>	<b>1,819,900</b>

# CITY OF GARDNER ANNUAL BUDGET



**Department: Administrative 411**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
13	01	Part-Time	27,444	27,700	28,700	27,700	28,700
22	01	Social Security	2,117	2,100	2,200	2,100	2,200
23	01	KPERS Retirement	740	800	900	800	900
<b>Total</b>			30,301	30,600	31,800	30,600	31,800
<b>Contractual Services</b>							
31	15	Outsourced Services	4,423	20,000	11,000	12,000	12,000
46	01	Meetings/Training/Travel/Cont Ed	15,387	8,900	6,700	6,700	6,700
46	02	Dues/Subscriptions	29,468	30,000	30,400	30,400	30,400
47	01	Advertising/Legal Notice	340	1,900	1,900	1,900	1,900
<b>Total</b>			49,618	60,800	50,000	51,000	51,000
<b>Commodities</b>							
52	20	Operating Supplies	853	2,000	2,700	1,000	2,000
54	51	Special Events	16,718	24,600	23,500	22,900	22,900
54	93	Donations & Sympathy	5,950	6,000	34,800	37,700	40,200
<b>Total</b>			23,521	32,600	61,000	61,600	65,100
<b>Internal Services</b>							
91	01	Building Services	14,927	14,700	14,700	11,500	11,400
91	02	IT Services	8,356	6,500	6,500	24,400	29,000
91	03	Risk Services	5,752	7,100	7,100	6,800	7,000
<b>Total</b>			29,035	28,300	28,300	42,700	47,400
<b>Total Expenditures</b>			132,475	152,300	171,100	185,900	195,300

# CITY OF GARDNER ANNUAL BUDGET



**Program: Administration 1120**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	391,232	415,000	414,900	414,900	426,500
11	02	Overtime	1,229	-	1,100	1,100	1,200
14	01	Seasonal	1,586	6,000	6,000	6,000	6,000
21	01	Health & Vision Insurance	44,004	47,700	54,300	57,700	59,600
21	02	Life Insurance	219	200	200	200	200
22	01	Social Security	25,237	32,200	32,300	32,300	33,200
22	03	Unemployment Compensation	789	900	400	400	400
23	01	KPERS Retirement	34,626	39,000	41,400	43,900	47,900
23	05	Deferred Compensation	22,488	25,400	25,400	27,800	31,400
<b>Total</b>			521,410	566,400	576,000	584,300	606,400
<b>Contractual Services</b>							
31	02	Legal Services	302,489	177,000	155,000	155,000	155,000
31	15	Outsourced Services	21,532	5,000	5,000	5,000	5,000
40	03	Telephone	911	1,600	1,000	1,000	1,000
46	01	Meetings/Training/Travel/Cont Ed	22,162	13,800	13,800	13,800	13,800
46	02	Dues/Subscriptions	6,417	7,400	8,200	8,200	8,200
47	02	Printing	10,162	14,200	13,900	13,900	13,900
47	04	Postage	9,843	9,700	9,700	9,700	9,700
<b>Total</b>			373,516	228,700	206,600	206,600	206,600
<b>Commodities</b>							
52	20	Operating Supplies	5,508	8,300	5,900	5,900	5,900
54	51	Special Events	2,203	3,000	5,700	5,700	5,700
<b>Total</b>			7,711	11,300	11,600	11,600	11,600
<b>Internal Services</b>							
91	01	Building Services	15,361	15,300	15,300	12,200	12,000
91	02	IT Services	37,603	24,400	24,400	21,200	23,400
91	03	Risk Services	7,834	9,500	9,500	9,400	10,000
<b>Total</b>			60,798	49,200	49,200	42,800	45,400
<b>Total Expenditures</b>			963,435	855,600	843,400	845,300	870,000
			=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Program: Human Resources 1140**

**Fund: General Fund 001**

Classification	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>					
11 01 Full-Time	186,058	179,900	186,000	186,000	191,500
11 02 Overtime	2,319	700	2,100	2,100	2,200
11 04 Market/Merit Pool	-	300,000	-	184,100	191,500
21 01 Health & Dental Insurance	25,821	31,000	32,400	35,000	36,200
21 02 Life Insurance	148	200	200	200	200
22 01 Social Security	13,432	13,800	14,400	14,400	14,800
22 03 Unemployment Compensation	381	400	200	200	200
23 01 KPERS Retirement	16,039	17,000	17,800	18,700	20,300
23 05 Deferred Compensation	988	1,000	1,000	1,000	1,000
<b>Total</b>	245,186	544,000	254,100	441,700	457,900
<b>Contractual Services</b>					
31 02 Legal Services	6,105	3,000	3,000	3,000	3,000
31 15 Outsourced Services	26,208	10,800	5,500	5,500	5,500
40 03 Telephone	457	400	500	500	500
46 01 Meetings/Training/Travel/Cont Ed	30,452	59,000	29,400	29,400	29,400
46 02 Dues/Subscriptions	827	1,900	1,000	1,000	1,000
46 05 Recruitment	10,258	20,000	10,000	10,000	10,000
47 02 Printing	416	2,400	600	600	600
47 04 Postage	77	400	100	100	100
<b>Total</b>	74,800	97,900	50,100	50,100	50,100
<b>Commodities</b>					
52 05 Furniture and Equipment	-	-	-	500	-
52 20 Operating Supplies	2,886	8,500	3,700	3,700	3,700
<b>Total</b>	2,886	8,500	3,700	4,200	3,700
<b>Internal Services</b>					
91 01 Building Services	15,361	15,300	15,300	12,200	12,000
91 02 IT Services	37,106	33,500	33,500	41,000	41,200
91 03 Risk Services	6,149	7,600	7,600	7,600	8,100
<b>Total</b>	58,616	56,400	56,400	60,800	61,300
<b>Total Expenditures</b>	381,488	706,800	364,300	556,800	573,000

# CITY OF GARDNER ANNUAL BUDGET



**Program: Economic Development 1130**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Contractual Services</b>							
31	15	Outsourced Services	60,089	70,000	50,000	52,500	52,500
46	01	Meetings/Training/Travel/Cont Ed	1,870	-	-	-	-
<b>Total</b>			61,959	70,000	50,000	52,500	52,500
<b>Commodities</b>							
54	51	Special Events	426	2,500	-	-	-
58	00	Grants	26,643	-	-	-	-
<b>Total</b>			27,069	2,500	-	-	-
<b>Total Expenditures</b>			89,028	72,500	50,000	52,500	52,500

# CITY OF GARDNER ANNUAL BUDGET



**Program: City Clerk 1150**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	26,905	59,500	56,400	56,400	58,000
11	02	Overtime	2,132	-	1,600	1,600	1,700
21	01	Health & Dental Insurance	7,179	11,500	13,200	13,900	14,300
21	02	Life Insurance	23	100	100	100	100
22	01	Social Security	1,971	4,600	4,400	4,400	4,600
22	03	Unemployment Compensation	57	100	100	100	100
23	01	KPERS Retirement	2,296	5,600	5,400	5,700	6,200
23	05	Deferred Compensation	-	600	-	-	-
<b>Total</b>			40,563	82,000	81,200	82,200	85,000
<b>Contractual Services</b>							
31	15	Outsourced Services	17,139	19,200	37,200	17,600	17,600
46	01	Meetings/Training/Travel/Cont Ed	1,481	2,400	2,100	2,100	2,100
46	02	Dues/Subscriptions	50	800	500	500	500
47	01	Advertising/Legal Notice	4,975	4,300	5,000	5,000	5,000
47	02	Printing	71	200	200	200	200
47	04	Postage	24	400	100	100	100
48	01	Taxes and Assessments	275	500	400	400	400
<b>Total</b>			24,015	27,800	45,500	25,900	25,900
<b>Commodities</b>							
52	20	Operating Supplies	191	800	600	600	600
<b>Total</b>			191	800	600	600	600
<b>Internal Services</b>							
91	01	Building Services	5,728	5,700	5,700	4,500	4,400
91	02	IT Services	14,325	13,300	13,300	11,000	11,200
91	03	Risk Services	1,587	2,000	2,000	1,900	2,000
<b>Total</b>			21,640	21,000	21,000	17,400	17,600
<b>Total Expenditures</b>			86,409	131,600	148,300	126,100	129,100



# BUSINESS & ECONOMIC DEVELOPMENT



## Overview

The Business and Economic Development Department is comprised of the Planning Division and Building Administration Division. The Business and Economic Development Department is a partner in maintaining, enhancing and developing the Gardner community by participating in every phase of the development cycle. The staff is charged with planning for the City's future, assuring our citizens' safety and balancing the need to facilitate new development in Gardner while assuring that the building standards are met.

## Contact Information



City Hall - Business and Economic Development  
120 E. Main St.  
Gardner, KS 66030  
(913) 856-0913

[www.gardnerkansas.gov/community\\_development\\_homepage](http://www.gardnerkansas.gov/community_development_homepage)

[www.facebook.com/CityofGardnerKSGovernment](https://www.facebook.com/CityofGardnerKSGovernment)

[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



# BUSINESS AND ECONOMIC DEVELOPMENT

## Services

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### Planning Division

The Planning Division reviews proposals for new development for compliance with plans, design standards, and zoning and subdivision regulations. The Planning Division staffs the Board of Zoning Appeals in their consideration of variances and appeals. As part of the Planning Division’s long-range planning function, the division facilitates and drafts updates to the Comprehensive Plan and leads the creation of area and issue-specific plans where unique development issues are present. Staff also provides support and recommendations to the City Council, Planning Commission and Board of Zoning Appeals by preparing staff evaluation documents on development projects.

### Building Administration Division

The Building Administration Division reviews building plans and issues appropriate permits, and inspects structures under construction to ensure they are built in accordance with applicable construction codes. The division is also responsible for reviewing sign plans and issuing permits for decks, fences, residential and commercial remodeling, as well as electrical, heating, ventilation and air conditioning work.

## Personnel (FTE)

<b>Program</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Planning	5.0	5.0	5.0	5.0
Building Administration	2.0	3.0	3.0	3.0
<b>TOTAL</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

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# BUSINESS AND ECONOMIC DEVELOPMENT



## 2019-2020 Goals and Objectives

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- Increase housing diversity by encouraging new residential development types in collaboration with developers
- Develop target industries matrix
- Develop incentives matrix to increase median income
- Develop marketing materials for target industries
- Work with property owners to annex target growth areas
- Partner with regional stakeholders to attract businesses
- Expand business clusters

### DID YOU KNOW?

Warren Place will open in 2019 and will provide a meeting space for the community.

## 2018 Accomplishments

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- Completed Main Street Corridor Study
- Updated Comprehensive Plan to incorporate the Main Street Corridor Study
- Developed plans for a Neighborhood Revitalization District
- Conducted a retail leakage study
- Placement of the new Justice Center
- Placement of new Billy Sims BBQ
- Placement of new Planet Subs
- Expanded Walmart services for pickup of online order groceries
- Opened first auto sales facility
- Expanded Gardner Business Auto Center
- Renewed Coleman's lease and retained 200 jobs
- Sold IRBs for the Hampton Inn Project which created 35 new jobs
- Sold IRBs for the Excelligence Project which created 250 new jobs



# BUSINESS AND ECONOMIC DEVELOPMENT

## Strategic Priorities

- 1** Promote economic development
- 2** Maintain quality of life
- 3** Increase asset and infrastructure management
- 4** Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
1	Increase efficiency of planning and permit processes	Percent of permits issued the same day as application	90%	83%	84%	85%	85%
		Number of building permits processed	1300	1027	1367	1300	1300
		Percent of inspections completed within 10 working days	95%	94%	91%	95%	95%

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Gain public support for long-term planning	Satisfaction rating for planning for growth	49%	32%	40%	43%	45%
2	Attract development that is beneficial to the City	Satisfaction rating for quality of new development	---	41%	50%	53%	55%

# BUSINESS AND ECONOMIC DEVELOPMENT

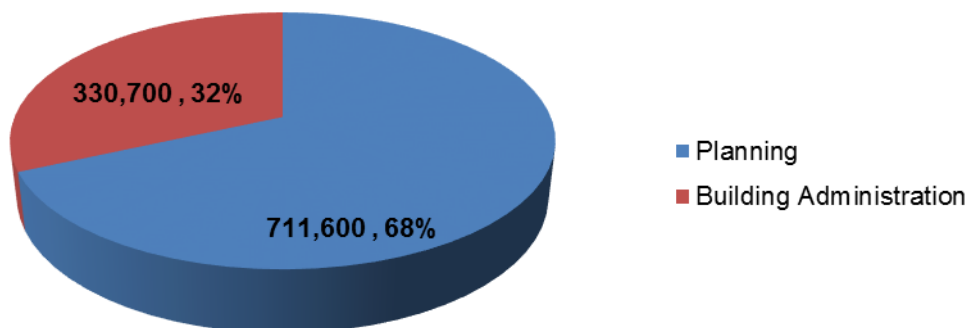


## Department Financial Summaries

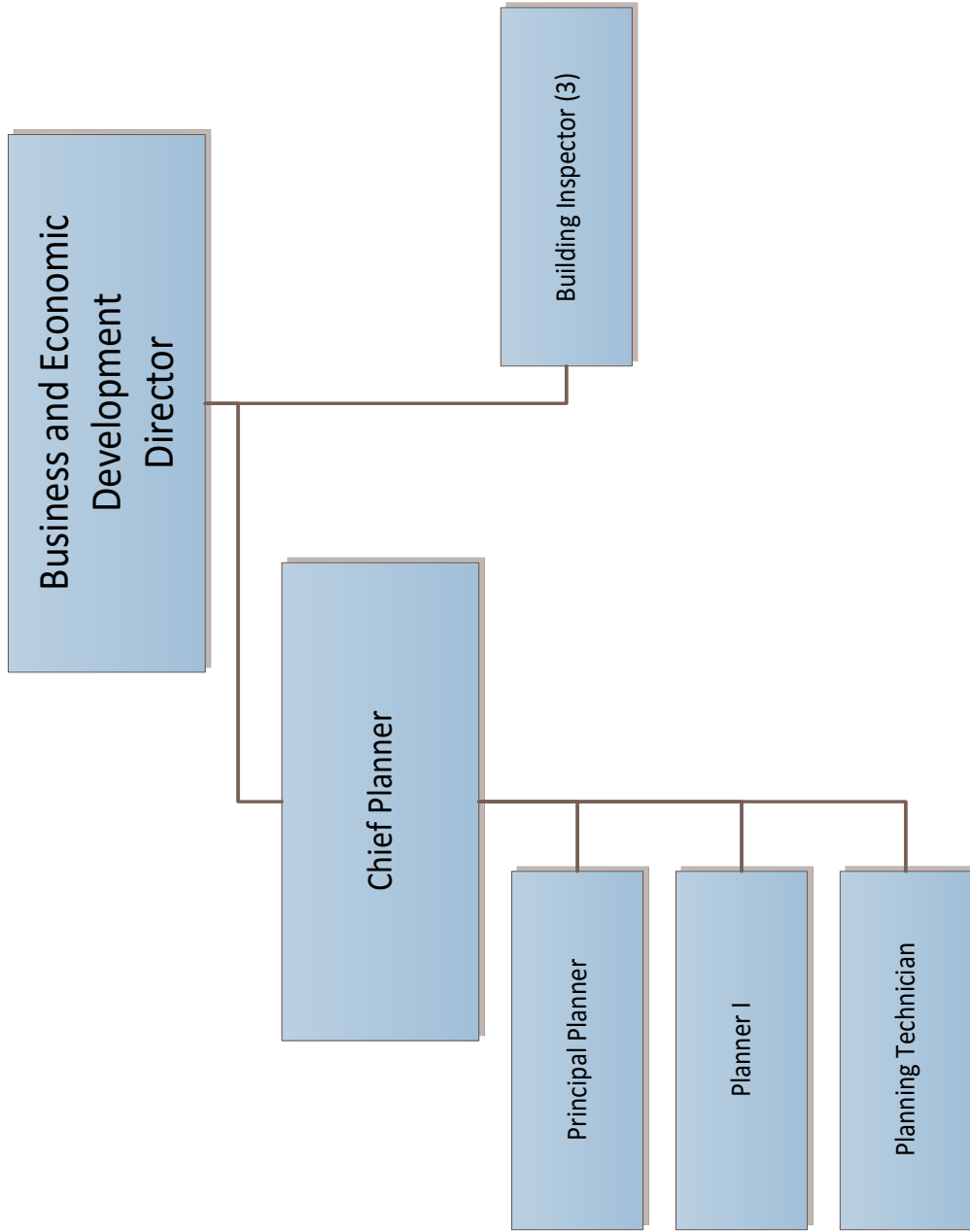
Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	643,997	713,400	769,600	778,500	804,000
Contractual Services	67,891	137,800	70,200	105,000	70,000
Commodities	4,540	8,100	7,000	7,000	7,000
Capital Outlay	23,855	-	-	-	-
Internal Services	154,855	144,600	144,600	148,200	161,300
<b>Total</b>	<b>895,138</b>	<b>1,003,900</b>	<b>991,400</b>	<b>1,038,700</b>	<b>1,042,300</b>

Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Planning	637,955	685,000	664,400	714,200	711,600
Building Administration	257,183	318,900	327,000	324,500	330,700
<b>Total</b>	<b>895,138</b>	<b>1,003,900</b>	<b>991,400</b>	<b>1,038,700</b>	<b>1,042,300</b>

## 2018 Department Expenditures by Program



# Business and Economic Development



# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Projected
<b>Personal Services</b>							
11	01	Full-Time	483,169	519,700	535,900	535,900	551,900
11	02	Overtime	1,049	-	1,300	1,300	1,300
14	01	Seasonal	-	6,000	6,000	6,000	6,000
21	01	Health & Dental Insurance	78,186	89,100	106,200	113,300	117,000
21	02	Life Insurance	347	500	500	500	500
22	01	Social Security	33,485	40,300	41,600	41,600	42,700
22	03	Unemployment Compensation	950	1,200	600	600	600
23	01	KPERS Retirement	44,075	53,200	74,000	75,800	80,300
23	05	Deferred Compensation	2,736	3,400	3,500	3,500	3,700
<b>Total</b>			643,997	713,400	769,600	778,500	804,000
<b>Contractual Services</b>							
31	15	Outsourced Services	40,380	91,500	36,000	66,000	36,000
40	03	Telephone	1,295	3,300	2,000	2,000	2,000
43	02	R&M Equipment	643	-	600	600	600
43	05	R&M Vehicles	2,873	1,300	500	500	500
46	01	Meetings/Training/Travel/Cont Ed	6,051	14,100	14,100	14,100	14,100
46	02	Dues/Subscriptions	2,873	5,200	3,200	8,000	3,000
47	01	Advertising/Legal Notice	443	1,800	500	500	500
47	02	Printing	1,091	2,900	1,100	1,100	1,100
47	04	Postage	242	5,700	200	200	200
49	03	Home Repair Program	12,000	12,000	12,000	12,000	12,000
<b>Total</b>			67,891	137,800	70,200	105,000	70,000
<b>Commodities</b>							
52	02	Small tools	60	300	100	100	100
52	04	Vehicle Supplies	223	400	300	300	300
52	09	Fuel and Fluids	2,540	3,100	2,800	2,800	2,800
52	20	Operating Supplies	1,433	3,000	2,500	2,500	2,500
53	02	Clothing & Uniforms	284	1,300	1,300	1,300	1,300
<b>Total</b>			4,540	8,100	7,000	7,000	7,000
<b>Capital Outlay</b>							
61	09	Vehicles	23,855	-	-	-	-
<b>Total</b>			23,855	-	-	-	-
<b>Internal Services</b>							
91		Building Services	51,118	50,700	50,700	40,100	39,500
91		IT Services	65,557	50,100	50,100	61,000	72,300
91		Risk Services	38,180	43,800	43,800	47,100	49,500
<b>Total</b>			154,855	144,600	144,600	148,200	161,300
<b>Total Expenditures</b>			895,138	1,003,900	991,400	1,038,700	1,042,300



# CITY OF GARDNER ANNUAL BUDGET



**Program: Planning 7110**  
**Fund: General Fund 001**

Classification			FY 17	FY 18	FY 18	FY 19	FY 20
			Actual	Budget	Estimate	Budget	Budget
<b>Personal Services</b>							
11	01	Full-Time	369,349	360,200	373,700	373,700	384,800
11	02	Overtime	432	-	500	500	500
14	01	Seasonal	-	6,000	6,000	6,000	6,000
21	01	Health & Dental Insurance	59,838	67,400	70,100	74,900	77,400
21	02	Life Insurance	255	300	300	300	300
22	01	Social Security	25,370	28,100	29,100	29,100	29,900
22	03	Unemployment Compensation	721	800	400	400	400
23	01	KPERS Retirement	30,814	32,800	51,800	53,100	56,500
23	05	Deferred Compensation	1,637	1,800	1,900	1,900	2,000
<b>Total</b>			<b>488,416</b>	<b>497,400</b>	<b>533,800</b>	<b>539,900</b>	<b>557,800</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	37,180	84,500	32,000	62,000	32,000
40	03	Telephone	571	1,100	500	500	500
43	02	R&M Equipment	643	-	600	600	600
43	05	R&M Vehicle	2,284	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	4,747	9,900	9,900	9,900	9,900
46	02	Dues/Subscriptions	2,411	4,000	2,700	2,500	2,500
47	01	Advertising/Legal Notice	443	1,800	500	500	500
47	02	Printing	805	1,700	800	800	800
47	04	Postage	181	700	200	200	200
<b>Total</b>			<b>49,265</b>	<b>103,700</b>	<b>47,200</b>	<b>77,000</b>	<b>47,000</b>
<b>Commodities</b>							
52	09	Fuel and Fluids	209	300	300	300	300
52	20	Operating Supplies	1,433	2,000	1,500	1,500	1,500
<b>Total</b>			<b>1,642</b>	<b>2,300</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
<b>Internal Services</b>							
91	01	Building Services	22,912	22,800	22,800	18,100	17,800
91	02	IT Services	49,143	31,300	31,300	49,600	58,900
91	03	Risk Services	26,577	27,500	27,500	27,800	28,300
<b>Total</b>			<b>98,632</b>	<b>81,600</b>	<b>81,600</b>	<b>95,500</b>	<b>105,000</b>
<b>Total Expenditures</b>			<b>637,955</b>	<b>685,000</b>	<b>664,400</b>	<b>714,200</b>	<b>711,600</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Building Administration 7120**  
**Fund: General Fund 001**

Classification	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>					
11 01 Full-Time	113,820	159,500	162,200	162,200	167,100
11 02 Overtime	617	-	800	800	800
21 01 Health & Dental Insurance	18,348	21,700	36,100	38,400	39,600
21 02 Life Insurance	92	200	200	200	200
22 01 Social Security	8,115	12,200	12,500	12,500	12,800
22 03 Unemployment Compensation	229	400	200	200	200
23 01 KPERS Retirement	13,261	20,400	22,200	22,700	23,800
23 05 Deferred Compensation	1,099	1,600	1,600	1,600	1,700
<b>Total</b>	155,581	216,000	235,800	238,600	246,200
<b>Contractual Services</b>					
31 15 Outsourced Services	3,200	7,000	4,000	4,000	4,000
40 03 Telephone	724	2,200	1,500	1,500	1,500
43 05 R&M Vehicle	589	1,300	500	500	500
46 01 Meetings/Training/Travel/Cont Ed	1,304	4,200	4,200	4,200	4,200
46 02 Dues/Subscriptions	462	1,200	500	5,500	500
47 02 Printing	286	1,200	300	300	300
47 04 Postage	61	5,000	-	-	-
49 03 Home Repair Program	12,000	12,000	12,000	12,000	12,000
<b>Total</b>	18,626	34,100	23,000	28,000	23,000
<b>Commodities</b>					
52 02 Small tools	60	300	100	100	100
52 04 Vehicle Supplies	223	400	300	300	300
52 09 Fuel and Fluids	2,331	2,800	2,500	2,500	2,500
52 20 Operating Supplies	-	1,000	1,000	1,000	1,000
53 02 Clothing & Uniforms	284	1,300	1,300	1,300	1,300
<b>Total</b>	2,898	5,800	5,200	5,200	5,200
<b>Capital Outlay</b>					
61 09 Vehicles	23,855	-	-	-	-
<b>Total</b>	23,855	-	-	-	-
<b>Internal Services</b>					
91 01 Building Services	28,206	27,900	27,900	22,000	21,700
91 02 IT Services	16,414	18,800	18,800	11,400	13,400
91 03 Risk Services	11,603	16,300	16,300	19,300	21,200
<b>Total</b>	56,223	63,000	63,000	52,700	56,300
<b>Total Expenditures</b>	257,183	318,900	327,000	324,500	330,700

# FINANCE

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## Overview

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The Finance Department includes four divisions: Administration, Fiscal Services, Municipal Court and Utility Billing. The Finance Department is responsible for financial planning, maintaining all financial records, safekeeping of funds, payroll, purchasing, grant procurement, investments, collections, reporting, debt compliance and budget analysis. The City of Gardner has a solid record of fiscal responsibility based upon sound financial planning and management. These factors have helped the City earn an AA-/Stable rating from Standard & Poor's Ratings Services.

The Finance Department is committed to deserving the trust of both internal and external customers and citizens by providing professional, efficient, excellent service to all with cooperation, integrity and transparency.

## Contact Information

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City Hall - Finance  
120 E. Main St.  
Gardner, KS 66030  
(913) 856-0929

[www.gardnerkansas.gov/finance](http://www.gardnerkansas.gov/finance)

[www.facebook.com/CityofGardnerKSGovernment](https://www.facebook.com/CityofGardnerKSGovernment)

[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



# FINANCE

## Services

### Administration Division

The Finance Administration Division provides the management and direct oversight of the City's financial affairs and consults directly with the City Administrator and City Council on all financial related policy matters. The Finance Director also serves as the City Treasurer.

### Fiscal Services Division

The Fiscal Services Division provides grant procurement, accounting and reporting for the receipt and disbursement of all municipal funds in compliance with City policies, Generally Accepted Accounting Principles (GAAP), and all applicable legislation.

### Municipal Court

The Municipal Court provides judicial services including the disposition of all citations issued by the Police Department, conducts arraignments and trials, assesses and collects fines, maintains court records, and submits reports as required to other agencies such as the KBI.

### Utility Billing Division / Utility Billing Services Fund

The Utility Billing Division is responsible for reading utility meters, installing water meters, maintaining meters, determining consumption, creating and processing utility bills, and monitoring and collecting the receipt of payments for the amounts billed. The division is also responsible for billing related to the airport hangar rentals. The fiscal activities associated with Utility Billing are accounted for in a separate internal service fund.

## Personnel (FTE)

<b>Program</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Finance Administration	3.0	3.0	3.0	3.0
Fiscal Services	4.0	4.0	4.0	4.0
Utility Billing	9.0	9.0	9.0	9.0
Municipal Court	2.5	2.5	2.5	2.5
<b>TOTAL</b>	<b>18.5</b>	<b>18.5</b>	<b>18.5</b>	<b>18.5</b>

## 2019-2020 Goals and Objectives

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- Continue to earn GFOA Certificate of Achievement for Excellence in Financial Reporting (CAFR Program)
- Continue to pursue grant opportunities
- Prepare future debt issuance and monitor for additional refinancing opportunities
- Continue to earn “unmodified” audit opinion for FY 2018
- Assist the Utilities Department in the implementation of the smart meter system
- Move municipal court operations to the new Justice Center
- Conduct RFP process for Bond Counsel services
- Conduct RFP process for audit services

### DID YOU KNOW?

The City has had two consecutive years of audits without findings and the IRS reported no findings in their audit of the City's debt compliance.

## 2018 Accomplishments

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- Completed 2018 bond sale and obtained financing for golf course improvements
- Managed the 2018 online budget survey and conducted Citizen Budget Forum
- Prepared the 2017 Comprehensive Annual Financial Report (CAFR)
- Earned the 2016 GFOA Certificate of Achievement for Excellence in Financial Reporting (CAFR Program)
- Implemented 2-year budget process
- Automated municipal court financial activity to General Ledger
- Implemented an electronic citation issuing system for Municipal Court
- Assisted the Utilities Department in researching the cost-benefit of a smart meter system for the electric and water utilities
- Assisted the Utilities Department with electric, water, and wastewater rate studies
- Completed identification and electronic scanning of aged, open municipal court cases prior to the completion of the Justice Center in preparation for moving operations
- Implemented business intelligence software and process improvement initiatives
- Assisted with benefit district for the Tuscan Farms development project
- Earned “unmodified” (highest) opinion with no deficiencies for FY 2017 audit
- Conducted RFP for Municipal Advisor



## FINANCE

### Strategic Priorities

- 1 Promote economic development
- 2 Maintain quality of life
- 3 Increase asset and infrastructure management
- 4 Improve fiscal stewardship

### Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
4	Maintain the City's credit rating	Bond rating	Aa-	Aa-	Aa-	Aa-	Aa-
4	Provide high quality financial reporting	Consecutive GFOA CAFR Awards	---	13	14	15	16

### Citizen Satisfaction Survey

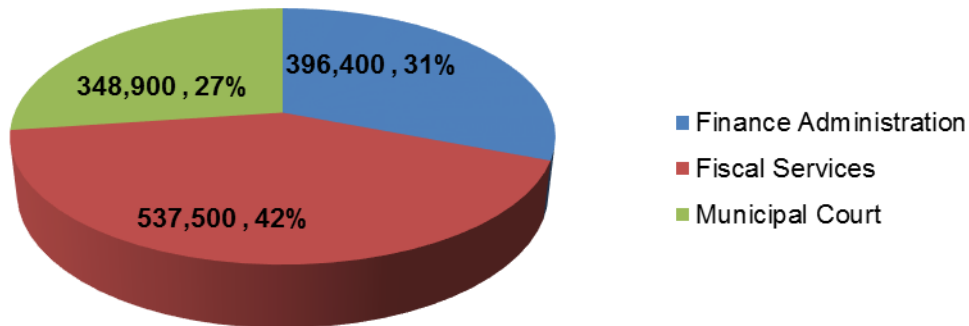
Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Provide high quality billing services	Satisfaction rating for how easy your utility bill is to understand	68%	63%	67%	68%	70%
		Satisfaction rating for how easy it is to resolve billing problems	---	---	54%	56%	58%

## Department Financial Summaries

Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	890,216	895,600	932,300	943,000	972,100
Contractual Services	157,158	168,800	160,300	163,100	164,100
Commodities	4,508	4,600	4,700	4,800	4,800
Capital Outlay	-	-	-	-	-
Internal Services	164,303	150,400	150,400	135,000	141,800
<b>Total</b>	<b>1,216,185</b>	<b>1,219,400</b>	<b>1,247,700</b>	<b>1,245,900</b>	<b>1,282,800</b>

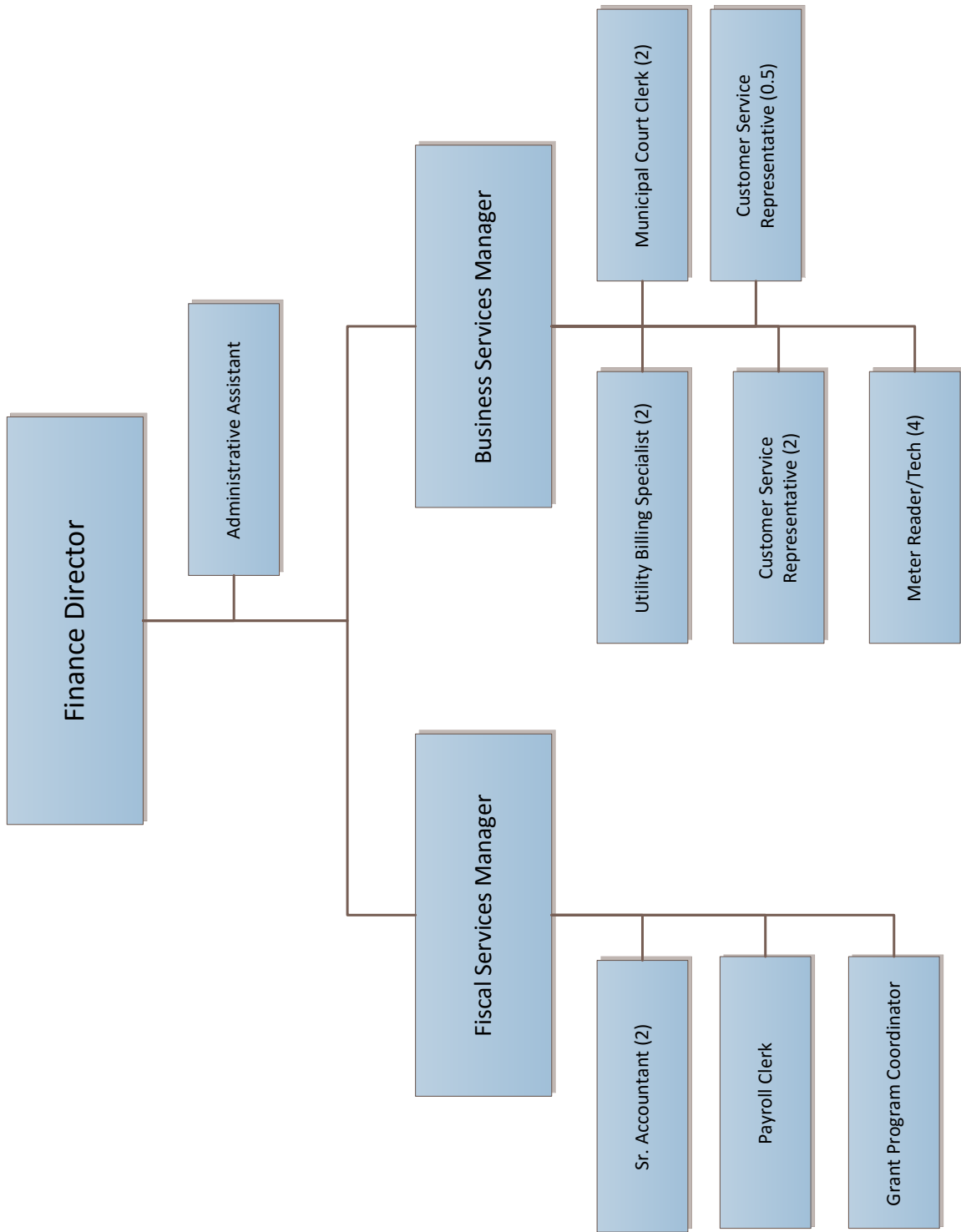
Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Finance Administration	387,744	385,900	388,900	384,600	396,400
Fiscal Services	531,947	520,000	532,900	519,900	537,500
Municipal Court	296,494	313,500	325,900	341,400	348,900
<b>Total</b>	<b>1,216,185</b>	<b>1,219,400</b>	<b>1,247,700</b>	<b>1,245,900</b>	<b>1,282,800</b>

## 2018 Department Expenditures by Program





# Finance



# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	596,534	575,100	604,000	604,000	621,900
11	02	Overtime	25,080	10,100	13,600	13,600	14,100
13	01	Part-Time	64,873	70,400	65,700	65,700	65,700
14	01	Seasonal	-	21,000	21,000	21,000	21,000
21	01	Health & Dental Insurance	99,060	106,100	110,100	117,700	121,500
21	02	Life Insurance	558	500	600	600	600
22	01	Social Security	48,313	51,800	53,900	53,900	55,300
22	03	Unemployment Compensation	1,378	1,600	700	700	700
23	01	KPERS Retirement	53,818	54,900	58,400	61,500	66,800
23	05	Deferred Compensation	4,118	4,100	4,300	4,300	4,500
99	98	Contra Expense/Reclass	(3,516)	-	-	-	-
<b>Total</b>			890,216	895,600	932,300	943,000	972,100
<b>Contractual Services</b>							
31	01	Audit & Financial	63,283	65,700	66,400	66,700	67,400
31	02	Legal Services	31,409	30,000	32,400	34,000	34,000
31	15	Outsourced Services	48,311	53,800	43,500	45,000	45,400
40	03	Telephone	452	500	500	500	500
43	03	R&M-Office Equipment	95	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	6,896	11,600	10,500	10,700	10,700
46	02	Dues/Subscriptions	1,546	2,100	2,100	2,100	2,100
47	02	Printing	3,052	3,300	3,200	2,300	2,200
47	04	Postage	2,114	1,800	1,700	1,800	1,800
<b>Total</b>			157,158	168,800	160,300	163,100	164,100
<b>Commodities</b>							
52	20	Operating Supplies	4,508	4,600	4,700	4,800	4,800
<b>Total</b>			4,508	4,600	4,700	4,800	4,800
<b>Internal Services</b>							
91		Building Services	34,628	34,500	34,500	27,400	27,100
91		IT Services	114,999	96,900	96,900	90,100	96,200
91		Risk Services	14,676	19,000	19,000	17,500	18,500
<b>Total</b>			164,303	150,400	150,400	135,000	141,800
<b>Total Expenditures</b>			1,216,185	1,219,400	1,247,700	1,245,900	1,282,800

# CITY OF GARDNER ANNUAL BUDGET



**Program: Finance Administration 1305**  
**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget	
<b>Personal Services</b>							
11	01	Full-Time	220,193	212,400	222,300	222,300	228,800
21	01	Health & Dental Insurance	14,480	14,900	15,500	16,600	17,100
21	02	Life Insurance	112	100	100	100	100
22	01	Social Security	15,808	16,300	17,000	17,000	17,500
22	03	Unemployment Compensation	448	500	200	200	200
23	01	KPERS Retirement	18,753	19,900	21,100	22,200	24,100
23	05	Deferred Compensation	2,130	2,100	2,200	2,200	2,300
<b>Total</b>		271,924	266,200	278,400	280,600	290,100	
<b>Contractual Services</b>							
31	01	Audit & Financial	63,283	65,700	66,400	66,700	67,400
31	15	Outsourced Services	21,162	25,000	15,000	15,000	15,000
40	03	Telephone	452	500	500	500	500
46	01	Meetings/Training/Travel/Cont Ed	3,524	3,700	3,700	3,500	3,500
46	02	Dues/Subscriptions	720	800	800	800	800
47	02	Printing	509	500	600	600	600
<b>Total</b>		89,650	96,200	87,000	87,100	87,800	
<b>Internal Services</b>							
91	01	Building Services	5,988	6,000	6,000	4,800	4,800
91	02	IT Services	16,414	12,500	12,500	7,600	8,900
91	03	Risk Services	3,768	5,000	5,000	4,500	4,800
<b>Total</b>		26,170	23,500	23,500	16,900	18,500	
<b>Total Expenditures</b>		387,744	385,900	388,900	384,600	396,400	

# CITY OF GARDNER ANNUAL BUDGET



**Program: Fiscal Services 1310**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	303,788	288,700	304,500	304,500	313,600
11	02	Overtime	14,379	6,100	5,300	5,300	5,500
14	01	Seasonal	-	6,000	6,000	6,000	6,000
21	01	Health & Dental Insurance	61,883	64,500	60,700	64,700	66,700
21	02	Life Insurance	274	300	300	300	300
22	01	Social Security	22,074	23,000	24,200	24,200	24,900
22	03	Unemployment Compensation	630	700	300	300	300
23	01	KPERS Retirement	26,852	27,700	29,300	30,800	33,500
23	05	Deferred Compensation	1,988	2,000	2,100	2,100	2,200
<b>Total</b>			<b>431,868</b>	<b>419,000</b>	<b>432,700</b>	<b>438,200</b>	<b>453,000</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	18,840	20,400	20,100	21,400	21,600
46	01	Meetings/Training/Travel/Cont Ed	3,211	5,900	5,900	5,900	5,900
46	02	Dues/Subscriptions	350	700	700	700	700
47	02	Printing	783	1,000	800	800	800
47	04	Postage	1,409	1,000	1,000	1,000	1,000
<b>Total</b>			<b>24,593</b>	<b>29,000</b>	<b>28,500</b>	<b>29,800</b>	<b>30,000</b>
<b>Commodities</b>							
52	20	Operating Supplies	1,846	2,300	2,000	2,000	2,000
<b>Total</b>			<b>1,846</b>	<b>2,300</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>Internal Services</b>							
91	01	Building Services	9,894	9,900	9,900	8,000	7,800
91	02	IT Services	57,201	51,200	51,200	33,800	36,200
91	03	Risk Services	6,545	8,600	8,600	8,100	8,500
<b>Total</b>			<b>73,640</b>	<b>69,700</b>	<b>69,700</b>	<b>49,900</b>	<b>52,500</b>
<b>Total Expenditures</b>			<b>531,947</b>	<b>520,000</b>	<b>532,900</b>	<b>519,900</b>	<b>537,500</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Municipal Court 1330**

**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>						
11	01 Full -Time	72,553	74,000	77,200	77,200	79,500
11	02 Overtime	10,701	4,000	8,300	8,300	8,600
13	01 Part-Time	64,873	70,400	65,700	65,700	65,700
14	01 Seasonal	-	15,000	15,000	15,000	15,000
21	01 Health & Dental Insurance	22,697	26,700	33,900	36,400	37,700
21	02 Life Insurance	172	100	200	200	200
22	01 Social Security	10,431	12,500	12,700	12,700	12,900
22	03 Unemployment Compensation	300	400	200	200	200
23	01 KPERS Retirement	8,213	7,300	8,000	8,500	9,200
99	98 Contra Expense/Reclass	(3,516)	-	-	-	-
<b>Total</b>		<b>186,424</b>	<b>210,400</b>	<b>221,200</b>	<b>224,200</b>	<b>229,000</b>
<b>Contractual Services</b>						
31	02 Legal Services	31,409	30,000	32,400	34,000	34,000
31	15 Outsourced Services	8,309	8,400	8,400	8,600	8,800
	R&M-Office Equipment	95	-	-	-	-
46	01 Meetings/Training/Travel/Cont Ed	161	2,000	900	1,300	1,300
46	02 Dues/Subscriptions	476	600	600	600	600
47	02 Printing	1,760	1,800	1,800	900	800
47	04 Postage	705	800	700	800	800
<b>Total</b>		<b>42,915</b>	<b>43,600</b>	<b>44,800</b>	<b>46,200</b>	<b>46,300</b>
<b>Commodities</b>						
52	20 Operating Supplies	2,662	2,300	2,700	2,800	2,800
<b>Total</b>		<b>2,662</b>	<b>2,300</b>	<b>2,700</b>	<b>2,800</b>	<b>2,800</b>
<b>Internal Services</b>						
91	01 Building Services	18,746	18,600	18,600	14,600	14,500
91	02 IT Services	41,384	33,200	33,200	48,700	51,100
91	03 Risk Services	4,363	5,400	5,400	4,900	5,200
<b>Total</b>		<b>64,493</b>	<b>57,200</b>	<b>57,200</b>	<b>68,200</b>	<b>70,800</b>
<b>Total Expenditures</b>		<b>296,494</b>	<b>313,500</b>	<b>325,900</b>	<b>341,400</b>	<b>348,900</b>

# PARKS AND RECREATION

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## Overview

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The Parks and Recreation Department includes four divisions: Administration, Recreation Services, Parks Maintenance and Aquatics. Gardner Parks and Recreation staff work to establish, preserve and manage public parks, greenways and recreation facilities. In addition, the Department offers a variety of leisure opportunities to benefit and enrich the quality of life for the people in the community.

## Contact Information

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City Hall - Parks and Recreation  
120 E. Main St.  
Gardner, KS 66030  
(913) 856-0936

[www.gardnerkansas.gov/parks](http://www.gardnerkansas.gov/parks)  
[www.facebook.com/GardnerParksandRecreation](https://www.facebook.com/GardnerParksandRecreation)  
[www.twitter.com/gardnerparkrec](https://www.twitter.com/gardnerparkrec)  
[www.instagram/gardnerparkrec](https://www.instagram/gardnerparkrec)



# PARKS AND RECREATION

## Services

### Administration Division

The Parks and Recreation Administration Division provides for the administration and management of the department in providing vision, leadership and planning through the Park Master Plan. Capital Improvement implementation is guided through this program. Other responsibilities include managing the contract for operations of the Gardner Golf Course, management of all recreation programs, special events, tournaments and recreation facility operations. Customer service operations, including registration, reservations and the sale of facility passes is administered through this program.

### Recreation Services Division

The Recreation Services Division enriches the quality of life for all of the people of the community through recreation programs, including team and individual athletic programs, exercise classes, craft classes and special community events.

### Parks Maintenance Division

The Parks Maintenance Division is responsible for the maintenance and care for all city parks, park facilities, athletic facilities, trails, aquatics center, historic downtown and the grounds surrounding six city facilities. These efforts increase the recreational potential, safety and visual appeal. The division is also responsible for the maintenance and removal of all public trees. Additionally, staff assistance for special events such as Christmas in the Park, Prairie Punisher Duathlon, Boo Bash, athletic tournaments, etc. is provided.

### Aquatics Division

The Aquatics Division provides recreational swim and water park opportunities. Swimming lessons and various special events are also held at the facility. Revenues are generated from season passes, day passes, swim lessons, facility rentals and concessions.

## Personnel (FTE)

<i>Program</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>
Parks & Rec. Administration	7.0	7.0	7.0	7.0
Parks Maintenance	6.0	7.0	7.0	7.0
<b>TOTAL</b>	<b>13.0</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>



## PARKS AND RECREATION

### 2019-2020 Goals and Objectives

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- Complete phase 3 of the Trail Reconstruction Program
- Develop a new neighborhood park at Quail Meadows
- Construct phase 2 of the West Fork Kill Creek Trail
- Develop a new neighborhood park at St. Johns Trace
- Partner with the Gardner Edgerton Chamber of Commerce to market special events

#### DID YOU KNOW?

The City has a new golf course operator and has been making improvements to the condition of the golf course.

### 2018 Accomplishments

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- Conducted an organizational assessment of the Parks & Recreation Department
- Installed a new pool filter at the Gardner Aquatic Center
- Installed a new irrigation system at the Gardner Golf Course
- Installed three phase power to the Gardner Golf course
- Conducted an RFP for a new golf course operator
- Designed a new disc golf course
- Constructed permanent dugout structures at Celebration Park Fields 1-4
- Earned the Innovation Recreation Program Award from the Kansas Recreation and Park Association (KRPA) for the Smoke on the Trails/Grand Slam Beer and Wine Festival,.



# Instagram

Want to see what all the fun is about?

Follow the Gardner Parks and Recreation Department on Instagram by searching for gardnerparkrec!



## Strategic Goals

- 1 Promote economic development
- 2 Maintain quality of life
- 3 Increase asset and infrastructure management
- 4 Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
2	Increase access and use of leisure activities	Athletic league participants	---	4,678	4,600	4,912	5,157
		Athletic tournaments participants	---	6,878	6,800	7,222	7,583
		Recreation program participants	---	1,295	1,300	1,360	1,428
		Special event attendance	---	25,557	26,000	26,835	28,177
		Gardner Aquatic Center attendance	---	64,783	65,000	68,022	71,423

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Increase satisfaction with Parks & Rec. services	Satisfaction rating for Parks & Recreation programs & facilities	72%	83%	75%	77%	79%

# PARKS AND RECREATION

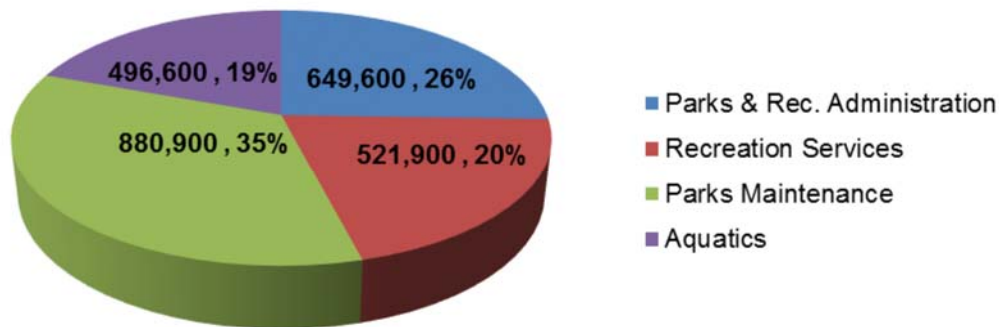


## Department Financial Summaries

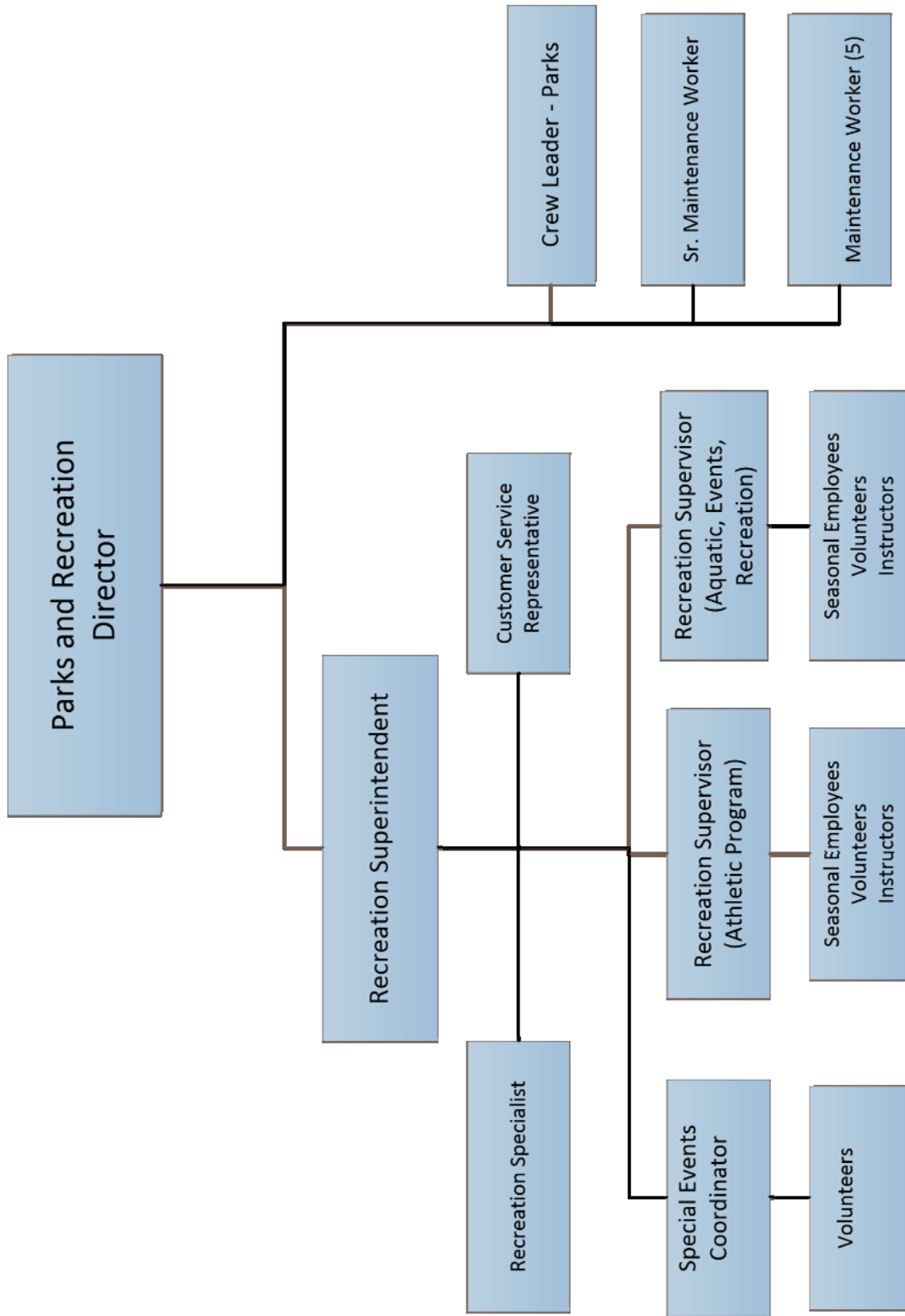
Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	1,463,101	1,540,300	1,489,100	1,508,700	1,552,100
Contractual Services	433,523	355,700	391,700	385,100	391,900
Commodities	514,461	449,700	558,900	434,500	431,700
Capital Outlay	178,107	58,100	106,700	50,000	-
Internal Services	203,189	193,900	193,900	161,200	173,300
<b>Total</b>	<b>2,792,381</b>	<b>2,597,700</b>	<b>2,740,300</b>	<b>2,539,500</b>	<b>2,549,000</b>

Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Parks & Rec. Administration	662,368	680,600	644,300	626,500	649,600
Recreation Services	516,819	497,600	517,600	515,700	521,900
Parks Maintenance	1,073,873	919,900	1,091,900	911,200	880,900
Aquatics	539,321	499,600	486,500	486,100	496,600
<b>Total</b>	<b>2,792,381</b>	<b>2,597,700</b>	<b>2,740,300</b>	<b>2,539,500</b>	<b>2,549,000</b>

## 2018 Department Expenditure by Program



# Parks and Recreation



# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification			FY 17	FY 18	FY 18	FY 19	FY 20
			Actual	Budget	Estimate	Budget	Budget
<b>Personal Services</b>							
11	01	Full-Time	667,872	701,400	685,900	686,000	706,100
11	02	Overtime	54,585	41,900	43,500	43,100	43,900
14	01	Seasonal	454,393	487,000	445,600	449,900	458,700
21	01	Health & Dental Insurance	136,054	139,300	152,100	163,700	169,100
21	02	Life Insurance	670	700	800	800	800
22	01	Social Security	85,666	94,200	89,800	90,200	92,400
22	03	Unemployment Compensation	2,460	4,100	1,200	1,200	1,200
23	01	KPERS Retirement	60,356	69,800	69,100	72,700	78,800
23	05	Deferred Compensation	1,045	1,900	1,100	1,100	1,100
<b>Total</b>			<b>1,463,101</b>	<b>1,540,300</b>	<b>1,489,100</b>	<b>1,508,700</b>	<b>1,552,100</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	129,252	77,900	115,900	100,200	101,700
40	01	Water	20,141	19,300	18,900	18,700	18,700
40	02	Trash Services	4,048	3,400	4,000	4,000	4,100
40	03	Telephone	8,666	9,000	9,900	8,900	9,000
40	04	Natural Gas	2,444	2,700	2,500	2,500	2,500
40	05	Electricity	50,652	57,500	52,300	52,400	52,400
40	07	Wastewater	2,670	2,800	2,800	2,800	2,800
43	01	R&M Building	32,789	32,300	22,100	32,300	32,300
43	02	R&M Equipment	15,186	3,100	8,600	8,000	8,000
43	05	R&M Vehicles	1,737	600	600	600	600
44	02	Equip./Vehicle Rentals	16,630	14,200	14,700	17,300	17,300
45	02	General Insurance & Claim	(575)	-	-	-	-
46	01	Meetings/Training/Travel	10,128	6,400	9,100	9,100	9,500
46	02	Dues/Subscriptions	2,327	2,400	2,200	2,200	2,200
47	01	Advertising/Legal Notices	3,385	2,600	2,600	2,400	2,400
47	02	Printing	1,018	700	700	800	800
47	04	Postage	604	1,300	600	600	600
47	38	Construction Debris	30	500	100	100	100
47	53	Athletics	113,391	104,400	106,400	101,700	106,400
47	54	Instructional Recreation	19,000	14,600	17,700	20,500	20,500
<b>Total</b>			<b>433,523</b>	<b>355,700</b>	<b>391,700</b>	<b>385,100</b>	<b>391,900</b>

....continued

# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

<b>Classification</b>			<b>FY 17</b>	<b>FY 18</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
			<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Budget</b>
<b>Commodities</b>							
52	01	Building & Grounds	182,200	157,800	227,100	110,100	110,100
52	02	Small Tools	491	1,000	7,300	2,800	-
52	04	Vehicle Supplies	189	600	600	600	600
52	09	Fuel	11,349	15,000	13,000	13,000	13,000
52	13	Chemicals	28,486	33,300	30,000	30,000	30,000
52	15	Concession Supplies	90,045	74,900	79,900	79,500	79,500
52	20	Operating Supplies	13,016	6,700	9,300	7,300	7,300
53	02	Clothing/Uniforms	10,228	8,200	9,700	9,700	9,700
54	51	Special Events	178,457	152,200	182,000	181,500	181,500
<b>Total</b>			<b>514,461</b>	<b>449,700</b>	<b>558,900</b>	<b>434,500</b>	<b>431,700</b>
<b>Capital Outlay</b>							
61	03	Building/Structure Improvement	45,881	9,000	82,100	-	-
61	04	Equipment	54,152	49,100	24,600	50,000	-
61	09	Vehicles	78,074	-	-	-	-
<b>Total</b>			<b>178,107</b>	<b>58,100</b>	<b>106,700</b>	<b>50,000</b>	<b>-</b>
<b>Internal Services</b>							
91	01	Building Services	36,884	37,300	37,300	30,500	29,900
91	02	IT Services	94,804	87,700	87,700	61,500	68,300
91	03	Risk Services	71,501	68,900	68,900	69,200	75,100
<b>Total</b>			<b>203,189</b>	<b>193,900</b>	<b>193,900</b>	<b>161,200</b>	<b>173,300</b>
<b>Total Expenditures</b>			<b>2,792,381</b>	<b>2,597,700</b>	<b>2,740,300</b>	<b>2,539,500</b>	<b>2,549,000</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Parks and Recreation Administration 6105**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	409,873	426,600	406,000	406,100	417,800
11	02	Overtime	3,175	2,900	3,000	3,000	3,100
21	01	Health & Dental Insurance	72,994	80,100	68,700	73,000	75,200
21	02	Life Insurance	372	400	400	400	400
22	01	Social Security	29,573	32,900	31,300	31,300	32,200
22	03	Unemployment Compensation	848	900	400	400	400
23	01	KPERS Retirement	34,488	40,300	38,500	40,600	44,000
23	05	Deferred Compensation	801	700	1,100	1,100	1,100
<b>Total</b>			<b>552,124</b>	<b>584,800</b>	<b>549,400</b>	<b>555,900</b>	<b>574,200</b>
<b>Contractual Services</b>							
40	03	Telephone	2,406	2,600	2,600	2,400	2,500
46	01	Meetings/Training/Travel	3,303	2,400	2,400	2,400	2,400
46	02	Dues/Subscriptions	2,254	2,400	2,200	2,200	2,200
47	02	Printing	518	200	200	200	200
47	04	Postage	604	1,300	600	600	600
<b>Total</b>			<b>9,085</b>	<b>8,900</b>	<b>8,000</b>	<b>7,800</b>	<b>7,900</b>
<b>Commodities</b>							
52	20	Operating Supplies	2,823	1,900	1,900	1,900	1,900
<b>Total</b>			<b>2,823</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>
<b>Internal Services</b>							
91	01	Building Services	28,640	28,500	28,500	22,600	22,300
91	02	IT Services	57,300	43,800	43,800	26,700	31,200
91	03	Risk Services	12,396	12,700	12,700	11,600	12,100
<b>Total</b>			<b>98,336</b>	<b>85,000</b>	<b>85,000</b>	<b>60,900</b>	<b>65,600</b>
<b>Total Expenditures</b>			<b>662,368</b>	<b>680,600</b>	<b>644,300</b>	<b>626,500</b>	<b>649,600</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Recreation Services 6110**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
14	01	Seasonal	100,868	124,400	101,100	97,600	98,500
22	01	Social Security	7,733	9,500	7,700	7,500	7,500
22	03	Unemployment Compensation	222	700	100	100	100
23	01	KPERS Retirement	232	500	500	500	500
23	05	Deferred Compensation	20	-	-	-	-
<b>Total</b>			<b>109,075</b>	<b>135,100</b>	<b>109,400</b>	<b>105,700</b>	<b>106,600</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	33,783	26,300	33,500	33,500	35,000
40	03	Telephone	3,788	4,200	4,200	3,400	3,400
43	01	R&M Building	1,037	1,000	1,000	1,000	1,000
44	02	Equip./Vehicle Rentals	7,382	7,200	7,200	9,800	9,800
46	01	Meetings/Training/Travel	86	-	-	-	-
46	02	Dues/Subscriptions	-	-	-	-	-
47	01	Advertising/Legal Notices	2,185	1,400	1,400	1,200	1,200
47	02	Printing	-	-	-	-	-
47	53	Athletics	113,391	104,400	106,400	101,700	106,400
47	54	Instructional Recreation	19,000	14,600	17,700	20,500	20,500
<b>Total</b>			<b>180,652</b>	<b>159,100</b>	<b>171,400</b>	<b>171,100</b>	<b>177,300</b>
<b>Commodities</b>							
52	15	Concession Supplies	45,294	39,300	40,900	40,100	40,100
52	20	Operating Supplies	-	-	-	-	-
54	51	Special Events	170,401	142,300	174,100	174,700	174,700
<b>Total</b>			<b>215,695</b>	<b>181,600</b>	<b>215,000</b>	<b>214,800</b>	<b>214,800</b>
<b>Internal Services</b>							
91	01	Building Services	1,475	1,700	1,700	3,900	3,700
91	02	IT Services	1,592	16,700	16,700	17,000	16,000
91	03	Risk Services	8,330	3,400	3,400	3,200	3,500
<b>Total</b>			<b>11,397</b>	<b>21,800</b>	<b>21,800</b>	<b>24,100</b>	<b>23,200</b>
<b>Total Expenditures</b>			<b>516,819</b>	<b>497,600</b>	<b>517,600</b>	<b>515,700</b>	<b>521,900</b>



# CITY OF GARDNER ANNUAL BUDGET



**Program: Parks Maintenance 6120**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	257,999	274,800	279,900	279,900	288,300
11	02	Overtime	51,410	39,000	40,500	40,100	40,800
14	01	Seasonal	56,641	53,200	52,500	52,400	52,400
21	01	Health & Dental Insurance	63,060	59,200	83,400	90,700	93,900
21	02	Life Insurance	298	300	400	400	400
22	01	Social Security	25,648	28,100	28,500	28,500	29,200
22	03	Unemployment Compensation	737	800	400	400	400
23	01	KPERS Retirement	25,636	29,000	30,100	31,600	34,300
23	05	Deferred Compensation	224	1,200	-	-	-
<b>Total</b>			<b>481,653</b>	<b>485,600</b>	<b>515,700</b>	<b>524,000</b>	<b>539,700</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	86,372	45,100	75,900	60,200	60,200
40	01	Water	6,415	5,300	4,900	4,700	4,700
40	02	Trash Services	4,048	3,400	4,000	4,000	4,100
40	03	Telephone	2,472	1,500	2,400	2,400	2,400
40	04	Natural Gas	2,444	2,700	2,500	2,500	2,500
40	05	Electricity	34,115	38,200	35,700	35,800	35,800
40	07	Wastewater	2,435	2,300	2,300	2,500	2,500
43	01	R&M Buildings	14,036	27,600	14,600	24,600	24,600
43	02	R&M Equipment	13,062	2,500	6,000	6,000	6,000
43	05	R&M Vehicles	1,737	600	600	600	600
44	02	Equip./Vehicle Rentals	9,248	7,000	7,500	7,500	7,500
45	02	General Insurance & Claim	(575)	-	-	-	-
46	01	Meetings/Training/Travel	1,349	1,400	1,300	1,300	1,700
46	02	Dues/Subscriptions	25	-	-	-	-
47	38	Construction Debris	30	500	100	100	100
<b>Total</b>			<b>177,213</b>	<b>138,100</b>	<b>157,800</b>	<b>152,200</b>	<b>152,700</b>

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Parks Maintenance 6120**

**Fund: General Fund 001**

<b>Classification</b>			<b>FY 17 Actual</b>	<b>FY 18 Budget</b>	<b>FY 18 Estimate</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>
<b>Commodities</b>							
52	01	Building/Grounds	154,410	155,300	224,600	107,600	107,600
52	02	Small Tools	491	1,000	7,300	2,800	-
52	04	Vehicle Supplies	189	600	600	600	600
52	09	Fuel	11,349	15,000	13,000	13,000	13,000
52	20	Operating Supplies	1,324	1,400	1,400	1,400	1,400
53	02	Clothing/Uniforms	3,611	3,100	3,100	3,100	3,100
<b>Total</b>			<b>171,374</b>	<b>176,400</b>	<b>250,000</b>	<b>128,500</b>	<b>125,700</b>
<b>Capital Outlay</b>							
61	03	Building/Structure Improvement	43,921	9,000	82,100	-	-
61	04	Equipment	54,152	49,100	24,600	50,000	-
61	09	Vehicles	78,074	-	-	-	-
<b>Total</b>			<b>176,147</b>	<b>58,100</b>	<b>106,700</b>	<b>50,000</b>	<b>0</b>
<b>Internal Services</b>							
91	01	Building Services	6,509	6,800	6,800	3,700	3,600
91	02	IT Services	27,755	20,900	20,900	17,400	20,700
91	03	Risk Services	33,222	34,000	34,000	35,400	38,500
<b>Total</b>			<b>67,486</b>	<b>61,700</b>	<b>61,700</b>	<b>56,500</b>	<b>62,800</b>
<b>Total Expenditures</b>			<b>1,073,873</b>	<b>919,900</b>	<b>1,091,900</b>	<b>911,200</b>	<b>880,900</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Aquatics 6130**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
14	01	Seasonal	296,884	309,400	292,000	299,900	307,800
22	01	Social Security	22,712	23,700	22,300	22,900	23,500
22	03	Unemployment Compensation	653	1,700	300	300	300
<b>Total</b>			<b>320,249</b>	<b>334,800</b>	<b>314,600</b>	<b>323,100</b>	<b>331,600</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	9,097	6,500	6,500	6,500	6,500
40	01	Water	13,726	14,000	14,000	14,000	14,000
40	03	Telephone	-	700	700	700	700
40	05	Electricity	16,537	19,300	16,600	16,600	16,600
40	07	Wastewater	235	500	500	300	300
43	01	R&M Buildings	17,716	3,700	6,500	6,700	6,700
43	02	R&M Equipment	2,124	600	2,600	2,000	2,000
46	01	Meetings/Training/Travel	5,390	2,600	5,400	5,400	5,400
47	01	Advertising/Legal Notice	1,200	1,200	1,200	1,200	1,200
47	02	Printing and Forms	500	500	500	600	600
<b>Total</b>			<b>66,573</b>	<b>49,600</b>	<b>54,500</b>	<b>54,000</b>	<b>54,000</b>
<b>Commodities</b>							
52	01	Building & Grounds	27,790	2,500	2,500	2,500	2,500
52	13	Chemicals	28,486	33,300	30,000	30,000	30,000
52	15	Concessions	44,751	35,600	39,000	39,400	39,400
52	20	Operating Supplies	8,869	3,400	6,000	4,000	4,000
53	02	Clothing/Uniforms	6,617	5,100	6,600	6,600	6,600
54	51	Special Events	8,056	9,900	7,900	6,800	6,800
<b>Total</b>			<b>124,569</b>	<b>89,800</b>	<b>92,000</b>	<b>89,300</b>	<b>89,300</b>
<b>Capital Outlay</b>							
61	03	Building/Structure Improvement	1,960	-	-	-	-
<b>Total</b>			<b>1,960</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Internal Services</b>							
91	01	Bldg Services	260	300	300	300	300
91	02	IT Services	8,157	6,300	6,300	400	400
91	03	Risk Services	17,553	18,800	18,800	19,000	21,000
<b>Total</b>			<b>25,970</b>	<b>25,400</b>	<b>25,400</b>	<b>19,700</b>	<b>21,700</b>
<b>Total Expenditures</b>			<b>539,321</b>	<b>499,600</b>	<b>486,500</b>	<b>486,100</b>	<b>496,600</b>

# POLICE

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## Overview

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The Police Department includes the following divisions: Administration and Operations. The Administration Division includes Investigations, Code Enforcement, Animal Control, and the School Resource Officers. The Operations Division includes all the patrol functions of the department. The Gardner Police Department aims to protect and serve all persons with courtesy, respect and fairness through a professional and high-quality law enforcement organization. The Police Department also provides services such as safety talks, car seat installations, fingerprinting, and hosts the Citizen Police Academy.

## Contact Information

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Police Department  
440 E. Main St.  
Gardner, KS 66030  
(913) 856-7312

[www.gardnerkansas.gov/police\\_department](http://www.gardnerkansas.gov/police_department)  
[www.facebook.com/GardnerPoliceDepartment](https://www.facebook.com/GardnerPoliceDepartment)  
[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



# POLICE

## Services

### Administration Division

The Police Department's Administration Division oversees the Investigations and Animal Control Sections of the department. The Investigations Section processes crime scenes, completes follow-up investigations and crime analysis, and maintains the evidence/property room. The Animal Control Section handles all calls for service involving domestic and wild animal concerns, and completes follow-up investigations on animal bite cases. The Animal Control Section has its own budget within Police Department that is separate from the Administration Division. The Administration Division is also tasked with code enforcement, recordkeeping, fulfilling the reporting requirements of the KBI and FBI, and the contract management and customer service functions of the department.

### Operations Division

The Operations Division is responsible for the daily patrol activities of the department, to include responding to calls for service, traffic enforcement, and residential and business checks. Staffing consists of patrol officers, corporals and sergeants, who oversee the day-to-day operations of the patrol officers. All officers attend the Johnson County Regional Police Academy in Overland Park, Kansas and complete the state requirements to serve as a police officer within the State of Kansas. Other responsibilities include Crime Resistant Community Policing, the School Resource Officer (SRO) program and Commercial Truck Safety Inspections.

## Personnel (FTE)

<b>Program</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Administration	7.0	7.0	7.0	7.0
Patrol Operations	24.0	25.0	25.0	25.0
Investigations	3.0	3.0	3.0	3.0
School Resource Officers	3.0	3.0	3.0	3.0
Animal Control	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>38.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>

# POLICE



## 2019-2020 Goals and Objectives

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- Achieve full implementation of new RMS System
- Reduce crime among all age groups
- Maintain a safe traffic environment
- Prevent animal-related threats to public safety and support animal welfare through improved pet license compliance, education and effective animal response operations

### DID YOU KNOW?

The new Justice Center will be operational in the summer of 2019.

## 2018 Accomplishments

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- Participated in the design of the new Justice Center
- Completed training for all officers in mental health first aid program as part of the One Mind Campaign.
- Expanded our Women's Self-Defense class to include training for business, government and education entities.
- Participated in multiple charitable events for the Special Olympics
- Continued work in the design phase of the NICHE records management system.
- Implemented an electronic ticketing program.

## Strategic Goals

- 1** Promote economic development
- 2** Maintain quality of life
- 3** Increase asset and infrastructure management
- 4** Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
2	Reduce crime	Violent/property crimes per 1,000 residents	33.3	26	25	25	25
2	Maintain a safe traffic environment	Traffic collisions per 1,000 residents	—	13	13	13	13
		Commercial vehicle safety inspections	—	244	300	300	300
2	Provide quality code enforcement	Percent of voluntary compliances	89%	88%	90%	90%	90%
2		Total number of code enforcement cases	—	577	625	590	580
2	Respond quickly to dangerous animal calls	Response to dangerous animal calls within 5 minutes	—	64%	75%	75%	75%

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Reduce crime	Satisfaction rate for quality of police	82%	85%	84%	85%	85%
		Satisfaction rate for overall feeling of safety	82%	87%	89%	90%	90%
2	Maintain a safe traffic environment	Satisfaction rate for enforcement of traffic laws	60%	74%	73%	75%	75%
2	Provide quality code enforcement	Satisfaction rating for code enforcement	48%	48%	47%	49%	50%
2	Respond quickly to dangerous animal calls	Satisfaction rate for animal control	55%	58%	55%	57%	58%

# POLICE

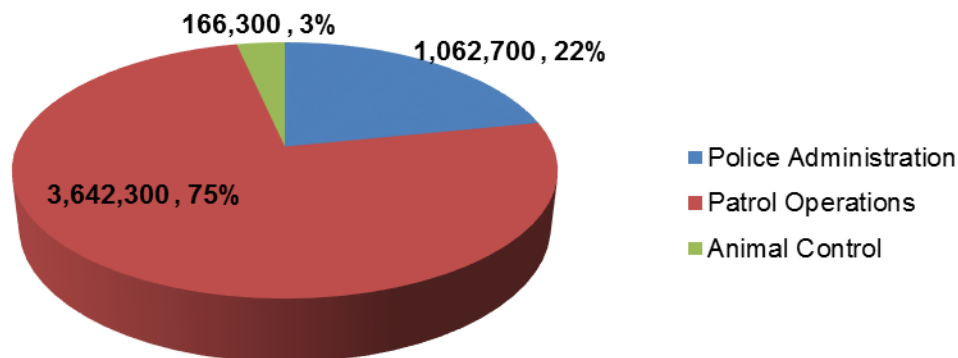


## Department Financial Summaries

Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	3,264,826	3,164,400	3,354,500	3,567,300	3,700,400
Contractual Services	293,767	381,800	388,700	387,000	386,300
Commodities	150,924	130,000	145,500	157,800	151,100
Capital Outlay	195,722	246,000	235,000	176,000	176,000
Internal Services	283,095	383,400	383,400	389,600	457,500
<b>Total</b>	<b>4,188,334</b>	<b>4,305,600</b>	<b>4,507,100</b>	<b>4,677,700</b>	<b>4,871,300</b>

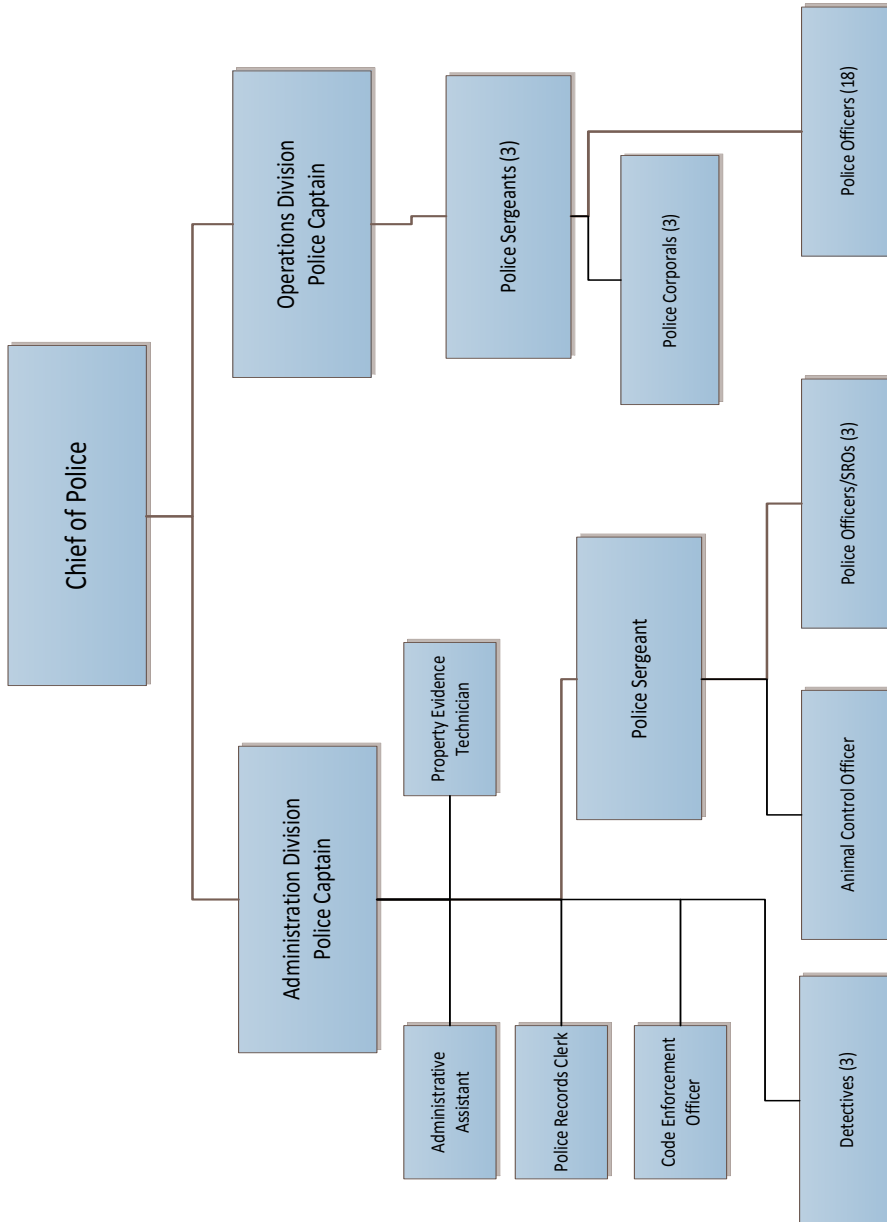
Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Police Administration	822,629	961,200	1,004,800	1,026,300	1,062,700
Patrol Operations	3,177,127	3,185,800	3,344,700	3,491,600	3,642,300
Animal Control	188,578	158,600	157,600	159,800	166,300
Fire Services Contract	-	-	-	-	-
<b>Total</b>	<b>4,188,334</b>	<b>4,305,600</b>	<b>4,507,100</b>	<b>4,677,700</b>	<b>4,871,300</b>

## 2018 Department Expenditures by Program





# Police



# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	2,067,666	2,105,200	2,139,000	2,199,000	2,264,700
11	02	Overtime	293,500	119,400	227,900	233,100	240,100
		Market/Merit Pool	-	-	-	60,900	63,500
21	01	Health & Dental Insurance	315,798	348,100	367,900	392,400	405,400
21	02	Life Insurance	2,009	2,200	2,200	2,200	2,200
22	01	Social Security	166,749	170,300	177,300	182,300	187,800
22	03	Unemployment Compensation	4,789	4,800	2,200	2,300	2,300
23	01	KPERS Retirement	14,550	20,200	20,700	21,800	23,700
23	02	KPF Retirement	399,365	393,300	411,800	467,800	505,100
23	05	Deferred Compensation	400	900	5,500	5,500	5,600
<b>Total</b>			<b>3,264,826</b>	<b>3,164,400</b>	<b>3,354,500</b>	<b>3,567,300</b>	<b>3,700,400</b>
<b>Contractual Services</b>							
31	11	Prisoner Care	34,646	53,000	53,000	53,000	53,000
31	15	Outsourced Services	80,108	97,800	108,100	101,000	102,100
31	17	Veterinary Services	81,600	85,200	85,200	90,000	93,000
40	01	Water	1,029	1,600	1,600	1,600	1,600
40	03	Telephone	11,995	15,900	16,800	16,800	16,800
40	04	Natural Gas	575	1,200	1,200	1,200	1,200
40	05	Electricity	13,065	19,000	19,000	19,000	15,000
40	7	Wastewater	1,330	1,600	1,600	1,600	1,600
42	02	Laundry & Drycleaning Service	6,782	7,300	7,200	7,300	6,900
43	02	R&M- Equipment	7,159	8,300	9,100	10,100	8,900
43	05	R&M-Vehicle	31,098	28,500	28,700	28,500	28,800
45	02	General Insurance & Claim	(27,463)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	32,777	41,800	34,200	33,900	34,300
46	02	Memberships/Dues	981	2,300	2,300	2,200	2,300
47	01	Advertising/Legal Notices	-	500	500	500	500
47	02	Printing	3,374	3,200	3,200	3,300	3,300
47	04	Postage	4,566	1,600	4,000	4,000	4,000
47	56	Nuisance Mowing	9,665	10,000	10,000	10,000	10,000
47	57	Nuisance Debris	480	3,000	3,000	3,000	3,000
<b>Total</b>			<b>293,767</b>	<b>381,800</b>	<b>388,700</b>	<b>387,000</b>	<b>386,300</b>

....continued

# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget	
<b>Commodities</b>							
52	02	Small Tools	-	800	800	1,100	800
52	09	Fuel & Fluids	58,237	53,600	53,600	54,100	54,900
52	20	Operating Supplies	42,451	66,000	76,200	83,600	77,500
53	02	Clothing/Uniforms	50,236	9,600	14,900	19,000	17,900
<b>Total</b>		150,924	130,000	145,500	157,800	151,100	
<b>Capital Outlay</b>							
61	03	Building/Structure Improvement	-	70,000	70,000	-	-
61	09	Vehicles	195,722	176,000	165,000	176,000	176,000
<b>Total</b>		195,722	246,000	235,000	176,000	176,000	
<b>Internal Services</b>							
91	01	Building Services	37,491	45,000	45,000	45,900	71,700
91	02	IT Services	146,832	167,700	167,700	141,300	166,500
91	03	Risk Services	98,772	170,700	170,700	202,400	219,300
<b>Total</b>		283,095	383,400	383,400	389,600	457,500	
<b>Total Expenditures</b>		4,188,334	4,305,600	4,507,100	4,677,700	4,871,300	

# CITY OF GARDNER ANNUAL BUDGET



**Program: Police Administration 2110**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	397,663	442,900	457,200	460,500	474,200
11	02	Overtime	9,516	6,300	9,100	9,300	9,600
		Market/Merit Pool	-	-	-	60,900	63,500
21	01	Health & Dental Insurance	57,199	71,000	76,000	81,500	84,300
21	02	Life Insurance	335	400	400	400	400
22	01	Social Security	28,698	34,400	35,700	36,000	37,100
22	03	Unemployment Compensation	823	900	400	400	400
23	01	KPERS Retirement	11,022	16,400	16,900	17,800	19,400
23	02	KPF Retirement	51,012	54,300	56,800	63,300	68,400
23	05	Deferred Compensation	-	500	1,600	1,600	1,600
<b>Total</b>			<b>556,268</b>	<b>627,100</b>	<b>654,100</b>	<b>731,700</b>	<b>758,900</b>
<b>Contractual Services</b>							
31	11	Prisoner Care	34,646	53,000	53,000	53,000	53,000
31	15	Outsourced Services	74,193	92,000	102,300	95,200	96,300
40	01	Water	1,029	1,600	1,600	1,600	1,600
40	03	Telephone	11,995	15,900	16,800	16,800	16,800
40	04	Natural Gas	575	1,200	1,200	1,200	1,200
40	05	Electricity	13,065	19,000	19,000	19,000	15,000
40	07	Wastewater	1,330	1,600	1,600	1,600	1,600
43	02	R&M Equipment	4,909	2,000	2,800	2,000	2,000
43	05	R & M Vehicles	850	1,000	1,000	1,000	1,000
46	01	Meetings/Training/Travel/Cont Ed	2,560	8,600	8,900	8,600	9,000
46	02	Dues/Subscriptions	981	2,300	2,300	2,200	2,300
47	01	Advertising/Legal Notices	-	500	500	500	500
47	02	Printing	3,374	3,200	3,200	3,300	3,300
47	04	Postage	4,566	1,600	4,000	4,000	4,000
47	56	Nuisance Mowing	9,665	10,000	10,000	10,000	10,000
47	57	Nuisance Debris	480	3,000	3,000	3,000	3,000
<b>Total</b>			<b>164,218</b>	<b>216,500</b>	<b>231,200</b>	<b>223,000</b>	<b>220,600</b>
<b>Commodities</b>							
52	09	Fuel	3,677	2,500	2,500	3,000	3,600
52	20	Operating Supplies	13,972	10,800	10,800	10,800	11,800
53	02	Clothing/Uniforms	2,021	1,500	3,400	1,700	1,900
<b>Total</b>			<b>19,670</b>	<b>14,800</b>	<b>16,700</b>	<b>15,500</b>	<b>17,300</b>
<b>Internal Services</b>							
91	01	Building Services	5,120	6,100	6,100	6,300	9,600
91	02	IT Services	63,767	78,900	78,900	25,700	30,300
91	03	Risk Services	13,586	17,800	17,800	24,100	26,000
<b>Total</b>			<b>82,473</b>	<b>102,800</b>	<b>102,800</b>	<b>56,100</b>	<b>65,900</b>
<b>Total Expenditures</b>			<b>822,629</b>	<b>961,200</b>	<b>1,004,800</b>	<b>1,026,300</b>	<b>1,062,700</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Police Operations 2120**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	1,628,938	1,622,600	1,642,300	1,699,000	1,749,800
11	02	Overtime	283,493	112,900	218,500	223,500	230,200
21	01	Health & Dental Insurance	244,119	262,200	278,600	297,000	306,700
21	02	Life Insurance	1,618	1,700	1,700	1,700	1,700
22	01	Social Security	135,334	132,800	138,600	143,300	147,600
22	03	Unemployment Compensation	3,889	3,800	1,800	1,900	1,900
23	02	KPFRetirement	348,353	339,000	355,000	404,500	436,700
23	05	Deferred Compensation	-	-	3,500	3,500	3,600
<b>Total</b>			<b>2,645,744</b>	<b>2,475,000</b>	<b>2,640,000</b>	<b>2,774,400</b>	<b>2,878,200</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	5,915	5,800	5,800	5,800	5,800
42	02	Laundry & Drycleaning	6,782	7,200	7,200	7,200	6,800
43	02	R&M-Equipment	2,250	6,300	6,300	8,100	6,900
43	05	R&M-Vehicles	29,805	26,700	26,900	26,700	27,000
45	02	General Insurance & Claim	(27,463)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	30,217	32,900	25,000	25,000	25,000
<b>Total</b>			<b>47,506</b>	<b>78,900</b>	<b>71,200</b>	<b>72,800</b>	<b>71,500</b>
<b>Commodities</b>							
52	02	Small Tools	-	800	800	800	800
52	09	Fuel	53,216	50,000	50,000	50,000	50,000
52	20	Operating Supplies	28,349	54,900	65,100	72,500	65,400
53	02	Clothing/Uniforms	48,215	8,100	10,500	17,300	15,800
<b>Total</b>			<b>129,780</b>	<b>113,800</b>	<b>126,400</b>	<b>140,600</b>	<b>132,000</b>
<b>Capital Outlay</b>							
61	03	Building/Structure Improvement	-	70,000	70,000	-	-
61	09	Vehicles	163,729	176,000	165,000	176,000	176,000
<b>Total</b>			<b>163,729</b>	<b>246,000</b>	<b>235,000</b>	<b>176,000</b>	<b>176,000</b>
<b>Internal Services</b>							
91	01	Building Services	31,156	37,400	37,400	38,100	59,800
91	02	IT Services	78,290	84,500	84,500	113,800	134,100
91	03	Risk Services	80,922	150,200	150,200	175,900	190,700
<b>Total</b>			<b>190,368</b>	<b>272,100</b>	<b>272,100</b>	<b>327,800</b>	<b>384,600</b>
<b>Total Expenditures</b>			<b>3,177,127</b>	<b>3,185,800</b>	<b>3,344,700</b>	<b>3,491,600</b>	<b>3,642,300</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Animal Control 2130**  
**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>						
11	01 Full-Time	41,065	39,700	39,500	39,500	40,700
11	02 Overtime	491	200	300	300	300
21	01 Health & Dental Insurance	14,480	14,900	13,300	13,900	14,400
21	02 Life Insurance	56	100	100	100	100
22	01 Social Security	2,717	3,100	3,000	3,000	3,100
22	03 Unemployment Compensation	77	100	-	-	-
23	01 KPERS Retirement	3,528	3,800	3,800	4,000	4,300
23	05 Deferred Compensation	400	400	400	400	400
<b>Total</b>		62,814	62,300	60,400	61,200	63,300
<b>Contractual Services</b>						
31	17 Veterinary Services	81,600	85,200	85,200	90,000	93,000
42	02 Laundry & Drycleaning	-	100	-	100	100
43	05 R&M-Vehicles	443	800	800	800	800
46	01 Meetings/Training/Travel/Cont Ed	-	300	300	300	300
<b>Total</b>		82,043	86,400	86,300	91,200	94,200
<b>Commodities</b>						
52	02 Small Tools	-	-	-	300	-
52	09 Fuel	1,344	1,100	1,100	1,100	1,300
52	20 Operating Supplies	130	300	300	300	300
53	02 Clothing/Uniforms	-	-	1,000	-	200
<b>Total</b>		1,474	1,400	2,400	1,700	1,800
<b>Capital Outlay</b>						
61	09 Vehicles	31,993	-	-	-	-
<b>Total</b>		31,993	-	-	-	-
<b>Internal Services</b>						
91	01 Building Services	1,215	1,500	1,500	1,500	2,300
91	02 IT Services	4,775	4,300	4,300	1,800	2,100
91	03 Risk Services	4,264	2,700	2,700	2,400	2,600
<b>Total</b>		10,254	8,500	8,500	5,700	7,000
<b>Total Expenditures</b>		188,578	158,600	157,600	159,800	166,300

# PUBLIC WORKS

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## Overview

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The Public Works Department includes the following divisions: Administration, Airport, Building Services, Engineering and Operations. The Operations Division is comprised of Street Maintenance and Fleet Maintenance. The Department of Public Works is dedicated to delivering Engineering, Operations and Maintenance services that provide the Gardner community with pride in their City.

## Contact Information

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City Hall - Public Works  
120 E. Main St.  
Gardner, KS 66030  
(913) 856-0914

[www.gardnerkansas.gov/public\\_works](http://www.gardnerkansas.gov/public_works)  
[www.facebook.com/CityofGardnerKSGovernment](https://www.facebook.com/CityofGardnerKSGovernment)  
[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



# PUBLIC WORKS

## Services

### Administration Division

The Administration Division oversees the divisions within the Public Works Department using sound engineering principles and practices to help maintain City engineering, public rights-of-way, streets, storm water management, and fleet maintenance. Administration is also responsible for budgeting for the department as well as planning capital projects.

### Airport Division / Airport Fund

The Gardner Municipal Airport provides two turf runways and one paved runway for both the recreational and aviation enthusiast. In addition, the airport has 95 hangars, maintenance facilities, office space for a planned flight school, aviation fuel and a small park with shelter house. Funding for this division comes from the Airport Fund.

### Building Services Division / Building Services Fund

The Building Services Division provides quality repairs and preventive maintenance for all city buildings and furnishings. The buildings consist of the following: City Hall, Police, Senior Center, Public Works Operations, Electric Administration and Distribution, Kill Creek Water Resource Recovery Facility and the Hillsdale Water Plant. Funding for this division comes from the Building Services Fund.

### Engineering Division

The Engineering Division is committed to providing quality infrastructure through long-range planning and sound engineering practices; overseeing development and growth; implementing our storm water management plan; and implementing policies that maintain and improve the quality of life of Gardner residents.

### Operations Division

The Operations Division is committed to providing quality City services by maintaining existing infrastructure; while protecting the health, safety, and welfare of all. The Division is divided into two areas: street/stormwater maintenance and fleet maintenance.

## Personnel (FTE)

Program	2017	2018	2019	2020
Public Works Administration	2.0	2.0	2.0	2.0
Airport	0.5	1.0	1.0	1.0
Engineering	6.0	6.0	6.0	6.0
Operations	9.0	9.0	9.0	9.0
Building Services	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>18.5</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>



# PUBLIC WORKS



## 2019-2020 Goals and Objectives

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- Work with regional transportation partners on infrastructure planning and funding
- Evaluate ways to implement the Transportation Master Plan and improve traffic flow
- Complete a new Stormwater Master Plan
- Complete identified American with Disabilities Act (ADA) improvements
- Complete Waverly from 175th to Madison reconstruction
- Complete I-35 and Gardner Rd. Interchange improvements
- Complete Moonlight Rd. Safe Routes to Schools
- Complete Moonlight and Madison signals project
- Complete Gardner Lake improvements
- Construct sanitary sewer to serve the Gardner Municipal Airport
- Acquire Gardner property to protect the airport runway protection zone

### DID YOU KNOW?

The Public Works Department provided oversight for the design and construction of the new Justice Center.

## 2018 Accomplishments

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- Implemented Phase 3 of the Streets Improvement Program
- Completed the design of the I-35 and Gardner Rd. Interchange Phase I project
- Completed the design and construction bidding for Santa Fe from Waverly to Poplar
- Completed the design and construction of Cedar Niles and US-56 Traffic Signal Improvements
- Developed policies for right-of-way use
- Acquired the Baker property to protect the airport runway protection zone
- Completed the design of the sanitary sewer improvement at the Gardner Municipal Airport
- Completed the Airport Layout Plan and improvements to allow for the EAA hangar expansion
- Completed Fire Safety Inspections at the Airport, reviewed and updated minimum standards

## Strategic Goals

- 1** Promote economic development
- 2** Maintain quality of life
- 3** Increase asset and infrastructure management
- 4** Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
3	Correct deficiencies in the City's street infrastructure	Percent of roads rated as fair or better	73%	85%	87%	85%	80%
3	Maintain an operational fleet of vehicles	Percent of vehicles that exceed replacement criteria	---	32%	28%	36%	33%
2	Effectively manage the flow of traffic	Number of traffic signal work orders completed	---	30	18	20	20
2	Provide quality stormwater drainage	Number of drainage repairs	---	35	25	20	20

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Effectively manage the flow of traffic	Satisfaction rating for the overall flow of traffic	61%	43%	48%	52%	55%
3	Correct deficiencies in the City's street infrastructure	Satisfaction rating for maintenance of major streets	60%	66%	59%	60%	60%
		Satisfaction rating for maintenance of neighborhood streets	55%	53%	49%	52%	55%
2	Provide quality snow removal services	Satisfaction rating for snow removal on major streets	69%	82%	83%	85%	85%

# PUBLIC WORKS

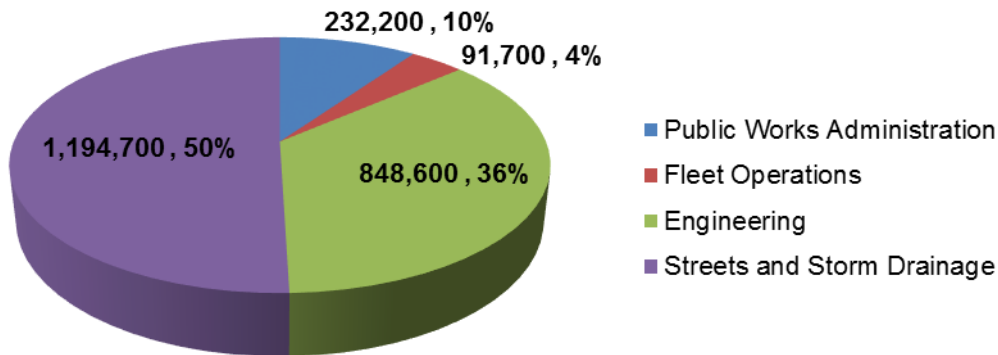


## Department Financial Summaries

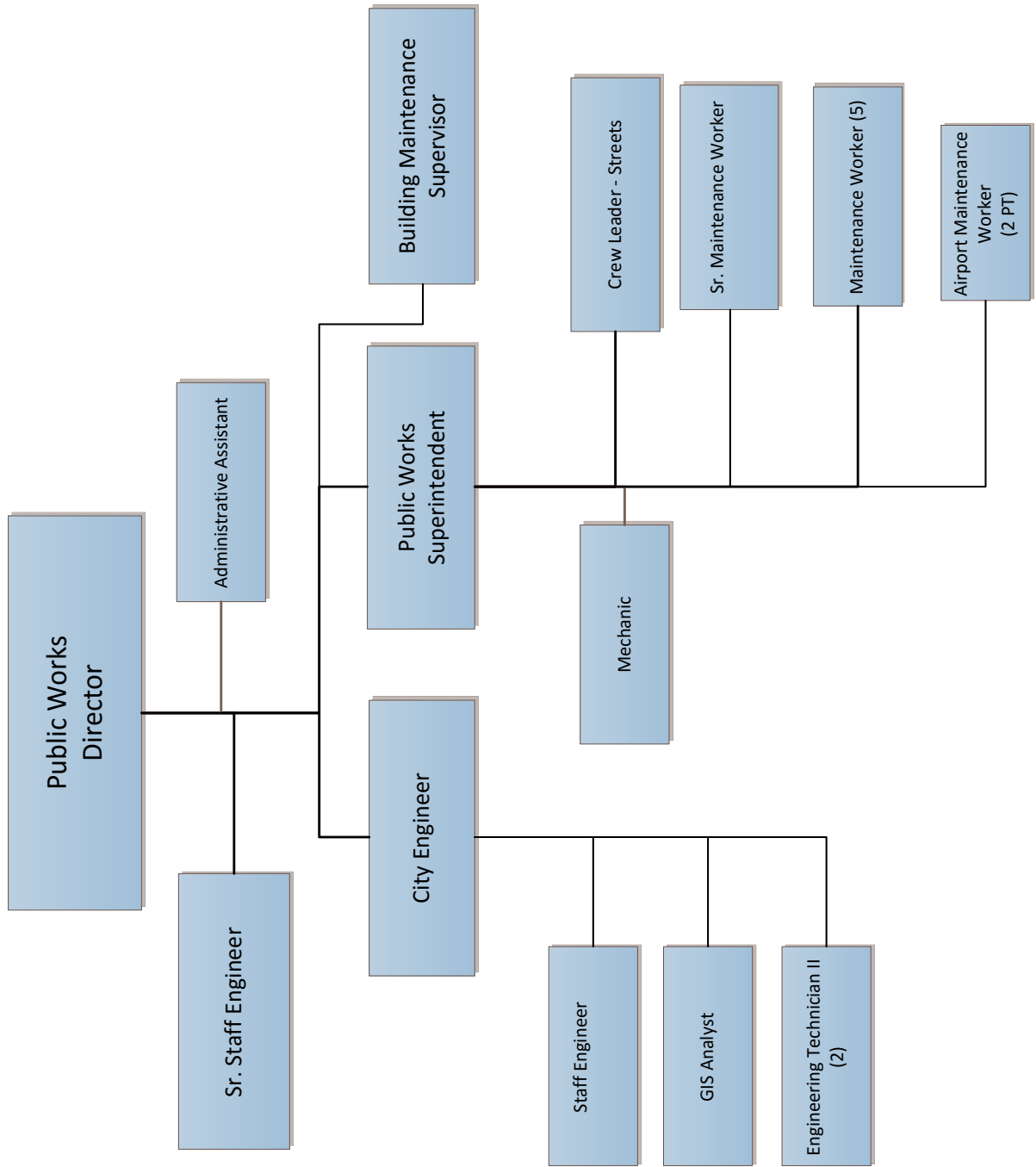
Department Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	1,232,672	1,276,600	1,321,600	1,358,000	1,404,600
Contractual Services	462,828	537,200	711,300	490,100	490,000
Commodities	200,208	197,800	182,900	186,800	185,800
Capital Outlay	90,248	23,000	15,600	11,400	11,400
Internal Services	309,883	293,900	293,900	256,900	275,400
<b>Total</b>	<b>2,295,839</b>	<b>2,328,500</b>	<b>2,525,300</b>	<b>2,303,200</b>	<b>2,367,200</b>

Department Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Public Works Administration	246,042	258,300	246,600	221,900	232,200
Fleet Operations	91,168	97,300	106,800	89,500	91,700
Engineering	733,326	804,600	1,030,500	829,300	848,600
Streets and Storm Drainage	1,225,303	1,168,300	1,141,400	1,162,500	1,194,700
<b>Total</b>	<b>2,295,839</b>	<b>2,328,500</b>	<b>2,525,300</b>	<b>2,303,200</b>	<b>2,367,200</b>

## 2018 Department Expenditures by Program



# Public Works



# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	909,244	927,500	956,700	972,100	1,001,200
11	02	Overtime	18,388	14,900	15,900	15,900	16,600
14	01	Seasonal	10,133	16,000	16,000	16,000	16,000
21	01	Health & Dental Insurance	142,475	149,700	159,500	172,800	178,400
21	02	Life Insurance	1,834	900	900	900	900
22	01	Social Security	66,937	73,300	75,600	76,800	79,200
22	03	Unemployment Compensation	1,914	2,100	1,000	1,000	1,000
23	01	KPERS Retirement	78,279	88,500	91,700	98,100	106,700
23	05	Deferred Compensation	3,468	3,700	4,300	4,400	4,600
<b>Total</b>			<b>1,232,672</b>	<b>1,276,600</b>	<b>1,321,600</b>	<b>1,358,000</b>	<b>1,404,600</b>
<b>Contractual Services</b>							
31	10	Engineering/Architectural	76,664	100,300	299,400	95,000	87,000
31	15	Outsourced Services	71,674	98,800	78,000	78,900	78,900
40	01	Water	1,101	2,400	1,300	1,300	1,300
40	02	Trash Services	37,924	36,900	36,900	36,900	36,900
40	03	Telephone	3,094	3,200	2,900	3,400	3,400
40	05	Electricity	216,236	215,400	215,400	215,400	215,400
40	07	Wastewater	639	700	700	700	700
43	01	R&M - Building	-	-	3,000	-	-
43	02	R&M - Equipment	12,448	8,700	20,600	8,700	8,700
43	05	R&M - Vehicles	10,445	21,000	8,500	8,500	8,500
44	02	Equip./Vehicle Rentals	8,070	8,300	8,600	8,300	8,300
46	01	Meetings/Training/Travel/Cont Ed	12,718	17,200	16,900	14,400	22,200
46	02	Dues/Subscriptions	4,754	12,200	12,100	11,600	11,700
47	04	Postage	208	100	-	-	-
47	38	Construction Debris	6,853	12,000	7,000	7,000	7,000
<b>Total</b>			<b>462,828</b>	<b>537,200</b>	<b>711,300</b>	<b>490,100</b>	<b>490,000</b>

....continued

# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Commodities</b>						
52	01	Building & Grounds				
52	02	Small Tools	8,266	10,500	10,500	7,500
52	04	Vehicle Supplies	8,624	10,800	10,800	10,800
52	08	Street Maintenance Supplies	59,579	57,000	50,000	57,000
52	09	Fuel & Fluids	19,232	19,100	19,900	19,900
52	10	Traffic Control Supplies-Existing	11,661	16,500	16,200	16,500
52	11	Traffic Control Supplies-New Devlpmt	-	500	500	500
52	13	Chemicals	914	3,200	1,200	1,200
52	16	Snow Removal Supplies	75,389	64,500	58,400	58,400
52	20	Operating Supplies	11,897	8,300	10,000	9,700
53	02	Clothing/Uniforms	4,646	7,400	5,400	5,300
<b>Total</b>		200,208	197,800	182,900	186,800	185,800
<b>Capital Outlay</b>						
61	03	Building/Structure Improvement	-	23,000	-	-
61	04	Equipment	21,021	-	15,600	11,400
61	09	Vehicles	69,227	-	-	-
<b>Total</b>		90,248	23,000	15,600	11,400	11,400
<b>Internal Services</b>						
91	01	Building Services	56,498	60,000	60,000	48,800
91	02	IT Services	129,722	119,100	119,100	102,600
91	03	Risk Services	123,663	114,800	114,800	105,500
<b>Total</b>		309,883	293,900	293,900	256,900	275,400
<b>Total Expenditures</b>		2,295,839	2,328,500	2,525,300	2,303,200	2,367,200

# CITY OF GARDNER ANNUAL BUDGET



**Program: Public Works Administration 3110**  
**Fund: General Fund 001**

		<b>Classification</b>	<b>FY 17 Actual</b>	<b>FY 18 Budget</b>	<b>FY 18 Estimate</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>
<b>Personal Services</b>							
11	01	Full-Time	148,346	158,300	150,400	150,400	154,800
11	02	Overtime	107	500	200	200	300
21	01	Health & Dental Insurance	18,409	21,700	15,200	16,000	16,500
21	02	Life Insurance	1,066	100	100	100	100
22	01	Social Security	10,539	12,100	11,500	11,500	11,900
22	03	Unemployment Compensation	303	300	200	200	200
23	01	KPERS Retirement	12,466	14,900	14,100	14,900	16,200
<b>Total</b>			191,236	207,900	191,700	193,300	200,000
<b>Contractual Services</b>							
31	15	Outsourced Services	159	100	100	-	-
40	03	Telephone	758	600	600	600	600
43	02	R&M - Equipment	643	700	4,200	700	700
46	01	Meetings/Training/Travel/Cont Ed	1,821	1,600	2,600	1,500	3,500
46	02	Dues/Subscriptions	205	300	400	300	400
47	04	Postage	134	100	-	-	-
<b>Total</b>			3,720	3,400	7,900	3,100	5,200
<b>Commodities</b>							
52	20	Operating Supplies	1,075	900	900	1,000	1,000
<b>Total</b>			1,075	900	900	1,000	1,000
<b>Internal Services</b>							
91	01	Building Services	18,920	18,900	18,900	12,900	12,800
91	02	IT Services	16,414	12,500	12,500	7,600	8,900
91	03	Risk Services	14,677	14,700	14,700	4,000	4,300
<b>Total</b>			50,011	46,100	46,100	24,500	26,000
<b>Total Expenditures</b>			246,042	258,300	246,600	221,900	232,200

# CITY OF GARDNER ANNUAL BUDGET



**Program: Fleet Operations 3116**

**Fund: General Fund 001**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget	
<b>Personal Services</b>							
11	01	Full-Time	41,898	40,300	41,500	41,500	42,800
11	02	Overtime	1,340	1,600	1,300	1,300	1,400
21	01	Health & Dental Insurance	6,640	6,800	6,900	7,300	7,500
21	02	Life Insurance	56	100	100	100	100
22	01	Social Security	3,194	3,200	3,300	3,300	3,400
22	03	Unemployment Compensation	92	100	-	-	-
23	01	KPERS Retirement	3,628	3,900	4,000	4,200	4,600
<b>Total</b>		56,848	56,000	57,100	57,700	59,800	
<b>Contractual Services</b>							
31	15	Outsourced Services	93	600	200	200	200
40	01	Water	880	900	900	900	900
40	03	Telephone	589	400	400	400	400
40	05	Electricity	1,639	1,900	1,900	1,900	1,900
40	07	Wastewater	639	700	700	700	700
43	05	R&M Vehicle	2,253	10,000	3,000	3,000	3,000
44	02	Equip/vehicle Rentals	4,156	4,100	4,100	4,100	4,100
46	01	Meetings/Training/Travel/Cont Ed	1,245	1,800	1,800	1,800	1,800
46	02	Dues/Subscriptions	110	100	200	200	200
<b>Total</b>		11,604	20,500	13,200	13,200	13,200	
<b>Commodities</b>							
52	02	Small Tools	2,908	2,000	2,000	3,000	2,000
52	04	Vehicle Supplies	77	300	300	300	300
52	09	Fuel	769	900	900	900	900
52	20	Operating Supplies	5,351	4,100	4,100	4,100	4,100
53	02	Clothing/Uniforms	583	500	600	500	500
<b>Total</b>		9,688	7,800	7,900	8,800	7,800	
<b>Capital Outlay</b>							
61	04	Equipment	-	-	15,600	-	-
<b>Total</b>		-	-	15,600	-	-	
<b>Internal Services</b>							
91	01	Building Services	1,996	2,700	2,700	2,300	2,300
91	02	IT Services	7,859	5,800	5,800	3,400	4,100
91	03	Risk Services	3,173	4,500	4,500	4,100	4,500
<b>Total</b>		13,028	13,000	13,000	9,800	10,900	
<b>Total Expenditures</b>		91,168	97,300	106,800	89,500	91,700	



# CITY OF GARDNER ANNUAL BUDGET



**Program: Streets and Storm Drainage 3120**

**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	338,328	342,800	354,700	354,700	365,300
11	02	Overtime	13,761	12,800	12,200	12,200	12,600
14	01	Seasonal	4,805	10,000	10,000	10,000	10,000
21	01	Health & Dental Insurance	63,593	61,400	72,600	77,200	79,600
21	02	Life Insurance	419	400	400	400	400
22	01	Social Security	25,429	28,000	28,800	28,800	29,700
22	03	Unemployment Compensation	726	800	400	400	400
23	01	KPERS Retirement	29,695	33,400	34,700	36,500	39,700
23	05	Deferred Compensation	2,065	2,100	2,500	2,500	2,600
<b>Total</b>			478,821	491,700	516,300	522,700	540,300
<b>Contractual Services</b>							
31	15	Outsourced Services	71,137	88,100	74,700	75,700	75,700
40	01	Water	1,101	2,400	1,300	1,300	1,300
40	02	Trash Services	37,044	36,000	36,000	36,000	36,000
40	03	Telephone	1,293	1,300	1,400	1,900	1,900
40	05	Electricity	214,597	213,500	213,500	213,500	213,500
43	01	R&M - Building	-	-	3,000	-	-
43	02	R&M Equipment	11,805	8,000	16,400	8,000	8,000
43	05	R&M - Vehicle	7,667	10,000	5,000	5,000	5,000
44	02	Equip./Vehicle Rentals	3,914	4,200	4,500	4,200	4,200
46	01	Meetings/Training/Travel/Cont Ed	6,980	4,900	5,300	4,000	7,000
46	02	Memberships/Dues	500	900	800	800	800
47	38	Construction Debris	6,853	12,000	7,000	7,000	7,000
<b>Total</b>			362,891	381,300	368,900	357,400	360,400

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Streets and Storm Drainage 3120**  
**Fund: General Fund 001**

Classification	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Commodities</b>					
52 02 Small tools	5,089	4,500	4,500	4,500	4,500
52 04 Vehicle Supplies	8,237	10,000	10,000	10,000	10,000
52 08 Street Maintenance Supplies	59,579	57,000	50,000	57,000	57,000
52 09 Fuel	16,514	17,000	17,000	17,000	17,000
52 10 Traffic Control Supplies-Existing	11,661	16,500	16,200	16,500	16,500
52 11 Traffic Control Supplies-New Devlpmt	-	500	500	500	500
52 13 Chemicals	914	3,200	1,200	1,200	1,200
52 16 Snow Removal Supplies	75,389	64,500	58,400	58,400	58,400
52 20 Operating Supplies	2,115	2,100	2,100	2,100	2,100
53 02 Clothing & Uniforms	3,991	5,200	4,500	4,500	4,500
<b>Total</b>	183,489	180,500	164,400	171,700	171,700
<b>Capital Outlay</b>					
61 03 Building/Structure Improvement	-	23,000	-	-	-
61 04 Equipment	21,021	-	-	11,400	11,400
61 09 Vehicles	69,227	-	-	-	-
<b>Total</b>	90,248	23,000	-	11,400	11,400
<b>Internal Services</b>					
91 01 Building Services	7,203	10,200	10,200	11,300	11,200
91 02 IT Services	35,216	26,300	26,300	33,900	40,600
91 03 Risk Services	67,435	55,300	55,300	54,100	59,100
<b>Total</b>	109,854	91,800	91,800	99,300	110,900
<b>Total Expenditures</b>	1,225,303	1,168,300	1,141,400	1,162,500	1,194,700

# CITY OF GARDNER ANNUAL BUDGET



**Program: Engineering 3130**  
**Fund: General Fund 001**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	380,672	386,100	410,100	425,500	438,300
11	02	Overtime	3,180	-	2,200	2,200	2,300
14	01	Seasonal	5,328	6,000	6,000	6,000	6,000
21	01	Health & Dental Insurance	53,833	59,800	64,800	72,300	74,800
21	02	Life Insurance	293	300	300	300	300
22	01	Social Security	27,775	30,000	32,000	33,200	34,200
22	03	Unemployment Compensation	793	900	400	400	400
23	01	KPERS Retirement	32,490	36,300	38,900	42,500	46,200
23	05	Deferred Compensation	1,403	1,600	1,800	1,900	2,000
<b>Total</b>			<b>505,767</b>	<b>521,000</b>	<b>556,500</b>	<b>584,300</b>	<b>604,500</b>
<b>Contractual Services</b>							
31	10	Engineering/Architectural	76,664	100,300	299,400	95,000	87,000
31	15	Outsourced Services	285	10,000	3,000	3,000	3,000
40	03	Telephone	454	900	500	500	500
43	05	R&M Vehicle	525	1,000	500	500	500
46	01	Meetings/Training/Travel/Cont Ed	2,672	8,900	7,200	7,100	9,900
46	02	Dues/Subscriptions	3,939	10,900	10,700	10,300	10,300
47	04	Postage	74	-	-	-	-
<b>Total</b>			<b>84,613</b>	<b>132,000</b>	<b>321,300</b>	<b>116,400</b>	<b>111,200</b>
<b>Commodities</b>							
52	02	Small tools	269	4,000	4,000	-	-
52	04	Vehicle Supplies	310	500	500	500	500
52	09	Fuel	1,949	1,200	2,000	2,000	2,000
52	20	Operating Supplies	3,356	1,200	2,900	2,500	2,500
53	02	Clothing & Uniforms	72	1,700	300	300	300
<b>Total</b>			<b>5,956</b>	<b>8,600</b>	<b>9,700</b>	<b>5,300</b>	<b>5,300</b>
<b>Internal Services</b>							
91	01	Building Services	28,379	28,200	28,200	22,300	22,000
91	02	IT Services	70,233	74,500	74,500	57,700	57,800
91	03	Risk Services	38,378	40,300	40,300	43,300	47,800
<b>Total</b>			<b>136,990</b>	<b>143,000</b>	<b>143,000</b>	<b>123,300</b>	<b>127,600</b>
<b>Total Expenditures</b>			<b>733,326</b>	<b>804,600</b>	<b>1,030,500</b>	<b>829,300</b>	<b>848,600</b>

## **Capital Improvement Reserve Fund**

The Capital Improvement Reserve Fund is used to account for revenues that the City may expend to finance multi-year capital projects, including the acquisition and construction of major capital facilities other than those financed by enterprise funds. This fund is a non-budgeted fund but is included in this document for transparency purposes.

# CITY OF GARDNER ANNUAL BUDGET



## Capital Improvement Reserve Fund 401

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	39,367	5,767	(968,247)	64,764	42,714
<b>Revenue:</b>					
<b>Intergovernmental:</b>					
Johnson County	-	-	80,700	-	-
Other	-	599,100	-	564,350	300,000
<b>Intergovernmental Total</b>	-	599,100	80,700	564,350	300,000
<b>Use of Money:</b>					
Interest on Investments	493	-	-	-	-
<b>Use of Money Total</b>	493	-	-	-	-
<b>Transfers In:</b>					
General Fund	80,800	-	-	-	-
Park Improvement Reserve	20,000	62,300	62,300	75,000	50,000
<b>Transfers In Total</b>	100,800	62,300	62,300	75,000	50,000
<b>Miscellaneous:</b>					
Gen Obligation Bond Proceeds	-	-	13,920,000	-	-
Loan proceeds	-	-	1,181,000	-	-
<b>Miscellaneous Total</b>	-	-	15,101,000	-	-
<b>Revenue Total</b>	101,293	661,400	15,244,000	639,350	350,000
<b>Expenditures:</b>					
<b>Capital Improvement:</b>					
Property Acquisition	52,686	-	-	-	-
Justice Center - PD 1801	1,051,611	-	12,466,302	-	-
CIP-Quail Meadows Park - PR1702	-	350,000	-	350,000	-
CIP-Quail Meadows Trail - PR1902	-	-	-	311,400	-
CIP-West Fork KC Trail Phase I - PR1703	-	311,400	161,500	-	-
CIP-St. Johns Trace Park - PR2001	-	-	-	-	375,000
CIP-Golf course improvements	-	-	1,157,400	-	-
CIP-Pool filters	-	-	192,058	-	-
Senior Bldg Rehab	4,610	-	-	-	-
COI and Underwriter's Discount	-	-	233,729	-	-
<b>Capital Improvement Total</b>	1,108,907	661,400	14,210,989	661,400	375,000
<b>Expenditures Total</b>	1,108,907	661,400	14,210,989	661,400	375,000
<b>Surplus/(Shortfall)</b>	(1,007,614)	-	1,033,011	(22,050)	(25,000)
<b>Funds Available Dec 31</b>	(968,247)	5,767	64,764	42,714	17,714

Note: Per KSA 10-1116, (a) The limits of indebtedness prescribed under the provisions of article 11 of chapter 10 of the Kansas Statutes Annotated may be exceeded when: (1) Payment has been authorized by a vote of the electors of the municipality; (voter-approved Justice Center)

## UTILITY DEPARTMENT

### **Electric Fund**

The Electric Utility Fund accounts for the planning, development, production, purchase, transmission and distribution of all electricity for the City. All activities necessary to provide such services are accounted for in this fund, including Administration, Substation and Transmission, Distribution, Capital Improvements and Debt Service.

### **Electric Capital Replacement Reserve Fund**

The Electric Capital Replacement Reserve Fund budgets reserves for the replacement of capital assets. Funding for this fund comes from transfers from the Electric Utility Fund.

### **Water Fund**

The Water Fund is comprised of four programs: Water Administration, Water Treatment, Water Distribution and Capital Projects/Transfers. The Water Fund accounts for the treatment and provision of water to the residents and businesses of the City. All activities necessary to provide such services are accounted for in this fund, including Administration, Treatment, Distribution, Capital Improvements and Debt Service.

### **Wastewater Fund**

The Wastewater Fund accounts for the operations and maintenance of the Wastewater System, including Administration, Treatment, Collection, Capital Projects/Transfers, and Debt Service.

## AIRPORT FUND

The Airport Fund accounts for all revenues and expenses of the Airport, as directed by the City of Gardner. Revenues are derived from the rentals of hangars and building space, the sale of fuel, and the sale of crops grown on airport property. Expenses are for the construction, renovation and operation of the airport.

# UTILITIES

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## Overview

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The Utility Department was established in 2015 and includes the following divisions: Electric, Water Treatment and Distribution, Wastewater Collection and Treatment, and Line Maintenance. The Utility Department is dedicated to delivering quality utility services to the residents and businesses of Gardner with superior, convenient local customer service and knowledgeable, professional and courteous staff to assist citizens, and local control of issues which directly affect quality of life.

## Contact Information

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Utilities Department  
1150 E. Santa Fe  
Gardner, KS 66030  
(913) 856-0980

[www.gardnerkansas.gov/electric](http://www.gardnerkansas.gov/electric)

[www.facebook.com/CityofGardnerKSGovernment](https://www.facebook.com/CityofGardnerKSGovernment)

[www.twitter.com/GardnerKansas](https://www.twitter.com/GardnerKansas)



## Utilities

### Services

#### Electric Substation/Transmission Operations Division

The Substation/Transmission Operations Division provides for the design, construction, operation, maintenance and repair of the City's high voltage electric substations, transmission system and combustion turbine generators, including a high-pressure gas pipeline.

#### Electric Distribution Division

The Distribution Division is responsible for the construction, operation, maintenance and repair of the City's overhead and underground electric distribution system, including line clearance and meter testing.

#### Line Maintenance

The Line Maintenance Division is tasked with maintaining the water distribution and wastewater collection systems consisting of the following principal items:

##### Water Distribution System:

- 120 miles of water main lines
- over 1,075 fire hydrants
- over 2,000 water main valves

##### Wastewater Collection System:

- 14 miles of sanitary sewer force main
- 95 miles of sanitary sewer lines
- Assisting the wastewater plant with pump station maintenance

#### Water Treatment

The Water Division is committed to operating and maintaining 'in-compliance', efficient, effective and economical water production, distribution and laboratory facilities that provide our customers and the general public a supply of safe, good-tasting drinking water that also meets the city's fire storage supply needs.

#### Wastewater Treatment

The Wastewater Division is committed to providing collection and treatment of the wastewater that meets or exceeds all wastewater treatment standards set by industry, the federal government and the State of Kansas, in the most cost effective manner possible. Wastewater flows both by gravity and by force mains (pumping) to the plant for treatment.

### Personnel (FTE)

<b>Program</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Utilities Administration	4.0	5.0	5.0	5.0
Electric Substation/Transmission	4.0	4.0	4.0	4.0
Electric Distribution	11.5	11.5	11.5	11.5
Line Maintenance	8.0	10.0	10.0	10.0
Water Treatment and Distribution	6.0	6.0	6.0	6.0
Wastewater Collection/Treatment	6.0	6.0	6.0	6.0
<b>TOTAL</b>	<b>39.5</b>	<b>42.5</b>	<b>42.5</b>	<b>42.5</b>



## 2019-2020 Goals and Objectives

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- No Lost Time Injuries
- Replace BDP Belt Press at Kill Creek Facility
- Remove temporary lift station
- Complete WWTP Clarifier 1 & 2 improvements
- Replace UV System
- Complete Nike Lift Station and forcemain improvements
- Remove Willbrook Lift Station
- Remove Sunset Lift Station
- Complete Substation 3 to Westar Interconnection
- Install smart meters
- Complete N. Moonlight Rd. to Copper Springs Loop Feed
- Rehabilitate above/below ground storage facility
- Rehabilitate 183rd Street Water Tower
- Focus on preventative maintenance programs
- Implement Capital Improvement Element

### DID YOU KNOW?

The City purchased ownership interest in the Dogwood Power Plant to ensure future electric capacity for the community.

## 2018 Accomplishments

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- Replaced Padmount Switch Gear Breaker Cabinet
- Constructed the new South Lift Station Storage Tank
- Rebuilt submersible pumps at the Kill Creek Lift Station
- Replaced HVAC systems at the Kill Creek Lift Station
- Replaced the overhead crane at the Kill Creek Lift Station
- Removed organics from plant thickeners/digesters
- Completed Inflow and Infiltration Study
- Completed Water, Wastewater, and Electric Rate Studies

## Strategic Priorities

- 1** Promote economic development
- 2** Maintain quality of life
- 3** Increase asset and infrastructure management
- 4** Improve fiscal stewardship

## Core Performance Measures

Strategic Priority	Department Goal	Performance Measure	Benchmark	2017 Actual	2018 Estimate	2019 Target	2020 Target
2,3	Provide reliable electric service	Average outage time	---	01:00	1.38	1:00	01:00
2,3		Average reponse time	---	00:15	00:26	00:20	00:20
2,3	Maintain adequacy of wastewater system	Number of sewer backups	0	6	0	5	5
2,3	Maintain the water system infrastructure	Number of line breaks per 100 linear miles of primary distribution	---	6	1	15	15

## Citizen Satisfaction Survey

Strategic Priority	Department Goal	Citizen Satisfaction Measure	Benchmark	2011 Actual	2014 Actual	2018 Actual	2019 Target	2020 Target
2	Provide reliable electric service	Satisfaction rating for reliability of electric service	85%	87%	83%	88%	89%	90%
		Satisfaction rating for speed of electric outage repairs	82%	82%	81%	71%	73%	75%
2	Maintain adequacy of wastewater system	Satisfaction rating for wastewater collection system	71%	64%	78%	71%	73%	75%
2	Provide high quality water service	Satisfaction rating for clarity and taste of tap water	70%	72%	68%	70%	72%	74%
2		Satisfaction rating for water pressure	75%	77%	73%	76%	77%	78%

# Utilities



## Department Financial Summaries - Electric

<b>Electric Utility Expenditures by Type</b>					
	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Personal Services	1,635,393	1,861,600	1,926,700	1,974,800	2,042,300
Contractual Services	6,227,781	8,419,800	10,659,100	8,518,500	8,568,500
Commodities	429,894	591,500	532,000	522,400	526,500
Capital Outlay	-	400,300	128,100	57,000	50,000
General Fund Allocations	398,304	432,200	432,200	501,400	524,500
Internal Services	785,451	811,500	811,500	878,400	928,200
Cap. Projects/Transfers/Debt	1,319,091	2,111,600	1,576,700	1,448,500	5,709,900
<b>Total</b>	<b>10,795,914</b>	<b>14,628,500</b>	<b>16,066,300</b>	<b>13,901,000</b>	<b>18,349,900</b>

<b>Electric Utility Expenditures by Program</b>					
	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Electric Administration	1,335,265	1,522,000	1,541,600	1,690,000	1,750,800
Substation/Transmission	6,469,482	8,901,800	10,895,200	8,800,300	8,882,800
Distribution	1,672,076	2,093,100	2,052,800	1,962,200	2,006,400
Cap. Projects/Transfers/Debt	1,319,091	2,111,600	1,576,700	1,448,500	5,709,900
<b>Total</b>	<b>10,795,914</b>	<b>14,628,500</b>	<b>16,066,300</b>	<b>13,901,000</b>	<b>18,349,900</b>

## Department Financial Summaries - Water

<b>Water Utility Expenditures by Type</b>					
	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Personal Services	693,308	687,700	759,100	790,700	818,000
Contractual Services	666,722	586,700	628,700	724,200	678,700
Commodities	1,019,213	1,003,700	1,037,900	1,077,000	1,106,200
Capital Outlay	337,532	166,700	152,000	275,000	90,000
General Fund Allocations	419,700	453,400	453,400	586,500	610,000
Internal Services	510,076	510,500	510,500	533,400	557,900
Cap. Projects/Transfers/Debt	1,940,264	3,095,741	2,828,400	2,941,100	2,962,000
<b>Total</b>	<b>5,586,815</b>	<b>6,504,441</b>	<b>6,370,000</b>	<b>6,927,900</b>	<b>6,822,800</b>

<b>Water Utility Expenditures by Program</b>					
	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Water Administration	890,253	932,700	959,200	1,175,000	1,214,500
Water Treatment	2,238,664	1,873,500	1,948,300	1,990,200	2,086,200
Water Distribution	517,634	602,500	634,100	821,600	560,100
Cap. Projects/Transfers/Debt	1,940,264	3,095,741	2,828,400	2,941,100	2,962,000
<b>Total</b>	<b>5,586,815</b>	<b>6,504,441</b>	<b>6,370,000</b>	<b>6,927,900</b>	<b>6,822,800</b>

# Utilities

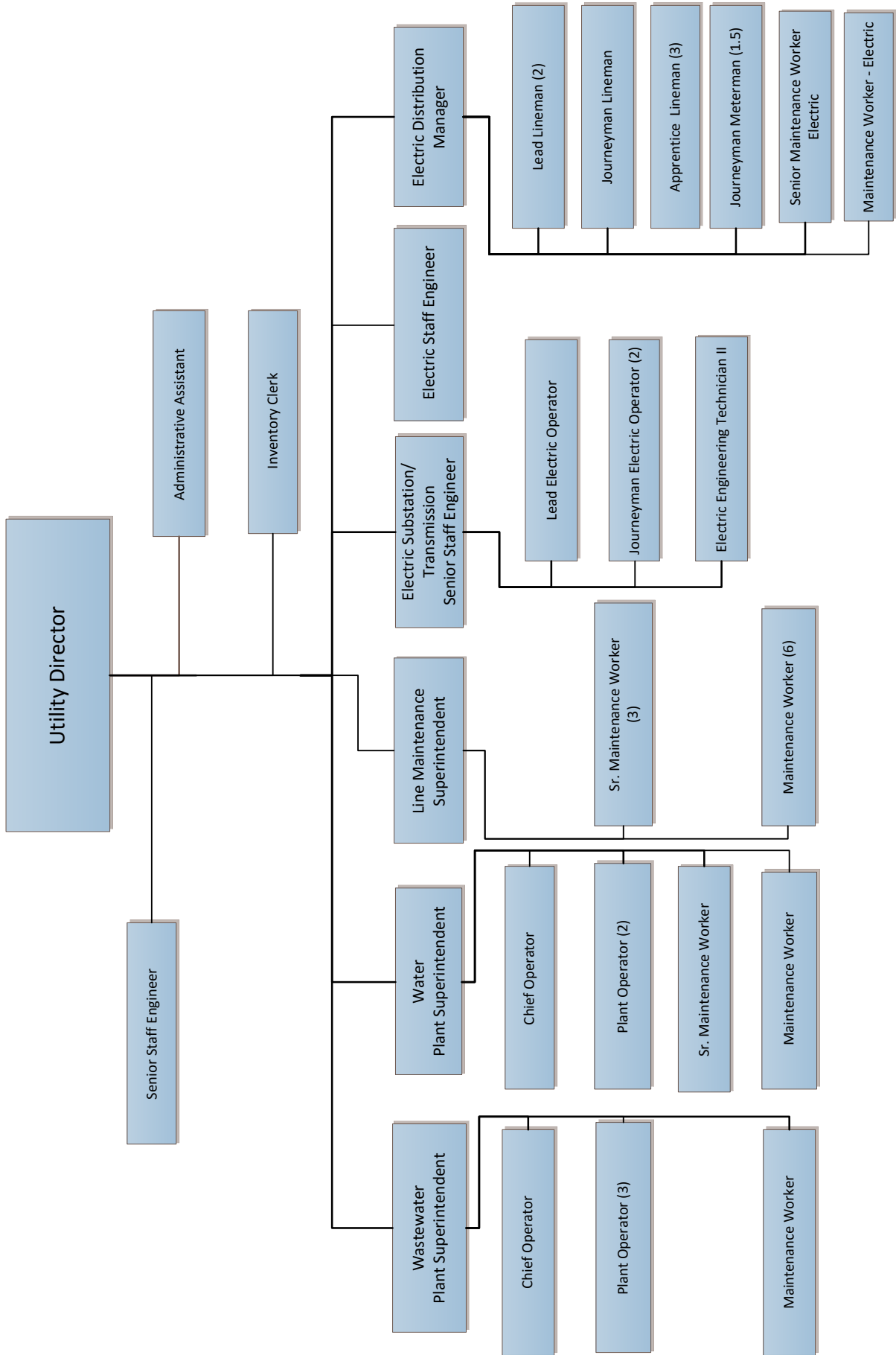


## Department Financial Summaries - Wastewater

Wastewater Utility Expenditures by Type					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Personal Services	622,874	643,600	691,700	722,200	746,900
Contractual Services	640,075	668,900	1,102,800	667,100	661,400
Commodities	167,553	183,300	188,800	176,800	168,100
Capital Outlay	203,565	112,500	110,000	350,000	20,000
General Fund Allocations	401,400	433,900	433,900	557,400	579,900
Internal Services	461,545	473,500	473,500	498,300	524,600
Cap. Projects/Transfers/Debt	3,465,713	3,694,885	5,856,700	4,427,900	4,639,200
<b>Total</b>	<b>5,962,725</b>	<b>6,210,585</b>	<b>8,857,400</b>	<b>7,399,700</b>	<b>7,340,100</b>

Wastewater Utility Expenditures by Program					
	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
Wastewater Administration	767,442	802,000	1,247,800	956,200	989,500
Wastewater Treatment	1,193,559	1,196,900	1,205,500	1,269,200	1,230,200
Wastewater Collection	536,011	516,800	547,400	746,400	481,200
Cap. Projects/Transfers/Debt	3,465,713	3,694,885	5,856,700	4,427,900	4,639,200
<b>Total</b>	<b>5,962,725</b>	<b>6,210,585</b>	<b>8,857,400</b>	<b>7,399,700</b>	<b>7,340,100</b>

# Utility



# CITY OF GARDNER ANNUAL BUDGET



## Electric Fund

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	5,937,940	7,505,940	9,628,655	10,762,155	14,365,195
<b>Charges for Services</b>					
<b>Operations:</b>					
Electric Retail Sales	13,496,696	14,544,600	14,544,600	14,835,500	15,132,200
Government Sales-Sewer Fund	203,093	226,500	226,500	231,000	235,600
Government Sales-General Fund+Bldg Maint	122,286	133,100	133,100	135,800	138,500
Government Sales-Water Fund	21,295	31,900	31,900	32,500	33,200
Bad Checks	(3,150)	(5,150)	(5,200)	(5,300)	(5,400)
Penalties	127,811	140,000	140,000	142,800	145,700
Reconnection Fee	20,820	23,200	23,200	23,700	24,200
Dogwood Generation	-	-	1,027,200	1,514,000	1,507,900
<b>Development:</b>					
Meter Install/Line Extension	41,920	64,000	64,000	64,640	65,286
Elec Residential Distribution System Installation	47,367	224,000	224,000	226,200	228,500
Elec Non Resid Distribution System Installation	18,532	30,900	75,000	31,200	31,500
Street Lights / Yard Lights	211,924	216,600	216,600	202,400	204,400
Temporary Service Fee	8,949	4,700	4,700	4,400	4,400
Primary Extension Dist.	61,600	-	-	-	-
<b>Charges for Services Total</b>	14,379,143	15,634,350	16,705,600	17,438,840	17,745,986
<b>Use of Money</b>					
Interest on Investments	42,716	3,200	45,000	30,000	32,000
<b>Use of Money Total</b>	42,716	3,200	45,000	30,000	32,000
<b>Transfers In</b>					
Transfer from Capital Project	2,176	-	-	-	-
<b>Transfers In Total</b>	2,176				
<b>Miscellaneous</b>					
Reimbursed Expenses	23,155	200	200	200	200
Miscellaneous	39,439	35,000	35,000	35,000	35,000
KMEA TCR/ARR Accumulation	-	-	414,000	-	-
Debt sale proceeds	-	-	-	-	4,500,000
<b>Miscellaneous Total</b>	62,594	35,200	449,200	35,200	4,535,200
<b>Revenue Total</b>	14,486,629	15,672,750	17,199,800	17,504,040	22,313,186
<b>Expenses</b>					
<b>Operations</b>					
Administration	1,335,265	1,522,000	1,541,600	1,690,000	1,750,800
Substation_Transmission	6,469,482	8,901,800	10,895,200	8,800,300	8,882,800
Distribution (detail is on distrib. Dept. worksheet)	1,672,076	2,093,100	2,052,800	1,962,200	2,006,400
<b>Operations Total</b>	9,476,823	12,516,900	14,489,600	12,452,500	12,640,000

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# CITY OF GARDNER ANNUAL BUDGET



## Electric Fund

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
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<b>Capital Improvement</b>					
<u>Maintenance:</u>					
SCADA Upgrade	(19,286)	-	-	-	-
Substation 1 Improvements (T2)	124,261	-	-	-	-
Generator Controls	19,500	-	-	-	-
Fairfield - Sheen's Crossing Backfeed	50,383	-	-	-	-
Replace Padmount Switchgear Breaker Cabinet	-	50,000	50,000	-	-
Project 123 Overhead Power Line	-	310,000	310,000	-	-
Install Switches (3) at Distribution Points Ph. 1	-	-	-	100,000	-
Replace Lube Oil Cooling Sytem CT2	-	-	-	100,000	-
Substation 3 to Westar Interconnection	-	-	-	-	1,500,000
Smart Meter Implementation	-	-	-	-	3,000,000
Replace Lube Oil Cooling Sytem CT1	-	-	-	-	100,000
Install Switches (3) at Distribution Points Ph. 2	-	-	-	-	100,000
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<b>Capital Improvement Total</b>	174,858	360,000	360,000	200,000	4,700,000
<b>Debt Service</b>					
<u>Development:</u>					
2008-B West Electric substation Lndscp	5,400	5,200	5,200	-	-
2009-A Energy Center Building New	77,325	75,200	75,200	77,800	-
2009A Substation 2 (Santa Fe) T-3 upgrade	176,860	176,900	176,900	176,300	-
2016B Taxable GO Elec transformer	97,472	101,500	101,500	99,900	98,300
Purch 20 MW share in Dogwood Energy Facility	-	590,500	-	-	-
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<b>Bond &amp; Interest Total</b>	357,057	949,300	358,800	354,000	98,300
<b>Transfers Out</b>					
General Fund Franchise	759,700	775,500	831,100	866,900	882,200
Bond and Interest Fund	25,300	26,800	26,800	27,600	29,400
Project Transfers	2,176	-	-	-	-
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<b>Transfers Total</b>	787,176	802,300	857,900	894,500	911,600
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<b>Debt Service/Transfers Total</b>	1,144,233	1,751,600	1,216,700	1,248,500	1,009,900
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<b>Expenses Total</b>	10,795,914	14,628,500	16,066,300	13,901,000	18,349,900
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	3,690,715	1,044,250	1,133,500	3,603,040	3,963,286
<b>Funds Available Dec 31</b>	9,628,655	8,550,190	10,762,155	14,365,195	18,328,481
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# CITY OF GARDNER ANNUAL BUDGET



**Program: All**

**Fund: Electric 501**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	1,172,133	1,335,600	1,350,800	1,362,900	1,403,600
11	02	Overtime	53,157	53,000	51,300	51,300	52,900
13	01	Part-Time	23,138	22,100	23,200	23,200	23,900
14	01	Seasonal	6,547	9,500	9,500	9,500	9,500
21	01	Health & Dental Insurance	178,352	190,800	239,500	266,300	275,200
21	02	Life Insurance	897	1,200	1,200	1,200	1,200
22	01	Social Security	89,196	108,600	109,800	110,700	114,000
22	03	Unemployment Compensation	2,543	3,100	1,500	1,500	1,500
23	01	KPERS Retirement	103,653	130,400	132,400	140,600	152,700
23	05	Deferred Compensation	5,777	7,300	7,500	7,600	7,800
<b>Total</b>			<b>1,635,393</b>	<b>1,861,600</b>	<b>1,926,700</b>	<b>1,974,800</b>	<b>2,042,300</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	256,667	228,800	203,500	201,500	248,500
40	01	Water/Sewer	1,988	2,400	2,100	2,300	2,300
40	03	Telephone	6,880	11,500	7,500	7,500	7,500
40	04	Natural Gas	5,054	4,000	5,100	5,100	5,100
40	05	Electricity	20	-	-	-	-
40	06	Utility Locates	30,959	27,000	27,000	27,000	27,000
41	01	Wholesale Electric Purchases	5,610,924	8,008,300	10,049,000	7,893,200	7,893,200
41	50	Gas Purchases	13,153	30,000	15,000	15,000	15,000
43	01	R&M Buildings	22,400	500	800	1,300	800
43	02	R&M Equipment	26,273	17,100	53,500	60,600	64,600
43	05	R&M Vehicle	2,502	6,700	8,200	8,200	8,200
44	02	Equip./Vehicle Rentals	223,104	3,600	218,800	218,800	218,800
45	02	Gen. Insurance & Claim	(26,377)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	16,874	23,200	19,300	20,300	19,800
46	02	Dues/Subscriptions	20,023	24,600	20,600	29,100	29,100
47	02	Printing	663	200	500	500	500
47	04	Postage	528	1,100	200	200	200
48	02	State Compensating Use Tax	16,022	30,800	28,000	27,900	27,900
<b>Total</b>			<b>6,227,781</b>	<b>8,419,800</b>	<b>10,659,100</b>	<b>8,518,500</b>	<b>8,568,500</b>
<b>Commodities</b>							
52	01	Building/Grounds	2,540	3,500	3,500	3,500	3,500
52	02	Small Tools	25,226	24,000	16,000	18,000	18,000
52	04	Vehicle Supplies	14,718	21,100	20,000	20,100	20,100
52	05	Furniture and Equipment	1,004	500	2,500	1,000	1,000
52	09	Fuel and Fluids	21,883	27,600	27,300	27,300	27,300
52	12	Utility System Supplies	35,586	27,500	39,400	30,400	33,400
52	13	Chemicals	118	300	1,400	300	1,400
52	20	Operating Supplies	10,776	7,900	7,600	8,000	8,000
52	25	Street Lighting Supplies-Existing Syster	89,424	70,000	90,000	90,000	90,000
52	31	Meters & Supplies-New Devlpmt	211,121	393,500	307,500	307,500	307,500
53	01	First Aid	80	-	-	-	-
53	02	Clothing & Uniforms	17,418	15,600	16,800	16,300	16,300
<b>Total</b>			<b>429,894</b>	<b>591,500</b>	<b>532,000</b>	<b>522,400</b>	<b>526,500</b>

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# CITY OF GARDNER ANNUAL BUDGET



Program: All

Fund: Electric 501

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Capital Outlay</b>						
61	04 Equipment	-	126,500	43,100	-	-
61	09 Vehicles	-	273,800	60,000	32,000	25,000
62	01 Land & Right of Way	-	-	25,000	25,000	25,000
<b>Total</b>		-	400,300	128,100	57,000	50,000
<b>GF Allocations</b>						
50	01 GF Allocations	398,304	432,200	432,200	501,400	524,500
<b>Internal Services</b>						
91	01 Building Services	36,104	40,600	40,600	46,200	44,500
91	02 IT Services	80,280	83,900	83,900	104,500	119,200
91	03 Risk Services	234,434	249,200	249,200	282,000	307,800
91	04 Utility Billing	434,633	437,800	437,800	445,700	456,700
<b>Total</b>		785,451	811,500	811,500	878,400	928,200
<b>Total Expenses</b>		9,476,823	12,516,900	14,489,600	12,452,500	12,640,000

# CITY OF GARDNER ANNUAL BUDGET



**Program: Electric Administration 4110**

**Fund: Electric 501**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>						
11	01 Full-Time	295,014	376,400	363,700	375,800	386,900
11	02 Overtime	1,289	900	900	900	900
21	01 Health/Vision/Dental Insurance	42,712	44,000	64,200	71,700	74,100
21	02 Life Insurance	195	300	300	300	300
22	01 Social Security	21,183	28,900	27,900	28,800	29,700
22	03 Unemployment Compensation	602	800	400	400	400
23	01 KPERS Retirement	25,105	35,400	34,500	37,500	40,700
23	05 Deferred Compensation	1,578	2,600	2,400	2,500	2,600
<b>Total</b>		<b>387,678</b>	<b>489,300</b>	<b>494,300</b>	<b>517,900</b>	<b>535,600</b>
<b>Contractual Services</b>						
31	15 Outsourced Services	60,839	54,300	54,300	54,300	54,300
40	01 Water/Sewer	289	400	300	300	300
40	03 Telephone	4,137	5,200	4,100	4,100	4,100
43	05 R&M Vehicle	-	500	-	-	-
46	01 Meetings/Training/Travel/Cont Ed	3,345	5,200	3,600	3,600	3,600
46	02 Dues/Subscriptions	18,909	22,600	19,300	27,800	27,800
47	01 Advertising/Legal Notices	124	-	-	-	-
47	02 Printing	663	200	500	500	500
47	04 Postage	66	1,000	100	100	100
48	02 Compensating Use Tax	1,673	4,800	2,000	1,900	1,900
<b>Total</b>		<b>90,045</b>	<b>94,200</b>	<b>84,200</b>	<b>92,600</b>	<b>92,600</b>
<b>Commodities</b>						
52	02 Small Tools	15	-	-	-	-
52	04 Vehicle Supplies	-	100	-	100	100
52	05 Furniture & Equipment	485	500	500	500	500
52	09 Fuel and Fluids	-	400	100	100	100
52	20 Operating Supplies	2,560	2,500	2,100	2,100	2,100
53	02 Clothing/Uniforms	-	100	500	-	-
<b>Total</b>		<b>3,060</b>	<b>3,600</b>	<b>3,200</b>	<b>2,800</b>	<b>2,800</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: Electric Administration 4110**

**Fund: Electric 501**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Capital Outlay</b>						
61 01	Land/Easements	-	-	25,000	25,000	25,000
<b>Total</b>		-	-	25,000	25,000	25,000
<b>GF Allocations</b>						
50 01	GF Allocations	398,304	432,200	432,200	501,400	524,500
<b>Internal Services</b>						
91 01	Building Services	4,947	4,800	4,800	5,600	5,300
91 02	IT Services	11,739	32,800	32,800	57,000	62,400
91 03	Risk Services	4,859	27,300	27,300	42,000	45,900
91 04	Utility Billing	434,633	437,800	437,800	445,700	456,700
<b>Total</b>		456,178	502,700	502,700	550,300	570,300
<b>Total Expenses</b>		1,335,265	1,522,000	1,541,600	1,690,000	1,750,800

# CITY OF GARDNER ANNUAL BUDGET



**Program: Substation/Transmission 4120**  
**Fund: Electric 501**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	339,754	344,300	354,600	354,600	365,200
11	02	Overtime	4,087	7,800	5,600	5,600	5,800
21	01	Health/Vision/Dental Insurance	48,998	50,700	53,000	57,000	59,000
21	02	Life Insurance	260	300	300	300	300
22	01	Social Security	24,600	26,900	27,600	27,600	28,400
22	03	Unemployment Compensation	699	800	400	400	400
23	01	KPERS Retirement	29,171	33,100	34,000	35,800	38,900
23	05	Deferred Compensation/ICMA	2,125	2,700	2,200	2,200	2,200
<b>Total</b>			<b>449,694</b>	<b>466,600</b>	<b>477,700</b>	<b>483,500</b>	<b>500,200</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	131,156	91,500	73,800	71,800	118,800
40	01	Water/Sewer	289	500	300	500	500
40	03	Telephone	795	3,200	1,100	1,100	1,100
40	05	Electricity	20	-	-	-	-
41	01	Wholesale Electric Purchases	5,610,924	8,008,300	10,049,000	7,893,200	7,893,200
41	50	Gas Purchases	13,153	30,000	15,000	15,000	15,000
43	01	R&M Buildings	22,400	500	800	800	800
43	02	R&M Equipment	18,824	12,100	48,500	53,100	57,100
43	05	R&M Vehicle	141	200	200	200	200
44	02	Equip./Vehicle Rentals	544	1,500	1,000	1,000	1,000
46	01	Meetings/Training/Travel/Cont Ed	6,252	9,000	6,700	7,700	7,200
46	02	Dues/Subscriptions	-	900	200	200	200
47	04	Postage	213	100	100	100	100
48	02	State Compensating Use Tax	3,252	6,000	6,000	6,000	6,000
<b>Total</b>			<b>5,807,963</b>	<b>8,163,800</b>	<b>10,202,700</b>	<b>8,050,700</b>	<b>8,101,200</b>
<b>Commodities</b>							
52	01	Bldg/Grounds	1,895	2,000	2,000	2,000	2,000
52	02	Small Tools	14,569	8,000	5,000	7,000	7,000
52	04	Vehicle Supplies	106	1,000	-	-	-
52	09	Fuel and Fluids	1,756	2,200	2,200	2,200	2,200
52	12	Utility System Supplies	27,022	20,200	32,100	23,100	26,100
52	13	Chemicals	118	300	1,400	300	1,400
52	20	Operating Supplies	2,621	1,000	1,100	1,100	1,100
53	01	First Aid	80	-	-	-	-
53	02	Clothing & Uniforms	3,909	2,000	2,800	2,800	2,800
<b>Total</b>			<b>52,076</b>	<b>36,700</b>	<b>46,600</b>	<b>38,500</b>	<b>42,600</b>

....continued

# CITY OF GARDNER ANNUAL BUDGET



**Program: Substation/Transmission 4120**

**Fund: Electric 501**

		<b>FY 17</b>	<b>FY 18</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
<b>Classification</b>		<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Budget</b>
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<b>Capital Outlay</b>						
61	04 Equipment	-	66,500	-	-	-
61	09 Vehicle	-	-	-	32,000	25,000
<b>Total</b>		-	66,500	-	32,000	25,000
<b>Internal Services</b>						
91	01 Building Services	10,328	10,100	10,100	11,900	11,200
91	02 IT Services	23,477	17,500	17,500	17,000	20,300
91	03 Risk Services	125,944	140,600	140,600	166,700	182,300
<b>Total</b>		159,749	168,200	168,200	195,600	213,800
<b>Total Expenses</b>		6,469,482	8,901,800	10,895,200	8,800,300	8,882,800
		=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Program: Distribution 4130**  
**Fund: Electric 501**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	537,365	614,900	632,500	632,500	651,500
11	02	Overtime	47,781	44,300	44,800	44,800	46,200
13	01	Part-Time	23,138	22,100	23,200	23,200	23,900
14	01	Seasonal	6,547	9,500	9,500	9,500	9,500
21	01	Health & Dental Insurance	86,642	96,100	122,300	137,600	142,100
21	02	Life Insurance	442	600	600	600	600
22	01	Social Security	43,413	52,800	54,300	54,300	55,900
22	03	Unemployment Compensation	1,242	1,500	700	700	700
23	01	KPERS Retirement	49,377	61,900	63,900	67,300	73,100
23	05	Deferred Compensation	2,074	2,000	2,900	2,900	3,000
<b>Total</b>			<b>798,021</b>	<b>905,700</b>	<b>954,700</b>	<b>973,400</b>	<b>1,006,500</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	64,672	83,000	75,400	75,400	75,400
40	01	Water/Sewer	1,410	1,500	1,500	1,500	1,500
40	03	Telephone	1,948	3,100	2,300	2,300	2,300
40	04	Natural Gas	5,054	4,000	5,100	5,100	5,100
40	06	Utility Locates	30,959	27,000	27,000	27,000	27,000
43	01	R&M Building	-	-	-	500	-
43	02	R&M Equipment	7,449	5,000	5,000	7,500	7,500
43	05	R&M Vehicle	2,361	6,000	8,000	8,000	8,000
44	02	Equip./Vehicle Rentals	222,560	2,100	217,800	217,800	217,800
45	02	Gen. Insurance & Claim	(26,377)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	7,277	9,000	9,000	9,000	9,000
46	02	Dues/Subscriptions	1,114	1,100	1,100	1,100	1,100
47	04	Postage	249	-	-	-	-
48	02	State Compensating Use Tax	11,097	20,000	20,000	20,000	20,000
<b>Total</b>			<b>329,773</b>	<b>161,800</b>	<b>372,200</b>	<b>375,200</b>	<b>374,700</b>
<b>Commodities</b>							
52	01	Building/Grounds	645	1,500	1,500	1,500	1,500
52	02	Small Tools	10,642	16,000	11,000	11,000	11,000
52	04	Vehicle Supplies	14,612	20,000	20,000	20,000	20,000
52	05	Furniture and Equipment	519	-	2,000	500	500
52	09	Fuel and Fluids	20,127	25,000	25,000	25,000	25,000
52	12	Utility System Supplies	8,564	7,300	7,300	7,300	7,300
52	20	Operating Supplies	5,595	4,400	4,400	4,800	4,800
52	25	Street Light Sup/Existing System	89,424	70,000	90,000	90,000	90,000
52	31	Meters & Materials - New	211,121	393,500	307,500	307,500	307,500
53	02	Clothing & Uniforms	13,509	13,500	13,500	13,500	13,500
<b>Total</b>			<b>374,758</b>	<b>551,200</b>	<b>482,200</b>	<b>481,100</b>	<b>481,100</b>

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Distribution 4130**  
**Fund: Electric 501**

<b>Classification</b>		<b>FY 17 Actual</b>	<b>FY 18 Budget</b>	<b>FY 18 Estimate</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>
<b>Capital Outlay</b>						
61 04	Equipment	-	60,000	43,100	-	-
61 09	Vehicles	-	273,800	60,000	-	-
<b>Total</b>		-	333,800	103,100	-	-
<b>Internal Services</b>						
91 01	Building Services	20,829	25,700	25,700	28,700	28,000
91 02	IT Services	45,064	33,600	33,600	30,500	36,500
91 03	Risk Services	103,631	81,300	81,300	73,300	79,600
<b>Total</b>		169,524	140,600	140,600	132,500	144,100
<b>Total Expenses</b>		1,672,076	2,093,100	2,052,800	1,962,200	2,006,400



# CITY OF GARDNER ANNUAL BUDGET



**City of Gardner - Electric Fund  
Capital Replacement Reserve Fund**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	3,028,272	3,031,572	3,046,229	3,064,229	3,082,229
<b>Revenue:</b>					
<u>Use of Money:</u>					
Interest on Investments	17,957	3,300	18,000	18,000	18,000
	-----	-----	-----	-----	-----
Use of Money Total	17,957	3,300	18,000	18,000	18,000
	-----	-----	-----	-----	-----
<b>Revenue Total</b>	17,957	3,300	18,000	18,000	18,000
	=====	=====	=====	=====	=====
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	17,957	3,300	18,000	18,000	18,000
<b>Funds Available Dec 31</b>	3,046,229	3,034,872	3,064,229	3,082,229	3,100,229
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Water Fund  
Fund 521**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	2,966,917	3,038,802	3,014,430	2,817,130	2,899,730
<b>Revenue:</b>					
<b>Charges for Services:</b>					
AirCenter Water Sales	424,026	400,500	703,000	710,000	717,000
Water Sales	4,290,135	4,600,700	4,600,700	4,646,700	4,693,000
Bulk Water Sales	13,823	14,000	14,000	14,400	15,000
Government Sales - Sewer Fund	7,242	7,800	7,800	7,500	8,000
Government Sales - Electric Fund	2,640	2,500	2,500	2,700	3,000
Government Sales - General Fund	23,150	25,500	25,500	24,100	24,000
Government Sales - Bldg Maint Fund	764	850	900	1,900	2,000
Meter Installation Fee	44,200	48,000	48,000	46,400	47,000
Service Connection Fee	300	-	-	-	-
Penalties	127,811	139,050	139,000	130,400	132,000
Reconnection Fee	20,820	20,500	20,500	21,200	21,000
Water Sys Development Charge	635,300	570,200	595,800	570,200	570,200
<b>Charges for Services Total</b>	5,590,211	5,829,600	6,157,700	6,175,500	6,232,200
<b>Use of Money:</b>					
Interest on Investments	16,572	1,900	15,000	15,000	15,000
<b>Use of Money Total</b>	16,572	1,900	15,000	15,000	15,000
<b>Miscellaneous:</b>					
Reimbursed Expenses	27,845	-	-	-	-
Bond Proceeds	-	-	-	820,000	1,000,000
Miscellaneous	(300)	-	-	-	-
<b>Miscellaneous Total</b>	27,545	-	-	820,000	1,000,000
<b>Revenue Total</b>	5,634,328	5,831,500	6,172,700	7,010,500	7,247,200
<b>Expenses:</b>					
<b>Operations:</b>					
Administration	890,253	932,700	959,200	1,175,000	1,214,500
Treatment	2,238,664	1,873,500	1,948,300	1,990,200	2,086,200
Distribution	517,634	602,500	634,100	821,600	560,100
<b>Operations Total</b>	3,646,551	3,408,700	3,541,600	3,986,800	3,860,800

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CITY OF GARDNER ANNUAL BUDGET



**Water Fund  
Fund 521**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Capital Improvement Projects</b>					
Water Line Replacement Program	71,658	60,000	128,000	350,000	350,000
Rebuild Clearwater Pump	-	60,000	60,000	-	-
SCADA System Upgrades	-	140,000	140,000	-	-
Repair Outside Walls of the Contact Well & Clearwell	-	250,000	250,000	-	-
1 MG Connect to WaterOne	9,513	-	-	-	-
Control Valve at 183rd Street Tower	-	250,000	210,000	-	-
Connect 12" wtr line - W Madision to St Johns Loop Feed	-	70,000	172,000	-	-
Repair/Repave Water Plant Driveway	-	-	-	100,500	-
Above/Below Ground Storage Facility Rehab	-	-	-	240,000	-
Copper Springs for Loop Feed	-	-	-	240,000	-
Rebuild High Service Pump #3	-	-	-	60,000	-
Replace Carbon Feed System	-	-	-	180,000	-
Lightning Arrestors	-	-	-	100,000	-
183rd Street Tower Rehab	-	-	-	160,000	-
Smart Meters - EL2002 (1/4 of cost to Water)	-	-	-	-	1,000,000
<b>Capital Improvement Projects Total</b>	<b>81,171</b>	<b>830,000</b>	<b>960,000</b>	<b>1,430,500</b>	<b>1,350,000</b>
<b>Debt Service</b>					
2008A NW Elevated Tank & 159th line	354,143	357,600	357,600	-	-
2015A refi Hillsdale KDHE 2446	463,750	468,100	468,100	467,000	465,600
CIP - Water Interconnect	-	397,341	-	-	-
Estimated Debt Service for Planned 2019 Bond Issuar	-	-	-	-	101,100
<b>Debt Service Total</b>	<b>817,893</b>	<b>1,223,041</b>	<b>825,700</b>	<b>467,000</b>	<b>566,700</b>
<b>Transfers Out</b>					
Wastewater Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Trf to Bond & Int Fund 2012A PBC (refi 02A City Hall)	25,300	26,800	26,800	27,600	29,400
Trf to Bond & Int Fund Kill Creek street/wtr BD (.108)	7,700	7,700	7,700	7,800	7,700
Trf to Bond & Int Fund 14 GO USD BD (5% of 50% ci	8,200	8,200	8,200	8,200	8,200
<b>Transfers Out Total</b>	<b>1,041,200</b>	<b>1,042,700</b>	<b>1,042,700</b>	<b>1,043,600</b>	<b>1,045,300</b>
<b>Expenses Total</b>	<b>5,586,815</b>	<b>6,504,441</b>	<b>6,370,000</b>	<b>6,927,900</b>	<b>6,822,800</b>
<b>Surplus/(Shortfall)</b>	<b>47,513</b>	<b>(672,941)</b>	<b>(197,300)</b>	<b>82,600</b>	<b>424,400</b>
<b>Funds Available Dec 31</b>	<b>3,014,430</b>	<b>2,365,861</b>	<b>2,817,130</b>	<b>2,899,730</b>	<b>3,324,130</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: Water Fund 521**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	596,363	613,200	665,700	700,600	721,600
11	02	Overtime	68,529	47,900	71,700	71,500	73,700
14	01	Seasonal	6,098	10,000	10,000	10,000	10,000
21	01	Health & Dental Insurance	134,659	143,800	160,800	171,900	177,800
21	02	Life Insurance	744	700	900	900	900
22	01	Social Security	46,818	51,400	57,200	59,900	61,600
22	03	Unemployment Compensation	1,335	1,500	800	800	800
23	01	KPERS Retirement	56,080	62,100	69,600	76,900	83,500
23	05	Deferred Compensation	3,716	3,900	4,500	5,200	5,400
99	98	Contra Expense/Reclass	(221,034)	(246,800)	(282,100)	(307,000)	(317,300)
<b>Total</b>			<b>693,308</b>	<b>687,700</b>	<b>759,100</b>	<b>790,700</b>	<b>818,000</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	168,311	159,100	188,400	294,200	249,200
40	03	Telephone	7,851	7,900	7,900	7,900	7,900
40	05	Electricity	255,869	234,400	256,000	256,000	256,000
40	06	Utility locates	39,734	32,000	32,000	32,000	32,000
43	01	R&M Building	4,657	12,000	5,000	5,000	5,000
43	02	R&M Equipment	139,090	63,700	63,700	54,500	54,500
43	05	R&M Vehicle	7,001	2,800	2,300	2,300	2,300
43	08	R&M Water System	-	2,000	-	-	-
44	02	Equip./Vehicle Rentals	1,158	3,500	5,600	4,100	3,600
45	02	General Insurance & Claim	(6,194)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	6,491	16,100	14,800	14,800	14,800
46	02	Dues/Subscriptions	8,766	7,300	7,200	7,600	7,600
47	01	Advertising/Legal Notices	69	300	200	200	200
47	04	Postage	4,367	3,600	3,600	3,600	3,600
47	38	Construction Debris	-	4,000	4,000	4,000	4,000
49	01	Water Protection Fee	29,552	38,000	38,000	38,000	38,000
<b>Total</b>			<b>666,722</b>	<b>586,700</b>	<b>628,700</b>	<b>724,200</b>	<b>678,700</b>
<b>Commodities</b>							
52	01	Building/Grounds	4,014	3,700	4,200	4,200	4,200
52	02	Small Tools	5,394	5,700	5,700	5,700	5,700
52	04	Vehicles Supplies	8,137	4,000	5,000	6,500	6,500
52	05	Furniture & Equipment	719	500	500	500	500
52	09	Fuel and Fluids	15,595	16,400	16,400	15,700	15,700
52	12	Utility System Supplies	102,296	66,200	91,000	89,500	89,000
52	13	Chemicals	252,996	256,000	257,400	257,400	257,400
52	20	Operating Supplies	5,031	8,200	7,700	7,700	7,700
52	30	Bulk Water	536,649	560,900	560,900	589,000	618,400
52	31	Meters & Supplies-New Developmt	44,389	32,000	32,000	32,000	32,000
52	32	Meters & Supplies-Existing	39,586	42,700	49,200	61,200	61,200
53	02	Clothing & Uniform	4,407	7,400	7,900	7,600	7,900
<b>Total</b>			<b>1,019,213</b>	<b>1,003,700</b>	<b>1,037,900</b>	<b>1,077,000</b>	<b>1,106,200</b>

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# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: Water Fund 521**

<b>Classification</b>			<b>FY 17</b>	<b>FY 18</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>
			<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Budget</b>
<b>Capital Outlay</b>							
61	03	Building Improvement	-	27,000	27,000	-	-
61	04	Equipment	226,376	77,200	65,000	50,000	-
61	09	Vehicles	111,156	62,500	60,000	225,000	90,000
<b>Total</b>			337,532	166,700	152,000	275,000	90,000
<b>GF Allocations</b>							
50	01	GF Allocations	419,700	453,400	453,400	586,500	610,000
<b>Internal Services</b>							
91	01	Building Services	6,421	9,000	9,000	11,000	10,800
91	02	IT Services	43,074	32,000	32,000	33,900	40,600
91	03	Risk Services	71,699	74,700	74,700	96,400	104,900
91	04	Utility Billing	388,882	394,800	394,800	392,100	401,600
<b>Total</b>			510,076	510,500	510,500	533,400	557,900
<b>Total Expenses</b>			3,646,551	3,408,700	3,541,600	3,986,800	3,860,800

# CITY OF GARDNER ANNUAL BUDGET



**Program: Water Administration 4210**

**Fund: Water Fund 521**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Contractual Services</b>							
31	15	Outsourced Services	48,238	37,500	64,700	129,000	135,500
46	01	Meetings/Training/Travel/Cont Ed	-	1,200	1,100	3,300	1,100
46	02	Dues/Subscriptions	-	800	700	1,100	1,100
47	01	Advertising/Legal Notices	69	200	100	100	100
47	04	Postage	251	100	100	100	100
49	01	Water Protection Fee	29,552	38,000	38,000	38,000	38,000
<b>Total</b>			78,110	77,800	104,700	171,600	175,900
<b>Commodities</b>							
52	20	Operating Supplies	28	500	100	100	100
<b>Total</b>			28	500	100	100	100
<b>GF Allocations</b>							
50	01	GF Allocations	419,700	453,400	453,400	586,500	610,000
<b>Internal Services</b>							
91	01	Building Services	260	300	300	300	300
91	03	Risk Services	3,273	5,900	5,900	24,400	26,600
91	04	Utility Billing	388,882	394,800	394,800	392,100	401,600
<b>Total</b>			392,415	401,000	401,000	416,800	428,500
<b>Total Expenses</b>			890,253	932,700	959,200	1,175,000	1,214,500

# CITY OF GARDNER ANNUAL BUDGET



**Program: Water Treatment 4220**  
**Fund: Water Fund 521**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget	
<b>Personal Services</b>							
11	01	Full-Time	309,318	296,100	306,700	306,700	315,900
11	02	Overtime	45,137	25,100	43,200	43,200	44,500
21	01	Health & Dental Insurance	60,036	62,200	64,800	69,600	72,200
21	02	Life Insurance	335	300	300	300	300
22	01	Social Security	24,959	24,600	26,800	26,800	27,600
22	03	Unemployment Compensation	712	700	400	400	400
23	01	KPERS Retirement	29,965	30,200	33,000	34,800	37,800
23	05	Deferred Compensation	1,813	1,700	1,800	1,800	1,900
<b>Total</b>		<b>472,275</b>	<b>440,900</b>	<b>477,000</b>	<b>483,600</b>	<b>500,600</b>	
<b>Contractual Services</b>							
31	15	Outsourced Services	115,350	108,600	116,700	158,200	106,700
40	03	Telephone	6,921	6,800	6,900	6,900	6,900
40	05	Electricity	255,869	234,400	256,000	256,000	256,000
43	01	R&M Building	4,657	12,000	5,000	5,000	5,000
43	02	R&M Equipment	138,820	62,200	62,200	53,000	53,000
43	05	R&M Vehicle	660	1,300	1,300	1,300	1,300
45	02	General Insurance & Claim	(5,249)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	4,463	8,200	8,200	6,000	8,200
46	02	Dues/Subscriptions	8,501	6,000	6,000	6,000	6,000
47	01	Advertising/Legal Notices	-	100	100	100	100
47	04	Postage	4,116	3,500	3,500	3,500	3,500
<b>Total</b>		<b>534,108</b>	<b>443,100</b>	<b>465,900</b>	<b>496,000</b>	<b>446,700</b>	
<b>Commodities</b>							
52	01	Building/Grounds	4,014	3,700	4,200	4,200	4,200
52	02	Small Tools	1,460	2,200	2,200	2,200	2,200
52	04	Vehicle Supplies	1,228	1,300	2,300	3,800	3,800
52	09	Fuel and Fluids	6,851	7,000	7,000	7,000	7,000
52	12	Utility System Supplies	71,093	35,200	60,000	60,000	60,000
52	13	Chemicals	252,996	256,000	257,400	257,400	257,400
52	20	Operating Supplies	3,591	5,100	5,000	5,000	5,000
52	30	Bulk Water	536,649	560,900	560,900	589,000	618,400
53	02	Clothing & Uniform	2,749	3,900	4,400	4,400	4,400
<b>Total</b>		<b>880,631</b>	<b>875,300</b>	<b>903,400</b>	<b>933,000</b>	<b>962,400</b>	

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Water Treatment 4220**  
**Fund: Water Fund 521**

<b>Classification</b>			<b>FY 17 Actual</b>	<b>FY 18 Budget</b>	<b>FY 18 Estimate</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>
<b>Capital Outlay</b>							
61	03	Building	-	27,000	27,000	-	-
61	04	Equipment	226,376	12,200	-	-	-
61	09	Vehicles	49,833	-	-	-	90,000
<b>Total</b>			276,209	39,200	27,000	-	90,000
<b>Internal Services</b>							
91	01	Building Services	1,475	1,800	1,800	3,100	3,000
91	02	IT Services	27,456	20,300	20,300	20,300	24,400
91	03	Risk Services	46,510	52,900	52,900	54,200	59,100
<b>Total</b>			75,441	75,000	75,000	77,600	86,500
<b>Total Expenses</b>			2,238,664	1,873,500	1,948,300	1,990,200	2,086,200



# CITY OF GARDNER ANNUAL BUDGET



**Program: Water Distribution 4230**  
**Fund: Water Fund 521**

Classification	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>					
11 01 Full-Time	287,045	317,100	359,000	393,900	405,700
11 02 Overtime	23,392	22,800	28,500	28,300	29,200
14 01 Seasonal	6,098	10,000	10,000	10,000	10,000
21 01 Health & Dental Insurance	74,623	81,600	96,000	102,300	105,600
21 02 Life Insurance	409	400	600	600	600
22 01 Social Security	21,859	26,800	30,400	33,100	34,000
22 03 Unemployment Compensation	623	800	400	400	400
23 01 KPERS Retirement	26,115	31,900	36,600	42,100	45,700
23 05 Deferred Compensation	1,903	2,200	2,700	3,400	3,500
99 98 Contra Expense/Reclass	(221,034)	(246,800)	(282,100)	(307,000)	(317,300)
<b>Total</b>	221,033	246,800	282,100	307,100	317,400
<b>Contractual Services</b>					
31 15 Outsourced Services	4,723	13,000	7,000	7,000	7,000
40 03 Telephone	930	1,100	1,000	1,000	1,000
40 06 Utility locates	39,734	32,000	32,000	32,000	32,000
43 02 R&M Equipment	270	1,500	1,500	1,500	1,500
43 05 R&M Vehicle	6,341	1,500	1,000	1,000	1,000
43 08 R&M Water System	-	2,000	-	-	-
44 02 Equip./Vehicle Rentals	1,158	3,500	5,600	4,100	3,600
45 02 General Insurance & Claim	(945)	-	-	-	-
46 01 Meeting/Training/Travel/Cont Ed	2,028	6,700	5,500	5,500	5,500
46 02 Dues/Subscriptions	265	500	500	500	500
47 38 Construction Debris	-	4,000	4,000	4,000	4,000
<b>Total</b>	54,504	65,800	58,100	56,600	56,100
<b>Commodities</b>					
52 02 Small Tools	3,934	3,500	3,500	3,500	3,500
52 04 Vehicle Supplies	6,909	2,700	2,700	2,700	2,700
52 05 Furniture & Equipment	719	500	500	500	500
52 09 Fuel and Fluids	8,744	9,400	9,400	8,700	8,700
52 12 Utility System Supplies	31,203	31,000	31,000	29,500	29,000
52 20 Operating Supplies	1,412	2,600	2,600	2,600	2,600
52 31 Meters & Materials - New	44,389	32,000	32,000	32,000	32,000
52 32 Meters & Materials -Existing	39,586	42,700	49,200	61,200	61,200
53 02 Clothing & Uniform	1,658	3,500	3,500	3,200	3,500
<b>Total</b>	138,554	127,900	134,400	143,900	143,700

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Water Distribution 4230**  
**Fund: Water Fund 521**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Capital Outlay</b>						
61 04	Equipment	-	65,000	65,000	50,000	-
61 09	Vehicles	61,323	62,500	60,000	225,000	-
<b>Total</b>		61,323	127,500	125,000	275,000	-
<b>Internal Services</b>						
91 01	Building Services	4,686	6,900	6,900	7,600	7,500
91 02	IT Services	15,618	11,700	11,700	13,600	16,200
91 03	Risk Services	21,916	15,900	15,900	17,800	19,200
<b>Total</b>		42,220	34,500	34,500	39,000	42,900
<b>Total Expenses</b>		517,634	602,500	634,100	821,600	560,100

# CITY OF GARDNER ANNUAL BUDGET



**Wastewater Fund  
Fund 531**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	702,175	753,915	918,546	1,094,846	1,478,946
<b>Revenue:</b>					
<b>Charges for Services:</b>					
Wastewater-Public	4,270,576	4,713,400	4,622,400	4,668,600	4,715,300
Wastewater-General Fund	4,001	4,430	4,400	2,600	2,700
Wastewater - Bldg Maint	1,620	1,750	1,800	2,700	2,700
Penalties	127,811	143,560	143,600	146,400	149,300
Reconnection Fee	9,915	9,790	9,800	9,800	9,800
Connection Fee	1,975	-	-	-	-
Sewer System Development Fee	756,700	827,700	860,700	827,700	827,700
<b>Charges for Services Total</b>	5,172,598	5,700,630	5,642,700	5,657,800	5,707,500
<b>Use of Money:</b>					
Interest on Investments	6,000	1,000	6,000	6,000	6,100
<b>Use of Money Total</b>	6,000	1,000	6,000	6,000	6,100
<b>Transfers In:</b>					
Water Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>Transfers In Total</b>	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>Miscellaneous:</b>					
Miscellaneous	498	-	-	-	-
Debt Proceeds	-	-	2,385,000	1,120,000	915,000
Federal Grant (CDBG 2006)	-	-	-	-	-
<b>Miscellaneous Total</b>	498	-	2,385,000	1,120,000	915,000
<b>Revenue Total</b>	6,179,096	6,701,630	9,033,700	7,783,800	7,628,600
<b>Expenses:</b>					
<b>Operations:</b>					
Administration	767,442	802,000	1,247,800	956,200	989,500
Treatment	1,193,559	1,196,900	1,205,500	1,269,200	1,230,200
Collection	536,011	516,800	547,400	746,400	481,200
<b>Operations Total</b>	2,497,012	2,515,700	3,000,700	2,971,800	2,700,900

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# CITY OF GARDNER ANNUAL BUDGET



**Wastewater Fund  
Fund 531**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Capital Improvement Projects</b>					
I&I Reduction Program	69	158,000	-	300,000	300,000
Replc Gear Boxes & End Bearings for OX Rotors	40,303	-	-	-	-
Replace Two Submersible Pumps at KC LS	75,562	-	-	-	-
Replace Remaining Submersible Pumps KC LS	-	-	48,000	-	-
Replace HVAC System at KC	-	-	50,000	-	-
Replace 125 HP Blowers at KC Facility	-	-	175,000	-	-
Replace Overhead Crane at Kill Creek LS	-	-	60,000	-	-
Remove Organics from Thickeners/Digestors	-	148,000	148,000	-	-
South Lift Station Storage Tank Construction	69	-	2,100,000	-	-
Replace BDP Belt Press at KC Facility	-	-	-	500,000	-
Remove Temporary Lift Station	-	-	-	200,000	-
WWTP Clarifier Improvements	-	-	-	400,000	-
Repl/Rebuild Grinder at Big Bull Creek LS	-	-	-	70,000	-
Replace 2 Pumps at East Lift Station	-	-	-	150,000	-
UV Disinfection: replace UV system	-	-	-	-	550,000
Nike L.S. and Forcemain Improvements	-	-	-	-	365,000
Remove Willbrook Lift Station	-	-	-	-	300,000
Remove Sunset Lift Station	-	-	-	-	177,500
<b>Capital Improvement Projects Total</b>	<b>116,003</b>	<b>306,000</b>	<b>2,581,000</b>	<b>1,620,000</b>	<b>1,692,500</b>
<b>Debt Service:</b>					
2008B North Lift Station	746,200	743,600	743,600	-	-
2009 Bull Creek lift (loan ineligible- 2005 temp)	11,020	10,700	10,700	10,400	-
Bull Creek lift C20 1721-01	185,742	185,700	185,700	185,700	185,700
2012C Refunding KDHE KCWWTP C20 1514-01	1,612,700	1,537,200	1,537,200	1,519,600	1,530,600
2014A GO capacity expansion for USD campus	77,694	81,100	81,100	79,800	78,600
Sewer Revolv Loan-Big Bull Crk WWTP-C20 1956-01	636,541	636,500	636,500	636,500	636,500
CIP-Water Intrusion around Kill Creek LS	-	13,800	-	-	-
Four Corners Improvements	-	99,385	-	-	-
Estimated Debt Svc - Planned 2018 Bond Issuance - CIP	-	-	-	294,000	294,000
Estimated Debt Svc - Planned 2019 Bond Issuance - CIP	-	-	-	-	138,100
Cedar Creek Phase 1 & 2 - 175th and I-35	12,213	12,000	12,000	11,800	11,500
<b>Debt Service Total</b>	<b>3,282,110</b>	<b>3,319,985</b>	<b>3,206,800</b>	<b>2,737,800</b>	<b>2,875,000</b>
<b>Transfers Out</b>					
Trf to Bond & Int Fund (Kill Creek street/wtr BD)	25,800	25,700	25,700	26,100	25,900
Trf to Bond & Int Fund (2012A PBC (refi 2002A City Hall))	25,300	26,800	26,800	27,600	29,400
Trf to Bond & Int Fund (14A GO connect to USD BD (10%))	16,500	16,400	16,400	16,400	16,400
<b>Transfers Out Total</b>	<b>67,600</b>	<b>68,900</b>	<b>68,900</b>	<b>70,100</b>	<b>71,700</b>
<b>Expenses Total</b>	<b>5,962,725</b>	<b>6,210,585</b>	<b>8,857,400</b>	<b>7,399,700</b>	<b>7,340,100</b>
<b>Surplus/(Shortfall)</b>	<b>216,371</b>	<b>491,045</b>	<b>176,300</b>	<b>384,100</b>	<b>288,500</b>
<b>Funds Available Dec 31</b>	<b>918,546</b>	<b>1,244,960</b>	<b>1,094,846</b>	<b>1,478,946</b>	<b>1,767,446</b>

# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: Wastewater Fund 531**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	289,709	278,900	290,600	290,600	299,300
11	02	Overtime	13,668	15,100	12,600	12,600	13,000
21	01	Health & Dental Insurance	48,659	50,100	52,300	56,300	58,200
21	02	Life Insurance	335	300	300	300	300
22	01	Social Security	21,514	22,500	23,200	23,200	23,900
22	03	Unemployment Compensation	614	600	300	300	300
23	01	KPERS Retirement	25,662	27,600	28,600	30,200	32,800
23	05	Deferred Compensation	1,679	1,700	1,700	1,700	1,800
99	98	Contra Expense/Reclass	221,034	246,800	282,100	307,000	317,300
<b>Total</b>			<b>622,874</b>	<b>643,600</b>	<b>691,700</b>	<b>722,200</b>	<b>746,900</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	172,853	267,300	712,400	279,700	270,000
40	01	Water	7,242	7,500	7,500	7,500	7,500
40	03	Telephone	6,414	7,500	7,900	7,900	7,900
40	05	Electricity	207,877	210,000	210,000	210,000	210,000
40	06	Utility Locates	30,672	28,000	28,000	28,000	28,000
43	01	R&M Buildings	6,660	2,000	6,000	7,000	7,000
43	02	R&M Equipment	75,821	50,700	52,900	52,900	52,900
43	05	R&M Vehicle	28,374	3,600	5,600	4,600	5,600
44	02	Equip./Vehicle Rentals	661	2,000	1,800	1,800	1,800
45	02	General Insurance	405	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	9,757	13,800	15,300	12,300	15,300
46	02	Dues/Subscriptions	1,523	1,500	1,400	1,400	1,400
47	04	Postage	177	-	-	-	-
		Construction Debris	-	-	4,000	4,000	4,000
47	39	Sludge Removal	91,484	75,000	50,000	50,000	50,000
<b>Total</b>			<b>640,075</b>	<b>668,900</b>	<b>1,102,800</b>	<b>667,100</b>	<b>661,400</b>
<b>Commodities</b>							
52	01	Building & Grounds	5,515	8,400	13,500	13,500	11,500
52	02	Small Tools	5,952	9,800	8,000	8,000	8,000
52	04	Vehicle Supplies	11,219	18,500	14,500	21,200	14,500
52	05	Furniture & Equipment	38,153	13,200	33,200	13,200	13,200
52	09	Fuel & Fluids	15,633	20,100	18,100	18,100	18,100
52	12	Utility System Supplies	53,082	56,700	49,200	49,200	49,200
52	13	Chemicals	20,965	41,200	37,200	37,200	37,200
52	20	Operating Supplies	4,315	7,800	6,900	7,000	7,000
53	02	Clothing & Uniforms	12,719	7,600	8,200	9,400	9,400
<b>Total</b>			<b>167,553</b>	<b>183,300</b>	<b>188,800</b>	<b>176,800</b>	<b>168,100</b>

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# CITY OF GARDNER ANNUAL BUDGET



**Program: All**  
**Fund: Wastewater Fund 531**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Capital Outlay</b>						
61 04	Equipment	115,476	50,000	50,000	100,000	20,000
61 09	Vehicles	88,089	62,500	60,000	250,000	-
<b>Total</b>		203,565	112,500	110,000	350,000	20,000
<b>GF Allocations</b>						
50	GF Allocations	401,400	433,900	433,900	557,400	579,900
<b>Internal Services</b>						
91	Building Services	7,376	9,900	9,900	11,200	11,000
91	IT Services	43,074	32,000	32,000	33,900	40,600
91	Risk Services	90,839	108,400	108,400	133,800	145,800
91	Utility Billing	320,256	323,200	323,200	319,400	327,200
<b>Total</b>		461,545	473,500	473,500	498,300	524,600
<b>Total Expenses</b>		2,497,012	2,515,700	3,000,700	2,971,800	2,700,900

# CITY OF GARDNER ANNUAL BUDGET



**Program: Wastewater Administration 4310**  
**Fund: Wastewater Fund 531**

Classification		FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget	
<b>Contractual Services</b>							
31	15	Outsourced Services	42,297	37,500	482,900	50,000	50,000
40	03	Telephone	-	100	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	-	1,600	2,200	1,700	2,200
46	02	Dues/Subscriptions	-	100	-	-	-
47	01	Advertising/Legal Notices	155	-	-	-	-
<b>Total</b>		42,452	39,300	485,100	51,700	52,200	
<b>Commodities</b>							
52	20	Operating Supplies	-	200	200	200	200
<b>Total</b>		-	200	200	200	200	
<b>GF Allocations</b>							
50	01	GF Allocations	401,400	433,900	433,900	557,400	579,900
<b>Internal Services</b>							
91	01	Building Services	260	300	300	300	300
91	03	Risk Services	3,074	5,100	5,100	27,200	29,700
91	04	Utility Billing	320,256	323,200	323,200	319,400	327,200
<b>Total</b>		323,590	328,600	328,600	346,900	357,200	
<b>Total Expenses</b>		767,442	802,000	1,247,800	956,200	989,500	

# CITY OF GARDNER ANNUAL BUDGET



**Program: Wastewater Treatment 4320**  
**Fund: Wastewater Fund 531**

Classification	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>					
11 01 Full-Time	289,709	278,900	290,600	290,600	299,300
11 02 Overtime	13,668	15,100	12,600	12,600	13,000
21 01 Health & Dental Insurance	48,659	50,100	52,300	56,300	58,200
21 02 Life Insurance	335	300	300	300	300
22 01 Social Security	21,514	22,500	23,200	23,200	23,900
22 03 Unemployment Compensation	614	600	300	300	300
23 01 KPERS Retirement	25,662	27,600	28,600	30,200	32,800
23 05 Deferred Compensation	1,679	1,700	1,700	1,700	1,800
<b>Total</b>	401,840	396,800	409,600	415,200	429,600
<b>Contractual Services</b>					
31 15 Outsourced Services	115,701	229,100	229,100	229,100	219,400
40 01 Water	7,242	7,500	7,500	7,500	7,500
40 03 Telephone	5,531	6,600	6,600	6,600	6,600
40 05 Electricity	207,877	210,000	210,000	210,000	210,000
43 01 R&M Buildings	6,660	2,000	6,000	6,000	6,000
43 02 R&M Equipment	50,778	49,000	51,000	51,000	51,000
43 05 R&M Vehicle	1,734	1,600	1,600	1,600	1,600
46 01 Meetings/Training/Travel/Cont Ed	5,014	8,200	8,400	5,900	8,400
46 02 Dues/Subscriptions	1,207	1,000	1,100	1,100	1,100
47 04 Postage	177	-	-	-	-
47 39 Sludge Removal	91,484	75,000	50,000	50,000	50,000
<b>Total</b>	493,405	590,000	571,300	568,800	561,600
<b>Commodities</b>					
52 01 Buildings & Grounds	5,515	8,400	13,500	13,500	11,500
52 02 Small Tools	1,665	3,300	3,000	3,000	3,000
52 04 Vehicle Supplies	4,436	2,500	2,500	2,500	2,500
52 05 Furniture & Equipment	38,153	13,200	33,200	13,200	13,200
52 09 Fuel and Fluids	9,491	12,000	12,000	12,000	12,000
52 12 Utility System Supplies	37,064	46,700	36,700	36,700	36,700
52 13 Chemicals	13,303	20,200	20,200	20,200	20,200
52 20 Operating Supplies	3,130	5,200	4,300	4,300	4,300
53 02 Clothing & Uniforms	8,593	3,900	4,500	5,700	5,700
<b>Total</b>	121,350	115,400	129,900	111,100	109,100

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# CITY OF GARDNER ANNUAL BUDGET



**Program: Wastewater Treatment 4320**

**Fund: Wastewater Fund 531**

<b>Classification</b>		<b>FY 17 Actual</b>	<b>FY 18 Budget</b>	<b>FY 18 Estimate</b>	<b>FY 19 Budget</b>	<b>FY 20 Budget</b>
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<b>Capital Outlay</b>						
61	04 Equipment	36,467	-	-	50,000	20,000
61	09 Vehicles	56,242	-	-	25,000	-
<b>Total</b>		92,709	-	-	75,000	20,000
<b>Internal Services</b>						
91	01 Building Services	2,256	2,600	2,600	3,100	3,000
91	02 IT Services	27,456	20,300	20,300	20,300	24,400
91	03 Risk Services	54,543	71,800	71,800	75,700	82,500
<b>Total</b>		84,255	94,700	94,700	99,100	109,900
<b>Total Expenses</b>		1,193,559	1,196,900	1,205,500	1,269,200	1,230,200
		=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Program: Wastewater Collection 4330**

**Fund: Wastewater Fund 531**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
99	98	Contra Expense/Reclass	221,034	246,800	282,100	307,000	317,300
<b>Total</b>			221,034	246,800	282,100	307,000	317,300
<b>Contractual Services</b>							
31	15	Outsourced Services	14,855	700	400	600	600
40	03	Telephone	883	800	1,300	1,300	1,300
40	06	Utility Locates	30,672	28,000	28,000	28,000	28,000
43	02	R&M Equipment	25,043	1,700	1,900	1,900	1,900
43	05	R&M Vehicle	26,640	2,000	4,000	3,000	4,000
44	02	Equip/vehicle rental	661	2,000	1,800	1,800	1,800
45	02	General Insurance & Claim	405	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	4,743	4,000	4,700	4,700	4,700
46	02	Dues/Subscriptions	316	400	300	300	300
		Construction Debris	-	-	4,000	4,000	4,000
<b>Total</b>			104,218	39,600	46,400	46,600	47,600
<b>Commodities</b>							
52	02	Small Tools	4,287	6,500	5,000	5,000	5,000
52	04	Vehicle Supplies	6,783	16,000	12,000	18,700	12,000
52	09	Fuel and Fluids	6,142	8,100	6,100	6,100	6,100
52	12	Utility System Supplies	16,018	10,000	12,500	12,500	12,500
52	13	Chemicals	7,662	21,000	17,000	17,000	17,000
52	20	Operating Supplies	1,185	2,400	2,400	2,500	2,500
53	02	Clothing & Uniforms	4,126	3,700	3,700	3,700	3,700
<b>Total</b>			46,203	67,700	58,700	65,500	58,800
<b>Capital Outlay</b>							
61	04	Equipment	79,009	50,000	50,000	50,000	-
	09	Vehicle	31,847	62,500	60,000	225,000	-
<b>Total</b>			110,856	112,500	110,000	275,000	-
<b>Internal Services</b>							
91	01	Building Services	4,860	7,000	7,000	7,800	7,700
91	02	IT Services	15,618	11,700	11,700	13,600	16,200
91	03	Risk Services	33,222	31,500	31,500	30,900	33,600
<b>Total</b>			53,700	50,200	50,200	52,300	57,500
<b>Total Expenses</b>			536,011	516,800	547,400	746,400	481,200

# AIRPORT

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## Overview

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The City owns and operates a municipal airport, located one mile west of the central business district. The airport maintains a variety of support services for aircraft, primarily for single-engine, piston aircraft. Those services include aircraft parking and tie-downs, hangars, aircraft maintenance, 24-hour self-service fuel, glider towing, flight instruction and aircraft rental.

## Contact Information

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(913) 856-7535

[www.gardnerkansas.gov/electric](http://www.gardnerkansas.gov/electric)

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# CITY OF GARDNER ANNUAL BUDGET



## Airport Fund 551

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	166,765	175,405	236,189	235,789	399,189
<b>Charges for Services</b>					
<b>Operations:</b>					
Hangar Rental	183,705	185,000	185,000	185,000	185,000
Fuel Sales	65,898	75,000	70,000	75,000	75,000
Penalties	232	400	300	400	400
Miscellaneous	1,721	4,000	2,200	4,000	4,000
	251,556	264,400	257,500	264,400	264,400
<b>Charges for Services Total</b>					
<b>Use of Money</b>					
Interest on Investments	1,564	200	1,600	1,500	1,500
	1,564	200	1,600	1,500	1,500
<b>Use of Money Total</b>					
<b>Transfers In</b>					
General Fund	108,900	146,600	146,600	165,600	175,900
General Fund Transfer Offset	(108,900)	(146,600)	(146,600)	(165,600)	(175,900)
	-	-	-	-	-
<b>Transfers In Total</b>					
<b>Intergovernmental</b>					
FAA Grant	57,574	472,500	518,500	150,000	150,000
	57,574	472,500	518,500	150,000	150,000
<b>Intergovernmental Total</b>					
<b>Miscellaneous</b>					
Donations					
Debt Proceeds	-	-	338,500	240,000	357,800
	-	-	338,500	240,000	357,800
<b>Miscellaneous Total</b>					
<b>Revenue Total</b>					
	310,694	737,100	1,116,100	655,900	773,700
<b>Expenses</b>					
<b>Operations</b>					
Aiport Operations	242,190	297,900	307,400	363,600	367,200
General Fund Allocation Charges	(108,900)	(108,700)	(108,700)	(165,600)	(175,900)
	133,290	189,200	198,700	198,000	191,300
<b>Operations Total</b>					

...continued

# CITY OF GARDNER ANNUAL BUDGET



## Airport Fund 551

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
	-----	-----	-----	-----	-----
<b>Capital Improvement</b>					
<u>Development:</u>					
Property Acquisition (Gardner)	-	325,000	-	-	402,500
Property demolition	-	50,000	-	-	-
Property Acquisition (Baker) (Proj 1807)	-	-	857,000	-	-
Runway approach demolition	-	150,000	-	-	-
Rental Assistance/Moving (Proj 1607)	40,552	-	-	-	-
Sanitary Sewer Service (AP1901)	-	-	-	240,000	-
	-----	-----	-----	-----	-----
<b>Capital Improvement Total</b>	40,552	525,000	857,000	240,000	402,500
<b>Debt Service</b>					
2004D Airport Hangar (refi by 2013A)	45,998	40,100	40,100	41,000	38,600
2008A Airport Runway Repaving	21,430	20,700	20,700	-	-
2018 Baker temp notes	-	-	-	13,500	13,500
2020 Gardner temp notes	-	-	-	-	-
	-----	-----	-----	-----	-----
<b>Debt Service Total</b>	67,428	60,800	60,800	54,500	52,100
<b>Transfers</b>					
Xfer to B&I (San Sewer Serv AP1901)	-	-	-	-	28,800
	-----	-----	-----	-----	-----
<b>Transfers Total</b>	-	-	-	-	28,800
	-----	-----	-----	-----	-----
<b>Debt Service/Transfers Total</b>	67,428	60,800	60,800	54,500	80,900
	-----	-----	-----	-----	-----
<b>Expenses Total</b>	<b>241,270</b>	<b>775,000</b>	<b>1,116,500</b>	<b>492,500</b>	<b>674,700</b>
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	69,424	(37,900)	(400)	163,400	99,000
<b>Funds Available Dec 31</b>	236,189	137,505	235,789	399,189	498,189
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Program: Airport 4520**  
**Fund: Airport Fund 551**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
13	01	Part-Time	13,472	27,100	27,200	27,200	27,600
22	01	Social Security	993	2,100	2,100	2,100	2,100
22	03	Unemployment Compensation	29	100	-	-	-
23	01	KPERS Retirement	1,098	2,300	-	-	-
<b>Total</b>			<b>15,592</b>	<b>31,600</b>	<b>29,300</b>	<b>29,300</b>	<b>29,700</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	3,104	5,100	33,900	5,900	5,900
40	01	Water	1,643	1,200	1,600	1,600	1,600
40	03	Telephone	2,829	2,500	2,900	2,900	2,900
40	04	Natural Gas	2,773	3,500	3,000	3,000	3,000
40	05	Electricity	9,551	12,500	10,000	10,000	10,000
43	02	R&M - Equipment	4,671	5,000	5,000	5,000	5,000
43	03	R&M - Hangar	9,536	10,000	10,000	10,000	10,000
43	04	R&M - Runway	443	20,000	10,000	20,000	10,000
43	01	R&M - Terminal (Buildings)	775	5,000	1,000	5,000	5,000
46	01	Meetings/Training/Travel/Cont Ed	7	-	-	-	-
47	04	Postage	52	100	-	-	-
<b>Total</b>			<b>35,384</b>	<b>64,900</b>	<b>77,400</b>	<b>63,400</b>	<b>53,400</b>
<b>Commodities</b>							
52	04	Vehicle Supplies	586	200	200	200	200
52	09	Fuel and Fluids	66,456	75,000	75,000	75,000	75,000
52	20	Operating Supplies	534	2,200	1,500	1,000	1,000
<b>Total</b>			<b>67,576</b>	<b>77,400</b>	<b>76,700</b>	<b>76,200</b>	<b>76,200</b>
<b>GF Allocations</b>							
50	01	GF Allocations	108,900	108,700	108,700	165,600	175,900
<b>Internal Services</b>							
91	01	Building Services	521	500	500	900	900
91	02	IT Services	-	-	-	10,200	12,200
91	03	Risk Services	9,223	10,000	10,000	13,700	14,500
91	04	Utility Billing	4,994	4,800	4,800	4,300	4,400
<b>Total</b>			<b>14,738</b>	<b>15,300</b>	<b>15,300</b>	<b>29,100</b>	<b>32,000</b>
<b>Total Expenses</b>			<b>242,190</b>	<b>297,900</b>	<b>307,400</b>	<b>363,600</b>	<b>367,200</b>

## **Economic Development Reserve Fund**

This fund is used to account for transient guest tax revenues that are restricted for the purpose of business recruitment, retention and expansion, as well as tourism and marketing efforts.

## **Special Alcohol & Drug Fund**

The Special Alcohol and Drug Fund revenues are collected from a levy of 10% of gross receipts tax on the sale of any drink containing alcoholic liquor sold by a club, caterer, or drinking establishment. The revenue generated from this tax is allocated 30% to the state of Kansas and 70% to cities and counties where the tax is collected. The City share is mandated by Kansas Statute to be allocated 1/3 to the General Fund, 1/3 to the Special Parks and Recreation Fund, and 1/3 to the Special Alcohol and Drug Fund.

This fund is used to account for the state-mandated 1/3 of revenues that are restricted for the purpose of funding programs for the education, treatment, and intervention of alcohol and drug abuse. The program is administered by the County.

## **Special Parks and Recreation Fund**

This fund is used to account for the aforementioned 1/3 of alcoholic liquor revenues that are restricted to expenditures for the purchase, establishment, maintenance, or expansion of park and recreation services, programs, and facilities.

## **Park Sales Tax Fund**

In June of 2005, the citizens of Gardner approved a one-half of one percent (.5%) sales tax increase effective January 2006 and sunseting December 2015. The sales tax revenues are restricted to the payment of debt service for the Aquatic Center and Celebration Park. Final payments on the debt service will occur in 2018.

## **Law Enforcement Trust Fund**

This fund is used to account for monies forfeited to the City of Gardner Police Department relating to controlled substance investigation forfeitures. Per Kansas Statute, expenditures from this fund shall be made only for authorized law enforcement purposes of the Gardner Police Department.

# CITY OF GARDNER ANNUAL BUDGET



**Economic Development Reserve Fund  
105**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Funds Available Jan 1</b>	94,978	77,428	91,677	15,527	16,627
<b>Revenue:</b>					
Taxes:					
Transient Guest	71,383	74,000	74,000	285,600	291,300
Taxes Total	<u>71,383</u>	<u>74,000</u>	<u>74,000</u>	<u>285,600</u>	<u>291,300</u>
Use of Money:					
Interest on Investments	471	100	500	500	500
Use of Money Total	<u>471</u>	<u>100</u>	<u>500</u>	<u>500</u>	<u>500</u>
<b>Revenue Total</b>	<u>71,854</u>	<u>74,100</u>	<u>74,500</u>	<u>286,100</u>	<u>291,800</u>
<b>Expenditures:</b>					
Contractual Services:					
Outsourced Services	63,655	110,000	130,000	255,000	265,000
Dues and Subscriptions	500	650	650	-	-
Special Events	5,000	5,000	5,000	5,000	5,000
Grants & Projects	6,000	15,000	15,000	25,000	25,000
Contractual Services Total	<u>75,155</u>	<u>130,650</u>	<u>150,650</u>	<u>285,000</u>	<u>295,000</u>
<b>Expenditures Total</b>	<u>75,155</u>	<u>130,650</u>	<u>150,650</u>	<u>285,000</u>	<u>295,000</u>
<b>Surplus/(Shortfall)</b>	(3,301)	(56,550)	(76,150)	1,100	(3,200)
<b>Funds Available Dec 31</b>	<u>91,677</u>	<u>20,878</u>	<u>15,527</u>	<u>16,627</u>	<u>13,427</u>



# CITY OF GARDNER ANNUAL BUDGET



**Special Alcohol and Drug Fund  
125**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Funds Available Jan 1</b>	17,173	31,173	33,424	50,024	68,824
<b>Revenue:</b>					
<b>Intergovernmental:</b>					
Special Alcohol Tax	35,291	35,600	35,600	37,800	38,200
<b>Intergovernmental Total</b>	<u>35,291</u>	<u>35,600</u>	<u>35,600</u>	<u>37,800</u>	<u>38,200</u>
<b>Use of Money:</b>					
Interest on Investments	160	-	200	200	-
<b>Use of Money Total</b>	<u>160</u>	<u>-</u>	<u>200</u>	<u>200</u>	<u>-</u>
<b>Revenue Total</b>	<u>35,451</u>	<u>35,600</u>	<u>35,800</u>	<u>38,000</u>	<u>38,200</u>
<b>Expenditures:</b>					
<b>Contractual Services:</b>					
Substance Abuse/Prevention	19,200	19,200	19,200	19,200	19,200
<b>Contractual Services Total</b>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>
<b>Expenditures Total</b>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>	<u>19,200</u>
<b>Surplus/(Shortfall)</b>	16,251	16,400	16,600	18,800	19,000
<b>Funds Available Dec 31</b>	<u>33,424</u>	<u>47,573</u>	<u>50,024</u>	<u>68,824</u>	<u>87,824</u>

# CITY OF GARDNER ANNUAL BUDGET



**Special Parks Fund  
Fund 135**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Funds Available Jan 1</b>	13,992	17,192	19,355	15,055	52,955
<b>Revenue:</b>					
<b>Intergovernmental:</b>					
Special Alcohol Tax	35,291	35,600	35,600	37,800	38,200
<b>Intergovernmental Total</b>	<u>35,291</u>	<u>35,600</u>	<u>35,600</u>	<u>37,800</u>	<u>38,200</u>
<b>Use of Money:</b>					
Interest on Investments	72	-	100	100	200
<b>Use of Money Total</b>	<u>72</u>	<u>-</u>	<u>100</u>	<u>100</u>	<u>200</u>
<b>Revenue Total</b>	<u>35,363</u> =====	<u>35,600</u> =====	<u>35,700</u> =====	<u>37,900</u> =====	<u>38,400</u> =====
<b>Expenditures:</b>					
Transfer to Park Sales Tax	30,000	40,000	40,000	-	-
<b>Expenditures Total</b>	<u>30,000</u> =====	<u>40,000</u> =====	<u>40,000</u> =====	<u>-</u> =====	<u>-</u> =====
<b>Surplus/(Shortfall)</b>	5,363	(4,400)	(4,300)	37,900	38,400
<b>Funds Available Dec 31</b>	<u>19,355</u> =====	<u>12,792</u> =====	<u>15,055</u> =====	<u>52,955</u> =====	<u>91,355</u> =====

# CITY OF GARDNER ANNUAL BUDGET



**Park Sales Tax Fund  
Fund 116**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	3,223	9,223	9,298	-	-
<b>Use of Money:</b>					
Interest on Investments	75	-	-	-	-
	-----	-----	-----	-----	-----
<b>Use of Money Total</b>	75	0	0	-	-
<b>Transfers In</b>					
Park Improvement Fund	30,000	5,000	2,702	-	-
Special Parks Fund	30,000	40,000	40,000	-	-
	-----	-----	-----	-----	-----
<b>Transfers In Total</b>	60,000	45,000	42,702	-	-
<b>Revenue Total</b>	60,075	45,000	42,702	-	-
	=====	=====	=====	=====	=====
<b>Transfers Out</b>					
Transfer to Bond & Int (2008B Addtl Pool)	54,000	52,000	52,000	-	-
	-----	-----	-----	-----	-----
<b>Total Transfers Out</b>	54,000	52,000	52,000	-	-
	-----	-----	-----	-----	-----
<b>Expenditures Total</b>	54,000	52,000	52,000	-	-
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	6,075	(7,000)	(9,298)	-	-
<b>Funds Available Dec 31</b>	9,298	2,223	-	-	-
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Law Enforcement Trust Fund  
Fund 110**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	7,781	7,781	12,431	12,531	12,631
<b>Revenue:</b>					
<b>Intergovernmental:</b>					
Drug Tax Distribution	4,578	-	-	-	-
<b>Intergovernmental Total</b>	4,578	-	-	-	-
<b>Use of Money:</b>					
Interest on Investments	72	-	100	100	100
<b>Use of Money Total</b>	72	-	100	100	100
<b>Revenue Total</b>	4,650	0	100	100	100
	=====	=====	=====	=====	=====
<b>Expenditures:</b>					
<b>Commodities</b>					
Miscellaneous Commodities	-	5,000	-	-	-
<b>Commodities Total</b>	-	5,000	-	-	-
<b>Expenditures Total</b>	0	5,000	0	0	0
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	4,650	(5,000)	100	100	100
<b>Funds Available Dec 31</b>	12,431	2,781	12,531	12,631	12,731
	=====	=====	=====	=====	=====

## **Park Improvement Fund**

This fund is used to account for the park impact fees collected on a per lot basis which are restricted for park and playground purposes.

## **Street Improvement Fund**

This fund is used to account for receipt of the City's excise tax on platted land. The expenditures in this fund are specifically restricted for the purpose of improvement of existing streets and the construction of new streets necessitated by the City's new development growth.

## **Special Highway Fund**

This fund is used to account for county/city revenue sharing of a portion of the State's motor fuel tax. These revenues are restricted to the construction and maintenance of streets, the repair and replacement of curbs, and the repair and construction of sidewalks within the City's boundaries. Revenues also include occasional grant funding from KDOT, CARS, SMAC and CDBG for qualifying projects, as well as the City's share of a one-quarter of one percent special county sales and use tax.

## **Infrastructure Special Sales Tax Fund**

In 2015, the citizens of Gardner approved a one-half of one percent (.5%) 10-year special sales tax effective January 2016 for infrastructure. The City will use these revenues to rehabilitate and properly maintain streets and pedestrian trails.

# CITY OF GARDNER ANNUAL BUDGET



**Park Improvement Reserve Fund  
Fund 115**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	58,351	119,951	111,642	235,840	287,840
<b>Revenue:</b>					
<b>Charges for Services:</b>					
Park Impact Fees	103,173	126,700	189,000	126,700	126,700
<b>Charges for Services Total</b>	----- 103,173	----- 126,700	----- 189,000	----- 126,700	----- 126,700
<b>Use of Money:</b>					
Interest on Investments	118	100	200	300	100
<b>Use of Money Total</b>	----- 118	----- 100	----- 200	----- 300	----- 100
<b>Revenue Total</b>	----- 103,291 =====	----- 126,800 =====	----- 189,200 =====	----- 127,000 =====	----- 126,800 =====
<b>Expenditures:</b>					
<b>Capital Improvements:</b>					
Land-CIP PR1901 St Johns Trace	-	-	-	-	150,000
<b>Total Capital Improvements</b>	----- -	----- -	----- -	----- -	----- 150,000
<b>Transfers Out</b>					
Transfer to Capital Improvement Reserve	20,000	62,300	62,300	75,000	50,000
Transfer to Parks Sales Tax Fund	30,000	5,000	2,702	-	-
<b>Total Transfers Out</b>	----- 50,000	----- 67,300	----- 65,002	----- 75,000	----- 50,000
<b>Expenditures Total</b>	----- 50,000 =====	----- 67,300 =====	----- 65,002 =====	----- 75,000 =====	----- 200,000 =====
<b>Surplus/(Shortfall)</b>	53,291	59,500	124,198	52,000	(73,200)
<b>Funds Available Dec 31</b>	----- 111,642 =====	----- 179,451 =====	----- 235,840 =====	----- 287,840 =====	----- 214,640 =====

# CITY OF GARDNER ANNUAL BUDGET



**Street Improvement Reserve Fund  
Fund 140**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	164,115	755,415	317,038	1,239,338	1,532,538
<b>Revenue:</b>					
<b>Taxes:</b>					
Excise Tax	176,950	1,653,000	942,500	311,300	37,600
	-----	-----	-----	-----	-----
<b>Taxes Total</b>	176,950	1,653,000	942,500	311,300	37,600
<b>Use of Money:</b>					
Interest on Investments	1,773	200	5,500	8,000	8,000
	-----	-----	-----	-----	-----
<b>Use of Money Total</b>	1,773	200	5,500	8,000	8,000
<b>Revenue Total</b>	178,723	1,653,200	948,000	319,300	45,600
	=====	=====	=====	=====	=====
<b>Expenditures:</b>					
<b>Transfers Out:</b>					
Transfer to Bond & Int Fund (Kill Creek strt/wtr BD)	25,800	25,700	25,700	26,100	25,900
	-----	-----	-----	-----	-----
<b>Transfers Out Total</b>	25,800	25,700	25,700	26,100	25,900
<b>Expenditures Total</b>	25,800	25,700	25,700	26,100	25,900
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	152,923	1,627,500	922,300	293,200	19,700
<b>Funds Available Dec 31</b>	317,038	2,382,915	1,239,338	1,532,538	1,552,238
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Special Highway Fund  
Fund 130**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	727,019	1,002,419	366,290	513,990	2,107,890
<b>Revenue:</b>					
<b>Taxes:</b>					
Special County Sales & Use Tax	357,586	193,000	193,000	442,000	464,000
<b>Taxes Total</b>	357,586	193,000	193,000	442,000	464,000
<b>Intergovernmental:</b>					
CARS	231,388	1,145,000	1,430,000	1,575,000	142,000
KDOT Fed Fund Exchange	96,646	-	300,000	-	-
MARC	-	-	-	1,415,000	-
SMAC	-	1,291,600	1,291,600	-	-
State Highway Aid	562,812	550,500	570,200	572,300	572,300
<b>Intergovernmental Total</b>	890,846	2,987,100	3,591,800	3,562,300	714,300
<b>Use of Money:</b>					
Interest on Investments	5,018	800	4,500	3,500	8,000
<b>Use of Money Total</b>	5,018	800	4,500	3,500	8,000
<b>Miscellaneous:</b>					
Anticipated reimb from bond proceeds	-	1,588,400	1,588,400	4,833,000	-
<b>Miscellaneous Total</b>	-	1,588,400	1,588,400	4,833,000	-
<b>Revenue Total</b>	1,253,450	4,769,300	5,377,700	8,840,800	1,186,300
<b>Expenditures:</b>					
<b>Capital Improvement:</b>					
CARS - Santa Fe from Waverly to Poplar	335,168	3,703,000	3,703,000	-	-
CARS - Waverly Road from 175th to Madison	-	-	340,000	3,200,000	-
I-35 and Gardner Rd. Interchange	7,121	533,000	533,000	3,750,000	-
CARS - Center St (Kane-Grand)	1,031,747	-	-	-	-
CARS - Center St (I35-Grand)	-	-	568,000	-	-
CARS - Moonlight (I35-Buffalo Tr)	-	-	-	-	25,000
CARS - Moonlight and Madison Signals	-	20,000	-	20,000	294,000
Madison/Center signal	89,824	-	-	-	-
<b>Capital Improvement Total</b>	1,463,860	4,256,000	5,144,000	6,970,000	319,000

...continued



# CITY OF GARDNER ANNUAL BUDGET



**Special Highway Fund  
Fund 130**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Debt Service:</b>					
GO Debt - Santa Fe from Waverly to Poplar	-	-	-	191,000	191,000
GO Debt - I-35 and Gardner Rd. Interchange	-	-	-	-	344,160
GO Debt - CARS - Waverly Rd - 175th to Mad	-	-	-	-	235,800
2007 Main & Moonlit TR 0046	70,057	-	-	-	-
2014B Refi TR 0101	55,262	59,500	59,500	58,600	57,700
<b>Debt Service Total</b>	<u>125,319</u>	<u>59,500</u>	<u>59,500</u>	<u>249,600</u>	<u>828,660</u>
<b>Transfers Out:</b>					
Project Account/Fund Transfer	-	-	-	-	-
Trf to Bond & Int (12A PBC (CHall refi 2002A))	25,000	26,500	26,500	27,300	29,000
<b>Transfers Out Total</b>	<u>25,000</u>	<u>26,500</u>	<u>26,500</u>	<u>27,300</u>	<u>29,000</u>
<b>Expenditures Total</b>	<u>1,614,179</u>	<u>4,342,000</u>	<u>5,230,000</u>	<u>7,246,900</u>	<u>1,176,660</u>
<b>Surplus/(Shortfall)</b>	(360,729)	427,300	147,700	1,593,900	9,640
<b>Funds Available Dec 31</b>	<u>366,290</u>	<u>1,429,719</u>	<u>513,990</u>	<u>2,107,890</u>	<u>2,117,530</u>

# CITY OF GARDNER ANNUAL BUDGET



## Infrastructure Special Sales Tax Fund Fund 117

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	694,124	507,124	796,827	821,027	611,227
<b>Revenue:</b>					
<b>Taxes:</b>					
City Sales Tax (.5 cent)	1,170,214	1,120,900	1,120,900	1,176,900	1,235,700
<b>Taxes Total</b>	1,170,214	1,120,900	1,120,900	1,176,900	1,235,700
<b>Intergovernmental:</b>					
Fed Funds	-	-	400,000	-	-
Grants	-	-	-	252,000	-
<b>Intergovernmental Total</b>	-	-	400,000	252,000	-
<b>Use of Money:</b>					
Interest on Investments	2,114	400	6,000	6,000	4,000
<b>Use of Money Total</b>	2,114	400	6,000	6,000	4,000
<b>Miscellaneous:</b>					
Debt Sale Proceeds	1,401,277	2,000,000	1,930,000	1,000,000	-
<b>Miscellaneous Total</b>	1,401,277	2,000,000	1,930,000	1,000,000	-
<b>Revenue Total</b>	2,573,605	3,121,300	3,456,900	2,434,900	1,239,700
<b>Expenditures:</b>					
<b>Capital Projects:</b>					
Sidewalk	1,260	30,000	30,000	362,000	-
Trails	477,054	300,000	300,000	155,000	-
Bridges	166,834	-	-	-	-
Streets	446,709	500,000	640,000	600,000	600,000
Streets	1,188,297	2,000,000	1,930,000	1,000,000	-
<b>Total Capital Projects</b>	2,280,154	2,830,000	2,900,000	2,117,000	600,000
<b>Debt Service</b>					
2016A GO	161,280	162,500	162,500	158,800	160,000
2017 GO	29,468	240,000	154,300	153,800	155,200
2018A GO	-	-	215,900	215,100	214,500
2019 GO	-	-	-	-	120,000
<b>Total Debt Service</b>	190,748	402,500	532,700	527,700	649,700
<b>Expenditures Total</b>	2,470,902	3,232,500	3,432,700	2,644,700	1,249,700
<b>Surplus/(Shortfall)</b>	102,703	(111,200)	24,200	(209,800)	(10,000)
<b>Funds Available Dec 31</b>	796,827	395,924	821,027	611,227	601,227

## **Bond and Interest Fund**

The Bond and Interest Fund is used to account for multi-year repayment of principal and interest on loans and bonds primarily for governmental (non-utility) debt. Funding for the Bond and Interest Fund comes from property and motor vehicle taxes, special assessments and transfers from other funds. Additionally, starting in 2017, revenues include the City's share of a .25% Public Safety County Sales Tax which is being used to partially offset the cost of debt service on the City's new Justice Center.

# CITY OF GARDNER ANNUAL BUDGET



**Bond & Interest Fund  
All Divisions**

	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimate</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Funds Available Jan 1</b>	2,427,189	2,750,889	5,117,021	4,164,221	1,582,621
<b>Revenue:</b>					
Tax Supported	1,881,574	2,362,700	2,402,300	2,087,800	2,151,300
Fee Supported	59,300	59,100	59,100	60,000	59,500
Benefit District	3,516,528	973,900	1,225,300	1,151,100	1,062,200
<b>Revenue Total</b>	<b>5,457,402</b>	<b>3,395,700</b>	<b>3,686,700</b>	<b>3,298,900</b>	<b>3,273,000</b>
<b>Expenditures:</b>					
Tax Supported	755,543	2,194,600	1,603,400	2,317,500	2,382,900
Fee Supported	481,942	59,100	59,100	60,000	59,500
Benefit District	1,530,085	2,891,500	2,977,000	3,503,000	1,183,300
<b>Expenditures Total</b>	<b>2,767,570</b>	<b>5,145,200</b>	<b>4,639,500</b>	<b>5,880,500</b>	<b>3,625,700</b>
<b>Surplus/(shortfall)</b>	<b>2,689,832</b>	<b>(1,749,500)</b>	<b>(952,800)</b>	<b>(2,581,600)</b>	<b>(352,700)</b>
<b>Funds Available Dec 31</b>	<b>5,117,021</b>	<b>1,001,389</b>	<b>4,164,221</b>	<b>1,582,621</b>	<b>1,229,921</b>

# CITY OF GARDNER ANNUAL BUDGET



**Bond & Interest Fund  
Tax Supported**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	3,166,643	3,867,643	4,292,674	5,091,574	4,861,874
<b>Revenue:</b>					
Taxes:					
Property Tax	1,137,505	1,501,200	1,501,200	1,245,600	1,263,000
Back Tax Collections	9,735	22,500	12,000	10,000	10,000
Motor Vehicle Tax	226,100	163,600	163,600	203,500	213,700
.25% public safety county sales tax - Justice Ctr	303,464	480,000	480,000	480,000	480,000
Taxes Total	1,676,804	2,167,300	2,156,800	1,939,100	1,966,700
Use of Money:					
Interest on Investments	13,513	3,900	14,000	14,000	14,000
Interest on escrowed funds	11,657	8,000	11,000	-	-
Use of Money Total	25,170	11,900	25,000	14,000	14,000
Transfers In:					
Special Highway - 2012 A City Hall (storm)	25,000	26,500	26,500	27,300	29,000
Electric - 2012A City Hall	25,300	26,800	26,800	27,600	29,400
Water Sys Dev/Water- 2012A City Hall	25,300	26,800	26,800	27,600	29,400
Water Sys Dev/Water- 2014A USD 231	8,200	8,200	8,200	8,200	8,200
Sewer Sys Dev/Sewer - 2012A City Hall	25,300	26,800	26,800	27,600	29,400
Sewer Sys DevSewer - 2014A USD 231	16,500	16,400	16,400	16,400	16,400
Park Sales-2008B Aquatics part 2	54,000	52,000	52,000	-	-
Airport San Sewer AP1901	-	-	-	-	28,800
Other	-	-	-	-	-
Transfers In Total	179,600	183,500	183,500	134,700	170,600
Miscellaneous: Bond proceeds	-	-	37,000	-	-
Miscellaneous Total	-	-	37,000	-	-
<b>Revenue Total</b>	1,881,574	2,362,700	2,402,300	2,087,800	2,151,300

...continued

# CITY OF GARDNER ANNUAL BUDGET



**Bond & Interest Fund  
Tax Supported**

	2017 Actual -----	2018 Budget -----	2018 Estimate -----	2019 Budget -----	2020 Budget -----
<b>Expenditures:</b>					
Debt Service:					
B&I Commission (PBC)	1,250	1,100	1,300	1,100	1,100
City at-large tax supported					
2008B Aquatics part 2	54,000	52,000	52,000	-	-
2012A PBC Lease Revenue (City Hall)	386,476	409,600	409,600	422,100	449,200
2014A USD BD (50% city share; 85% B&I)	164,959	163,900	163,900	164,000	164,100
2014B Pool rehab	73,200	71,900	71,900	75,600	74,200
2016C lease/purch land purchase	75,658	75,000	75,000	74,600	75,800
2018A Justice Center	-	953,700	380,800	943,900	946,100
2018A Pool filter replacement	-	-	22,100	22,600	22,000
2018 Lease/Purch - Golf Course	-	-	-	156,400	156,100
CIP-City Hall Roof Replacement	-	40,600	-	-	-
CIP-Gardner Lake Channel Improvements	-	-	-	37,200	37,200
CIP-Airport San Sewer	-	-	-	-	28,800
Transfer expense from Fee supported	-	426,800	426,800	420,000	428,300
	-----	-----	-----	-----	-----
Debt Service Total	755,543	2,194,600	1,603,400	2,317,500	2,382,900
	-----	-----	-----	-----	-----
<b>Expenditures Total</b>	<b>755,543</b>	<b>2,194,600</b>	<b>1,603,400</b>	<b>2,317,500</b>	<b>2,382,900</b>
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	<b>1,126,031</b>	<b>168,100</b>	<b>798,900</b>	<b>(229,700)</b>	<b>(231,600)</b>
<b>Funds Available Dec 31</b>	<b>4,292,674</b>	<b>4,035,743</b>	<b>5,091,574</b>	<b>4,861,874</b>	<b>4,630,274</b>
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



## Bond & Interest Fund Fee Supported

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
	-----	-----	-----	-----	-----
<b>Funds Available Jan 1</b>	(1,711,437)	(1,711,437)	(2,134,079)	(2,134,079)	(2,134,079)
Transfers In:					
Sewer Syst. Dev/Sewer- Kill Creek Steet/wt	25,800	25,700	25,700	26,100	25,900
Street Improv-Kill Creek street/water BD	25,800	25,700	25,700	26,100	25,900
Water Dev/Water -Kill Creek Street/wtr BD	7,700	7,700	7,700	7,800	7,700
	-----	-----	-----	-----	-----
Transfers In Total	59,300	59,100	59,100	60,000	59,500
	-----	-----	-----	-----	-----
<b>Revenue Total</b>	59,300	59,100	59,100	60,000	59,500
	=====	=====	=====	=====	=====
<b>Expenditures:</b>					
Debt Service:					
City at large Fee supported:					
2010A Moonlt Rd (2.77 M)	184,160	186,800	186,800	178,600	190,600
Kill Crk water/street BD (SI / WWD/ WtrDev)	59,282	59,100	59,100	60,000	59,500
2014B (refi TR 0106)	238,500	240,000	240,000	241,400	237,700
Transfer project cost to Tax supported	-	(426,800)	(426,800)	(420,000)	(428,300)
	-----	-----	-----	-----	-----
Debt Service Total	481,942	59,100	59,100	60,000	59,500
	-----	-----	-----	-----	-----
<b>Expenditures Total</b>	481,942	59,100	59,100	60,000	59,500
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	(422,642)	-	-	-	-
<b>Funds Available Dec 31</b>	(2,134,079)	(1,711,437)	(2,134,079)	(2,134,079)	(2,134,079)
	=====	=====	=====	=====	=====

# CITY OF GARDNER ANNUAL BUDGET



**Bond & Interest Fund  
Benefit District**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
<b>Funds Available Jan 1</b>	971,982	594,682	2,958,425	1,206,725	(1,145,175)
<b>Revenue:</b>					
<b>Special Assessments:</b>					
Sheans BD	8,046	-	-	-	-
Moonlight BD	94,587	86,500	86,500	83,300	-
Cottage Creek Park	10,102	9,400	9,400	-	-
2009A Kill Creek Drive/ wtr BD (Symphony Farm:	221,411	221,300	221,300	220,500	224,000
2008B - Center ST Commons BD	54,931	42,400	42,400	-	-
2008B- Nike sewer BD	27,000	26,000	26,000	-	-
2008B New Century BD -Stone Cr (Per)	29,556	72,500	72,500	75,700	73,700
2008B New Century BD - Lincoln Lane	25,438	48,800	48,800	52,600	51,200
2008B New Century BD - Sewer	12,001	23,000	23,000	22,400	21,800
2008B New Century BD- water/elec	16,629	31,900	31,900	31,100	30,300
2009A Univ Park BD-streets/water/elec	208,249	208,800	208,800	213,400	207,100
2009A Univ Park BD-sewer	40,570	39,800	39,800	43,800	42,500
2012A Kill Creek Sewer BD (Russell)	251,244	254,100	254,100	251,600	253,400
2011A Prairie Brooke BD	68,195	91,500	91,500	90,300	89,100
2014A USD BD (50% school)	164,959	163,900	163,900	164,000	164,100
Delinquent Specials	-	-	-	-	-
Delinquent Specials	-	(346,000)	(94,600)	(97,600)	(95,000)
	1,232,918	973,900	1,225,300	1,151,100	1,062,200
<b>Special Assessment Total</b>					
Bond Proceeds: Moonlgt (refi of 2004D)					
2016A refi 2019 -28 maturities of 08B	2,283,610	-	-	-	-
	2,283,610	-	-	-	-
<b>Miscellaneous Total</b>					
	2,283,610	-	-	-	-
<b>Revenue Total</b>	3,516,528	973,900	1,225,300	1,151,100	1,062,200

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# CITY OF GARDNER ANNUAL BUDGET



**Bond & Interest Fund  
Benefit District**

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget	2020 Budget
	-----	-----	-----	-----	-----
<b>Expenditures:</b>					
Debt Service:					
Benefit District Supported:					
2003 C Cottage Creek Park	21,760	20,900	20,900	-	-
2009A Kill Creek Drive , water BD	221,410	221,300	221,300	1,215,500	-
2008B - Center ST Commons BD	75,800	78,000	78,000	-	-
2008B- Nike sewer BD	27,000	26,000	26,000	-	-
2008B New Century BD -Stone Cr Dr	74,293	662,500	662,500	-	-
2008B New Century BD - Lincoln Lane	50,043	453,800	453,800	-	-
2008B New Century BD - Sewer	23,606	193,000	193,000	-	-
2008B New Century BD- water/elec	32,712	286,900	286,900	-	-
2009A Univ Park BD-streets/water/elec	208,620	208,800	208,800	1,158,400	-
2009A Univ Park BD-sewer	40,700	39,800	39,800	233,800	-
2012A Kill Creek Sewer BD (Russell)	251,244	254,100	254,100	251,600	253,400
2011A Prairie Brooke BD	87,316	91,500	91,500	90,300	89,100
2013A (refi 2004D Moonlit Bus BD)	89,590	78,000	78,000	79,900	-
2014A USD BD (50% school)	164,960	163,900	163,900	164,000	164,100
2016A Partial Net Cash Refdg (2008B NCBD)	58,773	59,000	59,000	173,500	169,600
2017A Partial Net Cash Refdg (2009A UP)	-	-	85,500	83,600	453,000
Moonlight Road prop. Specials	52,334	54,000	54,000	52,400	54,100
Misc special assessments	247	-	-	-	-
Underwriter's Discount/COI	49,677	-	-	-	-
	-----	-----	-----	-----	-----
Debt Service Total	1,530,085	2,891,500	2,977,000	3,503,000	1,183,300
	-----	-----	-----	-----	-----
<b>Expenditures Total</b>	1,530,085	2,891,500	2,977,000	3,503,000	1,183,300
	=====	=====	=====	=====	=====
<b>Surplus/(Shortfall)</b>	1,986,443	(1,917,600)	(1,751,700)	(2,351,900)	(121,100)
<b>Funds Available Dec 31</b>	2,958,425	(1,322,918)	1,206,725	(1,145,175)	(1,266,275)
	=====	=====	=====	=====	=====

## **Information Technology Fund**

This fund is used to account for the accumulation and allocation of costs associated with electronic data processing.

## **Building Services Fund**

This fund is used to account for the accumulation and allocation of costs associated with maintenance of City facilities.

## **Risk Services Fund**

This fund is used to account for the accumulation and allocation of costs associated with the City's risk analysis, mitigation, and administration activities.

## **Utility Billing Services Fund**

This fund is used to account for the accumulation and allocation of costs associated with billing and collecting amounts owed by users for utility and airport services provided by the City.

# CITY OF GARDNER ANNUAL BUDGET



**Program: Information Services 1340**  
**Fund: Information Technology Services 602**

Classification			FY 17	FY 18	FY 18	FY 19	FY 20
			Actual	Budget	Estimate	Budget	Budget
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<b>Personal Services</b>							
11	01	Full-Time	211,348	206,000	212,900	212,900	219,200
11	02	Overtime	3,843	6,600	3,700	3,700	3,900
21	01	Health & Dental Insurance	39,855	41,000	42,300	44,800	46,200
21	02	Life Insurance	167	200	200	200	200
22	01	Social Security	15,048	16,300	16,600	16,600	17,100
22	03	Unemployment Compensation	429	500	200	200	200
23	01	KPERS Retirement	18,235	20,000	20,500	21,600	23,400
23	05	Deferred Compensations	1,481	1,500	1,600	1,600	1,600
<b>Total</b>			<b>290,406</b>	<b>292,100</b>	<b>298,000</b>	<b>301,600</b>	<b>311,800</b>
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<b>Contractual Services</b>							
40	03	Telephone	35,724	26,700	26,700	26,700	26,700
40	05	Electricity	695	1,400	1,400	1,400	1,400
43	02	R&M - Equipment	19,752	14,700	20,300	20,300	20,300
44	02	Equip/Vehicle Rentals	3,241	2,200	2,200	2,200	2,200
46	01	Meetings/Training /Travel/Cont Ed	5,107	11,200	11,000	11,200	11,200
47	05	Information Technology Services	310,126	298,800	323,900	303,700	304,800
<b>Total</b>			<b>374,645</b>	<b>355,000</b>	<b>385,500</b>	<b>365,500</b>	<b>366,600</b>
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<b>Commodities</b>							
52	06	Computer Supplies	58,651	10,000	50,000	10,000	10,000
52	20	Operating Supplies	1,110	800	-	-	600
<b>Total</b>			<b>59,761</b>	<b>10,800</b>	<b>50,000</b>	<b>10,000</b>	<b>10,600</b>
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<b>Capital Outlay</b>							
61	04	Equipment	-	40,000	-	24,000	20,000
61	06	Computer	170,092	60,000	57,000	45,000	130,000
<b>Total</b>			<b>170,092</b>	<b>100,000</b>	<b>57,000</b>	<b>69,000</b>	<b>150,000</b>
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<b>GF Allocations</b>							
50	01	GF Allocations	56,196	62,600	62,600	61,100	64,200
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<b>Internal Services</b>							
91	01	Building Services	7,645	7,300	7,300	6,200	6,100
91	03	Risk Services	13,902	15,900	15,900	7,900	8,400
<b>Total</b>			<b>21,547</b>	<b>23,200</b>	<b>23,200</b>	<b>14,100</b>	<b>14,500</b>
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<b>Total Expenditures</b>			<b>972,647</b>	<b>843,700</b>	<b>876,300</b>	<b>821,300</b>	<b>917,700</b>
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# CITY OF GARDNER ANNUAL BUDGET



**Program: Building Services 3150**  
**Fund: Building Services 603**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	64,779	62,700	64,500	64,500	66,500
11	02	Overtime	835	2,300	1,400	1,400	1,400
21	02	Life Insurance	56	100	100	100	100
22	01	Social Security	4,921	5,000	5,000	5,000	5,200
22	03	Unemployment Compensation	139	100	100	100	100
23	01	KPERS Retirement	5,591	6,100	6,300	6,600	7,200
23	05	Deferred Compensation	635	600	700	700	700
<b>Total</b>			76,956	76,900	78,100	78,400	81,200
<b>Contractual Services</b>							
31	15	Outsourced Services	14,976	14,800	99,400	11,800	9,300
40	01	Water	764	800	800	800	800
40	02	Trash Services	5,100	5,300	5,100	5,100	5,100
40	03	Telephone	452	500	500	500	500
40	05	Electric	38,827	45,000	40,000	40,000	40,000
40	07	Wastewater	981	1,100	1,100	1,100	1,100
42	01	Janitorial	71,883	77,000	78,600	80,900	101,100
43	01	R&M Building	13,560	16,400	15,600	15,600	10,300
43	05	R&M Vehicles	457	-	-	-	-
44	01	Land/Building Rentals	1,476	1,500	1,500	1,500	1,500
44	02	Equip./Vehicle Rentals	646	-	100	100	100
<b>Total</b>			149,122	162,400	242,700	157,400	169,800
<b>Commodities</b>							
52	01	Building & Grounds	13,604	14,000	14,000	14,000	14,000
52	02	Small Tools	210	1,000	500	500	500
52	04	Vehicle Supplies	289	-	-	-	-
52	09	Fuel and Fluids	1,819	1,200	1,800	1,800	2,600
53	02	Clothing & Uniforms	694	1,000	1,000	1,000	1,000
<b>Total</b>			16,616	17,200	17,300	17,300	18,100
<b>Capital Outlay</b>							
61	03	Building/Structure Improvements	-	35,000	-	-	-
61	04	Equipment	34,488	-	-	-	-
<b>Total</b>			34,488	35,000	-	-	-
50	01	GF Incoming Costs	56,196	62,600	62,600	61,100	64,200
<b>Internal Services</b>							
91	02	IT Services	8,175	6,300	6,300	3,800	4,500
91	03	Risk Services	6,753	7,700	7,700	8,800	9,700
<b>Total</b>			14,928	14,000	14,000	12,600	14,200
<b>Total Expenditures</b>			348,306	368,100	414,700	326,800	347,500

# CITY OF GARDNER ANNUAL BUDGET



**Program: Risk Services 1230**

**Fund: Risk Services 601**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	53,066	51,500	53,600	53,600	55,200
11	02	Overtime	1,139	700	1,000	1,000	1,000
21	01	Health & Dental Insurance	207	200	200	200	200
21	02	Life Insurance	56	100	100	100	100
22	01	Social Security	4,029	4,000	4,200	4,200	4,300
22	03	Unemployment Compensation	116	100	100	100	100
23	01	KPERS Retirement	4,510	4,900	5,100	5,400	5,900
<b>Total</b>			63,123	61,500	64,300	64,600	66,800
<b>Contractual Services</b>							
31	15	Outsourced Services	63,346	97,500	92,100	92,100	92,100
45	01	Workers Compensation	156,741	155,300	155,000	172,000	194,400
45	02	General Liability	470,863	517,600	530,500	606,700	665,400
45	04	Work Comp Dividend	(10,566)	-	-	-	-
46	01	Meetings/Training/Travel/Cont Ed	19,338	21,600	21,400	22,200	22,600
46	02	Dues/Subscriptions	(761)	1,100	1,100	1,100	1,100
<b>Total</b>			698,961	793,100	800,100	894,100	975,600
<b>Commodities</b>							
52	20	Operating Supplies	611	1,100	1,200	1,200	1,200
<b>Total</b>			611	1,100	1,200	1,200	1,200
<b>GF Allocations</b>							
50	01	GF Allocations	56,196	62,600	62,600	61,100	64,200
<b>Internal Services</b>							
91	01	Building Services	5,734	5,700	5,700	4,500	4,500
91	02	IT	8,175	6,300	6,300	3,800	4,500
<b>Total</b>			13,909	12,000	12,000	8,300	9,000
<b>Total Expenditures</b>			832,800	930,300	940,200	1,029,300	1,116,800

# CITY OF GARDNER ANNUAL BUDGET



**Program: Utility Billing 1320**  
**Fund: Internal Service 604**

Classification			FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY 19 Budget	FY 20 Budget
<b>Personal Services</b>							
11	01	Full-Time	381,592	373,600	385,700	385,700	397,200
11	02	Overtime	10,273	6,400	9,800	9,800	10,100
21	01	Health & Dental Insurance	67,855	69,700	75,000	79,600	82,200
21	02	Life Insurance	478	500	500	500	500
22	01	Social Security	28,067	29,100	30,300	30,300	31,200
22	03	Unemployment Compensation	804	800	400	400	400
23	01	KPERS Retirement	33,029	35,700	37,200	39,200	42,500
23	05	Deferred Compensation	525	500	500	500	500
99	98	Contra Expense/Reclass	3,516	-	-	-	-
<b>Total</b>			<b>526,139</b>	<b>516,300</b>	<b>539,400</b>	<b>546,000</b>	<b>564,600</b>
<b>Contractual Services</b>							
31	15	Outsourced Services	183,611	270,300	291,900	301,400	309,900
40	03	Telephone	1,078	1,100	1,800	1,700	1,700
43	02	R&M - Equipment	216	1,700	1,700	1,700	-
43	05	R&M - Vehicles	4,108	2,700	2,700	2,500	2,500
44	02	Equip./Vehicle Rentals	1,248	1,200	1,200	1,200	1,200
46	01	Meetings/Training/Travel/Cont Ed	(186)	3,400	3,200	7,600	3,200
47	02	Printing	362	400	300	100	100
47	04	Postage	1,253	1,800	1,800	1,800	1,800
49	02	Utility Assistance	15,000	15,000	15,000	15,000	15,000
<b>Total</b>			<b>206,690</b>	<b>297,600</b>	<b>319,600</b>	<b>333,000</b>	<b>335,400</b>
<b>Commodities</b>							
52	09	Fuel and Fluids	6,162	5,100	6,100	6,400	6,400
52	20	Operating Supplies	4,255	4,300	4,500	5,100	4,500
53	02	Clothing/Uniforms	893	1,900	1,700	1,900	1,900
<b>Total</b>			<b>11,310</b>	<b>11,300</b>	<b>12,300</b>	<b>13,400</b>	<b>12,800</b>
<b>Capital Outlay</b>							
61	09	Vehicles	41,625	43,000	43,000	-	-
<b>Total</b>			<b>41,625</b>	<b>43,000</b>	<b>43,000</b>	<b>-</b>	<b>-</b>
<b>GF Allocations</b>							
50	01	GF Allocations	162,204	171,500	171,500	159,300	167,000
<b>Internal Services</b>							
91	01	Building Services	16,506	16,700	16,700	13,800	13,500
91	02	IT Services	146,457	83,100	83,100	76,500	76,100
91	03	Risk Services	37,834	21,000	21,000	19,300	20,500
<b>Total</b>			<b>200,797</b>	<b>120,800</b>	<b>120,800</b>	<b>109,600</b>	<b>110,100</b>
<b>Total Expenses</b>			<b>1,148,765</b>	<b>1,160,500</b>	<b>1,206,600</b>	<b>1,161,300</b>	<b>1,189,900</b>

# SALARY SCHEDULE - 2019-2020



## City of Gardner Base Salary Structure Fiscal Year 2019-2020

Range	Position	Monthly Minimum	Monthly Maximum
1	Airport Maintenance Worker Assistant Court Clerk Customer Service Representative Police Clerk	\$2,346	\$3,519
2	Accounting Clerk Administrative Assistant Animal Control Officer Maintenance Worker – Streets/Line/Parks/Water/Sewer Mechanic Meter Reader/Technician Municipal Court Clerk Police Records Clerk Utility Inventory Clerk	\$2,707	\$4,061
3	Code Enforcement Officer Maintenance Worker- Electric Payroll Clerk Planning Technician Plant Operator– Water/Wastewater Property Evidence Technician Recreation Specialist Senior Maintenance Worker Streets/Line/Parks/Plant Utility Billing Specialist	\$3,124	\$4,686
4	Apprentice Electric Lineman Apprentice Electric Operator Building Inspector Chief Operator-Water/Wastewater Crew Leader Parks/Streets/Line Engineering Technician II/Public Works/Electric Police Officer Recreation Supervisor Risk Coordinator Senior Maintenance Worker - Electric Special Events Coordinator	\$3,606	\$5,408
5	Accountant Building Maintenance Supervisor Executive Assistant GIS Analyst Information Technology Specialist Planner I Police Corporal Police Detective Human Resources Partner	\$4,161	\$6,241
6	City Clerk Grant Program Coordinator Journeyman Electric Operator Journeyman Lineman Journeyman Meterman Line Maintenance Superintendent Management Analyst Parks Superintendent Plant Superintendent Water/Wastewater Principal Planner Police Sergeant Recreation Superintendent Senior Accountant	\$4,786	\$7,178

# SALARY SCHEDULE - 2019-2020



7	Chief Planner Lead Electric Operator Lead Lineman Police Lieutenant Public Works Superintendent Senior Management Analyst Staff Engineer/Public Works/Utility	\$5,503	\$8,255
8	Business Services Manager Communications Manager Electric Distribution Manager Fiscal Services Manager Human Resources Manager Information Technology Manager Police Captain Senior Staff Engineer	\$6,329	\$9,493
9	Business and Economic Development Director City Engineer Parks and Recreation Director	\$7,278	\$10,917
10	Chief of Police Finance Director Public Works Director Utility Director	\$8,370	\$12,555

\* Does not include the City Administrator



# PROGRAM LISTING



## PROGRAM LISTING

FY 2019-2020

GENERAL FUND	ENTERPRISE FUNDS
<b>001 General Fund</b>	<b>501 Electric</b>
<b>Administration Department</b>	4110 Electric Administration
1110 Mayor and City Council	4120 Substation/Transmission
1120 Administration	4130 Distribution
1130 Economic Development	
1140 Human Resources	<b>521 Water Fund</b>
1150 City Clerk	4210 Water Administration
<b>Business and Economic Development Department</b>	4220 Water Treatment
7110 Planning	4230 Water Distribution
7120 Building Administration	
<b>Finance Department</b>	<b>531 Wastewater Fund</b>
1305 Finance Administration	4310 Wastewater Administration
1310 Fiscal Services	4320 Wastewater Treatment
1330 Municipal Court	4330 Wastewater Collection
<b>Parks and Recreation Department</b>	
6105 Parks and Recreation Administration	<b>551 Airport Fund</b>
6110 Recreation Services	4520 Airport Department
6120 Parks Maintenance	
6130 Aquatics	<b>SPECIAL REVENUE FUND</b>
<b>Police Department</b>	<b>105 Economic Development Reserve Fund</b>
2110 Police Administration	<b>110 Law Enforcement Trust Fund</b>
2120 Police Operations	<b>116 Park Sales Tax Fund</b>
2130 Animal Control	<b>125 Special Alcohol and Drug Fund</b>
	<b>135 Special Parks and Recreation Fund</b>
<b>Public Works Department</b>	
3110 Public Works Administration	<b>CAPITAL PROJECTS FUND</b>
3116 Fleet Operations	<b>115 Park Improvement Reserve Fund</b>
3120 Streets and Storm Drainage	<b>117 Infrastructure Special Sales Tax Fund</b>
3130 Engineering	<b>130 Special Highway Fund</b>
	<b>140 Street Improvement Fund</b>
<b>DEBT SERVICE FUND</b>	
<b>301 Debt Service Fund</b>	<b>INTERNAL SERVICES FUND</b>
	<b>601 Risk Services Fund</b>
<b>CAPITAL IMPROVEMENT RESERVE FUND</b>	<b>602 Information Technology (I.T.) Fund</b>
<b>401 Capital Improvement Reserve Fund</b>	<b>603 Building Services Fund</b>
	<b>604 Utility Billing Services Fund</b>

## 2019 & 2020 Capital Budget

The CIP includes public improvements for infrastructure, parks and facilities crucial to the community's future. To be defined as a capital project, the project must exceed \$25,000 in cost and should be an expense that is non-recurring. Recurring items such as maintenance, vehicles and equipment are included in the operating budget process. The identification of community needs is guided by the Governing Body's strategic goals, the Comprehensive Plan, master plans and input from citizen satisfaction surveys. Financial capacity to undertake capital projects is dependent upon healthy fund balances and available debt capacity.

### Sources & Uses

Planned capital expenditures are \$12,138,900 for 2019 and \$8,339,000 for 2020. Funding for these projects can come from: general operating revenues (includes property tax, local sales tax, etc.), utility revenues, grants, gasoline tax, temporary notes, general obligation (G.O.) bonds, revenue bonds and certificates of participation.

### Prioritization Process

The process begins with each department identifying community needs that require capital investment. Projects are then prioritized using a combination of benefit and feasibility metrics. The benefit metrics are based on the Governing Body's strategic goals.

#### Benefit Metrics:

- Promote Economic Development
- Maintain the Quality of Life
- Increase Asset and Infrastructure Management
- Improve Fiscal Stewardship

#### Feasibility Metrics:

- Ease of Implementation
- Minimal Impact on Future Budgets
- Low Cost to Implement
- Urgency to Complete/Purchase

After the projects had been ranked by departments, the CIP Committee reviewed the requests and the City's financial capacity to fund them. This led to the development of the 2019 and 2020 Capital Budgets. The capital budgeting process is incorporated into the 2019-2020 Budget Calendar found within the Budget Message.

# CAPITAL IMPROVEMENT PROGRAM



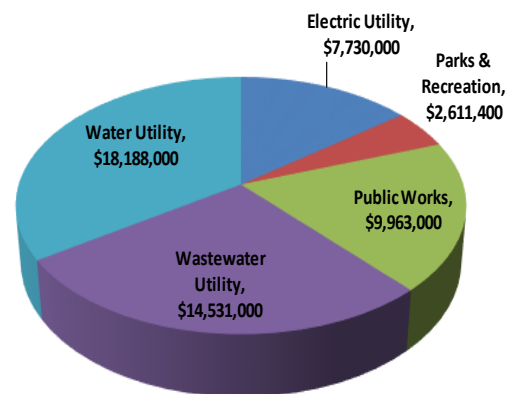
## Impact on Operating Budget

Some capital projects will have an impact on future operating budgets. Examples of on-going operational costs include personnel, maintenance, utility costs and annual debt service payments. The following table specifies any anticipated impacts on the operating budget for each 2019 project. Debt financed projects will not have any immediate impact on the budget, but will have annual debt service payments that will be included in future budgets.

CIP Code	Project Description	Annual Savings	Annual Maintenance	Annual Debt Service	Net Annual Impact
PR1601	2018 Trail Reconstruction (Phase 3)	-	1,130	-	1,130
PR1702	Quail Meadows Neighborhood Park	-	13,100	-	13,100
PR1703	West Fork Kill Creek Trail Phase I	-	1,500	-	1,500
AP1901	Airport Sanitary Sewer Service	-	-	28,800	28,800
PW1701	I-35 and Gardner Rd. Interchange	-	-	344,200	344,200
PW1901	Waverly Road Reconstruction from 175th to Madison	-	6,000	235,800	241,800
WA1902	Above/Below Ground Storage Facility Rehab	-	-	29,600	29,600
WA1903	N. Moonlight to Copper Springs Loop Feed	-	-	29,600	29,600
WA1905	Replace Carbon Feed System	-	-	22,200	22,200
WA1907	183rd Street Tower Rehab	-	-	19,700	19,700
WW1901	Replace BDP Belt Press at Kill Creek Facility	40,000	-	61,700	21,700
WW1903	Remove Temporary Lift Station	20,000	-	-	(20,000)
WW1904	WWTP Clarifer #1&2 Improvements	-	-	49,300	49,300
WW1906	Replace/Rebuild Grinder at Big Bull Creek LS	-	-	8,600	8,600
WW1907	Replace 2 Pumps at East Lift Station	-	-	18,500	18,500
<b>TOTAL</b>		<b>-</b>	<b>21,730</b>	<b>771,600</b>	<b>711,930</b>

## 2019-2023 CIP by Department

Project Type	Expenditures	% of Total
Electric Utility	\$7,730,000	14.6%
Parks & Recreation	\$2,611,400	4.9%
Public Works	\$9,963,000	18.8%
Wastewater Utility	\$14,531,000	27.4%
Water Utility	\$18,188,000	34.3%
<b>TOTAL</b>	<b>\$53,023,400</b>	<b>100.0%</b>

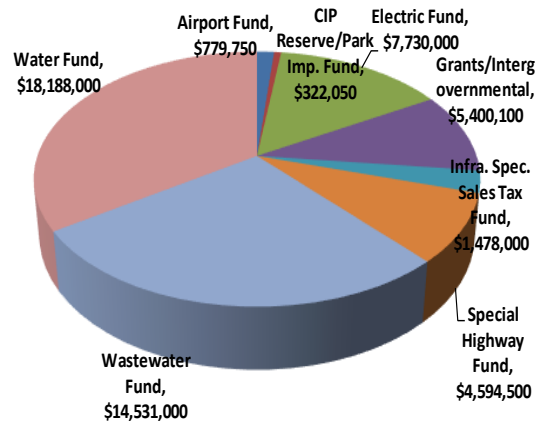


# CAPITAL IMPROVEMENT PROGRAM



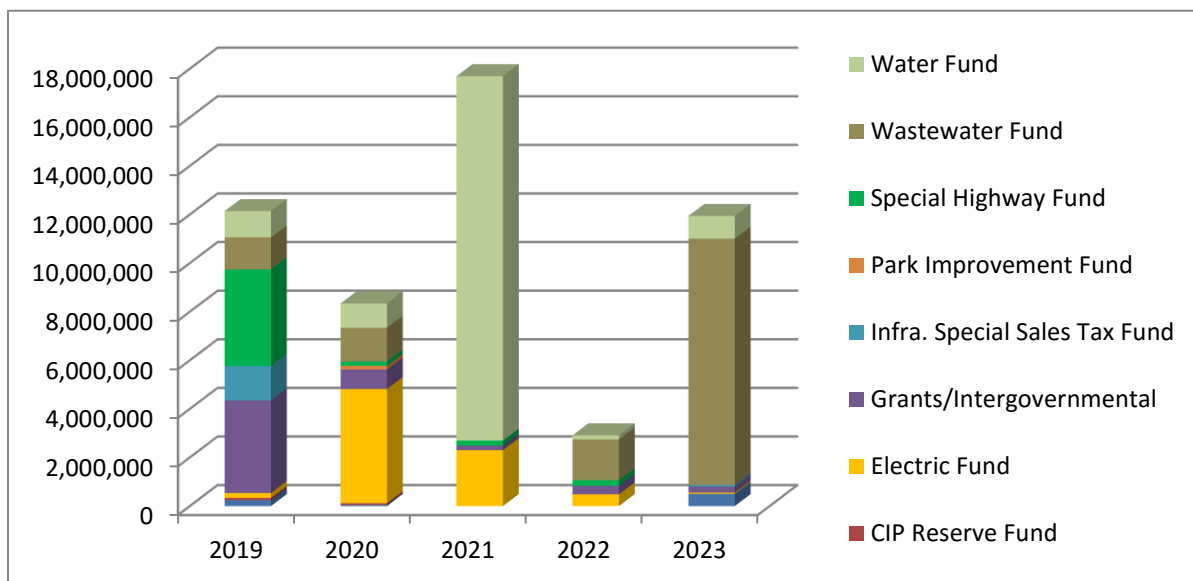
## 2019-2023 CIP by Funding Source

Project Type	Expenditures	% of Total
Airport Fund	\$779,750	1.5%
CIP Reserve/Park Imp. Fund	\$322,050	0.6%
Electric Fund	\$7,730,000	14.6%
Grants/Intergovernmental	\$5,400,100	10.2%
Infra. Spec. Sales Tax Fund	\$1,478,000	2.8%
Special Highway Fund	\$4,594,500	8.7%
Wastewater Fund	\$14,531,000	27.4%
Water Fund	\$18,188,000	34.3%
<b>TOTAL</b>	<b>\$53,023,400</b>	<b>100%</b>



## 2019-2023 CIP by Year

Fund	2019	2020	2021	2022	2023	Total
Airport Fund	240,000	40,250			499,500	779,750
CIP Reserve Fund	97,050	75,000				172,050
Electric Fund	200,000	4,700,000	2,300,000	480,000	50,000	7,730,000
Grants/Intergovernmental	3,806,350	804,250	187,000	350,500	252,000	5,400,100
Infra. Special Sales Tax Fund	1,415,000				63,000	1,478,000
Park Improvement Fund		150,000				150,000
Special Highway Fund	3,980,000	177,000	207,000	230,500		4,594,500
Wastewater Fund	1,320,000	1,392,500		1,680,000	10,138,500	14,531,000
Water Fund	1,080,500	1,000,000	15,000,000	170,000	937,500	18,188,000
<b>TOTAL</b>	<b>12,138,900</b>	<b>8,339,000</b>	<b>17,694,000</b>	<b>2,911,000</b>	<b>11,940,500</b>	<b>53,023,400</b>



City of Gardner, Kansas  
*Capital Improvement Program*  
 2019 thru 2023

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
<b>Parks and Recreation</b>								
Trail Reconstruction	PR1601	2	155,000					155,000
Quail Meadows Neighborhood Park Development	PR1702	2	350,000					350,000
West Fork Kill Creek Trail	PR1703	1	311,400					311,400
Reconstruct Celebration Parking Lot	PR1901	2	1,150,000					1,150,000
St. Johns Trace Neighborhood Park	PR2001	3		375,000				375,000
St. Johns Trace Land	PR2002	3		150,000				150,000
Outdoor Fitness Court	PR2202	n/a				120,000		120,000
<b>Parks and Recreation Total</b>			<b>1,966,400</b>	<b>525,000</b>		<b>120,000</b>		<b>2,611,400</b>
<b>Public Works</b>								
Sanitary Sewer Service	AP1901	3	240,000					240,000
Acquire Land - Gardner Property	AP2001	n/a		402,500				402,500
Terminal Building and FBO Hangar Replacement	AP2301	3					499,500	499,500
I-35 and Gardner Rd. Interchange	PW1701	2	3,750,000					3,750,000
Moonlight Road Safe Routes to Schools	PW1705	n/a	362,000					362,000
Moonlight and Madison Signals	PW1901	3	20,000	294,000				314,000
Waverly Road Reconstruction from 175th to Madison	PW2001	3	3,200,000					3,200,000
Moonlight Road Rehab (I-35 to Buffalo Trail)	PW2101	4		25,000	384,000			409,000
Center Street Rehab (Main to 167th)	PW2201	3			10,000	461,000		471,000
Center Street Sidewalk Improvements	PW2301	n/a					315,000	315,000
<b>Public Works Total</b>			<b>7,572,000</b>	<b>721,500</b>	<b>394,000</b>	<b>461,000</b>	<b>814,500</b>	<b>9,963,000</b>
<b>Utilities</b>								
Install Switches (3) at Distribution Points Ph.1	EL1901	2	100,000					100,000
Replace Lube Oil Cooling System CT 2	EL1902	3	100,000					100,000
Sub 3 to Westar Interconnection	EL2001	2		1,500,000				1,500,000
Smart Meter Implementation	EL2002	3		4,000,000				4,000,000
Replace Lube Oil Cooling System CT 1	EL2003	3		100,000				100,000
Install Switches (3) at Distribution Points Ph. 2	EL2004	3		100,000				100,000
Circuit 31 Overhead Rebuild	EL2101	2			150,000			150,000
Install Loop Feed on Existing Transmission Line	EL2102	3			2,000,000			2,000,000
Replace Diesel with Electric Start CT1	EL2103	2			150,000			150,000
Gardner Elementary Underground Project	EL2201	1				30,000		30,000
Upgrade Combustion Turbine Controls 1 & 2	EL2202	2				450,000		450,000
34-45 Padmount Switchgear Cabinet	EL2301	2					50,000	50,000
Repair/Repave Water Plant Driveway	WA1901	4	100,500					100,500
Above/Below Ground Storage Facility Rehab	WA1902	2	240,000					240,000
N. Moonlight Rd. to Copper Springs Loop Feed	WA1903	3	240,000					240,000
Rebuild High Service Pump #3	WA1904	2	60,000					60,000
Replace Carbon Feed System	WA1905	2	180,000					180,000
Lightning Arrestors	WA1906	n/a	100,000					100,000
183rd Street Tower Rehab	WA1907	2	160,000					160,000
New Water Treatment Plant	WA2102	n/a			15,000,000			15,000,000
Replace Media Filter	WA2201	2				170,000		170,000

<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Quail Meadows Water Main Extension	WA2301	3					500,000	500,000
Replace BDP Belt Press at Kill Creek Facility	WW1901	3	500,000					500,000
Remove Temporary Lift Station	WW1903	3	200,000					200,000
WWTP Clarifier #1& 2 Improvements	WW1904	2	400,000					400,000
Replace/Rebuild Grinder at Big Bull Creek LS	WW1906	3	70,000					70,000
Replace 2 Pumps at East Lift Station	WW1907	3	150,000					150,000
Replace UV System	WW2001	2		550,000				550,000
Nike L.S. and Forcemain Improvements	WW2002	3		365,000				365,000
Remove Willbrook Lift Station	WW2003	3		300,000				300,000
Remove Sunset Lift Station	WW2004	3		177,500				177,500
South Parallel Relief Lines Ph. 1 & 2	WW2202	3				1,680,000	1,120,000	2,800,000
WWTP Advanced Nutrient Removal	WW2301	1					5,850,000	5,850,000
Line Maintenance Building	WW2302	3					875,000	875,000
WWTP Parallel Relief Lines Ph. 1 & 2	WW2303	2					1,487,000	1,487,000
East Lift Station Improvements Ph. 1	WW2304	3					435,000	435,000
Nike: New Interceptor	WW2306	2					809,000	809,000
<b>Utilities Total</b>			<b>2,600,500</b>	<b>7,092,500</b>	<b>17,300,000</b>	<b>2,330,000</b>	<b>11,126,000</b>	<b>40,449,000</b>
<b>GRAND TOTAL</b>			<b>12,138,900</b>	<b>8,339,000</b>	<b>17,694,000</b>	<b>2,911,000</b>	<b>11,940,500</b>	<b>53,023,400</b>

City of Gardner, Kansas  
*Capital Improvement Program*  
 2019 thru 2023

**PROJECTS BY FUNDING SOURCE**

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
<b>Airport Fund</b>								
Sanitary Sewer Service	AP1901	3	240,000					240,000
Acquire Land - Gardner Property	AP2001	n/a		40,250				40,250
Terminal Building and FBO Hangar Replacement	AP2301	3					499,500	499,500
<b>Airport Fund Total</b>			<b>240,000</b>	<b>40,250</b>			<b>499,500</b>	<b>779,750</b>
<b>Capital Improvement Reserve Fund</b>								
Quail Meadows Neighborhood Park Development	PR1702	2	34,750					34,750
West Fork Kill Creek Trail	PR1703	1	62,300					62,300
St. Johns Trace Neighborhood Park	PR2001	3		75,000				75,000
<b>Capital Improvement Reserve Fund Total</b>			<b>97,050</b>	<b>75,000</b>				<b>172,050</b>
<b>CARS</b>								
Moonlight and Madison Signals	PW1901	3		142,000				142,000
Waverly Road Reconstruction from 175th to Madison	PW2001	3	1,575,000					1,575,000
Moonlight Road Rehab (I-35 to Buffalo Trail)	PW2101	4			187,000			187,000
Center Street Rehab (Main to 167th)	PW2201	3				230,500		230,500
<b>CARS Total</b>			<b>1,575,000</b>	<b>142,000</b>	<b>187,000</b>	<b>230,500</b>		<b>2,134,500</b>
<b>Electric Fund</b>								
Install Switches (3) at Distribution Points Ph.1	EL1901	2	100,000					100,000
Replace Lube Oil Cooling System CT 2	EL1902	3	100,000					100,000
Sub 3 to Westar Interconnection	EL2001	2		1,500,000				1,500,000
Smart Meter Implementation	EL2002	3		3,000,000				3,000,000
Replace Lube Oil Cooling System CT 1	EL2003	3		100,000				100,000
Install Switches (3) at Distribution Points Ph. 2	EL2004	3		100,000				100,000
Circuit 31 Overhead Rebuild	EL2101	2			150,000			150,000
Install Loop Feed on Existing Transmission Line	EL2102	3			2,000,000			2,000,000
Replace Diesel with Electric Start CT1	EL2103	2			150,000			150,000
Gardner Elementary Underground Project	EL2201	1				30,000		30,000
Upgrade Combustion Turbine Controls 1 & 2	EL2202	2				450,000		450,000
34-45 Padmount Switchgear Cabinet	EL2301	2					50,000	50,000
<b>Electric Fund Total</b>			<b>200,000</b>	<b>4,700,000</b>	<b>2,300,000</b>	<b>480,000</b>	<b>50,000</b>	<b>7,730,000</b>
<b>Federal Aviation Administration</b>								
Acquire Land - Gardner Property	AP2001	n/a		362,250				362,250
<b>Federal Aviation Administration Total</b>				<b>362,250</b>				<b>362,250</b>

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
<b>Grants</b>								
Quail Meadows Neighborhood Park Development	PR1702	2	315,250					315,250
West Fork Kill Creek Trail	PR1703	1	249,100					249,100
St. Johns Trace Neighborhood Park	PR2001	3		300,000				300,000
Outdoor Fitness Court	PR2202	n/a				120,000		120,000
Moonlight Road Safe Routes to Schools	PW1705	n/a	252,000					252,000
<b>Grants Total</b>			<b>816,350</b>	<b>300,000</b>		<b>120,000</b>		<b>1,236,350</b>
<b>Infrastructure Special Sales Tax Fund</b>								
Trail Reconstruction	PR1601	2	155,000					155,000
Reconstruct Celebration Parking Lot	PR1901	2	1,150,000					1,150,000
Moonlight Road Safe Routes to Schools	PW1705	n/a	110,000					110,000
Center Street Sidewalk Improvements	PW2301	n/a					63,000	63,000
<b>Infrastructure Special Sales Tax Fund Total</b>			<b>1,415,000</b>				<b>63,000</b>	<b>1,478,000</b>
<b>MARC</b>								
I-35 and Gardner Rd. Interchange	PW1701	2	1,415,000					1,415,000
Center Street Sidewalk Improvements	PW2301	n/a					252,000	252,000
<b>MARC Total</b>			<b>1,415,000</b>				<b>252,000</b>	<b>1,667,000</b>
<b>Park Improvement Fund</b>								
St. Johns Trace Land	PR2002	3		150,000				150,000
<b>Park Improvement Fund Total</b>				<b>150,000</b>				<b>150,000</b>
<b>Special Highway Fund</b>								
I-35 and Gardner Rd. Interchange	PW1701	2	2,335,000					2,335,000
Moonlight and Madison Signals	PW1901	3	20,000	152,000				172,000
Waverly Road Reconstruction from 175th to Madison	PW2001	3	1,625,000					1,625,000
Moonlight Road Rehab (I-35 to Buffalo Trail)	PW2101	4		25,000	197,000			222,000
Center Street Rehab (Main to 167th)	PW2201	3			10,000	230,500		240,500
<b>Special Highway Fund Total</b>			<b>3,980,000</b>	<b>177,000</b>	<b>207,000</b>	<b>230,500</b>		<b>4,594,500</b>
<b>Wastewater Fund</b>								
Replace BDP Belt Press at Kill Creek Facility	WW1901	3	500,000					500,000
Remove Temporary Lift Station	WW1903	3	200,000					200,000
WWTP Clarifier #1& 2 Improvements	WW1904	2	400,000					400,000
Replace/Rebuild Grinder at Big Bull Creek LS	WW1906	3	70,000					70,000
Replace 2 Pumps at East Lift Station	WW1907	3	150,000					150,000
Replace UV System	WW2001	2		550,000				550,000
Nike L.S. and Forcemain Improvements	WW2002	3		365,000				365,000
Remove Willbrook Lift Station	WW2003	3		300,000				300,000
Remove Sunset Lift Station	WW2004	3		177,500				177,500
South Parallel Relief Lines Ph. 1 & 2	WW2202	3				1,680,000	1,120,000	2,800,000
WWTP Advanced Nutrient Removal	WW2301	1					5,850,000	5,850,000
Line Maintenance Building	WW2302	3					437,500	437,500
WWTP Parallel Relief Lines Ph. 1 & 2	WW2303	2					1,487,000	1,487,000



Source	Project #	Priority	2019	2020	2021	2022	2023	Total
East Lift Station Improvements Ph. 1	WW2304	3					435,000	435,000
Nike: New Interceptor	WW2306	2					809,000	809,000
<b>Wastewater Fund Total</b>			<b>1,320,000</b>	<b>1,392,500</b>		<b>1,680,000</b>	<b>10,138,500</b>	<b>14,531,000</b>
<b>Water Fund</b>								
Smart Meter Implementation	EL2002	3		1,000,000				1,000,000
Repair/Repave Water Plant Driveway	WA1901	4	100,500					100,500
Above/Below Ground Storage Facility Rehab	WA1902	2	240,000					240,000
N. Moonlight Rd. to Copper Springs Loop Feed	WA1903	3	240,000					240,000
Rebuild High Service Pump #3	WA1904	2	60,000					60,000
Replace Carbon Feed System	WA1905	2	180,000					180,000
Lightning Arrestors	WA1906	n/a	100,000					100,000
183rd Street Tower Rehab	WA1907	2	160,000					160,000
New Water Treatment Plant	WA2102	n/a			15,000,000			15,000,000
Replace Media Filter	WA2201	2				170,000		170,000
Quail Meadows Water Main Extension	WA2301	3					500,000	500,000
Line Maintenance Building	WW2302	3					437,500	437,500
<b>Water Fund Total</b>			<b>1,080,500</b>	<b>1,000,000</b>	<b>15,000,000</b>	<b>170,000</b>	<b>937,500</b>	<b>18,188,000</b>
<b>GRAND TOTAL</b>			<b>12,138,900</b>	<b>8,339,000</b>	<b>17,694,000</b>	<b>2,911,000</b>	<b>11,940,500</b>	<b>53,023,400</b>

# Capital Improvement Program

2019 thru 2023

Department Parks and Recreation

## City of Gardner, Kansas

Contact Park and Recreation Director

<b>Project #</b>	<b>PR1601</b>
<b>Project Name</b>	<b>Trail Reconstruction</b>

**Type** Improvement  
**Useful Life** 15 years  
**Category** Park Improvements  
**Priority** 2 Very Important  
**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$935,000

Description
2017 Madison Street Bicycle/Pedestrian Pathway @ 4,725 l.f.
2017 Winwood Park Trail @ 1,500 l.f.
2018 Gardner Greenway Trail - Madison to North Loop @ 2,350 l.f.
2018 Gardner Greenway Trail - Madison to Washington with Maple Connector @ 1,450 l.f.
2018 Gardner Greenway Trail - North Loop @ 3,925 l.f.
2019 North Center Street Bicycle/Pedestrian Pathway @ 2,150 l.f.
2019 South Center Street Bicycle/Pedestrian Pathway @ 6,450 l.f.
2019 Stone Creek Park Trail @ 3,350 l.f.

Justification
Most of the asphalt trails were originally constructed without an aggregate base. This combined with extreme weather conditions has created significant damage to most of the trails.
The 2009 Parks Master Plan provides construction specifications for both asphalt and concrete trails. If constructed to these standards, trails will last longer with proper crack sealing and slurry sealing maintenance.
Data collected and entered into Pavement Management System (PMS) February 2015
2015 Madison Street Bicycle/Pedestrian Pathway Avg. PCI is 26 (Very Poor)
2015 Winwood Park Trail Avg. PCI is 26 (Very Poor)
2015 Gardner Greenway Trail - Madison to North Loop Avg. PCI is 26 (Very Poor)
2016 Gardner Greenway Trail - Madison to Washington / Maple Connector Avg. PCI 45 (Poor)
2016 Gardner Greenway Trail - North Loop @ 3,925 l.f. Avg. PCI 52 (Poor)
2016 North Center Street Bicycle/Pedestrian Pathway @ 2,150 l.f. Avg. PCI 66 (Fair)
2017 South Center Street Bicycle/Pedestrian Pathway @ 6,450 l.f. Avg. PCI 77 (Satisfactory)
2017 Stone Creek Park Trail @ 3,350 l.f. Avg. PCI 59 (Fair)

Prior	Expenditures	2019	2020	2021	2022	2023	Total
780,000	Construction/Maintenance	155,000					155,000
<b>Total</b>	<b>Total</b>	<b>155,000</b>					<b>155,000</b>

Prior	Funding Sources	2019	2020	2021	2022	2023	Total
780,000	Infrastructure Special Sales	155,000					155,000
	Tax Fund						
<b>Total</b>	<b>Total</b>	<b>155,000</b>					<b>155,000</b>

Budget Impact/Other
Once replaced, no maintenance will be required for the first 3 years. Maintenance costs over 10 years for all asphalt trails estimated at \$11,299 for crack sealing. If concrete is used, maintenance cost over 10 years would be reduced to an estimated \$2,260 over 10 years.
Bid documents will include pricing for asphalt and concrete pricing. The Park System Master Plan includes specifications for both.

# Capital Improvement Program

2019 *thru* 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

**Project #** PR1702  
**Project Name** Quail Meadows Neighborhood Park Development

**Type** Improvement

**Useful Life** Unlimited

**Category** Park: Construction

**Priority** 2 Very Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$350,000

### Description

Quail Meadows Neighborhood Park was designed in 2007 with plans to construct in 2008. The project was put on hold due to the downturn in the economy. The park is designed to be similar to other neighborhood parks and to include playground equipment, picnic shelter, trails, landscaping and other support amenities.

The park property is located within the Quail Meadows residential neighborhood off of 167th Street. The property is owned by the City and will connect to the future greenway system outlined in the Parks System Master Plan.

### Justification

The Parks System Master Plan identifies the property for neighborhood park development. The goal is to keep residents within 1/2 mile to 1 mile of a park. The National Recreation & Park Association recommends 1/4 to 1/2 mile service radius for neighborhood parks.

Many of the lots within Quail Meadows have been developed and development in the area has picked up.

Efforts are being made to secure outside funding assistance with the development costs and to also develop the first phase of the trail system along the west fork of Kill Creek. Once developed, Quail Meadows Park will tie into the trail.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction	350,000					350,000
<b>Total</b>	<b>350,000</b>					<b>350,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Capital Improvement Reserve Fund	34,750					34,750
Grants	315,250					315,250
<b>Total</b>	<b>350,000</b>					<b>350,000</b>

### Budget Impact/Other

General Maintenance Labor: \$8,300 annual cost  
 Turf and Landscaping: \$2,500 annual cost  
 Bi-annual Crack Sealing: \$1,100 annual cost  
 Slurry Seal every five years: \$,1200 annual cost  
 Total annual cost of maintaining the new park is \$13,100.

# Capital Improvement Program

2019 thru 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

**Project #** PR1703  
**Project Name** West Fork Kill Creek Trail

**Type** Improvement

**Useful Life** 15 years

**Category** Park: Construction

**Priority** 1 Critical

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$472,900

**Description**

The Parks System Master Plan and Johnson County Park District Plan outlines a number of future trails, greenways and pedestrian paths. Trails are significantly wider than sidewalks and provide recreation and transportation options. Trails are often used to connect neighborhoods and are safe routes to schools.

In 2018, phase 1 of the West Fork Kill Creek Trail will be completed.

In 2019, Quail Meadows Trail will be completed.

**Justification**

There continues to be significant residential growth to the northwest part of the community. Currently there is no sidewalk along 167th Street or on Waverly Road from 170th Street to 167th Street. A developed trail from 167th to Waverly Road would connect multiple neighborhoods.

Prior	Expenditures	2019	2020	2021	2022	2023	Total
161,500	Construction	311,400					311,400
<b>Total</b>	<b>Total</b>	<b>311,400</b>					<b>311,400</b>

Prior	Funding Sources	2019	2020	2021	2022	2023	Total
161,500	Capital Improvement Reserve Fund	62,300					62,300
<b>Total</b>	Grants	249,100					249,100
	<b>Total</b>	<b>311,400</b>					<b>311,400</b>

**Budget Impact/Other**

Trails would be maintained by Gardner Parks and Recreation. Asphalt trails would need to be crack sealed bi-annually to prolong life at an estimated annual cost of \$700. The annual cost of slurry sealing every five years is \$800.

# Capital Improvement Program

2019 *thru* 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

**Project #** PR1901  
**Project Name** Reconstruct Celebration Parking Lot

**Type** Maintenance  
**Useful Life** 10 years  
**Category** Park Improvements  
**Priority** 2 Very Important  
**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$1,150,000

### Description

Replace the parking lot surface at Celebration Park. This will require the removal of the current surface, the placement of a base material (which doesn't currently exist) before putting down the new parking surface.

### Justification

During the construction of Celebration Park, there was no base used underneath the asphalted parking lot. As a result, and over time, the parking lot is degrading and eroding away at a rapid pace creating unsightly and unsafe areas. The surface in and of itself is not the source of strength, and it is critical to keep water away from the subgrade soil, which is why base underneath is necessary. If the subgrade becomes saturated, it will lose strength and stability, making the overlying pavement structure susceptible to breakup under imposed loads.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	1,150,000					1,150,000
<b>Total</b>	<b>1,150,000</b>					<b>1,150,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Infrastructure Special Sales Tax Fund	1,150,000					1,150,000
<b>Total</b>	<b>1,150,000</b>					<b>1,150,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Infrastructure Special Sales Tax Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

**Project #** PR2001  
**Project Name** St. Johns Trace Neighborhood Park

**Type** Improvement

**Useful Life** Unlimited

**Category** Park: Construction

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$375,000

**Description**

The future park property identified in the Parks System Master Plan is located within the St. Johns Trace residential neighborhood between 175th Street and West 172nd Street. Part of the property is currently owned by the City of Gardner as Runway Protection Zone for the Gardner Municipal Airport.

The future park will connect to the future greenway trail system outlined in the Johnson County Parks Plan and Gardner Parks Master Plan.

**Justification**

Many lots within St. Johns Trace have been developed with no park in the neighborhood to support the residents.

The Parks Master Plan outlines a goal to keep residents within 1/2 mile to 1 mile of a park. The National Recreation & Park Association recommends 1/4 to 1/2 mile service radius for neighborhood parks.

Efforts will be made to secure outside funding to assist with the development costs of the park as well to assist with the future adjacent greenway trail extension.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction		375,000				375,000
<b>Total</b>		<b>375,000</b>				<b>375,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Capital Improvement Reserve Fund		75,000				75,000
Grants		300,000				300,000
<b>Total</b>		<b>375,000</b>				<b>375,000</b>

**Budget Impact/Other**

General Maintenance: 332 hours per year  
 Annual Equipment Repairs/Upkeep: \$2,500 per year  
 Turf and Landscaping: \$2,500 per year

# Capital Improvement Program

2019 *thru* 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

<b>Project #</b>	<b>PR2002</b>
<b>Project Name</b>	<b>St. Johns Trace Land</b>

**Type** Land Acquisition

**Useful Life** Unlimited

**Category** Park Improvements

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$150,000

Description
The Parks System Master Plan outlines the purchase of neighborhood park land every other year to keep pace with need. Due to a slowdown in growth, no land purchase for neighborhood parks has been made since the Quail Meadows property was purchased in 2006.
Land identified totals 11.76 acres of which part will be eventually developed as part of the West Fork Kill Creek Greenway Trail System

Justification
The Parks System Master Plan outlines potential park locations keeping citizens within 1/2 mile to 1 mile of a park. City growth justifies the development of new parks.
The National Recreation and Park Association recommends 1/2 to 1/2 mile service radius for neighborhood parks.
This land purchase and development of this park have been delayed since 2008 due to economic downturn.
Many lots within St. Johns Trace have been developed with no park in the neighborhood to support the residents.

Expenditures	2019	2020	2021	2022	2023	Total
Land Acquisition		150,000				150,000
<b>Total</b>		<b>150,000</b>				<b>150,000</b>
Funding Sources	2019	2020	2021	2022	2023	Total
Park Improvement Fund		150,000				150,000
<b>Total</b>		<b>150,000</b>				<b>150,000</b>

Budget Impact/Other
The Parks and Recreation Department will maintain the property.

# Capital Improvement Program

2019 *thru* 2023

**Department** Parks and Recreation

## City of Gardner, Kansas

**Contact** Park and Recreation Director

**Project #** PR2202  
**Project Name** Outdoor Fitness Court

**Type** Improvement

**Useful Life**

**Category** Park Improvements

**Priority** n/a

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$120,000

### Description

The outdoor fitness court is a training system that uses bodyweight. This system features a series of full-body exercises for people of all skill levels. In addition, there is an app for smart phones for custom workouts, personal trainers, and music streaming.

### Justification

This is something that would be great for the community to utilize year round. Currently, there are only 4 in the entire country, with 80+ more becoming installed in 2018. Promoting health and fitness in our community is a huge draw for new residents and developers. In a 2017 National Recreation and Parks Association study, 85% of Americans consider high quality park and recreation amenities as an important factor when they are choosing a new place to live.

Expenditures	2019	2020	2021	2022	2023	Total
Construction				120,000		120,000
<b>Total</b>				<b>120,000</b>		<b>120,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Grants				120,000		120,000
<b>Total</b>				<b>120,000</b>		<b>120,000</b>

### Budget Impact/Other

None/Minimal.



# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** Public Works Director

**Project #** AP1901  
**Project Name** Sanitary Sewer Service

**Type** Improvement

**Useful Life** 30 years

**Category** Airport

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$240,000

### Description

Sanitary Sewer Main Line to serve the Airport Terminal Building. Construction costs includes project costs.

### Justification

From Sanitary Sewer Options, Technical Memorandum:

The existing septic system has failed.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Airport Fund	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

### Budget Impact/Other

Currently renting a portable restroom. Service required for new terminal building. May open land to the north for development.

Not eligible for FAA funding.

Future principal and interest payments will come from the Airport Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** City Engineer

**Project #** AP2001  
**Project Name** Acquire Land - Gardner Property

**Type** Land Acquisition

**Useful Life** Unlimited

**Category** Airport

**Priority** n/a

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$402,500

### Description

Acquire land in Runway 35 approach. Funded with 90% FAA NPE funding.

### Justification

Acquiring the tract will give the Airport control of land within the existing Runway Protection Zone.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Land Acquisition		402,500				402,500
<b>Total</b>		<b>402,500</b>				<b>402,500</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Airport Fund		40,250				40,250
Federal Aviation Administration		362,250				362,250
<b>Total</b>		<b>402,500</b>				<b>402,500</b>

### Budget Impact/Other

Requires interim financing if done prior to all FAA NPE funding available.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** Public Works Director

**Project #** AP2301  
**Project Name** Terminal Building and FBO Hangar Replacement

**Type** Improvement

**Useful Life** 30 years

**Category** Airport

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$499,500

### Description

Demolition and replacement of existing flight school and terminal buildings.

### Justification

Recommended in the 2009 Airport Master Plan. Current facility is not serviceable, and extensive areas are not useable.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction					499,500	499,500
<b>Total</b>					<b>499,500</b>	<b>499,500</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Airport Fund					499,500	499,500
<b>Total</b>					<b>499,500</b>	<b>499,500</b>

### Budget Impact/Other

Potential revenue increase with additional tenants with improved space. May attract new business.

Potential decrease in utility and maintenance costs.

Future principal and interest payments will come from the Airport Fund.

# Capital Improvement Program

2019 thru 2023

Department Public Works

## City of Gardner, Kansas

Contact City Engineer

**Project #** PW1701  
**Project Name** I-35 and Gardner Rd. Interchange

**Type** Improvement  
**Useful Life** 20 years  
**Category** Street Reconstruction  
**Priority** 2 Very Important  
**Status** Active

Cash or Debt: Debt

**Total Project Cost:** \$4,283,000

### Description

The intersection of 191st and Gardner Road needs to be improved to help reduce traffic safety concerns in this area. Design of the improvements will begin with an operational analysis to determine the best solution for current and future traffic needs. Burns & McDonnell has been hired to perform the design. Construction is proposed in 2019. This project is important for development along 191st and access to Gardner from I-35.

### Justification

191st Street intersects Gardner Road too close to the on/off ramps for I-35 and creates a hazardous condition. This will only worsen as traffic increases along this corridor and trucks continue to access 191st (north of the interstate). The 191st Street corridor (west of Gardner Road) is already developing in Edgerton. Property within Gardner is ready for development and failure to improve this intersection will delay growth in the city.

Prior	Expenditures	2019	2020	2021	2022	2023	Total
533,000	Construction	3,750,000					3,750,000
<b>Total</b>	<b>Total</b>	<b>3,750,000</b>					<b>3,750,000</b>

Prior	Funding Sources	2019	2020	2021	2022	2023	Total
533,000	MARC	1,415,000					1,415,000
<b>Total</b>	Special Highway Fund	2,335,000					2,335,000
	<b>Total</b>	<b>3,750,000</b>					<b>3,750,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Special Highway Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** Public Works Director

<b>Project #</b>	<b>PW1705</b>
<b>Project Name</b>	<b>Moonlight Road Safe Routes to Schools</b>

**Type** Improvement

**Useful Life** 20 years

**Category** ADA Improvements

**Priority** n/a

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$392,000

<b>Description</b>
Moonlight Road, from Warren Street to White Drive. The project fills in gaps of the existing sidewalk and trail network. The scope of work will include new sidewalks and trails, ADA-compliant ramp improvements, and pavement marking.

<b>Justification</b>
There are currently two elementary schools and one middle school that draw students from the area east of Moonlight Road south of US-56. The existing sidewalk and trail network in this area has many gaps that need to be filled to provide pedestrian access to these schools.

<b>Prior</b>	<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
30,000	Engineering	12,000					12,000
	Construction	350,000					350,000
<b>Total</b>							
	<b>Total</b>	<b>362,000</b>					<b>362,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
30,000	Grants	252,000					252,000
	Infrastructure Special Sales Tax Fund	110,000					110,000
<b>Total</b>							
	<b>Total</b>	<b>362,000</b>					<b>362,000</b>

<b>Budget Impact/Other</b>
None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** City Engineer

**Project #** PW1901  
**Project Name** Moonlight and Madison Signals

**Type** Improvement

**Useful Life** 20 years

**Category** Street Construction

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$314,000

**Description**  
 Install signals at the Moonlight and Madison Intersection.

**Justification**  
 With the opening of the Casey's store at the southwest corner, the intersection has seen an increase in traffic volumes. The traffic report for Casey's identified left turning movements were an 'F'. Increased traffic and additional development will likely create a condition where signal warrants are met by 2018.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Planning/Design	20,000					20,000
Contingency		20,000				20,000
Construction		264,000				264,000
Utility Relocation		10,000				10,000
<b>Total</b>	<b>20,000</b>	<b>294,000</b>				<b>314,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
CARS		142,000				142,000
Special Highway Fund	20,000	152,000				172,000
<b>Total</b>	<b>20,000</b>	<b>294,000</b>				<b>314,000</b>

**Budget Impact/Other**  
 None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** City Engineer

<b>Project #</b>	<b>PW2001</b>
<b>Project Name</b>	<b>Waverly Road Reconstruction from 175th to Madison</b>

**Type** Improvement

**Useful Life** 15 years

**Category** Street Reconstruction

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$3,540,000

<b>Description</b>
Waverly Road from 175th to Madison is a rural 2-lane section with no sidewalks and open ditches. It is currently one of the main routes for accessing both the high school and a large commercial tract just south of the school.

<b>Justification</b>
The two lane rural section is not sized to handle the additional traffic from the development of the commercial tract located at the northeast corner of the 175th and Waverly intersection. In addition to the narrow road section, open ditches and no sidewalks create both flooding and safety issues for students walking to school.

<b>Prior</b>	<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
340,000	Construction	3,150,000					3,150,000
	Utility Relocation	50,000					50,000
<b>Total</b>							
	<b>Total</b>	<b>3,200,000</b>					<b>3,200,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
340,000	CARS	1,575,000					1,575,000
	Special Highway Fund	1,625,000					1,625,000
<b>Total</b>							
	<b>Total</b>	<b>3,200,000</b>					<b>3,200,000</b>

<b>Budget Impact/Other</b>
None/Minimal.

# Capital Improvement Program

2019 thru 2023

Department Public Works

## City of Gardner, Kansas

Contact City Engineer

**Project #** PW2101  
**Project Name** Moonlight Road Rehab (I-35 to Buffalo Trail)

**Type** Maintenance  
**Useful Life** 15 years  
**Category** Street and Concrete Rehabilitat  
**Priority** 4 Less Important  
**Status** Active

Cash or Debt: Cash

**Total Project Cost: \$409,000**

### Description

Improvements are needed for this rural roadway section before an interchange can be built at Moonlight. The road will remain a 2-lane section unless development dictates otherwise. This project is expected to have CARS funding for 50% of the construction costs. Depending on development, certain improvements will be needed (mill/overlay, widen ditches, etc.) south of Grand.

### Justification

Some of the improvements have been made with previous projects including the Grand and Moonlight intersection with USD231 Benefit District. There has been discussion of a new interchange at Moonlight. With very limited city and state funding available, combined with the process to get approval and construct, it will be many years (10 - 20) before the interchange is built. The existing road needs major maintenance to prevent a much more extensive reconstruction in the future.

Expenditures	2019	2020	2021	2022	2023	Total
Planning/Design		25,000				25,000
Construction/Maintenance			384,000			384,000
<b>Total</b>		<b>25,000</b>	<b>384,000</b>			<b>409,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
CARS			187,000			187,000
Special Highway Fund		25,000	197,000			222,000
<b>Total</b>		<b>25,000</b>	<b>384,000</b>			<b>409,000</b>

### Budget Impact/Other

There will be additional labor and maintenance associated with the new infrastructure; however, costs for mowing the right-of-way and maintaining the drainage ditches will be reduced.



# Capital Improvement Program

2019 thru 2023

Department Public Works

## City of Gardner, Kansas

Contact City Engineer

**Project #** PW2201  
**Project Name** Center Street Rehab (Main to 167th)

**Type** Maintenance  
**Useful Life** 15 years  
**Category** Street and Concrete Rehabilitat  
**Priority** 3 Important  
**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$471,000

### Description

The road varies from a 2-lane section to a 4-lane section between US 56 (Main) and 167th Street. This road is one of the city's main north/south arterials and rehabilitation is needed. With the length and varying width of the road, this is a fairly involved project. There are also improvements to the 167th and Waverly Intersection for \$60K (not signalization but improvements identified in the 2009 Transportation Master Plan) included in this project. These include a 4-way stop, additional signage, modified striping and some shoulder improvements.

### Justification

Partial road reconstruction is needed to protect one of the city's two main north/south arterials. However, it is critical for asset/infrastructure management, economic development, quality of life and fiscal stewardship (all 4 of the City Council's goals).

Failure to reconstruct sections of the road (some base patching, curb replacement, mill/overlay and striping) will create the need for complete reconstruction.

Expenditures	2019	2020	2021	2022	2023	Total
Planning/Design			10,000			10,000
Construction/Maintenance				461,000		461,000
<b>Total</b>			<b>10,000</b>	<b>461,000</b>		<b>471,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
CARS				230,500		230,500
Special Highway Fund			10,000	230,500		240,500
<b>Total</b>			<b>10,000</b>	<b>461,000</b>		<b>471,000</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Public Works

## City of Gardner, Kansas

**Contact** City Engineer

**Project #** PW2301

**Type** Improvement

**Project Name** Center Street Sidewalk Improvements

**Useful Life** 20 years

**Category** Pedestrian/Bicycle Improve

**Cash or Debt:** Cash

**Priority** n/a

**Status** Active

**Total Project Cost:** \$315,000

### Description

The project will include the construction of a new sidewalk on the west side of Center Street from Shawnee to Mckinley and widening of the existing sidewalk on the Center Street bridge over BNSF railroad. The bridge sidewalk was recommended in the recent Main Street Planning for Sustainable Places Study.

### Justification

There is an existing sidewalk gap on the west side of Center Street and pedestrians are forced to walk in the grass. The project will provide a continuous sidewalk. The area serves many students and also several disabled individuals. There is an existing pedestrian crossing at Shawnee Street, which is uncontrolled, that will be removed with this project. The improvements will provide direct access to the downtown area and access to a signalized pedestrian crossing at the Center and Main intersection.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance					315,000	315,000
<b>Total</b>					<b>315,000</b>	<b>315,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Infrastructure Special Sales					63,000	63,000
Tax Fund						
MARC					252,000	252,000
<b>Total</b>					<b>315,000</b>	<b>315,000</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL1901

**Type** Improvement

**Project Name** Install Switches (3) at Distribution Points Ph.1

**Useful Life** 30 years

**Category** Electric Distribution

**Cash or Debt:** Cash

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$100,000

### Description

Install remote operated switches (3) at critical distribution feed points

### Justification

Service reliability and speed of system restoration will be improved by furnishing and installing line sectionalizing switches, operable from the SCADA system by remote control.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Materials	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL1902

**Type** Maintenance

**Project Name** Replace Lube Oil Cooling System CT 2

**Useful Life** 20 years

**Category** Electric Generation

**Cash or Debt:** Cash

**Priority** 3 Important

**Status** Active

**Total Project Cost:** \$100,000

### Description

Lube Oil Cooling System CT 2 needs replacement.

### Justification

The cooling system for CT2 is not performing to allow full turbine output and needs to be cleaned or replaced.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2001  
**Project Name** Sub 3 to Westar Interconnection

**Type** Improvement

**Useful Life** 30 years

**Category** Electric Generation

**Priority** 2 Very Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$1,500,000

**Description**  
 Install line source or interconnection from Substation 3 to Westar transmission line.

**Justification**  
 Install transmission line source, independent of KCP&L Moonlight substation source at 161 kV, to Substation #3, which will provide additional flexibility to provide a reliable and reasonable cost product to our customers.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Materials		1,000,000				1,000,000
Installation		470,000				470,000
Engineering		30,000				30,000
<b>Total</b>		<b>1,500,000</b>				<b>1,500,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund		1,500,000				1,500,000
<b>Total</b>		<b>1,500,000</b>				<b>1,500,000</b>

**Budget Impact/Other**  
 None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2002

**Type** Improvement

**Project Name** Smart Meter Implementation

**Useful Life** 15 years

**Category** Electric Distribution

**Cash or Debt:** Debt

**Priority** 3 Important

**Status** Active

**Total Project Cost:** \$4,000,000

### Description

Replace existing energy meters with smart meters or Advanced Metering Infrastructure (AMI)

### Justification

A smart meter is an electronic device that records consumption of electric energy in intervals of an hour or less and communicates that information at least daily back to the utility for monitoring and billing. Smart meters enable two-way communication between the meter and Utility Billing. The two way communication will enable a remote shut off if needed and provide information of outages through out the city service area.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction Engineering		4,000,000				4,000,000
<b>Total</b>		<b>4,000,000</b>				<b>4,000,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund		3,000,000				3,000,000
Water Fund		1,000,000				1,000,000
<b>Total</b>		<b>4,000,000</b>				<b>4,000,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Electric and Water Funds.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2003

**Type** Maintenance

**Project Name** Replace Lube Oil Cooling System CT 1

**Useful Life** 30 years

**Category** Electric Generation

**Cash or Debt:** Cash

**Priority** 3 Important

**Status** Active

**Total Project Cost:** \$100,000

Description
CT 1 Lube Oil Cooling replacement.

Justification
The cooling system for CT1 is not performing to allow full turbine output and needs to be cleaned or replaced.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Electric Fund		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

Budget Impact/Other
Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2004

**Type** Improvement

**Project Name** Install Switches (3) at Distribution Points Ph. 2

**Useful Life** 30 years

**Category** Electric Distribution

**Cash or Debt:** Cash

**Priority** 3 Important

**Status** Active

**Total Project Cost:** \$100,000

### Description

Install remote operated switches (3) at critical distribution feed points.

### Justification

Service reliability and speed of system restoration will be improved by furnishing and installing line sectionalizing switches, operable from the SCADA system by remote control.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Materials		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

### Budget Impact/Other

None/Minimal.

<b>Budget Items</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Supplies/Materials		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>



# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2101

**Type** Improvement

**Project Name** Circuit 31 Overhead Rebuild

**Useful Life** 40 years

**Category** Electric Distribution

**Priority** 2 Very Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$150,000

### Description

Rebuild 1 mile of aging overhead 3 phase power line which is on the north side of the railroad tracks from Sub 2 at S. Moonlight to 153 S. Oak St. This power line will be installed where the existing power line is. The existing power line is constructed with 8ft. crossarms and the neutral wire is below the phases. The new power line will be constructed with 10ft. crossarms to prevent phases from coming in contact with each other and the neutral wires above the phases for lightning protection.

### Justification

The Electric Distribution Division had issues in the past of the phases slapping together from storms on this overhead line. When that happens it blinks the circuit which causes residents lights to flicker on and off. With the new installation we will be able to space the phases farther apart to prevent the phases from coming in contact with each other. This rebuild will also install the neutral on top for lightning protection.

This circuit serves all of our businesses and residents on the south side of Main St. from S. Center St. to S. Moonlight. This circuit provides the means to "back feed" one feeder circuit from the other in the event that one of the circuits is damaged. This connection follows best management practices to provide system redundancy and improved system reliability.

Expenditures	2019	2020	2021	2022	2023	Total
Materials			150,000			150,000
<b>Total</b>			<b>150,000</b>			<b>150,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Electric Fund			150,000			150,000
<b>Total</b>			<b>150,000</b>			<b>150,000</b>

### Budget Impact/Other

None/Minimal.

Budget Items	2019	2020	2021	2022	2023	Total
Supplies/Materials			150,000			150,000
<b>Total</b>			<b>150,000</b>			<b>150,000</b>

# Capital Improvement Program

2019 thru 2023

Department Utilities

## City of Gardner, Kansas

Contact Utility Director

**Project #** EL2102  
**Project Name** Install Loop Feed on Existing Transmission Line

**Type** Improvement

**Useful Life** 30 years

**Category** Electric Generation

**Priority** 3 Important

**Status** Active

Cash or Debt: Debt

**Total Project Cost:** \$2,000,000

**Description**  
 Install loop feed from Substation 1 to Substation 3.

**Justification**  
 Substations 1 and Substation 3 are powered from radial feeders; providing a loop feeder shall provide the option of powering the substation from either direction around the loop.

Expenditures	2019	2020	2021	2022	2023	Total
Materials			1,500,000			1,500,000
Installation			450,000			450,000
Engineering			50,000			50,000
<b>Total</b>			<b>2,000,000</b>			<b>2,000,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Electric Fund			2,000,000			2,000,000
<b>Total</b>			<b>2,000,000</b>			<b>2,000,000</b>

**Budget Impact/Other**  
 None/Minimal.

Budget Items	2019	2020	2021	2022	2023	Total
Contract Services			2,000,000			2,000,000
<b>Total</b>			<b>2,000,000</b>			<b>2,000,000</b>

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2103

**Type** Maintenance

**Project Name** Replace Diesel with Electric Start CT1

**Useful Life** 20 years

**Category** Electric Generation

**Cash or Debt:** Cash

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$150,000

### Description

Replace existing diesel engine with electric motor

### Justification

The current diesel engine starter on CT1 is taking longer to bring the turbine up to firing speed, and the engine should be replaced with either a new or rebuilt engine or electric starter motor as on CT2.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance			150,000			150,000
<b>Total</b>			<b>150,000</b>			<b>150,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund			150,000			150,000
<b>Total</b>			<b>150,000</b>			<b>150,000</b>

### Budget Impact/Other

Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2201

**Type** Improvement

**Project Name** Gardner Elementary Underground Project

**Useful Life** 40 years

**Category** Electric Distribution

**Cash or Debt:** Cash

**Priority** 1 Critical

**Status** Active

**Total Project Cost:** \$30,000

### Description

Remove 3 phase overhead power line and install 3 phase underground cable.

### Justification

This circuit has had numerous outages in the past due to squirrels and the lines and poles are deteriorating and becoming unsafe.

Expenditures	2019	2020	2021	2022	2023	Total
Materials				30,000		30,000
<b>Total</b>				<b>30,000</b>		<b>30,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Electric Fund				30,000		30,000
<b>Total</b>				<b>30,000</b>		<b>30,000</b>

### Budget Impact/Other

None/Minimal.

Budget Items	2019	2020	2021	2022	2023	Total
Supplies/Materials				30,000		30,000
<b>Total</b>				<b>30,000</b>		<b>30,000</b>

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** EL2202

**Type** Maintenance

**Project Name** Upgrade Combustion Turbine Controls 1 & 2

**Useful Life** 10 years

**Category** Electric Generation

**Cash or Debt:** Cash

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$450,000

### Description

Replace existing PAL Turbine control system with new discrete control system.

### Justification

Current controls are obsolete and prone to failures.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Technology Upgrades				450,000		450,000
<b>Total</b>				<b>450,000</b>		<b>450,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund				450,000		450,000
<b>Total</b>				<b>450,000</b>		<b>450,000</b>

### Budget Impact/Other

Minimal.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities  
**Contact** Utility Director  
**Type** Improvement  
**Useful Life** 30 years  
**Category** Electric Distribution  
**Priority** 2 Very Important  
**Status** Active

**Project #** EL2301  
**Project Name** 34-45 Padmount Switchgear Cabinet

**Cash or Debt:** Cash

**Total Project Cost:** \$50,000

**Description**

The current three phase electric cabinet we have now is on the east side of Price Chopper along Lincoln Ln. This cabinet has two separate circuits that feed into this cabinet, one circuit is on the required feed through that are mounted at the top of the cabinet and the other circuit is on portable feed through that are temporarily mounted at the bottom side of cabinet. This cabinet is designed for only one circuit.

**Justification**

Service reliability and speed of system restoration will be improved by furnishing and installing this padmount switchgear cabinet. This padmount switchgear cabinet will be used for back feeding circuits and load shedding purposes. Lineman will no longer have to manually transfer phases from one feed thru onto the other with a hot stick when circuit switching is required. The padmount switchgear cabinet has a bypass lever that is used to close in all three phases at the same time, which is safer and more efficient.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Materials					50,000	50,000
<b>Total</b>					<b>50,000</b>	<b>50,000</b>
<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Electric Fund					50,000	50,000
<b>Total</b>					<b>50,000</b>	<b>50,000</b>

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1901

**Type** Maintenance

**Project Name** Repair/Repave Water Plant Driveway

**Useful Life** 15 years

**Category** Water

**Priority** 4 Less Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$100,500

### Description

Repair or repave Hillsdale WTP main driveway.

### Justification

The driveway was constructed in 2006 with the plant upgrade and has deteriorated over the years due to heavy vehicles and equipment that access the plant on a regular basis.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	100,500					100,500
<b>Total</b>	<b>100,500</b>					<b>100,500</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	100,500					100,500
<b>Total</b>	<b>100,500</b>					<b>100,500</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1902

**Type** Maintenance

**Project Name** Above/Below Ground Storage Facility Rehab

**Useful Life** 20 years

**Category** Water

**Cash or Debt:** Debt

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$240,000

### Description

This project will provide routine maintenance for the Above & Below Grade Storage facilities based on the inspections performed in 2016. These improvements include but are not limited too; site grading, lightning protection, interior & exterior coating issues, ventilation issues, improved signage and routine interior cleaning.

### Justification

The water storage tanks were inspected by Pittsburg Tank & Tower Maintenance Co. in 2016 along with a detailed report outlining the necessary repairs for each storage tank within the system. These improvements will prolong the useful life of these facilities and help provide clean and safe drinking water to the community.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Water Fund.



# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1903

**Type** Improvement

**Project Name** N. Moonlight Rd. to Copper Springs Loop Feed

**Useful Life** 20 years

**Category** Water

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$240,000

### Description

Install a water main from Moonlight Rd to Copper Springs subdivision.

### Justification

The Copper Springs subdivision is currently a single point of supply. Due to expansion of the subdivision, a secondary source should be installed to prevent water outage in case of a rupture in the main line that runs along Moonlight Road.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	240,000					240,000
<b>Total</b>	<b>240,000</b>					<b>240,000</b>

### Budget Impact/Other

None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities  
**Contact** Utility Director  
**Type** Maintenance  
**Useful Life** 20 years  
**Category** Water  
**Priority** 2 Very Important  
**Status** Active

**Project #** WA1904  
**Project Name** Rebuild High Service Pump #3

**Cash or Debt:** Cash

**Total Project Cost:** \$60,000

**Description**  
 Rebuild High Service Pump #3.

**Justification**  
 High Service Pump #3 is one of 3 pumps that pump treated water into our distribution system. It was installed in 2006. In 2017 Fairbanks-Morse tested the pump and found that it was starting to lose its efficiency. The gallons per minute the pump put out when it was new has lessened over the last 12 years. The pump is due for a rebuild to regain its max output.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Maintenance	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

**Budget Impact/Other**  
 Minimal.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1905

**Type** Maintenance

**Project Name** Replace Carbon Feed System

**Useful Life** 20 years

**Category** Water

**Cash or Debt:** Debt

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$180,000

### Description

Replace the Carbon Feed System at the Water Treatment Plant.

### Justification

The Carbon Feed System adds carbon to the raw water when it comes into the Water Treatment Plant. Carbon is what gets rid of the taste and odor in the water. The Carbon Feed System was installed in 2006. Staff has continuously performed preventative maintenance on the system since it was new. Even with the preventative maintenance the feed system has failed numerous times over the years and it took a lightning hit in 2016 that caused damage to the electronics. Most parts for the system are obsolete. The Carbon Feed System needs replaced with a new one.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	180,000					180,000
<b>Total</b>	<b>180,000</b>					<b>180,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	180,000					180,000
<b>Total</b>	<b>180,000</b>					<b>180,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Water Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1906

**Type** Improvement

**Project Name** Lightning Arrestors

**Useful Life**

**Category** Water

**Priority** n/a

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$100,000

### Description

Install lightning arrestors on the existing building to protect equipment from damage.

### Justification

In 2016, Hillsdale water treatment plant was hit by lightning taking the SCADA and critical equipment out of service. In 2017, PEC was hired to develop specifications for a lightning protection system to be implemented in 2018 and 2019.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

### Budget Impact/Other

In 2016, the City spent \$58,000 to repair or replace damaged equipment and SCADA components. In order to prevent similar events that could impact the ability to supply water to the City, this project is a must with a payback of 1.78 years.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WA1907

**Type** Maintenance

**Project Name** 183rd Street Tower Rehab

**Useful Life** 10 years

**Category** Water

**Cash or Debt:** Debt

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$160,000

### Description

This project will provide routine maintenance for the 183rd Street Tower based on the inspections performed in 2016. these improvements include but are not limited too; site grading, lightning protection, interior & exterior coating issues, ventilation issues, improved signage and routine interior cleaning.

### Justification

The water storage tank was inspected by Pittsburg Tank & Tower Maintenance Co. in 2016 along with a detailed report outlining the necessary repairs for the 183rd Street tower. These improvements to the tower will prolong the useful life of these facilities and help provide clean and safe drinking water to the community.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance	160,000					160,000
<b>Total</b>	<b>160,000</b>					<b>160,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund	160,000					160,000
<b>Total</b>	<b>160,000</b>					<b>160,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Water Fund.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities  
**Contact** Utility Director  
**Type** Improvement  
**Useful Life** 30 years  
**Category** Water  
**Priority** n/a  
**Status** Active

**Project #** WA2102  
**Project Name** New Water Treatment Plant

**Cash or Debt:** Debt

**Total Project Cost:** \$15,000,000

**Description**  
 Design and build a new 2.0 MGD water treatment facility at Hillsdale WTP

**Justification**  
 The existing treatment plant will be short of capacity by 2022 so an additional treatment is need.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction			15,000,000			15,000,000
<b>Total</b>			<b>15,000,000</b>			<b>15,000,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund			15,000,000			15,000,000
<b>Total</b>			<b>15,000,000</b>			<b>15,000,000</b>

**Budget Impact/Other**  
 The City has evaluated other options including a 2.0 MGD interconnection with WaterOne and a WTP at Gardner Lake. Based on a preliminary evaluation performed by Burns&McDonnell early this year, adding 2.0 MGD capacity at Hillsdale would result in a lower O&M cost than the other two options.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities  
**Contact** Water/Wastewater Manager  
**Type** Maintenance  
**Useful Life** 15 years  
**Category** Water  
**Priority** 2 Very Important  
**Status** Active

## City of Gardner, Kansas

**Project #** WA2201  
**Project Name** Replace Media Filter

**Cash or Debt:** Cash

**Total Project Cost:** \$170,000

**Description**  
 Replace the Media Filter at Hillsdale Water Treatment Facility.

**Justification**  
 The current filter media was installed in 2006. The manufacturer's recommendation is to replace the media after 15 years of service. In 2021 the media will have been in service for 15 years. The media filter will be closely monitored in case the replacement needs to be done earlier.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Maintenance				170,000		170,000
<b>Total</b>				<b>170,000</b>		<b>170,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund				170,000		170,000
<b>Total</b>				<b>170,000</b>		<b>170,000</b>

**Budget Impact/Other**  
 None/Minimal.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities  
**Contact** Utility Director  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Water  
**Priority** 3 Important  
**Status** Active

**Project #** WA2301  
**Project Name** Quail Meadows Water Main Extension

**Cash or Debt:** Debt

**Total Project Cost:** \$500,000

**Description**  
 This project is to design and install a waterline to Quail Meadows to provide necessary looping in the system to help improve water quality and minimize the impacts of water outages due to breaks.

**Justification**  
 The Quail Meadows subdivision is currently a single point of supply. Due to expansion of the subdivision, a secondary source should be installed to prevent water outage in case of a main break that runs along 167th Street.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction Engineering					500,000	500,000
<b>Total</b>					<b>500,000</b>	<b>500,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Water Fund					500,000	500,000
<b>Total</b>					<b>500,000</b>	<b>500,000</b>

**Budget Impact/Other**  
 Minimal impact. Future principal and interest payments will come from the Water Fund.



# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities  
**Contact** Water/Wastewater Manager  
**Type** Improvement  
**Useful Life** 30 years  
**Category** Wastewater  
**Priority** 3 Important  
**Status** Active

## City of Gardner, Kansas

**Project #** WW1901  
**Project Name** Replace BDP Belt Press at Kill Creek Facility

**Cash or Debt:** Debt

**Total Project Cost:** \$500,000

**Description**  
 The current belt press is 30 years old and was bought as a reconditioned unit.

**Justification**  
 We are seeing our processed sludge out of the unit at 14-16 % dry weight. New rotary fan units are getting the processed sludge weights to 22-24%. This difference in weight reduction will create some cost savings.

Expenditures	2019	2020	2021	2022	2023	Total
Materials	450,000					450,000
Installation	50,000					50,000
<b>Total</b>	<b>500,000</b>					<b>500,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Wastewater Fund	500,000					500,000
<b>Total</b>	<b>500,000</b>					<b>500,000</b>

**Budget Impact/Other**  
 The new fans will be able to process more sludge, which will result in annual cost savings of \$40,000. The estimated savings are due to reduced costs for labor, water and electric usage. Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW1903  
**Project Name** Remove Temporary Lift Station

**Type** Improvement

**Useful Life** Unlimited

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$200,000

### Description

Design and construct a gravity sewer line to remove the temporary lift station from the system.

### Justification

The temporary lift station was built in a location that can be served with gravity sewer and is currently overloaded requiring an upgrade to the lift station. This could lead to potential backups due to the lack of capacity. The project was identified in the 2009 Wastewater Master Plan. Project costs were revised by staff.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction	200,000					200,000
<b>Total</b>	<b>200,000</b>					<b>200,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund	200,000					200,000
<b>Total</b>	<b>200,000</b>					<b>200,000</b>

### Budget Impact/Other

Maintenance cost savings on the lift station would offset the cost of the gravity lines within 25 years. The cost of maintenance per lift station is approximately \$20,000/station for this type of station.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities  
**Contact** Utility Director  
**Type** Maintenance  
**Useful Life** 20 years  
**Category** Wastewater  
**Priority** 2 Very Important  
**Status** Active

**Project #** WW1904  
**Project Name** WWTP Clarifier #1& 2 Improvements

**Cash or Debt:** Debt

**Total Project Cost:** \$400,000

**Description**  
 Clarifiers are used to help settle the biological solids in the treatment process. The clarifiers are large circular basins located outside (exposed to the elements) and they experience continuous flow. Components need to be rebuilt and system is susceptible to algae growth. Clarifier improvements include covers and scrubber replacement.

**Justification**  
 As identified in the 2015 Wastewater Utility Assessment (Section 5.1.5), the center drives have been rebuilt once and damage has occurred to a scraper arm. The launder brush arms and brushes are worn and do not effectively remove algae. Manual cleaning is a safety issue. The assessment recommends Launder Covers (\$140,000) and replacement of scrubber and scrubber arms (\$60,000) to help mitigate algae growth.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Maintenance	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

**Budget Impact/Other**  
 Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW1906  
**Project Name** Replace/Rebuild Grinder at Big Bull Creek LS

**Type** Maintenance

**Useful Life** 10 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$70,000

### Description

Replace grinder at Big Bull Creek Lift Station.

### Justification

Current grinder was put into service in 2007. Replacing the grinders every 10 years is cheaper than rebuilding due to the long down times in rebuilding and the amount of labor to disassemble and rebuild.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Maintenance	70,000					70,000
<b>Total</b>	<b>70,000</b>					<b>70,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund	70,000					70,000
<b>Total</b>	<b>70,000</b>					<b>70,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW1907  
**Project Name** Replace 2 Pumps at East Lift Station

**Type** Equipment

**Useful Life** 15 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$150,000

### Description

Replace two (2) dry weather pumps at the East Lift Station.

### Justification

With the east lift station expansion in the CIP for 2020. The pumps should be upgraded first so that we can still pump the designed flow of waste water during construction. This will let expansion take place with no interruption to current service. We can replace wet pumps during the construction with no issues.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Maintenance	150,000					150,000
<b>Total</b>	<b>150,000</b>					<b>150,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund	150,000					150,000
<b>Total</b>	<b>150,000</b>					<b>150,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2001  
**Project Name** Replace UV System

**Type** Improvement

**Useful Life** 20 years

**Category** Wastewater

**Priority** 2 Very Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$550,000

### Description

UV disinfection is a physical process that neutralizes microorganisms as they pass by ultraviolet lamps submerged in the effluent. The plant currently has two 4.5MGD closed chamber units oriented perpendicular to the incoming flow.

### Justification

Current system (2001/2002 timeframe) experiences frequent breaks during high flows causing water to leak into the lower level of the building - also averaging \$4k in bulb replacement each year along with continual ohm resistor replacement.

The 2015 Wastewater Utility Assessment (5.1.8) recommended replacement of the UV system. This replacement should consider closed-chamber unit containing lamps that are parallel to the flow. The replacement will be done during the plant expansion.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Equip/Vehicles/Furnishings		550,000				550,000
<b>Total</b>		<b>550,000</b>				<b>550,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund		550,000				550,000
<b>Total</b>		<b>550,000</b>				<b>550,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2002  
**Project Name** Nike L.S. and Forcemain Improvements

**Type** Improvement

**Useful Life** 20 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$365,000

**Description**  
 Construct new lift station and forcemain at Nike LS.

**Justification**  
 To serve proposed growth area between S Gardner Road, S Moonlight, 191st Street and W 199th Street as recommended by 2017 Master Plan.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction Engineering		365,000				365,000
<b>Total</b>		<b>365,000</b>				<b>365,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund		365,000				365,000
<b>Total</b>		<b>365,000</b>				<b>365,000</b>

**Budget Impact/Other**  
 Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2003  
**Project Name** Remove Willbrook Lift Station

**Type** Improvement

**Useful Life** Unlimited

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$300,000

### Description

Design and construct a gravity sewer line to remove the Willbrook lift station from the system.

### Justification

The temporary lift station was built in a location that can be served with gravity sewer and is currently overloaded requiring an upgrade to the lift station. This could lead to potential backups due to the lack of capacity. The project was identified in the 2009 Wastewater Master Plan. Project costs were revised by staff.

Expenditures	2019	2020	2021	2022	2023	Total
Construction		300,000				300,000
<b>Total</b>		<b>300,000</b>				<b>300,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Wastewater Fund		300,000				300,000
<b>Total</b>		<b>300,000</b>				<b>300,000</b>

### Budget Impact/Other

Maintenance cost savings on the lift station would offset the cost of the gravity lines within 25 years. The cost of maintenance per lift station is approximately \$20,000/station for this type of station.



# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2004  
**Project Name** Remove Sunset Lift Station

**Type** Improvement

**Useful Life** Unlimited

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Cash

**Total Project Cost:** \$177,500

### Description

Design and construct a gravity sewer line to remove the Sunset lift station from the system.

### Justification

The Sunset Lift station was built in a location that can be served with gravity sewer and is currently overloaded requiring an upgrade to the lift station. This could lead to potential backups due to the lack of capacity. The project was identified the 2009 Wastewater Master Plan. Project costs were revised by staff.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Planning/Design		15,000				15,000
Land Acquisition		25,000				25,000
Contingency		20,500				20,500
Engineering		12,000				12,000
Construction		105,000				105,000
<b>Total</b>		<b>177,500</b>				<b>177,500</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund		177,500				177,500
<b>Total</b>		<b>177,500</b>				<b>177,500</b>

### Budget Impact/Other

Maintenance cost savings on the lift station would offset the cost of the gravity lines within 25 years. The cost of maintenance per lift station is approximately \$20,000/station for this type of station.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2202  
**Project Name** South Parallel Relief Lines Ph. 1 & 2

**Type** Unassigned

**Useful Life** 30 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$2,800,000

### Description

Construct new sanitary sewer relief lines at South LS.

### Justification

Existing lines do not have capacity to convey the predicted peak sanitary sewer flows as recommended in 2017 Master Plan.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction/Maintenance					1,120,000	1,120,000
Construction				1,680,000		1,680,000
<b>Total</b>				<b>1,680,000</b>	<b>1,120,000</b>	<b>2,800,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund				1,680,000	1,120,000	2,800,000
<b>Total</b>				<b>1,680,000</b>	<b>1,120,000</b>	<b>2,800,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

## City of Gardner, Kansas

**Department** Utilities

**Contact** Utility Director

**Type** Maintenance

**Useful Life** 20 years

**Category** Wastewater

**Priority** 1 Critical

**Status** Active

**Total Project Cost:** \$5,850,000

<b>Project #</b>	<b>WW2301</b>
<b>Project Name</b>	<b>WWTP Advanced Nutrient Removal</b>

**Cash or Debt:** Debt

<b>Description</b>
Install Advanced Nutrient Removal System at WWTP

<b>Justification</b>
Installation of an anaerobic selector basin to achieve the nutrient removal required by future operating permits.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction					5,850,000	5,850,000
<b>Total</b>					<b>5,850,000</b>	<b>5,850,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund					5,850,000	5,850,000
<b>Total</b>					<b>5,850,000</b>	<b>5,850,000</b>

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2302  
**Project Name** Line Maintenance Building

**Type** Improvement

**Useful Life** 30 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$875,000

### Description

Relocate Line Maintenance staff to new facility.

### Justification

Line Maintenance staff has grown from 5 to 9 persons over the past 3 years and current office space is limited. A new building near the Energy Center will be built to house all staff, materials and equipment.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction Engineering					875,000	875,000
<b>Total</b>					<b>875,000</b>	<b>875,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund					437,500	437,500
Water Fund					437,500	437,500
<b>Total</b>					<b>875,000</b>	<b>875,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Water and Wastewater Funds.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2303

**Type** Improvement

**Project Name** WWTP Parallel Relief Lines Ph. 1 & 2

**Useful Life** 30 years

**Category** Wastewater

**Cash or Debt:** Debt

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$2,703,000

### Description

Upgrade force main leading to Kill Creek WRRF.

### Justification

Existing lines do not have capacity to convey the predicted peak sanitary sewer flows as recommended in the 2017 Master Plan.

Expenditures	2019	2020	2021	2022	2023	Total	Future
Construction					1,487,000	1,487,000	1,216,000
<b>Total</b>					<b>1,487,000</b>	<b>1,487,000</b>	<b>Total</b>

Funding Sources	2019	2020	2021	2022	2023	Total	Future
Wastewater Fund					1,487,000	1,487,000	1,216,000
<b>Total</b>					<b>1,487,000</b>	<b>1,487,000</b>	<b>Total</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2304  
**Project Name** East Lift Station Improvements Ph. 1

**Type** Improvement

**Useful Life** 30 years

**Category** Wastewater

**Priority** 3 Important

**Status** Active

**Cash or Debt:** Debt

**Total Project Cost:** \$435,000

### Description

Ultimate flow for the East Lift Station is approximately 4000 gallons/minute. Currently the facility can only pump 120 gallons/minute to the North Lift Station and 180 gallons/minute to the South Lift Station. There is additional area still undeveloped in the basin that could generate 2000 gallons/minute or more, and is included in the 4000 gallons/minute. This means that the force main must be upgraded to handle the capacity of the East Lift Station. Projected capacity need is 1250 gpm.

### Justification

Currently the flows from the East Lift Station are split between the North Lift Station and the South Lift Station. The South Lift Station is not designed to receive these flows, and development in the South Lift Station basin is limited by the amount of flow received from the E. lift station, along with other factors. In addition, a second storage tank is required at the East Lift Station unless the capacity is upgraded. Upgrading the capacity for the East Lift Station should be cheaper than building the storage tank. The project was identified by staff and confirmed by the 2009 Wastewater Master Plan.

Much of the flow from the East Lift Station is sent to the South Lift Station, and will overload the South Lift Station as the south basin develops. Upgrading the capacity of the East Lift Station will keep from overloading both the South Lift Station and the new Bull Creek Lift Station in their current configurations. The addition of holding tanks at both locations can also be postponed if this force main and the attendant gravity mains are upsized.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction					435,000	435,000
<b>Total</b>					<b>435,000</b>	<b>435,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund					435,000	435,000
<b>Total</b>					<b>435,000</b>	<b>435,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# Capital Improvement Program

2019 *thru* 2023

**Department** Utilities

## City of Gardner, Kansas

**Contact** Utility Director

**Project #** WW2306

**Type** Improvement

**Project Name** Nike: New Interceptor

**Useful Life** 20 years

**Category** Unassigned

**Cash or Debt:** Debt

**Priority** 2 Very Important

**Status** Active

**Total Project Cost:** \$809,000

### Description

Construct a new interceptor for the Nike Lift Station.

### Justification

A new interceptor is needed to handle the additional demand from Tuscan Farms Phase II and future development south of I-35 and Gardner Road. This project was identified in the 2017 Wastewater Master Plan.

<b>Expenditures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Construction					809,000	809,000
<b>Total</b>					<b>809,000</b>	<b>809,000</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
Wastewater Fund					809,000	809,000
<b>Total</b>					<b>809,000</b>	<b>809,000</b>

### Budget Impact/Other

Future principal and interest payments will come from the Wastewater Fund.

# PRINCIPAL AND INTEREST PAYMENTS



Below is a schedule of debt payments. Please see the City's CAFR (Comprehensive Annual Financial Report) located on the City's website for more details, including detailed debt schedules with amounts.

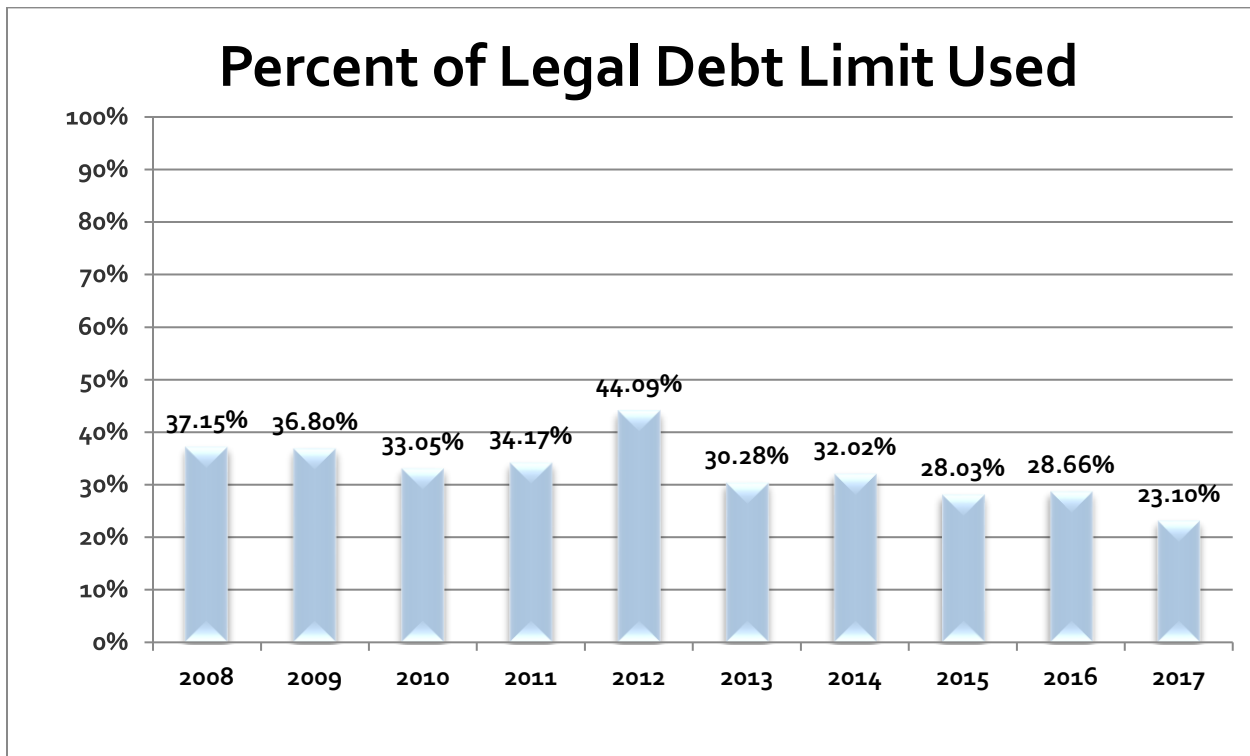
	2019	2020	2021	2022	2023
<b><u>Debt Service Fund</u></b>					
Principal	4,676,363	2,590,776	2,708,476	2,296,776	2,300,476
Interest	1,204,137	1,034,924	959,924	875,224	800,924
Total	5,880,500	3,625,700	3,668,400	3,172,000	3,101,400
<b><u>Special Highway Fund</u></b>					
Principal	203,900	686,414	678,944	678,944	678,944
Interest	45,700	142,246	139,816	138,916	138,016
Total	249,600	828,660	818,760	817,860	816,960
<b><u>Infrastructure Special Sales Tax Fund</u></b>					
Principal	385,000	500,000	520,000	530,000	550,000
Interest	142,700	149,700	134,800	119,100	103,000
Total	527,700	649,700	654,800	649,100	653,000
<b><u>Electric Fund</u></b>					
Principal	325,000	80,000	618,470	855,568	855,568
Interest	29,000	18,300	37,630	45,032	42,532
Total	354,000	98,300	656,100	900,600	898,100
<b><u>Wastewater Fund</u></b>					
Principal	2,309,153	2,511,167	2,694,297	1,239,321	1,453,943
Interest	428,647	363,833	295,603	219,479	209,857
Total	2,737,800	2,875,000	2,989,900	1,458,800	1,663,800
<b><u>Water Fund</u></b>					
Principal	380,000	487,212	615,769	1,692,019	1,702,019
Interest	87,000	79,488	72,531	102,981	90,581
Total	467,000	566,700	688,300	1,795,000	1,792,600
<b><u>Airport Fund</u></b>					
Principal	39,013	35,000	35,000	373,500	35,000
Interest	15,487	17,100	30,700	30,000	15,800
Total	54,500	52,100	65,700	403,500	50,800



The Debt Limit establishes a maximum dollar limitation calculated under existing law. Kansas law provides for a debt limitation of 30% of total assessed valuation.

### Computation of Legal Debt Margin (As of 12/31/17)

Assessed Valuation (1)	\$198,877,580
Legal Debt Limit (30%)	59,663,274
General Obligation Bonds	36,030,000
Less: Amount set aside for utilities, refunding and revenue-supported bonds	<u>(22,246,976)</u>
Total net debt applicable to limit	<u>\$13,783,024</u>
<b>Debt Margin</b>	<b>\$45,880,250</b>



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

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1, 2018	Date Due		Amount Due 2018		Amount Due 2019	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
2003-C Cottage Creek Park B.D.	8/15/2003	10/1/18	1.5 - 4.4	270,000	20,000	April, Oct.	October	880	20,000	-	-
2008-A North Water Tower (Ser 2006B temp note redeem)	5/15/2008	10/1/2018	3.0 - 3.65	2,910,000	345,000	April, Oct.	October	12,592	345,000	-	-
2008-A Airport Runway Repaving	5/15/2008	10/1/2018	3.0 - 3.65	170,000	20,000	April, Oct.	October	730	20,000	-	-
2008-B New Century BD	8/15/2008	10/1/2028	3.125-4.5	2,380,000	1,530,000	April, Oct.	October	66,256	110,000	-	-
2008-B Nike School Sanitary Sewer B.D. (redeem 2007A temp note)	8/15/2008	10/1/2018	3.125-4.0	205,000	25,000	April, Oct.	October	1,000	25,000	-	-
2008-B Center Street Commons B.D. (redeem 2007A temp note)	8/15/2008	10/1/2018	3.125-4.0	630,000	75,000	April, Oct.	October	3,000	75,000	-	-
2008-B North Sewer Lift Station (redeem 2005B & 2007B temp note)	8/15/2008	10/1/2018	3.125-4.0	6,200,000	715,000	April, Oct.	October	28,600	715,000	-	-
2008-B Aquatic Center Part 2	8/15/2008	10/1/2018	3.125-4.0	435,000	50,000	April, Oct.	October	2,000	50,000	-	-
2008-B Electric Substation #3 Landscaping	8/15/2008	10/1/2018	3.125-4.0	50,000	5,000	April, Oct.	October	200	5,000	-	-
2009-A Bull Creek Lift (redeem 2005B internal note)	9/1/2009	10/1/2019	2.0-3.7	100,000	20,000	April, Oct.	October	710	10,000	370	10,000
2009-A University Park BD (redeem 2008C temp note)	9/1/2009	10/1/2024	2.0-4.0	2,895,000	1,530,000	April, Oct.	October	58,585	190,000	52,125	205,000
2009-A Kill Creek Drive/Water BD (redeem 2008C temp note)	9/1/2009	10/1/2024	2.0-4.0	2,542,972	1,340,000	April, Oct.	October	51,296	170,000	45,515	175,000
2009-A Electric Improvements	9/1/2009	10/1/2019	2.0-3.7	2,167,028	480,000	April, Oct.	October	17,056	235,000	9,065	245,000
2010-A Moonlight Road	9/1/2010	10/1/2030	2.0-3.6	2,770,000	1,970,000	April, Oct.	October	61,760	125,000	58,635	120,000
2011-A Prairie Brooke BD	9/8/2011	10/1/2031	0.5-4.0	1,325,000	1,000,000	April, Oct.	October	31,546	60,000	30,345	60,000
2012-A Kill Creek Sewer BD (redeem 2011B temp note)	2/1/2012	8/1/2032	1.0-3.0	3,995,000	3,215,000	Feb., Aug.	August	74,056	180,000	71,581	180,000
2012-C Refunding KDHE Loan C20 1514 -01 KCGWWTP	4/12/2012	9/1/2021	2.0-4.0	11,745,000	5,555,000	Mar., Sept.	September	222,200	1,315,000	169,600	1,350,000
2013-A Refunding (refi 2004D; advance crossover until 2015)	3/27/2013	10/1/2024	2.0-2.25	750,000	400,000	April, Oct.	October	8,088	110,000	5,888	115,000
2014-A USD 231 School Campus BD (refi 2012-B temp note)	4/10/2014	10/1/2029	2.0-3.125	3,950,000	3,315,000	April, Oct.	October	87,868	240,000	83,069	245,000
2014-A White Drive Sanitary Sewer (refi 2012-B temp note)	4/10/2014	10/1/2029	2.0-3.125	945,000	795,000	April, Oct.	October	21,044	60,000	19,844	60,000
2014-B Refunding (refi KDOT Loan TR0101)	12/23/2014	10/1/2029	2.0-3.0	695,000	658,000	April, Oct.	October	14,462	45,000	13,563	45,000
2014-B Refunding (refi KDOT Loan TR0106)	12/23/2014	10/1/2029	2.0-3.0	2,905,000	2,430,000	April, Oct.	October	60,000	180,000	56,400	185,000
2014-B Improvement Bonds (Aquatic Center)	12/23/2014	10/1/2022	2.0-3.0	540,000	345,000	April, Oct.	October	6,900	65,000	5,600	70,000
2015-A Refunding (refi KDHE 2006 Hillside)	7/15/2015	8/1/2026	3.00	3,945,000	3,270,000	April, Oct.	October	98,100	370,000	87,000	380,000
2016-A Streets Phase 1	12/29/2016	10/1/2026	3.00	1,380,000	1,250,000	April, Oct.	October	37,500	125,000	33,750	125,000
2016-A Partial Net Cash Ref 2008B	12/29/2016	10/1/2028	3.00	1,490,000	1,465,000	April, Oct.	October	43,950	15,000	43,500	130,000
2016-B Taxable Transformer 1	12/29/2016	10/1/2026	2.0-3.25	855,000	775,000	April, Oct.	October	21,526	80,000	19,925	80,000
2017-A Streets Phase 2	12/20/2017	10/1/2027	2.25-3.0	1,350,000	1,350,000	April, Oct.	October	29,300	125,000	33,787	120,000
2017-A Partial Net Cash Ref 2009A	12/20/2017	10/1/2024	3.00	2,155,000	2,155,000	April, Oct.	October	50,463	35,000	63,600	20,000
2018-A Justice Center	6/28/2018	10/1/2037	3.0-5.0	13,085,000	-	April, Oct.	October	130,820	250,000	498,900	445,000
2018-A Pool Improvements	6/28/2018	10/1/2027	3.0-5.0	175,000	-	April, Oct.	October	2,118	20,000	7,600	15,000
2018-A Streets Phase 3	6/28/2018	10/1/2027	3.0-5.0	1,725,000	-	April, Oct.	October	20,912	195,000	75,100	140,000
<b>Total G.O. Bonds</b>					<b>36,030,000</b>			<b>1,265,518</b>	<b>5,565,000</b>	<b>1,484,762</b>	<b>4,520,000</b>
Revenue Bonds:											
2012A City Hall PBC	9/11/2012	11/1/2021	2.0-2.25	3,105,000	1,670,000	May, Nov.	November	34,576	375,000	27,075	395,000
<b>Total Revenue Bonds</b>					<b>1,670,000</b>			<b>34,576</b>	<b>375,000</b>	<b>27,075</b>	<b>395,000</b>
Other:											
State of KS Revolv Loan - 2006 (Bull Creek Lift ) C20 1721 01	11/6/06	9/1/27	2.40	3,483,009	1,622,316	March, Sept.	March, Sept.	42,046	143,696	38,212	147,529
State of KS Revolv Loan- 2012 (Big Bull Cr WWTP) C20 1956-01	8/7/12	3/1/34	2.05	10,167,808	8,698,834	March, Sept.	March, Sept.	197,564	438,977	187,410	449,132
<b>Total Other</b>					<b>10,321,150</b>			<b>239,610</b>	<b>582,673</b>	<b>225,622</b>	<b>596,661</b>
<b>Total Indebtedness</b>					<b>48,021,150</b>			<b>1,539,704</b>	<b>6,522,673</b>	<b>1,737,459</b>	<b>5,511,661</b>



## A

### **Account Description**

The title in each program detail explaining various line items.

### **Account Fund Structure**

Traditional means of categorizing various activities by particular fund.

### **Accrual Basis**

A basis of accounting in which transactions are recognized at the time they are incurred as opposed to when cash is received or spent.

### **Ad Valorem Property Tax**

A tax levied on the assessed value of both real and personal property in proportion to the value of the property.

### **Ad Valorem Tax Levy**

A tax based on the value of property (property tax), usually expressed in mills.

### **Annexation**

Territory added to the city.

### **Annual Operating Budget**

A budget applicable to a single fiscal year.

### **Appropriation**

An authorization made by the City Council which permits the City to incur obligations against and to make expenditures of governmental resources.

### **Assessed Valuation**

Valuation of property used as a basis for levying taxes by a government. It is based on a statutory rate applied to the appraised valuation.

### **Audit**

A systematic collection of evidence needed to obtain reasonable assurance about whether the financial statements are free from material misstatement and to test internal controls.

## B

### **Back Tax Collection**

Collection of delinquent property taxes due in previous years. The property tax rate varies slightly from year to year. The rate paid would be the property tax levy applied in the appropriate year plus penalties and accrued interest charges.

### **Balanced Budget**

A budget in which current resources (fund balance plus current revenues) equal current expenditures. In accordance with Kansas Law, the City must adopt a balanced budget.

### **Beer and Liquor Licenses**

Proceeds from licenses for the sale and distribution of alcoholic beverages.

### **Billable Gallons**

The number of gallons of water billed by the utility billing division throughout any given period.

### **Bond**

A written promise to pay a specified sum of money on a specific date at a specified interest rate.

### **Bond Rating**

A rating that is received from Standard & Poor's or Moody's Investors Service that expresses the creditworthiness of the city.

### **Budget**

A plan of financial operation including an estimate of proposed expenditures for a given period and proposed means of financing them. In Kansas, counties, cities, townships, and most special districts use the calendar year as the budget period.

### **Budget Amendment**

A formal change to the budget during the year to increase expenditure limits.

### **Budget Fund**

A fund that is required by statute to be budgeted. This fund will have expenditures in all three columns of the fund page.

### **Budget Hearing**

The formal hearing for the budget to be presented to the governing body for adoption and approval and the opportunity for public input.

### **Budget Law**

A series of the statutes, K.S.A. 79-2925 to 79-2937, which includes specific requirements for preparing the budget document. The budget sets a limit on expenditures and tax levies.

### **Budget Overview**

A section of the budget that provides a consolidated summary of revenues and expenditures for operating and non-operating

funds. Spreadsheets and charts are used to convey budgetary information on city funds.

### **Budget Workshop**

Sessions held between staff, City Council, and possibly the public to review general direction, goals and objectives, and strategic initiatives for the city.

## **C**

### **Comprehensive Annual Financial Report (CAFR)**

A thorough and detailed presentation of the city's financial condition. Serves as the annual report for the City of Gardner.

### **Capital Improvement Program (CIP)**

A long-range plan of various equipment, structural and infrastructure improvements over a fixed period.

### **Capital Improvement Reserve Fund**

Provides funding for multi-year major capital improvement projects as identified by the Capital Improvement Program.

### **Capital Outlay**

Expenditures for land, buildings, building improvements, vehicles, machinery and equipment, infrastructure and all other tangible assets over \$10,000 that are used in operations and that have initial useful lives extending beyond a single reporting period.

### **Capital Project Funds**

Capital project funds are used to account for the acquisition and construction of major capital facilities and infrastructure other than those financed by enterprise funds and trust funds (source: GAAFR, 1988, p. 291).

### **Cash Basis Law**

A statute, K.S.A. 10-1116, which requires that cash be on hand before incurring an obligation. Most city and county funds fall under this requirement.

### **Charges for Services**

A category of revenue accounts which include fees paid for services rendered by the City. For example, utility charges, various recreational fees, and inspection and zoning fees.

### **City Sales Tax**

A one percent sales tax charged on goods and services sold within the city. Proceeds are collected by the State and returned to the city at no charge. The first one-half (\$.005) of the sales tax was approved by voter referendum on August 3, 1982 and took effect on November 1, 1982. The second one-half (\$.005) of the sales tax was approved on November 8, 1988 and took effect on January 1, 1989.

### **City/County Highway**

See Special City and County Highway.

### **Commodities**

Expendable items that have a short life span or are consumed during normal operations including, but not limited to: office supplies, operating supplies, books and literature, uniforms, training and other items.

### **Community Development Block Grant (CDBG)**

The City of Gardner participates as a sub-grantee in the Johnson County Community Development Block Grant Program (CDBG). The Federal Government provides the CDBG funds through Johnson County, Kansas for distribution to various municipalities for improvements.

### **Contractual Services**

Expenditure for services rendered to the city by outside agencies, including but not limited to utilities, travel, dues and subscriptions, equipment maintenance contracts, and professional consulting services.

### **Current Assets**

Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Examples could include cash and short-term investments.

### **Current Liabilities**

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded within one year.

### **Current Year**

The fiscal and budget year that applies to present time.

## D

### **Debt**

An obligation resulting from borrowing money. Examples could include general obligation bonds, revenue bonds, no fund warrants, temporary notes and state revolving loans.

### **Debt Service**

Expenditures to pay the principal and interest of all bonds, and other debt instruments according to a predetermined payment schedule.

### **Debt Service Fund**

A fund used to account for the accumulation of resources and payment of general obligation and revenue bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the city is obligated in some manner for the payment. (source: GAAFR, 1988, p. 287).

### **Delinquent Taxes**

Taxes unpaid after the date when the penalty for non-payment starts. These taxes are delinquent until abated, canceled, paid, or converted into tax liens.

### **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.

## E

### **Encumbrances**

The commitment of appropriated funds to purchase goods and services to be delivered or performed at a future date.

### **Employee Benefits**

Benefits provided for employees.

### **Enterprise Fund**

A fund in which services provided are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services be financed or

recovered primarily through user charges. Examples of enterprise funds are Water, Wastewater and Electric funds.

### **Excise Taxes**

Taxes that are paid by a property owner when a property is platted for development or when applying for a building permit.

### **Exempt**

Personnel not eligible to receive overtime pay and who are expected to put in whatever hours are necessary to complete their job assignments.

### **Expenditure**

Decreases in net financial resources of the City due to the acquisition of assets, goods or services.

## F

### **Facility Improvement**

Capital improvement to build physical above ground structures or improve those structures.

### **Fines and forfeitures**

Revenue provided to the city through court fines and fees, as well as diversion.

### **Fiscal Year (FY)**

A 12-month period to which the annual operating budget applies, and at the end of which, government determines its financial position and the results of its operations. The City of Gardner's fiscal year begins January 1 and ends the following December 31.

### **Franchise Fee**

A fee levied by the City on the utility companies, such as electric, telephone, cable and natural gas.

### **Full-Time Equivalent (FTE)**

Acronym for full time equivalent which is a staffing measure. One 40 hour/week position is considered 1 FTE.

### **Fund**

The fiscal and accounting entity with a self balancing set of accounts recording cash and other fiscal resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activity or obtaining certain objectives in accordance with special regulations, restrictions, or limitations.

## **Fund Balance**

The fund equity of governmental funds and trust funds; the excess of assets over liabilities.

## **G**

### **General Fund**

The general fund is used to account for the resources traditionally associated with government which are not required to be accounted for in another fund.

### **General Obligation Bonds**

Bonds that are used to finance a variety of public projects and are backed by the full faith and credit of the City.

### **GAAP**

Acronym for Generally Accepted Accounting Principles.

### **Government Finance Officers Association (GFOA)**

A representation of public finance officials throughout the United States and Canada. The GFOA's mission is to enhance and promote the professional management of governmental financial resources by identifying, developing, and advancing fiscal strategies, policies, and practices for the public benefit.  
(source: [www.gfoa.org](http://www.gfoa.org))

### **Governmental Accounting Standards Board (GASB)**

An independent, non-profit agency whose mission is to establish and improve standards of state and local governmental accounting and financial reporting.  
(source: [www.gasb.org](http://www.gasb.org))

### **Governmental Funds**

Funds used to account for tax-supported activities. Budgeted governmental funds include the General Fund, Special Revenue Funds, and the Debt Service Fund.

### **Grants**

A contribution by a government or other organization which must be spent to complete a stated program or purpose.

## **H**

### **Home Rule**

Either city constitutional or county statutory authority to exempt a city or county from any law

that is not uniformly applicable. Home rule process includes a charter ordinance or resolution, two publications and a protest petition provision.

## **I**

### **Indebtedness**

See Debt

### **Infrastructure**

The basic physical systems of a population, including roads, utilities, water, wastewater, etc. These systems are considered essential for enabling productivity in the economy.

### **Initiatives**

Short-term goals and projects, identified by the governing body during the budget process.

### **Interest Income/Earnings**

Funds earned through investment instruments.

### **Intergovernmental Revenue**

Revenue received from other governmental agencies and municipalities.

### **Internal Service Funds**

Funds made up of entities that provide internal support to City departments on a cost reimbursement basis. Examples are Risk Services, Information Technology, Building Maintenance, and Utility Billing.

## **J**

## **K**

### **Kansas City Power & Light (KCP&L)**

A regulated electric utility serving northwest Missouri and eastern Kansas counties.  
(source: [www.kcpl.com](http://www.kcpl.com))

## **L**

### **Lease Purchase**

A contractual agreement which entitles one party the right to use property for a specific period of time and includes a provision for purchase of the property.

### **Liability**

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

## **Licenses and Permits**

Revenue category including but not limited to building permits, construction permits and lake dock permits. Various licenses include liquor, business and animal licenses.

## **Local Alcoholic Liquor Tax**

K.S.A. 79-41a01 et seq., as amended levies a 10% gross receipts tax on the sale of any drink containing alcoholic liquor, sold by a club, caterer or drinking establishment. The revenue is allocated 30% to the state and 70% to cities and counties where the tax is collected. The money is distributed on March 15, June 15, September 15 and December 15.

## **Long Term Debt**

Debt with a maturity of more than one year after the date of issuance.

## **M**

### **Major Fund**

A fund whose revenues, expenditures (expenses), assets or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate for all governmental and enterprise funds for the same item. A fund may also be classified as a major fund for qualitative reasons, such as a fund that is viewed as particularly important because of public interest or for consistency.

### **Mill Levy**

Assessed property tax rate used to impose taxes for the support of governmental activities. A mill levy is expressed as one dollar of tax per \$1,000 of assessed valuation.

### **Modified Accrual Basis**

Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

### **Motor Vehicle Tax**

Property tax on motor vehicles (including recreational vehicles) paid each year at the time of registration. Revenue from this tax is collected by Johnson County and distributed to all applicable taxing subdivisions in proportion to

their respective shares of the prior year's total levy rate within the "tax levy unit" in which the vehicle is located. Distributions are received every other month beginning in January.

## **N**

### **Non-Exempt**

Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

## **O**

### **Ordinance**

A law set forth by a governmental authority.

### **Operating Expenditures**

A category of recurring expenses, other than personal services and capital equipment costs, which covers expenditures necessary to carry out an agency's goals. Examples include office supplies, postage, and utilities.

### **Organizational Chart**

A flow chart showing the chain of command and structure of the city.

## **P**

### **Park Sales Tax**

Retailers' sales tax in the amount of one-half of one percent (0.5%) levied in the City of Gardner for the purpose of renovations and expansion of the Gardner swimming pool, development of a new community park, and all things related and necessary to such projects. Park sales tax was effective on January 1, 2006 and will sunset December 31, 2015.

### **Personal Property**

Property, other than real estate, identified for purposes of taxation, including personally owned items, as well as corporate and business equipment and property. Examples include automobiles, boats, airplanes, business furnishings, and manufacturing equipment.

### **Personal Services**

Expenditure classification for salaries, wages, and fringe benefits of City employees.

### **Personnel Summary**

Detailed summaries of all full-time and part-time personnel by program.



## **Priority-Based Budgeting**

Allocates resources in the budget to desired outcomes and results identified by the governing body.

## **Programs**

A division of each department or a specific function related to that department.

## **Program Classification**

A grouping of various programs by function.

## **Program Description**

A detailed interpretation of each particular program and its function within the overall organization.

## **Property Tax**

See Ad Valorem Property Tax.

## **Proprietary Funds**

Funds that are used to account for operations that are financed and operated in a manner similar to a private business enterprise. Proprietary funds include enterprise funds and internal service funds.

## **Q**

## **R**

### **Reserves**

Funds set aside to support unknown or unforeseen disbursements of a legal or emergency nature and to provide resources for future funding requirements. These funds may accumulate throughout one or more fiscal years.

### **Revenue**

All money that the government receives as income. It includes such things as tax payments, fees from specific services, receipts from other governments, fines, grants, and interest income.

### **Revenue Analysis**

A detailed description of the revenue sources by particular fund for different fiscal years.

### **Revenue Bonds**

Long-term debt issued for the benefit of a revenue producing activity. Principal and interest payments must be paid from revenue generated by the related activity. An ad valorem tax levy cannot be used for the principal and interest payments.

## **S**

### **Special Assessment**

A compulsory charge made against certain properties to pay all or part of the cost of a specific improvement or service deemed to primarily benefit those properties.

### **Special Park Sales Tax**

See Park Sales Tax.

### **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

### **Strategic Goals**

Budget priorities established by the governing body which guide the vision for the city.

## **T**

### **Tax Increment Financing (TIF)**

Pursuant to the Kansas Tax Increment Financing Act, KSA 12-17 70 et. seq., as amended, Kansas municipalities are authorized to establish Redevelopment Districts and prepare Tax Increment Financing Redevelopment Project Plans. TIF allows municipalities to pay for public improvements related to redevelopment districts whereby the property taxes in a district are frozen, and the incremental increase in property taxes due to a new development, as well as a city's unrestricted 1% sales tax generated as a result of the development, can go to pay eligible project costs. Eligible project costs may include horizontal infrastructure improvements, land acquisition costs, demolition costs, and other fees associated with project redevelopment within a redevelopment district.

### **Transient Guest Tax**

A transient guest tax of eight percent upon the gross receipts derived from or paid by transient guests for sleeping accommodations, exclusive of charges for incidental services and facilities, in any hotel, motel, or tourist court located within the City of Gardner as authorized by Charter Ordinance No. 18.

## U

### **Use Tax**

A tax on goods from outside Kansas purchased by individuals and businesses in Kansas which are used, stored or consumed in Kansas.

## V

## W

## X

## Y

## Z

### **LIST OF ACRONYMS**

*Definitions for each are included in the glossary above.*

### **ADA**

Americans with Disabilities Act

### **CAFR**

Comprehensive Annual Financial Report

### **CARS**

County Assistance Road System

### **CDBG**

Community Development Block Grant

### **CIE**

Capital Improvement Element

### **CIP**

Capital Improvement Program

### **CMMS**

Computerized Maintenance Management System

### **CPI**

Consumer Price Index

### **CVB**

Convention & Visitors Bureau

### **CVSA**

Commercial Vehicle Safety Alliance

### **EOY**

End of Year

### **FAA**

Federal Aviation Administration

### **FTE**

Full-Time Equivalent

### **FY**

Fiscal Year

### **GAAP**

Generally Accepted Accounting Principles

### **GASB**

Governmental Accounting Standards Board

### **GFOA**

Government Finance Officers Association

### **GO**

General Obligation

### **HDHP**

High Deductible Health Plan

### **HMO**

Health Maintenance Organization

### **HSA**

Health Savings Account

### **ISSTF**

Infrastructure Special Sales Tax Fund

### **IT**

Information Technology

### **JIMS**

Justice Information Management System

### **KC**

Kansas City

### **KCADC**

Kansas City Area Development Council

### **KCP&L**

Kansas City Power & Light

### **KDOT**

Kansas Department of Transportation

### **KMEA**

Kansas Municipal Energy Agency

### **K.S.A.**

Kansas Statutes Annotated

**LAVTRF**

Local Ad Valorem Tax Reduction Fund

**LKM**

League of Kansas Municipalities

**MARC**

Mid-America Regional Council

**MGD**

Millions of Gallons per Day

**MW**

Megawatt

**NPDES**

National Pollutant Discharge Elimination System

**SCADA**

Supervisory Control and Data Acquisition

**SMAC**

Stormwater Management Advisory Council

**SWEDC**

Southwest Johnson County Economic  
Development Council

**SUV**

Sport Utility Vehicle

**TIF**

Tax Increment Financing

**USD**

Unified School District

**WWTP**

Wastewater Treatment Plant

**YTD**

Year to Date