

**Roeland Park City Council**  
**FINANCE COMMITTEE MEETING**  
**Minutes**  
August 25, 2008

Meeting began at 6:00 PM

Present: Meeting Chair: Bill Art, and Co-Chair Scott Gregory. Others present: Adrienne Foster, Bob Meyers, Megan England, Toni Hull, Josh Zaroor, John Carter, Debra Mootz, Steve Petren, and a few residents of the city.

I. Call to order

II. Old Business

- A. Citywide Wi-Fi - This was given to Finance for discussion and recommendations. The cost and rapid changing technology has caused cities that have had it to drop this service. Most cities do not have statutory authority to sell the service either. Do not want to be in competition with the private sector. Therefore the Finance Committee will not recommend Citywide Wi-Fi at this time unless things change.
- B. Use of proceeds from the Sale of City owned land. One thought was that it would be difficult to determine the use until there was in fact a sale. Other thoughts included paying city debt down. Use for economic development. Determine how to use the money may get the public behind the sale of the land. The finance committee decided to keep this on the agenda for future meetings.
- C. Banking Services RFQ The final version of this was not ready at this meeting, but would be ready by the council meeting 9-2-08. Instructed the city clerk to prepare a motion for approval of this RFQ.

III. New Business

- A. Mid Year Report from City Clerk. The clerk presented a handout of the Mid-Year Review (2008). It indicates that we are in budget so far. We will need to amend the budget at the first meeting in December due to higher appraisal values for commercial properties. The TIF for McDonalds and Blvd apartments are both up. Still looking to recover our tax sales from Lowes that may have gone to another city. The clerk was instructed to the post office to certify our city boundaries.
- B. City Treasurer Quarterly Report format discussion. City Treasurer presented a hand out of his thoughts and ideas about this and wanted some input from Finance Committee. The committee wants to know where the city is at regarding revenue and debt. To include some narrative about what is presented. The Clerks' Mid Year Report was a good example of what is needed. There is no need to duplicate. Asked the city treasurer to present something similar and work with the clerk on this.

- C. Consider having a budget for all capital improvement projects. (Audit of the RC12-013 project and a copy of the proposed budget for RC12-012 project.) To be addressed at a future meeting due to time length of this meeting.
  - D. NLC mtg. The amount is about \$2000.00 to attend per person. This includes travel and per diem and hotel. LKM will be about \$800.00 per person. The staff was instructed to prepare a motion for approval at the next council meeting 9-2-08 so that we could take advantage of the early registration discount.
  - E. Street at the Old pool area. The discussion indicated that this is a private street and it has been brought up to accept deed of the street. It needs to be in good shape before the city can accept deed. The city refused deed 30 years ago since the old pool did not belong to the city. The cost to for transfer for platting, dedicating right away, engineer's fees, core drilling could come to \$150,000.00 All of the cost could be absorbed into the cost of development of this site. No action recommended at this time by the finance committee.
  - F. Dues for the National Association of Latino Women. The fee is \$100.00 per year and has been paid by the city in the past. The finance committee instructed the city staff to prepare a motion for approval at the next city council meeting 9-2-08.
- IV. Other Matters
- A. Performance Audit. This will be considered for discussion at a future meeting.

Adjournment 7:30 PM

## City Clerks Mid-Year Review (2008)

8/25/08

### GENERAL FUND

**General Fund Financial Condition.** With 50% of the year complete, General Fund revenues are at 62.88% of projections and expenditures are at 36.77%:

General Fund Balances	2008 Original Bud.	1/1/2008- 6/30/08 YTD Actual	% of Budget
Revenues	4,291,369	2,698,547	62.88%
Expenditures	5,517,213	2,028,901	36.77%

**Revenue Sources:**

	2008 Original Bud.	1/1 - 6/30/08 YTD Actual	% of Budget
FINES & FORFEITURES	280,000	162,456	58.02%
FRANCHISE TAXES	435,000	267,230	61.43%
INTEREST	105,000	41,240	39.28%
INTERGOVERNMENTAL REVENUE	1,008,903	462,851	45.88%
LICENSES AND PERMITS	117,150	58,565	49.99%
OTHER	113,028	46,978	41.56%
SPECIAL ASSESSMENTS	346,000	334,209	96.59%
TAXES	1,236,288	1,000,118	80.90%
TRANSERS IN (From 27B, 27C)	650,000	324,900	49.98%
<b>Revenues</b>	<b>4,291,369</b>	<b>2,698,547</b>	<b>62.88%</b>

Overall, these key revenues are performing as projected based on payment schedules.

<b>FINES &amp; FORFEITURES</b>	Monthly
<b>FRANCHISE TAXES:</b>	
Cable	Semi Annual     June / Dec
Gas	Monthly
Electric	Semi Annual
Telephone	Monthly
Video	Quarterly     Mar/June/Sept/Dec
<b>INTEREST</b>	Monthly
<b>INTERGOVERNMENTAL REVENUE:</b>	Monthly
	<i>Heavy Truck/Rec Vehicle Tax; City/County Sales&amp;Use Tax; County Jail Tax; School Sales Tax</i>
<b>LICENSES AND PERMITS</b>	Monthly     Largest Distribution in December (Dec 1 Occupation License Renewal)
<b>OTHER: (PD Reports, Leases, etc.)</b>	Monthly
<b>SPECIAL ASSESSMENTS:</b>	Quarterly
Solid Waste	Jan/Mar/June/Sept
Abatements	Jan/Mar/June/Sept
<b>TAXES: Ad Valorem</b>	Quarterly
	Jan – Large distribution March – TIF/delinquents June – Large distribution September – TIF/delinquents
<b>TRANSERS IN</b>	Monthly

**Expenses:**

The majority of the city's general functions are right on track for the first half of the year.

<b>Departmental Breakdown</b>	<b>2008 Original Bud.</b>	<b>1<sup>st</sup> Half YTD Actual</b>	<b>% of Budget</b>
ADMINISTRATION	2,747,710	677,988	24.67%
CODE ENFORCEMENT	107,400	53,643	49.95%
COURT	136,400	62,168	45.58%
EMPLOYEE BENEFITS	681,575	379,839	55.73%
LEASE PURCHASE POOL	228,614	47,902	20.95%
POLICE	1,200,005	558,969	46.58%
RP ELEMENTARY SCHOOL	80,200	32,564	40.60%
STREET	335,309	215,827	64.37%
<b>Total Expenses:</b>	<b>5,517,213</b>	<b>2,028,901</b>	<b>36.77%</b>

**ADJUSTED BUDGETS.**

It may be necessary to prepare budget amendments for several accounts. This is due to the fact that the assessed valuations for the properties were greater than expected, therefore increasing the increment available in the TIF.

		<b>2008 Budget</b>	<b>1/1 – 6/30/08</b>	<b>% of Budget</b>
<b>037 – TIF-Walmart/Bella Roe</b>	Revenues	400,000.00	729,803.56	182.5
	Expenditures	401,273.00	236,079.99	58.8
<p>The property tax increment for the Bella Roe properties was greater than budgeted for 2008. The indenture for the TIF- Redevelopment District #1 (Bella Roe Shopping Center) requires the city to transmit all funds received, less reserves for debt payments and future projects. On or before August 1, 2008, the city is required to transmit the balance of the available cash to the trustee for principal/interest payments on the TIF 2005 bond.</p> <ul style="list-style-type: none"> <li><i>Note July 2008, \$425,000 was transferred for debt service payments. The total expenditures increased to \$661,079.99 which is greater than the 2008 Budget.</i></li> <li><b><i>The TIF for the Bella Roe Shopping Center will require a budget amendment.</i></b></li> </ul>				
<b>045 – TIF – McDonalds/Skatepark</b>	Revenues	203,000.00	249,697.63	123.0
	Expenditures	238,557.00	98,904.86	41.5
<ul style="list-style-type: none"> <li>While revenues are greater than budget, there expenditures are in line with budget.</li> </ul>				
<b>049 – TIF - BLVD.APTS.</b>	Revenues	82,000.00	85,101.63	103.8
	Expenditures	82,000.00	43,044.10	52.5
<ul style="list-style-type: none"> <li><i>It is very likely that this fund will exceed expenditures. This account will be observed over the next couple of months to determine if an amendment will be necessary.</i></li> </ul>				

<b>SPECIAL STREET FUNDS:</b>		<b>2008 Budget</b>	<b>1/1 – 6/30/08</b>	<b>% of Budget</b>
SPECIAL STREET FUND 2 - A	Revenues	665,000.00	332,348.50	50
	Expenditures	756,412.00	255,470.82	33.8
SPECIAL STREET FUND 27 - B	Revenues	498,750.00	246,761.38	49.5
	Expenditures	536,577.00	262,500.00	48.9
SPECIAL STREET FUND 27 - C	Revenues	166,250.00	81,587.13	49.1
	Expenditures	200,013.00	90,923.13	45.5
SPECIAL INFRASTRUCTURE 27-D	Revenues	332,500.00	165,174.25	49.7
	Expenditures	1,104,617.00	0.00	0

This summary is based on detailed information produced by the City's financial management system.

**All other Funds:**

		<b>Original Bud.</b>	<b>1/1 -6/30/08 YTD Actual</b>	<b>% Bud</b>
Fund: 020 - BOND AND INTEREST FUND	Revenues	335,910.00	264,295.06	78.7
	Expenditures	378,694.00	3,649.87	1.0
Fund: 036 - EQUIPMENT & BLDG.RESERVE FUND	Revenues	80,000.00	1,241.85	1.6
	Expenditures	178,519.00	0.00	0.0
Fund: 039 - R.P.PUBLIC BUILDING COMMISSION	Revenues	92,289.00	89,845.00	97.4
	Expenditures	92,289.00	89,845.00	97.4
Fund: 040 - TDD#1-PRICE CHOPPER	Revenues	356,368.00	162,390.42	45.6
	Expenditures	356,368.00	121,593.75	34.1
Fund: 041 - TDD#2-LOWES	Revenues	138,744.00	44,386.74	32.0
	Expenditures	138,744.00	47,871.88	34.5
Fund: 048 - TAX INCREMENT FUND-RD2C	Revenues	108,799.00	90,873.60	83.5
	Expenditures	110,000.00	70,000.00	63.6
Fund: 051 - TAX INCREMENT FUND #3C(C3)	Revenues	29,500.00	46,945.27	159.1
	Expenditures	203,543.00	234.06	0.1
Fund: 052 - ROELAND PARK PROP. OWNERS	Revenues	29,200.00	34.39	0.1
	Expenditures	32,537.00	0.00	0.0

**Capital Projects**

Fund: 055 - RC12-13 STORMWATER/ST PROJECT	Revenues	0.00	86,170.84	0.0
	Expenditures	0.00	215,922.44	0.0
Fund: 058 - RC12-12 Stormwater/St Project	Revenues	0.00	14,243.40	0.0
	Expenditures	0.00	206,227.73	0.0
Fund: 060 - Roe Blvd. Project	Revenues	0.00	7,399.62	0.0
	Expenditures	0.00	0.00	0.0
Fund: 061 - ELLEDGE DRIVE - CARS	Revenues	0.00	27,843.17	0.0
	Expenditures	0.00	0.00	0.0
Fund: 062 - RC 12-014 STORMWATER	Revenues	0.00	3,286.09	0.0
	Expenditures	0.00	53,648.40	0.0

