

The City of Lawrence, Kansas

2004 Budget-In-Brief

BACKGROUND INFORMATION

Lawrence, Kansas (80,098 population – 2000 census) is a full-service city that operates under the Commission-Manager form of government. The City Commission is made up of five citizens who are elected at large. Every April, the City Commission chooses a Mayor from among the five seated Commissioners to serve a one-year term. The City Manager is appointed by the City Commission to be responsible for the daily operations of the city as well as implementing programs and policies established by the City Commission. The city's fiscal year runs the same as the calendar year.

Kansas law requires that each city have a certified copy of their annual budget on file with the County Clerk by August 25 of the year before the budget goes into effect. The members of the City Commission adopting this budget are as follows:

David Dunfield, Mayor
Mike Rundle, Vice-Mayor
Sue Hack
Dennis "Boog" Highberger
David Schauner

For additional information about the budget, contact: City Manager's Office, P.O. Box 708, Lawrence, KS 66044, call 785.832.3400 or e-mail messages to cityhall@ci.lawrence.ks.us.



The 2004 budget will be posted on the City's website at www.lawrenceks.org.

THE 2004 OPERATING BUDGET

We are committed to providing the highest quality services that enhance the quality of life for the Lawrence community.

Through the Operating Budget, the City Commission establishes priorities for spending public funds, the property tax rate, utility rates, and user fee policies. The budget also serves as an important tool in managing city services and projects.

The 2004 Operating Budget provides for authorized expenditures of \$110,678,698. The mill rate increases by 2.49 mills to 28.065 mills and is based on an assessed valuation of \$674,353,182. This results in a property tax rate of \$28.06 per \$1,000 of assessed valuation. This increase in the mill levy

responds to revenue decreases in other areas, such as the elimination of State transfers, flat

sales tax growth and low interest on investments.

How City Property Taxes Are Calculated for Residential Properties

Fair Market Value of Residence Determined by the County Appraiser	Assessed Value of Residence (11.5% of Fair Market Value)	City Property Taxes Calculated for 2004 Budget (Assessed Value x mill levy of .028065)
\$50,000	\$5,750	\$161.37
\$75,000	\$8,625	\$242.06
\$100,000	\$11,500	\$322.75
\$125,000	\$14,375	\$403.43
BUDGET ACCOUNTS		\$484.12

The City's Operating Budget is made up of fourteen separate fund accounts that are distinguished by the types and sources of revenue and the expenditure purposes. The five funds immediately following are the only ones supported in part by property tax funds.

The General Operating Fund is the principal fund that accounts for most of the City's service functions. This fund receives most of its resources from sales taxes (\$17,900,000 or 39%), ad valorem property taxes (\$10,530,000 or 23%) and fund balance forward (\$4,894,061 or 10%). The General Operating Fund expenditures account for \$43,255,953 or 39.08% of the total authorized budget expenditures for 2004.

The Library Fund finances the operation of the Lawrence Public Library. With authorized expenditures of \$2,067,000 this fund represents 1.87% of the total City budget.

The Public Transportation Fund finances the operation of the public transportation system. With authorized non-grant fund expenditures of \$2,016,566, this fund represents 1.82% of the total City budget.

The Recreation Fund supports recreational programs and services. This fund receives 90.3% of its 2004 operating revenue from sources other than property taxes. The Recreation Fund, with authorized expenditures of \$3,098,483, represents 2.80% of the total City budget.

The Bond and Interest Fund is used to retire bonds issued to finance long-term capital and community improvements within the City. This fund receives resources from property, sales, and motor vehicle taxes in addition to special assessments. The Bond and Interest Fund has a 2004 budget authorization of \$9,924,856 and represents 8.97% of the total City budget.

Revenues from designated sources finance defined purposes out of the Special Revenue Funds. No property tax funds are used to pay for services provided by the following funds.

The Guest Tax Fund accounts for revenue received from the 5% guest tax levy on hotel and motel room rates in Lawrence. The revenue is used primarily to fund the Lawrence Convention and Visitors Bureau and other visitor related programs. With authorized expenditures of \$612,500, the fund makes up less than one percent (0.55%) of the total City budget.

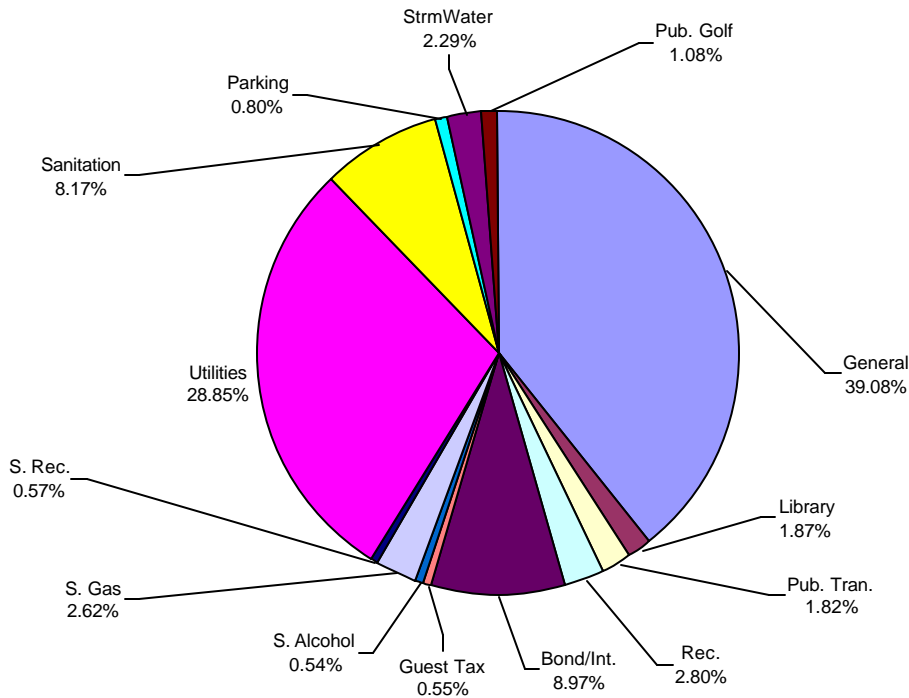
The Special Alcohol Fund is used to account for funds received from a State tax levied on alcohol purchases. This fund receives one-third of the City's alcohol tax receipts. The Special Recreation and General Operating Fund also receive one-third of the City's alcohol tax receipts. In 2004, Special Alcohol Funds have been budgeted for use by the following agencies: DCCCA (\$72,563); DCCCA Comprehensive Coordination (\$18,105); DCCCA d.b.a. First Step House (\$26,500); Headquarters, (\$20,200); Hearthstone (\$6,400); KU Organizations & Activities (\$29,000); Lawrence Public Schools (\$53,180); Bert Nash Center (\$115,700); Van Go Mobile Arts (\$22,000); Haskell Indian Nations University (\$10,800); Boys & Girls Club (\$52,000); Big Brothers/Big Sisters (\$27,500); Lawrence Memorial Hospital (\$33,900); Douglas County Visitation Center (\$7,000).

The Special Alcohol Fund, with authorized expenditures of \$596,000 (includes contingency of \$20,000; unallocated funds of \$81,152) represents 0.54% of the total City budget.

The Special Gas Tax Fund is used to account for receipts remitted by the State from the motor fuel tax (25 cents per gallon). These funds are used for road maintenance, traffic

signalization, and the annual street overlay, brick street, and curb repair programs. The Special Gas Tax Fund with authorized expenditures of \$2,903,668 represents 2.62% of the total City budget.

City of Lawrence - 2004 Budget Expenditures by Fund:
Total - \$110,678,698



The **Special Recreation Fund** receives one-third of the City alcohol tax allocation from the State tax on alcohol sales. The funds are used to support recreational and cultural activities. This fund accounts for 0.57% of the total City budget and has a 2004 spending authorization of \$631,000.

Enterprise Funds are user fee supported funds. They are financed generally through charges for services or fees. No property tax revenues support the services provided by enterprise funds.

The **Water and Sewer (Utilities) Fund** accounts for the delivery of water and wastewater services. Revenues from water and sewer charges, system development charges and other fees support this fund. The Water and Sewer Fund, with authorized expenditures of \$31,926,067, makes up 28.85% of the total City budget.

The **Sanitation Fund** provides recycling and refuse disposal services for residential and commercial customers. Service charges and fees are the main budgeted revenue sources for this fund. The Sanitation Fund, with authorized expenditures of \$9,041,943, accounts for 8.17% of the total City budget.

The **Public Parking Fund** is used to account for revenues received from parking meters, overtime parking, the New Hampshire St. parking garage, and the Riverfront garage. The Parking Fund, with authorized expenditures of \$883,045, represents 0.80% of the total City Budget.

The **Stormwater Fund** accounts for the management of stormwater drainage facilities and systems. This fund has authorized expenditures of \$2,531,615 and represents 2.29% of the total City budget.

The **Public Golf Fund** accounts for revenues and expenditures associated with the operation of Eagle Bend Golf Course. Play began in 1998. The Public Golf Fund has authorized expenditures of \$1,190,002 or 1.08% of the total City budget.

Departmental Budgets

provide City services and carry out City policies. Funding from sources other than the General Fund supports several departments, only their general fund support is noted here. All departments except the Utilities Department receive ad valorem tax revenue.

City Commission - The 2004 budget authorizes \$67,800 to support the activities of the City Commission.

The **City Manager's Office** directs and coordinates the operations of all other City departments and advises the City Commission on City service operations and issues. The City's public information function is also funded out of this office. **2004 budget - \$369,257.**

The **Lawrence/Douglas County Planning Department** administers land use regulations and provides professional planning advice to the City and County governing bodies and staff. **2004 budget- \$874,397.**

Human Relations / Human Resources is the City's civil rights enforcement agency. The department, in addition to providing public education about civil rights law, investigates allegations of discrimination in employment, housing and public accommodations. **2004 budget- \$301,070.**

Administrative Services has three divisions (city clerk, personnel, and risk management) responsible for legal record keeping, personnel and insurance functions. **2004 budget- \$1,623,435.**

The administrative department of **Finance** is responsible for investing, purchasing, accounting, and supervision of the utility billing functions. Other divisions in this department include general overhead and transfers. **2004 budget - \$9,137,353.**

Information Systems provides telecommunications and information systems support for the organization. **2004 budget- \$841,768.**

Legal Services provides legal and municipal court services as well as support functions for the City organization. **2004 budget- \$1,131,333.**

Policing services for the community, including criminal enforcement, investigations, and animal control functions are provided by the **Lawrence Police Department**. The department is also responsible for public parking enforcement in the Downtown area. **2004 budget- \$10,627,965.**

Fire prevention education, fire protection services and emergency medical services for the community are provided by the **Lawrence – Douglas County Fire and Medical Department**. Protection of life and property from fire loss and medical emergencies are the central services provided by the department. **2004 budget- \$9,589,189.**

The **Public Works Department** is the City's largest department comprising eight divisions in the General Fund: health, street maintenance, engineering, traffic, airport maintenance, property maintenance, streetlights, and levee maintenance. **2004 budget- \$5,256,606.**

Parks and Recreation is composed of the following divisions within the General Fund: landscaping, forestry, cemetery, turf management, facilities/maintenance. **2004 budget- \$2,654,792.**

Neighborhood Resources is made up of two divisions. The Code Enforcement Division enforces City codes concerning the environment, construction and maintenance of structures within the city. The Community Development Division administers the federal funding received by the city from HUD. **2004 budget- (excluding CDBG funding) \$780,988.**

The **Utilities Department** is responsible for operating and maintaining the water treatment and distribution systems and the wastewater collection and treatment systems. The water and wastewater systems are 100% financed by user fees. These systems serve over 28,000 customer accounts. **2004 budget- see Water & Sewer Fund.**

CITY SERVICE STATISTICS (2004 estimates)

Planning

Horizon 2020 chapter updates – 4
Area development plans – 3

Administrative Services

of city vehicle accidents per 100,000 miles – 3.19
% of employee turnover – 9%

Finance

of time vendors paid accurately w/in 30 days – 100%
Average # of days to complete bank reconciliation – 20

Information Systems

e-Gov applications installed - 5
% of departments utilizing GIS – 93.5%

Legal Services

Municipal court cases filed – 43,000
Cases per court personnel – 7,166

Police

Calls for service – 87,322
self-initiated activities – 38,792

Fire & Medical

Fire /Medical Responses – 9,059
Public Education hours – 2,630

Public Works

Street miles maintained - 282
Solid waste landfilled (Tons) – 72,000

Parks and Recreation

Acres of city parks maintained - 3,275
Rounds of golf played – 41,000
Aquatic program participants – 222,100

Neighborhood Resources

of rental inspections conducted – 2,500
days to issue residential permits - 2

Utilities

Approx. treatment cost per gallon drinking water - \$0.64
% of sewer lines cleaned – 35%