

Supplement 2

Below are questions that were asked from Councilmembers upon the budgets release and during the budget workshop session. All questions and answers are paraphrased from both councilmembers and department heads. For any question, comments, or concerns please contact the Topeka Budget Team at budget@Topeka.org

Q: Have we confirmed that ARPA money when we are doing utility projects, can be used to pay for replacement of pavement on top?

A: May recipients use Funds for road repairs and upgrades that occur in connection with an eligible water or sewer project? [7/14] Yes, recipients may use State and Local Fiscal Recovery Funds for road repairs and upgrades directly related to an eligible water or sewer project. For example, a recipient could use Funds to repair or re-pave a road following eligible sewer repair work beneath it. However, use of Funds for general infrastructure projects is subject to the limitations described in FAQ 4.2. Water and sewer infrastructure projects are often a single component of a broader transportation infrastructure project, for example, the implementation of stormwater infrastructure to meet Clean Water Act established water quality standards. In this example, the components of the infrastructure project that interact directly with the stormwater infrastructure project may be funded by Fiscal Recovery Funds.

Q: Planning/Financial Services – What is \$14K/year to County for?

A: Inmate expenses are not charged under Individual and Contract Maintenance (52601). You'll see DS loses \$8,679 while Planning gains \$8,679 in the same line item. The increase in Individual and Contract Services is almost entirely internal fees – TSG, IT, and Finance. There was no increase attributable to anything DS controls under Individual and Contract Services and actually amounted to a decrease for DS under Maintenance for Shawnee County agreements. "Maintenance decreased due to inmate crew expenses being shifted to Planning for sign removal." A similar statement could be cross-referenced under Planning.

Q: Vacancy credit \$600K This estimate is for turnover citywide? No mention elsewhere? No other expectations or line items for holding positions vacant?

A: The vacancy credit is budgeted in Miscellaneous Non-Departmental for General Fund positions. The goal of the city is to spend the money that is budgeted for personnel in each department and fill vacancies. Through historical data and trend analysis we recognize that there will be vacant positions in the General Fund that we budget for here. The current number is an estimate.

Q: Any reason Revenue and Expense don't balance? How is this adjusted out in our master budget?

A: General Fund revenue and expenses are balanced. Some of the other funds that have more expenses than revenue use their available fund balance to keep a balanced budget.

Q: It looks like we haven't rebated all we have collected. Are our grantees just not getting their planned work done and vouchered, or is this simply a bookkeeping cycle issue? Do we expect to disburse all for each?

A: Depending on what year is being referenced, and what project is being referenced, there could be funds collected and not disbursed as the developer might not have submitted expenses. More info on each project will be in the economic development report. Additionally there will always be a lag, as the City receives sales tax money at the end of the month, and processes payment the beginning of the next month.

Q: TIF Funds Sherwood Crossing Why no revenue in 2020? Has this been resolved? Is there an error in the 2021 column? Should it balance?

A: There is no revenue in 2020. Property tax for 2020 isn't billed by the county until Nov. 2020, with the first half due to the county Dec. 2020. The City's first distribution of 2020 property tax occurs in Jan. 2021, and the second half in June 2021.

Q: Fire Claims – Do we file against peoples' homeowners insurance for fire services whenever there is a structure fire? I don't think they said that we do. I noted on my homeowner's insurance this time that my policy provides for \$500 for "Fire Department Charges."

A: No. However, state law and TMC Chapter 8.80 require insurance companies to withhold 15% of the proceeds for certain property insurance claims to pay for City costs in the event the property owner doesn't repair or demolish the property. If the funds aren't used by the City for repair or demolition, the City returns them to the insured.

Q: Legal Clarification regarding Code cases Prosecution is not involved in Code cases at the Administrative Hearing Officer level, only if going before the judge?

A: Correct

Q: There is much discussion about shortage of staff, but the budget shows 16 FTE's, including 4 supervisory level positions. Please describe what each management level person does, and whether all operate within the department.

A: All operate within the department. Below is each supervisor job description:

Division Director:

Supervises code inspectors, equipment operators and administrative staff is a primary function of this class to ensure property owners and citizens are complying with applicable state laws and local ordinances concerning property maintenance; including the International Property Maintenance Code. This position is highly responsible, visible position and performs professional and sometimes confidential administrative work. Primary emphasis is on supervision of subordinate staff, working with citizens, outside agencies, other departments coordinating combined efforts to address neighborhood issues and projects for health and safety criteria, research, meetings and other related work. Responds to inquiries and complaints

regarding property maintenance code matters. Reviews proposed changes to city ordinances and policies. Administer the budget for the division.

Supervisor II:

Duties include assigning work, instructing clerical, and administrative staff reviewing and correcting work. Reviews work to ensure high levels of productivity and quality work product. This work is designed to ensure property owners and citizens are complying with applicable state laws and local ordinances. Oversees billing and financial aspect of the unit. Works under general supervision with work reviewed for results achieved.

Senior Program Coordinator:

This position serves as a program supervisor for the Special Structures Unit, manages the daily functions of the Vacant and Foreclosed Properties on the Registry list, provides customer service and clerical support as well as administrative functions for the Property Maintenance Unit of the Topeka Police Department. The position requires problem solving skills and the ability to maintain confidentiality. Provides clerical support including typing, editing and composition correspondence. Provides administrative support for monthly reports, database updates and training, and scheduling of hearings for administrative appeals of violation notices. Additionally, this position performs administrative and inspection duties in the field in relation to examine unsafe structures and initiating contact of owners during the demolition process.

Field Supervisor:

Supervision of employees is a primary function of this classification. Duties include assigning work, instructing field inspectors and abatement crews, reviewing and correcting work they perform. Reviews assigned work to ensure a high level of productivity and a quality work product. The purpose of this assigned work is to ensure property owners and citizens are complying with applicable state laws and local ordinances. The Supervisor II works under general supervision with his/her work reviewed for results achieved. This position is supervised by the Director of Code Services.

Q: Program targets for 2022 – Most are blank. When are they typically filled in?

A: 2022 targets are typically filled out in the fall when more information for 2021 has been measured.

Q: What were the last ten years budget surplus or deficit of the General Fund?

General Fund	
Reserve Balances	
City of Topeka	
As of Year Ended Dec. 31, 2020	
Year	General Fund Surplus (Deficit)
2011	\$ (2,229,894)
2012	\$ (2,576,837)
2013	\$ 3,948,920
2014	\$ 8,212,742
2015	\$ 711,866
2016	\$ 1,511,938
2017	\$ 483,851
2018	\$ 1,035,352
2019	\$ (262,831)
2020	\$ 489,338
Year	Fund Balance
2010	\$ 10,915,069
2011	\$ 8,685,175
2012	\$ 6,108,338
2013	\$ 10,057,258
2014	\$ 18,270,000
2015	\$ 18,981,866
2016	\$ 20,493,804
2017	\$ 20,977,655
2018	\$ 22,013,007
2019	\$ 21,750,176
2020	\$ 22,239,514

Q: Don't we get more money if we use this on a project planned with KDOT rather than "banking" it"

A: No, the funds that are made available to the State of Kansas are shared with LPAs. The funds are distributed to cities and counties based on federal law, state statute, or the policy of KDOT. The program is based on a 90/10 split from the amount which we received by KDOT. No additional funds are provided when used on KDOT projects.

Q: Why no revenue in 2021?

As of June 9th, 2021 the City of Topeka received our FFE funds in the amount of \$1,562,000 for 2021.

Q: The amounts on this page do not tie well to the amounts budgeted in the CIP. Did we not actually spend our 2019 and 2020 funds during those years? If we spend all the way down in 2023, which does match, it seems we will not.

Federal Fund Exchange project expenditures were made in years 2019 and 2020 but did not fully exhaust the KDOT disbursements in those years, creating a balance in this fund. The Federal Funds subsection of the CIP document includes three different types of federal money: Federal block grants (SORT), Army Corps of Engineering cost sharing for Shunga Creek and the KDOT Federal Fund exchange monies. Excluding the SORT and Shunga Creek projects the total amount of project funding are \$2,600,000, \$350,000, \$1,050,000, \$200,000 and \$200,000 respectively in 2022 through 2026. The proposed amounts in the CIP document for this period are projected to be supported by the current fund balance in addition to future revenue projections.

Additional Information

A few questions have been asked in regards to the impact of inflation since we last raised the mill levy in 2013. Some quick comparisons are below:

General Fund (GF)

- It takes \$1.18 in June 2021 to have the same buying power of \$1 in January 2013.
Source: https://www.bls.gov/data/inflation_calculator.htm
- Proposed FY22 GF expenses have increased 15.8% as compared to an 18% inflationary impact.
 - \$84,719,171 v \$98,072,190
- Base wages up 14.3%
 - \$45,091,134 v \$51,558,772
 - Average \$55,396/person v \$65,764/person (18.7% increase)
 - 814 v 784 FTE
 - Health insurance up 53%
 - \$4,844,594 v \$7,417,325
- Total Public Safety – up 15.8%
 - \$64,883,333 v \$75,156,942