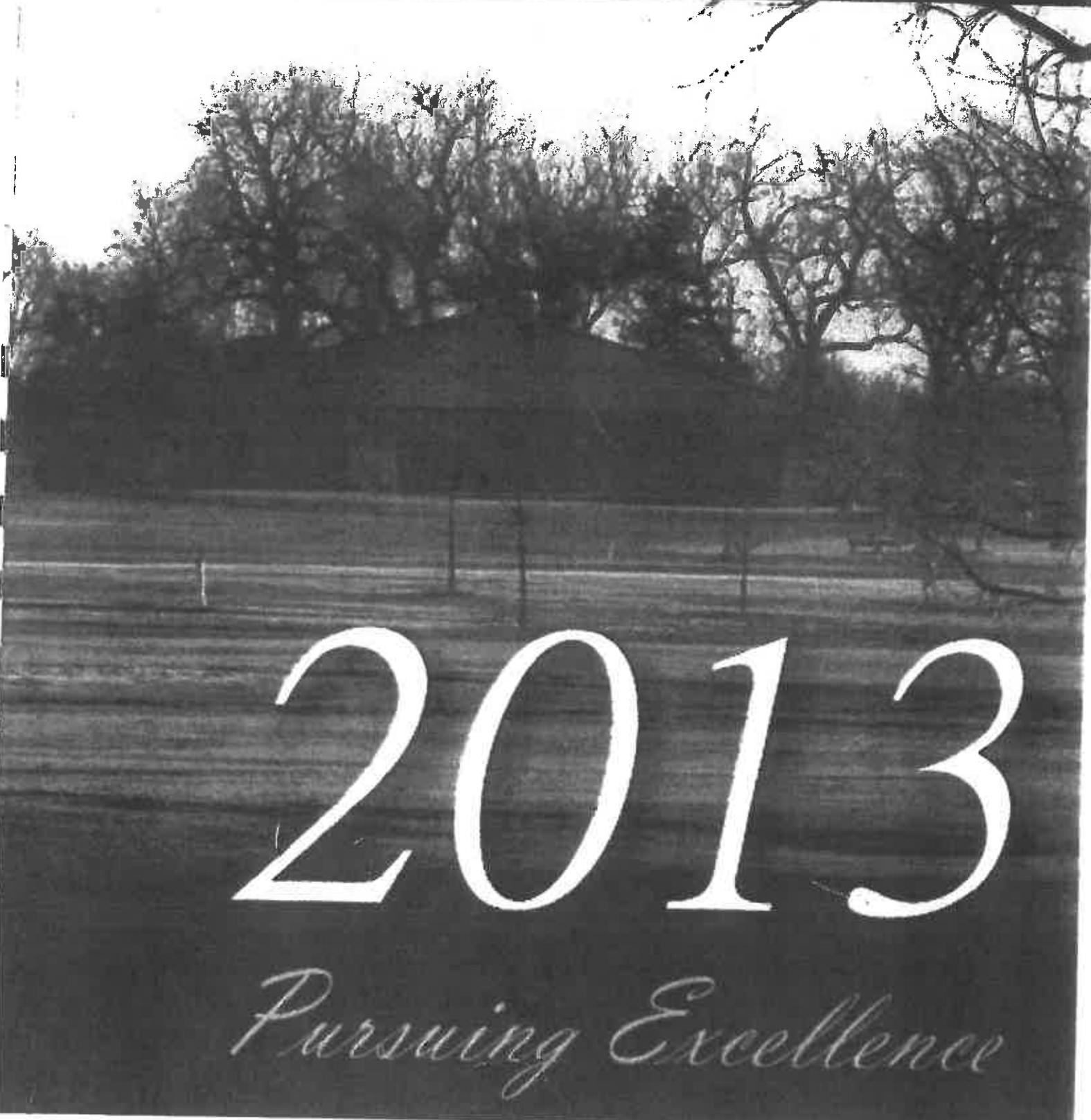


City of Hutchinson

Annual Adopted Budget



2013

Pursuing Excellence

City of Hutchinson, Kansas ADOPTED BUDGET Fiscal Year 2013

CITY COUNCIL

David Razo, Mayor
Bob Bush, Vice-Mayor
Cindy Proett
Dean Brigman
Ron Sellers

*030 9550 600 2957
345 0000 651 2430*

**Notice of Budget Hearing for Amending the
2013 Budget**
The governing body of
City of Hutchinson

will meet on the day of 12/17/2013 at 9:00 AM at 3201 East 4th St for the
purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall 125 E. Ave B
and will be available at this hearing.

Summary of Amendments

Fund	2013 Adopted Budget			2013 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Convention & Tourism			650,000	✓ 808,000
Community Improvement District			90,000	✓ 200,000
Debt Service	9.85%	2,675,407	4,913,991	✓ 5,090,000

Frank Edwards

Official Title: Director of Finance



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Hutchinson
Kansas**

For the Fiscal Year Beginning

January 1, 2012

Linda C. Danson Jeffrey R. Evans

President

Executive Director

Table of Contents

	<u>Page Number</u>
Introduction [Tab 1]	
Table of contents	1
Budget Message	6
Mission Statement	13
Hutchinson Boards & Commissions Chart	14
Hutchinson Organization Chart	15
Department/Division by Fund	16
Budget Summary [Tab 2]	
Budget Process	17
Budget Calendar	20
Long Range and Strategic Planning Processes	22
Budget/Reserve Policies	25
Summary of Funds	30
Fund Balance Summary	31
Changes in Fund Balance – Explanation and Analysis	32
Revenue Summary by Fund	34
Major Budgeted Revenue Sources	35
Summary of Revenues by Source and Expenditures by Type	41
Expenditure Summary by Fund	42
Interfund Transfer Summary	43
Detailed Schedule of Interfund Transfers	44
Detailed Schedule of Reserve Transfers	45
Tax Rates and Valuations – Last Five Years	46
Summary of Permanent Personnel	48
Department Statistical Data	50
General Fund [Tab 3]	
Fund Description	56
Fund Summary	58
Revenue Summary	59
Revenue Summary by Source	60
Expenditure Summary by Type	62
Expenditure Summary by Department	63
City Council	64
City Manager	65
Human Relations	66
Downtown Development	67
Street Lighting	68
Human Resources	69
Finance/City Clerk	71
Utility Billing	73
Central Purchasing	74
Information Technology	76

Planning & Zoning	78
Housing Development	80
City Attorney	82
Municipal Court	83
Public Works Administration	85
Public Works Maintenance	86
Central Garage Revolving	88
Central Garage Shop Operations	89
Street Administration	90
Street Signs & Markings	91
Storm Sewer	92
Engineering	93
Traffic Signals	94
Geographic Information System	95
Park Administration	96
Park Maintenance	98
Zoo	100
Horticulture & Forestry	102
Central Custodial Revolving	104
Memorial Hall	105
Memorial Hall Concessions	106
Sports Arena	107
City Hall Building	108
Eastside Cemetery	109
Insect/Rodent Control	110
Police Administration	111
Detention of Prisoners	112
Police Patrol & Investigation	113
Police Records	115
Narcotics Control	116
Police Unclassified	117
Police Communications	118
Police Dispatch (HRCEC)	119
Police Radio Maintenance	120
Animal Control	121
Fire Administration	122
Fire Prevention	124
Fire Fighting	126
Fire Unclassified	127
Inspection/Code Enforcement	128
Growth Account	130
Growth Allocation Detailed Summary	131

Economic Opportunity Funds	132
Allocations to Economic Opportunity Funds	133
Economic Opportunity Funds-Economic Development	134
Economic Opportunity Funds-Capital Improvement Projects	135
Non-Departmental	136
Non-Departmental Detailed Summary	137
Non-Departmental Narrative	138
Fund Subsidies from General Fund	140
Overhead Cost Allocation	141
Special Revenue Funds [Tab 4]	
Special Street Fund Description	142
Special Street Fund Summary	143
Special Street Revenue Summary	144
Street Maintenance	145
Street Cleaning	147
Special Parks & Recreation Fund Description	148
Special Parks & Recreation Fund Summary	149
Swimming Pools	150
Special Alcohol Programs Fund Description	152
Special Alcohol Programs Fund Summary	153
Convention & Tourism Promotion Fund Description	154
Convention & Tourism Promotion Fund Summary	155
Fun Valley Fund Description	156
Fun Valley Fund Summary	157
Fun Valley Revenue Summary	158
Fun Valley Operations	159
Fun Valley Concessions	161
Animal Shelter Fund Description	162
Animal Shelter Fund Summary	163
Animal Shelter Revenue Summary	164
Animal Shelter Operations	165
Tax Increment Financing Fund Description	166
Tax Increment Financing Fund Summary	167
E-911 Surcharge Fund Description	168
E-911 Surcharge Fund Summary	169
Community Improvement District Fund Description	170
Community Improvement District Fund Summary	171

Bond & Interest Fund [Tab 5]	
Bond & Interest Fund Description	172
Bond & Interest Fund Summary	173
Legal Debt Limit/Legal Debt Margin	174
Schedule of General Obligation Bond Indebtedness	175
General Obligation Bonds – Payment Schedules & Uses	177
Enterprise Funds [Tab 6]	
Refuse Collection Fund Description	199
Refuse Collection Fund Summary	200
Refuse Collection	201
Golf Course Fund Description	202
Golf Course Fund Summary	203
Golf Course Fund Revenue Summary	204
Golf Course Operations	205
Golf Course Concessions	207
Airport Fund Description	208
Airport Fund Summary	209
Airport Operations	210
Water Fund Description	212
Water Fund Summary	213
Water Fund Revenue Summary	214
Water Production	215
Water Distribution	217
Water Administration	219
Schedule of Water Bond Indebtedness	220
Water Fund Bonds Maturities and Interest	221
Sewer Fund Description	224
Sewer Fund Summary	225
Sewer Fund Revenue Summary	226
Wastewater Treatment Plant	227
Sanitary Sewer Maintenance	229
Schedule of Sewer Bond Indebtedness	231
Sewer Revenue Bonds Maturities and Interest	232
Storm Water Fund Description	234
Storm Water Fund Summary	235
Storm Water Administration	236
Storm Sewer	237
Unbudgeted Funds [Tab 7]	
Fiduciary Funds:	
Donations Fund Description	238
Donations Fund Summary	239

Hutchinson Community Foundation Trust Fund Description	240
Hutchinson Community Foundation Trust Fund Summary	241
Special Revenue Funds:	
Federal & State Grant Fund Description	242
Federal & State Grant Fund Summary	243
Gossage Animal Shelter Trust Fund Description	244
Gossage Animal Shelter Trust Fund Summary	245
Municipal Equipment Reserve Fund Description	246
Municipal Equipment Reserve Fund Summary	247
Municipal Equipment Replacement Schedules	248
Disaster Fund Description	255
Disaster Fund Summary	256
Internal Service Funds:	
Health & Dental Insurance Reserve Description	257
Health & Dental Insurance Reserve Summary	258
Risk Management Reserve Description	259
Risk Management Reserve Summary	260
Workers Compensation Reserve Description	261
Workers Compensation Reserve Summary	262
Central Purchasing Fund Description	263
Central Purchasing Fund Summary	264
Capital Project Funds:	
Special Assessments Fund Description	265
Special Assessments Fund Summary	266
General Obligation Temporary Notes – Payment Schedule	267
Capital Improvement Projects Fund Description	270
Capital Improvement Projects Fund Summary	272
General Obligation Temporary Notes – Payment Schedule	273
Capital Improvement Reserve Description	274
Capital Improvement Reserve Summary	275
2013 Capital Improvements by Department	276
2013 Capital Improvements by Funding Source	277
2013-2017 Capital Improvement Program	279
Supplemental information [Tab 8]	
The City	281
Glossary of Terms	291



To: City Council
 From: John Deardoff, City Manager
 Date: 8-21-2012
 Re: 2013 Budget-- Executive Summary-Final

Presented with this message, I am submitting the 2013 operating and capital budget for City Council consideration. The budget as presented is balanced for all funds and represents a workable plan to continue city operations for the coming year. The 2013 budget again focuses on our need to maintain an equal balance between revenues and expense and limit the use of one-time revenues. The change in the national, regional, and local economies over the past few years continues to have impact on the City of Hutchinson's revenue. While we are beginning to see some stabilization in our sales tax revenues, we are seeing some fall off in franchise fee and motor vehicle tax revenue which have essentially negated any increases we are seeing in sales tax revenue growth.

The challenge with the 2013 budget is balancing increasing general operating costs with relatively flat or no growth in revenues from 2012 and projected 2013. The 2013 Budget requires no increase in the mill levy from 2012. The budget objectives used to prepare the proposed budget are:

Primary Objectives for the 2013 Budget:

1. Minimize any need for additional mill levy support
2. Continued investment in an aging infrastructure
3. Fund Housing Initiatives

The proposed 2013 budget totals \$73,204,800 which represents all operating funds including utilities. The budget proposal requires a mill levy of 41.412 which represents no increase in the mill levy from 2012.

	2012 Actual	2013 Proposed
General	31.561	31.561
Bond & Interest	<u>9.851</u>	<u>9.851</u>
Total Levy	41.412	41.412



General Fund Summary

The financial strength of the General fund is of great importance to the City due to the impact it has on the overall property tax levy, bond ratings, operating cash flows, and the City's ability to handle contingencies. In 2011, the Council approved established fund balance goals for the General Fund. Over the past two budget years we have not made any real progress towards the goal of a \$6,200,000 General Fund balance. Lack of revenue growth coupled with the increasing cost of doing business will make this goal difficult to obtain in the short term. However, we will continue to focus our efforts on ways to improve the General Fund cash position.

General Fund Revenues

Property Taxes and Assessed Valuation

The 2012 assessed valuation used for the 2013 budget is \$271,586,966 which represents a 1.9% increase last year's figure of 266,145,700. Using the County Clerk's estimated assessed valuation figures and assuming no change in the mill levy, we should receive an estimated \$134,000 in additional property tax revenue for the General Fund and Bond and Interest Fund..

Sales Tax

Sales tax revenues represent 35% of our general fund revenues. The change in our economy over the past 3 or 4 years has negatively impacted our general fund revenues specifically sales tax revenue. Receipts through May of this year show some stable growth from same period last year. The 2013 budget proposal projects a 2% increase in sales tax revenue over 2012 estimated receipts.

	2010 <u>Actual</u>	2011 <u>Actual</u>	2012 <u>Budget</u>	2013 <u>Budget</u>
Totals	\$10,351,265	\$10,865,619	\$11,025,000	\$11,245,500

Franchise Fees

Franchise fees compensate the City for the use of right-of-way by private utilities. The city collects 5% of gross revenue for gas, electric, and cable television utilities, and a \$2.25 per line access charge for telephone. Franchise fees represent 16% of general fund revenues and for 2013 show a projected decrease of \$189,000 from natural gas fees and \$94,000 from telephone fees.

Investment Income

Interest earnings on City's invested idle funds has long been a secure source of revenue. Earnings on investments have declined dramatically since 2007. The decline can be attributed to low interest rates and a decline in general fund balances. Total general fund interest income in 2007 totaled **\$1,228,000** compared to a projected **\$10,000** in 2013.

General Fund Expenditures

Proposed 2013 General Fund expenses total \$35,109,819.

Personnel and Wages

The 2013 budget includes funding for two (2) police officer positions effective July 1, 2013. No other personnel additions are being proposed. Total cost for the positions is estimated at \$120,000.

The proposed budget eliminates one position from Public Works Maintenance as a result of new ten year refuse service contract resulting in a budget savings of \$53,000.

There has been a request made from the Human Relations Commission to hire a full-time position to serve as a Human Relations Officer. This position was eliminated in the 2010 budget. Total cost for the position in 2010 was estimated at \$60,000 which includes benefits and employer taxes. The position was not funded for the 2013 budget.

The 2013 budget as presented includes a 2% wage increase for all employees. Employees received no pay increases in 2012. The 2% increase represents a \$390,000 cost to General Fund supported operations. For the years 2009, 2010 and 2011 eligible employees received merit steps increases ranging from 3.33% to 3.35%. Approximately 30% of our employees at top of their pay range have not received a pay increase for the past three years (2009, 2010, 2011, 2012). The implementation of the pay study in 2009 helped put our pay scales in a competitive position with the regional job market.

Outside Agencies

The 2013 budget contains \$188,049 for outside agency funding. In 2010, the Council approved a change in the allocation of funding to the various social service agencies receiving annual funding from the City. The new approach is to annually allocate a lump sum of money to be allocated by United Way Reno County. Per Council directive the goal is to reduce the social service agency grant by 10% each year beginning in 2010. The 2013 allocation to Reno county United Way is \$ 78,300.

Other Outside Agency funding:

Arts and Humanities Council	\$ 24,600
Cultural Activities Fund	47,250
HutchFest	12,500

Growth Fund

The 2013 budget has \$700,000 budgeted. We received funding requests for 2013 totaling \$740,500. The Council will need to review the request below and consider reductions totaling \$40,500.

	Requested	Final
Arts & Humanities Council	\$ 15,000	\$15,000
Market Hutch	97,000	92,000
EDC	63,000	58,000
Growth Inc.	45,000	45,000
Chamber (Community Develop)	12,500	10,000
Welcome Channel	13,000	13,000
Housing Initiatives	50,000	50,000
Entrance Sign	50,000	62,000
Retail Market Study (Chamber)	20,000	0
Streetscape Cost Estimate Update	25,000	0
DHRP – Third Thursday	0	5,000
Arterial/Collector	250,000	250,000
Aquatic Center Payment	<u>100,000*</u>	<u>100,000</u>
TOTAL Request	\$740,500	\$700,000

*14th year of a 20 year funding commitment

Bond & Interest

In fiscal year 2012, the City is expected to issue general obligation bonds of \$1,702,114 as funding for capital improvement projects. The proposed levy rate in 2012 for the Bond & Interest will remain at 9.844. In an effort to shore up cash reserves in the Bond & Interest Fund, we have set up new bonds for 2011 with interest only payments in 2012 followed by the first principal payments due in 2012. In addition to the repayment schedule change remaining funds from closed out project accounts (Hyde Park, 4th and Halstead) were transferred from the CIP Reserve to the Bond and Interest Fund. These are projects which have come in under the estimated budget and bonding figures resulting in cash balances in the individual CIP project funds.

(See general obligation debt service schedules behind Bond & Interest Tab)

Utilities

Water (no increase proposed) - Proposed water rates for 2011 through 2014 were discussed with the City Council in study session on July 27, 2010. Based on revenue and expenditure projections provided during that discussion, it was anticipated that water rate increases would be necessary to generate the revenue for the funding of the Water Utility now that the groundwater remediation and reverse osmosis water treatment system improvements (RO Project) are completed and operational. The City Council agreed to the proposed water rates for 2011, with water rates for future years to be revisited during the budget process. The 2011 water rates represented a 4% increase over the 2010 water rates. There was no rate increase for 2012. Based on the actual 2011 water fund expenditures and revenues and the proposed 2012 revised and 2013 water fund budgets and projected revenues, no water rate increase is proposed for 2013. Proposed 2013 expenditures of \$7,415,456 and projected revenues of \$7,234,482 are within \$180,974 (2.5%) of a balanced fund budget, while the projected 2013 ending balance of \$5,557,126 exceeds the desired minimum fund balance of \$2,121,721 (\$1,556,221 per City Council Unreserved Fund Balance Policy plus restricted fund balances of \$205,500 for the KDHE required deep disposal well abandonment reserve and \$360,000 for meter deposits). With no increase in water rates proposed for 2013, the average monthly residential water billing based on the average monthly water consumption of 9 hundred cubic feet (6,750 gallons) will be around \$32.05 per month.

Sewer (no increase proposed) - Proposed sewer user rates for 2011 through 2014 were discussed with the City Council in study session on July 27, 2010. Based on revenue and expenditure projections provided during that discussion, it was anticipated that sewer user rate increases would be necessary to generate the revenue for the funding of the Sewer Utility with the completion of the Wastewater Treatment Facility (WWTF) Bio solids Improvements Project. The City Council agreed to the proposed sewer user rates for 2011, with sewer user rates for future years to be revisited during the budget process. The 2011 sewer user rates represented a 2% increase over the 2010 sewer user rates. There was no rate increase for 2012. Based on the actual 2011 sewer fund expenditures and revenues and the proposed 2012 revised and 2013 sewer fund budgets and projected revenues, no sewer user rate increase is proposed for 2013. Proposed 2013 expenditures of \$6,348,929 and projected revenues of \$6,005,942 are within \$342,987 (5.7%) of a balanced fund budget, while the projected 2013 ending balance of \$3,086,719 exceeds the desired minimum fund balance of \$1,296,626 (\$1,296,626 per City Council Unreserved Fund Balance Policy plus no restricted fund balances). With no increase in sewer user rates proposed for 2013, the average monthly residential sewer user billing based on the average monthly sewer use of 8 hundred cubic feet (6,000 gallons) will be around \$21.38 per month.

Refuse (approximately 3% increase is proposed based on \$0.30 per cart increase) - Refuse rate increases for 2013, 2014 and 2015 are set at \$0.30 per cart for each year as per the Refuse Collection and Related Services Agreement (City Contract #2011C216) between the City and Stutzman Refuse Disposal Inc. Based on the proposed increase the average monthly residential refuse billing will be around \$10.35 per month, which includes a refuse cart collected weekly, a single-stream recycling cart collected once every two weeks and the opportunity to sign up for recycling rewards through the RecycleBank program.

Storm Water Charter Ordinance No. 42, establishing the Storm Water Utility and utility fee structure, was approved by the City Council on March 29, 2005. The current storm water utility fee went into effect on January 1, 2006 and will be in effect until December 31, 2012. The utility fee for single family residential properties is \$1.00 per month (\$12.00 per year). Multi-family, commercial, industrial, institutional, and government properties are charged a fee based upon the size of the property with fees ranging from \$2.00 per month to \$64.00 per month (\$24.00 to \$768.00 per year)

The utility fee was initiated to assist the City in operation, construction, maintenance and repair of storm water drainage facilities and to reduce the potential hazards to property resulting from storm water runoff. It was also charged to improve water quality of its receiving waters.

A 5 year plan that included proposed storm sewer improvement projects was established for the storm water utility, however, in January of 2006 after the Storm water utility was initiated, the City was notified that the City's levee system would be required to be inspected and certified. The primary focus of storm water utility was shifted to levee certification, as well as potential maintenance and repair costs that will be required in order to certify the Levee System. To date, the City has spent \$484,000 on the levee Certification process and will spend an estimated \$842,000 on the final phase of the project which includes engineering design and construction of levee improvements. The City will bond all of the improvements and be reimbursed annually by the City of South Hutchinson and Willowbrook for their respective shares. The City's annual bond payment will be \$80,000.

In addition, due to EPA Storm water regulations and an EPA Storm Water program audit in September of 2009, a Storm Water Management Coordinator was hired in May of 2010. This City position is charged to coordinate the Storm Water Quality Program and move it to compliance with the City's Storm water permit. Storm water utility income is used to fund the salary and benefits of the Storm Water Management Coordinator at an annual cost of approximately \$68,000 per year.

A storm water master plan was completed in 2000 that recommended \$34 million of improvements to the storm water system. To date, none of the major improvements identified have been completed. Storm water mandates and aging infrastructure will be difficult to address with the current revenue stream. On three occasions over the past two years with the most recent discussion on June 12, 2012 staff engaged the Council in some discussion on future direction with the storm water utility. Staff shared with the Council its recommendation to increase storm water fee in an effort to address the milt-million dollar in repair needs. The first step in the process would be hiring a consultant to complete a storm water utility feasibility study. The study would help calculate the required revenue and develop an equitable fee structure to fund the storm water program. It is anticipated that the required fee would be substantially higher than current fees. The Council has rejected this process and instead looking at an increase in the current fee structure.

The 2013 budget includes a propose increase in the fee that would double current fees. The residential fee would go from \$1 per month to \$2. Commercial fees would increase to a low of \$4 to \$128. Total revenue would increase from \$282,000 to \$564,000.

Capital Improvement and Municipal Equipment Replacement Program

Included in the 2013 Budget is the 5-year Capital Improvement Program (CIP) along with the recommended funding levels. The 2013 Capital Budget represents capital improvements for 2013 in all Funds. The total proposed capital project list for 2013 is \$10,468,569. Funding of these projects comes from a variety of sources, including property tax, sales tax, water and sewer fees, bonding, grants, etc. The City Council received a preliminary review and discussion on the CIP during an April study session. Additional discussions occurred during the June 12th Study Session.

(See CIP/MERF details and schedules behind Unbudgeted Tab)

Other Budget Highlights

1). Housing. The Housing division has been established in the 2012 budget and is staffed as proposed. Staff will work aggressively with Housing Commission to begin addressing the strategies set forth in the 2011 Housing Task Report. Incorporated in the budget is \$50,000 from the Growth Fund to provide a source of grant matching funds for the various housing programs we work with such as HOME, CDBG, NeighborWorks, NSP, etc.

2).Building Inspection--Demolitions. The 2013 budget has 43,500 for housing demotion projects. There is still an extensive list of structures that appear to be beyond repair.

3).Traffic Signals. We have budgeted \$38,000 in the CIP an annual transfer to a reserve fund for traffic signal upgrades. The reserve fund will begin setting aside money for unbudgeted needs that come up throughout a budget year.

Summary:

Overall, I believe the proposed budget is a no frills budget and represents business in the “new normal”. Department Directors understood the current fiscal environment we operated in today. The operating budgets submitted by departments show minimal increases yet will allow us to maintain our current level of services. The budget provides for continued investment in the repair and maintenance of the infrastructure.

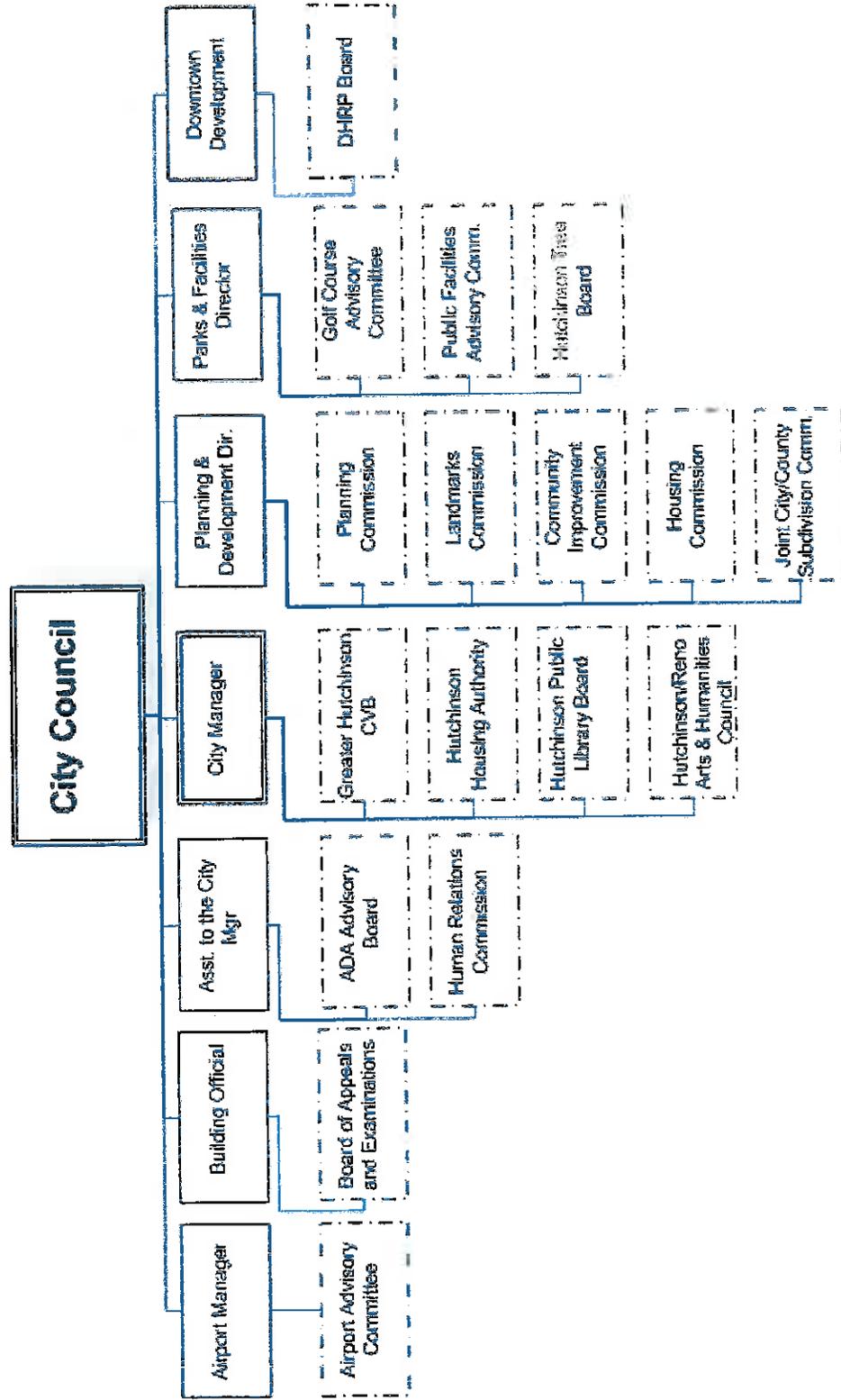
I want to thank city staff for all of their efforts in developing the 2012 Budget. Dennis Bockensedt, Director of Finance wasted little time in providing leadership and input into our annual budget preparation process. Staff stands ready to work with the City Council over the next 30 days in finalizing a 2013 budget.



Mission Statement

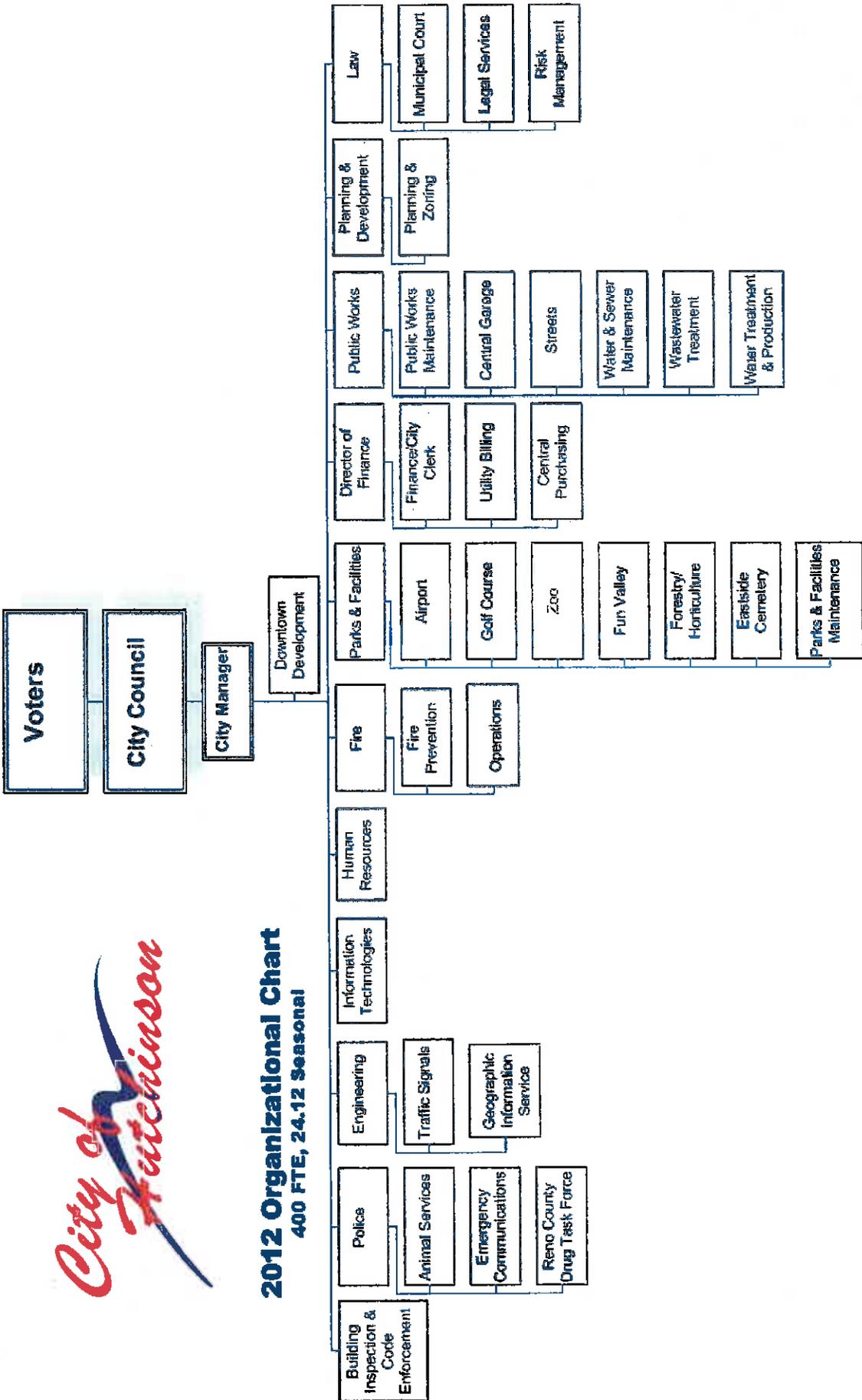
“Hutchinson City employees are dedicated to making the City a quality place to live, work, and play by pursuing excellence in serving and protecting the community.”

City of Hutchinson Boards & Committees January 2012





2012 Organizational Chart
400 FTE, 24.12 Seasonal



City Hall
 Aquano Center
 Memorial Hall
 Sports Arena

**CITY OF HUTCHINSON
DEPARTMENT/DIVISION BY FUND
FISCAL YEAR 2013**

001 GENERAL FUND

CITY COUNCIL
 1100 410 CITY COUNCIL
 CITY MANAGER
 2100 420 CITY MANAGER
 2200 431 HUMAN RELATIONS
 4110 461 DOWNTOWN DEVELOPMENT
 6810 453 STREET LIGHTING
 HUMAN RESOURCES
 2300 430 HUMAN RESOURCES
 FINANCE
 3000 451 FINANCE/CITY CLERK
 3050 455 UTILITY BILLING
 3060 456 CENTRAL PURCHASING
 INFORMATION TECHNOLOGY
 3100 452 INFORMATION TECHNOLOGY
 PLANNING & DEVELOPMENT
 4100 460 PLANNING AND ZONING
 4120 462 HOUSING DEVELOPMENT
 LAW
 5000 471 CITY ATTORNEY
 5400 473 MUNICIPAL COURT
 PUBLIC WORKS
 6100 550 ADMINISTRATION
 6150 574 PUBLIC WORKS MAINTENANCE
 6310 554 CENTRAL GARAGE REVOLVING
 6320 555 CENTRAL GARAGE SHOP
 6410 556 STREET ADMINISTRATION
 6470 557 STREET SIGNS & MARKINGS
 6530 558 STORM SEWER
 ENGINEERING
 6210 551 ENGINEERING
 6215 552 TRAFFIC SIGNALS
 6220 553 GIS
 PARKS & FACILITIES
 6910 560 PARK ADMINISTRATION
 6940 561 PARK MAINTENANCE
 6945 562 ZOO
 6950 563 FORESTRY & HORTICULTURE
 6960 569 CENTRAL CUSTODIAL REVOLVING
 6970 564 MEMORIAL HALL
 6972 568 MEMORIAL HALL CONCESSIONS
 6980 565 SPORTS ARENA
 6990 566 CITY HALL BUILDING
 6995 693 EASTSIDE CEMETERY
 7520 483 INSECT/RODENT CONTROL
 POLICE
 7110 500 POLICE ADMINISTRATION
 7120 501 DETENTION OF PRISONERS
 7130 502 PATROL & INVESTIGATION
 7150 504 POLICE RECORDS
 7153 505 NARCOTICS CONTROL
 7160 507 UNCLASSIFIED
 7180 508 COMMUNICATIONS
 7190 509 DISPATCH (HRCEC)
 7191 511 RADIO MAINTENANCE
 7410 481 ANIMAL CONTROL

001 GENERAL FUND

FIRE
 7210 520 ADMINISTRATION
 7220 521 PREVENTION
 7230 522 FIRE FIGHTING
 7250 523 UNCLASSIFIED
 BUILDING INSPECTION & CODE ENFORCEMENT
 7310 480 INSPECTION/CODE ENFORCEMENT
 NON-DEPARTMENTAL
 7600 610 GROWTH
 9500 620 NON-DEPARTMENTAL

003 SPECIAL STREET FUND

PUBLIC WORKS
 6420 559 STREET MAINTENANCE
 6430 559 STREET CLEANING

005 REFUSE COLLECTION FUND

PUBLIC WORKS
 6710 490 REFUSE COLLECTION

008 GOLF COURSE FUND

PARKS & BUILDINGS
 6920 570 GOLF COURSE
 6925 570 GOLF COURSE CONCESSIONS
 6925 575 GOLF COURSE PRO SHOP

009 SPECIAL PARKS & RECREATION FUND

PARKS & BUILDINGS
 6930 571 SWIMMING POOLS

031 FUN VALLEY FUND

PARKS & BUILDINGS
 6991 567 FUN VALLEY
 6996 567 FUN VALLEY CONCESSIONS

044 ANIMAL SHELTER FUND

POLICE DEPARTMENT
 7420 700 ANIMAL SHELTER

050 AIRPORT FUND

PARKS & BUILDINGS
 6971 573 AIRPORT

051 WATER FUND

PUBLIC WORKS
 6621 491 WATER PRODUCTION
 6624 492 WATER DISTRIBUTION
 6625 493 WATER ADMINISTRATION

052 WASTEWATER TREATMENT FUND

PUBLIC WORKS
 6510 494 WASTEWATER TREATMENT PLANT
 6520 495 SANITARY SEWER MAINTENANCE

057 STORM WATER UTILITY FUND

ENGINEERING
 7700 496 STORM WATER ADMINISTRATION
 PUBLIC WORKS
 6530 558 STORM SEWER

The Budget Process

The City of Hutchinson, Kansas was incorporated on August 15, 1872 under the statutes of the State of Kansas. The City operates under a Modified Mayor-Council-Manager form of government with the five Council Members elected on a non-partisan basis. The City provides numerous services to citizens, including general government, public safety, streets, cultural and recreation, park facilities, and social services. It also operates the water distribution system, the sewer utility and wastewater treatment plant, the municipal airport, and Carey Park Golf Course.

Budget Process

Beginning in March each year, the City Manager initiates the preparation phase of the budget cycle for the ensuing fiscal year by issuing budget instructions to department directors. The annual budget process is defined by the City Manager based on Council's overall service strategies and organizational objectives. An annual budget process is not clearly defined in either the Kansas Code or the Hutchinson Municipal Code. The fiscal year is from January 1 to December 31.

The department directors prepare budget requests for their individual departments. These requests are sent to the Finance Department for compilation. Department directors meet with the City Manager and the Director of Finance to discuss the individual budget requests. Following several months of review and revision, the City Manager submits a proposed budget to the City Council. The budget contains estimates of revenues and expenditures for the coming year, as well as, re-estimates of revenues and expenditures for the current year. The six-month preparation process culminates in August when the City Council, following a public hearing, adopts the annual budget and certifies it to the State of Kansas by August 25. If necessary, the current budget is amended at this same time. An operating budget, as well as a capital improvement budget, is approved.

The operating portion of the budget is for the day-to-day costs associated with providing and maintaining the programs and services noted previously. The City also prepares a five-year capital improvement plan. The five-year capital improvement plan is available in a separate document. The capital improvement portion goes to the construction of infrastructure such as streets, parks, sewer and water systems, buildings and other public facilities. Each year management reviews the plan and updates it as necessary. The first year of the plan is adopted in the annual budget as the Capital Improvement Projects Fund and Capital Improvement Reserve.

The City is required to hold a public hearing on the proposed budget and publish such notice not less than ten days before such hearing. Following the required public hearing, the City Council may adopt by resolution the proposed budget. The budget must then be certified with the Reno County Clerk's office no later August 25.

The amendment process is similar to the original certification process. The City may amend the current year's budget at any time during the fiscal year so long as it follows the same public hearing requirements needed for the budget's original certification and it is filed prior to December 31, the last day of the fiscal year.

An amendment may be necessary due to events and situations that are unanticipated and could cause the City's expenditures to exceed the State's legal level of control. The mandated legal level of control is referred to as the fund level. Total expenditures for each individual fund may not exceed the certified appropriation for each individual fund. The Finance Department continually monitors the budget to determine the need for budget amendments in order to refrain from exceeding the legal expenditure limits.

The budget is prepared by City staff in accordance with the Budget Calendar as determined by the City Manager..

Budget Accounting

The City prepares its budget and audited financial statements on the Kansas cash basis of accounting. The Kansas cash basis accounting recognizes revenues when cash is received and expenditures when the expenditure has been incurred or committed to even though it may not yet be paid. This differs from an accrual basis of accounting, which is the basis prescribed by Generally Accepted Accounting Principles (GAAP). Accrual accounting recognizes revenues when they are earned and expenses when they are incurred. The budget basis, or Kansas cash basis, is applied to all funds for budget and financial reporting purposes including the comprehensive annual financial report.

The accounts of the City are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts, which are comprised of each fund's assets, liabilities, fund equity, revenues and expenditures or expenses. The City uses the following funds and groups of accounts.

Governmental Fund Types

General Fund – The General Fund is the general operating fund of the City. All general tax receipts and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid through other funds.

Special Revenue Funds – The Special Revenue Fund is utilized to account for receipts derived from specific sources that are usually required by law or regulation to be accounted for in separate funds. (E.g. Special Street, Special Alcohol)

Debt Service Fund – The Bond and Interest Fund is utilized to account for the accumulation of resources for, and the payment of general long-term debt including capital lease obligations, bond principal, interest and related costs.

Capital Project Funds – The Capital Project Funds are utilized to account for all resources used in the acquisition and construction of capital facilities, with the exception of those that are financed through enterprise funds.

Proprietary Fund Types

Enterprise Funds – The Enterprise Funds are utilized to finance and account for all resources used in the acquisition, operation and maintenance of governmental facilities and services that are supported by user charges. (E.g. Water Utility.)

Internal Service Funds – The Internal Service Funds are utilized to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis. (E.g. Risk Management)

Fiduciary Fund Types

Trust and Agency Funds – The Trust and Agency Funds are utilized to account for monies and properties received and held by the City in a trustee capacity as an agent for individual, private organizations and other governmental units and/or other funds. These include expendable trust funds and agency funds. Expendable trust funds are used to account for activity in trust funds that were set-up to be used for specific purposes and are accounted for in essentially the same manner as governmental funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. (E.g. Donations).

These fund types are then categorized as *budgeted* or *unbudgeted* funds. Funds are considered budgeted if the City is required to certify their expenditures with the State of Kansas. The General fund, the bond and interest fund, and the enterprise funds must be budgeted. Fiduciary funds, internal service funds, and capital project funds are not required to file a budget and are unbudgeted. The special revenue funds may be budgeted or unbudgeted depending upon which section of the State code that they were created under.

Budget Calendar

Fiscal Year 2013

March 7, 2012

Initial staff budget meeting to review fiscal policies and priorities, present special budget issues, distribute budget manuals, and instruct staff on budget preparation process and schedule.

March 8 – April 13, 2012

Each Department develops budget line items and requests for each activity. Finance Department develops personnel budget through consultation with the Human Resource department and each individual department.

April 13, 2012

Department directors deliver Excel budget forms to City Manager's office and Finance Department.

April 24, 2012

City Council retreat to discuss and finalize 5-year capital improvement program.

April 16 – May 4, 2012

City Manager's office reviews budget requests to determine departmental budget issues and discussion items; a comprehensive summary of significant budget issues is prepared for the department meetings. The Finance Department combines budget requests and prepares financial summaries.

May 7 - 18, 2012

City Manager and Director of Finance meet with each department to discuss their budget requests and submittals.

May 21 - June 11, 2012

City Manager and Finance Department finalize departmental budget requests and integrate Capital Improvement and Equipment Replacement programs.

June 12, 2012

City Manager and City Council discuss budget process overview, budget environment, and preliminary budget issues.

June 26, 2012

Preliminary City budget distributed to City Council.

June 27 - July 31, 2012

City Council meets with City Manager to discuss proposed budget, significant budget issues, and to incorporate Council policy preferences.

August 7, 2012

City Council approves notice of public hearing on the proposed fiscal year 2013 budget.

August 9, 2012

Publication of *notice of public hearing* on the proposed fiscal year 2013 budget. Line item budget made available for public inspection at city hall and library.

August 21, 2012

Following public hearing, proposed fiscal year 2013 Budget adopted.

August 24, 2012

Adopted budget certified with Reno County Clerk.

October 1, 2012

Amended and adopted budgets distributed to department directors.

January 1, 2013

New fiscal year begins.

Long Range and Strategic Planning Processes

City Manager

Downtown Hutchinson Economic Enhancement Strategy – This document presents the community’s vision for Downtown Hutchinson as well as the findings of a market analysis. The Economic Enhancement Strategy was specifically crafted to strengthen Downtown Hutchinson and to guide its future development.

Downtown Streetscape Master Plan – This plan was created to help the City most effectively develop a physical streetscape plan which supports the Economic Enhancement Strategy and brings excitement to the use and future of downtown.

Finance Department

Five-Year Capital Improvement Program – This document is compiled and updated annually listing anticipated capital improvement projects for the City over the next five years, the year of their construction, and the anticipated funding sources to be used. A program summary is included in the annual budget document, with the first year of the program incorporated into the adopted budget.

Five-Year Municipal Equipment Replacement Program – This document is compiled annually listing the anticipated replacement schedules for capital equipment over the next five years. The five-year schedule is included in the annual budget document with the first year of the program incorporated into the adopted budget.

Planning & Community Development

Comprehensive Plan – This plan encompasses all aspects of the City to provide direction and guidance for growth and development within and around the City. Specific plans have been developed to provide a more detailed focus on certain areas within the City such as the Airport Master Plan. The comprehensive plan is updated approximately every ten years.

Housing Task Force Strategic Plan – The Housing Task Force developed this long-term strategic plan for the purpose of addressing the City’s needs in housing including the lack of available, quality housing and the deterioration of aging

housing stock. The Housing Task Force prioritized the plan's recommendations into six priority strategies. The strategies include the addition of a Housing Program Manager and a Housing Trust fund. Several of the plan's recommendations have been completed, and the City is still in the process of implementing the remaining Task Force recommendations.

Historic Preservation Plan - This is the five year strategic plan for the City of Hutchinson Landmarks Commission. This document is intended to identify and establish those priority items to be accomplished in the upcoming five years. The items listed are not intended to be limiting, nor all inclusive. The Landmarks Commission has the authority to revise the plan as needed. This document is also intended to be reviewed and adjusted at the end of each year.

Community Improvements Commission Strategic Plan – This plan was produced by the Community Improvements Commission to develop future strategies, goals, and action plans for the commission that will improve the look of our community and our neighborhoods.

Engineering

Storm water Management Plan – The storm water management plan that is a five-year plan designed to reduce the discharge of pollutants from the community in order to protect water quality and satisfy water quality requirements of the Clean Water Act. The City's plan includes goals and steps for public education, public involvement, illicit discharge detection and elimination, erosion and sediments control from construction, post construction runoff control, and good housekeeping and pollution prevention from municipal operations.

Five-Year Street Reconstruction Plan – This plan was produced in conjunction with the ¾ cent sales tax referendum to plan the future use of a portion of the sales tax revenue. This plan outlines the locations for major arterial reconstruction over the next five years, which is integrated into the five-year capital improvement program.

Parks & Facilities

Airport Master Plan – This plan is updated periodically to evaluate the airport's future capabilities and future aviation demand in order to plan for the timely development of new or expanded facilities that may be required to meet that

demand. The plan also establishes systematic proactive guidelines for the airport's overall maintenance, development, and operation.

Hike/Bike Trail Master Plan – The trail plan was produced to provide long-term guidance for the location and construction of walking trails throughout the City. This plan assists with the application for related grants and the timing of construction of trail sections so that the trails grow and connect in a way that is most beneficial to the public.

Park and Recreation Master Plan – This plan was developed in partnership with the Hutchinson Recreation Commission to guide future long term planning and operational decisions for the two departments. The process analyzed public input to identify opportunities for parks and recreational program growth or efficiencies within the community.

Zoo Master Plan – This plan is a guideline for the improvement and maintenance of the Hutchinson Zoo. The master plan also includes a number of renovations to several existing exhibits, the addition of more interactive play areas for children and adults, and plans for new exhibits.

Carey Park Golf Course Master Plan – The golf course master plan was developed to provide for a long-term plan for the improvement of the golf course including irrigation, hazard features, tee box locations, and all of the buildings and amenities of the municipal golf course. These plans are being staged in every few years through an annual allocation to the Capital Improvement Reserve.

43rd Avenue Park Master Plan – A long-term plan was drawn up to phase the development of a 72 acre park at the intersection of 43rd Avenue and K-61. Through a generous contribution by a private donor, phase I of the plan is expected to be implemented in fiscal year 2013.

HUTCHINSON CITY COUNCIL POLICY – 3

SUBJECT: OPERATING FUND BUDGETS

DATE: March 1, 2010

PURPOSE: To provide full value for each tax dollar by delivering quality services efficiently and on a cost-effective basis; to preserve our quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, and to respond to changes in the economy, the priorities of governmental and nongovernmental entities, and catastrophic events that may affect our financial well-being; to maintain a strong credit rating in the financial community.

POLICY: It is the policy of the City of Hutchinson to adhere to the following operating budget statements:

1. Annual budgets shall be adopted for the General Fund, Special Revenue Funds, Debt Service Fund, Internal Service Funds, Capital Funds, and Enterprise Funds. Where feasible, multi-year operating budgets shall be prepared to facilitate financial planning.
2. Annual budgets for the General, Waterworks, Sewer, and Debt Service Funds shall be adopted on a balanced basis, where current operating revenues (estimated revenues) are used to fund current operating expenditures (appropriations). Current operating revenues shall include taxes, franchise fees, user fees, licenses and permits, fines and forfeitures, revenues from other sources, recreation and concessions, central garage, reimbursements for services provided, and transfers for recurring operating expenses. *Current operating revenues do not include one-time transfers, restricted reserves, or unreserved fund balance.* Current operating expenditures shall include expenditures for debt service, personal services, contractual services, commodities, non-capital equipment, and non-capital improvements. *Current operating expenditures do not include expenditures for capital equipment, capital improvements, emergencies, or unexpected events.*
3. Should a budget not meet the balance requirements of paragraph 2, decisions shall be made to bring the budget into compliance the following fiscal year. At no time shall the budget remain out of balance for longer than three fiscal years.
4. One-time revenues that are not required by law or contractual agreement to be expended for a specific purpose shall only be used to fund capital or emergency expenditures in the adopted budget or as part of an approved recovery plan to bring a deficient fund reserve back into compliance with the fund balance policy. *One-time revenues*

include, but are not limited to, proceeds from the sale of property and other assets, governmental aid that is not regularly received and is unlikely to recur on a regular basis, major gifts or donations, major insurance recoveries, and transfers from or reduced reimbursements to a special revenue fund for the explicit purpose of reducing the fund level to comply with the fund balance policy.

5. The City Manager may at any time during the fiscal year transfer part or all of any available appropriation balance among programs or accounts within any fund allowed by law. The City Council may, by resolution, transfer part or all of any available appropriation balance among Programs or accounts within and/or between any funds allowed by law.
6. No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the available balance thereof.
7. Neither debt nor bond financing shall be used to finance current operating expenditures.

HUTCHINSON CITY COUNCIL POLICY – 4

SUBJECT: UNRESERVED FUND BALANCES

DATE: March 1, 2010

PURPOSE: Unreserved fund balances are important for the financial health of the City of Hutchinson. Some of the reasons to maintain such balances are listed below:

1. *Cash flow for the continuation of municipal services from one fiscal year to the next without interruption.* The City's expenses do not stop with the change from one budget year to the next. The City must have adequate cash reserves to carry over from one year to the next so that services are not interrupted until new revenues arrive.
2. *The mitigation of risks.* Whether affected by economic slowdown or catastrophic weather events, the City may find itself in need of cash reserves to face either substantial revenue shortfalls or unanticipated expenditures. Adequate cash reserves will help reduce the need to issue debt to meet the extraordinary financial needs of the City.
3. *Evidence of financial stability and credit worthiness.* When the City must issue debt, rating agencies and bond holders look to the adequacy and management of unreserved fund balance in the General Fund to ascertain the City's financial health and its capacity to repay the debt. This analysis directly impacts the City's bond rating and interest rates on bonds to be issued.
4. *Cash for unforeseen opportunities.* On occasion, the City has opportunities to take advantage of special purchases or to retain or increase jobs in the community, but needs to have the available cash to complete the transaction.
5. *Property tax and utility rate stability.* Unreserved fund balances may be used to stabilize property tax and utility rates as swings in the economy effect more elastic revenues, such as sales tax. Adequate fund balances allow the City to withstand many brief economic downturns without raising the mill levy or utility rates to offset other losses of revenue.

The level of unreserved fund balances should be determined after an analysis of the economic circumstances leading to the possible use of balances. Those circumstances may include, but not be limited to the amount of available cash from other City funds, the level of risk for revenue shortfalls and/or unanticipated expenditures faced by the City, the overall economy of the community, and the City's ability to secure bridge financing, and the frequency of tax disbursements from the State.

DEFINITIONS:

Cash Balance – The sum of cash and investments of an accounting fund.

Unreserved Fund Balance – The portion of net assets of an accounting fund that is not legally restricted or otherwise committed by the governing body for future use.

General Fund – The City’s primary operating fund that accounts for City services not otherwise specified in a separate fund.

Special Revenue Funds – Accounts for proceeds of designated revenue sources used to finance specified activities as required by law or administration.

Debt Service Fund – Accounts for proceeds of designated revenue sources used to finance general obligation debt.

Internal Service Funds – Accounts for the financing and administration of general services provided to various departments of the City.

Capital Funds – Accounts for capital improvements and capital equipment financed from general obligation bonds, special revenue funds, enterprise funds, general fund, and grants.

Enterprise Funds – Accounts for activities for which a fee is charged to external users for goods and services.

POLICY: It is the policy of the City of Hutchinson to adhere to the following fund balance statements:

1. *Minimum unreserved fund balances* shall be maintained at the end of each fiscal year commensurate with the levels described in the table below:

FUND	UNRESTRICTED FUND BALANCE
General Fund	\$2,000,000 for mitigation of risk due to natural disaster; + \$2,000,000 for tax stabilization during economic decline; + one month previous year operating expense for working capital.
Special Revenue Fund: Refuse	An amount equal to 8.3% of current year original or revised budget expenditures for new fiscal year working capital (one month).
Debt Service Fund	An amount adequate to cover budgeted interest payments in first quarter of following year + unforeseen fees.
Internal Service Fund: Risk Management	3 x highest claims expenditures in the last 3 years.

Internal Service Fund: Workers Compensation	3 x highest settlement expenditures in the last 3 years.
Internal Service Fund: Health & Dental	35% of prior year claims.
Enterprise Fund: Waterworks	one month previous year operating expense for working capital; + one month previous year operating expense for risk mitigation & emergency equipment replacement; + 5% of previous year water use charges for rate stabilization during low usage years.
Enterprise Fund: Sewer	one month previous year operating expense for working capital; + one month previous year operating expense for risk mitigation & emergency equipment replacement; + 5% of previous year sewer use charges for rate stabilization during low usage years.

2. *Excess unreserved fund balances* exceeding the minimum balance requirements in the General Fund, Special Revenue Funds, Debt Service Fund, and Enterprise Funds at the end of each fiscal year may be used in one or a combination of the following ways:

- Debt reduction;
- One-time expenditures that do not increase recurring operating costs that cannot be funded through current revenues. Emphasis will be placed on one-time uses that reduce future operating costs.
- Establishment of or increase in reserves for internal service programs, equipment replacement, capital projects, emergencies, or disaster recovery.
- Start-up expenditures for new programs provided that such action is approved by the governing body and is considered in the context of multi-year projections of revenue and expenditures as prepared by the Finance Department.

In the event the unreserved fund balance of an Internal Service Fund exceeds the minimum balance requirement for that fund, the excess may be used in one or a combination of the following ways:

- Reduce charges for services levied against other funds;
- Return the excess balance to the fund(s) from which it was originally derived.

3. Should the unreserved fund balance fall below the target level, the City Manager and City Council will prepare and implement a plan to restore the balance to the target level.

All Funds Summary of Funds

Fund	Code	Unencumbered Cash Balance January 1, 2013	Revenues	Transfers In	Expenditures	Transfers Out	Unencumbered Cash Balance December 31, 2013
General	001	\$ 3,671,463	\$31,428,358	\$ 10,000	\$ 29,453,141	\$1,986,475	\$ 3,670,205
Special Revenue:							
Special Street	003	-	1,315,050	744,927	2,059,977	-	-
Special Parks & Recreation	009	-	94,070	83,518	177,588	-	-
Special Alcohol Programs	010	11,322	94,070	-	89,750	10,000	5,642
Convention & Tourism Promotion	030	-	650,000	-	650,000	-	-
Fun Valley	031	-	357,025	368,132	725,157	-	-
Animal Shelter	044	-	110,000	306,915	416,915	-	-
Tax Increment Financing	055	986,226	426,000	-	707,100	-	705,126
Community Improvement Districts	345	-	90,000	-	90,000	-	-
E-911 Surcharge	346	33,891	360,000	-	315,000	-	78,891
Bond and Interest	020	373,465	4,206,002	334,523	4,601,956	-	312,034
Enterprise:							
Refuse Collection	005	74,055	2,191,097	-	2,182,194	-	82,958
Golf Course	008	-	647,482	175,682	823,164	-	-
Airport	050	-	200,333	207,301	390,934	16,700	-
Water Utility	051	5,733,100	7,234,482	-	7,402,422	6,844	5,558,316
Sewer Utility	052	3,429,706	6,005,942	-	6,211,218	132,479	3,091,951
Storm Water Utility	057	686,165	564,500	-	992,680	78,500	179,485
Total Budgeted		\$ 14,999,393	\$55,974,411	\$2,230,998	\$ 57,289,196	\$2,230,998	\$ 13,684,608
Fiduciary:							
Donations	048	\$ 186,334	\$ -	\$ -	\$ -	\$ -	\$ 186,334
Hutchinson Community Foundation	053	27,919	-	-	-	-	27,919
Special Revenue:							
Federal & State Grant Funds	002	480,608	-	-	-	-	480,608
Gossage Animal Shelter Trust	007	599	56,500	-	56,840	-	259
Municipal Equipment Replacement	036	1,216,438	1,037,252	-	1,445,854	-	807,836
Disaster	045	-	-	-	-	-	-
Internal Service:							
Health & Dental Insurance	032	3,564,043	4,478,612	-	4,690,470	-	3,352,185
Risk Management	035	1,124,483	765,443	-	796,524	-	1,093,402
Worker's Compensation	037	1,995,601	431,131	-	945,550	-	1,481,182
Central Purchasing	046	16,996	-	-	-	-	16,996
Capital Project:							
Special Assessments	100	490,165	574,826	-	1,064,991	-	-
Capital Improvement Projects	088	6,294,595	8,963,069	-	8,924,269	-	6,333,395
Capital Improvement Reserve	089	7,822,773	3,359,600	-	5,247,944	-	5,934,429
Total Unbudgeted		\$ 23,220,554	\$19,666,433	\$ -	\$ 23,172,442	\$ -	\$ 19,714,545
Total (1)		\$ 38,219,947	\$75,640,844	\$2,230,998	\$ 80,461,638	\$2,230,998	\$ 33,399,153

(1) Includes interfund transactions.

City of Hutchinson Fund Balance Summary

Fund	Code	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
General	100	\$ 3,629,253	\$ 4,052,769	\$ 4,252,192	\$ 3,193,273	\$ 3,671,463	\$ 3,670,205
Special Revenue:							
Special Street	003	-	-	-	-	-	-
Special Parks & Recreation	009	-	-	-	-	-	-
Special Alcohol Programs	010	101,972	89,215	27,934	10,592	11,322	5,642
Convention & Tourism Promotion	030	-	-	-	-	-	-
Fun Valley	031	-	-	-	-	-	-
Animal Shelter	044	-	-	-	-	-	-
Tax Increment Financing	055	1,447,331	1,789,349	1,535,097	767,149	986,226	705,126
Community Improvement Districts	345	-	-	-	-	-	-
E-911 Surcharge	346	-	-	838,048	-	33,891	78,891
Debt Service	300	591,881	642,314	503,199	316,659	373,465	312,034
Enterprise:							
Refuse Collection	005	249,869	17,427	64,551	18,635	74,055	82,958
Golf Course	008	-	-	-	-	-	-
Airport	050	-	-	-	-	-	-
Water Utility	051	4,524,582	4,306,891	5,176,228	4,202,233	5,733,100	5,558,316
Sewer Utility	052	2,111,958	2,350,640	3,395,900	2,418,007	3,429,706	3,091,951
Storm Water Utility	057	382,481	360,551	477,897	610,555	686,165	179,485
Total Budgeted Funds		\$ 13,039,327	\$ 13,609,156	\$ 16,271,046	\$ 11,537,103	\$ 14,999,393	\$ 13,684,608
Fiduciary:							
Donations	048	\$ 117,854	\$ 100,101	\$ 186,334	\$ 100,101	\$ 186,334	\$ 186,334
Hutchinson Community Foundation	053	23,926	38,800	27,919	38,800	27,919	27,919
Special Revenue:							
Federal & State Grant Funds	002	(1,136)	114,331	480,608	114,331	480,608	480,608
Gossage Animal Shelter Trust	007	58,355	41,120	1,006	8,759	599	259
Municipal Equipment Replacement	036	759,261	1,104,149	1,208,881	1,032,491	1,216,438	807,836
Disaster	045	116,691	-	-	-	-	-
Internal Service:							
Health & Dental Insurance	032	3,435,781	2,789,261	3,321,760	2,530,793	3,564,043	3,352,185
Risk Management	035	969,095	1,085,140	1,128,534	938,756	1,124,483	1,093,402
Worker's Compensation	037	1,942,995	2,077,563	2,161,983	1,933,393	1,995,601	1,481,182
Central Purchasing	046	17,411	46,108	16,996	-	16,996	16,996
Capital Project:							
Special Assessments	100	234,167	(217)	946,833	-	490,165	-
Capital Improvement Projects	088	13,576,807	13,363,193	6,351,936	12,740,960	6,294,595	6,333,395
Capital Improvement Reserve	089	350,613	735,445	7,962,773	3,061,791	7,822,773	5,934,429
Total Unbudgeted Funds		\$ 21,601,820	\$ 21,494,994	\$ 23,795,563	\$ 22,500,175	\$ 23,220,554	\$ 19,714,545
Total All Funds		\$ 34,641,147	\$ 35,104,150	\$ 40,066,609	\$ 34,037,278	\$ 38,219,947	\$ 33,399,153

Changes in Fund Balance Explanation and Analysis Fiscal year 2013

General:

Decrease \$1,258 0.03%

The change in fund balance in the General fund is negligible and the fund is considered balanced. A one-time transfer in is being made from the Health & Dental Insurance fund of \$266,427 to help cover a 2% one-time lump sum payment to employees in 2013.

Special Alcohol Programs:

Decrease \$5,680 50.17%

The change in fund balance for the Special Alcohol Programs fund is not a concern. This fund collects a portion of the liquor tax revenue and disburses those funds to alcohol assistance programs. In the past this fund has accumulated fund balance, however, the City's current policy is to expend the revenues each year and maintain a minimal fund balance.

Tax Increment Financing:

Decrease \$281,100 28.50%

The decrease in fund balance is due to a \$350,000 transfer to the Capital Improvement Projects fund. The change in fund balance is not a concern as adequate cash is available to serve the fund's purpose and expenditures.

E-911 Surcharge:

Increase \$45,000 132.78%

The projected change in fund balance is an uncertainty due to the newness of this fund. Due to the nature of the purpose of the E-911 Surcharge fund, the accumulation of fund balance for contingencies and equipment replacement is desirable.

Debt Service:

Decrease \$61,431 16.45%

The Debt Service fund has had a declining fund balance since 2010 and was projected to go into negative fund balance. The structure of bond issues was changed slightly from a 10-year bond to a 10-year bond with 1 year of interest only; this change is being implemented for fiscal years 2011 – 2013 and should prevent the fund from having negative fund balance.

Refuse Collection:

Increase \$8,903 12.02%

The increase in fund balance is not significant.

Water Utility:

Decrease \$174,784 3.05%

The decrease in fund balance is not significant as the Water Utility has sufficient operating funds. Future rate increases may be considered.

Sewer Utility:

Decrease \$337,755 9.85%

The decrease in fund balance is not significant as the Sewer Utility has sufficient operating funds, and the decrease is primarily due to the replacement of a dump truck for \$105,000 and an increase in the transfer to the Capital Improvement Reserves of \$200,000. Future rate increases may be considered.

Storm Water Utility:

Decrease \$506,680 73.84%

The change in fund balance is primarily due to transfers of \$870,000 to the Capital Improvement Projects fund and the Capital Improvements Reserves. A storm water utility fee increase is budgeted for 2013 due to an extensive storm water capital improvement program.

Municipal Equipment Replacement:

Decrease \$408,602 33.59%

The decrease in fund balance is a result of the spending of accumulated cash. Funds are accumulated for police patrol car replacement, and in 2013 the entire fleet will be replaced at a budgeted cost of \$368,000. The fleet was previously replaced in 2009. \$207,695 is also being spent from available fund balance for an upgrade of the financial and planning software.

Health & Dental Insurance:

Decrease \$211,858 5.94%

The decrease in fund balance is not significant for this insurance reserve fund, because there is sufficient fund balance to meet all of the reserve requirements for a self-insurance fund. The decrease is a result of a one-time transfer of funds to the General fund of \$266,427.

Risk Management:

Decrease \$31,081 2.76%

The Risk Management fund has had a growing fund balance for several years. The decrease in fund balance budgeted in 2013 is not significant but will be monitored to see that it is not part of a larger trend.

Workers Compensation:

Decrease \$514,419 25.78%

The decrease in fund balance is due to the occurrence of a number of substantial claims. As a result, the required contributions to the Worker's Compensation fund have been increased in 2013 and will require further increases in future years.

Special Assessments:

Decrease \$490,165 100.00%

When special assessment projects are closed, their balances are brought to \$0. All open projects are expected to be closed in fiscal year 2013.

Capital Improvement Projects:

Increase \$38,800 0.62%

The change in fund balance is not significant.

Capital Improvement Reserves:

Decrease \$1,888,344 24.14%

The decrease in reserves is due to the planned expenditure of accumulated reserves for two major projects – the widening of Waldron between 17th and 23rd Avenues for \$2,130,000 and a pipeline connecting wells 17 and 13 for \$670,444. The fund still holds sufficient reserves, however, the future street reconstruction reserves will depend on the results of a sales tax referendum in the fall of 2012.

For more information regarding each of the above funds, please refer to the individual fund summaries.

City of Hutchinson Revenue Summary by Fund

Fund	Code	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
General	100	\$ 27,991,108	\$ 28,979,483	\$ 30,472,434	\$ 31,049,951	\$ 30,793,423	\$ 31,428,358
Special Revenue:							
Special Street	003	1,249,209	1,346,128	1,285,120	1,311,630	1,305,670	1,315,050
Special Parks & Recreation	009	96,405	94,566	96,338	95,388	95,388	94,070
Special Alcohol Programs	010	96,167	94,611	96,338	95,388	95,388	94,070
Convention & Tourism Promotion	030	573,668	525,970	553,517	650,000	650,000	650,000
Fun Valley	031	352,650	316,231	361,453	346,600	351,600	357,025
Animal Shelter	044	143,906	120,320	111,248	125,000	110,000	110,000
Tax Increment Financing	055	1,908,895	1,149,002	222,276	276,250	436,729	426,000
Community Improvement Districts	345	-	-	-	-	20,000	90,000
E-911 Surcharge	346	-	-	838,048	-	359,000	360,000
Debt Service	300	8,122,542	4,131,821	4,496,645	4,114,903	4,169,294	4,206,002
Enterprise:							
Refuse Collection	005	2,036,742	2,076,436	2,088,565	2,131,628	2,129,074	2,191,097
Golf Course	008	576,909	555,786	583,247	724,682	626,414	647,482
Airport	050	178,254	217,196	169,605	195,811	183,333	200,333
Water Utility	051	6,803,188	7,092,592	7,635,021	7,199,475	7,199,475	7,234,482
Sewer Utility	052	5,765,780	11,391,215	7,326,199	5,978,389	5,976,639	6,005,942
Storm Water Utility	057	280,589	281,294	284,257	282,500	282,500	564,500
Total Budgeted Revenues		\$ 56,176,012	\$ 58,372,651	\$ 56,620,311	\$ 54,577,595	\$ 54,783,927	\$ 55,974,411
Fiduciary:							
Donations	048	\$ 158,906	\$ 58,584	\$ 341,963	\$ -	\$ -	\$ -
Hutchinson Community Foundation	053	36	35,848	5,776	-	-	-
Special Revenue:							
Federal & State Grant Funds	002	560,366	2,361,408	1,905,767	-	-	-
Gossage Animal Shelter Trust	007	40,136	38,192	15,840	40,000	56,000	56,500
Municipal Equipment Replacement	036	489,420	817,015	1,313,316	1,054,868	1,054,868	1,037,252
Disaster	045	76	93	-	-	-	-
Internal Service:							
Health & Dental Insurance	032	2,630,146	2,683,673	3,756,434	4,241,004	4,233,504	4,478,612
Risk Management	035	468,723	895,588	785,662	767,826	827,326	765,443
Worker's Compensation	037	184,416	424,999	637,365	388,098	375,598	431,131
Central Purchasing	046	388,020	150,997	109,917	-	-	-
Capital Project:							
Special Assessments	100	1,159,443	1,571,351	1,375,000	-	602,000	574,826
Capital Improvement Projects	088	8,036,349	18,770,763	6,242,324	5,149,480	6,273,939	8,963,069
Capital Improvement Reserve	089	124,500	511,959	10,259,427	3,119,500	3,119,500	3,359,600
Total Unbudgeted Revenues		\$ 14,240,537	\$ 28,320,470	\$ 26,748,791	\$ 14,760,776	\$ 16,542,735	\$ 19,666,433
Total All Revenues (1)		\$ 70,416,549	\$ 86,693,121	\$ 83,369,102	\$ 69,338,371	\$ 71,326,662	\$ 75,640,844

(1) Includes interfund transactions.

Major Budgeted Revenue Sources

The City has fourteen separate revenue categories or sources for budgeting revenues. They are property taxes, tax incremental revenues, non-property taxes, special assessments, franchise fees, intergovernmental revenues, licenses and permits, fines, forfeitures, and penalties, use of money and property, external and internal service charges, bond and loan proceeds, miscellaneous revenues, and reserve transfers. All revenues within the City's budget are categorized as one of these types. Each category or source is comprised of many individual revenue sources that vary greatly in how they are derived and how they change.

Revenue estimates are prepared by the Finance Department. The method used to estimate revenues varies depending upon the revenue category or source and the individual revenues that make up that source. For instance, property taxes are estimated using current taxable property values provided by Reno County and the expected levy rate. Gas and liquor tax estimates are provided by the State of Kansas. Rental revenues are estimated based on the contracts in place and interest income revenues are estimated using current levels of investments and expected maturities. Revenues such as service charges and permit revenues are estimated based on a combination of factors such as history, rate changes, and future activity estimates. Revenues are estimated to the detail level – not just to the category level - using many factors and variables in order to provide the most accurate revenue estimates as possible.

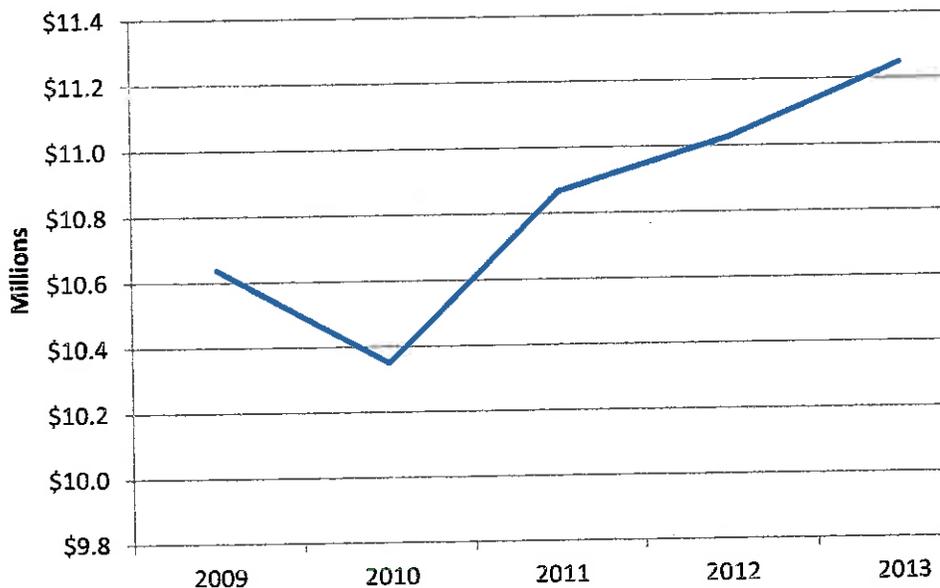
The following is a general summary of each revenue source, some of the individual revenues that make up that source, the trends that have been associated with these revenues, and what is anticipated for the next fiscal year.

Property Taxes – Property taxes are a major source for the City's general governmental operations and account for 22.90% of the City's total budgeted revenues and 31.03% of General fund revenues. Total property taxes levied are estimated to increase by 2.04% in fiscal year 2013, which is entirely due to the growth in taxable property valuation. Each year, Reno County provides the City with the taxable property values within the City's jurisdiction. The City's estimated property tax revenues are approved by the City Council and then applied to the taxable property values. This calculation produces the City's property tax rate for the upcoming year. Property taxes are levied in the General fund and the Bond and Interest fund. Property tax rate and valuation history is shown on page 46.

Tax Increment Financing – Tax increment financing (TIF) revenue is property taxes levied on the incremental valuation in a renewal area created by the City Council for specific purposes. The tax revenues derived from the specific area are used to finance improvements within the specific area. Tax increment financing revenue accounts for 0.28% of the City's total revenues. Revenues from the City's one tax increment financing district are expected to drop in fiscal

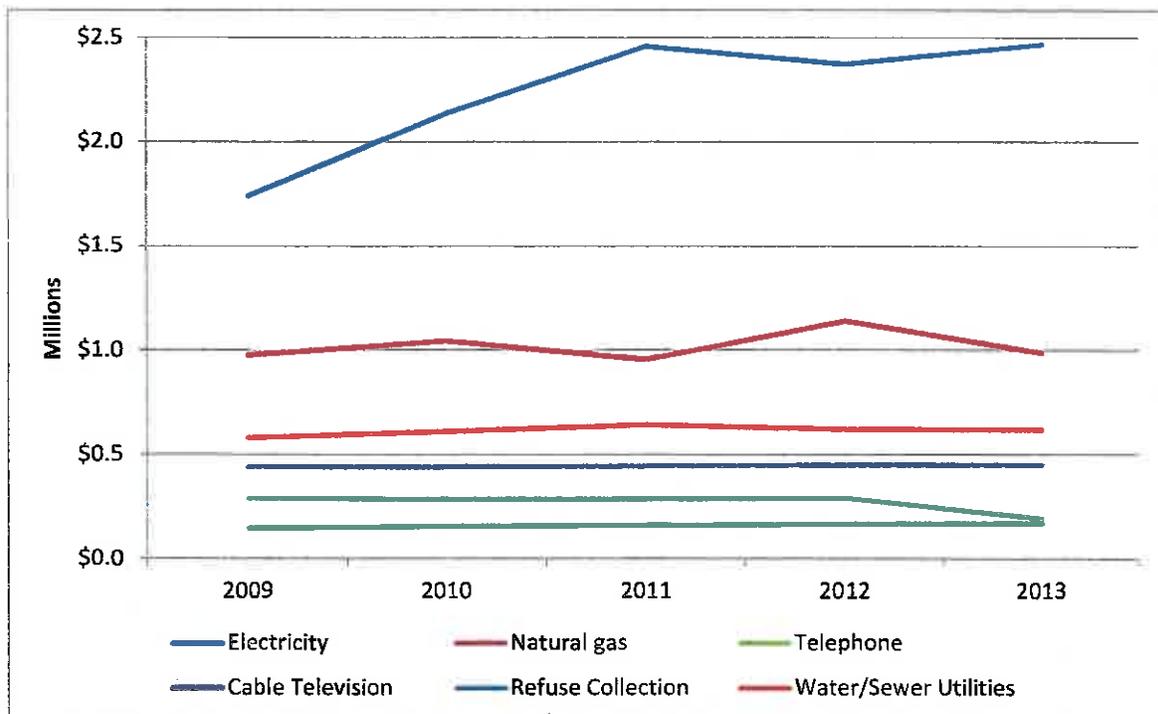
year 2013 by \$20,000. The tax increment collections in this area have decreased from previous year due to the continued decline and removal of valuation within the district. Tax increment revenues are accounted for in the Tax Increment Financing fund.

Non-property Taxes – Non-property taxes are City taxes on services, transactions, or goods other than property. These include transient guest taxes, liquor taxes, and sales taxes. These taxes account for 21.94% of the City's total revenue budget. Over the past four years non-property taxes dipped downward in 2009 and 2010 as the economy receded; these taxes tend to fluctuate with the economy. It appears that economic trend started reversing in 2011 and is expected to continue this trend in 2012 and 2013. Revenue from non-property taxes is estimated to grow 2.00% in fiscal year 2013. Most of the non-property taxes are used to support general operations and are accounted for in the General fund. Two-thirds of liquor taxes are reported in the Special Alcohol fund and the Special Parks & Recreation fund and support those programs. Transient guest taxes, which are accounted for separately in the Convention & Tourism Promotion fund, are entirely remitted to outside parties. Sales taxes collected in the General fund also support the Kansas Cosmosphere, the Underground Sait Museum, and capital street projects. Below is the five-year chart for the City's sales tax revenues.



Special Assessments – Special assessments are a means used by the City to recover costs related to construction from the property owners that are directly benefited by the construction. Collections from special assessments are somewhat unpredictable and depend upon the pace of development. In fiscal year 2013, special assessment revenue is budgeted conservatively lower than the actual revenues from the last few years. Special assessments are accounted for in the Bond & Interest fund and amount to 1.63% of the City's total revenue.

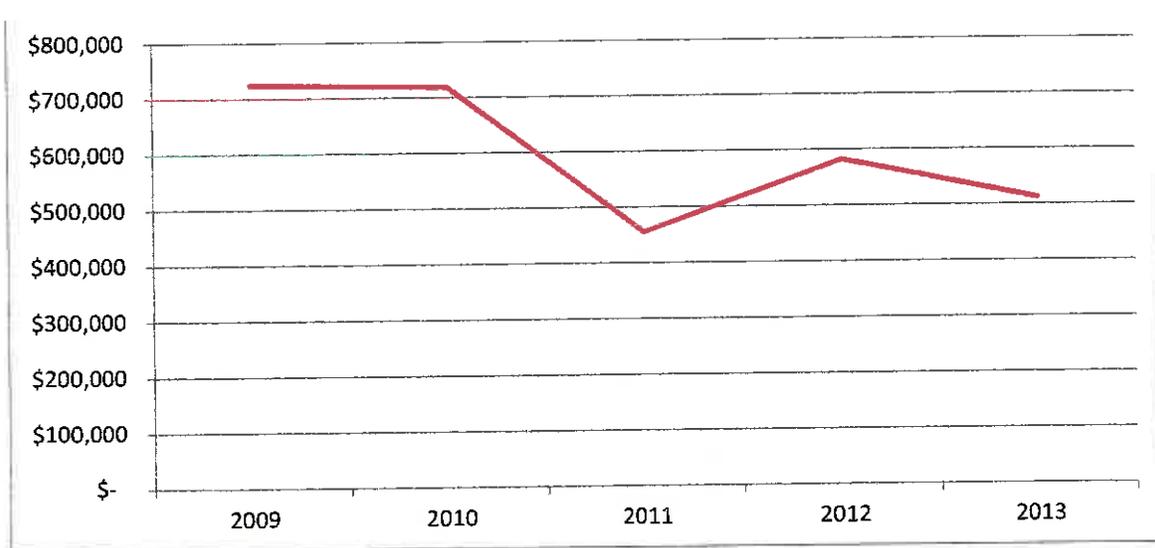
Franchise Fees – Franchise fees are collected on utility/enterprise operations within the City that depend upon the usage of City right-of-ways to deliver their services. The City's franchise fee is 5% of revenues, which is collected on natural gas, electricity, water and sewer, refuse collection, telephone service, and cable television services. Franchise fees amount to 8.74% of the City's 2013 budgeted revenue. These revenues overall have had an upward trend over the past four years due to several factors including increased utility rates and annexation. In 2013, the franchise fee revenues are estimated to decrease by 2.82%, which goes against the trend of the past several years. The downward estimate is due to several reasons including unseasonably warm weather that has caused natural gas fees to fall dramatically. Also, the rapid elimination of hard wire telephones has caused the downward trend in telephone franchise fees to accelerate. Below is a chart showing the trends in the various franchise fees charged by the City.



Intergovernmental – Intergovernmental revenues are State and Federal shared and grant revenues received by the City. Most revenues of this nature are reported in the unbudgeted grant funds or capital project funds, however, the Special Street fund is supported almost entirely from State and County gasoline taxes, which represents nearly half of this revenue source in the budgeted funds. Another small portion is a contribution from Reno County to the City's Bond & Interest fund for the Salt City Business Park railroad spur debt. Intergovernmental revenues represent 3.76% of the City's total revenues and have remained fairly flat over the last few years up until 2011 when the E-911 surcharge revenues were transferred to the City. These State and County surcharges were previously collected and managed by those entities, but starting

in 2012, those collections will be consolidated into one charge and then transferred to the City to manage. This new revenue source is the cause of a 44.5% increase in intergovernmental revenue between 2012 and 2013 and is accounted for in the new E-911 Surcharge Fund.

Licenses and Permits – Licenses and permits are used by the City as a means of monitoring certain activities in order to help protect the residents from certain aspects of these activities. The activities include the sale of alcohol, building construction, fireworks, contractor licensing, door-to-door soliciting, dog licensing, and more. The revenues generated by these licenses and permits help offset the cost of monitoring the activities. License and permit fees account for 0.92% of the City’s total revenues. These revenues have remained stable over the years but saw a jump in fiscal years 2009 and 2010 due to a few major construction projects. These revenues returned to normal levels in fiscal years 2011, but are expected to take small jump in 2012 before returning to normal in 2013. These revenues are primarily accounted for in the General fund. Below is the five-year chart for license and permit revenue.



Fines, Forfeitures, and Penalties – These revenues are primarily derived from the municipal court system and accounted for in the General fund. They have been stable over the past four years, however a slight increase is expected in 2012 and 2013. The increase in fine revenue is anticipated due to the improvement in the economy whereas individuals are gradually becoming more able to pay their fines rather than leave them delinquent. Fines, forfeitures, and penalties represent 1.26% of the City’s total revenues.

Use of Money and Property – This is income the City receives from the rental of non-recreational facilities and from interest income. The rental income is mostly derived from the Airport fund and a small amount from the General fund. Interest income has historically been the most significant source of Use of Money and Property revenue. During the past three years, however, interest income has steadily dropped due to the continued decrease in interest rates. Use of Money

and Property revenues have decreased 66% since 2008, but may have bottomed out in fiscal year 2011. Although, record low interest rates are expected to continue in 2012 and 2013, rental revenues in the Airport fund have raised the revenue estimates slightly in 2012 and 2013. Use of Money and Property revenue is earned in many of the budgeted funds and represents .44% of the 2013 total budgeted revenues.

External Service Charges – External service charges are direct fees charged to the public and other entities for the specific services provided. Service charges include recreation charges, fire service charges, police service charges, golf charges, sewer charges, water charges, animal shelter charges, and many other service charges. External service charges is the City's largest revenue source and accounts for 34.85% of total City revenues. Enterprise funds are primarily funded through service charges. Revenue from service charges has grown steadily due to rate increases in the water, sewer, and solid waste funds as well as other services in order to keep up with the cost of providing those services. In 2013, external service charges are budgeted to increase by 2.00%. The main factors behind the increase in external services charges are: Fire District #2 service charges in the General fund are anticipated to increase by \$68,213 or 4.70%, water and sewer utility service charges are estimated to increase slightly through consumption increases, and storm water utility customer rates are budgeted to double in fiscal year 2013 raising an additional \$282,000.

Internal Service Charges – Internal service charges are fees charged to City activities and funds for their usage of other City services. Internal service charges include charges for Central garage labor and parts, City fuel, and City custodial services. These charges are reported as City revenue but in reality, are offset by an equivalent expenditure that is charged to another City department. The total amount of these fees has fluctuated downward and then back upward the last few years which is largely a reflection of the change in the price of fuel over that time period. Also in 2013, the City continues to expand its central custodial program in the General fund which accounts for \$58,000 of the overall increase in charges between 2012 and 2013. Internal service charges represent 2.28% of total City revenues.

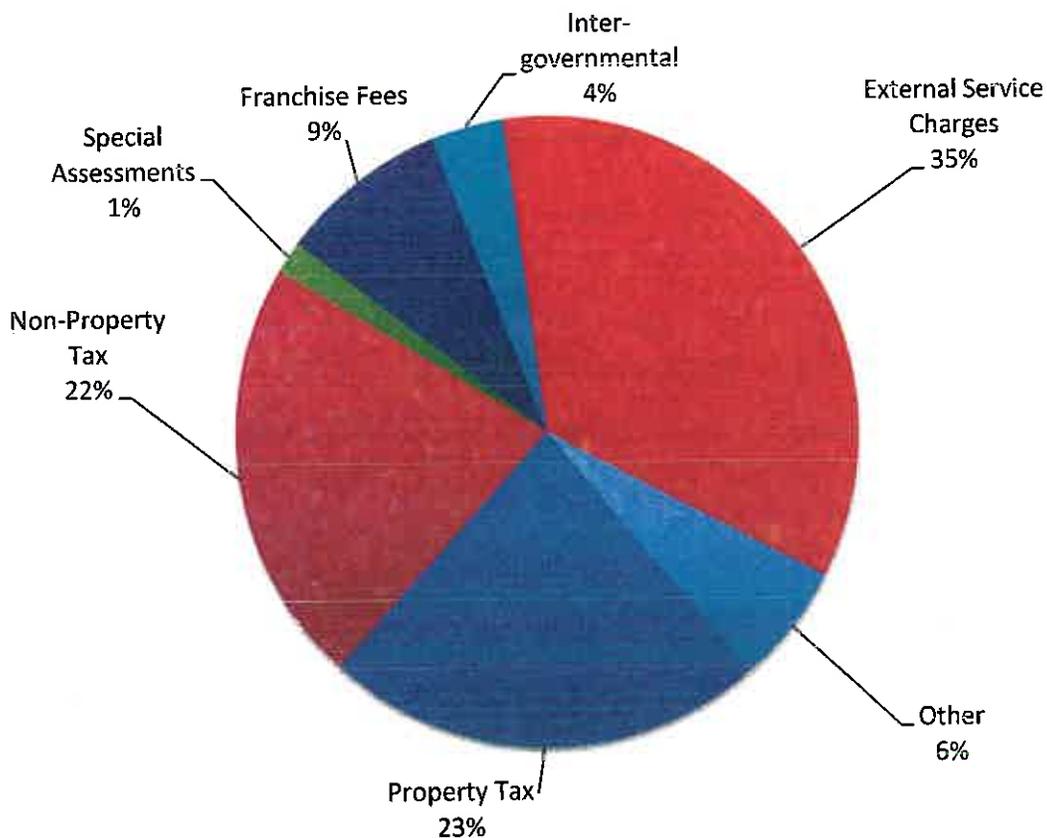
Bond/Loan Proceeds – This revenue category is not really a revenue source but rather the proceeds from borrowings that the City is making. This is similar in nature to revenue but provides a financial inflow to the City rather than an economic inflow. From an economic stand point, the City is not in a better financial position. Bond and loan proceeds vary from year to year and are typically reported in the unbudgeted capital project funds. Bond and loan proceeds in the budgeted funds typically represent the re-financing of older general obligation bonds with newer debt. No outstanding general obligation bonds are expected to be refinanced in fiscal year 2012 or 2013.

Miscellaneous – Miscellaneous revenue consists of miscellaneous inflows that do not qualify for one of the other categories. The collection of these revenues is

difficult to predict and may be erratic. The revenues include reimbursements, donations, refunds and rebates, and other miscellaneous sales and fees. Other revenues account for .43% of the City total revenues. Fiscal year 2010 is considerably higher than the other years presented due to an unplanned sale of dirt from a potential park site. The other fiscal years are similar in actual and expected total revenues. Miscellaneous revenues can be found in most funds.

Reserve Transfers – Reserve transfers represent inter-fund transfers of monies between an unbudgeted fund and a budgeted fund. Reserve transfers are presented as revenues and expenditures in the participating funds rather than separately like Operating transfers. In previous years, reserve transfers have represented the transfer of unused bond money to the Bond and Interest fund, the transfer of insurance reserve money to the General fund, and transfers of unused capital project money back to the originating fund. In fiscal year 2013, Reserve transfers are budgeted for transfers from the Gossage Trust fund to the Bond & Interest fund and from the Health & Dental Insurance fund to the General fund.

The following chart represents the budgeted revenue sources for the City.



Additional trends for specific revenues can be found in the individual fund summaries.

City of Hutchinson

Summary of Revenues by Source and Expenditures by Type

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Budgeted Revenues:						
Property Tax	\$ 11,799,254	\$ 11,439,282	\$ 12,286,120	\$ 12,917,354	\$ 12,874,854	\$ 12,819,400
Tax Increment Revenues	204,774	206,183	167,193	175,000	160,000	155,000
Non-property Taxes	11,571,535	11,173,718	11,724,800	11,973,664	11,993,664	12,280,210
Special Assessments	958,800	919,421	936,325	915,000	915,000	915,000
Franchise Fees	4,178,538	4,677,545	4,946,730	5,034,791	4,779,980	4,892,947
Intergovernmental	1,595,464	1,476,872	2,225,542	1,457,739	2,051,649	2,107,012
Licenses and Permits	725,639	719,681	456,437	583,200	513,100	513,100
Fines, forfeitures, and penalties	651,927	675,318	678,102	649,800	704,200	704,200
Use of Money and Property	333,198	276,839	224,590	254,623	243,945	244,695
External Service Charges	18,334,469	18,680,609	19,384,000	19,122,010	18,885,110	19,505,393
Internal Service Charges	886,833	958,499	1,205,843	1,173,269	1,268,298	1,273,949
Bond/Loan Proceeds	2,860,000	5,490,490	1,161,050			
Miscellaneous	317,719	1,270,867	384,527	264,738	337,720	240,238
Reserve Transfers	1,756,862	407,327	839,053	56,407	56,407	323,267
Total Budgeted Revenues	\$ 56,176,012	\$ 58,372,651	\$ 56,620,311	\$ 54,577,595	\$ 54,783,927	\$ 55,974,411
Unbudgeted Revenues:						
Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	3,218,096	3,566,600	2,222,158	728,931	713,390	1,684,262
Internal Service Charges	2,832,935	3,101,561	4,184,054	4,240,933	4,240,933	4,473,069
Licenses and Permits						
Use of Money and Property	133,197	69,378	56,210	54,000	23,500	18,500
External Service Charges	618,397	1,071,097	1,045,128	1,086,995	1,086,995	1,153,617
Bond/Loan Proceeds	2,311,816	10,117,702	4,630,685	1,952,114	3,557,114	4,285,809
Miscellaneous	852,929	1,693,107	994,780	501,000	577,000	671,500
Reserve Transfers	4,273,167	8,701,025	13,615,776	6,196,803	6,343,803	7,379,676
Total Unbudgeted Revenues	\$ 14,240,537	\$ 28,320,470	\$ 26,748,791	\$ 14,760,776	\$ 16,542,735	\$ 19,666,433
Total All Revenues	\$ 70,416,549	\$ 86,693,121	\$ 83,369,102	\$ 69,338,371	\$ 71,326,662	\$ 75,640,844
Budgeted Expenditures:						
Personal Services	\$ 24,814,221	\$ 24,643,020	\$ 26,054,258	\$ 27,276,569	\$ 27,212,691	\$ 27,978,467
Contractual Services	14,005,676	11,417,379	11,043,830	11,774,510	12,088,995	12,183,788
Commodities	3,636,182	3,929,241	4,519,274	4,680,257	4,780,667	4,800,291
Capital Outlay	881,095	790,858	689,370	672,193	1,566,778	572,875
Debt Service	10,710,445	12,560,267	7,962,864	6,363,093	6,323,647	6,387,642
Reserve Transfers	3,978,172	4,516,023	4,479,828	4,136,803	4,136,803	5,443,132
Appropriated Reserve						
Overhead Cost Allocation	(11,226)	(53,967)	(33,360)	(54,001)	(54,001)	(77,000)
Total Expenditures	\$ 58,014,565	\$ 57,802,821	\$ 54,716,064	\$ 54,849,424	\$ 56,055,580	\$ 57,289,196
Unbudgeted Expenditures:						
Non-Program	22,253,185	28,427,296	24,448,222	14,576,654	17,117,744	23,172,442
Total All Expenditures	\$ 80,267,750	\$ 86,230,117	\$ 79,164,286	\$ 69,426,078	\$ 73,173,324	\$ 80,461,638

City of Hutchinson Expenditure Summary by Fund

Fund	Code	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
General	100	\$27,382,942	\$ 26,732,246	\$ 28,634,712	\$ 28,994,502	\$ 29,244,904	\$ 29,453,141
Special Revenue:							
Special Street	003	2,212,590	2,337,159	1,817,965	2,114,829	2,127,961	2,059,977
Special Parks & Recreation	009	160,294	150,201	170,002	167,818	171,048	177,588
Special Alcohol Programs	010	102,000	83,775	75,000	95,000	95,000	89,750
Convention & Tourism Promotion	030	573,668	525,970	553,517	550,000	550,000	650,000
Fun Valley	031	711,776	682,759	714,290	737,676	737,676	725,157
Animal Shelter	044	353,745	358,916	378,870	405,223	404,723	416,915
Tax Increment Financing	055	2,488,925	806,984	476,528	345,600	385,600	707,100
Community Improvement Districts	345	-	-	-	-	20,000	90,000
E-911 Surcharge	346	-	-	-	-	1,163,157	315,000
Debt Service	300	8,960,029	5,292,548	4,750,132	4,413,754	4,413,754	4,601,956
Enterprise:							
Refuse Collection	005	1,992,762	2,058,878	2,041,441	2,134,020	2,119,570	2,182,194
Golf Course	008	740,927	739,281	773,758	875,626	836,712	823,164
Airport	050	307,538	379,224	373,045	440,533	440,533	390,934
Water Utility	051	6,351,260	6,754,703	7,372,665	7,329,540	7,235,240	7,402,422
Sewer Utility	052	5,289,295	10,596,953	6,417,228	6,083,238	5,935,470	6,211,218
Storm Water Utility	057	386,814	303,224	166,911	62,065	74,232	992,680
Total Budgeted Expenditures		\$58,014,565	\$ 57,802,821	\$ 54,716,064	\$ 54,849,424	\$ 56,055,580	\$ 57,289,196
Fiduciary:							
Donations	048	\$ 138,715	\$ 76,337	\$ 255,730	\$ -	\$ -	\$ -
Hutchinson Community Foundation	053	301	20,974	16,657	-	-	-
Special Revenue:							
Federal & State Grant Funds	002	684,391	2,245,941	1,539,490	-	-	-
Gossage Animal Shelter Trust	007	54,130	55,427	55,954	56,407	56,407	56,840
Municipal Equipment Replacement	036	650,954	472,127	1,208,584	1,025,316	1,047,311	1,445,854
Disaster	045	-	116,784	-	-	-	-
Internal Service:							
Health & Dental Insurance	032	3,036,115	3,330,193	3,223,935	3,947,221	3,991,221	4,690,470
Risk Management	035	1,185,802	779,543	742,268	768,750	831,377	796,524
Worker's Compensation	037	405,290	290,431	552,945	541,980	541,980	945,550
Central Purchasing	046	402,200	122,300	139,029	-	-	-
Capital Project:							
Special Assessments	100	1,965,613	1,805,735	427,950	-	1,058,668	1,064,991
Capital Improvement Projects	088	13,138,570	18,984,377	13,253,581	5,124,480	6,331,280	8,924,269
Capital Improvement Reserve	089	591,104	127,127	3,032,099	3,112,500	3,259,500	5,247,944
Total Unbudgeted Expenditures		\$22,253,185	\$ 28,427,296	\$ 24,448,222	\$ 14,576,654	\$ 17,117,744	\$ 23,172,442
Total All Expenditures(1)		\$80,267,750	\$ 86,230,117	\$ 79,164,286	\$ 69,426,078	\$ 73,173,324	\$ 80,461,638

(1) Includes interfund transactions.

City of Hutchinson Interfund Transfer Summary

Fund	Code	Transfers In					
		2009 Actual	2010 Actual	2011 Actual	2011 Budget	2011 Revised	2012 Budget
General	001	\$ 272,500	\$ 273,593	\$ 82,619	\$ 17,000	\$ 17,000	\$ 10,000
Special Revenue:							
Special Street	003	963,381	991,031	532,845	803,199	822,291	744,927
Special Parks & Recreation	009	63,889	55,635	73,664	72,430	75,660	83,518
Fun Valley	031	359,126	366,528	352,837	391,076	386,076	368,132
Animal Shelter	044	209,839	238,596	267,622	280,223	294,723	306,915
Tax Increment Financing	055	812,813	-	-	-	-	-
Bond and Interest	020	1,182,740	1,211,160	114,372	114,726	114,726	334,523
Enterprise:							
Golf Course	008	164,018	183,495	190,511	150,944	210,298	175,682
Airport	050	185,284	162,028	203,440	244,722	257,200	207,301
Water Utility	051	-	-	-	600,000	600,000	-
Total		\$ 4,213,590	\$ 3,482,066	\$ 1,817,910	\$ 2,674,320	\$ 2,777,974	\$ 2,230,998

Fund	Code	Transfers Out					
		2009 Actual	2010 Actual	2011 Actual	2011 Budget	2011 Revised	2012 Budget
General	001	\$ 2,065,987	\$ 2,097,313	\$ 1,720,919	\$ 2,042,594	\$ 2,146,248	\$ 1,986,475
Special Revenue:							
Special Alcohol Programs	010	22,500	23,593	82,619	17,000	17,000	10,000
Tax Increment Financing	055	-	-	-	600,000	600,000	-
Enterprise:							
Refuse Collection	005	250,000	250,000	-	-	-	-
Airport	050	56,000	-	-	-	-	16,700
Water Utility	051	1,315,958	555,580	7,186	7,363	7,363	6,844
Sewer Utility	052	503,145	555,580	7,186	7,363	7,363	132,479
Storm Water Utility	057	-	-	-	-	-	78,500
Total		\$ 4,213,590	\$ 3,482,066	\$ 1,817,910	\$ 2,674,320	\$ 2,777,974	\$ 2,230,998

Done *381/3810* *8011*
City of Hutchinson
Detailed Schedule of Interfund Transfers
Fiscal Year 2013 Budget

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund		\$ 744,927
Special Street Fund	\$ -	83,518
Special Parks & Recreation Fund	10,000 <i>to be in December</i>	
Special Alcohol Programs		100,000
Bond and Interest Fund		368,132
Fun Valley Fund		306,915
Animal Shelter Fund		207,301
Airport Fund		175,682
Golf Course Fund		
Total General Fund	\$ 10,000	\$ 1,986,475
Special Street Fund	744,927 <i>Qtrly subsidy</i>	
General Fund		
Special Parks and Recreation Fund	83,518 <i>Qtrly subsidy</i>	
General Fund		
Special Alcohol Programs Fund		10,000
General Fund		
Fun Valley Fund	368,132 <i>Qtrly subsidy</i>	
General Fund		
Animal Shelter Fund	306,915 <i>Qtrly subsidy</i>	
General Fund		
Bond and Interest Fund		
General Fund	100,000 <i>P8JE10</i>	
Airport Fund	16,700	
Water Fund	6,844	
Sewer Fund	132,479 <i>P9JE21</i>	
Storm Water Fund	78,500	
Total Bond and Interest Fund	334,523	
Golf Course Fund	175,682 <i>Qtrly subsidy</i>	
General Fund		
Airport Fund	207,301 <i>Qtrly subsidy</i>	16,700
General Fund		
Water Utility Fund		6,844
Bond and Interest Fund		
Sewer Utility Fund		132,479
Bond and Interest Fund		
Storm Water Fund		78,500
Bond and Interest Fund		
	\$ 2,230,998	\$ 2,230,998

380-3801
+
8010

City of Hutchinson Detailed Schedule of Reserve Transfers Fiscal Year 2013 Budget

Fund	Transfers In	Transfers Out
General Fund		
Municipal Equipment Replacement Fund	\$ 266,427	\$ 651,752
Health & Dental Insurance Reserve		
Capital Improvement Projects Fund		62,000
Capital Improvement Reserve		1,598,880
Total General Fund	\$ 266,427	\$ 2,312,632
Special Street Fund		
Capital Improvement Reserve		200,000
Municipal Equipment Replacement Fund		148,500
Total Special Street Fund		348,500
Convention & Tourism Promotion Fund		
Capital Improvement Reserve		11,100
Tax Increment Financing Fund		
Capital Improvement Projects Fund		350,000
Total Tax Increment Financing Fund		350,000
Bond and Interest Fund		
Gossage Trust Fund	56,840	
Golf Course Fund		
Municipal Equipment Replacement Fund		34,000
Airport Fund		
Municipal Equipment Replacement Fund		19,000
Water Utility Fund		
Municipal Equipment Replacement Fund		34,000
Capital Improvement Reserve		825,000
Total Water Utility Fund		859,000
Sewer Utility Fund		
Municipal Equipment Replacement Fund		150,000
Capital Improvement Reserve		500,000
Total Sewer Utility Fund		650,000
Storm Water Utility Fund		
Capital Improvement Projects Fund		800,000
Capital Improvement Reserve		70,000
Total Storm Water Utility Fund		870,000
Gossage Trust Fund		
Bond and Interest Fund		56,840
Health & Dental Insurance Reserve		
Bond and Interest Fund		266,427
Municipal Equipment Replacement Fund:		
General Fund	651,752	
Special Street Fund	148,500	
Golf Course Fund	34,000	
Airport Fund	19,000	
Water Utility Fund	34,000	
Sewer Utility Fund	150,000	
Total Municipal Equipment Replacement Fund	1,037,252	
Capital Improvement Projects Fund:		
General Fund	62,000	
Tax Increment Financing Fund	350,000	
Storm Water Utility Fund	800,000	
Capital Improvement Reserve	1,925,444	
Total Capital Improvement Projects Fund	3,137,444	
Capital Improvement Reserve:		
Capital Improvement Projects Fund		1,925,444
General Fund	1,598,880	
Special Street Fund	200,000	
Convention & Tourism Promotion Fund	11,100	
Water Utility Fund	325,000	
Sewer Utility Fund	500,000	
Storm Water Utility Fund	70,000	
Total Capital Improvement Reserve	3,204,980	1,925,444
Total	\$ 7,702,943	\$ 7,702,943

PSJE16

NOV

PSJE21

PSJE10 + Copier monthly

PSJE10

NOV

not doing final 200,000 to 201307

City of Hutchinson

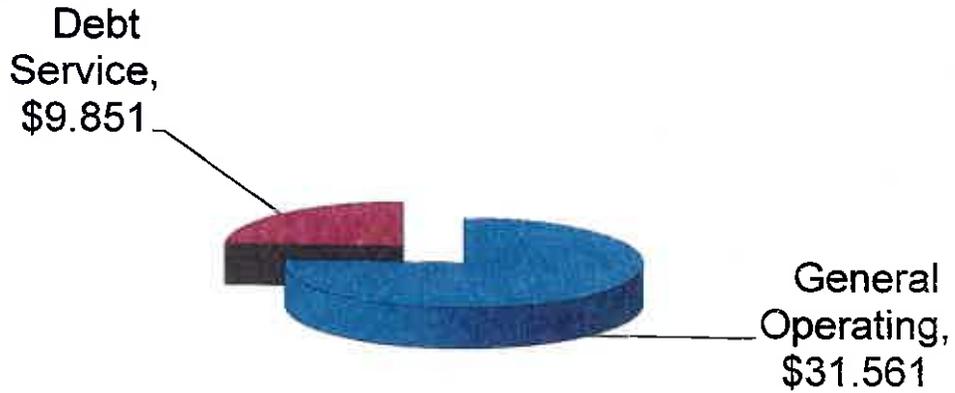
Tax Rates and Valuations

Last Five Years

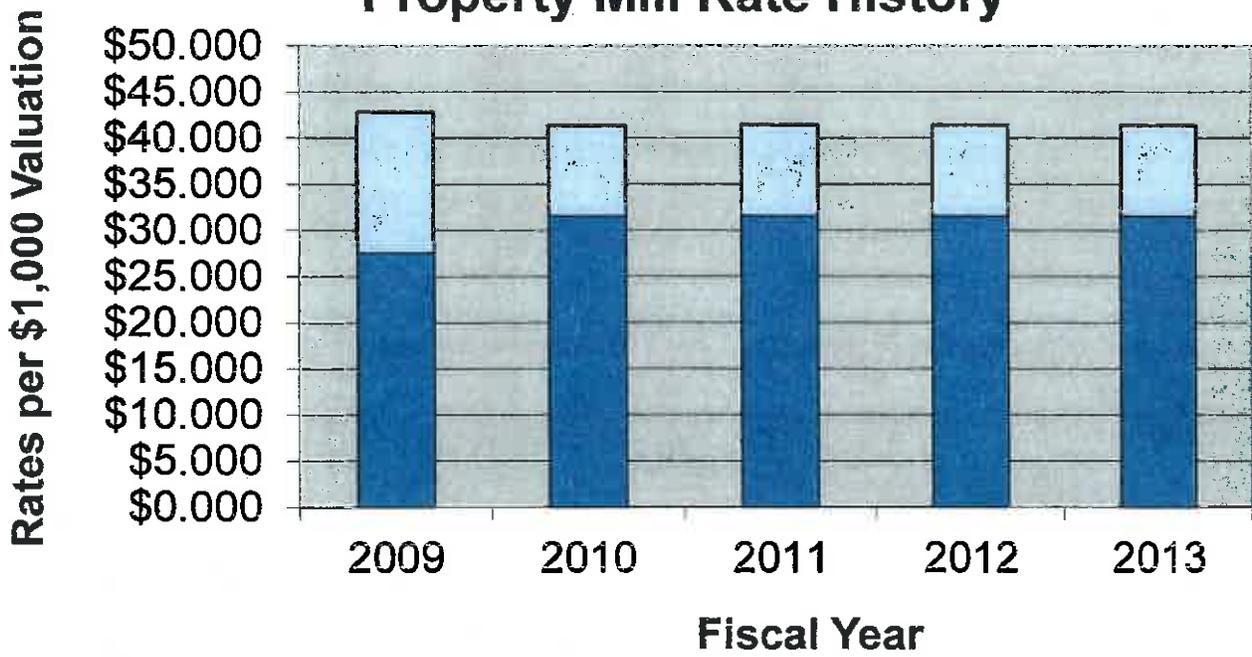
	2009	2010	2011	2012	2013
Property tax by Mill Levy Rates					
General Operating	\$ 27.540	\$ 31.538	\$ 31.592	\$ 31.561	\$ 31.561
Debt Service	15.327	9.845	9.861	9.851	9.851
Total City Mill Levy Rate	\$ 42.867	\$ 41.383	\$ 41.453	\$ 41.412	\$ 41.412
Increase or (Decrease)	\$ 2.019	\$ (1.484)	\$ 0.070	\$ (0.041)	\$ -
Property Tax Dollars by Mill Levy					
General Operating	\$ 6,795,368	\$ 7,681,260	\$ 8,305,965	\$ 8,408,191	\$ 8,571,556
Debt Service	3,781,763	2,397,729	2,592,513	2,624,413	2,675,403
Total City Property Taxes Levied	\$ 10,577,131	\$ 10,078,989	\$ 10,898,478	\$ 11,032,604	\$ 11,246,959
Increase or (Decrease)	\$ 459,711	\$ (498,142)	\$ 819,489	\$ 134,126	\$ 214,356
Taxable Assessed Valuations					
Real Estate	\$ 217,387,042	\$ 217,907,705	\$ 230,452,104	\$ 234,717,680	240,012,773
Personal Property	16,041,061	13,234,713	17,210,531	16,612,110	15,489,275
State Assessed	13,318,839	12,416,994	14,777,913	15,081,001	16,084,918
Total Taxable Assessed Valuation	\$ 246,746,942	\$ 243,559,412	\$ 262,440,548	\$ 266,410,791	\$ 271,586,966
Increase or (Decrease)	-0.38%	-1.29%	7.75%	1.51%	1.94%
Consolidated Mill Rate by Jurisdiction					
City	\$ 42.867	\$ 41.383	\$ 41.453	\$ 41.453	\$ 41.412
Hutchinson Community School District	50.759	58.574	58.414	57.174	Unknown
Hutchinson Recreation Commission	3.958	3.959	3.969	4.962	Unknown
Reno County	37.193	37.859	39.629	38.594	Unknown
Hutchinson Public Library	5.793	6.189	6.200	6.119	Unknown
Hutchinson Community College	24.495	24.499	23.798	22.597	Unknown
State	1.500	1.500	1.500	1.500	Unknown
Total Consolidated Mill Rate *	\$ 166.565	\$ 173.963	\$ 174.963	\$ 172.399	Unknown
Increase or (Decrease)	7.207	7.398	1.000	(2.564)	Unknown
Buhler Community School District	\$ 52.492	\$ 53.473	\$ 54.016	54.061	Unknown
Total Consolidated Mill Rate *	\$ 164.340	\$ 164.903	\$ 166.596	\$ 164.324	Unknown
Increase or (Decrease)	7.187	0.563	1.693	(2.272)	Unknown
Buhler Community School District	\$ 52.492	\$ 53.473	\$ 54.016	54.061	Unknown
Upper Little Arkansas Watershed District	3.953	3.995	4.000	3.980	Unknown
Total Consolidated Mill Rate *	\$ 168.293	\$ 168.898	\$ 170.596	\$ 168.304	Unknown
Increase or (Decrease)	7.146	0.605	1.698	(2.292)	Unknown
Nickerson Community School District	\$ 48.483	\$ 48.415	\$ 48.926	49.515	Unknown
Total Consolidated Mill Rate *	\$ 160.331	\$ 159.845	\$ 161.506	\$ 159.778	Unknown
Increase or (Decrease)	7.660	(0.486)	1.661	(1.728)	Unknown
Haven Community School District	\$ 50.332	\$ 50.986	\$ 51.077	50.985	Unknown
Total Consolidated Mill Rate *	\$ 162.180	\$ 162.416	\$ 163.657	\$ 161.248	Unknown
Increase or (Decrease)	5.625	0.236	1.241	(2.409)	Unknown
Other tax rates					
Kansas state sales tax (1)	5.30%	6.30%	6.30%	6.30%	6.30%
Reno County sales tax	1.00%	1.00%	1.00%	1.00%	1.00%
Hutchinson City sales tax	0.75%	0.75%	0.75%	0.75%	0.75%
Transient Guest tax	7.00%	7.00%	7.00%	7.00%	7.00%
City franchise tax	5.00%	5.00%	5.00%	5.00%	5.00%

(1) State increased sales tax rate starting in July 2010

**City of Hutchinson
Property Tax Rate by Levy
Fiscal Year 2013
\$41.412**



**City of Hutchinson
Property Mill Rate History**



■ General Operating □ Debt Service

City of Hutchinson

Summary of Permanent Personnel

Activity	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
General Fund:						
General Government:						
City Manager	3.00	3.00	3.00	3.00	3.00	2.63
Human Relations	1.00	-	-	-	-	-
Downtown Development	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00
Finance/City Clerk	7.75	7.75	6.75	5.00	4.75	4.50
Utility Billing	-	-	-	10.00	10.00	10.00
Central Purchasing	-	-	-	1.75	1.75	2.00
Information Technology	5.75	2.75	3.75	3.75	3.75	3.75
	<u>21.50</u>	<u>17.50</u>	<u>17.50</u>	<u>27.50</u>	<u>27.25</u>	<u>26.88</u>
Planning and Development:						
Planning & Zoning	5.00	5.00	6.00	6.00	6.00	6.00
Housing Development	-	-	-	1.00	1.00	1.00
	<u>5.00</u>	<u>5.00</u>	<u>6.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
Law:						
City Attorney	2.00	2.00	2.00	2.00	2.00	2.00
Municipal Court	4.00	4.00	4.00	4.00	4.00	4.00
	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
Public Works:						
Public Works Administration	2.00	1.00	1.00	2.00	2.00	2.00
Public Works Maintenance	14.00	13.00	13.00	13.00	13.00	12.00
Central Garage Revolving	7.00	7.00	7.00	7.00	7.00	7.00
Street Administration	0.50	0.50	-	-	-	-
Street Signs & Markings	2.00	2.00	2.00	2.00	2.00	2.00
	<u>25.50</u>	<u>23.50</u>	<u>23.00</u>	<u>24.00</u>	<u>24.00</u>	<u>23.00</u>
Engineering:						
Engineering	11.83	11.83	10.83	9.00	9.00	9.00
Traffic Signals	2.00	2.00	2.00	2.00	2.00	2.00
Geographical Information Systems	-	-	1.00	2.00	2.00	2.00
	<u>13.83</u>	<u>13.83</u>	<u>13.83</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
Parks and Facilities:						
Park Administration	3.00	3.00	3.00	3.00	3.00	3.00
Park Maintenance	10.00	10.00	10.00	11.00	11.00	10.00
Zoo	7.00	7.00	7.00	7.00	7.00	7.00
Forestry & Horticulture	8.00	8.00	8.00	8.00	8.00	9.00
Eastside Cemetery	2.00	2.00	2.00	2.00	2.00	2.00
	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>	<u>31.00</u>	<u>31.00</u>	<u>31.00</u>
Police:						
Police Administration	18.00	17.00	17.00	17.00	17.00	17.00
Patrol & Investigation	65.00	65.00	65.00	65.00	65.00	67.00
Dispatch (HRCEC)	19.50	19.50	19.00	19.00	19.00	19.00
Radio Maintenance	2.00	2.00	2.00	2.00	2.00	2.00
Animal Control	3.00	3.00	3.00	3.00	3.00	3.00
	<u>107.50</u>	<u>106.50</u>	<u>106.00</u>	<u>106.00</u>	<u>106.00</u>	<u>108.00</u>
Fire:						
Fire Administration	6.00	6.00	6.00	6.00	6.00	6.00
Fire Prevention	2.00	2.00	2.00	2.00	2.00	2.00
Fire Fighting	83.00	83.00	83.00	83.00	83.00	83.00
	<u>91.00</u>	<u>91.00</u>	<u>91.00</u>	<u>91.00</u>	<u>91.00</u>	<u>91.00</u>
Building Inspection & Code Enforcement:						
Inspection/Code Enforcement	7.00	7.00	6.00	6.00	6.00	6.00
Total General Fund	<u>307.33</u>	<u>300.33</u>	<u>299.33</u>	<u>311.50</u>	<u>311.25</u>	<u>311.88</u>
Special Street Fund:						
Street Maintenance	17.50	17.50	18.00	18.00	18.00	18.00
Street Cleaning	1.00	1.00	1.00	1.00	1.00	1.00
Total Special Street Fund	<u>18.50</u>	<u>18.50</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>
Special Parks & Recreation Fund:						
Swimming Pools	1.00	1.00	1.00	1.00	1.00	1.00

<u>Activity</u>	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Fun Valley Fund:						
Fun Valley Operations	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Animal Shelter Fund:						
Animal Shelter Operations:	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Airport Fund:						
Airport Operations	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Golf Course Fund:						
Golf Course Operations	<u>8.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
Total Golf Course Fund	<u>8.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
Water Utility Fund:						
Water Production	8.50	8.50	8.50	7.00	7.00	7.00
Water Distribution	13.75	13.75	13.75	13.00	13.00	13.00
Water Administration	<u>10.00</u>	<u>8.00</u>	<u>8.00</u>	-	-	-
Total Water Utility Fund	<u>32.25</u>	<u>30.25</u>	<u>30.25</u>	<u>20.00</u>	<u>20.00</u>	<u>20.00</u>
Sewer Utility Fund:						
Wastewater Treatment Facility	20.00	20.00	20.00	17.50	17.50	17.50
Sanitary Sewer Maintenance	<u>12.25</u>	<u>13.25</u>	<u>13.25</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
Total Sewer Utility Fund	<u>32.25</u>	<u>33.25</u>	<u>33.25</u>	<u>30.50</u>	<u>30.50</u>	<u>30.50</u>
Storm Water Utility Fund:						
Storm Water Administration	<u>-</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	<u><u>411.33</u></u>	<u><u>402.33</u></u>	<u><u>401.83</u></u>	<u><u>401.00</u></u>	<u><u>400.75</u></u>	<u><u>401.38</u></u>

City of Hutchinson

Department Statistical Data

Department/Division	2010	2011
City Manager		
Downtown Development		
Cost of façade renovations	\$50,000	\$70,600
Cost of building renovations/construction	\$943,592	\$1,585,984
Value of buildings sold	\$220,000	\$764,000
Value of public improvements	\$4,500	\$2,500
Human Resources		
Human Resources		
Authorized permanent FTE	402.33	401.83
Finance		
Utility Billing		
Number of water customer accounts	15,626	15,606
Number of sewer customer accounts	16,145	16,124
Number of refuse customer accounts	14,495	14,470
Number of refuse carts	16,784	16,673
Number of radio read meters installed	899	2,809
Total number of water meters in service	16,575	16,555
Number of service calls	8,983	8,487
Central Purchasing		
Number of contracts bid	150	133
Total number of bids	240	195
Number of purchase orders issued	N/A	148
Number of items maintained in warehouse	4,208	4,412
Total Inventory Value	\$167,653	\$154,221
Warehouse square footage	3,584	3,584
Finance/City Clerk		
Number of checks issued	6,947	7,025
Number of dog licenses issued	3,136	1,864
Number of fireworks licenses issued	10	12
Information Technology		
Information Technology		
Number of computer devices	N/A	810
Number of Help desk support tickets	N/A	735
Number of web site visits	N/A	271,186
Number of web site unique visitors	N/A	96,630
Number of users	N/A	289
Number of e-mail accounts	N/A	161
Planning and Development		
Planning and Zoning		
Zoning amendments	6	4
Conditional use permits	N/A	11
Special use permits	13	7
Zoning variances and appeals	6	11
Subdivision plats	8	5
Subdivision variances	3	2
Lot splits	7	4
Temporary use permits	18	23
Zoning violation notices	37	36

City of Hutchinson Department Statistical Data

Department/Division	2010	2011
Planning and Development continued		
Planning and Zoning continued		
Zoning certifications	35	32
Landmark administrative reviews	45	75
Landmark cases	2	6
Brush-Up Hutch projects	N/A	8
Housing		
Number of Neighborhood Revitalization applications	20	14
Growth in value of Neighborhood Revitalization properties	\$810,250	\$4,671,950
Amount of housing grants received	\$577,411	\$292,630
Law		
Municipal Court		
Complaints/tickets	8,100	7,884
Fines and costs generated	\$670,000	\$671,652
Monitored individuals	240	256
Number of probation officers	1	1
Diversions	367	392
Individuals performed community service	330	331
Engineering		
Engineering		
Cost of Projects Completed		
Halstead (4th to 11th)	\$1,993,024.02	
Cow Creek Restoration through GP Park	\$971,344.25	
Lift Station Rehab/Replacement	\$702,319.15	
4th Avenue Bridge over Monroe	\$380,915.05	
Hyde Park Streets (19th to 23rd; Adams to Main)	\$1,665,830.80	
Washington (4th to 5th) and Whiteside (1st to 4th)	\$830,027.90	
Sherman and Kirby Waterline	\$139,457.50	
Arterial and Residential Overlay Project	\$575,727.40	
KLINK (K-61 from G to Lorraine)	\$648,221.49	
Hike/Bike Trail, Lincoln & Elmdale	\$235,940.95	
Hike/Bike Trail, Plum to Sev., 38th Ave.	\$109,563.00	
Total for 2010	\$8,252,371.51	
Engineering		
RR spur for Salt City Industrial Park		\$2,090,504.45
RR staging tracks for Siemens Facility		\$1,882,992.00
23rd (Rambler to Lorraine)		\$537,456.06
Arterial & Residential Overlays		\$890,500.86
US-50 & K-61 Waterline Relocation		\$123,838.50
US-50/K-61 & US-50/Halstead Sanitary Sewer Relocation		\$393,820.50
WWTF Biosolids Improvements		\$4,976,564.00
Woodie Seat Bridge Repair over Avenue "A"		\$14,995.00
11th and Porter Traffic Signal		\$27,278.41
Jupiter Hills Waterline		\$40,886.00
Westminster Subdivision (Water, Sewer, Street)		\$238,669.30
Animal Shelter Parking Lot		\$89,236.95
Total for 2011		\$11,306,742.03

City of Hutchinson Department Statistical Data

Department/Division	2010	2011
Engineering continued		
Traffic		
Number of Traffic Signals	75	75
Number of Tornado Sirens	30	30
Storm Water Management		
Storm drain stenciling - Number of inlets	N/A	221
Stormwater Educational Presentations - Number of People	820	682
Illicit Discharge Call ins	34	22
Plans and SWPPPs reviewed	8	14
Post Construction BMP reviews	N/A	4
Construction Site BMP Inspections Completed	8	22
Number of bridges	64	67
Public Works		
Public Works Maintenance		
Miles of flood levies	28	28
Miles of drainage ditches	50	50
Acres of street right-of-way	400	400
Miles of highway/trail	15	15
Central Garage		
Size of City fleet maintained (vehicles & equipment)	900	900
Fuel usage-unleaded (gallons)	137,121	138,007
Fuel usage-diesel (gallons)	69,620	69,340
Number of mechanics	6	6
Street Signs & Markings		
Traffic control/street signs	6,000	6,100
Linear feet of painted street markings	360,000	360,000
Linear feet of thermoplastic street markings	48,000	59,500
Street Maintenance		
Miles of paved streets	240	280
Miles of alleys	45	45
Miles of streets treated with slurry seal	21	13
Tons of asphalt applied to street repairs	1,130	1,095
Street Cleaning		
Curb miles swept in-house	3,000	2,782
Curb miles swept by contractor	2,500	2,500
Number of street sweepers owned	1	1
Storm Sewer		
Miles of storm sewer system	70	70
Inlets repaired/replaced	14	7
Storm sewer pipe repairs	14	9
Miles of storm sewer cleaned	7.5	9.4
Miles of storm sewer inspected	0.9	0.0
Water Production & Treatment		
Number of supply wells	20	19
Elevated water towers/storage structures	4	4
Number of deep disposal wells	2	2
Number of pressure booster pumping stations	2	2

City of Hutchinson Department Statistical Data

Department/Division	2010	2011
Public Works continued		
Water Production & Treatment continued		
Gallons of water treated (millions) for distribution	2,250,000	2,250,000
*Water samples tested	560	600
Water treatment facilities	1	1
Distribution Disinfection Monitoring Stations	N/A	4
Source Area Remediation Systems	N/A	4
Remediation Wells	N/A	5
Distribution Lead & Copper	N/A	30
Daily Point of Entry Inorganics	N/A	365
Other Distribution & POE required by KDHE	N/A	5
RO VOC's	N/A	12
RO Process Inorganics	N/A	1,147
WQ Complaints - Chlorine & Total Coliform	N/A	24
Disposal Well Inorganics	N/A	52
Disposal Well VOC's	N/A	4
Total annual samples including 600 coliform samples	N/A	2,239
*Water samples tested above are only for distribution coliform tests		
Other samples collected include the following:		
Water Distribution		
Miles of water main	230.0	310.3
Number of water valves	2,500	5,210
Number of fire hydrants	2,500	2,695
Miles of water service lines	75	75
Service lines replaced/repared	437	232
Water main breaks repaired	45	103
Feet of new water main installed	3,222	5,683
Service line taps	91	70
Utility locates	4,822	4,506
Wastewater Treatment Plant		
Number of lift/pump stations	33	33
Gallons per day of sewage treated	5,000,000	4,600,000
Gallons of biosolids/sludge produced for agricultural use	13,500,000	N/A
Cu. Yd. of biosolids produced for agricultural use	N/A	6,500
Sanitary Sewer Maintenance		
Miles of sanitary sewer lines	233.0	238.8
Number of manholes	5,200	5,392
Miles of sewer lines cleaned	62.2	77.4
Miles of sewer lines inspected by camera	29.4	39.5
Sanitary sewer lines repaired	42	59
Parks and Facilities		
Park Maintenance		
Number of developed parks	21	21
Developed acres of parks	565	565
Miles of developed trails	7.8	7.8
Number of undeveloped parks	19	19
Acres of undeveloped parks	59.68	59.68
Buildings & facilities maintained	43	43

City of Hutchinson

Department Statistical Data

Department/Division	2010	2011
Parks and Facilities continued		
Zoo		
Acres	9	9
Structures	16	16
Carey Park Golf Course		
Acres	120	120
Structures	11	11
Number of sand bunkers	32	32
Airport		
Acres	1,597	1,597
Number of runways	3	3
Eastside Cemetery		
Plots	12,000	12,000
Acres	26	26
Structures	3	3
Police Department		
Police Operations		
Calls for burglary	1,154	1,103
Calls for battery	632	589
Calls for accidents	1,911	1,756
Calls for noise complaints	748	582
Calls for parking complaints	844	691
Calls for drug activity	208	182
Calls for stolen vehicles	206	260
Calls for suspicious activity	1,261	1,502
Calls for theft	1,800	1,728
Total calls for service	34,369	33,320
Animal Control		
Animals impounded	1,275	1,146
Number of citations issued	342	435
Number of calls for service	4,291	4,663
Written warnings issued	364	287
Number of animal control officers	3	3
Animal Shelter		
Animals adopted	569	617
Total reclaimed animals	428	384
Total animals surrendered by public	232	322
Total stray animals	2,143	1,621
Totals animal intake	2,939	2,328
Animals euthanized	1,911	1,342
Fire Department		
Fire Operations		
Number of fire stations	7	7
Square miles of coverage	108	108
Emergency runs inside city	3,491	3,475
Emergency runs outside city	339	350

City of Hutchinson Department Statistical Data

Department/Division	2010	2011
Fire Department continued		
Fire Operations continued		
Total emergency runs	3,832	3,881
Residential fires	62	60
Commercial fires	10	10
Brush, tree, crop, grass fires-number	84	142
Brush, tree, crop, grass fires-acres	N/A	672
Emergency medical calls	2,656	2,608
False alarm calls	224	196
Fire loss	\$1,345,295	\$1,735,415
Mutual aid rendered	33	25
Fire Prevention		
Fire inspections	1,790	1,133
Hydrant inspections	5,368	4,606
Plans examined	52	40
Investigations	58	52
Public Appearances	93	43
Deaths from fire/explosion	2	0
Building Inspection & Code Enforcement		
Building Inspection		
Number of new residential permits	28	14
Value of new residential permits	\$5,252,700	\$2,784,000
Number of new commercial permits	7	12
Value of new commercial permits	\$6,346,267	\$4,013,000
Total number of permits issued	2,506	2,340
Total value of permits issued	\$70,871,426	\$33,461,666
Number of inspections	4,850	4,208
Permit fees	\$541,992	\$298,977
Code Enforcement		
Nuisance/trash/junk violations	695	756
Nuisance/trash/junk investigations	1,449	1,565
Tall weeds, grass, & brush violations	1,155	830
Tall weeds, grass, & brush investigations	3,013	1,570
Property maintenance violations	N/A	33
Property maintenance investigations	N/A	90
Rental violations	N/A	24
Rental investigations	N/A	50
Total violations	2,337	1,956
Total investigations	5,536	3,918
Number of demolitions under City demo program	1	6
Number of vehicles towed	7	2

General Fund

The General fund for the City of Hutchinson is a legally required fund which accounts for the general operations and activities of the City that are not specifically required to be accounted for elsewhere. These activities include police protection, fire protection, building code enforcement, parks and facilities, engineering services, public works, planning and zoning, and the general administration of the City.

The financial strength of the General fund is of great importance to the City because of the implications that it has on the overall property tax levy, the City's bond rating, operating cash flows during the year, and the City's ability to handle contingencies. City Council has set a minimum fund balance for the General Fund of \$4,000,000 plus one month of operating expenditures of the previous fiscal year. The minimum fund balance for fiscal year 2012 should be \$6,386,226. The estimated ending fund balance for fiscal year 2012 is \$3,671,463.

Taxes are the primary funding source for General fund activities. Over thirty-one percent (31.03%) of General Fund revenues are derived from property taxes and slightly more than thirty-six percent (36.12%) of General fund revenues are derived from non-property taxes such as sales taxes and liquor taxes. For fiscal year 2013, the City's general property tax mill levy rate will not be changed and will remain at \$31.561.

The next largest General fund revenue sources are franchise fees (15.57%) and public safety revenues (7.51%). The franchise revenues include franchise taxes on natural gas, electricity, water, sewer, and refuse collection. Public safety revenue includes fire protection contributions from Fire District #2 and dispatch cost sharing with Reno County. The other revenues such as licenses and permits, fines and forfeitures, recreation and concessions, use of money & property, and miscellaneous revenues each comprise 2.25% or less of the General Fund revenues. Internal service charges amount to 4.05% of the General fund revenues, however, these are internal service charges and are not revenues derived from outside sources. They include internal charges for fuel, vehicle and equipment maintenance, vehicle parts, and custodial charges.

The primary expenditures in the General Fund are for personal services. Personal services comprise nearly seventy-three percent (76.67%) of the General fund's expenditures, because the General fund's activities are primarily service related. Service related activities require mostly personnel in order to function. Equipment, supplies, and contractual services are generally in support of the personnel and the performance of their duties. The full-time equivalents in the General Fund are budgeted to grow by .38 FTE's from 311.50 to 311.88 in fiscal year 2013. This change in FTE includes two new patrol officer positions

being added and one public works maintenance position being eliminated. Expenditures for personal services are budgeted to grow by \$609,859 or 2.78%.

The other expenditure types in the General fund – contractual services, commodities, and capital outlay comprise 25.83% of the General fund's budget. These three expenditure types combined are budgeted to grow by \$100,292 or 1.34% in fiscal year 2013. This growth is primarily related to the increase in fuel prices and vehicle and equipment maintenance expenses. In addition, the General fund makes reserve transfers out to the various unbudgeted funds. General funds are transferred to the Capital Improvement Reserve funds, to the Capital Improvement fund for the capital improvement program, and to the municipal equipment replacement fund. The Growth Account also makes transfers for street improvements. Reserve transfers are budgeted to decrease by \$20,171 or 0.86% in fiscal year 2013.

The General fund also allocates its expenditures to other funds as a means of allocating overhead cost to enterprise, internal service, and other funds. In fiscal year 2013, the overhead cost being allocated increased by \$231,341 to \$3,049,201 which is an increase of 8.21%. This increase reflects the addition of overhead costs being allocated to the Storm Water fund as well as the increase in costs being allocated to the Risk Management, Workers Compensation, and Health & Dental Insurance funds. The allocations to the internal service funds increased due to the increase in staff time spent on claims administration and safety programs and the employee wellness program. Additional park maintenance staff was also charged to the Refuse fund due to the change in the park's trash collection services in the refuse contract renewal.

In addition, the General fund transfers funds to subsidize the Special Street, Special Parks and Recreation, Fun Valley, Animal Shelter, Airport, and Golf Course funds. These subsidy transfers are expected to amount to \$1,886,475 in fiscal year 2013 which is a decrease of \$56,119 or 2.89% from the fiscal year 2012 budget. The General fund will also transfer \$100,000 from the Growth Account to the Bond and Interest fund for the aquatic center's debt service payment.

The General fund's 2013 ending fund balance is budgeted at \$3,670,205 which is a decrease from the 2012 revised fund balance by \$1,258. Of the projected ending fund balance, \$1,686,188 has been reserved by the City Council for economic development purposes and is presented as the Economic Development Funds. \$680,564 is reserved for economic development incentives and \$1,006,882 is reserved for economic development capital improvement projects.

General Fund (001) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 4,814,574	\$ 3,629,253	\$ 4,052,769	\$ 3,163,418	\$ 4,252,192	\$ 3,671,463
Revenues	27,991,108	28,979,483	30,472,434	31,049,951	30,793,423	31,428,358
Transfers In	272,500	273,593	82,619	17,000	17,000	10,000
Funds available	\$33,078,182	\$ 32,882,329	\$ 34,607,823	\$34,230,369	\$ 35,062,615	\$ 35,109,821
Expenditures	27,382,942	26,732,246	28,634,712	28,994,502	29,244,904	29,453,141
Transfers Out	2,065,987	2,097,313	1,720,919	2,042,594	2,146,248	1,986,475
Ending Balance, December 31	<u>\$ 3,629,253</u>	<u>\$ 4,052,769</u>	<u>\$ 4,252,192</u>	<u>\$ 3,193,273</u>	<u>\$ 3,671,463</u>	<u>\$ 3,670,205</u>

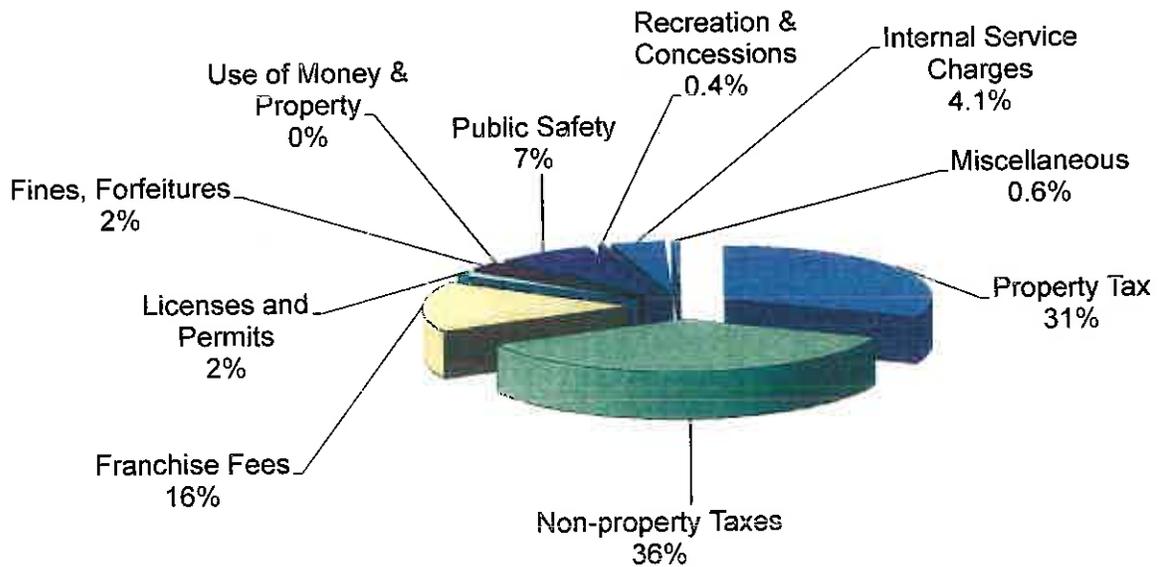
General Fund Revenue and Expenditure Trend lines Including Transfers In/Out



General Fund (001) Revenue Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Property Tax	\$ 7,577,374	\$ 8,503,647	\$ 9,337,745	\$ 9,825,417	\$ 9,795,417	\$ 9,753,200
Non-property Taxes	10,805,533	10,458,828	10,978,807	11,132,888	11,132,888	11,352,070
Franchise Fees	4,179,538	4,677,545	4,946,730	5,034,791	4,779,980	4,892,947
Licenses and Permits	660,961	676,916	422,353	537,000	481,900	481,900
Fines, Forfeitures & Penalties	651,927	675,318	678,102	649,800	704,200	704,200
Use of Money & Property	56,182	16,760	16,222	19,200	25,000	17,000
Public Safety Service Charges	2,467,970	2,359,618	2,228,153	2,313,221	2,167,306	2,360,066
Recreation & Concession Service Charges	128,587	97,880	128,592	130,865	140,202	132,600
Internal Service Charges	886,833	958,499	1,205,843	1,173,269	1,268,298	1,273,949
Miscellaneous	251,203	397,474	250,088	233,500	298,232	194,000
Reserve Transfers	325,000	157,000	280,000	-	-	266,427
Total Revenues	\$ 27,991,108	\$ 28,979,483	\$ 30,472,434	\$ 31,049,951	\$ 30,793,423	\$ 31,428,358
Transfers In	272,500	273,593	82,619	17,000	17,000	10,000
Total	\$ 28,263,608	\$ 29,253,076	\$ 30,555,053	\$ 31,066,951	\$ 30,810,423	\$ 31,438,358

General Fund Revenue Summary Fiscal Year 2013 \$31,428,356



General Fund (001)

Revenue Summary by Source

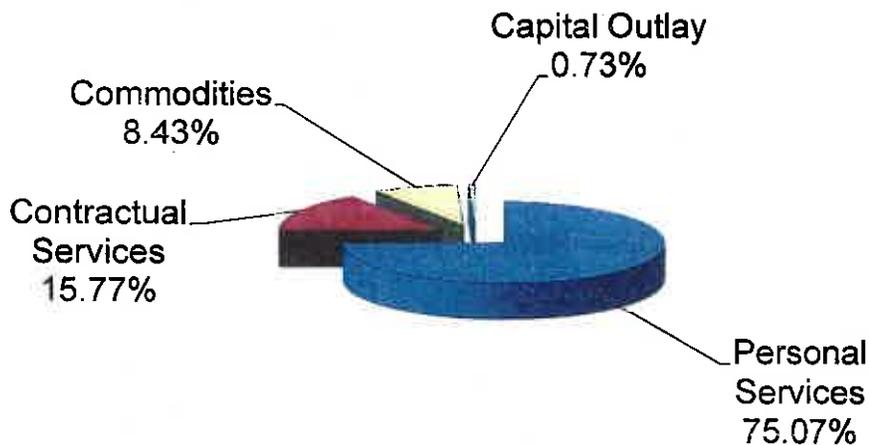
	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Property Taxes:						
Ad valorem property tax	\$ 6,368,525	\$ 7,280,024	\$ 7,968,430	\$ 8,408,075	\$ 8,248,931	\$ 8,571,575
Uncollected tax delinquency	-	-	-	(159,144)	-	(162,876)
Motor vehicle tax	941,125	949,468	1,122,192	1,272,387	1,272,387	1,074,521
Other vehicle tax	9,189	6,749	14,290	24,099	24,099	15,783
Payments in lieu of tax	2,651	1,829	-	30,000	-	4,197
Delinquent tax collections	255,884	265,577	232,833	250,000	250,000	250,000
Subtotal	\$ 7,577,374	\$ 8,503,647	\$ 9,337,745	\$ 9,825,417	\$ 9,795,417	\$ 9,753,200
Non-Property Taxes:						
Local sales tax - countywide	\$ 4,804,523	\$ 4,634,008	\$ 4,869,940	\$ 4,961,250	\$ 4,961,250	\$ 5,060,475
Local sales tax - citywide	5,833,739	5,717,257	5,995,679	6,063,750	6,063,750	6,185,025
Liquor taxes	96,067	94,311	96,337	95,388	95,388	94,070
Intoxicating liquor tax	12,350	13,250	13,650	12,500	12,500	12,500
Machinery/equipment tax rebate	58,854	-	-	-	-	-
Subtotal	\$ 10,805,533	\$ 10,458,826	\$ 10,978,607	\$ 11,132,888	\$ 11,132,888	\$ 11,352,070
Utility franchise fees:						
Electricity - Westar Energy	\$ 1,740,327	\$ 2,135,894	\$ 2,454,996	\$ 2,369,247	\$ 2,392,939	\$ 2,464,727
Gas - Kansas Gas Service Company	963,188	971,319	814,878	979,700	815,772	856,561
Telephone	288,874	283,404	283,890	288,305	208,677	194,400
Gas - Black Hills Utility	16,452	76,392	144,137	160,101	128,981	135,430
Cable Television & Other Communications	439,740	441,390	445,004	450,035	450,035	450,035
Refuse Collection	150,207	160,109	164,890	168,600	170,000	175,150
Water/sewer system fund	580,750	609,037	638,937	618,804	613,576	616,644
Subtotal	\$ 4,179,538	\$ 4,677,545	\$ 4,946,730	\$ 5,034,791	\$ 4,779,980	\$ 4,892,947
Licenses and Permits:						
Cereal malt beverage licenses	\$ 3,250	\$ 3,275	\$ 2,800	\$ 3,250	\$ 3,250	\$ 3,250
Tree trimming licenses	900	1,025	550	900	900	900
Alarm License fees	7,865	33,850	17,160	30,000	25,000	25,000
Fireworks permits	22,500	25,000	30,000	25,000	25,000	25,000
Police and protective licenses	122	199	214	150	200	200
Other licenses & permits	3,199	3,021	2,866	3,150	3,000	3,000
Building & fence permits	501,301	495,878	224,036	350,000	300,000	300,000
Sign permits	3,507	2,775	3,465	3,500	3,500	3,500
Demolition permits	1,229	1,459	793	1,200	1,200	1,200
Building occupancy permits	1,898	2,760	3,191	2,500	3,000	3,000
Mechanical permits	30,092	30,756	39,027	32,000	32,000	32,000
Electrical permits	5,446	4,742	6,460	5,750	6,000	6,000
Plumbing permits	17,937	16,071	21,101	17,500	17,500	17,500
Electrical license fees	12,890	11,260	13,850	13,000	13,000	13,000
Plumbing license fees	12,385	10,430	9,165	12,000	11,000	11,000
Gas fitters license fees	145	145	35	150	100	100
Mechanical license fees	13,020	12,070	13,565	13,200	13,500	13,500
Wrecking license fees	1,225	950	1,100	1,250	1,250	1,250
Building contractor licenses	22,050	21,450	32,975	22,500	22,500	22,500
Subtotal	\$ 660,961	\$ 676,916	\$ 422,353	\$ 537,000	\$ 481,900	\$ 481,900
Fines, forfeitures, and penalties:						
Municipal court fines	\$ 407,260	\$ 399,046	\$ 395,695	\$ 400,000	\$ 420,000	\$ 420,000
Admin fee and set-off charge	436	383	549	500	500	500
Probation	16,416	17,195	23,386	17,500	25,000	25,000
Municipal court bond forfeitures	5,650	4,000	9,350	6,500	10,000	10,000
Overtime parking fees/late & other fees	420	178	191	100	100	100
Municipal court costs	174,198	194,843	186,000	175,000	187,500	187,500
Court surcharge	13,669	14,535	13,683	13,250	14,000	14,000
Diversion fees	32,420	43,044	46,718	35,000	45,000	45,000
DARE fees	1,082	1,125	1,079	1,200	1,100	1,100
Court confiscated monies and property	376	969	1,452	750	1,000	1,000
Subtotal	\$ 651,927	\$ 675,318	\$ 678,102	\$ 649,800	\$ 704,200	\$ 704,200
Use of Money & Property:						
Interest income	\$ 54,981	\$ 15,559	\$ 8,521	\$ 15,000	\$ 10,000	\$ 10,000
Rents and Leases	1,201	1,201	7,701	4,200	15,000	7,000
Subtotal	\$ 56,182	\$ 16,760	\$ 16,222	\$ 19,200	\$ 25,000	\$ 17,000

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Public Safety Service Charges:						
Police Officer reimbursements	\$ 137,000	\$ 150,233	\$ 60,918	\$ 100,000	\$ 100,000	\$ 100,000
Impoundment lot storage/auction	34,536	46,967	4,714	10,000	-	-
Police records	-	2,216	2,852	2,500	2,800	2,800
Fingerprinting fees	1,295	1,450	1,570	1,400	1,400	1,400
Radio maintenance reimbursement	82,957	96,801	94,972	100,000	100,000	100,000
Fire protection contracts	221,559	75,461	-	-	-	-
Fire District #2	1,379,322	1,370,723	1,532,489	1,452,306	1,316,142	1,520,519
Fire Inspection fees	64,878	77,293	3,150	-	-	-
Building Inspection fees	-	520	360	500	500	500
Central dispatch - Reno county	453,688	445,624	432,772	551,155	551,155	538,356
Central dispatch - others	30,360	30,004	30,133	30,360	30,309	30,491
Records - Reno county	10,390	7,040	9,111	10,000	10,000	10,000
Evidence custodian - Reno county	51,985	55,286	55,113	55,000	55,000	56,000
Subtotal	\$ 2,467,970	\$ 2,359,618	\$ 2,228,153	\$ 2,313,221	\$ 2,167,306	\$ 2,360,066
Recreation & Concession Service Charges:						
Ball park - rental fees	\$ 1,361	\$ 1,258	\$ 4,158	\$ 1,300	\$ 1,300	\$ 1,500
Sports Arena - rental fees	4,365	5,298	7,763	5,000	5,000	7,500
Sports Arena - advertising	2,970	-	1,215	3,000	3,000	3,000
Memorial Hall - rental fees	8,743	5,894	7,574	10,000	10,000	10,000
Sports Arena reimbursements	48,453	41,576	51,290	50,000	49,337	50,000
Homebuilders rental	13,178	12,318	17,661	13,865	13,865	14,600
Rice Park building rental	9,661	9,876	13,571	9,700	9,700	11,000
Sports Arena Concessions	15,968	20,288	13,279	20,000	15,000	15,000
Memorial Hall Concessions	4,786	1,372	8,477	18,000	18,000	15,000
Soft drink contract	19,102	-	3,605	-	15,000	5,000
Subtotal	\$ 128,587	\$ 97,880	\$ 128,592	\$ 130,865	\$ 140,202	\$ 132,600
Internal Service Charges:						
Labor charges	\$ 185,195	\$ 169,283	\$ 192,150	\$ 182,200	\$ 182,200	\$ 188,150
Parts charges	280,326	284,799	315,874	290,500	300,500	297,500
Fuel charges	407,305	494,206	663,105	636,000	694,000	694,000
Custodial charges	-	-	24,711	50,004	82,201	84,299
Diesel fuel tax reimbursement	14,007	10,211	10,003	14,565	9,397	10,000
Subtotal	\$ 886,833	\$ 958,499	\$ 1,205,843	\$ 1,173,269	\$ 1,268,298	\$ 1,273,949
Miscellaneous:						
Sale of real estate	\$ 109	\$ 24,160	\$ -	\$ -	\$ 55,000	\$ -
Sale/auction of City property	2,544	44,763	26,523	20,000	30,000	25,000
Flood control project	21,931	21,773	21,769	22,000	20,732	22,000
DHRP contribution	15,000	15,000	15,000	15,000	15,000	15,000
Industrial Revenue Bond annual fee	-	-	-	-	-	-
HIDI tax payment	-	-	-	-	-	-
Miscellaneous	9,155	131,071	11,524	10,000	10,000	10,000
IRB/CID administration fees	3,150	1,000	6,650	4,000	4,000	5,000
Eastside cemetery charges	17,542	18,239	17,025	20,000	20,000	20,000
Zoning application fees	5,585	6,320	6,230	6,000	6,000	6,000
State grants	5,795	-	-	-	-	-
Reimbursement of expenses	164,862	127,291	134,725	126,500	126,500	80,000
Zoo gift shop salary reimbursement	5,496	7,777	10,642	10,000	11,000	11,000
Overages (shortages)	34	80	-	-	-	-
Subtotal	251,203	397,474	250,088	233,500	298,232	194,000
Reserve Transfers:						
Reserve Transfers-CIP Reserve	-	7,000	80,000	-	-	-
Risk Management Reserve Transfer	275,000	50,000	-	-	-	-
Workers Comp Reserve Transfer	50,000	100,000	200,000	-	-	266,427
Health & Dental Insurance Reserve Transfer	-	-	-	-	-	-
Employee Benefits Reserve Transfer	-	-	-	-	-	-
Subtotal	\$ 325,000	\$ 157,000	\$ 280,000	\$ -	\$ -	\$ 266,427
Total Revenues	\$ 27,991,108	\$ 28,979,483	\$ 30,472,434	\$ 31,049,951	\$ 30,793,423	\$ 31,428,358
Transfers In:						
Refuse Collection Fund	\$ 250,000	\$ 250,000	-	\$ -	\$ -	\$ -
Special Alcohol Fund	22,500	23,593	82,619	17,000	17,000	10,000
Total Transfers In	\$ 272,500	\$ 273,593	\$ 82,619	\$ 17,000	\$ 17,000	\$ 10,000
Total	\$ 28,263,608	\$ 29,253,076	\$ 30,555,053	\$ 31,066,951	\$ 30,810,423	\$ 31,438,358

General Fund (001) Expenditure Summary by Type

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Personal Services	\$ 19,309,327	\$ 19,235,851	\$ 20,567,141	\$ 21,970,895	\$ 21,906,066	\$ 22,580,754
Contractual Services	5,485,787	4,295,890	4,383,206	4,776,242	4,938,788	4,857,255
Commodities	1,882,302	2,142,081	2,402,786	2,424,247	2,592,007	2,552,726
Capital Outlay	<u>219,767</u>	<u>164,086</u>	<u>253,481</u>	<u>308,175</u>	<u>293,100</u>	<u>198,975</u>
Total External Expenditures	\$ 26,877,183	\$ 25,837,908	\$ 27,606,614	\$ 29,479,559	\$ 29,729,961	\$ 30,189,710
Reserve Transfers	2,133,172	2,573,161	2,684,313	2,332,803	2,332,803	2,312,632
Appropriated Reserve	-	-	-	-	-	-
Overhead Cost Allocation	<u>(1,627,413)</u>	<u>(1,678,823)</u>	<u>(1,656,215)</u>	<u>(2,817,860)</u>	<u>(2,817,860)</u>	<u>(3,049,201)</u>
Total Expenditures	\$ 27,382,942	\$ 26,732,246	\$ 28,634,712	\$ 28,994,502	\$ 29,244,904	\$ 29,453,141
Transfers Out	<u>2,065,987</u>	<u>2,097,313</u>	<u>1,720,919</u>	<u>2,042,594</u>	<u>2,146,248</u>	<u>1,986,475</u>
Total	<u>\$ 29,448,929</u>	<u>\$ 28,829,559</u>	<u>\$ 30,355,631</u>	<u>\$ 31,037,096</u>	<u>\$ 31,391,152</u>	<u>\$ 31,439,616</u>

General Fund External Expenditures by Type Fiscal year 2013 \$30,189,710



General Fund (001)

Expenditure Summary by Department

Activity	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Expenditures:						
General Government:						
City Council	\$ 29,243	\$ 25,227	\$ 21,333	\$ 29,130	\$ 29,130	\$ 29,130
City Manager	339,724	353,458	369,896	373,035	362,270	337,819
Downtown Development	120,847	118,300	126,378	127,156	128,406	127,407
Human Relations	44,256	-	-	-	-	-
Human Resources	284,657	275,647	287,269	293,103	293,103	310,553
Finance/City Clerk	525,924	511,032	496,353	418,544	418,544	363,870
Utility Billing	-	-	-	794,885	799,485	767,321
Central Purchasing	-	-	-	116,068	116,068	133,398
Information Technology	321,583	245,313	328,369	535,993	536,293	535,983
Planning and Development:						
Planning & Zoning	371,224	361,812	461,961	453,507	453,127	483,837
Housing Development	-	-	-	150,314	109,703	95,078
Law:						
City Attorney	198,678	225,093	178,774	182,437	182,437	✓ 191,167
Municipal Court	375,043	387,148	403,239	422,667	422,667	✓ 433,936
Public Works:						
Public Works Administration	160,376	121,528	129,021	193,746	193,846	✓ 198,652
Public Works Maintenance	806,627	776,740	831,386	877,024	876,949	✓ 831,019
Central Garage Revolving	1,188,148	1,316,368	1,469,938	1,480,229	1,548,229	✓ 1,560,912
Central Garage Shop Operations	57,434	36,782	43,448	53,161	51,661	✓ 50,199
Street Administration	7,776	3,821	3,545	-	-	-
Street Signs & Markings	126,109	140,569	137,022	144,824	144,824	✓ 144,144
Storm Sewer	8,711	7,804	8,789	10,025	10,025	-
Street Lighting	504,323	537,681	556,073	568,059	570,582	✓ 583,711
Engineering:						
Engineering	783,881	737,959	745,211	785,618	786,918	✓ 804,887
Traffic Signals	308,157	302,378	296,420	316,451	311,951	✓ 281,992
Geographical Information Systems	-	60,855	69,901	163,993	163,993	✓ 186,845
Parks and Facilities:						
Park Administration	273,311	279,384	319,013	379,897	379,897	✓ 373,396
Park Maintenance	859,453	953,376	976,727	1,016,287	1,018,337	✓ 958,507
Zoo	403,374	440,463	524,165	536,417	536,417	✓ 550,780
Forestry & Horticulture	657,158	690,838	705,556	721,742	735,742	✓ 815,861
Central Custodial Revolving	-	-	25,336	50,004	82,201	✓ 84,299
Insect/Rodent Control	7,581	10,820	6,578	7,980	7,980	✓ 7,980
Memorial Hall	100,414	61,318	62,839	106,273	106,273	✓ 98,401
Memorial Hall Concessions	-	4,145	8,459	13,629	13,629	✓ 11,323
Sports Arena	126,269	154,245	126,890	228,086	228,086	✓ 223,781
City Hall Building	54,461	66,117	70,492	89,133	89,133	✓ 92,515
Eastside Cemetery	132,152	138,666	140,038	148,077	148,077	✓ 156,868
Police:						
Police Administration	1,203,226	1,176,627	1,121,539	1,104,545	1,139,045	✓ 1,181,386
Detention of Prisoners	315,834	314,112	308,022	312,300	312,300	✓ 312,300
Patrol & Investigation	4,719,263	4,684,527	5,287,654	5,135,384	5,158,184	✓ 5,348,590
Police Records	58,682	49,552	55,603	64,600	31,300	✓ 31,300
Narcotics Control	41,380	29,600	27,389	31,350	31,300	✓ 31,300
Police Unclassified	63,446	61,797	66,531	133,737	141,737	✓ 120,171
Police Communications	4,981	2,066	3,333	5,600	5,600	✓ 5,600
Dispatch (HRCEC)	882,421	927,647	828,310	1,132,670	1,132,670	✓ 1,076,711
Radio Maintenance	137,914	158,668	163,381	176,597	176,797	✓ 176,508
Animal Control	133,219	160,716	173,644	169,104	170,984	✓ 179,867
Fire:						
Fire Administration	595,272	490,634	617,894	549,282	550,257	✓ 614,170
Fire Prevention	160,522	161,773	182,431	180,328	180,353	✓ 188,764
Fire Fighting	5,754,159	5,817,905	6,344,827	6,670,601	6,670,601	✓ 7,008,198
Fire Unclassified	158,930	181,355	234,598	224,727	224,727	✓ 230,639
Building Inspection & Code Enforcement:						
Inspection/Code Enforcement	514,779	520,527	496,636	551,210	551,781	✓ 492,992
Non-Departmental:						
Growth	600,000	599,500	600,000	600,000	600,000	✓ 600,000
Economic Opportunity Funds	1,314,567	189,627	337,285	112,500	254,667	✓ 179,167
Non-Departmental	3,174,886	3,539,549	3,511,431	2,870,333	2,876,478	✓ 2,901,108
Overhead Cost Allocation	(1,627,413)	(1,678,823)	(1,656,215)	(2,817,860)	(2,817,860)	✓ (3,049,201)
Total Expenditures	\$ 27,382,942	\$ 26,732,246	\$ 28,634,712	\$ 28,994,502	\$ 29,244,904	\$ 29,453,141
Transfers Out:						
Growth	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ ✓ 100,000
Non-Departmental	1,965,987	1,997,313	1,620,919	1,942,594	2,046,248	✓ 1,886,475
Total Transfers Out	\$ 2,065,987	\$ 2,097,313	\$ 1,720,919	\$ 2,042,594	\$ 2,146,248	\$ 1,986,475
Total	\$ 29,448,929	\$ 28,829,559	\$ 30,355,631	\$ 31,037,096	\$ 31,391,152	\$ 31,439,616

8/11

Handwritten:
Budget
2012

Department Summary

Department:	Division:	Activity:
City Council	City Council	City Council (1100-410)

This budget accounts for the council members function of the City, members are elected from four districts (Northwest, Northeast, Southwest, and Southeast) and serve a four-year term. One council members is elected at large basis and serves a two-year term. The five member City Council serves as the governing body of the City. The City Council establishes the policies for the city government through passages of ordinances and resolutions, and through the adoption of the annual budget. The City Council hires a City Manager to carry out the policies of the City and to administer the annual budget and city organization. The Mayor and Vice-Mayor are appointed by the majority of the City Council. The Mayor appoints members to various advisory boards with the consent of the City Council.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	29,135	24,565	21,153	28,630	28,630	28,630	0.00%
Commodities	108	662	180	500	500	500	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 29,243</u>	<u>\$ 25,227</u>	<u>\$ 21,333</u>	<u>\$ 29,130</u>	<u>\$ 29,130</u>	<u>\$ 29,130</u>	0.00%
Funding Sources:							
Overhead Cost Allocation	\$ 8,380	\$ 10,815	\$ 10,815	\$ 6,396	\$ 6,396	\$ 6,431	0.55%
General Revenues	20,863	14,412	10,518	22,734	22,734	22,699	-0.15%
Total Funding Sources	<u>\$ 29,243</u>	<u>\$ 25,227</u>	<u>\$ 21,333</u>	<u>\$ 29,130</u>	<u>\$ 29,130</u>	<u>\$ 29,130</u>	0.00%

Current Trends and Issues:

In 2011, two district seats were elected until 2015, and the at-large seat was elected until 2013. The other two district seats will be open for election in 2013 along with the at-large seat. The current council members combined have more than 20 years of experience as councilors.

Department Summary

Department:	Division:	Activity:
City Manager	City Manager	City Manager (2100-420)

This budget accounts for the city manager function of the City, which serves as the chief administrative officer of the City, responsible for the administration of the annual budget, the daily conduct of all departments and employees, and for keeping the City Council fully advised of the financial conditions and needs of the City. Preparing and submitting the annual budget for consideration by the City Council, as well as playing a role in the community's economic development, legislative issues, and public relations efforts, are also necessary responsibilities of the City Manager. The City Manager is appointed and serves at the pleasure of the City Council. Major responsibilities of the staff include monitoring information technology department, management of City funds, coordinating all management services of the City, various contracts and acquisitions, negotiating with employee bargaining units, and oversight of City operations.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 324,984	\$ 333,907	\$ 348,224	\$ 355,660	\$ 341,220	\$ 315,669	-11.24%
Contractual Services	14,196	17,979	20,423	16,775	19,750	20,800	23.99%
Commodities	544	1,572	1,249	600	1,300	1,350	125.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	\$ 339,724	\$ 353,458	\$ 369,896	\$ 373,035	\$ 362,270	\$ 337,819	-9.44%
Funding Sources:							
Overhead Cost Allocation	\$ 110,799	\$ 105,278	\$ 105,278	\$ 81,849	\$ 81,849	\$ 74,590	-8.87%
General Revenues	228,925	248,180	264,618	291,186	280,421	263,229	-9.60%
Total Funding Sources	\$ 339,724	\$ 353,458	\$ 369,896	\$ 373,035	\$ 362,270	\$ 337,819	-9.44%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	0.63
Asst. to the City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00	2.63

Current Trends and Issues:

The City Manager's office has spent a great deal of time and effort over the past few years steering the City through the recession. Although the worst part of the recession appears to be over, the City must continue to carefully tend to its finances while finding ways to deal with important local issues such as housing, recreation, and economic development. Over the past year, the City has made progress in these areas including adopting the International Property Maintenance Code, creation of a Housing Trust, and the addition of a Housing division. The City has also continued to add trails and other recreation amenities including finalizing plans for the new 43rd Avenue park. In addition, the City saw the announcement of a new Kohi's department store, a new Fairfield Inn, a new Holiday Inn Express, a new Super Dillon's store, and the expansion of Kuhn-Krause farm implements.

Department Summary

Department:	Division:	Activity:
City Manager	City Manager	Human Relations (2200-431)

This budget funded the human relations function of the City, which is responsible for providing staff support to the human relations commission in its efforts to promote community harmony. Responsibilities included processing complaints of discrimination through investigation and conciliation techniques, and monitors contractors' compliance with equal opportunity, affirmative action, and fair labor laws. This activity was discontinued in fiscal year 2010.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 43,721	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	403	-	-	-	-	-	0.00%
Commodities	132	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	\$ 44,256	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Funding Sources:							
Overhead Cost Allocation	\$ 11,389	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	32,867	-	-	-	-	-	0.00%
Total Funding Sources	\$ 44,256	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Human Relations Officer	1.00	-	-	-	-	-
Total	1.00	-	-	-	-	-

Current Trends and Issues:

After the elimination of the Human Relations Officer position in 2010, the future path of the City's role in civil rights enforcement and activities remains less clear. The Assistant to the City Manager in the City Manager's office has taken over some of the responsibilities and continues to work with the Human Relations Commission on these issues.

Department Summary

Department:	Division:	Activity:
City Manager	Downtown Development	Downtown Development (4110-461)

This budget funds the downtown development function of the City of Hutchinson, which is responsible for providing professional and promotional efforts to preserve, enhance, and promote downtown Hutchinson as a viable and integral part of the city.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 78,093	\$ 81,182	\$ 88,615	\$ 89,681	\$ 89,681	\$ 89,932	0.28%
Contractual Services	42,114	35,855	36,757	36,750	36,000	36,750	0.00%
Commodities	640	1,263	1,006	725	725	725	0.00%
Capital Outlay	-	-	-	-	-	-	
Total Expenditures	<u>\$ 120,847</u>	<u>\$ 118,300</u>	<u>\$ 126,378</u>	<u>\$ 127,156</u>	<u>\$ 126,406</u>	<u>\$ 127,407</u>	0.20%
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	120,847	118,300	126,378	127,156	126,406	127,407	0.20%
Total Funding Sources	<u>\$ 120,847</u>	<u>\$ 118,300</u>	<u>\$ 126,378</u>	<u>\$ 127,156</u>	<u>\$ 126,406</u>	<u>\$ 127,407</u>	0.20%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Downtown Director	1.00	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00	1.00

Current Trends and Issues:

Much private investment is occurring downtown, most notably on Main Street between Sherman and Avenue A. It was reported in the Hutchinson News that 22 buildings had been bought and sold in the past two years. A number of new façade improvements can be easily seen downtown and many more are currently in the design stage. Several key housing projects are being considered including the Stevens Building, the Wiley Building, and the Landmark Building.

Department Summary

Department:	Division:	Activity:
City Manager	City Manager	Street Lighting (6810-453)

This activity is charged with the cost of maintenance and power for the street lighting system under contract with Westar Energy, and for maintenance of City-owned street lighting. The street light activity also includes the cost of converting mercury vapor lighting to high pressure sodium lighting, and the cost of adding new street lights through residential requests, annexations, new subdivisions, and street reconstruction projects.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	504,323	537,681	556,073	568,059	570,582	583,711	2.76%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 504,323</u>	<u>\$ 537,681</u>	<u>\$ 556,073</u>	<u>\$ 568,059</u>	<u>\$ 570,582</u>	<u>\$ 583,711</u>	2.76%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	504,323	537,681	556,073	568,059	570,582	583,711	2.76%
Total Funding Sources	<u>\$ 504,323</u>	<u>\$ 537,681</u>	<u>\$ 556,073</u>	<u>\$ 568,059</u>	<u>\$ 570,582</u>	<u>\$ 583,711</u>	2.76%

Current Trends and Issues:

Additional street lighting has been added by the City along K-61 and has taken in additional street lighting from annexations. The addition of a few new developments and cost of service increases from Westar have also contributed to the growth of these expenditures. The City continues to assess lighting quality and coverage throughout the City in order to ensure proper safety for drivers and pedestrians.

Department Summary

Department:	Division:	Activity:
Human Resources	Human Resources	Human Resources (2300-430)

This budget accounts for the Human Resource function of the City, which is responsible for the administration and development of the City's human resources management programs, payroll operations, and employment related reporting and record keeping. Specific functional areas include, employment policy administration and development, recruitment and selection, compensation and employment benefit design/administration, employee and labor relations, organizational development, and compliance with all statutes and regulations related to employment and payroll.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 216,661	\$ 218,295	\$ 229,221	\$ 217,508	\$ 217,508	\$ 233,758	7.47%
Contractual Services	31,596	51,056	52,976	68,013	68,013	70,509	3.67%
Commodities	3,454	6,296	5,072	4,082	4,082	4,286	5.00%
Capital Outlay	32,946	-	-	3,500	3,500	2,000	0.00%
Total Expenditures	\$ 284,657	\$ 275,647	\$ 287,269	\$ 293,103	\$ 293,103	\$ 310,553	5.95%
Funding Sources:							
Overhead Cost Allocation	\$ 51,895	\$ 57,387	\$ 57,387	\$ 60,169	\$ 60,169	\$ 74,422	23.69%
General Revenues	232,762	218,260	229,882	232,934	232,934	236,131	1.37%
Total Funding Sources	\$ 284,657	\$ 275,647	\$ 287,269	\$ 293,103	\$ 293,103	\$ 310,553	5.95%

Personnel Schedule Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Human Resource Director	1.00	1.00	1.00	1.00	1.00	1.00
Human Resource Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00	3.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint Purchase	2012 Budget	2012 Revised	2013 Budget
File Cabinets			3,500	3,500	2,000

Department Summary

Department:

Human Resources

Division:

Human Resources

Activity:

Human Resources (2300-430)

Current Trends and Issues:

The City has implemented a new wellness program in fiscal year 2012. This program is being funded through the City's Health & Dental Insurance fund. The program provides fitness evaluations on a voluntary basis for employees and health and wellness programming that rewards participation. These programs have been contracted out to third parties to perform.

The City also implemented completely electronic payroll during 2012. All employees are now required to be on direct deposit or be paid via a payroll debit card. Checks and check stubs are no longer printed rather they are accessed electronically via the Internet.

For fiscal year 2013, the City was negotiating contracts with all of its bargaining units. Those negotiations have not been settled at the time of this printing.

Department Summary

Department:	Division:	Activity:
Finance	Finance/City Clerk	Finance/City Clerk (3000-451)

This budget is responsible for the finance and city clerk function of the City. The Finance Department is responsible for the financial, accounting, and record retention obligations of the City. Major functions include accounts payable, accounts receivable, internal accounting control, temporary and long-term financing through the issuance of general obligation debt. Management activities include budget preparation and monitoring, investment of City funds, and financial planning. The department also handles requests for the Reserve-a-Truck, CRUD dumpsters, park facility reservations, and dog tags. City Clerk functions include open record requests, records management, special assessments certifications, and mowing assessments.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 504,258	\$ 474,060	\$ 471,604	\$ 374,554	\$ 374,554	\$ 318,370	-15.00%
Contractual Services	17,210	30,084	17,272	41,040	39,990	41,700	1.61%
Commodities	4,456	4,827	4,522	2,800	3,500	3,300	17.86%
Capital Outlay	-	2,061	2,955	150	500	500	233.33%
Total Expenditures	<u>\$ 525,924</u>	<u>\$ 511,032</u>	<u>\$ 496,353</u>	<u>\$ 418,544</u>	<u>\$ 418,544</u>	<u>\$ 363,870</u>	-13.06%
Funding Sources:							
Overhead Cost Allocation	\$ 147,799	\$ 176,288	\$ 176,288	\$ 105,580	\$ 105,580	\$ 97,842	-7.33%
General Revenues	378,125	334,744	320,065	312,964	312,964	266,028	-15.00%
Total Funding Sources	<u>\$ 525,924</u>	<u>\$ 511,032</u>	<u>\$ 496,353</u>	<u>\$ 418,544</u>	<u>\$ 418,544</u>	<u>\$ 363,870</u>	-13.06%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00
Finance Services Manager	1.00	1.00	1.00	1.00	-	-
Staff Accountant	-	-	-	-	0.75	0.75
Purchasing Manager	1.00	1.00	1.00	-	-	-
Secretary - Purchasing	0.75	0.75	0.75	-	-	-
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00
Account Clerk	3.00	3.00	2.00	2.00	2.00	1.75
Total	<u>7.75</u>	<u>7.75</u>	<u>6.75</u>	<u>5.00</u>	<u>4.75</u>	<u>4.50</u>

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Miscellaneous Office Equipment	1	New	150	500	500

Department Summary

Department:

Division:

Activity:

Finance

Finance/City Clerk

Finance/City Clerk (3000-451)

Current Trends and Issues:

The Finance Department is continuing to look at ways to move functions from paper to digital. New software packages, processes, and equipment are constantly being sought in order to reduce paper, copying, and cost. Over the next few years, the Finance Department hopes to implement new procedures and software packages that will improve customer service and reduce cost and paperwork. All functions of the department will be affected including purchasing, utility billings, accounting, and record storage.

Department Summary

Department:	Division:	Activity:
Finance	Utility Billing	Utility Billing (3050-455)

This budget funds the utility billing function of the City of Hutchinson, which includes meter reading, bill calculation, mailing, and receipting for the water, sewer, storm water, and refuse collection operations of the City.

The Utility Billing Office Manager oversees the administration of this operation under the oversight of the Director of Finance.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$	\$	\$	500,131	500,131	504,362	0.85%
Contractual Services				194,754	197,854	180,459	-7.34%
Commodities				44,000	45,500	45,500	3.41%
Capital Outlay				56,000	56,000	37,000	-33.93%
Total Expenditures	\$ -	\$ -	\$ -	\$ 794,885	\$ 799,485	\$ 767,321	-3.47%
Funding Sources:							
Overhead Cost Allocation	\$	\$ -	\$	794,885	794,885	767,321	-3.47%
General Revenues				-	4,600	-	#DIV/0!
Total Funding Sources	\$ -	\$ -	\$ -	\$ 794,885	\$ 799,485	\$ 767,321	-3.47%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Utility Office Manager				1.00	1.00	1.00
Water Service Technician				4.00	4.00	4.00
Utility Clerk				5.00	5.00	5.00
Total				10.00	10.00	10.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Water Meter replacements		Replacement	36,000	36,000	36,000
Electronic lock box equipment/software		New	20,000	20,000	
Lockers	4	New			1,000

Current Trends and Issues:

The utility billing department continues to pursue technological advances including the installation of radio read meters throughout the City, Internet billing and payment solutions, and electronic lockbox programming. The radio read switch over will take years to implement, however plans are being pursued to improve the Internet billing and payment solutions within the next year. The electronic lockbox system was installed during fiscal year 2012.

The Water fund transfer to the Automated Water Meter reserve has been increased by \$50,000 in fiscal year 2013 to \$225,000. The plan is to install at least 2,000 radio read meters per year until complete.

Department Summary

Department:	Division:	Activity:
Finance	Central Purchasing	Central Purchasing (3060-456)

This budget is responsible for the purchasing/bidding functions of the City. The Purchasing Department is responsible for preparing, posting, evaluating and record retention of bids and maintaining warehouse operations of the City. Major functions include bidding of products and services for various city departments, preparing purchase orders and contracts from awards, assisting departments with disposal of obsolete or unneeded items through public auction, maintaining adequate supplies of inventory in the warehouse and distribution of items from the warehouse.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ 111,068	\$ 111,068	\$ 128,398	15.60%
Contractual Services	-	-	-	2,900	2,900	2,900	0.00%
Commodities	-	-	-	2,000	2,000	2,000	0.00%
Capital Outlay	-	-	-	100	100	100	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 116,068</u>	<u>\$ 116,068</u>	<u>\$ 133,398</u>	<u>14.93%</u>
Funding Sources:							
Overhead Cost Allocation	\$ -	\$ -	\$ -	\$ 25,499	\$ 25,499	\$ 29,454	15.51%
General Revenues	-	-	-	90,569	90,569	103,944	14.77%
Total Funding Sources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 116,068</u>	<u>\$ 116,068</u>	<u>\$ 133,398</u>	<u>14.93%</u>

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Purchasing Manager	-	-	-	1.00	1.00	1.00
Account Clerk	-	-	-	0.75	0.75	1.00
Total	-	-	-	<u>1.75</u>	<u>1.75</u>	<u>2.00</u>

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2011 Budget</u>	<u>2011 Revised</u>	<u>2012 Budget</u>
Miscellaneous Office Equipment	1	New	100	100	100

Department Summary

Department:	Division:	Activity:
Finance	Central Purchasing	Central Purchasing (3060-456)

Current Trends and Issues:

The purchasing division is looking to expand and improve its customer service to departments by adding several new services. A web site was developed that allows other departments to view and order supplies online. In addition, the division started delivering orders to the other departments. To also provide better coverage and service, the account clerk position was upgraded from three-quarter time to full-time. These changes were implemented with the plan to improve customer service.

As part of the City Hall and Public Works Facility remodeling plans, about 15 feet of the warehouse space is going to be converted into a library and file storage for the Engineering Department. With the loss of space, the Purchasing division plans to no longer stock office supplies rather they will be ordered as needed. Most office supplies can be delivered in one day which should only provide minor inconvenience for departments.

Department Summary

Department:	Division:	Activity:
Information Technology	Information Technology	Information Technology (3100-452)

This budget accounts for the information technology function of the City, which includes the responsible for services to all computer, telephone, and internet connections. In fiscal year 2010, responsibility for the geographical information system (GIS) was transferred to the Engineering Department.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 263,770	\$ 200,795	\$ 284,705	\$ 292,512	\$ 292,512	\$ 297,213	1.61%
Contractual Services	56,635	43,318	41,755	231,456	221,456	226,445	-2.16%
Commodities	1,158	791	1,494	11,525	21,825	11,825	2.60%
Capital Outlay	-	409	415	500	500	500	0.00%
Total Expenditures	\$ 321,563	\$ 245,313	\$ 328,369	\$ 535,993	\$ 536,293	\$ 535,983	0.00%
Funding Sources:							
Overhead Cost Allocation	\$ 146,191	\$ 38,965	\$ 38,965	\$ 142,307	\$ 142,307	\$ 142,506	0.14%
General Revenues	175,372	206,348	289,404	393,686	393,986	393,477	-0.05%
Total Funding Sources	\$ 321,563	\$ 245,313	\$ 328,369	\$ 535,993	\$ 536,293	\$ 535,983	0.00%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Information Techn Director	1.00	1.00	1.00	1.00	1.00	1.00
Network Administrator	-	-	1.00	1.00	1.00	1.00
Media Specialist	-	-	-	1.00	1.00	1.00
Information Tech Technician	1.75	1.75	1.75	0.75	0.75	0.75
GIS Supervisor	1.00	-	-	-	-	-
GIS Technician	2.00	-	-	-	-	-
Total	5.75	2.75	3.75	3.75	3.75	3.75

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Miscellaneous Office Equipment	-	Replacement	500	500	500

Department Summary

Department:	Division:	Activity:
Information Technology	Information Technology	Information Technology (3100-452)

Current Trends and Issues:

In the 2012, the budget reworked the Information Technology department's line items. Items such computer maintenance, computer, computer equipment, and telephone expenditures have been moved into the IT departmental budget from the Non-Departmental budget and split up for greater transparency and reporting. These items are being monitored for future budgeting accuracy.

One of the major items that the IT department is working on is the phone system replacement. The AT&T based phone system is currently being replaced with a Cox Cable, IP based, digital phone system. As a part of the change, the City's entire network will be upgraded to a higher speed, higher capacity network. This upgrade will dramatically enhance the functionality of the City's network and computer capabilities.

The IT department is also working on upgrading the City's financial, building, utility billing, and planning software system. This upgrade is budgeted in the Municipal Equipment Replacement Fund and will take several years to implement. The upgrade will move the computer system from an IBM system to a Windows based system.

Other ongoing projects include the virtualization of the City's servers, enhancing the City's web site, and upgrading the video and audio equipment in the City Council chambers. By upgrading an IT Technician position to a Media Specialist position, the City is also trying to enhance and coordinate its presentations across all forms of communication with the public.

Department Summary

Department:	Division:	Activity:
Planning & Development	Planning & Zoning	Planning & Zoning (4100-460)

The Department of City Planning and Community Development provides professional planning services for the Planning Commission and Landmarks Commission, as well as the City Council and City Administration.

Major activities include review of proposed subdivisions as they are developed; study of current and proposed land use; continuing review of the Comprehensive Plan, and special studies of such areas as parking and traffic concerns, capital improvements, annexation and the community's future development.

This department plays a major role in processing applications and managing federal funding of capital improvement projects and for Community Development Block Grants.

This department also administers the City's sign code, historic landmark, housing initiatives, land development ordinances, and monitors the building inspection services, animal control and sanitation services.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 319,132	\$ 311,666	\$ 388,496	\$ 410,342	\$ 410,342	\$ 420,317	2.43%
Contractual Services	42,210	46,876	68,946	38,395	38,605	58,840	53.25%
Commodities	3,983	3,115	3,621	4,370	3,780	4,480	2.52%
Capital Outlay	5,899	155	898	400	400	200	-50.00%
Total Expenditures	\$ 371,224	\$ 361,812	\$ 461,961	\$ 453,507	\$ 453,127	\$ 483,837	6.69%
Funding Sources:							
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Zoning Application Fees	5,585	6,320	6,000	6,000	6,000	6,000	0.00%
General Revenues	365,639	355,492	455,961	447,507	447,127	477,837	6.78%
Total Funding Sources	\$ 371,224	\$ 361,812	\$ 461,961	\$ 453,507	\$ 453,127	\$ 483,837	6.69%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Director of Planning	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Long Range Planner	1.00	1.00	1.00	1.00	1.00	1.00
Community Dev. Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	6.00	6.00	6.00	6.00

Department Summary

Department:	Division:	Activity:
Planning & Development	Planning & Zoning	Planning & Zoning (4100-460)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Library Materials		New	400	400	200

Current Trends and Issues:

Where people choose to live is an important decision. The Planning and Development Department will focus on "place does matter." Through the comprehensive planning process the City Council, Planning Commission and citizens will focus on the immediate and long range strategies of our community, such as the integration of housing, economic development, recreation, transportation, and orderly growth. Planning will also focus on implementing the recommendations of the 2009 Housing Needs Assessment and 2011 Housing Task Force Report to improve the availability and quality of housing and the startup of the new Housing and Neighborhood Development division.

The Planning and Development department is also in the process of updating the City's Comprehensive Plan. The previous comprehensive plan covered the period of 2005 – 2010 so it is a little overdue. Monies have been included in the fiscal year 2012 and 2013 budgets for completing and printing the updated plan.

Department Summary

Department:	Division:	Activity:
Planning & Development	Housing Development	Housing Development (4120-462)

The housing development division is a new division of the Planning Department. The housing division was created to address the quality of housing in Hutchinson and to implement the plans of the housing task force and housing commission. Programs such as Brush Up Hutch and the HOME program will be managed by the Housing Director as well as working with the Hutchinson Low Rent Housing Agency, New Beginnings, Interfaith Housing, and other organizations related to housing development.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ 80,614	\$ 60,003	\$ 83,928	4.11%
Contractual Services	-	-	-	68,275	49,150	10,600	-84.47%
Commodities	-	-	-	300	550	550	83.33%
Capital Outlay	-	-	-	1,125	-	-	-100.00%
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,314</u>	<u>\$ 109,703</u>	<u>\$ 95,078</u>	<u>-36.75%</u>
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Intergovernmental	-	-	-	-	-	-	#DIV/0!
General Revenues	-	-	-	150,314	109,703	95,078	-36.75%
Total Funding Sources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,314</u>	<u>\$ 109,703</u>	<u>\$ 95,078</u>	<u>-36.75%</u>

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Housing Program Manager	-	-	-	1.00	1.00	1.00
Total	-	-	-	1.00	1.00	1.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Miscellaneous Office Equipment	-	New	1,125	-	-

Department Summary

Department:

Planning & Development

Division:

Housing Development

Activity:

Housing Development (4120-462)

Current Trends and issues:

The availability of quality housing and the quality of the current housing stock have become major issues to be dealt with in the City. Suggestions and programs have been proposed through a housing task force and the housing commission. The addition of the housing division was meant to specifically address these issues and to affect the growth and quality of housing in the community. The creation of a housing trust through the Hutchinson Community Foundation is expected to be another tool for the division to tackle specific housing needs and issues.

After an unsuccessful search for a new Housing Program Manager, the City has hired a full-time consultant to take on the Manager role. It is the expectation that the consultant will assist the City in getting the necessary programs in place that will set the City's direction in housing for several years to come. Once the consultant has completed her role, the search for a full-time Program Manager will continue.

Department Summary

Department:	Division:	Activity:
Law	Legal Services	City Attorney (5000-471)

The City Attorney provides counsel and legal services to the City. The City Attorney is the ex-officio member of the City Council, attending all its meetings, provides legal advice and legal staff services to the City Administration, prepares revisions to City Code, reviews and approves all City contracts, attends economic development meetings, serves on the City's union negotiation teams, cooperates with county administrators on joint projects, takes legal action when necessary to collect money owed to the City, defends law suits against the City and/or works with appointed defense counsel when necessary. The City Attorney is the overall supervisor of the municipal court system, serves as the risk manager for the City, recommending the purchase of insurance coverages, and for the adjustment of claims by and against the City and also oversees the City's self-insured worker's compensation program.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change In Budget</u>
Expenditures:							
Personal Services	\$ 173,937	\$ 200,834	\$ 168,706	\$ 163,537	\$ 163,537	\$ 170,617	4.33%
Contractual Services	22,810	18,050	8,663	14,700	14,700	15,350	4.42%
Commodities	331	724	271	1,200	1,200	1,000	-16.67%
Capital Outlay	1,600	5,485	1,134	3,000	3,000	4,200	40.00%
Total Expenditures	<u>\$ 198,678</u>	<u>\$ 225,093</u>	<u>\$ 178,774</u>	<u>\$ 182,437</u>	<u>\$ 182,437</u>	<u>\$ 191,167</u>	4.79%
Funding Sources:							
Overhead Cost Allocation	\$ 82,758	\$ 94,062	\$ 94,062	\$ 76,270	\$ 76,270	\$ 84,210	10.41%
General Revenues	115,920	131,031	84,712	106,167	106,167	106,957	0.74%
Total Funding Sources	<u>\$ 198,678</u>	<u>\$ 225,093</u>	<u>\$ 178,774</u>	<u>\$ 182,437</u>	<u>\$ 182,437</u>	<u>\$ 191,167</u>	4.79%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00
Legal Staff Aide	1.00	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00	2.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Books		New	1,000	1,000	1,200
File Cabinets		New	2,000	2,000	3,000

Current Trends and Issues:

Economic development, land acquisition, and the levy certification continue to be significant legal issues for the City. Working with developers, railroads, and other agencies will consume time and resources from the division but will have significant potential future benefits for the City.

Department Summary

Department:

Division:

Activity:

Law

Municipal Court

Municipal Court (5400-473)

This budget accounts for the municipal court function of the City, which includes the responsibility for handling misdemeanor court cases filed by the City law enforcement personnel, such as police officers, animal control officers, and code compliance staff. Court is in session five mornings a week. The Court service window is open between 7am and 6pm for the convenience of the public. Four employees are fulltime, all other positions are contractual or part-time. In 2010, there were more than 8,100 complaints and tickets handled by the court. These cases generated approximately \$670,000 in fines and costs. The probation officer monitored nearly 240 persons who were on probation for municipal court cases. Further, 367 new diversions were handled by the City's diversion officer. More than 330 people were able to perform community service work to pay off their fines. This program is overseen by the court supervisor.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 226,264	\$ 227,936	\$ 246,136	\$ 247,767	\$ 247,767	\$ 257,636	3.98%
Contractual Services	144,470	148,469	154,146	169,800	169,800	171,200	0.82%
Commodities	3,760	2,194	2,427	3,500	3,500	3,500	0.00%
Capital Outlay	549	8,549	530	1,600	1,600	1,600	0.00%
Total Expenditures	\$ 375,043	\$ 387,148	\$ 403,239	\$ 422,667	\$ 422,667	\$ 433,936	2.67%
Funding Sources:							
Fines & Forfeitures	\$ 375,043	\$ 387,148	\$ -	\$ 422,667	\$ -	\$ -	-100.00%
General Revenues	-	-	403,239	-	422,667	433,936	0.00%
Total Funding Sources	\$ 375,043	\$ 387,148	\$ 403,239	\$ 422,667	\$ 422,667	\$ 433,936	2.67%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Municipal Court Clerk	2.00	2.00	2.00	2.00	2.00	2.00
Probation Officer	1.00	1.00	1.00	1.00	1.00	1.00
Court Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00	4.00	4.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Books		New	600	600	600
Miscellaneous Office Equipment		Replacement	1,000	1,000	1,000

Department Summary

Department:

Division:

Activity:

Law

Municipal Court

Municipal Court (5400-473)

Current Trends and Issues:

The municipal court system has gone through software and computer upgrades over the past few years and is starting to experience some of the benefits from those changes. An additional software upgrade is expected that will allow ticket information to flow electronically from the police department to the court system. The implementation of this software package will continue to enhance the court system's efficiency in record handling.

Department Summary

Department:	Division:	Activity:
Public Works	Public Works	Administration (6100-550)

To this activity are charged the costs of overall administration of the Department of Public Works. The Director of Public Works oversees the activities of street maintenance, water production, treatment and distribution, wastewater collection and treatment, public works maintenance/flood control, and central garage.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 147,491	\$ 118,088	\$ 125,348	\$ 189,646	\$ 189,646	\$ 194,452	2.53%
Contractual Services	3,583	3,401	3,601	3,800	3,925	3,925	3.29%
Commodities	308	39	72	300	275	275	-8.33%
Capital Outlay	8,994	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 160,376</u>	<u>\$ 121,528</u>	<u>\$ 129,021</u>	<u>\$ 193,746</u>	<u>\$ 193,846</u>	<u>\$ 198,652</u>	2.53%
Funding Sources:							
Overhead Cost Allocation	\$ 118,386	\$ 33,965	\$ 33,965	\$ 131,952	\$ 131,952	\$ 162,895	23.45%
General Revenues	41,990	87,563	95,056	61,794	61,894	35,757	-42.14%
Total Funding Sources	<u>\$ 160,376</u>	<u>\$ 121,528</u>	<u>\$ 129,021</u>	<u>\$ 193,746</u>	<u>\$ 193,846</u>	<u>\$ 198,652</u>	2.53%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	-	-	-	-	-
Administrative Staff Aide	-	-	-	1.00	1.00	1.00
Total	2.00	1.00	1.00	2.00	2.00	2.00

Current Trends and Issues:

The City has undergone a levy certification study and has received the results back from that study. Levy repairs and maintenance will be significant issues in the coming year. Other significant issues include unresolved storm water repairs and improvements and stagnation in the gas tax revenues from the State. These issues will pressure the street maintenance and overlay programs into the foreseeable future.

In fiscal year 2012, the Administrative Staff Aide position was transferred to the Public Works Administration division from the Water and Sewer Utilities. This position is being charged back to the utilities through overhead cost allocation.

Department Summary

Department:	Division:	Activity:
Public Works	Public Works Maintenance	Public Works Maintenance (6150-574)

This activity is charged with the cost of maintenance of levees, floodways, open storm drains and ditches, and various street, highway and drainage right-of-ways of the City. Activities include mowing, weed-eating, vegetation control, rodent control and structure repair; picking up refuse at the City parks and City buildings; picking up trash along streets, highways and drainage right-of-ways and the Martinez hike and bike trail; and assisting other public works divisions as needed. This division maintains 28 miles (over 1,000 acres) of flood levees, 50 miles (over 1,200 acres) of drainage ditches through town and 3 miles of Cow Creek through town. They are also responsible for mowing approximately 6 miles along the K-61 highway, 9 miles along the Martinez Bike Trail and 400 acres of street right-of-ways. The Public Works Maintenance Superintendent oversees the administration of this budget account under the oversight of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 682,630	\$ 654,306	\$ 694,316	\$ 722,375	\$ 722,375	\$ 670,190	-7.22%
Contractual Services	28,790	26,024	23,227	38,249	35,274	37,704	-1.42%
Commodities	94,958	96,410	113,826	116,400	119,300	123,125	5.78%
Capital Outlay	249	-	17	-	-	-	0.00%
Total Expenditures	<u>\$ 806,627</u>	<u>\$ 776,740</u>	<u>\$ 831,386</u>	<u>\$ 877,024</u>	<u>\$ 876,949</u>	<u>\$ 831,019</u>	-5.25%
Funding Sources:							
Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	<u>806,627</u>	<u>776,740</u>	<u>831,386</u>	<u>877,024</u>	<u>876,949</u>	<u>831,019</u>	-5.25%
Total Funding Sources	<u>\$ 806,627</u>	<u>\$ 776,740</u>	<u>\$ 831,386</u>	<u>\$ 877,024</u>	<u>\$ 876,949</u>	<u>\$ 831,019</u>	-5.25%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
PW Maint. Superintendant	1.00	1.00	1.00	1.00	1.00	1.00
Senior Equip. Operator	7.00	6.00	6.00	6.00	6.00	5.00
Sr. Heavy Equip. Operator	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Worker	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total	14.00	13.00	13.00	13.00	13.00	12.00

Department Summary

Department:

Division:

Activity:

Public Works

Public Works Maintenance

Public Works Maintenance (6150-574)

Current Trends and Issues:

The Federal Government, through FEMA and the U.S. Army Corps of Engineers, has implemented programs that require municipalities that own flood control levee systems to meet higher standards of maintenance, operation and certification, resulting in increased costs for flood control system maintenance and improvements to ensure a satisfactory level of protection from flooding. Also, the Federal Government, through the EPA and the Clean Water Act and the implementation of the Phase II storm water regulations, established control measures impacting how we maintain our storm water systems and flood control systems to reduce erosion and pollution, ultimately resulting in increased operation and maintenance costs. Numerous regulatory requirements are also driving the need to evaluate other methods and equipment used for the flood control levee system and drainage ditch system maintenance.

Beginning in fiscal year 2013, the City has transferred the responsibility of trash removal at the City parks and other City facilities to Stutzman's Refuse Disposal as part of the refuse contract renewal. As a consequence, Public Works Maintenance will be eliminating one Maintenance Worker position as well as disposing of trash removal equipment such as dumpsters and a garbage truck. This transfer allows the City to avoid costly equipment replacement that would have been necessary without the change.

Department Summary

Department:	Division:	Activity:
Public Works	Central Garage	Central Garage Revolving (6310-554)

This activity is charged with the repair and maintenance of all automotive and motorized pieces of equipment operated by the various City departments, including Fire Department apparatus and fleet consisting of 37 vehicles, the Police Department fleet consisting of 55 vehicles, the Public Works Department and all other department fleets consisting of 232 vehicles and equipment. Fuel for the City vehicles and equipment is dispensed from the Central Garage fueling station located at the Public Works Facility. The City's average fuel usage is 142,000 gallons of unleaded and 76,000 gallons of diesel. The Automotive Maintenance Superintendent oversees the administration of this budget account under the guidance of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 406,968	\$ 406,323	\$ 403,553	\$ 429,229	\$ 429,229	\$ 441,912	2.95%
Contractual Services	247	-	-	-	-	-	0.00%
Commodities	780,933	910,045	1,066,385	1,051,000	1,119,000	1,119,000	6.47%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 1,188,148</u>	<u>\$ 1,316,368</u>	<u>\$ 1,469,938</u>	<u>\$ 1,480,229</u>	<u>\$ 1,548,229</u>	<u>\$ 1,560,912</u>	5.45%
Funding Sources:							
Overhead Cost Allocation	\$ 87,472	\$ 290,546	\$ 289,131	\$ 56,982	\$ 56,982	\$ 58,133	2.02%
Central Garage Charges	886,833	958,499	1,123,265	1,123,265	1,186,097	1,189,650	5.91%
General Revenues	213,843	67,323	57,542	299,982	305,150	313,129	4.38%
Total Funding Sources	<u>\$ 1,188,148</u>	<u>\$ 1,316,368</u>	<u>\$ 1,469,938</u>	<u>\$ 1,480,229</u>	<u>\$ 1,548,229</u>	<u>\$ 1,560,912</u>	5.45%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Auto Maint. Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Senior Auto Mechanic	3.00	2.00	2.00	2.00	2.00	2.00
Master Auto Mechanic	3.00	4.00	4.00	4.00	4.00	4.00
Total	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

Current Trends and Issues:

Since budget constraints has forced the deferral of previously scheduled replacement of equipment / vehicles, the City fleet is becoming more aged and requiring more frequent, and many times, more expensive repairs. As a result of the aging fleet, we are finding it difficult to obtain some replacement parts. Repair costs for the City's fleet of vehicles and equipment has increased by 24% from 2008 through 2011. Another major trend affecting Central Garage operations is the rising cost of fuels. Year over year, prices for both unleaded gasoline and diesel fuel has increased by 22% to 28%. It remains to be seen whether prices will stabilize later in the year. The Department of Energy projects 7% increase for unleaded gasoline and a 8% increase for diesel fuel for 2012 over 2011 prices, with prices remaining relatively stable for 2013 with minimal or no increases over 2012 prices.

Department Summary

Department:	Division:	Activity:
Public Works	Central Garage	Central Garage Shop (6320-555)

This activity reflects the cost of maintaining the Central Shop operations as distinct from the personnel and costs of the City vehicle fleet maintenance and fuel, which are included in the Central Garage Revolving budget. The Automotive Maintenance Superintendent oversees the administration of this budget account under the guidance of the Director of Public Works.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	12,507	12,784	14,016	16,161	19,161	19,699	21.89%
Commodities	37,142	23,998	21,880	27,700	29,500	30,500	10.11%
Capital Outlay	7,785	-	7,552	9,300	3,000	-	-100.00%
Total Expenditures	\$ 57,434	\$ 36,782	\$ 43,448	\$ 53,161	\$ 51,661	\$ 50,199	-5.57%
Funding Sources:							
Overhead Cost Allocation	\$ 12,193	\$ 7,809	\$ 9,224	\$ 8,102	\$ 8,102	\$ 7,650	-5.58%
General Revenues	45,241	28,973	34,224	45,059	43,559	42,549	-5.57%
Total Funding Sources	\$ 57,434	\$ 36,782	\$ 43,448	\$ 53,161	\$ 51,661	\$ 50,199	-5.57%

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Diagnostic software		New	3,000	3,000	-
Upgrade bulk oil room		New	6,300	-	-

Current Trends and Issues:

The size and diversity of the City's fleet continues to grow and the complexity of the equipment and vehicles increases every year. Maintaining diagnostic equipment and staying current with technology is an ongoing challenge.

Department Summary

Department:	Division:	Activity:
Public Works	Streets	Street Administration (6410-556)

To this activity is charged the costs of administering the Street Division activities including street signs and markings, street maintenance and street clearing budget account activities.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 4,744	\$ 764	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contractual Services	1,777	1,592	1,643	-	-	-	#DIV/0!
Commodities	1,255	1,465	1,902	-	-	-	#DIV/0!
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	\$ 7,776	\$ 3,821	\$ 3,545	\$ -	\$ -	\$ -	#DIV/0!
Funding Sources:							
Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	7,776	3,821	3,545	-	-	-	#DIV/0!
Total Funding Sources	\$ 7,776	\$ 3,821	\$ 3,545	\$ -	\$ -	\$ -	#DIV/0!

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Street Superintendant	0.25	0.25	-	-	-	-
Asst. Street Superintendant	0.25	0.25	-	-	-	-
Total	0.50	0.50	-	-	-	-

Current Trends and Issues:

The expenditures for this activity were fully transferred to the Street Maintenance division in fiscal year 2012.

Department Summary

Department:	Division:	Activity:
Public Works	Streets	Street Signs & Markings (6470-557)

This activity is charged with the installation, repair, and maintenance of the 6,000+ traffic control and street identification signs and posts in the City, with the exception of electrical traffic signals. In addition, this activity is responsible for the painting of traffic lanes, crosswalks, and parking stalls along the City Streets. Annually approximately 360,000 linear feet of painted street markings and 48,000 linear feet of thermoplastic street markings are put down. The Street Superintendent oversees the administration of this budget account under the leadership of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 84,925	\$ 87,819	\$ 85,190	\$ 96,899	\$ 96,899	\$ 88,219	-8.96%
Contractual Services	1,695	1,659	1,990	1,725	1,875	1,875	8.70%
Commodities	39,489	45,068	49,842	46,200	46,050	54,050	16.99%
Capital Outlay	-	6,023	-	-	-	-	0.00%
Total Expenditures	<u>\$ 126,109</u>	<u>\$ 140,569</u>	<u>\$ 137,022</u>	<u>\$ 144,824</u>	<u>\$ 144,824</u>	<u>\$ 144,144</u>	-0.47%
Funding Sources:							
Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	126,109	140,569	137,022	144,824	144,824	144,144	-0.47%
Total Funding Sources	<u>\$ 126,109</u>	<u>\$ 140,569</u>	<u>\$ 137,022</u>	<u>\$ 144,824</u>	<u>\$ 144,824</u>	<u>\$ 144,144</u>	-0.47%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00	2.00

Current Trends and Issues:

In fiscal year 2013, additional funds were added to this budget to increase the activity of the street striping program. A program analysis is being completed to enhance the frequency of the striping on the City's crosswalks, pedestrian walk ways, and bicycle lanes.

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Storm Sewer (6530-558)

This activity is charged with the repair and maintenance of approximately 70 miles of the City's underground storm sewer system. This budget account does not include any personnel costs as they are included in the Sanitary Sewer Maintenance budget. Work activities include cleaning storm sewer pipes, storm sewer inlets, (catch basins), repairing storm sewer pipes and repairing and rebuilding storm sewer inlets and manholes. Annually, the sewer maintenance staff clean approximately four miles of storm sewer pipe and inspect nearly a mile of storm sewer pipes using a camera. They repair, on average, 11 storm sewer inlets, replace five storm sewer inlets and make nearly 17 storm sewer pipe repairs. The Superintendent of Water and Sewer Maintenance oversees the administration of this budget account under the management of the Director of Public Works.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	75	57	100	325	325	-	-100.00%
Commodities	8,636	7,747	8,689	9,700	9,700	-	-100.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 8,711</u>	<u>\$ 7,804</u>	<u>\$ 8,789</u>	<u>\$ 10,025</u>	<u>\$ 10,025</u>	<u>\$ -</u>	-100.00%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Overhead Cost Allocation	-	-	-	-	-	-	0.00%
General Revenues	8,711	7,804	8,789	10,025	10,025	-	-100.00%
Total Funding Sources	<u>\$ 8,711</u>	<u>\$ 7,804</u>	<u>\$ 8,789</u>	<u>\$ 10,025</u>	<u>\$ 10,025</u>	<u>\$ -</u>	-100.00%

Current Trends and Issues:

For fiscal year 2013, the Storm Sewer activity is being transferred to the Storm Water fund. The anticipated storm water fee increases should be able to absorb these costs, which is a more appropriate funding source than the General fund.

Storm sewer improvements have been planned as part of the storm water utility, however, have been intermittent due to the certification requirements of the levy system. With an increase in the storm water fee, implementing the storm sewer master plan may begin to be possible. The extent to which improvements will be able to be made is yet to be known.

Department Summary

Department:	Division:	Activity:
Engineering	Engineering	Engineering (6210-551)

This budget funds the engineering function of the City, which is responsible for planning, designing, administering, inspecting, and overseeing the construction of bridges, streets, traffic signals, sewers, water mains, and drainage projects. Activities includes project pre-planning, design review, right-of-way and utility coordination, estimating, contract administration, project financing, and engineering advice for the Capital Improvement Program (CIP) and City departments. Engineering also supports the Planning Commission on development issues, monitors traffic, and responds to the general public on Engineering questions.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 747,941	\$ 688,362	\$ 714,927	\$ 719,063	\$ 719,063	\$ 752,030	4.58%
Contractual Services	14,472	33,205	14,930	42,070	42,070	28,757	-31.64%
Commodities	16,378	16,131	15,202	19,385	20,685	19,000	-1.99%
Capital Outlay	5,090	261	152	5,100	5,100	5,100	0.00%
Total Expenditures	\$ 783,881	\$ 737,959	\$ 745,211	\$ 785,618	\$ 786,918	\$ 804,887	2.45%
Funding Sources:							
Overhead Cost Allocation	\$ 419,679	\$ 419,679	\$ 419,679	\$ 525,531	\$ 525,531	\$ 660,007	25.59%
General Revenues	364,202	318,280	325,532	260,087	261,387	144,880	-44.30%
Total Funding Sources	\$ 783,881	\$ 737,959	\$ 745,211	\$ 785,618	\$ 786,918	\$ 804,887	2.45%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Director of Engineering	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Senior	1.00	1.00	1.00	1.00	1.00	2.00
Construction Proj. Coord.	1.00	1.00	1.00	1.00	1.00	-
Engineering Tech-Design	3.00	3.00	2.00	2.00	2.00	2.00
Engineering Tech-Constr.	4.00	4.00	4.00	3.00	3.00	3.00
Secretary	0.83	0.83	0.83	-	-	-
Total	11.83	11.83	10.83	9.00	9.00	9.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Books		New	100	100	100
Office Equipment		Replacement		5,000	
Plan holding filing cabinet		New	5,000		5,000

Current Trends and Issues:

The Engineering department is modifying its staffing plan in 2013 to change the Construction Project Coordinator position into a Senior Civil Engineer position. This change will add to the City's engineering expertise and capability. In addition, the department is moving out of City Hall and into the Public Works Facility. These changes help position the department for future organizational and functional changes.

Department Summary

Department:	Division:	Activity:
Engineering	Traffic Signals	Traffic Signals (6215-552)

This activity is charged with the responsibility for the operation, repair, and maintenance of the traffic signals in the City. They are also responsible for trouble shooting problems in any City-owned facility.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 144,435	\$ 140,551	\$ 144,911	\$ 149,211	\$ 149,211	\$ 156,678	5.00%
Contractual Services	101,242	90,938	87,327	95,890	95,890	96,964	1.12%
Commodities	33,277	35,247	36,982	39,350	39,850	28,350	-27.95%
Capital Outlay	29,203	35,642	27,200	32,000	27,000	-	-100.00%
Total Expenditures	<u>\$ 308,157</u>	<u>\$ 302,378</u>	<u>\$ 296,420</u>	<u>\$ 316,451</u>	<u>\$ 311,951</u>	<u>\$ 281,992</u>	-10.89%
Funding Sources:							
Overhead Cost Allocation	\$	\$ 76,648	\$ 76,648	\$ 79,361	\$ 79,361	\$ 70,470	-11.20%
General Revenues	308,157	225,730	219,772	237,090	232,590	211,522	-10.78%
Total Funding Sources	<u>\$ 308,157</u>	<u>\$ 302,378</u>	<u>\$ 296,420</u>	<u>\$ 316,451</u>	<u>\$ 311,951</u>	<u>\$ 281,992</u>	-10.89%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Traffic Signal Tech., Senior	1.00	1.00	1.00	1.00	1.00	1.00
Traffic Signal Tech.	1.00	1.00	1.00	1.00	1.00	1.00
Total	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Traffic Control Equipment		New	25,000	27,000	
Radio replacement	2	Replacement	7,000	-	

Current Trends and Issues:

The traffic control division has been allocating funds for traffic control equipment for the purpose of upgrading traffic signals with radio/video activation sensors. These funds will now be transferred to a capital project reserve account for traffic signal repairs and upgrades. In addition, traffic signalized intersection have been under review to try and reduce the number of intersections with signals if the intersection fails to meet the necessary warrants. Fewer signals should equal lower maintenance and repairs costs.

Department Summary

Department:	Division:	Activity:
Engineering	Geographical Information Systems	Geographical Information Systems (6220-553)

The Geographical Information Systems (GIS) division is part of the Engineering Department. This activity reflects the cost of maintaining the City's GIS, which is responsible for the creating and maintaining of geographic databases and provides mapping services and integrates GIS and existing systems.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ 60,855	\$ 69,558	\$ 145,563	\$ 145,563	\$ 168,115	15.49%
Contractual Services	-	-	343	18,430	18,430	18,730	1.63%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ 60,855</u>	<u>\$ 69,901</u>	<u>\$ 163,993</u>	<u>\$ 163,993</u>	<u>\$ 186,845</u>	13.93%
Funding Sources:							
Overhead Cost Allocation	\$ -	\$ -	\$ -	\$ 109,426	\$ 109,426	\$ 153,213	40.02%
General Revenues	-	60,855	69,901	54,567	54,567	33,632	-38.37%
Total Funding Sources	<u>\$ -</u>	<u>\$ 60,855</u>	<u>\$ 69,901</u>	<u>\$ 163,993</u>	<u>\$ 163,993</u>	<u>\$ 186,845</u>	13.93%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
GIS & Support Sys Manager	-	-	1.00	1.00	1.00	1.00
Engineering Associate	-	-	-	1.00	1.00	1.00
Total	-	-	1.00	2.00	2.00	2.00

Current Trends and Issues:

Supervision of the GIS activities has been transferred from the Information Technology Department to the Engineering Department. GIS in general is also moving to all web based services. The size and complexity of the GIS database is continuing to expand and develop with additional layers being developed continually.

In fiscal year 2012, an Engineering Associate position was transferred to the GIS division from the Water and Sewer Utilities. This position is being charged back to the utilities through overhead cost allocation.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks and Facilities	Park Administration (6910-560)

The mission of the Parks and Facility Services Department is threefold: enhance and protect Hutchinson's natural beauty through a vibrant system of parks, open spaces and trails; provide citizens of all ages with efficient and wholesome recreational and cultural opportunities in clean, safe, and accessible facilities; and promote an appreciation of our environmental resources while preserving a quality living environment for future generations. The Parks and Facility Services Department has eight divisions that work together to accomplish this mission.

This Division is charged with the overall costs of administering the Parks and Facility Services Department. The Administration group is responsible for the planning, acquisition, development and operational oversight of City parks and facilities. This staff oversees park and trail development consistent with the Linear Park Master Plan and the implementation of the Parks Capital Improvement Plan (CIP). This division coordinates budgeting, grants, professional development, training, and administrative oversight for the Department. This staff also provides support for the Hutchinson Community Tree Board, Airport Advisory Board, Friends of the Zoo Board, and the Public Facilities Board.

The Division aggressively pursues alternative funding for supplementing or leveraging City CIP Funds allocated for completing capital projects. The grant application and grant administration processes are a key function of the Administrative Division.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 240,034	\$ 246,146	\$ 263,308	\$ 268,885	\$ 268,885	\$ 272,435	1.32%
Contractual Services	27,570	26,424	33,141	99,332	99,332	98,581	-0.76%
Commodities	975	1,414	1,114	1,180	1,180	1,180	0.00%
Capital Outlay	4,732	5,400	21,450	10,500	10,500	1,200	-88.57%
Total Expenditures	<u>\$ 273,311</u>	<u>\$ 279,384</u>	<u>\$ 319,013</u>	<u>\$ 379,897</u>	<u>\$ 379,897</u>	<u>\$ 373,396</u>	-1.71%
Funding Sources:							
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	273,311	279,384	319,013	379,897	379,897	373,396	-1.71%
Total Funding Sources	<u>\$ 273,311</u>	<u>\$ 279,384</u>	<u>\$ 319,013</u>	<u>\$ 379,897</u>	<u>\$ 379,897</u>	<u>\$ 373,396</u>	-1.71%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Parks & Facilities Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Parks & Facilities Dir.	1.00	1.00	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Total	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks and Facilities	Park Administration (6910-560)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Park Land Acquisition		New	10,000	10,000	
Miscellaneous Office equipment		Replacement	500	500	
Blue Print Storage System	1	New			1,200

Current Trends and Issues:

A major issue with the park system is the need for park and facility improvements and finding ways to finance and complete the necessary repairs and upgrades. Utilizing capital reserves, grants and donations, and internal resources and personnel is imperative to maintaining the parks system at a level that is expected by the public. Another major issue is planning for the development of the 43rd Avenue park. Due to a donation for playground equipment, the City is exploring development of this park. The park is in the planning stages with some development to being in fiscal year 2013.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Park Maintenance (6940-561)

The City offers its citizens many activities for recreation, health, and fitness through an interactive system of parks, open spaces, trails, and recreational facilities. Hutchinson has twenty-one developed parks consisting of approximately 565 acres and 7.8 miles of developed trails. In addition, the City has 19 undeveloped park properties consisting of 59.68 acres.

Provides year-round maintenance services to recreational athletic fields, park buildings and playgrounds, trails, the Memorial Hall, Rice Park Community Center, Hutchinson Animal Shelter Public Works Facility and other City properties to ensure clean, safe, and accessible facilities and grounds. The Maintenance & Construction Unit maintains 20 buildings, 2 rental facilities, 14 public restrooms and 7 fire stations while juggling any number of special projects.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 529,908	\$ 566,949	\$ 583,962	\$ 664,311	\$ 664,311	\$ 598,731	-9.87%
Contractual Services	99,820	131,227	145,145	124,126	126,176	136,426	9.91%
Commodities	186,267	254,200	207,887	196,850	196,850	200,650	1.93%
Capital Outlay	43,458	1,000	39,733	31,000	31,000	22,700	-26.77%
Total Expenditures	\$ 859,453	\$ 953,376	\$ 976,727	\$ 1,016,287	\$ 1,018,337	\$ 958,507	-5.69%
Funding Sources:							
Facility Rentals	\$ 24,200	\$ 23,452	\$ 24,865	\$ 24,865	\$ 24,865	\$ 27,100	8.99%
Overhead Cost Allocation	-	-	-	352,256	352,256	393,252	11.64%
General Revenues	835,253	929,924	951,862	639,166	641,216	538,155	-15.80%
Total Funding Sources	\$ 859,453	\$ 953,376	\$ 976,727	\$ 1,016,287	\$ 1,018,337	\$ 958,507	-5.69%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Park Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Master Plumber	1.00	1.00	1.00	1.00	1.00	1.00
Master Electrician	1.00	1.00	1.00	1.00	1.00	1.00
Heat/AC Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Senior Park Specialist	-	1.00	1.00	1.00	1.00	1.00
Irrigation Maint. Tech.	-	1.00	1.00	1.00	1.00	-
Mechanic Maint. Tech.	1.00	-	-	-	-	-
Senior Mech. Maint. Tech.	1.00	-	-	-	-	-
Heavy Equip Operator	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Technician	-	-	-	1.00	1.00	1.00
Total	10.00	10.00	10.00	11.00	11.00	10.00

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Park Maintenance (6940-561)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Fish stocking program		Maintenance	1,000	1,000	1,000
Miscellaneous Park Improvements		Replacement	4,000	4,000	
Blower Replacement	2	Replacement	4,000	4,000	
Other Improvements		Maintenance	10,500	10,500	
Various Building repairs		Maintenance	11,500	11,500	
Chain link fence for ballfield repairs @ Rice Park		Maintenance			6,500
Replace irrigation flow meters		Replacement			4,000
Replace irrigation controllers		Replacement			4,000
Lazer Leveling Transmitter for skid loader	1	New			3,200
Replace trash/recycle receptacles		Replacement			4,000

Current Trends and Issues:

The Park Maintenance division has brought custodial services in-house for a number of City-owned facilities. Facilities include the Fire Department, the Information Technology offices, the Airport, the Zoo, and others. These activities have been added to a new cost center - Central Custodial services.

The Park Maintenance division will also be impacted by the change in the trash handling at park facilities. The Public Works Maintenance division is eliminating one position and its garbage handling equipment to transfer those responsibilities to Stutzman's Refuse Service as part of the contract renewal for refuse collection. Despite this transfer, the Parks department may have some responsibilities shifted to them to assist Stutzman's in these tasks. One-fourth of a maintenance technician is now being allocated as overhead to the Refuse Collection fund.

In addition to these changes, the trail system in the City continues to grow. A trail link was added in 2012 connecting the hospital to the 30th Avenue corridor and to Halstead Street. Future trails are planned in this area up to Dillon's Nature Center and the proposed 43rd Avenue Park. The necessary maintenance and repairs on the trail system will continue to grow as the trail system continues to fill out.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Zoo	Zoo (6945-562)

The Zoo Division is part of the Parks and Facility Services Department. It maintains and provides year-round animal care services ensure clean, safe, and accessible venue is available for the residents enjoyment. The division also treats approximately 500 animals annually in it's animal emergency care and rehab operations. The Hutchinson Zoo encompassed approximately 9 acres and maintains 16 structures on the location. The division normally hosts approximately 65,000 guests annually and accommodates 97 community education programs each year.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 303,761	\$ 329,262	\$ 398,173	\$ 381,508	\$ 381,508	\$ 393,302	3.09%
Contractual Services	49,760	48,731	55,412	75,809	75,809	80,978	6.82%
Commodities	49,275	61,770	64,424	61,000	61,000	66,600	9.18%
Capital Outlay	578	700	6,156	18,100	18,100	9,900	-45.30%
Total Expenditures	\$ 403,374	\$ 440,463	\$ 524,165	\$ 536,417	\$ 536,417	\$ 550,780	2.68%
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Gift Shop Reimburse	5,496	7,777	10,000	10,000	11,000	11,000	10.00%
General Revenues	397,878	432,686	514,165	526,417	525,417	539,780	2.54%
Total Funding Sources	\$ 403,374	\$ 440,463	\$ 524,165	\$ 536,417	\$ 536,417	\$ 550,780	2.68%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Zoo Director	1.00	1.00	1.00	1.00	1.00	1.00
Senior Keeper	1.00	1.00	1.00	-	-	-
Zoo Keeper	4.00	4.00	4.00	4.00	4.00	4.00
Zoo Curator	1.00	1.00	1.00	1.00	1.00	1.00
Zoo Education Tech	-	-	-	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00	7.00	7.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Habitat Building Kitchen/Fox Exhibit remodel		Maintenance	6,000	6,000	
Fence for Bison feeding area		Maintenance	9,100	9,100	
Refrigerator/freezer for aviary		Replacement	3,000	3,000	
Incubator		Replacement			1,000
Water spicket behind porcupine & ringtail enclosure		Maintenance			500
Large Message Center		New			1,000
Recycling stations and trash cans	8	New			5,000
Work unit for Director's office		Replacement			2,400

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Zoo	Zoo (6945-562)

Current Trends and Issues:

The zoo is currently looking at its expansion areas for new and updated attractions while also looking to refurbish and repair old attractions. Reserves have been allocated to address some badly needed repairs. Some newer areas have accessibility needs as well as the need for additional fencing. It is a high priority to keep the exhibits fresh, safe, interesting, and functional.

In 2011, the zoo opened the animal rehabilitation facility. This facility has added some additional operating costs, but will allow the zoo to assist and treat injured animals. This new facility was built mostly with donated funds.

As part of the 2012 capital improvement program, storm water improvements are planned throughout the zoo including drainage and water quality improvements to the parking lot, exhibits, and retention pond areas.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Forestry & Horticulture	Forestry & Horticulture (6950-563)

Horticulture and Forestry is a newly created division within the Department of Parks & Facilities. The division oversees and provides year-round maintenance for street trees and landscaped areas in the City. The division also provides mowing, landscape design and ensures the plants used in City projects are appropriate for South Central Kansas. The goal is to focus on the aesthetic beauty on the city's parks and other public places through landscaping enhancements and through this effort, City staff hopes to help create a pleasing image for the community and a sense of pride in our residents.

This division was previously integrated into the Park Operation and Maintenance Division but was formally created as an individual work unit in 2007. This was done because of the specialized job knowledge/skill sets required to perform this work and the volume of beautification projects currently underway in the City.

The staff in the division assigned to horticulture related work is also responsible for maintain approximately 65,000 square feet of landscaping beds, for mowing 285 acres of grass and managing an additional 111 acres of contracted mowing. This division also is responsible for providing a community education component where residents can participate in the community garden, adopt-a-plot, and Children's Garden programs.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 417,958	\$ 474,501	\$ 465,633	\$ 517,657	\$ 517,657	\$ 581,671	12.37%
Contractual Services	95,656	50,425	58,906	68,985	68,985	62,740	-9.05%
Commodities	117,846	135,831	154,085	125,800	139,800	143,950	14.43%
Capital Outlay	<u>25,698</u>	<u>30,081</u>	<u>26,932</u>	<u>9,300</u>	<u>9,300</u>	<u>27,500</u>	195.70%
Total Expenditures	<u>\$ 657,158</u>	<u>\$ 690,838</u>	<u>\$ 705,556</u>	<u>\$ 721,742</u>	<u>\$ 735,742</u>	<u>\$ 815,861</u>	13.04%
Funding Sources:							
Private Contributions	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0.00%
Service Charges	-	-	-	-	-	-	0.00%
General Revenues	<u>642,158</u>	<u>675,838</u>	<u>690,556</u>	<u>706,742</u>	<u>720,742</u>	<u>800,861</u>	13.32%
Total Funding Sources	<u>\$ 657,158</u>	<u>\$ 690,838</u>	<u>\$ 705,556</u>	<u>\$ 721,742</u>	<u>\$ 735,742</u>	<u>\$ 815,861</u>	13.04%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Hort. & Forestry Supv.	1.00	1.00	1.00	1.00	1.00	1.00
Senior Forestry Tech.	1.00	1.00	1.00	1.00	1.00	1.00
Pest Control Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Horticulturist	1.00	1.00	1.00	1.00	1.00	1.00
Horticultural Technician	1.00	1.00	1.00	1.00	1.00	1.00
Irrigation Maint. Tech.	-	-	-	-	-	1.00
Maintenance Worker	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	8.00	8.00	8.00	8.00	8.00	9.00

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Forestry & Horticulture	Forestry & Horticulture (6950-563)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Turf Blanket	1	Replacement	1,500	1,500	
Radio replacement	4	Replacement	1,500	1,500	
Rotary Broom replacement	1	Replacement	6,300	6,300	
Greenhouse benches		New			2,500
Outfront Mowers w/50" Decks	2	Replacement			18,000
20' Tandem Axle Equipment Trailer	1	Replacement			7,000

Current Trends and Issues:

The Forestry Division brought much of the outsourced mowing in-house over the past few years. This has given the City more flexibility in the quality and the timing of the mowing for many facilities. In fiscal year 2013, two mowers are scheduled for replacement along with a trailer and an upgraded pickup truck for the continuation of the in-house program.

The Forestry division has added a new greenhouse with assistance from Hutch card funds to grow more plants and flowers to be placed throughout the City. Benches are included in the fiscal year 2013 budget for placement of additional plants and flowers.

The Irrigation Maintenance Technician is also being budgeted to be transferred from the Park Maintenance division to more consistently align duties amongst the Park divisions.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Central Custodial Revolving (6960-569)

This division has been established to centralize the custodial function. The funds for this division are budgeted in the individual departments/divisions who utilize these services. Reimbursements are made to the General fund on a cost recovery basis.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ 25,336	\$ 50,004	\$ 82,201	\$ 84,299	0.00%
Contractual Services	-	-	-	-	-	-	0.00%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,336</u>	<u>\$ 50,004</u>	<u>\$ 82,201</u>	<u>\$ 84,299</u>	0.00%
Funding Sources:							
Service Charges	-	-	24,711	50,004	82,201	84,299	0.00%
General Revenues	-	-	625	-	-	0	0.00%
Total Funding Sources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,336</u>	<u>\$ 50,004</u>	<u>\$ 82,201</u>	<u>\$ 84,299</u>	0.00%

Current Trends and Issues:

For the past five years or so, it has become evident that securing a quality contractor to perform the custodial services needed in City building is increasingly difficult to do. To be fair to the contractors, the services ebb and flow with the quality of staff they are able to hire. Most of the contractors are willing to perform the work but like any business they have a fair amount of turnover which combined with the need to maintain profit margins impacts the quality of work.

Due to the issues that the City was experiencing with the private contractors, the City brought these services in house. The City first took over the custodial services for the Hutchinson Airport, Carey Park Golf Course, the Hutchinson Zoo, Memorial Hall, and the Park Maintenance Building. Since the activity's inception, additional facilities have been added including City Hall, the Public Works Facility, Fire Training Facility, and the Information Technologies building.

Department Summary

Department:

Parks and Facilities

Division:

Parks & Facilities Maintenance

Activity:

Memorial Hall (6970-564)

To this activity is charged the expenses of repair and maintenance of the Memorial Hall. Facility maintenance staff provided project oversight for a number of projects at Memorial Hall including a partial roof replacement, parking lot replacement, a ceiling sheetrock and tile replacement project, a floor tile replacement project and miscellaneous paint projects.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ 8,040	\$ 15,632	\$ 18,677	\$ 18,677	\$ 18,053	-3.34%
Contractual Services	95,363	42,351	39,789	70,996	70,996	65,648	-7.53%
Commodities	5,051	10,927	7,418	10,000	10,000	9,200	-8.00%
Capital Outlay	-	-	-	6,600	6,600	5,500	0.00%
Total Expenditures	\$ 100,414	\$ 61,318	\$ 62,839	\$ 106,273	\$ 106,273	\$ 98,401	-7.41%
Funding Sources:							
Rental Fees	\$ 8,743	\$ 5,894	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
Service Charges	-	-	-	-	-	-	-
General Revenues	91,671	55,424	52,839	96,273	96,273	88,401	-8.18%
Total Funding Sources	\$ 100,414	\$ 61,318	\$ 62,839	\$ 106,273	\$ 106,273	\$ 98,401	-7.41%

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
New restroom doors		Maintenance	4,000	4,000	
Replace speakers		Replacement	2,600	2,600	
Floor Scrubber	1	Replacement			5,500

Current Trends and Issues:

The City continues to market the facility for productions, events, and entertainment. Without air conditioning, the City does not schedule summer events. The City has struggled to maintain a full schedule of events in the building, however, in 2012 the Memorial Hall celebrated its 100th birthday. The opening and replacement of its cornerstone time capsule has brought renewed attention to the facility.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Memorial Hall Concessions (6972-568)

To this activity is charged the expenses of providing concessions during rentals at Memorial Hall.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ 1,773	\$ 2,116	\$ 3,279	\$ 3,279	\$ 3,323	0.00%
Contractual Services	-	60	871	700	700	1,350	0.00%
Commodities	-	2,253	4,687	8,850	8,850	6,650	0.00%
Capital Outlay	-	59	785	800	800	-	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ 4,145</u>	<u>\$ 8,459</u>	<u>\$ 13,629</u>	<u>\$ 13,629</u>	<u>\$ 11,323</u>	0.00%
Funding Sources:							
Concession Revenue	\$ -	\$ 1,372	\$ 8,459	\$ 13,629	\$ 13,629	\$ 11,323	-16.92%
General Revenues	-	2,773	-	-	-	-	#DIV/0!
Total Funding Sources	<u>\$ -</u>	<u>\$ 4,145</u>	<u>\$ 8,459</u>	<u>\$ 13,629</u>	<u>\$ 13,629</u>	<u>\$ 11,323</u>	-16.92%

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Pretzel machine & microwave	1	New	800	800	-

Current Trends and Issues:

The City took over the responsibility of providing concession during events at Memorial Hall. New equipment continues to be added to meet renters expectations and Fun Valley staff is being utilized to assist with sales staff, inventory management, and concession experience.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Sports Arena (6980-565)

To this activity is charged the costs of repair and maintenance of the Sports Arena. In addition to its use for public events, the building is used extensively by the Hutchinson Community College by contractual arrangement. Custodial services are provided by Community College personnel; the City supplies cleaning commodities; the Community College makes a contribution to utility costs; facility Maintenance staff are responsible for all major mechanical systems (electrical, HVAC, plumbing, etc.). The Public Facilities Advisory Committee advises the City Council on matters pertaining to the operation of the Sports Arena.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	108,154	149,521	110,177	206,086	206,086	200,281	-2.82%
Commodities	18,115	4,724	16,713	22,000	22,000	23,500	6.82%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 126,269</u>	<u>\$ 154,245</u>	<u>\$ 126,890</u>	<u>\$ 228,086</u>	<u>\$ 228,086</u>	<u>\$ 223,781</u>	-1.89%
Funding Sources:							
Rental Fees	\$ 4,365	\$ 5,298	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500	50.00%
Advertising	2,970	-	3,000	3,000	3,000	3,000	0.00%
Expense Reimbursement	48,453	41,576	50,000	50,000	49,337	50,000	0.00%
Concession Revenue	15,968	20,288	20,000	20,000	15,000	15,000	-25.00%
Soft Drink Contract	19,102	-	-	-	15,000	5,000	0.00%
General Revenues	35,411	87,083	48,890	150,086	140,749	143,281	-4.53%
Total Funding Sources	<u>\$ 126,269</u>	<u>\$ 154,245</u>	<u>\$ 126,890</u>	<u>\$ 228,086</u>	<u>\$ 228,086</u>	<u>\$ 223,781</u>	-1.89%

Current Trends and Issues:

The facility continues to be a major venue for junior college athletics. A portion of ticket prices are captured and placed into a capital improvement reserve account to replace and upgrade the facility. Handicap railings were added in 2012. Door replacement and bleacher repairs are planned for 2013. Insurance costs started getting directly charged to this budget in 2012, but are not a shared cost with the college. The contract with the college has expired but automatically renews annually.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	City Hall Building (6990-566)

To this activity is charged the cost of repair and maintenance of the City Office building and the surrounding grounds. The building houses the departments of Human Resources, Planning and Zoning, Building and Inspection, Finance, City Manager, Law, Engineering, and the City Council chambers which is used by various boards and committees.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	47,501	54,020	60,434	75,883	75,883	79,315	4.52%
Commodities	6,960	12,097	10,058	9,750	9,750	9,700	-0.51%
Capital Outlay	-	-	-	3,500	3,500	3,500	0.00%
Total Expenditures	\$ 54,461	\$ 66,117	\$ 70,492	\$ 89,133	\$ 89,133	\$ 92,515	3.79%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Overhead Cost Allocation	19,841	19,283	19,283	26,740	26,740	29,605	10.71%
General Revenues	34,620	46,834	51,209	62,393	62,393	62,910	0.83%
Total Funding Sources	\$ 54,461	\$ 66,117	\$ 70,492	\$ 89,133	\$ 89,133	\$ 92,515	3.79%

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Guest chair replacement		Replacement	3,500	3,500	3,500

Current Trends and Issues:

A minor renovation project is planned in fiscal year 2012 for City Hall. The project has been bonded as part of the 2012 CIP. This plan includes carpeting, office work stations, conference room renovation, upgrades to the City Council chambers, and an anti-chambers. This renovation includes moving the Engineering department to the Public Works Facility and expanding the Building Inspection and Planning department offices. The project is expected to be completed during the winter of 2013.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Eastside Cemetery	Eastside Cemetery (6995-693)

The City resumed providing care and maintenance of the Eastside Cemetery grounds in 2006 after an IRS review of the City's outsourcing arrangement was determined to not be in compliance with federal regulations governing the same. The division, which is a part of the Park & Facilities Department, oversees the maintenance and upkeep of the Eastside Cemetery which consists of 12,000 plots placed on 26 acres. The staff also maintains three physical structures, the mausoleum, the office, and maintenance shed.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 107,176	\$ 107,370	\$ 114,174	\$ 114,888	\$ 114,888	\$ 117,350	2.14%
Contractual Services	7,257	10,120	9,197	11,639	11,639	11,668	0.25%
Commodities	17,719	15,676	16,447	20,650	20,650	20,450	-0.97%
Capital Outlay	-	5,500	220	900	900	7,400	722.22%
Total Expenditures	\$ 132,152	\$ 138,666	\$ 140,038	\$ 148,077	\$ 148,077	\$ 156,868	5.94%
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	17,542	18,239	20,000	20,000	20,000	20,000	0.00%
General Revenues	114,610	120,427	120,038	128,077	128,077	136,868	6.86%
Total Funding Sources	\$ 132,152	\$ 138,666	\$ 140,038	\$ 148,077	\$ 148,077	\$ 156,868	5.94%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cemetery Sexton	1.00	1.00	1.00	1.00	1.00	1.00
Cemetery Maint. Tech.	1.00	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00	2.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Radio Equipment	1	Replacement	300	300	
Miscellaneous Other Equipment		Replacement	600	600	600
Heckendorn 36" Rotary Riding Mower	1	Replacement			6,800

Current Trends and Issues:

The Eastside cemetery has seen little change over the past five years. A specialized riding mower is budgeted for replacement in fiscal year 2013.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Insect/Rodent Control (7520-483)

This activity is charged with the cost of controlling insects and rodents. The primary function is conducting the seasonal effort to control mosquitoes, pigeons and crows. Primary expense is for purchase of insecticide.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	-	-	-	280	280	280	0.00%
Commodities	7,581	10,820	6,578	7,700	7,700	7,700	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 7,581</u>	<u>\$ 10,820</u>	<u>\$ 6,578</u>	<u>\$ 7,980</u>	<u>\$ 7,980</u>	<u>\$ 7,980</u>	0.00%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	7,581	10,820	6,578	7,980	7,980	7,980	0.00%
Total Funding Sources	<u>\$ 7,581</u>	<u>\$ 10,820</u>	<u>\$ 6,578</u>	<u>\$ 7,980</u>	<u>\$ 7,980</u>	<u>\$ 7,980</u>	0.00%

Current Trends and Issues:

The City has eliminated general spraying for mosquitos due to budget cuts but has continued to purchase mosquito control briquettes. In 2012, this activity was transferred from the Buidling & Code Enforcement department to the Parks & Facilities department due to the change in the service delivery level. No additional changes are planned for this activity in the near future.

Department Summary

Department:	Division:	Activity:
Police	Police	Police Administration (7110-500)

This activity is responsible for maintaining all police records, the preparation of time records and departmental payrolls, the Division training program as well as all other administrative functions.

Officers charged to this activity are the Chief of Police and three Police Lieutenants. (Professional Standards Lt., Staff Services Lt. and the Administration Lt.) The remainder of the personnel are civilian employees.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$1,164,208	\$1,138,644	\$1,081,834	\$1,060,645	\$1,048,645	\$1,084,986	2.29%
Contractual Services	26,708	23,581	25,947	29,400	75,900	81,900	178.57%
Commodities	11,311	13,709	13,108	14,000	14,000	14,000	0.00%
Capital Outlay	999	693	650	500	500	500	0.00%
Total Expenditures	<u>\$1,203,226</u>	<u>\$1,176,627</u>	<u>\$1,121,539</u>	<u>\$1,104,545</u>	<u>\$1,139,045</u>	<u>\$1,181,386</u>	6.96%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	<u>1,203,226</u>	<u>1,176,627</u>	<u>1,121,539</u>	<u>1,104,545</u>	<u>1,139,045</u>	<u>1,181,386</u>	6.96%
Total Funding Sources	<u>\$1,203,226</u>	<u>\$1,176,627</u>	<u>\$1,121,539</u>	<u>\$1,104,545</u>	<u>\$1,139,045</u>	<u>\$1,181,386</u>	6.96%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Secretary	2.00	2.00	2.00	2.00	2.00	2.00
Secretary	2.00	2.00	2.00	2.00	2.00	2.00
Records Technician	4.00	4.00	4.00	4.00	4.00	4.00
Desk Clerks	4.00	3.00	3.00	3.00	3.00	3.00
Evidence Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total	18.00	17.00	17.00	17.00	17.00	17.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Library Books		New	500	500	500

Current Trends and Issues:

The major issues facing the police department in fiscal year 2013 include the replacement of its entire patrol car fleet, the addition of two additional police officer positions to get back to full staffing with the Drug Task Force, and the continued absorption of the oversight and management of the E-911 surcharges.

Department Summary

Department:	Division:	Activity:
Police	Police	Detention of Prisoners (7120-501)

Included in this activity are all major costs related to the confinement of alleged and actual lawbreakers. The food charged by the Sheriff and the contribution for jailer salaries account for the major costs associated with this activity.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	308,170	313,273	307,772	310,000	310,000	310,000	0.00%
Commodities	7,664	839	250	2,300	2,300	2,300	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 315,834</u>	<u>\$ 314,112</u>	<u>\$ 308,022</u>	<u>\$ 312,300</u>	<u>\$ 312,300</u>	<u>\$ 312,300</u>	0.00%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	<u>315,834</u>	<u>314,112</u>	<u>308,022</u>	<u>312,300</u>	<u>312,300</u>	<u>312,300</u>	0.00%
Total Funding Sources	<u>\$ 315,834</u>	<u>\$ 314,112</u>	<u>\$ 308,022</u>	<u>\$ 312,300</u>	<u>\$ 312,300</u>	<u>\$ 312,300</u>	0.00%

Current Trends and Issues:

Reno County is still exploring its options for replacement of the county's jail. A future ballot referendum will determine the fate of a new facility in the near term. To what extent that a new facility would affect the City's detention costs is unknown.

Department Summary

Department:	Division:	Activity:
Police	Police	Patrol & Investigation (7130-502)

This activity includes the Patrol, Criminal Investigation and the Juvenile sections of the Police Division. The City is divided into patrol districts and the present staffing provides four or five patrol officers on the streets 24 hours per day. Additional officers are available for supervision. The detective section consists of five officers who follow up and investigate criminal and drug related activities. The juvenile section consists of three juvenile officers who work closely with schools, courts, and various welfare agencies on juvenile problems.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 4,438,427	\$ 4,415,588	\$ 4,952,079	\$ 4,819,634	\$ 4,819,634	\$ 5,015,290	4.06%
Contractual Services	96,722	82,876	93,386	85,450	85,650	85,650	0.23%
Commodities	161,512	183,111	235,913	219,850	242,450	237,450	8.01%
Capital Outlay	22,602	2,952	6,276	10,450	10,450	8,200	-21.53%
Total Expenditures	<u>\$ 4,719,263</u>	<u>\$ 4,684,527</u>	<u>\$ 5,287,654</u>	<u>\$ 5,135,384</u>	<u>\$ 5,158,184</u>	<u>\$ 5,346,590</u>	4.11%
Funding Sources:							
Reimbursement	\$ 137,000	\$ 150,233	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	0.00%
Impoundment/auction	34,536	46,967	10,000	10,000	-	-	-100.00%
General Revenues	4,547,727	4,487,327	5,177,654	5,025,384	5,058,184	5,246,590	4.40%
Total Funding Sources	<u>\$ 4,719,263</u>	<u>\$ 4,684,527</u>	<u>\$ 5,287,654</u>	<u>\$ 5,135,384</u>	<u>\$ 5,158,184</u>	<u>\$ 5,346,590</u>	4.11%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Police Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	3.00	3.00	3.00	3.00	5.00	5.00
Detective Sergeant	6.00	6.00	6.00	5.00	2.00	2.00
Police Sergeant	8.00	8.00	8.00	9.00	9.00	9.00
Patrol Officer	47.00	47.00	47.00	47.00	48.00	50.00
Total	65.00	65.00	65.00	65.00	65.00	67.00

Department Summary

Department:	Division:	Activity:
Police	Patrol	Patrol & Investigation (7130-502)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Scene PD software license		New	1,150	1,150	
Video server back-up device	1	Replacement	1,100	1,100	
Taser replacement	3	Replacement	6,000	6,000	6,000
Desk top scanner replacement	3	Replacement	1,500	1,500	1,500
Ticket writer printer replacement	1	Replacement	700	700	700

Current Trends and Issues:

The patrol division has been operating without full staff during for the past several years. In the fiscal year 2012 budget, the department was authorized to return to full strength. Due to staff turnover and the amount of time that it takes to get a new recruit onto the street, the department has had difficulty actually getting to full strength. Two new patrol positions have been added for fiscal year 2013. It is expected that these two positions will allow the patrol to get to full strength as well as continue its participation in the Drug Task Force.

Department Summary

Department:	Division:	Activity:
Police	Police	Police Records (7150-504)

This section operates the data processing system and maintains the records of the Police Department and of the Reno County Sheriff's office. The County reimburses the City for costs incurred by the City attributable to the keeping of County records. The share arrangement is on a 50-50 percentage basis.

	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Budget</u>	<u>2012</u> <u>Revised</u>	<u>2013</u> <u>Budget</u>	<u>Change in</u> <u>Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	57,445	48,733	51,961	63,250	29,950	29,950	-52.65%
Commodities	1,237	819	3,642	1,350	1,350	1,350	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 58,682</u>	<u>\$ 49,552</u>	<u>\$ 55,603</u>	<u>\$ 64,600</u>	<u>\$ 31,300</u>	<u>\$ 31,300</u>	-51.55%
Funding Sources:							
Records Fees	\$ -	\$ 2,216	\$ 2,500	\$ 2,500	\$ 2,800	\$ 2,800	0.00%
Intergovernmental	10,390	7,040	10,000	10,000	10,000	10,000	0.00%
Fingerprinting Charges	1,295	1,450	1,400	1,400	1,400	1,400	0.00%
General Revenues	46,997	38,846	41,703	50,700	17,100	17,100	-66.27%
Total Funding Sources	<u>\$ 58,682</u>	<u>\$ 49,552</u>	<u>\$ 55,603</u>	<u>\$ 64,600</u>	<u>\$ 31,300</u>	<u>\$ 31,300</u>	-51.55%

Current Trends and Issues:

The City and County records systems have become increasingly computerized and work electronically between the patrol cars and the data storage systems. The next step will be to have them work electronically with the municipal court system.

Department Summary

Department:	Division:	Activity:
Police	Reno County Drug Task Force	Narcotics Control (7153-505)

This section is a joint operation with the Reno County Sheriff's office. All expenses are split on a 50/50 basis. The above amount reflects the City's contribution.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	31,810	24,585	23,920	25,100	26,300	26,300	4.78%
Commodities	4,881	5,015	3,469	6,250	5,000	5,000	-20.00%
Capital Outlay	4,689	-	-	-	-	-	0.00%
Total Expenditures	\$ 41,380	\$ 29,600	\$ 27,389	\$ 31,350	\$ 31,300	\$ 31,300	-0.16%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	41,380	29,600	27,389	31,350	31,300	31,300	-0.16%
Total Funding Sources	\$ 41,380	\$ 29,600	\$ 27,389	\$ 31,350	\$ 31,300	\$ 31,300	-0.16%

Current Trends and Issues:

Although the City continues to participate as a contributing member of the narcotics task force, the City has not contributed personnel due to the staffing reduction in the patrol division. In fiscal year 2012, the Council approved the filling of two unfilled police patrol positions with the hope that the City can once again start contributing staff to the narcotics control effort. The City Council has also approved the addition two new police officers in fiscal year 2013. With the additional positions within the department, the expectation is that the City will be fully participating in the Drug task Force.

Department Summary

Department:	Division:	Activity:
Police	Police	Unclassified (7160-507)

This activity is a catch-all for costs of the Division which cannot logically be included in other activities. The primary costs are housekeeping functions including utilities, building repairs and maintenance and minor equipment.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	59,215	59,478	64,551	112,137	120,137	116,571	3.95%
Commodities	4,231	2,319	1,980	3,600	3,600	3,600	0.00%
Capital Outlay	-	-	-	18,000	18,000	-	0.00%
Total Expenditures	<u>\$ 63,446</u>	<u>\$ 61,797</u>	<u>\$ 66,531</u>	<u>\$ 133,737</u>	<u>\$ 141,737</u>	<u>\$ 120,171</u>	-10.14%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
General Revenues	63,446	61,797	66,531	133,737	141,737	120,171	-10.14%
Total Funding Sources	<u>\$ 63,446</u>	<u>\$ 61,797</u>	<u>\$ 66,531</u>	<u>\$ 133,737</u>	<u>\$ 141,737</u>	<u>\$ 120,171</u>	-10.14%

Current Trends and Issues:

The police department will be replacing two copy machines in fiscal year 2012. In addition, risk management costs are being charged directly to departmental facilities which accounts for the jump in contractual service costs in fiscal year 2012. In addition, building repair and maintenance costs being charged from the County for the City's portion of the City/County facility have increased since 2011 and are expected to continue to increase into the near future.

Department Summary

Department:	Division:	Activity:
Police	Emergency Communications	Communications (7180-508)

This budget is charged where Radio Maintenance costs that are being charged to the police department are recorded. Radios being maintained include hand held radios, squad car radios, and police communication equipment.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	4,981	2,066	3,333	5,600	5,600	5,600	0.00%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 4,981</u>	<u>\$ 2,066</u>	<u>\$ 3,333</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	0.00%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
General Revenues	4,981	2,066	3,333	5,600	5,600	5,600	0.00%
Total Funding Sources	<u>\$ 4,981</u>	<u>\$ 2,066</u>	<u>\$ 3,333</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	0.00%

Current Trends and Issues:

Radio maintenance experiences a greatly increased work load with the Police Department when new squad cars are replaced as the entire fleet is replaced at one time. The squad car replacement had been scheduled for 2012, but has been moved to 2013.

Department Summary

Department:	Division:	Activity:
Police	Emergency Communications	Dispatch (HRCEC) (7190-509)

Hutchinson/Reno County Emergency Communications Center (HRCEC) is managed by the City on behalf of the City, the County and others as a means of achieving efficiency and a more coordinated response to emergencies throughout Hutchinson and Reno County. Hutchinson and Reno County split the costs of this section on a 50/50 basis. The City of South Hutchinson contributes the costs of half of one dispatch position.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 847,280	\$ 894,168	\$ 795,701	\$ 1,087,520	\$ 1,087,520	\$ 1,034,061	-4.92%
Contractual Services	29,536	28,966	27,519	33,100	36,100	33,600	1.51%
Commodities	4,335	4,286	2,386	6,050	6,050	6,050	0.00%
Capital Outlay	1,270	227	2,704	6,000	3,000	3,000	-50.00%
Total Expenditures	<u>\$ 882,421</u>	<u>\$ 927,647</u>	<u>\$ 828,310</u>	<u>\$ 1,132,670</u>	<u>\$ 1,132,670</u>	<u>\$ 1,076,711</u>	-4.94%
Funding Sources:							
Intergovernmental	\$ 484,048	\$ 475,628	\$ 581,515	\$ 581,515	\$ 581,464	\$ 568,847	-2.18%
General Revenues	398,373	452,019	246,795	551,155	551,206	507,865	-7.85%
Total Funding Sources	<u>\$ 882,421</u>	<u>\$ 927,647</u>	<u>\$ 828,310</u>	<u>\$ 1,132,670</u>	<u>\$ 1,132,670</u>	<u>\$ 1,076,711</u>	-4.94%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Revised</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Dispatch Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Dispatch Director	1.00	1.00	1.00	1.00	1.00	-
Shift Supervisor	4.00	4.00	4.00	4.00	4.00	5.00
Dispatcher	13.50	13.50	13.00	13.00	13.00	13.00
Total	19.50	19.50	19.00	19.00	19.00	19.00

Capital Outlay:

<u>Item:</u>	<u>Schedule Type</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Chair replacements		Replacement	3,000	3,000	3,000
Printer replacements		Replacement	3,000		

Current Trends and Issues:

A major issue facing the dispatch center continues to be finding and keeping qualified staff. The division has not been up to full staff in some time and the department is still looking for people to fill dispatch and supervisory positions. As part of the budget savings for fiscal year 2013, one dispatch position will remain unfilled for all of 2013 and one will remain unfilled for the first half 2013.

Another issue is the change to the 911 support fee charged to phone users. The structure of this fee has changed under State law, and the City will be taking over the responsibility from the County for accounting and monitoring the funds and how they are spent. These activities are accounted for in the E-911 Surcharge special revenue fund.

Department Summary

Department:

Division:

Activity:

Police

Emergency Communications

Radio Maintenance (7191-511)

This budget is set up to cover radio maintenance activities. The costs are shared by the County and other departments of the City. In addition there are state agencies and other local agencies that have their radio equipment repaired who reimburse the City for this service.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 115,005	\$ 125,189	\$ 136,318	\$ 140,947	\$ 140,947	\$ 144,658	2.63%
Contractual Services	4,941	4,834	6,543	5,450	5,450	5,450	0.00%
Commodities	17,968	28,604	20,120	25,700	25,900	25,900	0.78%
Capital Outlay	-	41	-	4,500	4,500	500	-88.89%
Total Expenditures	\$ 137,914	\$ 158,668	\$ 163,381	\$ 176,597	\$ 176,797	\$ 176,508	-0.05%
Funding Sources:							
Reimbursement	\$ 82,957	\$ 96,801	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	0.00%
General Revenues	54,957	61,867	63,381	76,597	76,797	76,508	-0.12%
Total Funding Sources	\$ 137,914	\$ 158,668	\$ 163,381	\$ 176,597	\$ 176,797	\$ 176,508	-0.05%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Lead Communication Tech	1.00	1.00	1.00	1.00	1.00	1.00
Communication Tech I	1.00	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00	2.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Radio Equipment		Replacement	500	500	500
Computer	1	Replacement	4,000	4,000	

Current Trends and Issues:

The City and County have switched over to 800mhz radios as part of a countywide and statewide change over. The switch to the 800mhz radios is complete. Payments are being made to the State through the Municipal Equipment Replacement Fund for the cost of the radio switchover. Radio maintenance experiences a greatly increased work load when new squad cars are replaced as the entire fleet is replaced at one time. The squad car replacement had been scheduled for 2012, but has been moved to 2013.

Department Summary

Department:

Public Safety

Division:

Animal Services

Activity:

Animal Control (7410-481)

This activity is charged with conducting the animal control and licensing program, and paying the Humane Society contract for impounding of animals.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 115,184	\$ 127,589	\$ 148,070	\$ 145,154	\$ 145,154	\$ 154,037	6.12%
Contractual Services	4,110	12,916	7,089	5,650	5,650	5,650	0.00%
Commodities	13,606	16,080	17,117	17,300	19,180	19,180	10.87%
Capital Outlay	319	4,131	1,368	1,000	1,000	1,000	0.00%
Total Expenditures	\$ 133,219	\$ 160,716	\$ 173,644	\$ 169,104	\$ 170,984	\$ 179,867	6.36%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Licenses and Permits	-	-	-	-	-	-	0.00%
General Revenues	133,219	160,716	173,644	169,104	170,984	179,867	6.36%
Total Funding Sources	\$ 133,219	\$ 160,716	\$ 173,644	\$ 169,104	\$ 170,984	\$ 179,867	6.36%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Animal Control Officer	3.00	3.00	3.00	3.00	3.00	3.00
Total	3.00	3.00	3.00	3.00	3.00	3.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Miscellaneous Other Equipment		Replacement	1,000	1,000	1,000

Current Trends and Issues:

The City has been teaming up with the private organization, Cause for Paws, to help increase the number of animals spayed and neutered and to help reduce the number of stray animals. These programs have had moderate success, but the City still catches a large number of stray animals annually.

Department Summary

Department:	Division:	Activity:
Fire	Fire Operations	Fire Administration (7210-520)

The Fire Department Administration Division is responsible for the overall planning, development and operation of the department. This division is responsible for budget development and management. Daily operations require administrative services, human resource management, physical resource management, as well as development and maintenance of operating procedures and policies.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 579,275	\$ 471,738	\$ 581,992	\$ 528,132	\$ 528,132	\$ 594,946	12.65%
Contractual Services	11,179	13,758	11,847	15,725	16,700	13,800	-12.24%
Commodities	4,505	3,613	2,523	5,125	5,125	5,125	0.00%
Capital Outlay	313	1,525	21,532	300	300	300	0.00%
Total Expenditures	<u>\$ 595,272</u>	<u>\$ 490,634</u>	<u>\$ 617,894</u>	<u>\$ 549,282</u>	<u>\$ 550,257</u>	<u>\$ 614,170</u>	11.81%
Funding Sources:							
Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Intergovernmental	107,506	88,609	111,592	100,299	100,477	113,499	13.16%
General Revenues	487,766	402,025	506,302	448,983	449,780	500,671	11.51%
Total Funding Sources	<u>\$ 595,272</u>	<u>\$ 490,634</u>	<u>\$ 617,894</u>	<u>\$ 549,282</u>	<u>\$ 550,257</u>	<u>\$ 614,170</u>	11.81%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00	-1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Asst.	1.00	1.00	1.00	1.00	1.00	1.00
Total	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Library Books		New	300	300	300

Department Summary

Department:

Division:

Activity:

Fire

Fire Operations

Fire Administration (7210-520)

Current Trends and Issues:

The Hutchinson Fire Department provides fire, emergency medical, hazardous material, and technical rescue services to the City of Hutchinson and Reno County Fire District #2. HFD is committed to the preservation of life and property in the community, which includes residents, businesses and visitors to the Hutchinson community. The Fire Department strives to provide quality and efficient service to all customers. Seven strategically located fire stations, along with specialty response teams, allow the opportunity to provide cutting edge protective measure in a short time frame.

The Hutchinson Fire Department is currently struggling with developing funding strategies for the replacement of aging fire trucks and fire stations. Leasing, bonding, and increasing the tax levy are all potential options. Aging fire stations is also an issue. Fire Station #7 was replaced with a new station that opened in 2012. In addition, a fire station maintenance fund was created in the Capital Improvement reserve to set \$25,000 per year aside for major repairs at the various stations.

Other challenges include filling vacant positions from a wave of retirements within the department. Vacancies have strained the department and increased overtime outlays. This is a trend that may continue into the next and future fiscal years.

Department Summary

Department:	Division:	Activity:
Fire	Fire Prevention	Fire Prevention (7220-521)

The mission of the Fire Prevention Division is to provide efficient and effective education, inspection and investigation services to reduce the loss of life and property for the citizens of Hutchinson and the surrounding community.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 152,160	\$ 154,627	\$ 169,027	\$ 170,828	\$ 170,828	\$ 180,114	5.44%
Contractual Services	3,801	2,172	4,860	2,725	2,750	5,000	83.49%
Commodities	2,710	2,174	4,265	4,400	4,400	2,900	-34.09%
Capital Outlay	1,851	2,800	4,279	2,375	2,375	750	-68.42%
Total Expenditures	<u>\$ 160,522</u>	<u>\$ 161,773</u>	<u>\$ 182,431</u>	<u>\$ 180,328</u>	<u>\$ 180,353</u>	<u>\$ 188,764</u>	4.68%
Funding Sources:							
Service Charges	\$ 64,878	\$ 77,293	\$ -	\$ -	\$ -	\$ -	
Intergovernmental	28,990	29,216	33,312	32,928	32,932	34,884	5.94%
General Revenues	66,654	55,264	149,119	147,400	147,421	153,880	4.40%
Total Funding Sources	<u>\$ 160,522</u>	<u>\$ 161,773</u>	<u>\$ 182,431</u>	<u>\$ 180,328</u>	<u>\$ 180,353</u>	<u>\$ 188,764</u>	4.68%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Prevention Inspectors/ Plans Examiners	2.00	2.00	2.00	2.00	2.00	2.00
Total	2.00	2.00	2.00	2.00	2.00	2.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Library Books		New	1,075	1,075	
2009 International Fire Code licenses	10	New			750
Digital cameras		Replacement	1,300	1,300	

Department Summary

Department:

Fire

Division:

Fire Prevention

Activity:

Fire Prevention (7220-521)

Current Trends and Issues:

The Fire Prevention Division is responsible for a wide range of activities that make the community a safer place in which to work, shop and live. Activities include commercial plan reviews, fire safety inspections, fire safety education and fire investigations.

Commercial Plan Reviews are performed on all construction projects in the City to meet requirements of the Fire Code. The Division reviews all plans prior to construction or installation for site development, new subdivisions, commercial construction/remodel, fire protection systems, and storage tanks. The goal is to identify and correct problems while they can be easily and inexpensively corrected.

Throughout the year, Division personnel and in-service fire companies conduct fire safety inspections and pre-fire planning walkthroughs. Strong efforts are made to inspect businesses on an annual basis. Inspections are performed to identify and correct hazardous conditions before they cause a fire or otherwise create a problem, ensuring properties are maintained, safety issues are addressed and exit doors are unlocked and operable.

Investigations into both criminal and accidental fire causes and conditions are conducted by Division personnel and in-service investigators.

Division members develop and coordinate a variety of public education and training programs geared not only for children and the elderly, but also commerce and industry.

Department Summary

Department:	Division:	Activity:
Fire	Fire Operations	Fire Fighting (7230-522)

This costs of the actual fire fighting activities are charged to this activity. The division provides 24-hour fire protection to the City and two outlying fire districts under special contract. The fire fighting force is divided into three platoons working 24-hour shifts with an average of 56 hours-per-week.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 5,492,330	\$ 5,520,668	\$ 5,960,449	\$ 6,278,476	\$ 6,228,501	\$ 6,600,648	5.13%
Contractual Services	63,507	67,878	80,311	107,050	114,175	109,775	2.55%
Commodities	180,368	191,029	243,967	232,500	275,350	248,550	6.90%
Capital Outlay	17,954	38,330	60,100	52,575	52,575	49,225	-6.37%
Total Expenditures	<u>\$ 5,754,159</u>	<u>\$ 5,817,905</u>	<u>\$ 6,344,827</u>	<u>\$ 6,670,601</u>	<u>\$ 6,670,601</u>	<u>\$ 7,008,198</u>	5.06%
Funding Sources:							
Intergovernmental	\$ 1,260,760	\$ 1,126,175	\$ 1,158,565	\$ 1,218,052	\$ 1,218,052	\$ 1,295,115	6.33%
Reimbursement	-	-	-	-	-	-	0.00%
General Revenues	4,493,399	4,691,730	5,186,262	5,452,549	5,452,549	5,713,083	4.78%
Total Funding Sources	<u>\$ 5,754,159</u>	<u>\$ 5,817,905</u>	<u>\$ 6,344,827</u>	<u>\$ 6,670,601</u>	<u>\$ 6,670,601</u>	<u>\$ 7,008,198</u>	5.06%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Fire Training Captain	2.00	2.00	2.00	2.00	2.00	2.00
Fire Captain	27.00	27.00	27.00	27.00	27.00	27.00
Fire Drivers	27.00	27.00	27.00	27.00	27.00	27.00
Fire Fighters	27.00	27.00	27.00	27.00	27.00	27.00
Total	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Fire-Fighting Equipment		Replacement	45,175	45,175	42,175
Books		New	3,575	3,575	3,575
Medical Equipment		Replacement	3,475	3,475	3,475
Fire Stage-It Software		New	350	350	-

Current Trends and Issues:

With the high frequency of fires in the grass land areas surrounding Hutchinson, the equipment replacement budget included funds to replace 5 brush fire units during 2011 and 2012. Analysis is also being done to plan for the replacement of the City's large fire truck units. The high cost of these units makes them difficult to replace out of annual operating funds. A long term plan is being developed to schedule their replacement and to plan the funding so that these units are replaced in a reasonable time frame.

Department Summary

Department:	Division:	Activity:
Fire	Fire Operations	Fire Unclassified (7250-523)

The Hutchinson Fire Department Headquarters is located at the Fire Command & Training Center. The department operates from seven fire stations and warehouses from its resource center; providing emergency and non-emergency services to the citizens of our community from these facilities. The number and location of fire stations plays a significant role in determining emergency response time and directly impacts the quality of the community's fire and emergency medical services. The Command and Training Center, as well as, the resource warehouse provide vital support to the operational capabilities of the fire department. The maintenance of facilities and grounds comprises an important part of the overall management responsibility of the department. The goal being to support the delivery of high quality fire services in a cost-effective manner.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	141,884	160,287	203,800	194,677	194,677	209,189	7.45%
Commodities	14,353	9,852	12,072	18,850	18,850	18,850	0.00%
Capital Outlay	2,693	11,216	18,726	11,200	11,200	2,600	-76.79%
Total Expenditures	<u>\$ 158,930</u>	<u>\$ 181,355</u>	<u>\$ 234,598</u>	<u>\$ 224,727</u>	<u>\$ 224,727</u>	<u>\$ 230,639</u>	2.63%
Funding Sources:							
Intergovernmental	\$ 28,703	\$ 32,753	\$ 42,838	\$ 41,035	\$ 41,035	\$ 42,622	3.87%
General Revenues	130,227	148,602	191,760	183,692	183,692	188,017	2.35%
Total Funding Sources	<u>\$ 158,930</u>	<u>\$ 181,355</u>	<u>\$ 234,598</u>	<u>\$ 224,727</u>	<u>\$ 224,727</u>	<u>\$ 230,639</u>	2.63%

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Buildings		Replacement	1,000	1,000	1,000
Agri/Hort Equip.		Replacement	2,100	2,100	-
Household Furn/Equip		Replacement	7,600	7,600	1,600
Air Compressor	1	Replacement	500	500	-

Current Trends and Issues:

A new, modern-design, 6-bay fire station was opened this year at 3416 East 30th. The fire station is strategically located to provide quick response to future growth areas of the City. The fire department will continue to analyze the need for and placement of future fire stations or consolidation with surrounding jurisdictions.

Department Summary

Department:	Division:	Activity:
Building Inspection/Code Enforcement	Inspection/Code Enforcement	Inspection/Code Enforcement (7310-480)

* The Building Inspection Department's objective is to ensure the safety of the citizens of Hutchinson by providing standards and enforcement of codes and regulations in the areas relating to new construction, remodeling, and renovation of structures (residential & commercial), mechanical, plumbing and electrical. This is done through plan reviews, issuing building permits, conducting inspections and regulating and issuance of contractor registration & licensing.

* The Code Enforcement Division's objective is to protect the community by enforcing city ordinances relating to health, safety of environmental concerns that impact the quality of properties within the city. This is done by enforcing the following ordinances: unsightly yards, trash & debris, abandoned vehicles, tall grass & weeds, graffiti and unsafe sidewalks. the city. This is done by enforcing the following ordinances: unsightly yards, trash & debris, abandoned vehicles, tall grass & weeds, graffiti and unsafe sidewalks.

* The Building Official oversees both the Building Inspection Division and Code Enforcement Division.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2012 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 436,667	\$ 447,856	\$ 409,527	\$ 424,990	\$ 424,990	\$ 411,055	-3.28%
Contractual Services	64,926	58,500	67,451	100,865	101,141	58,362	-42.14%
Commodities	12,890	13,325	17,941	17,555	17,850	19,575	11.51%
Capital Outlay	296	846	1,717	7,800	7,800	4,000	-48.72%
Total Expenditures	<u>\$ 514,779</u>	<u>\$ 520,527</u>	<u>\$ 496,636</u>	<u>\$ 551,210</u>	<u>\$ 551,781</u>	<u>\$ 492,992</u>	-10.56%
Funding Sources:							
Licenses and Permits	\$ 497,087	\$ 497,257	\$ 371,629	\$ 477,700	\$ 427,550	\$ 427,550	-10.50%
Service Charges	-	520	500	500	500	500	0.00%
Overhead Cost Allocation	17,692	22,750	22,750	19,711	19,711	20,711	5.07%
General Revenues	-	-	101,757	53,299	104,020	44,231	-17.01%
Total Funding Sources	<u>\$ 514,779</u>	<u>\$ 520,527</u>	<u>\$ 496,636</u>	<u>\$ 551,210</u>	<u>\$ 551,781</u>	<u>\$ 492,992</u>	-10.56%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Building & Inspection Director	-	-	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	-	-	-	-
Building Inspector	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Assistant	1.00	1.00	-	-	-	-
Neighborhood Stds. Officer	1.00	1.00	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Total	7.00	7.00	6.00	6.00	6.00	6.00

Department Summary

Department:	Division:	Activity:
Building Inspection/Code Enforcement	Inspection/Code Enforcement	Inspection/Code Enforcement (7310-480)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Books		New	7,000	7,000	
Miscellaneous Office Equipment		Replacement	800	800	1,000
On-line ICC 2009 code subscription or CD's		Replacement			3,000

Current Trends and Issues:

* The City Council adopted the International Property Maintenance Code July of 2011. This code addresses concerns regarding the exterior and interior condition of all structures both residential and commercial. The intent of the code is to ensure public health, safety, and welfare by ensuring structures are habitable, well maintained, clean, safe, and there are no health or safety issues present.

* This department is also actively pursuing the demolition of unsafe and hazardous structures which are causing a blight in the community. The various city's community development commissions and the housing needs assessment are supportive of this venture. \$43,500 is being budgeted in 2013 for these activities in the capital project reserves. This had previously been budgeted in the activity's operating budget.

Department Summary

Department:	Division:	Activity:
Non-Departmental	Non-Departmental	Growth Account (7600-610)

City Council ordinance requires that a minimum of \$700,000 of the City's sales tax collections be available in the budget for economic development infrastructure improvements and community promotion. \$350,000 is to be allocated for economic development and \$350,000 for infrastructure improvements. Of those funds, \$100,000 is transferred to the debt service fund for the aquatic center bond.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	320,000	257,500	250,000	233,000	233,000	288,000	23.61%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers	<u>280,000</u>	<u>342,000</u>	<u>350,000</u>	<u>367,000</u>	<u>367,000</u>	<u>312,000</u>	-14.99%
Total Expenditures	\$ 600,000	\$ 599,500	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	0.00%
Transfers Out	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	0.00%
Total Funding Uses	<u>\$ 700,000</u>	<u>\$ 699,500</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	0.00%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Sales Taxes	700,000	699,500	700,000	700,000	700,000	700,000	0.00%
General Revenues	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 700,000</u>	<u>\$ 699,500</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	0.00%

Current Trends and Issues:

In 2013, several new initiatives have been added into the Growth allocation. These include \$10,000 for the Community Development (wellness and young professional) program at the Chamber of Commerce, and \$50,000 for housing program initiatives which may include grant matching, demolitions, land banking, housing studies, or any other relevant initiative. The Community Development program addition is being offset with decreases to the Market Hutch and the Reno County Economic Development Council allocations. \$62,000 has also been included in 2013 for new entrance signage at the intersection of 30th Avenue and the reconstructed Highway 61, and \$5,000 has been added for the Third Thursday programs organized by the Downtown Hutchinson Revitalization Partnership.

001-7600-1010

Growth Allocation Detailed Summary

ITEM	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	
Economic Development:							
Contractual Services:							
K-96 Highway Improvements	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Arts & Humanities Council	15,000	15,000	15,000	15,000	15,000	15,000	ARTS
Market Hutch	97,000	97,000	97,000	97,000	97,000	92,000	MARK
Reno County Economic Development Council	63,000	63,000	63,000	63,000	63,000	58,000	EPL
Growth, Inc.	0	0	45,000	45,000	45,000	45,000	GROW
Downtown Hutchinson	0	25,000	0	0	0	0	
DHRP - Third Thursday	0	0	0	0	0	5,000	DHRP
Growth Coalition	45,000	45,000	5,000	0	0	0	
Community Development at Chamber	0	0	0	0	0	10,000	CHAM
Housing Program Initiatives	0	0	0	0	0	50,000	HPI
Welcome Channel	0	12,500	13,000	13,000	13,000	13,000	WELC
Hike/Bike Trails	0	0	12,000	0	0	0	
Total Contractual Services	320,000	257,500	250,000	233,000	233,000	288,000	
Reserve Transfers:							
Capital Projects Fund:							
George Pyle Park/Gazebo Improvements	0	0	0	99,000	99,000	0	0
South Main & C Ave Parking Lot Design	0	0	0	18,000	18,000	0	0
K-61 & 30th Avenue Gateway Sign <i>201301</i>	0	0	0	0	0	62,000	7600-8010
CIP Improvement Reserve:							
Hike & Bike Trail Extension	0	92,000	0	0	0	0	
Total Reserve Transfers	0	92,000	0	117,000	117,000	62,000	
Total Economic Development	\$ 320,000	\$349,500	\$250,000	\$350,000	\$350,000	\$350,000	
Infrastructure:							
Reserve Transfers:							
Arterial/Collector Maintenance Reserve <i>ADW</i>	\$ 280,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	8016
Residential Street Resurfacing Reserve	0	0	100,000	0	0	0	
Interfund Transfers							
Transfer to Bond & Interest Fund-Aquatic Center**	100,000	100,000	100,000	100,000	100,000	100,000	8011
Total Infrastructure	\$ 380,000	\$350,000	\$450,000	\$350,000	\$350,000	\$350,000	
Total Growth Account Expenditures	\$ 700,000	\$699,500	\$700,000	\$700,000	\$700,000	\$700,000	

** Council committed \$100,000 from Growth funds for aquatic center debt service beginning in 2000 for 20 years.

Department Summary

Department: Non-Departmental **Division:** Non-Departmental **Activity:** Economic Opportunity Funds (7610-617)

City Council ordinance requires that a minimum of \$700,000 of the City's sales tax collections be available in the budget for economic development infrastructure improvements and community promotion. This \$700,000 is budgeted and spent out of the Growth account. Each year since the first year of the 1/2 cent sales tax, the actual sales tax collections is compared to the prior year's sales tax collections. The increase or decrease is indexed and applied to the base \$700,000. The indexed amount above the \$700,000 figure is considered Economic Opportunity Funds. These funds are to be split evenly between economic development activities and capital improvement projects, and the balances are carried forward from year-to-year.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change In Budget
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	1,164,567	65,657	149,285	37,500	179,667	104,167	177.78%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers <i>CIP</i>	150,000	123,970	188,000	75,000	75,000	75,000	0.00%
Total Expenditures	<u>\$ 1,314,567</u>	<u>\$ 189,627</u>	<u>\$ 337,285</u>	<u>\$ 112,500</u>	<u>\$ 254,667</u>	<u>\$ 179,167</u>	59.26%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Sales Taxes	1,314,567	189,627	337,285	112,500	254,667	179,167	59.26%
General Revenues	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 1,314,567</u>	<u>\$ 189,627</u>	<u>\$ 337,285</u>	<u>\$ 112,500</u>	<u>\$ 254,667</u>	<u>\$ 179,167</u>	59.26%

Current Trends and Issues:

The primary issue with the Economic Opportunity Funds is that they have not been separated out of the General fund. As a consequence, the "balance" is actually a designation of General fund balance. The balance in these funds is growing faster than the General fund balance which creates a potential General fund balance issue. In addition, the indexing process is difficult to understand which causes further uncertainty. Options are being reviewed to change how these funds are being accounted for and how the allocations are being calculated. Whatever change is made to these designations will have an impact on the General fund.

**Allocations to Economic Opportunity Funds
Fiscal Year 2013 Budget
City of Hutchinson's Sales Tax Receipts and Allocations - Indexing Analysis**

	Collection Year					
	BASE	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011
Total Sales Tax Collected (City & County)	\$ 4,750,000	\$ 10,498,114	\$ 11,172,897	\$ 10,638,263	\$ 10,350,823	\$ 10,865,620
1/4% Sales Tax Receipts- beginning in 1994	-	-1,947,280	-2,067,196	-1,963,400	-1,915,773	-1,998,560
Sales Tax used for Indexing (Total Sales Tax less 1/4 cent Sales Tax)	\$ 4,750,000	\$ 8,550,834	\$ 9,105,701	\$ 8,674,863	\$ 8,435,050	\$ 8,867,060
Percentage of previous year collections		102.74%	106.49%	95.27%	97.24%	105.12%

	Budget Year					
	BASE	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Growth Allocation x Percentage Change	700,000	1,210,784	1,289,352	1,228,347	1,194,389	1,255,561
Annual Growth Account	700,000	700,000	700,000	700,000	700,000	700,000
Growth Allocation to Reserves *	-	\$ 510,784	\$ 589,352	\$ 528,347	\$ 494,389	\$ 555,561

* 50% of the Growth allocations are for the Economic Development reserve and 50% are for the Capital Improvements reserve.

* Economic Opportunity Reserves are budgeted in the Non-Departmental activities as reserve transfers.

**Economic Opportunity Funds
Economic Development**

1-7620-618-2900

	<u>Actual</u> <u>2009</u>	<u>Actual</u> <u>2010</u>	<u>Actual</u> <u>2011</u>	<u>Budget</u> <u>2012</u>	<u>Revised</u> <u>2012</u>	<u>Budget</u> <u>2013</u>
Beginning Balance	\$ 369,587	\$ 0	\$ 245,909	\$ 297,256	\$ 297,256	\$ 506,951
Revenues:						
Sales Tax Allocations	255,392	294,676	198,131	247,195	247,195	277,780
Elliott's Farm Lease Payment	1,885	2,500	2,500	-	-	-
Collins Reimburse-S. Hutch loan		14,391				
Transfer from EOF-CIP	483,136					
Funds Available	\$ 1,110,000	\$ 311,567	\$ 446,540	\$ 544,451	\$ 544,451	\$ 784,731
Expenditures:						
Contractual Services:						
Draka USA					3,000	7,000
Collins	33,333	28,990			50,000	
Kroger	70,000				6,667	6,667
South Hutch	6,667	6,667	6,667		15,000	15,000
Daymon		30,000	15,000		52,500	53,000
Railroad Spur Property Taxes			52,618		15,000	
Southwest Kansas Coalition					37,500	37,500
Siemens	1,000,000		75,000	37,500	37,500	37,500
Total Expenditures	1,110,000	65,657	149,285	37,500	179,667	104,167
Ending Balance	\$ 0	\$ 245,909	\$ 297,256	\$ 506,951	\$ 364,784	\$ 680,564

001-7620-618-2900

Economic Opportunity Funds Capital Improvement Projects

	Actual <u>2009</u>	Actual <u>2010</u>	Actual <u>2011</u>	Budget <u>2012</u>	Revised <u>2012</u>	Budget <u>2013</u>
Beginning Balance	\$ 828,814	\$ 451,070	\$ 621,776	\$ 631,907	\$ 631,907	\$ 804,102
Revenues:						
Sales Tax Allocations	<u>255,392</u>	<u>294,676</u>	<u>198,131</u>	<u>247,195</u>	<u>247,196</u>	<u>277,780</u>
Funds Available	\$ 1,084,206	\$ 745,746	\$ 819,907	\$ 879,102	\$ 879,103	\$ 1,081,882
Expenditures:						
Contractual Services:						
Transfer to EOF - Economic Dev	483,136					
Reserve Transfers:						
Dirt street program	150,000					
Sherman & Kirby water line		99,473				
Engineering-Windsor Estates		24,497				
K-61 Fence			88,000			
Trails			100,000	75,000	75,000	75,000
Total Expenditures	<u>633,136</u>	<u>123,970</u>	<u>188,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Ending Balance	<u>\$ 451,070</u>	<u>\$ 621,776</u>	<u>\$ 631,907</u>	<u>\$ 804,102</u>	<u>\$ 804,103</u>	<u>\$ 1,006,882</u>

7610
617
8010

Department Summary

Department:	Division:	Activity:
Non-Departmental	Non-Departmental	Non-Departmental (9500-620)

The non-departmental activity is used to account for expenditures and activities that are not associated with one particular department.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	1,471,714	1,432,358	1,365,118	979,530	985,675	975,476	-0.41%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers	1,703,172	2,107,191	2,146,313	1,890,803	1,890,803	1,925,632	1.84%
Total Expenditures	\$ 3,174,886	\$ 3,539,549	\$ 3,511,431	\$ 2,870,333	\$ 2,876,478	\$ 2,901,108	1.07%
Transfers Out	1,965,987	1,997,313	1,620,919	1,942,594	2,046,248	1,886,475	-2.89%
Total Funding Uses	\$ 5,140,873	\$ 5,536,862	\$ 5,132,350	\$ 4,812,927	\$ 4,922,726	\$ 4,787,583	-0.53%
Funding Sources:							
Overhead Cost Allocation	\$ 410,368	\$ 325,381	\$ 302,740	\$ 214,846	\$ 214,846	\$ 216,489	0.76%
Sales Taxes	1,668,890	1,628,407	1,702,967	1,718,075	1,718,075	1,751,426	1.94%
General Revenues	3,061,615	3,583,074	3,126,643	2,880,006	2,989,805	2,819,668	-2.10%
Total Funding Sources	\$ 5,140,873	\$ 5,536,862	\$ 5,132,350	\$ 4,812,927	\$ 4,922,726	\$ 4,787,583	-0.53%

Current Trends and Issues:

In fiscal year 2012, several of the contractual services items were moved into individual department and activity budgets. The largest of these changes was moving the computer equipment and maintenance purchases into Information Technology budget. Others moved were the audit, telephone, CRUD program, wellness program, and ADA compliance. The United Way contributions are being phased out over a 10-year period and being reduced by 10% each year until being eliminated.

Non-Department Detailed Summary

ITEM	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Expenditures:						
Contractual Services:						
1/4% Sales Tax - Cosmosphere	\$ 664,355	\$ 632,205	\$ 661,152	\$ 667,012	\$ 667,012	\$ 680,352
1/4% Sales Tax - Underground Salt Museum	57,087	95,789	100,175	101,063	101,063	102,074
Computer Maintenance	95,960	71,812	69,228	0	0	0
Computer Equipment	183,376	186,296	122,727	0	0	0
Telephone	28,588	18,919	21,179	0	0	0
Audit	25,854	23,470	21,210	0	0	0
CRUD Program	180	3,889	4,530	0	0	0
Purchasing	(1,643)	(71)	(2,112)	0	0	0
Training & Staff Development	4,790	7,026	2,311	4,000	4,000	4,000
Wellness Program	0	3,411	0	0	0	0
Employee Recognition Program	0	0	0	15,000	20,000	12,000
Legislative Lobbying	1,699	107	0	0	0	0
Welcome Channel	12,500	0	0	0	0	0
ADA Compliance	3,317	2,565	3,374	0	0	0
RCAT	2,900	900	0	0	0	0
SCKEDD & REAP Memberships	0	10,502	11,519	12,000	12,000	12,500
Growth Coordinator	20,000	15,000	15,000	0	0	0
Miscellaneous Contractual Services	40,911	21,056	3,810	12,906	11,500	5,000
Other Governmental Agencies	150,000	150,000	150,000	0	0	0
Cultural Activities Fund	52,500	47,250	47,250	45,950	47,250	47,250
Hutch Fest Activities	0	10,000	12,500	10,000	11,250	12,500
Arts & Humanities Council	30,000	25,100	24,600	24,600	24,600	24,600
Child Care Links (Day Care)	7,875	0	0	0	0	0
Emergency Shelter	8,750	0	0	0	0	0
Sexual Assault/Domestic Violence Center	15,000	0	0	0	0	0
First Call for Help	13,819	0	0	0	0	0
Vouchers for the Homeless	16,423	0	0	0	0	0
Boys & Girls Club	55,474	0	0	0	0	0
Big Brothers/Big Sisters of Reno Co.	1,000	0	0	0	0	0
Aging Projects, Inc.	1,000	0	0	0	0	0
United Way	0	107,132	96,666	86,999	87,000	75,200
Total Contractual Services	\$ 1,471,714	\$ 1,432,358	\$ 1,365,118	\$ 979,530	\$ 985,675	\$ 975,476
Reserve Transfers:						
Risk Management Fund (Premiums)	\$ 0	\$ 431,153	\$ 339,814	\$ 0	\$ 0	\$ 0
Municipal Equipment Replacement Reserve	488,874	458,179	540,368	650,868	650,868	651,752
Capital Improvement Reserve	0	0	0	282,935	282,935	297,880
Pool Maintenance Reserve	7,000	7,000	7,000	7,000	7,000	7,000
1/4% Sales Tax - Street Improvement Reserves	947,448	900,413	941,641	950,000	950,000	969,000
Capital Improvement Projects Fund	259,850	310,446	317,491	0	0	0
Total Reserve Transfers	\$ 1,703,172	\$ 2,107,191	\$ 2,146,313	\$ 1,890,803	\$ 1,890,803	\$ 1,925,632
Transfers Out:						
Special Street Fund	\$ 963,381	\$ 991,031	\$ 532,845	\$ 803,199	\$ 822,291	\$ 744,927
Golf Course Fund	164,018	183,495	190,511	150,944	210,298	175,682
Special Park Fund	63,889	55,635	73,664	72,430	75,660	83,518
Fun Valley Fund	359,126	366,528	352,837	391,076	386,076	368,132
Animal Shelter Fund	209,839	238,596	267,622	280,223	294,723	306,915
Airport Fund	185,284	162,028	203,440	244,722	257,200	207,301
Bond & Interest Fund	20,451	0	0	0	0	0
Total Transfers Out	\$ 1,965,987	\$ 1,997,313	\$ 1,620,919	\$ 1,942,594	\$ 2,046,248	\$ 1,886,475
Total Non-Departmental Expenditures	\$ 5,140,873	\$ 5,536,862	\$ 5,132,350	\$ 4,812,927	\$ 4,922,726	\$ 4,787,583

Non-Departmental Narrative 2013 Budget

Contractual Services - \$975,476:

¼% Sales Tax – Cosmosphere: 33% of the ¼% sales tax collections are remitted to the Kansas Cosmosphere as approved by referendum. The ¼% sales tax is set to expire on March 31, 2014. FY13 budget is \$680,352.

¼% Sales Tax – Underground Salt Museum: 5% of the ¼% sales tax collections are remitted to the Underground Salt Museum as approved by referendum. The ¼% sales tax is set to expire on March 31, 2014. FY13 budget is \$102,074.

Training and Staff Development: Provides funds for various training programs for all employees. FY13 budget is \$4,000.

Employee Recognition Program: New in fiscal year 2012. This provides funds to recognize employees for their dedication and years of service. FY13 budget is \$12,000.

SCKEDD & REAP Memberships: This is the membership fees for the South Central Kansas Economic Development District and the Regional Economic Area Partnership of South Central Kansas. FY13 budget is \$12,500.

Miscellaneous Contractual Services: This account pays for various miscellaneous expenses such as licenses, assessments, contributions, interest expenses, fees, and telephone bill review. FY13 budget is \$5,000.

Cultural Activities Fund: This accounts for contributions to various organizations and events that add to the City's quality of life as recommended by the Arts & Humanities Council. Organizations/events include Cinco de Mayo, Hutchinson Symphony, Hutchinson Theatre Guild, Reno Choral Society, Emancipation Day Committee, Family Children's Theatre, and the Hutchinson Municipal Band. FY13 budget is \$47,250.

Hutch Fest Activities: This accounts for a portion of the fireworks license revenue that is contributed to Hutch Fest by the City. FY13 budget is \$12,500.

Arts & Humanities Council: This provides operational funding to the Arts & Humanities Council, which was created to support and coordinate arts, attractions, and events in the City to improve tourism and the quality of life. FY13 budget is \$24,600. (\$15,000 is also budgeted in the growth fund for a total contribution of \$39,600.)

United Way: In fiscal year 2010, the City consolidated its contributions to private non-profit organizations into one contribution to the United Way, which helps support those organizations. This contribution will be phased out over a 10-year period at 10% per year. FY13 budget is \$75,200.

Reserve Transfers - \$2,104,799

Municipal Equipment Replacement Reserve Fund (MERF): This amount budgeted reflects the transfer from the General fund to cover equipment purchases for the year that are greater than \$10,000. A listing of the equipment to be replaced is in the MERF section of the budget. New in FY13, the City Hall MERF copier transfer was combined with the other MERF transfers. FY13 budget is \$651,752.

CIP Reserve: This amount reflects transfers from the General fund to CIP reserve accounts as approved as part of the 5-year capital improvement program. Reserve transfers include \$65,000 for park improvements, \$65,000 for public facility improvements, \$65,000 for golf master plan improvements, and \$20,380 for fire station improvements. New transfers in FY13 are the Building Demolition Reserve and the Traffic Signal Reserve. Those transfers are \$43,500 and \$39,000, respectively. FY13 budget is \$297,880.

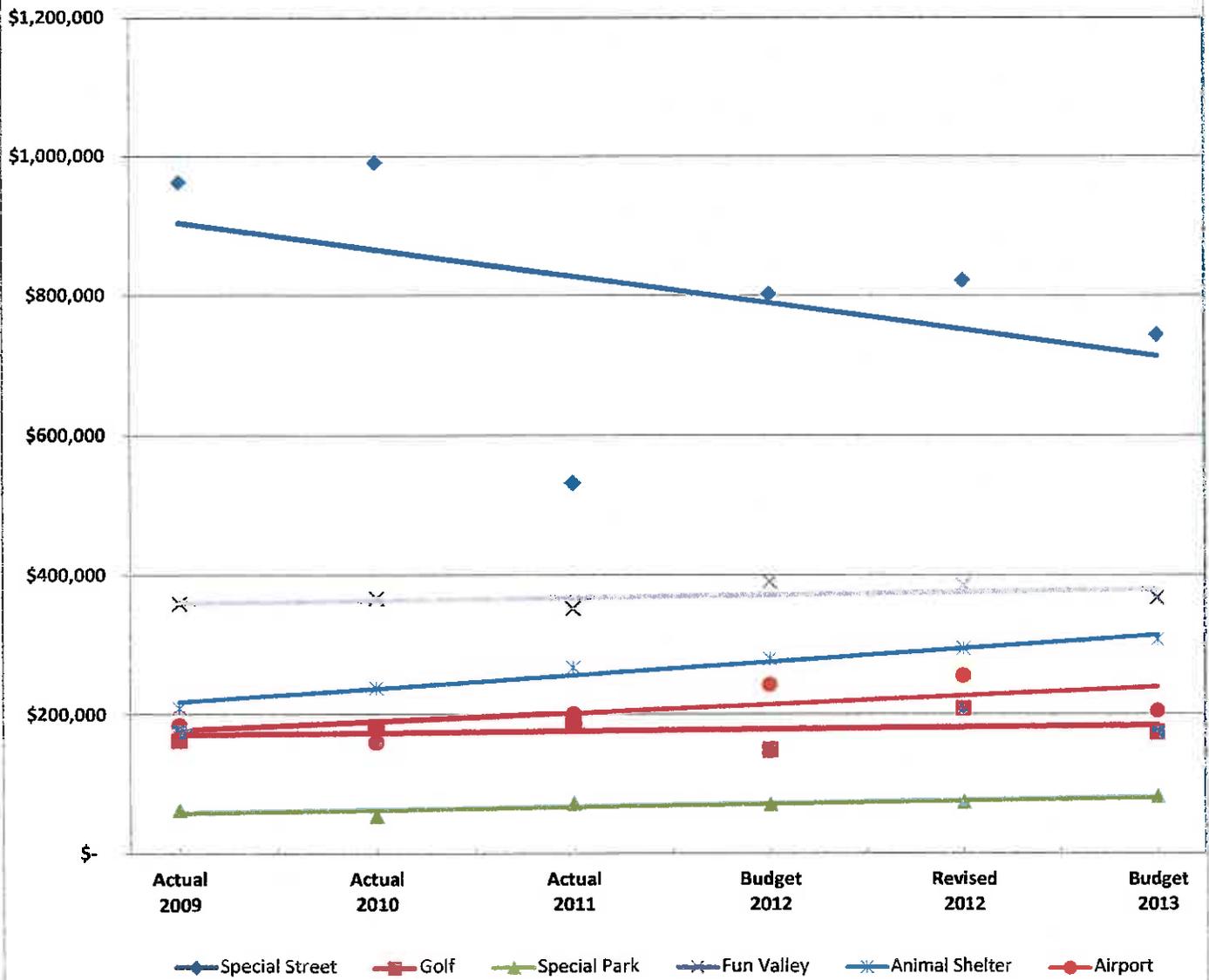
Pool Maintenance Reserve: This amount is being transferred to cover major maintenance and repairs at the City's aquatic center. This is part of the CIP Reserve. FY13 budget is \$7,000.

¼% Sales Tax to Street Improvement Reserves: 47% of the ¼% sales tax collections are being transferred into street improvement reserves for the purposes of street reconstruction, slurry seal program, and street overlays. The ¼% sales tax is set to expire on March 31, 2014. FY13 budget is \$969,000.

Transfers Out - \$1,886,475

Subsidy Transfers: Transfers from the General fund to other budgeted funds are made to the Special Street fund, the Golf Course fund, the Special Park fund, the Fun Valley fund, the Animal Shelter fund, and the Airport fund. These transfers represent the amount of the subsidy provided by the General fund to these funds as their expenditures annually exceed their revenues. The budgeted amount of subsidy transfers in FY13 is \$1,886,475.

Fund Subsidies from General Fund



OVERHEAD COST ALLOCATION
Fiscal Year 2013

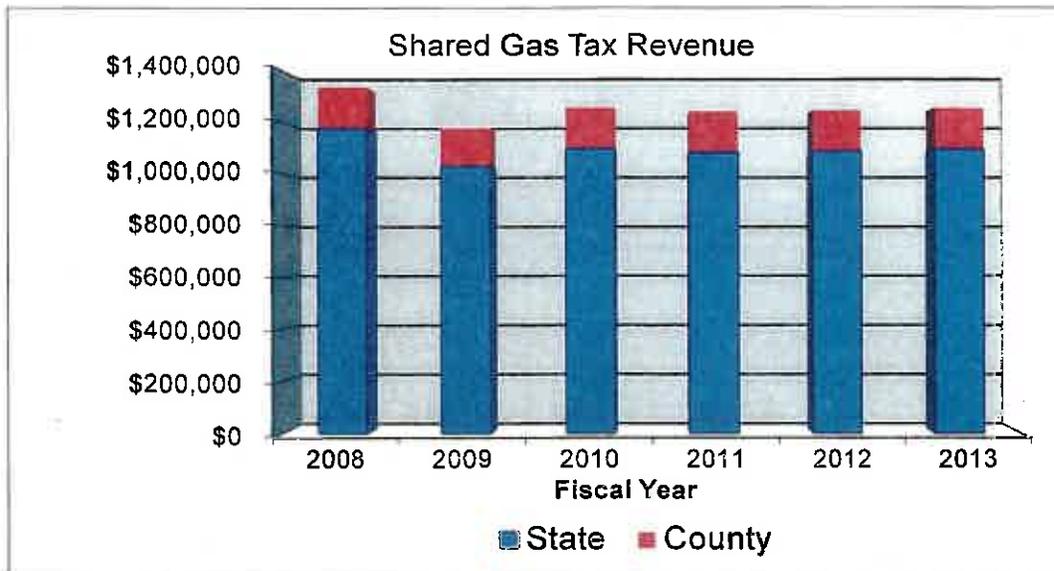
Department	2013 Budget	Category	Water	Sewer	Storm	Refuse	Water	Sewer	Storm	Refuse	Other (2)	TOTAL
City Council	29,130	Budget	11.88%	9.92%	0.28%		\$ 3,461	\$ 2,886	82			\$ 6,431
City Manager	337,819	Budget	11.88%	9.92%	0.28%		40,133	33,512	946			74,590
City Attorney	191,167	Budget	11.88%	9.92%	0.28%		22,711	18,964	535		42,000	34,210
Human Resources	310,553	Personnel	7.33%	8.33%	0.25%		22,766	25,879	776		25,000	74,422
Finance Admin.	363,870	Budget	11.88%	9.92%	0.28%		43,228	36,096	1,019		17,500	97,842
Purchasing	133,398	Budget	11.88%	9.92%	0.28%		15,848	13,233	374			29,454
Utility Billing	767,321	Services	46.50%	46.50%	0.00%	7.00%	356,804	356,804	0	53,712		767,321
Information Tech	535,983	Units/Services					74,281	68,224				142,506
Public Works Admin.	198,652	Functions	40.00%	40.00%	2.00%		79,461	79,461	3,973			162,895
Engineering	804,887	Functions	40.00%	40.00%	2.00%		321,955	321,955	16,098			660,007
GIS	186,845	Functions	40.00%	40.00%	2.00%		74,738	74,738	3,737			153,213
Traffic Signal	281,992	Functions	15.64%	9.35%	0.00%		44,104	26,366	0			70,470
Central Garage	431,461	Fleet	9.19%	6.05%	0.00%		39,663	26,120	0			65,783
Park Maintenance	958,507	Note 1	26.74%	13.34%	0.00%		256,305	127,865	0	9,082		393,252
City Hall	92,515	Floor Space	15.00%	15.00%	2.00%		13,877	13,877	1,850			29,605
Non-Departmental	975,476	Budget-Note 3	11.88%	9.92%	0.28%		116,481	97,263	2,745			216,489
Building Insp.	20,711	Note 4	45.96%	54.04%			9,519	11,192	0			20,711
TOTAL							\$ 1,535,334	\$ 1,334,438	\$ 32,135	\$ 62,794	\$ 84,500	\$ 3,049,201

- (1) Based on Risk Management split of Building costs; 25% cost of maintenance worker for trash
- (2) Risk Management \$21,000, Worker's Compensation \$21,000, Health/Dental \$35,000, Bond & Interest \$7,500
- (3) Non-Departmental contractual services
- (4) Bldg Insp. - "Personnel" - 25% of 1 Inspector + \$2,200 for Office Expense.

Special Street Fund

The Special Street fund accounts for revenue sharing from State and County gasoline taxes. The use of these funds is restricted for street maintenance, repair, and construction. This includes street maintenance and repairs, street cleaning, and snow removal.

Due to economic recession over the past four years and the high price of gasoline, revenue from these sources has stagnated. Since this fund is subsidized by the General fund, the flat to lower trend in this revenue source has a direct impact on the General fund as well as the City's street maintenance capital improvement programs. The following graph depicts State and County revenue distributions over the five year period:

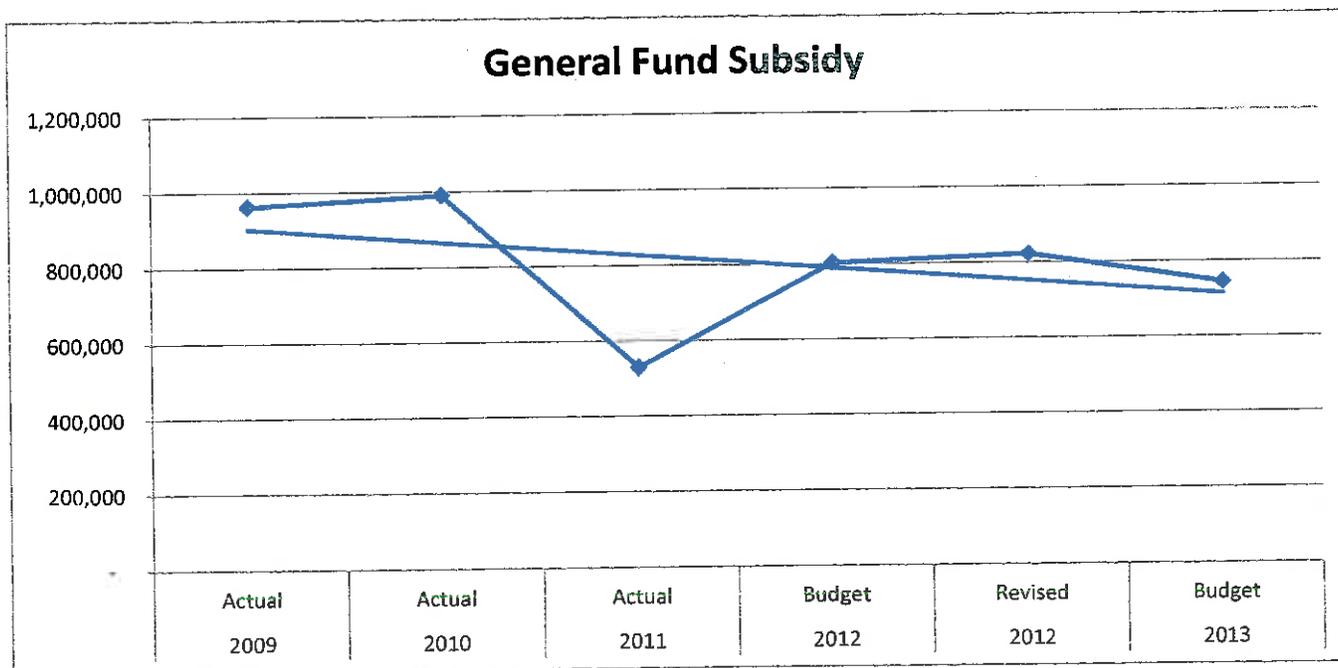


In addition to annually reviewing and monitoring revenue levels, expenditure levels are also monitored for possible adjustments. Overall expenditures in the Special Street fund have decreased during the same time period from \$2,472,371 to \$2,059,977 or 16.68%. The largest decrease was a reduction of the Special Street transfers to the street capital improvement programs. In fiscal year 2010, the transfer to the Capital Improvement Reserve was \$757,500; the budgeted transfer in 2012 is \$325,000 and in 2013 is \$200,000.

The subsidy from the General fund is budgeted at \$744,927 in fiscal year 2013. This is a decrease from fiscal year 2012 by \$77,364 or 9.41% but is still higher than the subsidy in fiscal year 2011 of \$532,845. The overall change in the General fund subsidy directly correlates with the Special Street transfers to the Capital Improvement Reserves.

Special Street (003) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:						
Revenues	1,249,209	1,346,128	1,285,120	1,311,630	1,305,670	1,315,050
381-3810 Transfers In - General fund	963,381	991,031	532,845	803,199	822,291	744,927
Funds available	\$2,212,590	\$ 2,337,159	\$ 1,817,965	\$ 2,114,829	\$ 2,127,961	\$ 2,059,977
Expenditures:						
Street Maintenance	1,323,819	1,308,826	1,348,663	1,392,956	1,406,238	1,461,010
Street Cleaning	218,771	270,833	264,677	243,373	243,223	250,467
Reserve Transfers-MERF	-	-	87,000	153,500	153,500	✓148,500
Reserve Transfers-CIP Reserve	670,000	757,500	117,625	325,000	325,000	✓200,000
Total Expenditures	2,212,590	2,337,159	1,817,965	2,114,829	2,127,961	2,059,977
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Special Street (003) Revenue Summary

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Intergovernmental Revenues:						
State Gas Tax	\$ 1,028,739	\$ 1,096,883	\$ 1,081,389	\$ 1,106,850	\$ 1,086,890	\$ 1,095,180
County Gas Tax	149,354	160,382	161,088	145,830	159,830	160,330
Connencing Links	53,951	67,596	40,380	54,000	54,000	54,540
County Contribution	10,714	10,714	-	-	-	-
Service Charges:						
Street Cuts	3,440	6,721	2,209	4,950	4,950	5,000
Miscellaneous:						
Miscellaneous	13	99	54	-	-	-
Reimbursements	2,998	3,733	-	-	-	-
Total	<u>\$ 1,249,209</u>	<u>\$ 1,346,128</u>	<u>\$ 1,285,120</u>	<u>\$ 1,311,630</u>	<u>\$ 1,305,670</u>	<u>\$ 1,315,050</u>

Department Summary

Department:	Division:	Activity:
Public Works	Streets	Street Maintenance (6420-559)

Program Description:

To this account we charge the costs of administering the Street Division activities and more particularly the costs of construction (except the Growth Account and special assessment projects), reconstruction, alteration, repair and maintenance of streets and highways, both done by City employees and by contractors. There are over 240 miles of paved streets and over 45 miles of alleys to maintain. Annually nearly 21 miles of asphalt streets receive slurry seal preventative maintenance treatments and over four miles of asphalt streets receive an asphalt overlay. Approximately 1,130 tons of asphalt are used each year for pothole and street repairs. The Street Superintendent oversees the administration of this budget account under the supervision of the Director of Public Works.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 916,046	\$ 903,047	\$ 919,884	\$ 983,758	\$ 983,758	\$ 1,018,264	3.51%
Contractual Services	108,741	150,187	144,841	154,223	155,880	157,946	2.41%
Commodities	275,991	233,592	283,938	254,975	266,600	284,800	11.70%
Capital Outlay	23,041	22,000	-	-	-	-	0.00%
Total Expenditures	\$ 1,323,819	\$ 1,308,826	\$ 1,348,663	\$ 1,392,956	\$ 1,406,238	\$ 1,461,010	4.89%
Funding Sources:							
Intergovernmental	\$ 747,417	\$ 753,841	\$ 836,449	\$ 863,920	\$ 862,837	\$ 932,681	7.96%
Reimbursement	-	-	-	-	-	-	0.00%
General Fund Subsidy	576,402	554,985	512,214	529,036	543,401	528,329	-0.13%
Total Funding Sources	\$ 1,323,819	\$ 1,308,826	\$ 1,348,663	\$ 1,392,956	\$ 1,406,238	\$ 1,461,010	4.89%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Street Superintendent	0.75	0.75	1.00	1.00	1.00	1.00
Asst. Street Superintendent	0.75	0.75	1.00	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Heavy Equip. Operator	-	3.00	4.00	4.00	4.00	4.00
Sr. Heavy Equip. Operator	5.00	-	-	-	-	-
Equipment Operator	6.00	9.00	8.00	8.00	8.00	8.00
Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	2.00	2.00	2.00	2.00	2.00
Total	17.50	17.50	18.00	18.00	18.00	18.00

Department Summary

Department:

Public Works

Division:

Streets

Activity:

Street Maintenance (6420-559)

Current Trends and Issues:

In fiscal year 2013, capital project funds allocated to the slurry seal program were budgeted to stay the same at \$250,000. This capital improvement reserve has been funded in previous years by the 1/4 cent sales tax along with the street reconstruction program. Due to the budget constraints in the General Fund, and in the gasoline tax revenues, some of the estimated 1/4 cent sales tax will be used to offset the costs of the residential street and the arterial street overlay programs. By spreading the 1/4 cent sales tax amongst all of the street improvement programs, each program is reduced proportionately rather than two programs being fully funded and two programs being reduced dramatically. If this trend persists, the projected funding levels and budgets will continue to lag further and further behind inflation. The result will be less street maintenance and improvements getting done for the funding available. The street maintenance and improvement program may continue to get further behind.

Department Summary

Department:	Division:	Activity:
Public Works	Streets	Street Cleaning (6430-559)

Program Description:

This activity is charged with costs of sweeping, removing snow and ice, and in general, keeping the City's streets clean and free of trash and debris. The street sweeping schedule generally provides for daily sweeping of downtown streets, weekly sweeping of major arterial and residential streets, and monthly sweeping of minor arterial and residential streets. The City street sweeper is responsible for Main Street, the downtown area and the southeast portion of the City, sweeping over 3,000 curb miles per year. The remainder of the City is swept by a contractor, who is contracted to sweep over 2,500 curb miles each year. In 2013, it has been recommended that the contract sweeping be eliminated. This activity also accounts for the major portion of the City's snow and ice removal program. Costs for chemicals for this effort are charged here. The Street Superintendent oversees the administration of this budget account under the administration of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 37,668	\$ 39,957	\$ 43,743	\$ 43,786	\$ 43,786	\$ 46,099	5.28%
Contractual Services	100,302	133,747	124,619	133,692	133,692	133,168	-0.39%
Commodities	56,488	88,371	96,315	65,895	65,745	71,200	8.05%
Capital Outlay	<u>24,313</u>	<u>8,758</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.00%
Total Expenditures	<u>\$ 218,771</u>	<u>\$ 270,833</u>	<u>\$ 264,677</u>	<u>\$ 243,373</u>	<u>\$ 243,223</u>	<u>\$ 250,467</u>	2.91%
Funding Sources:							
Intergovernmental	\$ 123,516	\$ 155,991	\$ 164,154	\$ 150,941	\$ 149,236	\$ 159,893	5.93%
Reimbursement	-	-	-	-	-	-	0.00%
General Fund Subsidy	<u>95,255</u>	<u>114,842</u>	<u>100,523</u>	<u>92,432</u>	<u>93,987</u>	<u>90,574</u>	-2.01%
Total Funding Sources	<u>\$ 218,771</u>	<u>\$ 270,833</u>	<u>\$ 264,677</u>	<u>\$ 243,373</u>	<u>\$ 243,223</u>	<u>\$ 250,467</u>	2.91%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Equipment Operator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Current Trends and Issues:

In fiscal year 2013, the City continues to evaluate whether to fully contract street sweeping out or whether to perform all of the street sweeping with City labor and equipment. The change to in-house sweeping only would require a new equipment operator position and an additional street sweeper piece of equipment. The contracted street sweeping cost savings would offset much of the additional City costs for labor, equipment, fuel, etc. The budget, as presented, is status quo.

Special Parks & Recreation Fund

The Special Parks & Recreation fund accounts for one-third of the liquor drink taxes distributed by the State. The other two-thirds are split between the General fund and the Special Alcohol Programs fund.

The City uses this fund to account for the swimming pool and splash park activity. One full-time employee manages the swimming facilities while the Hutchinson Recreation Commission manages the daily operations. Liquor receipts over the past five years are as follows:

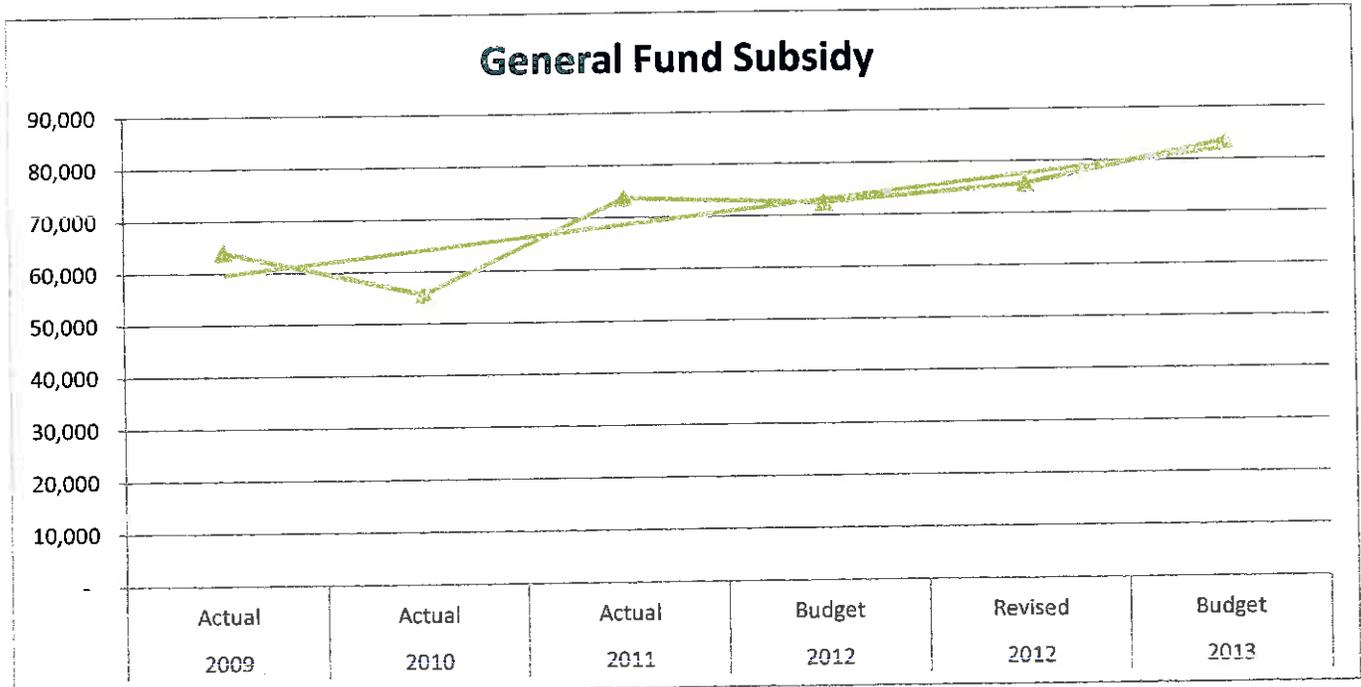
<u>Fiscal Year</u>	<u>Liquor Tax Receipts</u>
2008	\$ 97,738
2009	96,167
2010	94,311
2011	96,338
2012 revised	95,388
2013 budget	94,070

In addition to the liquor receipts, the General fund subsidizes the swimming pool activity. The General fund subsidy budgeted for fiscal year 2013 is \$83,518. This is \$7,858 or 10.39% higher than the revised estimate for fiscal year 2012.

Special Parks & Recreation (009) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:						
Non-Property Taxes:						
Liquor Taxes	\$ 96,167	\$ 94,311	\$ 96,338	\$ 95,388	\$ 95,388	\$ 94,070
Recreation & Concessions:						
Pepsi/Cases	238	255	-	-	-	-
Total Revenues	<u>\$ 96,405</u>	<u>\$ 94,566</u>	<u>\$ 96,338</u>	<u>\$ 95,388</u>	<u>\$ 95,388</u>	<u>\$ 94,070</u>
Transfers In	<u>63,889</u>	<u>55,635</u>	<u>73,664</u>	<u>72,430</u>	<u>75,660</u>	<u>83,518</u>
Funds available	\$ 160,294	\$ 150,201	\$ 170,002	\$ 167,818	\$ 171,048	\$ 177,588
Expenditures:						
Swimming Pools	\$ 160,294	\$ 150,201	\$ 170,002	\$ 167,818	\$ 171,048	\$ 177,588
Reserve Transfers	-	-	-	-	-	-
Total Expenditures	<u>\$ 160,294</u>	<u>\$ 150,201</u>	<u>\$ 170,002</u>	<u>\$ 167,818</u>	<u>\$ 171,048</u>	<u>\$ 177,588</u>
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance, December 31	<u>\$ -</u>					

07/14
 Subsidy
 94,381



Department Summary

Department:	Division:	Activity:
Parks & Facilities	Parks & Facilities Maintenance	Swimming Pools (6930-571)

Program Description:

This is a fund established by the 1979 Legislature. The law levies tax on the receipts directly from the sale of alcoholic liquor in private clubs. The money is to be remitted to the city wherein the clubs are situated. One third of the money is to be credited to a Special Parks & Recreation fund to be used for purposes outlined in the Statute. Money from this budget account is also used to maintain the City's swimming pools.

This division is part of the Parks and Facility Services Department and provides year-round maintenance services to the Salt City Splash, Spray Parks and City-wide irrigation systems. The division is comprised of one FTE and 600 hours of seasonal help who also work cooperatively with other City departments making repairs to irrigation systems that may be damaged or relocated as part of water, sewer or street projects. In addition to the aquatic facilities this unit also maintains irrigation systems that cover approximately 160 acres of developed turf areas such as ball fields, lawns around public buildings, and landscaped areas.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 55,073	\$ 57,056	\$ 62,719	\$ 62,754	\$ 62,754	\$ 64,044	2.06%
Contractual Services	84,408	47,874	69,717	63,764	66,994	69,344	8.75%
Commodities	20,813	32,271	35,650	28,300	28,300	34,200	20.85%
Capital Outlay	-	13,000	1,916	13,000	13,000	10,000	-23.08%
Total Expenditures	<u>\$ 160,294</u>	<u>\$ 150,201</u>	<u>\$ 170,002</u>	<u>\$ 167,818</u>	<u>\$ 171,048</u>	<u>\$ 177,588</u>	5.82%
Funding Sources:							
Intergovernmental	\$ 96,167	\$ 94,311	\$ 95,388	\$ 95,388	\$ 95,388	\$ 94,070	-1.38%
Service Charges	238	255	-	-	-	-	#DIV/0!
General Fund Subsidy	63,889	55,635	74,614	72,430	75,660	83,518	15.31%
Total Funding Sources	<u>\$ 160,294</u>	<u>\$ 150,201</u>	<u>\$ 170,002</u>	<u>\$ 167,818</u>	<u>\$ 171,048</u>	<u>\$ 177,588</u>	5.82%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Senior Park Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00	1.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Recreation equipment		Replacement	\$ 13,000	\$ 13,000	
Repair floatable play toys	2	Maintenance			\$ 10,000

Department Summary

Department:

Parks & Facilities

Division:

Parks & Facilities Maintenance

Activity:

Swimming Pools (6930-571)

Current Trends and Issues:

Aging infrastructure is increasingly limiting the amount of time that this work unit is able to dedicate to preventative maintenance issues. When this work unit was formed it was staff appropriately and charged with providing regular monthly inspections of irrigation systems and aquatic facilities to ensure these systems were operating as efficiently and effectively as possible. However, over time additional systems have been added, staffing levels have been pared back and technologies have changed creating a situation where the remaining resources are largely dedicated to emergency repairs only. It is not uncommon to find irrigation systems that have been vandalized, malfunctioning or otherwise changed in some fashion to have irrigation heads watering large sections of pavement or not working properly. Typically these issues are discovered as turf is dying or some other problem is being created.

This work unit has been gradually converting 1980 irrigation technology to present computerized technologies which will provide a computerized method of controlling and monitoring these irrigation systems. The automated system will prevent irrigation systems from running during rain events or after rain events where sufficient moisture has already fallen. The new technology will also monitor the amount of water flowing through the system and alert staff when the flow changes. This change in flow rate indicates plugged heads, missing or damaged heads, or breaks in the lines. The plan is that by upgrading to current technologies it should help alert staff to problems in their infancy and allow us to improve the overall efficiency of the systems.

Special Alcohol Programs Fund

The Special Alcohol Programs Fund accounts for one-third of the liquor drink taxes distributed by the State. The other two-thirds are split between the General fund and the Special parks & Recreation fund.

The City uses the receipts collected in this fund to contribute to programs whose purpose is alcoholism and drug abuse prevention and education, detoxification, intervention, or treatment.

The contributions to be made in fiscal year 2013 are as follows:

<u>Agency</u>	<u>Amount Requested</u>	<u>Amount Approved</u>
Big Brothers/Big Sisters	\$ 10,000	\$ 10,000
Boys & Girls Club	25,000	25,000
Communities That Care	40,000	20,000
Prairie View	15,000	15,000
School Resource Officer Program	10,000	10,000
Reno Alcohol & Drug Services	2,500	2,500
Reno County Drug Court	24,550	16,250
Youth Leadership Reno County	1,000	1,000
	<u>\$ 128,050</u>	<u>\$ 99,750</u>

Contributions are determined by the Special Alcohol Fund Committee. Special Alcohol funds have been used to support outside agencies since 2006.

Special Alcohol Programs (010) Fund Summary

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cash Balance, January 1	\$ 130,305	\$ 101,972	\$ 89,215	\$ 27,204	\$ 27,934	\$ 11,322
Revenues:						
Non-Property Taxes:						
Liquor Taxes	\$ 96,167	\$ 94,611	\$ 96,338	\$ 95,388	\$ 95,388	\$ 94,070
Interest Income	-	-	-	-	-	-
Total Revenues	<u>\$ 96,167</u>	<u>\$ 94,611</u>	<u>\$ 96,338</u>	<u>\$ 95,388</u>	<u>\$ 95,388</u>	<u>\$ 94,070</u>
Transfers In	-	-	-	-	-	-
Funds available	\$ 226,472	\$ 196,583	\$ 185,553	\$ 122,592	\$ 123,322	\$ 105,392
Expenditures:						
Contractual Services	\$ 102,000	\$ 83,775	\$ 75,000	\$ 95,000	\$ 95,000	\$ 89,750
Transfers Out	<u>\$ 22,500</u>	<u>\$ 23,593</u>	<u>\$ 82,619</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>	<u>\$ 10,000</u>
Ending Balance, December 31	<u><u>\$ 101,972</u></u>	<u><u>\$ 89,215</u></u>	<u><u>\$ 27,934</u></u>	<u><u>\$ 10,592</u></u>	<u><u>\$ 11,322</u></u>	<u><u>\$ 5,642</u></u>

Convention & Tourism Promotion Fund

The Convention and Tourism Promotion fund accounts for the collection and distribution of the transient guest tax. The City levies a 7 percent tax on hotel and motel room rentals which was increased from 4 percent in October 2000. Of these collections, four percent of the seven percent tax collected is contributed to the Hutchinson Convention and Tourism Bureau. The remaining three percent of the seven percent tax is given to the Grand Prairie Hotel and Convention Center for the development and maintenance of a convention center. This agreement is in effect until January 2024.

Transient guest tax collections over the past five years are as follows:

<u>Fiscal</u> <u>Year</u>	<u>Taxes Collected</u>
2008	\$712,526
2009	573,668
2010	525,970
2011	553,517
2012 revised	650,000
2013 budget	650,000

Convention & Tourism Promotion (030) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:						
Non-Property Taxes:						
Transient Guest Tax	\$ 573,668	\$ 525,970	\$ 553,517	\$ 650,000	\$ 650,000	\$ 650,000
Miscellaneous	-	-	-	-	-	-
Total Revenues	<u>\$ 573,668</u>	<u>\$ 525,970</u>	<u>\$ 553,517</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>
Transfers In	-	-	-	-	-	-
Funds available	\$ 573,668	\$ 525,970	\$ 553,517	\$ 650,000	\$ 650,000	\$ 650,000
Expenditures:						
Convention & Tourism Bureau	\$ 327,851	\$ 300,554	\$ 316,295	\$ 371,410	\$ 371,410	\$ 371,410
Convention Center Subsidy	234,717	214,316	226,122	267,490	267,490	267,490
Reserve Transfer-CIP Reserve	11,100	11,100	11,100	11,100	11,100	11,100
Total Expenditures	<u>\$ 573,668</u>	<u>\$ 525,970</u>	<u>\$ 553,517</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>
Ending Balance, December 31	<u>\$ -</u>					

Fun Valley Fund

The Fun Valley fund accounts for the operations of the Fun Valley Sports Complex and Hobart Detter Field.

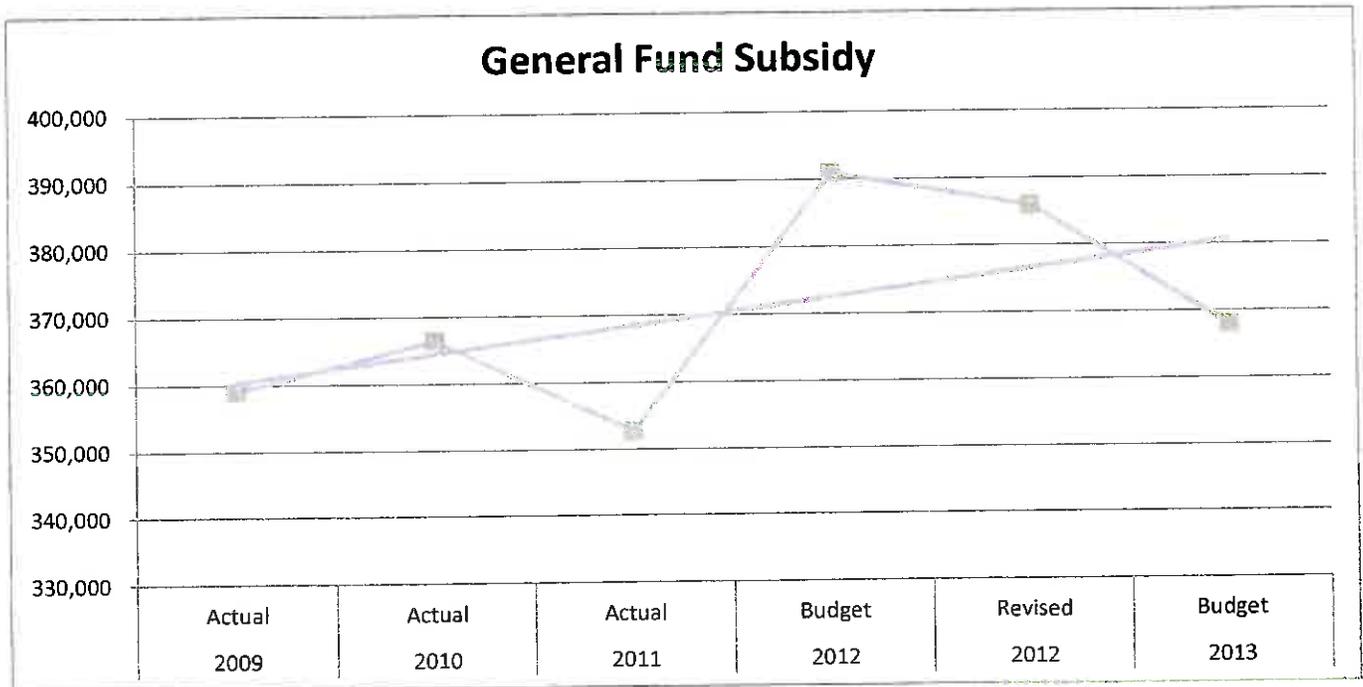
The Fun Valley Complex opened for play Memorial Day weekend of 1980. It was originally built as part of a large recreation facility by local oil man Larry Brown. In 1983 the City Of Hutchinson, Kansas purchased the complex. Over the years numerous improvements have been made to keep the facility as one of America's premier complexes. A clubhouse, observation decks, sand volleyball courts, playground and offices complex were added in 1989. In 1995 two additional fields were lighted and in 1996 red shale was incorporated with lime to make the finest of playing surfaces. With seating for 5,000 the complex has five natural turf fields covering 35 acres.

Hobart Detter Field is the home field for the Hutchinson Community College Blue Dragons, the Hutchinson High School Salt Hawks, and the Walter Johnson League Hutchinson Monarchs. In 1997 Hobart Detter became the host site for newly organized USSSA Baseball Invitational and State Tournaments. Renovated in 1990, this former minor league and semi-pro park is now considered the finest natural turf field in Kansas.

The Fun Valley fund is subsidized by the General fund. The General fund subsidy for fiscal year 2013 is \$368,132. This is a decrease from the fiscal year 2012 revised budget by \$17,944 or 4.65%.

Fun Valley (031) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	\$ 352,650	\$ 316,231	\$ 361,453	\$ 346,600	\$ 351,600	\$ 357,025
381-3810 Transfers In - General fund	359,126	366,528	352,837	391,076	386,076	368,132
Funds available	\$ 711,776	\$ 682,759	\$ 714,290	\$ 737,676	\$ 737,676	\$ 725,157
Expenditures:						
Fun Valley Operations	\$ 626,002	\$ 602,558	\$ 627,532	\$ 632,647	\$ 632,647	\$ 630,528
Fun Valley Concessions	85,774	80,201	86,758	90,029	90,029	94,629
Reserve Transfers-MERF	-	-	-	15,000	15,000	-
Total Expenditures	\$ 711,776	\$ 682,759	\$ 714,290	\$ 737,676	\$ 737,676	\$ 725,157
Ending Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Fun Valley (031) Revenue Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Recreation & Concession Service Charges:						
Tournament Fees	\$101,865	\$ 89,875	\$109,053	\$100,000	\$105,000	\$105,000
USSSA Registration Fees	285	140	120	200	200	200
Gate Admissions	60,650	42,186	43,981	65,000	45,000	45,000
Ball Park Rental	16,409	21,365	34,072	22,000	34,000	34,000
Advertising	5,875	7,875	10,175	9,000	9,000	9,000
Retail Sales	5,767	3,310	8,817	6,000	6,000	6,000
Convention & Visitor Bureau Subsidy	44,658	54,318	42,833	42,800	42,800	43,225
Concessions	111,726	94,430	107,399	97,000	105,000	110,000
Miscellaneous:						
Reimbursement	5,419	2,761	5,025	4,600	4,600	4,600
Overages (Shortages)	(4)	(29)	(22)	-	-	-
Total	\$352,650	\$316,231	\$361,453	\$346,600	\$351,600	\$357,025

Department Summary

Department:	Division:	Activity:
Parks & Facilities	Fun Valley	Fun Valley (6991-567)

Program Description:

The City assumed the operation and maintenance of the Fun Valley program in 2006 after an IRS review of the City's outsourcing arrangement with a third party management company. The division, which is part of the Department of Parks & Facilities, oversees the turf management, facility maintenance and programs for the Fun Valley Athletic Complex and the Hobart-Detter Stadium. Staff schedule, coordinate, and prepare for up to 60 high school and collegiate baseball games at the stadium. The Fun Valley Athletic Complex encompasses 50 acres and 25 structures. The staff hosts approximately 360 teams and 17 weekends of baseball, fast pitch and slow pitch softball tournaments annually with special events including the USSSA 14 & 15 and under Fast Pitch World Series and the USSSA 12 and under baseball World Series in 2006.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 345,821	\$ 324,847	\$ 350,098	\$ 369,356	\$ 369,356	\$ 355,281	-3.81%
Contractual Services	164,121	176,995	182,542	183,491	183,491	182,397	-0.60%
Commodities	77,231	80,669	81,225	71,300	71,300	74,550	4.56%
Capital Outlay	38,829	20,047	13,667	8,500	8,500	18,300	115.29%
Total Expenditures	\$ 626,002	\$ 602,558	\$ 627,532	\$ 632,647	\$ 632,647	\$ 630,528	-0.33%
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	266,876	236,030	274,695	256,571	261,571	262,396	2.27%
General Fund Subsidy	359,126	366,528	352,837	376,076	371,076	368,132	-2.11%
Total Funding Sources	\$ 626,002	\$ 602,558	\$ 627,532	\$ 632,647	\$ 632,647	\$ 630,528	-0.33%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Revised	2012 Budget	2012 Revised	2013 Budget
Facility Director	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Director	1.00	1.00	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00	1.00	1.00
Turf Maint. Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00	4.00	4.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Outfield Fence & Wind Screen	1	Replacement	8,500	8,500	8,500
Aerator - used	1	Replacement			6,800
Replace HVAC unit in front office	1	Replacement			3,000

Department Summary

Department:

Parks & Facilities

Division:

Fun Valley

Activity:

Fun Valley (6991-567)

Current Trends and Issues:

The national trends show that slow pitch softball continues to decline in popularity while youth baseball continues to grow. The Fun Valley staff has been keeping in line with those trends and the overall participation numbers at the facility have remained relatively flat over the past five years. It also bears remembering that this facility was at one time one of the premier facilities in the country. While the facility continues to generate the highest participation numbers outside of the Kansas City market of USSSA, it continues to age and suffer from not being the "newest facility on the block". New facilities continue to come on line across the state and this region and as these facilities come on line they continually advertise the amenities they have as they attempt to get a toe hold in the market.

The capital outlay portion of the budget includes funds to continue with replacing the wind screens and safety caps on the outfield fences at Fun Valley and to purchase a used aerator. The 2012 CIP includes funds to replace the outfield fence and to resurface the playing field at Hobart-Detter field.

Department Summary

Department:	Division:	Activity:
Parks & Facilities	Fun Valley	Fun Valley Concessions (6996-567)

Program Description:

This budget is related to offering concession services at the Fun Valley and Hobart-Detter concession stands. This operation had been offered through a contractual arrangement with local vendor until the end of 2007. The contract expired in late 2007 and the vendor had no desire to continue offering the services because there was not sufficient volume generated through the stands to make it profitable for them. At one time the concession operations at the Sports Arena, Memorial Hall and Golf Course Clubhouse were also a part of the contract. When the Hutchinson Community College expressed a request to handle their own concession because of a declining level of service and the likelihood that a qualified vendor would not be found locally, the City agreed that HCC would manage the concessions needed for the Sports Arena. The City also took on the concession operations as another revenue stream for both the Fun Valley and Golf Course operations. To keep minimize operating expenses it was decided to provide these services using seasonal staff to operate the stands and existing full-time staff to manage the overall operation.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 34,715	\$ 31,546	\$ 34,684	\$ 32,679	\$ 32,679	\$ 32,679	0.00%
Contractual Services	9,927	7,007	8,872	10,500	10,500	9,600	-8.57%
Commodities	39,339	40,050	43,202	45,350	45,350	50,850	12.13%
Capital Outlay	1,793	1,598	-	1,500	1,500	1,500	0.00%
Total Expenditures	<u>\$ 85,774</u>	<u>\$ 80,201</u>	<u>\$ 86,758</u>	<u>\$ 90,029</u>	<u>\$ 90,029</u>	<u>\$ 94,629</u>	5.11%
Funding Sources:							
Service Charges	\$ 85,774	\$ 80,201	\$ 86,758	\$ 90,029	\$ 90,029	\$ 94,629	5.11%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 85,774</u>	<u>\$ 80,201</u>	<u>\$ 86,758</u>	<u>\$ 90,029</u>	<u>\$ 90,029</u>	<u>\$ 94,629</u>	5.11%

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>20102 Revised</u>	<u>2013 Budget</u>
Upright Freezer	1	Replacement	1,500	1,500	1,500

Current Trends and Issues:

After a few years of operation it has been demonstrated that the concession operation has sufficient revenues to exceed the direct operating expenses. Starting in 2011, the City also took over the t-shirt sales at Fun Valley after the previous vendor providing this service discontinued. This service will be evaluated to determine whether the revenues from the sales can cover the cost of providing it.

Animal Shelter Fund

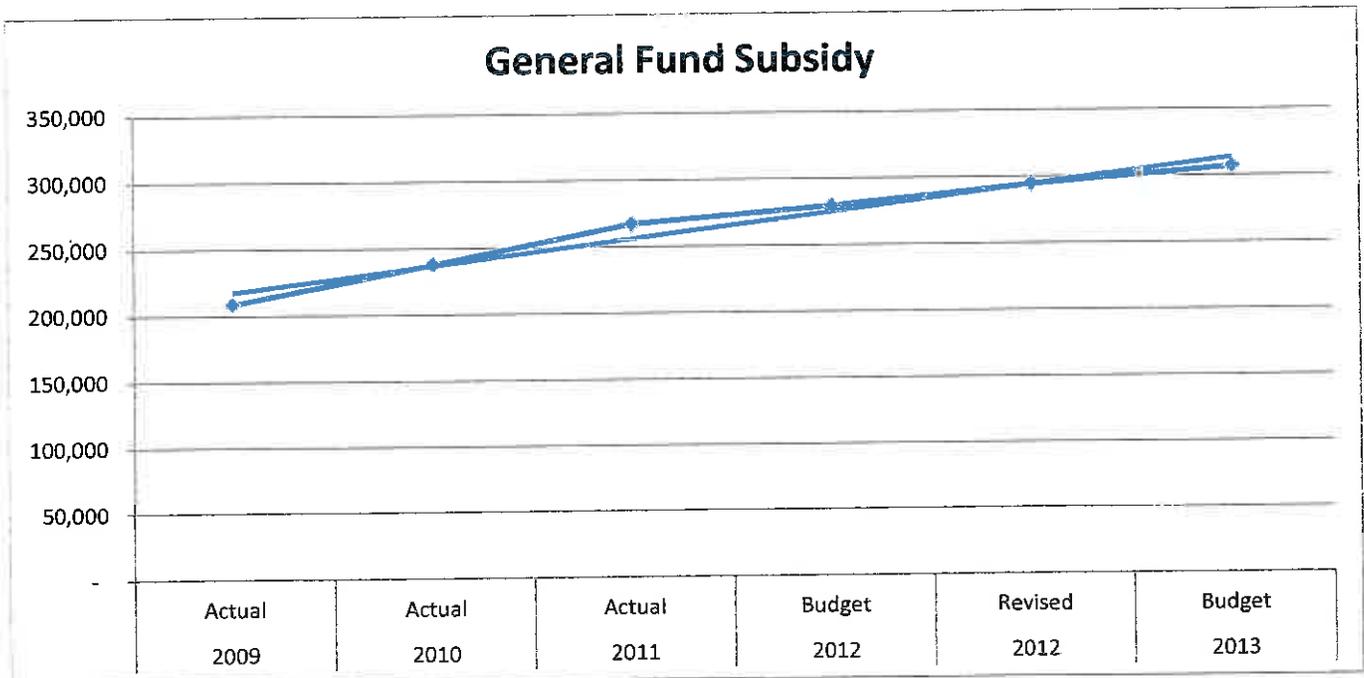
The Animal Shelter fund accounts for the activities of the Hutchinson animal shelter. The shelter opened in 2005 and was later expanded in 2009 due to a donation from the Gladys Gossage Trust. A dog park is adjacent to the animal shelter that is open to the general public. The animal shelter is funded through adoption and pet fees, dog licenses, and a General fund subsidy. The parking lot was renovated in 2012.

The General fund subsidy budgeted for fiscal year 2013 is \$306,915 which is \$12,192 or 3.97% higher than the estimated 2012 subsidy.

Animal Shelter (044) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	\$ 143,906	\$ 120,320	\$ 111,248	\$ 125,000	\$ 110,000	\$ 110,000
Transfers In - General fund	209,839	238,596	267,622	280,223	294,723	306,915
Funds available	\$ 353,745	\$ 358,916	\$ 378,870	\$ 405,223	\$ 404,723	\$ 416,915
Expenditures:						
Animal Shelter Operations	\$ 353,745	\$ 358,916	\$ 378,870	\$ 405,223	\$ 404,723	\$ 416,915
Reserve Transfers-MERF	-	-	-	-	-	-
Total Expenditures	\$ 353,745	\$ 358,916	\$ 378,870	\$ 405,223	\$ 404,723	\$ 416,915
Ending Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

381-3810



Animal Shelter (044) Revenue Summary

	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Budget</u>	<u>2012</u> <u>Revised</u>	<u>2013</u> <u>Budget</u>
Licenses & Permits:						
Dog Licenses	\$ 63,478	\$ 41,490	\$ 32,834	\$ 45,000	\$ 30,000	\$ 30,000
Service Charges:						
Shelter Fees & Charges	8,709	9,524	7,116	10,000	10,000	10,000
Adoption Fees	46,062	46,552	47,527	47,000	47,000	47,000
Reclaimed Pet Fees	11,997	12,969	11,824	13,000	13,000	13,000
Relinquishment Fees	5,770	5,955	6,610	6,000	6,000	6,000
Concessions	-	-	-	-	-	-
Miscellaneous:						
Private Donations	20	-	-	-	-	-
Gift Certificates	-	-	650	-	-	-
Reimbursements	7,859	3,875	4,687	4,000	4,000	4,000
Other	11	(45)	-	-	-	-
Total	<u>\$ 143,906</u>	<u>\$ 120,320</u>	<u>\$ 111,248</u>	<u>\$ 125,000</u>	<u>\$ 110,000</u>	<u>\$ 110,000</u>

Department Summary

Department:

Police

Division:

Animal Services

Activity:

Animal Shelter (7420-700)

Program Description:

This activity is charged with the adoptions, sheltering of animals in violation of ordinances, abandoned or unwanted companion animals, and promoting humane treatment and responsible pet ownership.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 210,186	\$ 221,731	\$ 223,391	\$ 249,567	\$ 249,067	\$ 257,879	3.33%
Contractual Services	76,687	79,312	92,830	95,306	95,306	95,686	0.40%
Commodities	66,872	57,873	62,649	60,350	60,350	61,350	1.66%
Capital Outlay	-	-	-	-	-	2,000	
Total Expenditures	<u>\$ 353,745</u>	<u>\$ 358,916</u>	<u>\$ 378,870</u>	<u>\$ 405,223</u>	<u>\$ 404,723</u>	<u>\$ 416,915</u>	2.89%
Funding Sources:							
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	143,906	120,320	111,248	125,000	110,000	110,000	-12.00%
General Fund Subsidy	209,839	238,596	267,622	280,223	294,723	306,915	9.53%
Total Funding Sources	<u>\$ 353,745</u>	<u>\$ 358,916</u>	<u>\$ 378,870</u>	<u>\$ 405,223</u>	<u>\$ 404,723</u>	<u>\$ 416,915</u>	2.89%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Shelter Director	1.00	1.00	1.00	1.00	1.00	1.00
Kennel Technician	4.00	4.00	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00	5.00	5.00

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Type 4 magazine/controlled substance safe	2	New	-	-	2,000

Current Trends and Issues:

The shelter director is anticipating a possible increase of adoptions through more aggressive adoption events and free advertisements promoting adoptions of shelter animals. With this effort, the potential for medical expenses and spay and neuter surgery expenses may increase. It may be financially and operationally responsible to begin researching the idea of hiring a dedicated Veterinarian to provide all medical care to the shelter animals. Sharing the cost of these services with the zoo is a possibility.

Tax Increment Financing Fund

The Tax Increment Financing (TIF) fund accounts for the incremental tax collections from the contaminated ground water district. The City collects certain tax levies from other taxing jurisdictions within this district to pay for the ground water remediation. The district was created in 1996 for a 20-year term and is expected to expire at the end of 2015. Through the combined efforts of the City, the County, South Hutchinson, the private industries involved in the contamination, and other, a remediation project was established to collect contaminated ground water from the area and pump it to a newly constructed reverse osmosis water treatment plant. Once the contaminated water is treated, it is combined with other treated water supplies and distributed for consumption.

These funds will continue to help monitor and remediate the contamination until the area is declared clean by the State and Federal governments.

In fiscal year 2012, a \$600,000 transfer to the Water Utility fund is budgeted to reimburse the utility fund for contributions that it made to the TIF fund in prior years. A \$350,000 reserve transfer to the Capital Improvement Projects fund is budgeted in 2013 for the pipeline connecting well 17 and well 13.

Tax Increment Financing (055) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 1,214,548	\$ 1,447,331	\$ 1,789,349	\$ 1,436,499	\$ 1,535,097	\$ 986,226
Revenues:						
Tax Incremental Revenue	\$ 204,774	\$ 206,183	\$ 167,193	\$ 175,000	\$ 160,000	\$ 155,000
State TIF Replacement	141,548	141,297	53,626	100,000	274,979	270,000
State & Federal Grants	211,158	-	-	-	-	-
Private Contributions	-	800,000	-	-	-	-
Reserve Transfers-CIP	1,350,000	-	-	-	-	-
Interest Income	1,415	1,522	1,457	1,250	1,750	1,000
Total Revenues	<u>\$ 1,908,895</u>	<u>\$ 1,149,002</u>	<u>\$ 222,276</u>	<u>\$ 276,250</u>	<u>\$ 436,729</u>	<u>\$ 426,000</u>
Transfers In	<u>812,813</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Funds available	\$ 3,936,256	\$ 2,596,333	\$ 2,011,625	\$ 1,712,749	\$ 1,971,826	\$ 1,412,226
Expenditures:						
Contractual Services	\$ 2,488,925	\$ 806,984	\$ 470,228	\$ 314,100	\$ 314,100	\$ 325,600
Commodities	-	-	6,300	31,500	31,500	31,500
Capital Outlay	-	-	-	-	40,000	-
Reserve Transfers-CIP	-	-	-	-	-	350,000
Total Expenditures	<u>\$ 2,488,925</u>	<u>\$ 806,984</u>	<u>\$ 476,528</u>	<u>\$ 345,600</u>	<u>\$ 385,600</u>	<u>\$ 707,100</u>
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>600,000</u>	<u>600,000</u>	<u>-</u>
Ending Balance, December 31	<u>\$ 1,447,331</u>	<u>\$ 1,789,349</u>	<u>\$ 1,535,097</u>	<u>\$ 767,149</u>	<u>\$ 986,226</u>	<u>\$ 705,126</u>

E-911 Surcharge Fund

The City operates an emergency dispatch center at the Hutchinson-Reno County law enforcement center in cooperation with Reno County and South Hutchinson also known as Hutchinson-Reno County Emergency Communications (HRCEC). E-911 surcharge funds can only be used to support the activities of the emergency dispatch center.

Prior to 2012, E-911 surcharges charged on telephone land-lines had been received and disbursed by Reno County for the benefit and improvement of the City emergency dispatch center. Beginning in 2012, due to new State legislation, E-911 surcharges for telephone land lines and wireless telephone lines will be collected by the State and remitted to the local jurisdictions. The City will be the local administrator for the State distribution of new E-911 funds. As a result of the new law, Reno County has also transferred its balance of funds from E-911 surcharges to the City. The receipt of the balance of the E-911 funds from Reno County and the designation of the City as the local collection administrator for the new E-911 funds occurred after the completion of the fiscal year 2012 budget process.

During 2012, a large portion of the E-911 funds received from the County was used to reduce the 800Mhz radio lease payments to the State. The new E-911 funds will not be allowed to pay for the radio lease payments as the previous E-911 funds had been. The pre-payment of the radio lease reduces the City's long-term cost of the lease while minimizing the short-term impact on the City's General fund. The lease payments are budgeted in the Municipal Equipment Replacement Fund and funded with transfers from the General fund in 2013.

E-911 Surcharge (346) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ 838,048	\$ 33,891
Revenues:						
E-911 Surcharges	\$ -	\$ -	\$ 838,000	\$ -	\$ 359,000	\$ 360,000
Interest Income	-	-	48	-	-	-
Total Revenues	\$ -	\$ -	\$ 838,048	\$ -	\$ 359,000	\$ 360,000
Transfers In	-	-	-	-	-	-
Funds available	\$ -	\$ -	\$ 838,048	\$ -	\$ 1,197,048	\$ 393,891
Expenditures:						
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ 267,500	\$ 270,000
Commodities	-	-	-	-	-	5,000
Capital Outlay	-	-	-	-	895,657	40,000
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 1,163,157	\$ 315,000
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	\$ -	\$ -	\$ 838,048	\$ -	\$ 33,891	\$ 78,891

Community Improvement District Fund

A Community Improvement District (CID) allows property owners to petition cities or counties to create districts in which certain special taxes are imposed and the resulting revenue used to fund public and private improvements and the payment of certain ongoing operating costs, within the districts. CID projects may be funded by either special assessment taxes on real property within the CID or by a special retail sales tax of up to two percent (2%) on all retail sales within the district, or both. Under the CID Act, cities and counties may use the CID tax revenues to repay bonds, either full faith and credit (general obligation) bonds or special obligation (revenue) bonds, issued to finance eligible improvements; or the CID revenue may be passed through to developers to reimburse the cost of the improvements, or qualified operating costs, on a pay-as-you-go basis. The maximum term of a CID is 22 years.

During 2012, the City approved the creation of two CIDs, and one district was created during 2011.

The CID created in 2011 was for the Fairfield Inn project which added a 2% sales tax on sales generated at that facility. The revenues will be distributed to the developer on a pay-as-you-go basis for a period of time not to exceed 13 years with the City retaining 5% of the revenues to cover the cost of administration. These funds will be used for staff training, marketing, reservation equipment, franchise fees, and more. The sales tax is expected to generate around \$275,000, and the CID sales tax collections should begin in 2012.

The two CIDs created in 2012 were created near the Hutchinson Mall for the owner of the Orscheln's Farm & Home and Hobby Lobby buildings and for the area across from them at the site of the former Red Lobster restaurant. These CIDs added a 1% sales tax at existing and future retailers for a period of 22 years or until the improvements have been fully reimbursed. The improvements to the Orscheln's and Hobby Lobby property are not expected to exceed \$2,074,723 and include parking lot, infrastructure, and façade improvements. The improvements to the former Red Lobster site are not expected to exceed \$2,203,028 and include site preparation, building and parking lot construction, and infrastructure improvements. The City will retain 5% of the revenues to cover the cost of administration, and the remaining funds will be disbursed to the developer on a pay-as-you-go basis. Collections will begin in 2012 for the Orscheln's and Hobby Lobby CID while collections on the former Red Lobster site are not expected to commence until 2013 or later.

Community Improvement District (345) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:						
Non-Property Taxes:						
CID Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 90,000
Miscellaneous	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 90,000
Funds available	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 90,000
Expenditures:						
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 90,000
Capital Outlay	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 90,000
Ending Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Bond & Interest Fund

The Bond & interest Fund is a legally required fund. The fund administers the payments for all of the City's general obligation debt. Revenue bonds, other than those from tax increment revenues, are administered in the enterprise fund that is securing the debt.

In fiscal year 2013, the City is expected to issue general obligation bonds of \$1,915,983 plus issuance costs as funding for capital improvement projects.

The debt service property tax levy finances the bond and interest payments that are not being secured from other revenue sources. The levy rate for debt service will remain at \$9.851 in fiscal year 2013. The City's general obligation debt is also funded by revenues other than the debt service levy including water, sewer, and sales taxes. Transfers from other funds total \$334,523 in fiscal year 2013. Special assessments collected from development districts represent a substantial funding source for the current outstanding bonds. \$915,000 is budgeted in 2013 for current and delinquent special assessment collections.

The total general obligation debt service requirements are as follows:

FISCAL YEAR	TOTAL BONDS	TOTAL INTEREST	TOTAL
2012	\$ 3,505,000	\$ 1,022,970	\$ 4,527,970
2013	3,500,000	950,156	4,450,156
2014	3,530,000	825,111	4,355,111
2015	3,005,000	714,796	3,719,796
2016	2,785,000	613,756	3,398,756
2017	2,660,000	516,144	3,176,144
2018	2,400,000	423,316	2,823,316
2019	2,120,000	339,444	2,459,444
2020	1,830,000	264,059	2,094,059
2021	1,470,000	197,384	1,667,384
2022	1,130,000	140,589	1,270,589
2023	685,000	98,064	783,064
2024	430,000	73,828	503,828
2025	400,000	56,401	456,401
2026	350,000	40,183	390,183
2027-2032	670,000	55,774	725,774
	<u>\$ 30,470,000</u>	<u>\$ 6,331,974</u>	<u>\$ 36,801,974</u>

The City's current bond rating from Moody's Investor Service for general obligation bonds is Aa3. The City's bond rating by Standard and Poor's Investor Service is A+.

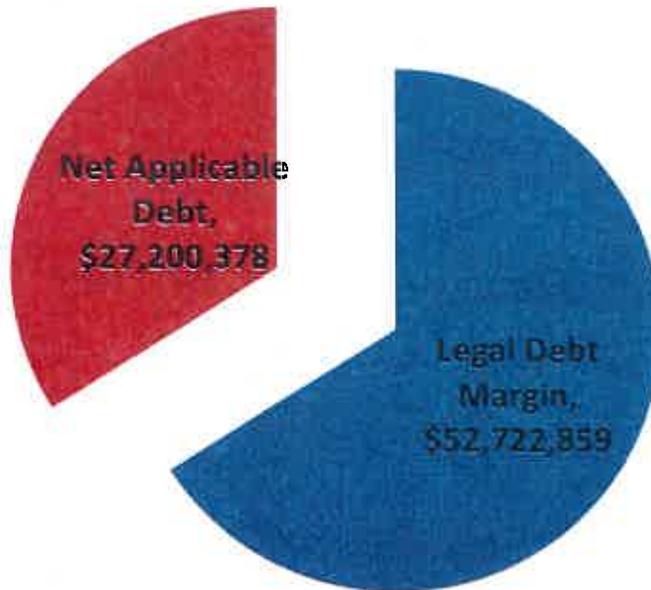
Bond & Interest (020) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 246,628	\$ 591,881	\$ 642,314	\$ 500,784	\$ 503,199	\$ 373,465
Revenues:						
Property Taxes:						
General Property Tax	\$3,544,114	\$ 2,272,983	\$ 2,490,567	\$ 2,624,462	\$ 2,624,462	\$ 2,675,407
Uncollected Tax Delinquency	-	-	-	(49,693)	(49,693)	(50,838)
Payments in Lieu of Tax	1,475	1,004	-	12,500	-	1,310
Motor Vehicle Tax	503,842	527,700	350,296	397,146	397,146	335,394
Other Vehicle Taxes	4,917	3,751	7,251	7,522	7,522	4,927
Delinquent Property Tax	135,087	130,197	100,261	100,000	100,000	100,000
Machinery & Equipment Rebate	32,445	-	-	-	-	-
Intergovernmental:						
County Reimbursements	-	-	51,059	51,059	101,059	101,059
Fire District #2	-	-	-	-	15,891	16,803
South Hutch Levee Share	-	-	-	-	-	49,100
Special Assessments:						
Special Assessments	916,839	919,287	901,989	900,000	900,000	900,000
Delinquent Special Assessments	41,961	134	34,336	15,000	15,000	15,000
Bond Proceeds	2,860,000	26,175	-	-	-	-
Interest Income	-	-	1,833	500	1,500	1,000
Reserve Transfers-CIP Fund	81,862	194,900	503,099	-	-	-
Reserve Transfers-Gossage Trust	-	55,427	55,954	56,407	56,407	56,840
Miscellaneous	-	263	-	-	-	-
Total Revenues	\$8,122,542	\$ 4,131,821	\$ 4,496,645	\$ 4,114,903	\$ 4,169,294	\$ 4,206,002
Transfers In	1,182,740	1,211,160	114,372	114,726	114,726	334,523
Funds available	\$9,551,910	\$ 5,934,862	\$ 5,253,331	\$ 4,730,413	\$ 4,787,219	\$ 4,913,990
Expenditures						
Overhead Cost Allocation	\$ 50,274	\$ 7,500	\$ 5,500	\$ 7,500	\$ 7,500	\$ 7,500
Debt Service	8,909,755	5,285,048	4,744,632	4,406,254	4,406,254	4,594,456
Total Expenditures	\$8,960,029	\$ 5,292,548	\$ 4,750,132	\$ 4,413,754	\$ 4,413,754	\$ 4,601,956
Ending Balance, December 31	<u>\$ 591,881</u>	<u>\$ 642,314</u>	<u>\$ 503,199</u>	<u>\$ 316,659</u>	<u>\$ 373,465</u>	<u>\$ 312,034</u>

**City of Hutchinson
Legal Debt Limit/Legal Debt Margin
Fiscal Year 2012**

Equalized Assessed Valuation		\$	266,410,791
Percent of Value Allowed			X 30%
Legal Debt Limit		\$	79,923,237
Total Projected General Obligation Debt	\$		37,430,000
Total Net Debt Applicable to Limit:			
General Obligation Bonds	\$		24,675,605
General Obligation Temporary Notes			2,898,238
Less: Bond & Interest Fund		(373,465) \$	27,200,378
Legal Debt Margin		\$	52,722,859
Total Net Applicable Debt to Limit to Legal Debt Limit as a Percentage			34.03%

Legal Debt Limit - \$79,923,237



CITY OF HUTCHINSON
SCHEDULE OF GENERAL OBLIGATION BOND INDEBTEDNESS
 June 1, 2012

	GENERAL OBLIGATION ISSUED 6/1/02 - \$1,830,000			GENERAL OBLIGATION ISSUED 3/21/03 - \$1,360,000			GENERAL OBLIGATION - REFUNDING ISSUED 7/11/03 - \$5,250,000			GENERAL OBLIGATION ISSUED 12/3/03 - \$1,800,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	225,000	9,450	4.200%	65,000	37,638	3.350%	235,000	38,065	3.25%	200,000	13,588	3.250%
2013				65,000	35,360	3.450%	235,000	30,428	3.25%	210,000	7,089	3.375%
2014				70,000	33,118	3.550%	240,000	22,790	3.10%			
2015				75,000	30,633	3.650%	250,000	15,350	3.25%			
2016				75,000	27,895	3.750%	125,000	7,225	3.40%			
2017				75,000	25,083	3.850%	85,000	2,975	3.50%			
2018				80,000	22,195	3.950%						
2019				85,000	19,035	4.050%						
2020				90,000	15,593	4.100%						
2021				90,000	11,903	4.200%						
2022				95,000	8,123	4.250%						
2023				95,000	4,085	4.300%						
2024												
	<u>225,000</u>	<u>9,450</u>		<u>960,000</u>	<u>270,558</u>		<u>1,170,000</u>	<u>116,833</u>		<u>410,000</u>	<u>20,675</u>	
	GENERAL OBLIGATION ISSUED 4/1/04 - \$2,265,000			GENERAL OBLIGATION ISSUED 11/15/04 - \$1,395,000			GENERAL OBLIGATION ISSUED 6/1/05 - \$625,000			GENERAL OBLIGATION - REFUNDING ISSUED 6/15/05 - \$4,005,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	225,000	37,235	3.350%	145,000	19,173	3.250%	65,000	7,005	3.400%	300,000	89,606	5.000%
2013	235,000	29,698	3.550%	125,000	14,460	3.400%	65,000	4,795	3.500%	335,000	74,606	3.375%
2014	245,000	21,355	3.650%	130,000	10,210	3.600%	70,000	2,520	3.600%	320,000	63,300	4.250%
2015	25,000	12,413	4.100%	10,000	5,530	4.000%				330,000	49,700	4.250%
2016	25,000	11,388	4.100%	10,000	5,130	4.000%				345,000	35,675	4.250%
2017	25,000	10,363	4.100%	15,000	4,730	4.000%				165,000	21,013	4.250%
2018	25,000	9,338	4.100%	15,000	4,130	4.000%				125,000	14,000	4.000%
2019	30,000	8,313	4.375%	15,000	3,530	4.100%				125,000	9,000	4.000%
2020	30,000	7,000	4.375%	10,000	2,915	4.100%				100,000	4,000	4.000%
2021	30,000	5,688	4.375%	15,000	2,505	4.100%						
2022	30,000	4,375	4.375%	15,000	1,890	4.200%						
2023	35,000	3,063	4.375%	15,000	1,260	4.200%						
2024	35,000	1,531	4.375%	15,000	630	4.200%						
	<u>995,000</u>	<u>161,756</u>		<u>535,000</u>	<u>76,093</u>		<u>200,000</u>	<u>14,320</u>		<u>2,145,000</u>	<u>360,900</u>	
	GENERAL OBLIGATION - REFUNDING ISSUED 10/31/05 - \$2,285,000			GENERAL OBLIGATION ISSUED 5/15/06 - \$1,965,000			GENERAL OBLIGATION ISSUED 10/15/06 - \$600,000			GENERAL OBLIGATION ISSUED 6/1/07 - \$630,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	200,000	51,980	3.450%	160,000	51,773	3.750%	40,000	16,398	3.550%	65,000	15,625	3.850%
2013	210,000	45,080	3.550%	165,000	45,773	3.800%	45,000	14,978	3.700%	65,000	13,123	3.850%
2014	215,000	37,625	3.600%	170,000	39,503	3.850%	45,000	13,313	3.700%	65,000	10,620	3.700%
2015	225,000	29,885	3.650%	180,000	32,958	3.900%	50,000	11,648	3.700%	70,000	8,215	3.700%
2016	45,000	21,673	3.950%	185,000	25,938	3.950%	50,000	9,798	3.900%	75,000	5,625	3.750%
2017	45,000	19,895	3.950%	35,000	18,630	4.150%	15,000	7,848	3.900%	75,000	2,813	3.750%
2018	45,000	18,118	3.950%	35,000	17,178	4.150%	15,000	7,263	3.900%			
2019	50,000	16,340	3.950%	40,000	15,725	4.150%	15,000	6,678	3.900%			
2020	50,000	14,365	3.950%	40,000	14,065	4.150%	20,000	6,093	3.900%			
2021	55,000	12,390	4.200%	45,000	12,405	4.300%	20,000	5,313	4.250%			
2022	55,000	10,080	4.200%	45,000	10,470	4.300%	20,000	4,463	4.250%			
2023	60,000	7,770	4.200%	45,000	8,535	4.300%	20,000	3,613	4.250%			
2024	60,000	5,250	4.200%	50,000	6,800	4.400%	20,000	2,763	4.250%			
2025	65,000	2,730	4.200%	50,000	4,400	4.400%	20,000	1,913	4.250%			
2026				50,000	2,200	4.400%	25,000	1,063	4.250%			
	<u>1,380,000</u>	<u>293,180</u>		<u>1,295,000</u>	<u>306,150</u>		<u>420,000</u>	<u>113,138</u>		<u>415,000</u>	<u>56,020</u>	
	GENERAL OBLIGATION ISSUED 3/1/07 - \$4,805,000			GENERAL OBLIGATION ISSUED 11/15/07 - \$3,005,000			GENERAL OBLIGATION ISSUED 8/15/08 - \$2,590,000			GENERAL OBLIGATION - REFUNDING ISSUED 4/1/09 - \$2,860,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	285,000	191,588	5.250%	165,000	92,466	4.000%	215,000	72,646	3.625%	190,000	76,778	2.000%
2013	300,000	176,625	5.250%	175,000	85,866	4.000%	225,000	64,853	3.150%	175,000	72,978	2.250%
2014	320,000	160,875	5.250%	180,000	78,866	3.550%	235,000	57,765	3.300%	185,000	69,400	2.400%
2015	335,000	144,075	5.150%	190,000	72,476	3.600%	245,000	50,010	3.400%	185,000	64,600	2.700%
2016	350,000	126,823	5.200%	200,000	65,636	3.650%	250,000	41,680	3.500%	190,000	59,605	3.000%
2017	370,000	108,623	5.200%	205,000	58,336	3.700%	265,000	32,930	3.600%	400,000	53,905	3.250%
2018	345,000	89,383	5.300%	105,000	50,751	3.700%	275,000	23,390	3.700%	415,000	40,905	3.400%
2019	365,000	71,098	5.350%	110,000	46,866	3.750%	25,000	13,215	4.150%	310,000	26,795	3.550%
2020	380,000	51,570	5.400%	115,000	42,741	3.800%	25,000	12,178	4.150%	135,000	15,790	3.750%
2021	405,000	31,050	5.400%	120,000	38,371	3.850%	25,000	11,140	4.150%	135,000	10,728	3.850%
2022	170,000	9,180	5.400%	125,000	33,751	3.950%	30,000	10,103	4.150%	140,000	5,530	3.950%
2023				130,000	28,814	4.000%	30,000	8,858	4.150%			
2024				135,000	23,614	4.000%	30,000	7,013	4.250%			
2025				140,000	18,214	4.050%	35,000	6,308	4.350%			
2026				150,000	12,544	4.100%	35,000	4,785	4.350%			
2027				155,000	6,394	4.125%	35,000	3,263	4.350%			
2028							40,000	1,740	4.350%			
	<u>3,625,000</u>	<u>1,160,888</u>		<u>2,400,000</u>	<u>755,708</u>		<u>2,020,000</u>	<u>422,474</u>		<u>2,460,000</u>	<u>496,653</u>	

**GENERAL OBLIGATION
ISSUED 9/1/09 - \$1,320,000**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	115,000	31,073	2.250%
2013	120,000	28,485	2.250%
2014	120,000	25,785	2.250%
2015	125,000	23,085	2.450%
2016	130,000	20,023	2.700%
2017	130,000	16,513	3.000%
2018	135,000	12,613	3.150%
2019	140,000	8,360	3.300%
2020	5,000	3,740	4.400%
2021	5,000	3,520	4.400%
2022	5,000	3,300	4.400%
2023	10,000	3,080	4.400%
2024	10,000	2,640	4.400%
2025	10,000	2,200	4.400%
2026	10,000	1,760	4.400%
2027	10,000	1,320	4.400%
2028	10,000	880	4.400%
2029	10,000	440	4.400%
2030			
	<u>1,100,000</u>	<u>188,815</u>	

**GENERAL OBLIGATION
ISSUED 6/1/10 - \$3,782,475**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	280,000	101,338	2.000%
2013	290,000	95,738	2.000%
2014	295,000	89,938	2.000%
2015	305,000	84,038	2.500%
2016	325,000	76,413	3.000%
2017	335,000	66,663	3.000%
2018	350,000	56,613	3.000%
2019	365,000	46,113	3.000%
2020	375,000	35,183	3.000%
2021	55,000	23,913	3.250%
2022	55,000	22,125	3.250%
2023	60,000	20,338	3.500%
2024	60,000	18,238	3.500%
2025	65,000	16,138	3.625%
2026	65,000	13,781	3.625%
2027	70,000	11,425	3.875%
2028	70,000	8,713	3.875%
2029	75,000	6,000	4.000%
2030	75,000	3,000	4.000%
	<u>3,570,000</u>	<u>795,681</u>	

**TAXABLE TEMPORARY NOTES
ISSUED 6/1/10 - \$872,000**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	220,000	12,225	2.000%
2013	220,000	7,825	2.000%
2014	225,000	2,813	2.500%
	<u>665,000</u>	<u>22,863</u>	

**GENERAL OBLIGATION
ISSUED 9/1/11 - \$1,420,000**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	0	43,217	
2013	120,000	32,413	0.800%
2014	125,000	31,453	1.100%
2015	130,000	30,078	2.000%
2016	130,000	27,478	2.100%
2017	140,000	24,748	2.400%
2018	145,000	21,388	2.500%
2019	150,000	17,763	2.500%
2020	155,000	14,013	2.750%
2021	160,000	9,750	3.000%
2022	165,000	4,950	3.000%
	<u>1,420,000</u>	<u>257,247</u>	

**GENERAL OBLIGATION
ISSUED 11/15/11 - \$1,170,000**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	110,000	14,207	0.500%
2013	110,000	15,635	0.600%
2014	115,000	14,975	0.800%
2015	115,000	14,055	1.000%
2016	110,000	12,905	1.250%
2017	115,000	11,530	1.500%
2018	120,000	9,805	1.700%
2019	120,000	7,765	1.900%
2020	125,000	5,485	2.100%
2021	130,000	2,860	2.200%
	<u>1,170,000</u>	<u>109,222</u>	

**GENERAL OBLIGATION
ISSUED 5/15/12 - \$1,890,000**

	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2012	10,000	54,353	2.000%
2013	160,000	39,250	2.000%
2014	160,000	36,050	2.000%
2015	165,000	32,850	2.000%
2016	165,000	29,550	2.000%
2017	170,000	26,250	2.000%
2018	175,000	22,850	2.000%
2019	175,000	19,350	2.000%
2020	180,000	15,850	2.000%
2021	180,000	12,250	2.000%
2022	185,000	8,650	2.000%
2023	15,000	4,950	3.000%
2024	15,000	4,500	3.000%
2025	15,000	4,050	3.000%
2026	20,000	3,600	3.000%
2027	20,000	3,000	3.000%
2028	20,000	2,400	3.000%
2029	20,000	1,800	3.000%
2030	20,000	1,200	3.000%
2031	20,000	600	3.000%
	<u>1,890,000</u>	<u>323,353</u>	

**TOTAL GENERAL OBLIGATION
DEBT SERVICE
REQUIREMENTS**

TOTAL BONDS	TOTAL INTEREST	TOTAL REQUIREMENTS
3,505,000	1,022,970	4,527,970
3,500,000	950,156	4,450,156
3,530,000	825,111	4,355,111
3,005,000	714,796	3,719,796
2,785,000	613,756	3,398,756
2,660,000	516,144	3,176,144
2,400,000	423,316	2,823,316
2,120,000	339,444	2,459,444
1,830,000	264,059	2,094,059
1,470,000	197,384	1,667,384
1,130,000	140,589	1,270,589
685,000	98,064	783,064
430,000	73,828	503,828
400,000	56,401	456,401
350,000	40,183	390,183
290,000	26,001	316,001
140,000	14,333	154,333
105,000	8,840	113,840
95,000	4,800	99,800
20,000	1,200	21,200
20,000	600	20,600
<u>30,470,000</u>	<u>6,331,973</u>	<u>36,801,973</u>

General Obligation Bonds
2002A Series
Dated: June 1, 2002
Original value: \$1,830,000

Fiscal Period	Principal	Interest	Total	Rates
2012	225,000.00	9,450.00	234,450.00	4.200%
	225,000.00	9,450.00	234,450.00	

interest due April 1 and October 1, Principal due October 1

Annual Street Reconstruction	\$598,776
4th Ave bridge/Harsha & Plum/Cow Creek	355,203
K-61 & Lorraine Left Turn Lane & Signals	73,749
3rd & Main Cutback Parking	79,056
Carey Park Pool Demolition	71,004
Downtown Streetscape	327,387
Fire Training/Admin Headquarters - Phase 2	324,825
	1,830,000
s, capitalized interest, contingency	0
	\$1,830,000

**General Obligation Bonds
2003A Series
Dated: March 21, 2003
Original Value: \$1,360,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	65,000.00	37,537.50	102,537.50	3.350%
2013	65,000.00	35,360.00	100,360.00	3.450%
2014	70,000.00	33,117.50	103,117.50	3.550%
2015	75,000.00	30,632.50	105,632.50	3.650%
2016	75,000.00	27,895.00	102,895.00	3.750%
2017	75,000.00	25,082.50	100,082.50	3.850%
2018	80,000.00	22,195.00	102,195.00	3.950%
2019	85,000.00	19,035.00	104,035.00	4.050%
2020	90,000.00	15,592.50	105,592.50	4.100%
2021	90,000.00	11,902.50	101,902.50	4.200%
2022	95,000.00	8,122.50	103,122.50	4.250%
2023	95,000.00	4,085.00	99,085.00	4.300%
	<u>960,000.00</u>	<u>270,557.50</u>	<u>1,230,557.50</u>	

Interest due April 1 and October 1, Principal due October 1

The Woodlands street	\$636,752
The Woodlands water	286,688
The Woodlands sanitary sewer	336,464
Monarch Meadows street	64,192
Monarch Meadows water	17,952
Monarch Meadows sanitary sewer	17,952
	<u>\$1,360,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$1,360,000</u>

**General Obligation Refunding Bonds
2003B Series
Dated: July 11, 2003
Original Value: \$5,250,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	235,000.00	38,065.00	273,065.00	3.250%
2013	235,000.00	30,427.50	265,427.50	3.250%
2014	240,000.00	22,790.00	262,790.00	3.100%
2015	250,000.00	15,350.00	265,350.00	3.250%
2016	125,000.00	7,225.00	132,225.00	3.400%
2017	85,000.00	2,975.00	87,975.00	3.500%

1,170,000.00	116,832.50	1,286,832.50
--------------	------------	--------------

Interest due April 1 and October 1, Principal due October 1

1993 Refunding	\$1,146,075
1993A1	309,750
1995A	1,139,775
1996A	354,900
1997A	429,975
1997B	729,750
1997C	210,000
1997F	929,775
	<u>\$5,250,000</u>
Issuance costs, capitalized interest, contingency	<u>0</u>
	<u>\$5,250,000</u>

General Obligation Bonds
2003E Series
Dated: December 3, 2003
Original Value: \$1,800,000

Fiscal Period	Principal	Interest	Total	Rates
2012	200,000.00	13,587.50	213,587.50	3.250%
2013	210,000.00	7,087.50	217,087.50	3.375%

410,000.00	20,675.00	430,675.00
------------	-----------	------------

Interest due April 1 and October 1, Principal due October 1

Street Reconstruction	\$508,860
Fire Station Training Facility	333,720
ADA Playground Sidewalks	25,380
K-61 & Lorraine Intersection	59,940
Airport Paving/Drainage/Electrical	116,280
Hendricks Street Bridge Over Cow Creek - Design	43,740
STP Construction - 1st, 2nd, & Main	183,240
Downtown Streets - Phase I	458,460
Downtown Streets - Phase I - 3rd & Main Park	70,380
	\$1,800,000
Issuance costs, capitalized interest, contingency	0
	\$1,800,000

**General Obligation Bonds
2004A Series
Dated: April 1, 2004
Original value: \$2,265,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	225,000.00	37,235.00	262,235.00	3.350%
2013	235,000.00	29,697.50	264,697.50	3.550%
2014	245,000.00	21,355.00	266,355.00	3.650%
2015	25,000.00	12,412.50	37,412.50	4.100%
2016	25,000.00	11,387.50	36,387.50	4.100%
2017	25,000.00	10,362.50	35,362.50	4.100%
2018	25,000.00	9,337.50	34,337.50	4.100%
2019	30,000.00	8,312.50	38,312.50	4.375%
2020	30,000.00	7,000.00	37,000.00	4.375%
2021	30,000.00	5,687.50	35,687.50	4.375%
2022	30,000.00	4,375.00	34,375.00	4.375%
2023	35,000.00	3,062.50	38,062.50	4.375%
2024	35,000.00	1,531.25	36,531.25	4.375%
	995,000.00	161,756.25	1,156,756.25	

Interest due April 1 and October 1, Principal due October 1

Exelon Energy Audit Contract	\$1,599,996
Animal Shelter	200,000
36th Street - Maple to Elm	215,628
36th Street - Elm to Plum	200,000
36th Street Water Main - Elm to Plum	49,377
	\$2,265,000
Issuance costs, capitalized interest, contingency	0
	\$2,265,000

**General Obligation Bonds
2004B Series
Dated: November 15, 2004
Original value: \$1,395,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	145,000.00	19,172.50	164,172.50	3.25%
2013	125,000.00	14,460.00	139,460.00	3.40%
2014	130,000.00	10,210.00	140,210.00	3.60%
2015	10,000.00	5,530.00	15,530.00	4.00%
2016	10,000.00	5,130.00	15,130.00	4.00%
2017	15,000.00	4,730.00	19,730.00	4.00%
2018	15,000.00	4,130.00	19,130.00	4.00%
2019	15,000.00	3,530.00	18,530.00	4.10%
2020	10,000.00	2,915.00	12,915.00	4.10%
2021	15,000.00	2,505.00	17,505.00	4.10%
2022	15,000.00	1,890.00	16,890.00	4.20%
2023	15,000.00	1,260.00	16,260.00	4.20%
2024	15,000.00	630.00	15,630.00	4.20%
	<u>535,000.00</u>	<u>76,092.50</u>	<u>611,092.50</u>	

Interest due April 1 and October 1, Principal due October 1

Avenue G Bridge	\$51,755
Hendricks Street Bridge	152,613
Fire Training Facility	333,824
Downtown Development - Wiley Building	509,175
Animal Shelter	111,042
Parkview 2003B Temp Notes	<u>236,592</u>
	\$1,395,000
Issuance costs, capitalized interest, contingency	<u>0</u>
	<u>\$1,395,000</u>

General Obligation Bonds
2005A Series
Dated: June 1, 2005
Original Value: \$625,000

Fiscal Period	Principal	Interest	Total	Rates
2012	65,000.00	7,005.00	72,005.00	3.400%
2013	65,000.00	4,795.00	69,795.00	3.500%
2014	70,000.00	2,520.00	72,520.00	3.600%

200,000.00	14,320.00	214,320.00
------------	-----------	------------

Interest due April 1 and October 1, Principal due October 1

STP Signalization - B Avenue & Main Street	\$25,500
Airport Engineering Fees - 2005 KAIP	51,125
Wells Aircraft 3" Overlay	33,000
Terminal Aircraft Parking Apron 3" Overlay	86,188
Streetscape Balance Phases 1,2,3	408,750
Premier Replat Water & Sewer	20,438
	<u>625,000</u>
Issuance costs, capitalized interest, contingency	0
	<u><u>\$625,000</u></u>

General Obligation Refunding Bonds
2005B Series
Dated: June 15, 2005
Original Value: \$4,005,000

Fiscal Period	Principal	Interest	Total	Rates
2012	300,000.00	89,606.26	389,606.26	5.000%
2013	335,000.00	74,606.26	409,606.26	3.375%
2014	320,000.00	63,300.00	383,300.00	4.250%
2015	330,000.00	49,700.00	379,700.00	4.250%
2016	345,000.00	35,675.00	380,675.00	4.250%
2017	165,000.00	21,012.50	186,012.50	4.250%
2018	125,000.00	14,000.00	139,000.00	4.000%
2019	125,000.00	9,000.00	134,000.00	4.000%
2020	100,000.00	4,000.00	104,000.00	4.000%
	<u>2,145,000.00</u>	<u>360,900.02</u>	<u>2,505,900.02</u>	

Interest due April 1 and October 1, Principal due October 1

1998A	\$440,150
1999A	1,169,861
1999C	215,069
2000A	689,661
2000B	225,081
2001A	1,265,180
	<u>4,005,000</u>
Issuance costs, capitalized interest, contingency	<u>0</u>
	<u>\$4,005,000</u>

General Obligation Refunding Bonds
2005C Series
Dated: October 31, 2005
Original Value: \$2,285,000

Fiscal Period	Principal	Interest	Total	Rates
2012	200,000.00	51,980.00	251,980.00	3.450%
2013	210,000.00	45,080.00	255,080.00	3.550%
2014	215,000.00	37,625.00	252,625.00	3.600%
2015	225,000.00	29,885.00	254,885.00	3.650%
2016	45,000.00	21,672.50	66,672.50	3.950%
2017	45,000.00	19,895.00	64,895.00	3.950%
2018	45,000.00	18,117.50	63,117.50	3.950%
2019	50,000.00	16,340.00	66,340.00	3.950%
2020	50,000.00	14,365.00	64,365.00	3.950%
2021	55,000.00	12,390.00	67,390.00	4.200%
2022	55,000.00	10,080.00	65,080.00	4.200%
2023	60,000.00	7,770.00	67,770.00	4.200%
2024	60,000.00	5,250.00	65,250.00	4.200%
2025	65,000.00	2,730.00	67,730.00	4.200%
	1,380,000.00	293,180.00	1,673,180.00	

Interest due April 1 and October 1, Principal due October 1

Memorial Hall Improvements	\$76,091
Fire Training Facility Improvements	332,011
Municipal Airport Improvements	294,080
Downtown Streetscape Improvements	506,585
Downtown Coordinated Traffic Signals	202,680
Hillcrest Water Improvements	16,224
Cleveland Street Improvements	53,698
Monarch Meadows II Street Improvements	263,461
Monarch Meadows II Water & Sewer Improvements	109,452
26th Avenue - Waldron to Halstead	430,723
	\$2,285,000
Issuance costs, capitalized interest, contingency	0
	\$2,285,000

General Obligation Bonds
2006A Series
Dated: May 15, 2006
Original Value: \$1,965,000

Fiscal Period	Principal	Interest	Total	Rates
2012	160,000.00	51,772.50	211,772.50	3.750%
2013	165,000.00	45,772.50	210,772.50	3.800%
2014	170,000.00	39,502.50	209,502.50	3.850%
2015	180,000.00	32,957.50	212,957.50	3.900%
2016	185,000.00	25,937.50	210,937.50	3.950%
2017	35,000.00	18,630.00	53,630.00	4.150%
2018	35,000.00	17,177.50	52,177.50	4.150%
2019	40,000.00	15,725.00	55,725.00	4.150%
2020	40,000.00	14,065.00	54,065.00	4.150%
2021	45,000.00	12,405.00	57,405.00	4.300%
2022	45,000.00	10,470.00	55,470.00	4.300%
2023	45,000.00	8,535.00	53,535.00	4.300%
2024	50,000.00	6,600.00	56,600.00	4.400%
2025	50,000.00	4,400.00	54,400.00	4.400%
2026	50,000.00	2,200.00	52,200.00	4.400%
	<u>1,295,000.00</u>	<u>306,150.00</u>	<u>1,601,150.00</u>	

Interest due April 1 and October 1, Principal due October 1

Halstead Street: 4th - 11th	\$458,828
Municipal Airport Runway 3-22 Seal Coat	134,210
Downtown Streetscape Phase IV: 1st & Main to Ave. A	444,876
Airport Terminal Parking Lot Overlay	218,508
Mill Creek Phase II Street	148,751
Mill Creek Phase II Water	15,720
Mill Creek Phase II Sewer	51,287
Kisiwa Village 2nd Addition Street	393,590
Kisiwa Village 2nd Addition Water	38,514
Kisiwa Village 2nd Addition Sewer	60,719
	<u>\$1,965,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$1,965,000</u>

**General Obligation Bonds
2006B Series
Dated: October 15, 2006
Original Value: \$600,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	40,000.00	16,397.50	56,397.50	3.550%
2013	45,000.00	14,977.50	59,977.50	3.700%
2014	45,000.00	13,312.50	58,312.50	3.700%
2015	50,000.00	11,647.50	61,647.50	3.700%
2016	50,000.00	9,797.50	59,797.50	3.900%
2017	15,000.00	7,847.50	22,847.50	3.900%
2018	15,000.00	7,262.50	22,262.50	3.900%
2019	15,000.00	6,677.50	21,677.50	3.900%
2020	20,000.00	6,092.50	26,092.50	3.900%
2021	20,000.00	5,312.50	25,312.50	4.250%
2022	20,000.00	4,462.50	24,462.50	4.250%
2023	20,000.00	3,612.50	23,612.50	4.250%
2024	20,000.00	2,762.50	22,762.50	4.250%
2025	20,000.00	1,912.50	21,912.50	4.250%
2026	25,000.00	1,062.50	26,062.50	4.250%
	420,000.00	113,137.50	533,137.50	

Interest due April 1 and October 1, Principal due October 1

Ashton Estates Street	\$463,440
Ashton Estates Water & Sewer	112,260
Kingston Sewer	24,300
	\$600,000

**General Obligation Bonds
2007A Series
Dated: June 1, 2007
Original Value: \$630,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	65,000.00	15,625.00	80,625.00	3.850%
2013	65,000.00	13,122.50	78,122.50	3.850%
2014	65,000.00	10,620.00	75,620.00	3.700%
2015	70,000.00	8,215.00	78,215.00	3.700%
2016	75,000.00	5,625.00	80,625.00	3.750%
2017	75,000.00	2,812.50	77,812.50	3.750%
	<u>415,000.00</u>	<u>56,020.00</u>	<u>471,020.00</u>	

Interest due April 1 and October 1, Principal due October 1

Monroe Street Reconstruction	\$524,538
Park Improvements	79,254
17th Avenue Corridor Study	26,208
	<u>630,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$630,000</u>

**General Obligation Bonds
2007B Series
Dated: June 1, 2007
Original Value: \$4,805,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	285,000.00	191,587.50	476,587.50	5.250%
2013	300,000.00	176,625.00	476,625.00	5.250%
2014	320,000.00	160,875.00	480,875.00	5.250%
2015	335,000.00	144,075.00	479,075.00	5.150%
2016	350,000.00	126,822.50	476,822.50	5.200%
2017	370,000.00	108,622.50	478,622.50	5.200%
2018	345,000.00	89,382.50	434,382.50	5.300%
2019	365,000.00	71,097.50	436,097.50	5.350%
2020	380,000.00	51,570.00	431,570.00	5.400%
2021	405,000.00	31,050.00	436,050.00	5.400%
2022	170,000.00	9,180.00	179,180.00	5.400%
	<u>3,625,000.00</u>	<u>1,160,887.50</u>	<u>4,785,887.50</u>	

Interest due April 1 and October 1, Principal due October 1

Memorial Hall	\$156,643
Airport Terminal	192,200
KP&F Liability	<u>4,456,157</u>
	4,805,000
Issuance costs, capitalized interest, contingency	<u>0</u>
	<u><u>\$4,805,000</u></u>

**General Obligation Bonds
2007C Series
Dated: November 15, 2007
Original Value: \$3,005,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	165,000.00	92,466.26	257,466.26	4.000%
2013	175,000.00	85,866.26	260,866.26	4.000%
2014	180,000.00	78,866.26	258,866.26	3.550%
2015	190,000.00	72,476.26	262,476.26	3.600%
2016	200,000.00	65,636.26	265,636.26	3.650%
2017	205,000.00	58,336.26	263,336.26	3.700%
2018	105,000.00	50,751.26	155,751.26	3.700%
2019	110,000.00	46,866.26	156,866.26	3.750%
2020	115,000.00	42,741.26	157,741.26	3.800%
2021	120,000.00	38,371.26	158,371.26	3.850%
2022	125,000.00	33,751.26	158,751.26	3.950%
2023	130,000.00	28,813.76	158,813.76	4.000%
2024	135,000.00	23,613.76	158,613.76	4.000%
2025	140,000.00	18,213.76	158,213.76	4.050%
2026	150,000.00	12,543.76	162,543.76	4.100%
2027	155,000.00	6,393.76	161,393.76	4.125%
	2,400,000.00	755,707.66	3,155,707.66	

Interest due April 1 and October 1, Principal due October 1

George Pyle Park Improvements	\$173,088
Carey Park Golf Course Imprv.	177,896
Halstead: 4th to 11th Reconstruction	387,345
Salt Storage Facility	159,566
Sand Hills Water Line	59,800
Sand Hills Street & Drainage	538,797
Sand Hills Sewer Line	321,836
Westborough 3rd Water Line	9,015
Westborough 3rd Street & Drainage	99,766
Westborough 3rd Sewer Line	78,731
Ashton Estates Water Line	38,164
Ashton Estates Street & Drainage	775,891
Ashton Estates Sewer Line	135,526
Kingston Addition Sewer Line	49,583
	3,005,000
Issuance costs, capitalized interest, contingency	0
	\$3,005,000

**General Obligation Bonds
2008A Series
Dated: August 15, 2008
Original Value: \$2,590,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	215,000.00	72,646.26	287,646.26	3.625%
2013	225,000.00	64,852.50	289,852.50	3.150%
2014	235,000.00	57,765.00	292,765.00	3.300%
2015	245,000.00	50,010.00	295,010.00	3.400%
2016	250,000.00	41,680.00	291,680.00	3.500%
2017	265,000.00	32,930.00	297,930.00	3.600%
2018	275,000.00	23,390.00	298,390.00	3.700%
2019	25,000.00	13,215.00	38,215.00	4.150%
2020	25,000.00	12,177.50	37,177.50	4.150%
2021	25,000.00	11,140.00	36,140.00	4.150%
2022	30,000.00	10,102.50	40,102.50	4.150%
2023	30,000.00	8,857.50	38,857.50	4.150%
2024	30,000.00	7,612.50	37,612.50	4.350%
2025	35,000.00	6,307.50	41,307.50	4.350%
2026	35,000.00	4,785.00	39,785.00	4.350%
2027	35,000.00	3,262.50	38,262.50	4.350%
2028	40,000.00	1,740.00	41,740.00	4.350%
	2,020,000.00	422,473.76	2,442,473.76	

Interest due April 1 and October 1, Principal due October 1

4th Ave. (Hoadland to Halstead)	\$508,054
Public Facility Reserve	152,396
Fire Station #7 Addition	599,456
Fire Training Facility	254,001
Park Improvements	76,224
Airport Maintenance	64,258
Hike & Bike Trail Extension	101,658
Fun Valley ADA Improvements	96,503
Zoo Perimeter Fence	89,407
Severence Street Bridge	140,145
Animal Shelter	507,899
	2,590,000
Issuance costs, capitalized interest, contingency	0
	\$2,590,000

General Obligation Refunding Bonds
2009A Series
Dated: April 1, 2009
Original Value: \$2,860,000

Fiscal Period	Principal	Interest	Total	Rates
2012	190,000.00	76,777.50	266,777.50	2.000%
2013	175,000.00	72,977.50	247,977.50	2.250%
2014	185,000.00	69,040.00	254,040.00	2.400%
2015	185,000.00	64,600.00	249,600.00	2.700%
2016	190,000.00	59,605.00	249,605.00	3.000%
2017	400,000.00	53,905.00	453,905.00	3.250%
2018	415,000.00	40,905.00	455,905.00	3.400%
2019	310,000.00	26,795.00	336,795.00	3.550%
2020	135,000.00	15,790.00	150,790.00	3.750%
2021	135,000.00	10,727.50	145,727.50	3.850%
2022	140,000.00	5,530.00	145,530.00	3.950%
	<u>2,460,000.00</u>	<u>496,652.50</u>	<u>2,956,652.50</u>	

Interest due April 1 and October 1, Principal due October 1

1998B	\$641,784
1999A	605,748
2002C	1,612,468
	<u>2,860,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$2,860,000</u>

**General Obligation Bonds
2009B Series
Dated: June 1, 2009
Original Value: \$1,320,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	115,000.00	31,072.50	146,072.50	2.250%
2013	120,000.00	28,485.00	148,485.00	2.250%
2014	120,000.00	25,785.00	145,785.00	2.250%
2015	125,000.00	23,085.00	148,085.00	2.450%
2016	130,000.00	20,022.50	150,022.50	2.700%
2017	130,000.00	16,512.50	146,512.50	3.000%
2018	135,000.00	12,612.50	147,612.50	3.150%
2019	140,000.00	8,360.00	148,360.00	3.300%
2020	5,000.00	3,740.00	8,740.00	4.400%
2021	5,000.00	3,520.00	8,520.00	4.400%
2022	5,000.00	3,300.00	8,300.00	4.400%
2023	10,000.00	3,080.00	13,080.00	4.400%
2024	10,000.00	2,640.00	12,640.00	4.400%
2025	10,000.00	2,200.00	12,200.00	4.400%
2026	10,000.00	1,760.00	11,760.00	4.400%
2027	10,000.00	1,320.00	11,320.00	4.400%
2028	10,000.00	880.00	10,880.00	4.400%
2029	10,000.00	440.00	10,440.00	4.400%
	1,100,000.00	188,815.00	1,288,815.00	

Interest due April 1 and October 1, Principal due October 1

Prairie Heights Subdivision Improvements	\$134,904
Zoo Fence	54,648
Elmdale Roof	67,056
Fun Valley Maintenance Building	15,444
Airport 4th Avenue Relocation	77,352
Airport Runway Overlay 13-31	311,784
Airport Runway Overlay 17-35	13,464
Aiport Taxiway A Overlay	87,912
Hyde Park Streets - Design	287,364
Fun Valley Ballfield Lights	164,868
Zoo Animal Care Building	105,204
	\$1,320,000
Issuance costs, capitalized interest, contingency	0
	\$1,320,000

General Obligation Bonds
2010A Series
Dated: June 1, 2010
Original Value: \$3,782,476

Fiscal Period	Principal	Interest	Total	Rates
2012	280,000.00	101,337.50	381,337.50	2.000%
2013	290,000.00	95,737.50	385,737.50	2.000%
2014	295,000.00	89,937.50	384,937.50	2.000%
2015	305,000.00	84,037.50	389,037.50	2.500%
2016	325,000.00	76,412.50	401,412.50	3.000%
2017	335,000.00	66,662.50	401,662.50	3.000%
2018	350,000.00	56,612.50	406,612.50	3.000%
2019	365,000.00	46,112.50	411,112.50	3.000%
2020	375,000.00	35,162.50	410,162.50	3.000%
2021	55,000.00	23,912.50	78,912.50	3.250%
2022	55,000.00	22,125.00	77,125.00	3.250%
2023	60,000.00	20,337.50	80,337.50	3.500%
2024	60,000.00	18,237.50	78,237.50	3.500%
2025	65,000.00	16,137.50	81,137.50	3.625%
2026	65,000.00	13,781.26	78,781.26	3.625%
2027	70,000.00	11,425.00	81,425.00	3.875%
2028	70,000.00	8,712.50	78,712.50	3.875%
2029	75,000.00	6,000.00	81,000.00	4.000%
2030	75,000.00	3,000.00	78,000.00	4.000%
	<u>3,570,000.00</u>	<u>795,681.26</u>	<u>4,365,681.26</u>	

Interest due April 1 and October 1, Principal due October 1

Airport 4th Avenue Relocation	\$331,723
Airport Beacon	7,565
Airport Taxiway C Overlay	55,602
11th & Porter Traffic Signals	50,685
Hyde Park Streets	1,534,172
4th Ave Bridge Over Monroe	116,122
Whiteside Reconstruction - 1st to 4th	506,474
Zoo Climbing Net	12,104
Public Works Facility Improvements	101,370
Pine Hills Streets	133,456
Pine Hills Water	9,435
Timbers Streets	510,555
Timbers Water & Sewer	177,172
Fruitlands Sewer Extension	273,382
	<u>\$3,819,818</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$3,819,818</u>

**Taxable Temporary Notes
2010 Series
Dated: June 1, 2010
Original Value: \$872,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	220,000.00	12,225.00	232,225.00	2.000%
2013	220,000.00	7,825.00	227,825.00	2.000%
2014	225,000.00	2,812.50	227,812.50	2.500%

665,000.00	22,862.50	687,862.50
------------	-----------	------------

Interest due June 1 and December 1, Principal due June 1

Siemens Project - Railroad Spur	\$852,000
	\$852,000
Issuance costs, capitalized interest, contingency	20,000
	\$872,000

General Obligation Bonds
2011A Series
Dated: June 1, 2011
Original Value: \$1,420,000

Fiscal Period	Principal	Interest	Total	Rates
2012	-	43,216.67	43,216.67	
2013	120,000.00	32,412.50	152,412.50	0.800%
2014	125,000.00	31,452.50	156,452.50	1.100%
2015	130,000.00	30,077.50	160,077.50	2.000%
2016	130,000.00	27,477.50	157,477.50	2.100%
2017	140,000.00	24,747.50	164,747.50	2.400%
2018	145,000.00	21,387.50	166,387.50	2.500%
2019	150,000.00	17,762.50	167,762.50	2.500%
2020	155,000.00	14,012.50	169,012.50	2.750%
2021	160,000.00	9,750.00	169,750.00	3.000%
2022	165,000.00	4,950.00	169,950.00	3.000%
	1,420,000.00	257,246.67	1,677,246.67	

Interest due April 1 and October 1, Principal due October 1

Cary Park Bridge Replacement	\$110,000
Animal Shelter Parking Lot Replacement	60,000
4th Avenue Bridge over Cow Creek	253,000
Reconstruct 23rd: Rambler to Lorraine	500,000
Traffic Safety Projects	50,000
K-61/30th Ave Fence & Lighting: 17th to 30th	317,812
Zoo Storm Water Remediation	92,000
	\$1,382,812
Issuance costs, capitalized interest, contingency	37,188
	\$1,420,000

**General Obligation Bonds
2011B Series
Dated: November 15, 2011
Original Value: \$1,170,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	110,000.00	14,206.83	124,206.83	0.500%
2013	110,000.00	15,635.00	125,635.00	0.600%
2014	115,000.00	14,975.00	129,975.00	0.800%
2015	115,000.00	14,055.00	129,055.00	1.000%
2016	110,000.00	12,905.00	122,905.00	1.250%
2017	115,000.00	11,530.00	126,530.00	1.500%
2018	120,000.00	9,805.00	129,805.00	1.700%
2019	120,000.00	7,765.00	127,765.00	1.900%
2020	125,000.00	5,485.00	130,485.00	2.100%
2021	130,000.00	2,860.00	132,860.00	2.200%
	<u>1,170,000.00</u>	<u>109,221.83</u>	<u>1,279,221.83</u>	

Interest due April 1 and October 1, Principal due October 1

Refund 2001 Water & Sewer Revenue Bonds	<u>\$1,170,000</u>
	\$1,170,000
Issuance costs, capitalized interest, contingency	<u>0</u>
	<u>\$1,170,000</u>

**General Obligation Bonds
2012A Series
Dated: May 15, 2012
Original Value: \$1,890,000**

Fiscal Period	Principal	Interest	Total	Rates
2013	10,000.00	54,353.34	64,353.34	2.000%
2014	160,000.00	39,250.00	199,250.00	2.000%
2015	160,000.00	36,050.00	196,050.00	2.000%
2016	165,000.00	32,850.00	197,850.00	2.000%
2017	165,000.00	29,550.00	194,550.00	2.000%
2018	170,000.00	26,250.00	196,250.00	2.000%
2019	175,000.00	22,850.00	197,850.00	2.000%
2020	175,000.00	19,350.00	194,350.00	2.000%
2021	180,000.00	15,850.00	195,850.00	2.000%
2022	180,000.00	12,250.00	192,250.00	2.000%
2023	185,000.00	8,650.00	193,650.00	2.000%
2024	15,000.00	4,950.00	19,950.00	3.000%
2025	15,000.00	4,500.00	19,500.00	3.000%
2026	15,000.00	4,050.00	19,050.00	3.000%
2027	20,000.00	3,600.00	23,600.00	3.000%
2028	20,000.00	3,000.00	23,000.00	3.000%
2029	20,000.00	2,400.00	22,400.00	3.000%
2030	20,000.00	1,800.00	21,800.00	3.000%
2031	20,000.00	1,200.00	21,200.00	3.000%
2032	20,000.00	600.00	20,600.00	3.000%
	1,890,000.00	323,353.34	2,213,353.34	

Interest due April 1 and October 1, Principal due October 1

Back-up fire department generators	\$63,114
Fire training center heating & cooling replacement	150,000
City Hall/Public Works improvements	400,000
Plum Street reconstruction, 4th to 11th; A Ave to B Ave	600,000
Zoo groundwater improvements	275,000
Hobart Detter field and fence replacement/renovation	92,000
Westminster Place special assessment project	330,000
	\$1,910,114
Issuance costs, capitalized interest, bond premium	(20,114)
	\$1,890,000

Refuse Collection Fund

The Refuse Collection fund is an enterprise fund that accounts for the solid waste activities provided to the citizens of Hutchinson. The refuse collection and recycling services are provided by contract with a private collection service company, Stutzman Refuse Disposal, Inc. The City provides this contract service to residential and commercial customers utilizing 95 gallon capacity carts. Service is provided weekly. The yard waste/compost service that was provided weekly during the months of April through November was discontinued in 2010.

The contract with Stutzmans was renewed during fiscal year 2012 and is adjusted annually based upon the CPI-W. Refuse rate increases for 2013, 2014, and 2015 are set at \$0.30 per cart for each year as per the agreement between the City and Stutzmans. Based on the proposed increase the average monthly residential refuse billing will be around \$10.35 per month, which includes a refuse cart collected weekly, a single-stream recycling cart collected once every two weeks, and the opportunity to sign up for recycling rewards through the Recycle-Bank program.

Refuse Collection (005) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 455,889	\$ 249,869	\$ 17,427	\$ 21,027	\$ 64,551	\$ 74,055
Revenues:						
Service Charges:						
Refuse Collection Fees	\$ 1,781,707	\$ 1,881,130	\$ 1,889,397	\$ 1,931,528	\$ 1,929,074	\$ 1,986,947
Residential Composting	60,554	(121)	-	-	-	-
Franchise Fees	160,007	160,109	164,890	168,600	170,000	175,150
Late Fees	27,921	29,266	27,977	28,000	28,000	28,000
Interest Income	7,478	5,150	4,664	3,000	1,500	500
Miscellaneous:						
Other	-	902	1,637	500	500	500
Audit Adjustment	(925)	-	-	-	-	-
Total Revenues	\$ 2,036,742	\$ 2,076,436	\$ 2,088,565	\$ 2,131,628	\$ 2,129,074	\$ 2,191,097
Transfers In	-	-	-	-	-	-
Funds available	\$ 2,492,631	\$ 2,326,305	\$ 2,105,992	\$ 2,152,655	\$ 2,193,625	\$ 2,265,152
Expenditures:						
Refuse Collection	\$ 1,992,762	\$ 2,058,878	\$ 2,041,441	\$ 2,078,200	\$ 2,063,750	\$ 2,119,400
Overhead Cost Allocation	-	-	-	55,820	55,820	62,794
Reserve Transfers	-	-	-	-	-	-
Total Expenditures	\$ 1,992,762	\$ 2,058,878	\$ 2,041,441	\$ 2,134,020	\$ 2,119,570	\$ 2,182,194
Transfers Out	250,000	250,000	-	-	-	-
Ending Balance, December 31	\$ 249,869	\$ 17,427	\$ 64,551	\$ 18,635	\$ 74,055	\$ 82,958

Department Summary

Department:	Division:	Activity:
Public Works	Refuse Collection	Refuse Collection (6710-490)

Program Description:

Beginning in February of 2003, the City refuse collection service is provided by contract with a private collection service company, Stutzman Refuse Disposal, Inc. The City provides this contract service to residential and commercial customers utilizing 95 gallon capacity carts. Service is provided weekly.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	1,988,422	2,054,086	2,038,664	2,078,200	2,063,750	2,119,400	1.98%
Commodities	4,340	4,792	2,777	-	-	-	#DIV/0!
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 1,992,762</u>	<u>\$ 2,058,878</u>	<u>\$ 2,041,441</u>	<u>\$ 2,078,200</u>	<u>\$ 2,063,750</u>	<u>\$ 2,119,400</u>	1.98%
Funding Sources:							
Service Charges	\$ 1,992,762	\$ 2,058,878	\$ 2,041,441	\$ 2,078,200	\$ 2,063,750	\$ 2,119,400	1.98%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 1,992,762</u>	<u>\$ 2,058,878</u>	<u>\$ 2,041,441</u>	<u>\$ 2,078,200</u>	<u>\$ 2,063,750</u>	<u>\$ 2,119,400</u>	1.98%

Current Trends and Issues:

A new 10-year agreement with Stutzman Refuse Disposal (SRD)/Waste Connections was approved 10/4/2011 for a term of 1/1/2013 through 12/31/2022. The contract adjustment for 2013 is \$0.30 per month per cart, which is 3%. The basic residential customer monthly charge will increase from \$10.05 per month in 2012 to \$10.35 per month for 2013. For years after 2013, adjustments are as stipulated in the agreement (set rate or CPI-W adjustment).

Golf Course Fund

The Golf Course fund accounts for the activities of the municipally owned 18-hole golf course on the southern edge of the City. Carey Park Golf Course was built by the City in 1932 and consists of the 18-hole course, a clubhouse including full golf professional services, a modern practice facility, and is surrounded by a public park. The golf course is a 6410 yard, par 71 course set on 120 acres. The facility has 11 structures, a driving range, and 32 sand bunkers.

In 2010, the golf pro operations were taken over by the City where they had previously been under contract. The estimates for merchandise sales and other services formerly provided by the contracted golf professional are not based upon known activity, but rather on educated guess.

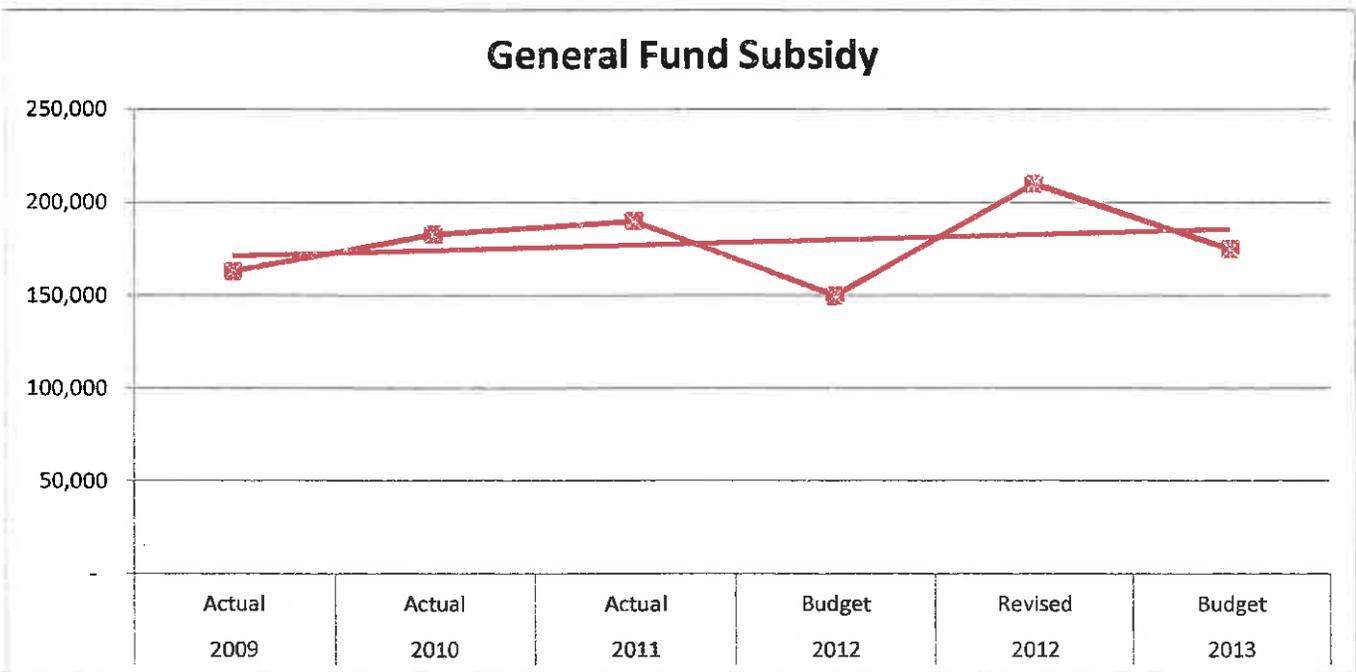
A master plan for the Carey Park golf course was also completed in 2003. The plan lays out changes and improvements to be made to the course into the future. Funds have been included in the 5-year capital improvement program to begin implementing the plan.

The Carey park golf course is an enterprise fund, but its revenues do not exceed its expenditures. The General fund provides a subsidy to offset its operating deficit. The General fund subsidy for the golf course is budgeted to be \$175,682 in fiscal year 2013 which is a \$34,616 or 16.46% decrease from the fiscal year 2012 revised estimate.

Golf Course (008) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	576,909	555,786	583,247	724,682	626,414	647,482
Transfers In - General fund	164,018	183,495	190,511	150,944	210,298	175,682
Funds available	\$ 740,927	\$ 739,281	\$ 773,758	\$ 875,626	\$ 836,712	\$ 823,164
Expenditures:						
Golf Course	\$ 668,945	\$ 619,670	\$ 663,309	\$ 658,986	\$ 650,486	\$ 658,028
Golf Course Concessions	71,982	119,611	110,449	158,640	128,226	131,136
Reserve Transfers-MERF	-	-	-	58,000	58,000	34,000
Total Expenditures	\$ 740,927	\$ 739,281	\$ 773,758	\$ 875,626	\$ 836,712	\$ 823,164
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

381-3810



Golf Course Fund (008) Revenue Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Recreation & Concessions:						
Greens Fees	\$ 177,263	\$ 173,313	\$ 211,737	\$ 231,343	\$ 218,000	\$ 220,036
Improvement Fund Fees	55,518	40,684	-	-	-	-
Tournament Revenue	16,935	10,064	-	15,560	3,000	2,000
Season Passes	96,895	87,760	86,002	107,631	90,000	90,833
School Fees	2,700	3,650	-	2,700	2,700	5,844
Private Cart Fees	13,850	15,281	-	15,816	15,816	15,486
City Cart Rental	115,430	105,719	128,915	123,427	105,000	106,016
Locker Rental	1,860	1,880	2,170	2,205	2,205	2,685
Cart Shed Rental	8,960	10,344	-	11,693	11,693	13,082
Advertising	-	-	-	21,200	9,000	18,000
Golf Concessions	73,760	61,074	52,918	68,427	65,000	66,000
Golf Pro Shop	-	37,506	62,207	91,680	65,000	66,000
Driving Range	2,000	-	25,269	25,000	25,000	26,500
Miscellaneous:						
Reimbursement	9	6	-	-	-	-
Miscellaneous	10,584	7,724	14,006	8,000	14,000	15,000
Overages (Shortages)	1,145	781	23	-	-	-
Total	\$ 576,909	\$ 555,786	\$ 583,247	\$ 724,682	\$ 626,414	\$ 647,482

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Golf Course	Golf Course (6920-570)

Program Description:

This division is comprised of two work units Clubhouse Operations and Golf Maintenance. These two work units oversee the turf management and clubhouse operations/program management/development for the Carey Park Golf Course. The golf course consists of 11 structures situated on approximately 120 acres.

Clubhouse staff schedules, coordinates, and prepares for up to 53 high school, collegiate and amateur tournaments at the course. The staff hosts approximately 28,000 rounds of golf and 50 tournaments annually including the largest one day high school tournament in the nation and the Kansas Golf Association's Publix Championship in 2006.

The Golf Maintenance Division oversees the turf management, equipment maintenance and preventive building maintenance at Carey Park Golf Course. The 6.8 FTE employee staff manages 6 different grasses at mowing heights from 1/8" on greens up to 2 1/2" in the rough. The frequency of mowing ranges from daily on greens to 3 times per week on tees, approaches and fairways. There are also native areas that are not mowed throughout the season. There are approximately 3 acres each of greens, tees and approaches and about 25 acres of fairways. There are currently 32 sand bunkers on the golf course that are raked at least 3 times per week and edged 4 times per season.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 467,315	\$ 417,578	\$ 438,130	\$ 451,906	\$ 451,906	\$ 463,288	2.52%
Contractual Services	72,575	85,348	88,351	104,390	98,390	97,950	-6.17%
Commodities	82,535	90,285	91,355	99,290	96,790	96,790	-2.52%
Capital Outlay	46,520	26,459	45,473	3,400	3,400	-	-100.00%
Total Expenditures	\$ 668,945	\$ 619,670	\$ 663,309	\$ 658,986	\$ 650,486	\$ 658,028	-0.15%
Funding Sources:							
Service Charges	\$ 504,927	\$ 436,175	\$ 614,233	\$ 566,042	\$ 498,188	\$ 516,346	-8.78%
General Fund Subsidy	164,018	183,495	49,076	92,944	152,298	141,682	52.44%
Total Funding Sources	\$ 668,945	\$ 619,670	\$ 663,309	\$ 658,986	\$ 650,486	\$ 658,028	-0.15%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Golf Course Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Golf Club House Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Golf Pro	1.00	-	-	-	-	-
Maintenance Worker	2.00	1.00	1.00	1.00	1.00	1.00
Turf Maint. Specialist	-	1.00	1.00	1.00	1.00	1.00
Senior Mech. Maint. Tech.	1.00	-	-	-	-	-
Mechanic Maint. Tech.	1.00	1.00	1.00	1.00	1.00	1.00
Golf Shop Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Total	8.00	6.00	6.00	6.00	6.00	6.00

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Golf Course	Golf Course (6920-570)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Trees and shrubs		Maintenance	3,000	\$ 3,000	
Radio Replacements	1	Replacement	400	400	

Current Trends and Issues:

According to a National Golf Foundation study the number of golfers enter the game increased by 16 percent since 1990, with little drop off of existing golfers. Both public and private course also experienced a decrease of 20 percent in demand since 1990 or 8,000 rounds per 18-hole course. This same study found that "Municipal golf operations that had been victimized by shiny new competitors in their area are now increasingly finding that players who seek value, convenience, and those special touches that keep them coming back are returning to these facilities." In nearly every study ever done on golf satisfaction, the results show that there's a simple equation to attract and retain players: (Quality of the putting surfaces) + (Good customer service experience) + (Speed of play) = Percieve value [divided by] cost. Our goal is to provide a combination of good/responsible maintenance, friendly service, and lack of frustration that leaves the player thinking, "Hey, that was worth the money."

Greens represent 8-10 percent of the maintained acreage of a typical golf course, but as much as 40 percent of all turf maintenance dollars. Both good and bad players usually take half their strokes on the greens. To us this means your greens are your reputation....invest in them appropriately.

Phase 1 of the Golf Master Plan was completed in 2009 and future phases of the plan continues to await funding. The next phase of the project will address holes 13, 18 and the driving range. This will include a new green complex with bunkering, removal of existing mounds, addition and removal of trees, new and expanded tee space, addition of target greens and updated irrigation heads and piping.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Golf Course	Golf Concessions (6925-570)

Program Description:

This budget is related to offering concession services at the Golf Course Clubhouse. This operation had been offered through a contractual arrangement with local vendor until the end of 2007. The contract expired in late 2007 and the vendor had no desire to continue offering the services. The concession operations at the Sports Arena and Fun Valley were also a part of the contract. When the Hutchinson Community College expressed a request to handle their own concession because the sliding level of service and likelihood that a qualified vendor would not be found locally, the City agreed that HCC would manage the concessions needed for the Sports Arena. The City also began to look at the concession operations as another revenue stream for both the Fun Valley and Golf Course operations and decided it would begin to provide these services using seasonal staff to operate the stands and existing full-time staff to manage the overall operation.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 34,377	\$ 34,493	\$ 27,841	\$ 37,712	\$ 33,376	\$ 33,376	-11.50%
Contractual Services	7,235	6,808	11,723	15,428	12,750	12,910	-16.32%
Commodities	30,370	65,783	68,838	103,500	80,100	80,850	-21.88%
Capital Outlay	-	12,527	2,047	2,000	2,000	4,000	100.00%
Total Expenditures	<u>\$ 71,982</u>	<u>\$ 119,611</u>	<u>\$ 110,449</u>	<u>\$ 158,640</u>	<u>\$ 128,226</u>	<u>\$ 131,136</u>	-17.34%
Funding Sources:							
Service Charges	\$ 71,982	\$ 119,611	\$ 110,449	\$ 158,640	\$ 128,226	\$ 131,136	-17.34%
Other	-	-	-	-	-	-	
Total Funding Sources	<u>\$ 71,982</u>	<u>\$ 119,611</u>	<u>\$ 110,449</u>	<u>\$ 158,640</u>	<u>\$ 128,226</u>	<u>\$ 131,136</u>	-17.34%

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Golf ball picker replacement	1	Replacement	2,000	2,000	
Cage for golf ball picker	1	New			2,000
Beer can cooler	1	Replacement			2,000

Current Trends and Issues:

This operation has been undergoing some significant transformation as new management is far more aggressive in reducing salary related expenses during the off-season. After a partial season, it has been demonstrated that this philosophy will have a significant impact on the expenses associated with this operation. It is anticipated that the concession operation will have revenues that exceed the direct operating expenses of the operation and make this a positive revenue generator for the Golf Course.

Airport Fund

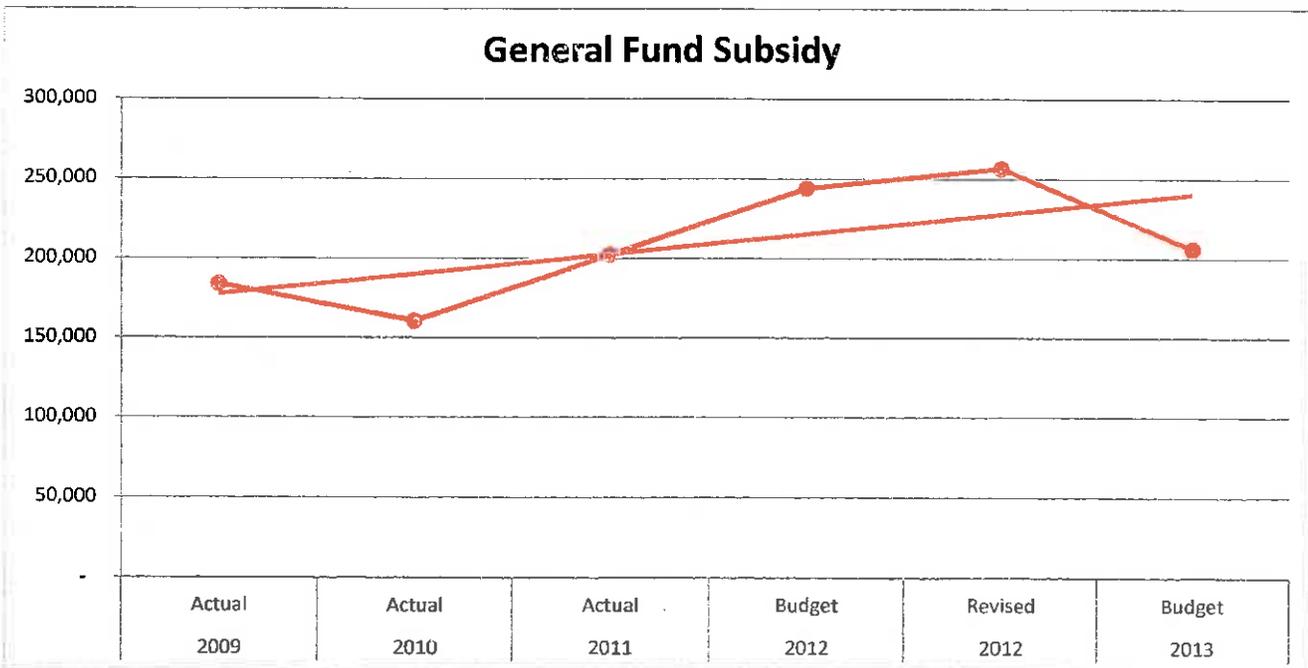
The Airport fund accounts for the operations of the Hutchinson Municipal Airport. This includes the main terminal, three runways, all taxiways, aprons, and related surrounds. The Airport handles approximately 60,000 flight operations annually and encompasses 1597 acres. The Airport has 11 tenants including the Airport Steakhouse which is regionally recognized as one of the best steak houses in the area and the nationally renowned Meade Aircraft. The Airport is home to fixed base operators under contract with the City to handle airplane engine and airframe issues, pumping fuel, airplane storage. This fund is supported by rents, fees, and a subsidy from the General Fund. The General fund subsidy for fiscal year 2013 is budgeted to be \$207,301. This is \$49,899 or 19.40% lower than the 2012 revised budget.

In the 2012 revised budget, the City has taken over the management, billings, and collections for the airport T-hangar rentals. This change added \$13,000 to a new revenue line item for T-hangar rents, but will be offset by lower rental revenues from the fixed base operator (FBO) who had been collecting them.

Another change being implemented in 2012 is the construction of a jet fuel dispensing facility to be owned by the City and operated by the FBO. The financing and construction will be in the fall of 2012. To offset a portion of the debt cost, the City's fuel commission will be increased by an estimated 3 to 5 cents-per-gallon from its current 5 cents-per-gallon. This facility will meet new Federal guidelines and allow the airport to apply for Federal contracts.

Airport (050) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:						
Use of Money & Property:						
Restaurant Rent	\$ 34,138	\$ 49,269	\$ 47,214	\$ 47,214	\$ 47,214	\$ 47,214
Hangar Rent	88,255	105,593	72,975	94,175	61,697	61,697
T-Hangar rent	-	-	-	-	13,000	14,000
Other Rents & Fees	100	100	250	1,500	1,500	1,500
Office Rent	40,042	42,018	36,977	40,852	45,852	55,852
Farm Rent	3,695	3,502	1,532	1,432	1,432	1,432
Miscellaneous:						
Fuel Sales	8,040	14,076	8,239	8,000	10,000	16,000
Reimbursed Expenses	3,984	2,638	2,418	2,638	2,638	2,638
Total Revenues	\$ 178,254	\$ 217,196	\$ 169,605	\$ 195,811	\$ 183,333	\$ 200,333
Transfers In - General fund	185,284	162,028	203,440	244,722	257,200	207,301
Funds available	\$ 363,538	\$ 379,224	\$ 373,045	\$ 440,533	\$ 440,533	\$ 407,634
Expenditures:						
Airport Operations	\$ 307,538	\$ 379,224	\$ 373,045	\$ 385,533	\$ 385,533	\$ 371,934
Reserve Transfers-MERF	-	-	-	55,000	55,000	19,000
Total Expenditures	\$ 307,538	\$ 379,224	\$ 373,045	\$ 440,533	\$ 440,533	\$ 390,934
Transfers Out	56,000	-	-	-	-	16,700
Ending Balance, December 31	\$ -					



Department Summary

Department:	Division:	Activity:
Parks & Facilities	Airport	Airport (6971-573)

Program Description:

This division is part of the Parks and Facility Services Department and is responsible for the maintenance of the physical plant that makes up the Hutchinson Municipal Airport. This includes the main terminal, three runways, all taxiways, aprons, and related surrounds. The Airport handles approximately 60,000 flight operations annually and encompasses 1597 acres. The Airport has 11 tenants including the Airport Steakhouse which is regionally recognized as one of the best steak houses in the area and the nationally renown Meade Aircraft. The Airport is home to fixed base operators under contract with the City to handle airplane engine and airframe issues, pumping fuel, airplane storage. This fund is supported by rents, fees and transfers from the General Fund.

The Airport is designated as a reliever airport for Mid-Continent Airport in Wichita and as such requires a FAA Part 139 Certificate. With this certification the Airport must maintain certain level of competence, capabilities, and maintenance which in turn elevates the Airport on the priority list in terms of where the FAA allocates dollars for projects and maintenance. Currently the FAA funds 95% of all costs related to approved projects.

The Airport undergoes an annual recertification inspection which normally happens during the month of November. The FAA inspector review the Airport Certification Manual (the Airport's Operations Plan), the physical plant (lights, signs, markings, pavement, etc.), ARFF equipment (Rescue and firefighting equipment housed at Station 4), and fuelling equipment (Fuel farm and fuel delivery equipment maintained by FBO's). All of these items have requirements that are spelled out in individual AC's (Airport Circulars or Federal Regulations) that mandate maintenance, training, readiness and inspection processes for each. While some of these systems are not directly owned by the City, under federal regulations the City is ultimately responsible for all of these systems as the owner of the Airport.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ 143,980	\$ 155,456	\$ 167,204	\$ 171,274	\$ 171,274	\$ 177,361	3.55%
Contractual Services	81,046	127,559	122,213	131,734	131,734	117,973	-10.45%
Commodities	68,309	79,365	63,318	76,725	76,725	67,300	-12.28%
Capital Outlay	14,203	16,844	20,310	5,800	5,800	9,300	60.34%
Total Expenditures	\$ 307,538	\$ 379,224	\$ 373,045	\$ 385,533	\$ 385,533	\$ 371,934	-3.53%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	178,254	217,196	195,811	195,811	183,333	200,333	2.31%
General Fund Subsidy	129,284	162,028	177,234	189,722	202,200	171,601	-9.55%
Total Funding Sources	\$ 307,538	\$ 379,224	\$ 373,045	\$ 385,533	\$ 385,533	\$ 371,934	-3.53%

Department Summary

Department:	Division:	Activity:
Parks & Facilities	Airport	Airport (6971-573)

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Revised	2012 Budget	2012 Revised	2013 Budget
Airport Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maint. Tech.	1.00	-	-	-	-	-
Maintenance Technician	1.00	2.00	2.00	2.00	2.00	2.00
Total	3.00	3.00	3.00	3.00	3.00	3.00

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Pavement Improvements		Maintenance	800	800	800
Airport Improvements		Maintenance	5,000	5,000	5,000
Security Cameras (year 1 of 2)		New			3,500

Current Trends and Issues:

There has been discussion in the past about whether or not the City should maintain their Part 139 certification but it is important to understand the financial implications of not doing so. Currently, Hutchinson is one of approximately eight airports in Kansas designated as such and the airports with this designation are at the top of the priority list for receiving FAA funding. Over the past ten years, this has accounted for approximately \$8-10M in construction and maintenance projects. Again, the City's share of those project is 5%, so this is a great way to leverage local dollars to complete needed work and these dollars are pumped directly into the local or regional economy.

One such project that is currently under design is the 4th Avenue Relocation Project. This project requires that 4th Avenue be relocated to the South in order to bring the Runway Safety Zones to be in compliance with current FAA Regulations. The environmental work related to this project has been completed, the design work is ongoing and the construction phase is slated for 2012.

Water Utility Fund

The Water Utility fund is an enterprise fund that accounts for the administration, operation, debt management, maintenance, and payment processing of the City's water utility.

The Water utility handles the operation and maintenance of the City's Reverse Osmosis Water Treatment Center, twenty (20) water wells, two (2) booster pump stations, four (4) water storage towers, two (2) Class I disposal wells and the ground water remediation facilities. This includes the costs to maintain and operate the well and booster pumps, buildings, grounds, telemetry equipment, chlorine systems and related equipment. The water production and treatment division pumps and treats an average of 2.25 billion gallons of groundwater annually, which is provided to the City's water customers. Divisional staff also takes approximately five hundred (500) water samples per year from the distribution system and wells to keep the city in compliance with potable water system operational regulation. Divisional staff responds 24/7/365 to water production related emergencies, mostly related to the operation of the water wells, groundwater remediation equipment, and water booster stations.

The Water utility also manages the repair and maintenance of the distribution mains, valves, fire hydrants, service lines (from main to meter) and meter pits. Water maintenance staff maintains over 230 miles of water mains, over 2,500 valves, over 2,500 fire hydrants and over 75 miles of service lines. On the average, each year, water maintenance staff replaces approximately 270 water service lines, repairs 50 service lines, repairs 80 water main breaks, installs approximately 1,900 feet of new water mains, makes 120 service line taps and completes over 5,000 utility locates.

In 2011, the 2001 Series water and sewer revenue bonds were refunded with general obligation bonds. Due to restrictive bond covenants that existed on those revenue bonds, the Water Utility fund was required to maintain restricted cash reserves for bond payments and emergency reserves. Following refunding of the revenue bonds, the restrictive covenants were released. The Water Utility fund is projecting an ending fund balance in 2013 of \$5,558,316. Of this amount, \$565,500 or 10.17% is considered restricted as customer deposits or as closure costs for deep disposal wells as required by the Kansas Department of Health & Environment. Unrestricted ending fund balance in 2013 is projected to be \$4,992,816.

Water Utility (051) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 5,388,612	\$ 4,524,582	\$ 4,306,891	\$ 3,739,661	\$ 5,176,228	\$ 5,733,100
Revenues	6,803,188	7,092,592	7,635,021	7,199,475	7,199,475	7,234,482
Transfers In	-	-	-	600,000	600,000	-
Prior Year Encumbrances Canceled	-	-	614,167	-	-	-
Funds available	\$ 12,191,800	\$ 11,617,174	\$ 12,556,078	\$ 11,539,136	\$ 12,975,703	\$ 12,967,581
Expenditures:						
Water Production	\$ 1,380,666	\$ 1,590,134	\$ 1,765,941	\$ 2,017,497	\$ 1,918,197	\$ 1,950,572
Water Distribution	1,171,420	1,129,634	1,324,897	1,276,577	1,276,577	1,303,604
Water Administration	1,252,432	1,303,279	1,149,412	557,388	562,388	557,614
Reserve Transfers-MERF	-	-	58,000	59,500	59,500	34,000
Reserve Transfers-CIP Reserve	600,000	616,929	775,000	775,000	775,000	825,000
Reserve Transfers-CIP Fund	-	-	184,690	-	-	-
Debt Service	1,200,488	1,196,299	1,196,298	1,196,298	1,196,298	1,196,298
Overhead Cost Allocation	762,217	918,428	918,427	1,447,280	1,447,280	1,535,334
Audit Adjustments	11,102	-	-	-	-	-
Accrued Interest Adjustment	(27,065)	-	-	-	-	-
Total Expenditures	\$ 6,351,260	\$ 6,754,703	\$ 7,372,665	\$ 7,329,540	\$ 7,235,240	\$ 7,402,422
Transfers Out	1,315,958	555,580	7,186	7,363	7,363	6,844
Ending Balance, December 31	\$ 4,524,582	\$ 4,306,891	\$ 5,176,228	\$ 4,202,233	\$ 5,733,100	\$ 5,558,316
Fund Balance Restrictions:						
Meter deposit	\$ 312,028	\$ 319,472	\$ 328,171	\$ 345,000	\$ 345,000	\$ 360,000
Well closure	184,500	190,000	194,000	199,500	199,500	205,500
Bond accounts	86,500	88,500	-	-	-	-
Depreciation & emergency reserve	100,000	100,000	-	-	-	-
Unrestricted	3,841,554	3,608,919	4,654,057	3,657,733	5,188,600	4,992,816
Total Fund Balance	\$ 4,524,582	\$ 4,306,891	\$ 5,176,228	\$ 4,202,233	\$ 5,733,100	\$ 5,558,316

8010
6625

6625
8011

*2013 Revised
Operating Trans to
B + I
Schedule of
2012 \$ plus
tax premium
of 100,569.26
then 2014
Schedule*

Water Utility Fund (051) Revenue Summary

	<u>2009</u> Actual	<u>2010</u> Actual	<u>2011</u> Actual	<u>2012</u> Budget	<u>2012</u> Revised	<u>2013</u> Budget
Service Charges:						
Water Sales	\$6,236,464	\$6,520,878	\$7,033,141	\$6,668,075	\$6,668,075	\$6,701,415
Service Connection Fee	37,360	38,320	37,460	38,000	38,000	38,000
Tapping Charges	26,235	25,945	24,965	25,000	25,000	25,000
Connect/Disconnect Fees	45,549	44,436	53,770	43,000	43,000	43,000
Late Fees	65,051	70,490	79,912	61,000	61,000	61,000
Water District Surcharge	3,072	3,072	3,072	3,000	3,000	3,000
Franchise Fees	311,545	329,296	353,222	333,400	333,400	335,067
Interest Income	54,718	24,094	14,434	25,000	25,000	25,000
Miscellaneous	23,194	36,061	35,045	3,000	3,000	3,000
Total	<u>\$6,803,188</u>	<u>\$7,092,592</u>	<u>\$7,635,021</u>	<u>\$7,199,475</u>	<u>\$7,199,475</u>	<u>\$7,234,482</u>

Department Summary

Department:	Division:	Activity:
Public Works	Water Treatment & Production	Water Production (6621-491)

Program Description:

To this activity are charged the costs of repair and maintenance of the City's 20 public water supply wells, three elevated water towers, one water storage structure, two pressure booster pumping stations, five groundwater remediation wells, two non-hazardous deep disposal wells, four groundwater contamination source area treatment systems and in 2009 the addition of the reverse osmosis water treatment plant. The water production and treatment division pumps and treats an average of 2.25 billion gallons of groundwater annually, which is provided to the City's water customers. The water production staff collects over 560 water samples each year to ensure that drinking water quality regulations are met. The Water Treatment Systems Superintendent, also an Environmental Geologist, oversees the administration of this budget account under the oversight of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 484,370	\$ 479,510	\$ 461,699	\$ 455,947	\$ 455,947	\$ 463,322	1.62%
Contractual Services	505,987	657,665	715,369	895,700	836,400	886,400	-1.04%
Commodities	240,398	319,279	374,881	447,100	443,100	418,100	-6.49%
Capital Outlay	149,911	133,680	213,992	218,750	182,750	182,750	-16.46%
Total Expenditures	<u>\$ 1,380,666</u>	<u>\$ 1,590,134</u>	<u>\$ 1,765,941</u>	<u>\$ 2,017,497</u>	<u>\$ 1,918,197</u>	<u>\$ 1,950,572</u>	-3.32%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	1,380,666	1,590,134	1,765,941	2,017,497	1,918,197	1,950,572	-3.32%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 1,380,666</u>	<u>\$ 1,590,134</u>	<u>\$ 1,765,941</u>	<u>\$ 2,017,497</u>	<u>\$ 1,918,197</u>	<u>\$ 1,950,572</u>	-3.32%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Revised</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Water Treatment Superint.	-	1.00	1.00	1.00	1.00	1.00
Water Treatment Supervisor	-	-	-	-	1.00	1.00
Engineering Associate	0.50	0.50	0.50	-	-	-
Lead Water Treatment Oper.	-	1.00	1.00	1.00	-	1.00
Senior Water Treatment Oper.	-	-	-	-	-	2.00
Water Treatment Operator	-	5.00	5.00	4.00	5.00	2.00
Water Quality Coord.	1.00	1.00	1.00	1.00	-	-
Senior Water Prod. Workers	1.00	-	-	-	-	-
Water Production Workers	5.00	-	-	-	-	-
Environmental Geologist	1.00	-	-	-	-	-
Total	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

Department Summary

Department:	Division:	Activity:
Public Works	Water Treatment & Production	Water Production (6621-491)

Capital Outlay:

Item:	Schedule Type	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Office Equipment		Replacement	10,000	8,000	8,000
Prod. & Const. Equipment		Maintenance	130,000	90,000	90,000
Other Equipment		Replacement	78,750	84,750	84,750

Current Trends and Issues:

The City is still undergoing some re-organization and staffing changes since the addition of the reverse osmosis facility. Now that the facility has been in operation for approximately two years, the City is getting a better understanding of how to manage the facility and what that cost is going to be. It may take a few more years to get a completely clear picture of the operationing and cost requirements. In addition, \$200,000 is being transferred into a capital project reserve for unspecified water production projects in fiscal year 2013.

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Water Distribution (6624-492)

Program Description:

To this activity are charged the costs of repair and maintenance of the distribution mains, valves, fire hydrants, service lines (from main to meter) and meter pits. Water maintenance staff maintain over 230 miles of water mains, over 2,500 valves, over 2,500 fire hydrants and over 75 miles of service lines. On the average, each year, water maintenance staff replaces approximately 270 water service lines, repairs 50 service lines, repairs 80 water main breaks, installs approximately 1,900 feet of new water mains, makes 120 service line taps and completes over 5,000 utility locates. The Superintendent of Water and Sewer Maintenance oversees the administration of this budget account under the leadership of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 826,311	\$ 719,366	\$ 880,694	\$ 768,002	\$ 768,002	\$ 789,604	2.81%
Contractual Services	66,192	72,653	80,369	144,050	136,675	134,300	-6.77%
Commodities	232,135	258,960	330,186	332,175	339,550	352,700	6.18%
Capital Outlay	46,782	78,655	33,648	32,350	32,350	27,000	-16.54%
Total Expenditures	<u>\$1,171,420</u>	<u>\$1,129,634</u>	<u>\$1,324,897</u>	<u>\$1,276,577</u>	<u>\$ 1,276,577</u>	<u>\$ 1,303,604</u>	2.12%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	1,171,420	1,129,634	1,324,897	1,276,577	1,276,577	1,303,604	2.12%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$1,171,420</u>	<u>\$1,129,634</u>	<u>\$1,324,897</u>	<u>\$1,276,577</u>	<u>\$ 1,276,577</u>	<u>\$ 1,303,604</u>	2.12%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Water/Sewer Superintendent	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Associate	0.25	0.25	0.25	-	-	-
Water Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Staff Aide	0.50	0.50	0.50	-	-	-
Lead Water Worker	3.00	3.00	3.00	3.00	3.00	3.00
Senior Water Maint. Worker	2.00	1.00	1.00	1.00	1.00	1.00
Water Maint. Worker	5.00	6.00	6.00	6.00	6.00	6.00
Utility Location Technician	0.50	0.50	0.50	0.50	0.50	0.50
Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Total	13.75	13.75	13.75	13.00	13.00	13.00

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Water Distribution (6624-492)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Land, Right-of-Way, etc.		New	2,000	2,000	2,000
New Services		New	25,000	25,000	25,000
Radio Equipment	3	Replacement	850	850	
2" pneumatic boring machine	1	Replacement	4,500	4,500	

Current Trends and Issues:

In the 2013 capital improvement program, \$400,000 is being transferred from the Water fund into water line replacement and expansion reserves - \$100,000 is going for water lines into new developments and \$300,000 is going into water line replacement, repair, and expansion projects. One major project partially funded from those reserves in fiscal year 2013 is the new pipeline connecting well #17 and well #13.

Department Summary

Department:	Division:	Activity:
Public Works	Water Treatment & Production	Water Administration (6625-493)

Program Description:

This budget accounts for the insurance expenses, franchise fees, and other miscellaneous expenses for the Water Utility System. Prior to fiscal year 2012, this budget also accounted for the City's utility billing operations; those operations are now accounted for in the Utility Billing budget in the General fund.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 470,554	\$ 440,036	\$ 413,063	\$ -	\$ -	\$ -	#DIV/0!
Contractual Services	579,119	635,315	668,586	557,388	557,388	557,614	0.04%
Commodities	20,706	19,339	31,763	-	-	-	#DIV/0!
Capital Outlay	182,053	208,589	36,000	-	5,000	-	#DIV/0!
Total Expenditures	<u>\$ 1,252,432</u>	<u>\$ 1,303,279</u>	<u>\$ 1,149,412</u>	<u>\$ 557,388</u>	<u>\$ 562,388</u>	<u>\$ 557,614</u>	0.04%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	1,252,432	1,303,279	1,149,412	557,388	562,388	557,614	0.04%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 1,252,432</u>	<u>\$ 1,303,279</u>	<u>\$ 1,149,412</u>	<u>\$ 557,388</u>	<u>\$ 562,388</u>	<u>\$ 557,614</u>	0.04%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Utility Office Manager	1.00	1.00	1.00	-	-	-
Water Service Tech.	5.00	4.00	4.00	-	-	-
Utility Clerk	3.00	3.00	3.00	-	-	-
Asst. Officer Manager	1.00	-	-	-	-	-
Total	10.00	8.00	8.00	-	-	-

Capital Outlay:

<u>Item:</u>	<u>Quantity</u>	<u>Replacement/ New/Maint Replacement</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Office Equipment				5,000	

Current Trends and Issues:

In fiscal year 2012, the bulk of the utility billing expenses have been transferred to the General fund in order to consolidate the utility billing department into one activity. Subsequently, the activities of the utility billing department that pertain to the Water fund will be charged back through the overhead cost allocation between the funds.

CITY OF HUTCHINSON
SCHEDULE OF WATER BOND INDEBTEDNESS
 December 31, 2011

KANSAS PUBLIC WATER SUPPLY LOAN ISSUED 6/11/02 - \$2,608,371				
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	INTEREST RATES
2012	54,176	32,754	2,993	4.180%
2013	56,464	30,658	2,802	4.180%
2014	58,849	28,472	2,602	4.180%
2015	61,335	26,195	2,394	4.180%
2016	63,926	23,821	2,177	4.180%
2017	66,626	21,347	1,951	4.180%
2018	69,440	18,769	1,715	4.180%
2019	72,373	16,082	1,470	4.180%
2020	75,429	13,281	1,214	4.180%
2021	78,615	10,362	947	4.180%
2022	81,936	7,319	669	4.180%
2023	85,396	4,148	379	4.180%
2024	44,041	843	77	4.180%
2025				
2026				
2027				
2028				
	868,606	234,051	21,388	

KANSAS WATER POLLUTION CONTROL LOAN ISSUED 10/27/05 - \$10,000,000				
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	INTEREST RATES
	421,951	204,005	21,250	2.650%
	433,207	193,811	20,189	2.650%
	444,763	183,345	19,098	2.650%
	456,627	172,600	17,979	2.650%
	468,808	161,568	16,830	2.650%
	481,314	150,242	15,650	2.650%
	494,153	138,614	14,439	2.650%
	507,335	126,676	13,195	2.650%
	520,868	114,419	11,919	2.650%
	534,763	101,836	10,608	2.650%
	549,028	88,916	9,262	2.650%
	563,674	75,652	7,880	2.650%
	578,710	62,034	6,462	2.650%
	594,147	48,053	5,006	2.650%
	609,997	33,699	3,510	2.650%
	626,269	18,962	1,975	2.650%
	319,371	3,832	399	2.650%
	8,604,985	1,878,266	195,653	

KANSAS PUBLIC WATER SUPPLY LOAN ISSUED 12/8/08 - \$8,933,667				
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	INTEREST RATES
2012	260,040	179,385	19,744	3.530%
2013	269,300	171,043	18,825	3.530%
2014	278,890	162,404	17,875	3.530%
2015	288,822	153,457	16,890	3.530%
2016	299,107	144,191	15,870	3.530%
2017	309,759	134,596	14,814	3.530%
2018	320,790	124,658	13,720	3.530%
2019	332,214	114,367	12,588	3.530%
2020	344,044	103,710	11,415	3.530%
2021	356,296	92,672	10,200	3.530%
2022	368,984	81,242	8,942	3.530%
2023	382,125	69,405	7,639	3.530%
2024	395,733	57,146	6,290	3.530%
2025	409,825	44,451	4,892	3.530%
2026	424,420	31,303	3,445	3.530%
2027	439,534	17,688	1,947	3.530%
2028	225,602	3,587	395	3.530%
	5,705,485	1,685,304	185,489	

TOTAL WATER REVENUE BONDS AND KWPC LOANS				
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	TOTAL
	736,167	416,144	43,987	1,196,298
	758,971	395,511	41,816	1,196,298
	782,502	374,221	39,575	1,196,298
	806,784	352,251	37,263	1,196,298
	831,841	329,580	34,877	1,196,298
	857,698	306,185	32,415	1,196,298
	884,383	282,041	29,874	1,196,298
	911,921	257,125	27,253	1,196,298
	940,342	231,409	24,547	1,196,298
	969,674	204,869	21,755	1,196,298
	999,948	177,478	18,873	1,196,298
	1,031,195	149,205	15,898	1,196,298
	1,018,484	120,024	12,829	1,151,336
	1,003,973	92,504	9,898	1,106,375
	1,034,416	65,003	6,956	1,106,375
	1,065,803	36,650	3,922	1,106,375
	544,974	7,420	794	553,188
	15,179,076	3,797,621	402,530	19,379,227

**Kansas Public Water Supply
Water Fund
#2280
Dated: June 11, 2002
Original Value: \$2,508,271**

Fiscal Period	Principal	Interest	Fees	Total	Rates
2012	54,176.23	32,754.23	2,993.20	89,923.66	4.180%
2013	56,464.45	30,657.60	2,801.61	89,923.66	4.180%
2014	58,849.34	28,472.42	2,601.90	89,923.66	4.180%
2015	61,334.94	26,194.93	2,393.79	89,923.66	4.180%
2016	63,925.54	23,821.26	2,176.86	89,923.66	4.180%
2017	66,625.55	21,347.32	1,950.79	89,923.66	4.180%
2018	69,439.60	18,768.89	1,715.17	89,923.66	4.180%
2019	72,372.51	16,081.56	1,469.59	89,923.66	4.180%
2020	75,429.29	13,280.74	1,213.63	89,923.66	4.180%
2021	78,615.18	10,361.60	946.88	89,923.66	4.180%
2022	81,935.63	7,319.18	668.85	89,923.66	4.180%
2023	85,396.34	4,148.25	379.07	89,923.66	4.180%
2024	44,041.37	843.39	77.07	44,961.83	4.180%
	<u>868,605.97</u>	<u>234,051.37</u>	<u>21,388.41</u>	<u>1,124,045.75</u>	

Principal and Interest due February 1 and August 1

Project:

Construction of high pressure water main in the Northeast part of the City

**Kansas Water Pollution Control Loan
Water Fund
#1666**

**Dated: October 27, 2005
Original Value: \$10,000,000**

Fiscal Period	Principal	Interest	Fees	Total	Rates
2012	421,951.21	204,004.60	21,250.47	647,206.28	2.650%
2013	433,206.99	193,810.68	20,188.61	647,206.28	2.650%
2014	444,763.02	183,344.84	19,098.42	647,206.28	2.650%
2015	456,627.33	172,599.81	17,979.14	647,206.28	2.650%
2016	468,808.12	161,568.15	16,830.01	647,206.28	2.650%
2017	481,313.84	150,242.21	15,650.23	647,206.28	2.650%
2018	494,153.16	138,614.15	14,438.97	647,206.28	2.650%
2019	507,334.98	126,675.90	13,195.40	647,206.28	2.650%
2020	520,868.42	114,419.20	11,918.66	647,206.28	2.650%
2021	534,762.87	101,835.54	10,607.87	647,206.28	2.650%
2022	549,027.98	88,916.20	9,262.10	647,206.28	2.650%
2023	563,673.60	75,652.24	7,880.44	647,206.28	2.650%
2024	578,709.92	62,034.45	6,461.91	647,206.28	2.650%
2025	594,147.34	48,053.39	5,005.55	647,206.28	2.650%
2026	609,996.55	33,699.39	3,510.34	647,206.28	2.650%
2027	626,268.54	18,962.48	1,975.26	647,206.28	2.650%
2028	319,371.47	3,832.46	399.21	323,603.14	2.650%
	<u>8,604,985.34</u>	<u>1,878,265.69</u>	<u>195,652.59</u>	<u>10,678,903.62</u>	

Principal and Interest due March 1 and September 1

Project:

To construct reverse osmosis water treatment plant and related water system pipelines.

**Kansas Public Water Supply
Water Fund**

#2423

Dated: December 8, 2008

Original Value: \$6,666,667

Fiscal Period	Principal	Interest	Fees	Total	Rates
2012	260,039.52	179,385.19	19,743.65	459,168.36	3.530%
2013	269,299.93	171,042.95	18,825.48	459,168.36	3.530%
2014	278,890.11	162,403.64	17,874.61	459,168.36	3.530%
2015	288,821.80	153,456.67	16,889.89	459,168.36	3.530%
2016	299,107.19	144,191.08	15,870.09	459,168.36	3.530%
2017	309,758.87	134,595.52	14,813.97	459,168.36	3.530%
2018	320,789.84	124,658.27	13,720.25	459,168.36	3.530%
2019	332,213.65	114,367.13	12,587.58	459,168.36	3.530%
2020	344,044.29	103,709.50	11,414.57	459,168.36	3.530%
2021	356,296.23	92,672.34	10,199.79	459,168.36	3.530%
2022	368,984.49	81,242.13	8,941.74	459,168.36	3.530%
2023	382,124.58	69,404.88	7,638.90	459,168.36	3.530%
2024	395,732.63	57,146.07	6,289.66	459,168.36	3.530%
2025	409,825.25	44,450.73	4,892.38	459,168.36	3.530%
2026	424,419.78	31,303.26	3,445.32	459,168.36	3.530%
2027	439,534.00	17,687.61	1,946.75	459,168.36	3.530%
2028	225,602.48	3,587.08	394.80	229,584.36	3.530%
	<u>5,705,484.64</u>	<u>1,685,304.05</u>	<u>185,489.43</u>	<u>7,576,278.12</u>	

Principal and Interest due February 1 and August 1

Project:

To construct reverse osmosis water treatment plant and related water system pipelines.

Sewer Utility Fund

The Sewer Utility fund is an enterprise fund that accounts for the activities of the wastewater treatment plant, the sewage pumping stations, and the sanitary sewer lines.

The Hutchinson Wastewater Treatment Facility (WWTF) is a state of the art secondary treatment facility treating approximately five million gallons a day of domestic and industrial wastewater to EPA and Kansas Department of Health and Environment specifications. The treatment allows the recycled wastewater to be returned to the Arkansas River without harm to aquatic life or the environment.

Originally built in 1959, the WWTF has undergone two major upgrades since that time. In 1984 the plant was upgraded to add the activated sludge process to the existing trickling filters. This was done in response to stricter State and Federal requirements for the quality of the treated wastewater. In 2004, a second upgrade was completed in which two additional aeration tanks and an additional final clarifier were added, along with processes for removal of nitrates from the treated wastewater. A design for a possible future phosphorus removal process was done at the same time, although it has not yet been built. In 2010, the City received a \$5.7 million Kansas Water Pollution Control Revolving Loan to improve the WWTF's biosolids handling. Part of the principal of the loan is to be forgiven through an ARRA stimulus grant. The biosolids project is a green project that will reduce the volume of biosolids produced by the plant and should lower future disposal costs.

In 2011, the 2001 Series water and sewer revenue bonds were refunded with general obligation bonds. Due to restrictive bond covenants that existed on those revenue bonds, the Sewer Utility fund was required to maintain restricted cash reserves for bond payments and emergency reserves. Following refunding of the revenue bonds, the restrictive covenants were released. The Sewer Utility fund has no restricted fund balance in 2012 and 2013.

The Sewer Utility fund transfers funds annually to the Capital Improvement Reserve fund. In 2013, the sewer allocation to the capital reserves increases from \$300,000 to \$500,000. A new reserve is being added for WWTF projects, and \$150,000 is being transferred into that reserve. In addition, the reserve for sanitary sewer line projects has been increased from \$100,000 to \$150,000 per year. The annual allocations of \$100,000 to the biological phosphorous removal project and the Severance Street interceptor project will not change.

Sewer Utility (052) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 2,138,618	\$ 2,111,958	\$ 2,350,640	\$ 2,530,219	\$ 3,395,900	\$ 3,429,706
Revenues	5,765,780	11,391,215	7,326,199	5,978,369	5,976,639	6,005,942
Prior Year Encumbrances Canceled	-	-	143,475	-	-	-
Funds available	\$ 7,904,398	\$ 13,503,173	\$ 9,820,314	\$ 8,508,608	\$ 9,372,539	\$ 9,435,648
Expenditures:						
Wastewater Treatment Plant	\$ 2,858,447	\$ 2,634,684	\$ 2,330,622	\$ 2,665,325	\$ 2,557,003	\$ 2,545,887 ✓
Sanitary Sewer Maintenance	795,669	867,203	892,544	1,041,113	1,041,113	1,084,005 ✓
Reserve Transfers-MERF	-	-	34,000	63,000	63,000	150,000
Reserve Transfers-CIP Reserve	200,000	317,218	300,000	300,000	300,000	500,000
Reserve Transfers-CIP Fund	-	-	139,200	-	-	-
Debt Service	600,202	6,078,920	2,021,934	760,541	721,095	596,888
Overhead Cost Allocation	803,696	698,928	698,928	1,253,259	1,253,259	1,334,438
Audit Adjustments	58,346	-	-	-	-	-
Accrued interest Adjustment	(27,065)	-	-	-	-	-
Total Expenditures	\$ 5,289,295	\$ 10,596,953	\$ 6,417,228	\$ 6,083,238	\$ 5,935,470	\$ 6,211,218
Transfers Out	503,145	555,580	7,186	7,363	7,363	132,479
Ending Balance, December 31	<u>\$ 2,111,958</u>	<u>\$ 2,350,640</u>	<u>\$ 3,395,900</u>	<u>\$ 2,418,007</u>	<u>\$ 3,429,706</u>	<u>\$ 3,091,951</u>
Fund Balance Restrictions:						
Bond accounts	\$ 86,500	\$ 88,500	\$ -	\$ -	\$ -	\$ -
Depreciation & emergency reserve	100,000	100,000	-	-	-	-
Unrestricted	1,925,458	2,162,140	3,395,900	2,418,007	3,429,706	3,091,951
Total Fund Balance	<u>\$ 2,111,958</u>	<u>\$ 2,350,640</u>	<u>\$ 3,395,900</u>	<u>\$ 2,418,007</u>	<u>\$ 3,429,706</u>	<u>\$ 3,091,951</u>

Sewer Utility Fund (052) Revenue Summary

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Licenses & Permits:						
Sewer Permits	\$ 1,200	\$ 1,275	\$ 1,250	\$ 1,200	\$ 1,200	\$ 1,200
Service Charges:						
Sewer Use Charges	5,396,498	5,562,354	5,717,398	5,630,513	5,630,513	5,658,666
Late Fees	48,023	47,049	50,093	46,000	46,000	46,000
Franchise Fees	269,205	279,741	285,715	280,176	280,176	281,577
Tapping Fees	25	7,500	21,440	-	-	-
Loan/Bond Proceeds	-	5,464,315	1,161,050	-	-	-
Miscellaneous:						
Salvaged Material	-	-	262	-	250	-
Reimbursements	3,988	548	62,415	500	500	500
Use of Money & Property:						
Rental of Property	-	-	8,000	-	8,000	8,000
Interest Income	46,841	28,433	18,578	20,000	10,000	10,000
Total	<u>\$ 5,765,780</u>	<u>\$ 11,391,215</u>	<u>\$ 7,326,199</u>	<u>\$ 5,978,389</u>	<u>\$ 5,976,639</u>	<u>\$ 6,005,942</u>

Department Summary

Department:	Division:	Activity:
Public Works	Wastewater Treatment	Wastewater Treatment Plant (6510-494)

Program Description:

To this activity are charged the costs of operation and maintenance of the wastewater treatment plant (WWTF), southeast of the City on the Arkansas River, the Fun Valley wastewater treatment facility and 33 sanitary sewer system lift pump stations. WWTF operates 24/7 and on the average, each year treats approximately two billion gallons (five million gallons per day) of mixed sanitary and industrial wastewater and disposes of 13.5 million gallons of sewage, sludge, biosolids for agricultural reuse. WWTF has a state certified laboratory and plant staff administer the City's EPA approved industrial pretreatment program, cover nine local industries. In addition, capital improvement projects and the debt service cost of retiring the sewer utility revenue bonds are charged here. The Wastewater Treatment Superintendent oversees the administration of this budget account under the oversight of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 972,583	\$ 924,507	\$ 808,143	\$ 924,723	\$ 919,183	\$ 906,770	-1.94%
Contractual Services	1,380,245	1,362,366	1,095,905	1,199,659	1,158,474	1,126,042	-6.14%
Commodities	419,425	291,211	368,238	501,075	434,475	439,025	-12.38%
Capital Outlay	86,194	56,600	58,336	39,868	44,871	74,050	85.74%
Total Expenditures	<u>\$ 2,858,447</u>	<u>\$ 2,634,684</u>	<u>\$ 2,330,622</u>	<u>\$ 2,665,325</u>	<u>\$ 2,557,003</u>	<u>\$ 2,545,887</u>	-4.48%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	2,858,447	2,634,684	2,330,622	2,665,325	2,557,003	2,545,887	-4.48%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 2,858,447</u>	<u>\$ 2,634,684</u>	<u>\$ 2,330,622</u>	<u>\$ 2,665,325</u>	<u>\$ 2,557,003</u>	<u>\$ 2,545,887</u>	-4.48%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
WW Treatment Supt.	1.00	1.00	1.00	1.00	1.00	1.00
WW Treatment Asst. Supt.	1.00	1.00	1.00	1.00	-	-
WW Treatment Maint Supv	-	-	-	-	1.00	1.00
Administrative Staff Aide	0.50	0.50	0.50	-	-	-
Chemist	1.00	1.00	1.00	1.00	-	-
Lead Lab Technician	-	-	-	-	1.00	1.00
Lab Technicians	2.00	2.00	2.00	2.00	2.00	2.00
Senior Operators	1.00	1.00	1.00	1.00	1.00	1.00
Plant Operators	4.00	5.00	5.00	5.00	5.00	5.00
Operator Trainee	1.00	-	-	-	-	-
Senior Maint. Worker	3.00	2.00	2.00	1.00	1.00	1.00
Maintenance Worker	3.00	4.00	4.00	5.00	5.00	5.00
Utility Clerk	2.00	2.00	2.00	-	-	-
Secretary	0.50	0.50	0.50	0.50	0.50	0.50
Total	<u>20.00</u>	<u>20.00</u>	<u>20.00</u>	<u>17.50</u>	<u>17.50</u>	<u>17.50</u>

Department Summary

Department:	Division:	Activity:
Public Works	Wastewater Treatment	Wastewater Treatment Plant (6510-494)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
WIMS software & PDA	1	New			4,460
Cabinets for laboratory	1	Replacement			9,590
Centrifuge	1	Replacement	5,740	5,281	
Hach LabCal Software		New	4,600	4,150	
Portable Samplers	2	Replacement	6,980	6,798	
Muffle Furnace	1	New	4,348	5,830	
Spectrophotometer	1	Replacement	8,200	7,812	
Office Equipment		Replacement		5,000	10,000
Copy Machine replacement	1	Replacement	10,000	10,000	
Dissolved Oxygen Measurement Equipment	4	New			50,000

Current Trends and Issues:

EPA Clean Water Act environmental regulations will continue to focus on nutrients (nitrogen and phosphorus) discharged in the treated effluent to the Arkansas River and the Total Maximum Discharge Limits (TMDL's) allowed, potentially resulting in improvements to the WWTF for phosphorus removal in the next 5 to 10 years. The UV disinfection system (built in 1990) and the secondary screw pump station (built in 1985) will need major replacements, repairs and improvements in the next 5 to 10 years.

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Sanitary Sewer Maintenance (6520-495)

Program Description:

To this activity are charged costs of repair and maintenance of the City's sanitary sewer collection system. Sewer maintenance staff maintain over 233 miles of sanitary sewer lines and over 5,200 manholes. Each year, on average, staff cleans 27 miles of sanitary sewer lines, inspect, by camera, 16.5 miles of sanitary sewer lines, and complete 40 sanitary sewer line repairs. The Superintendent of Water and Sewer Maintenance oversees the administration of this budget account under the supervision of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ 505,895	\$ 618,450	\$ 595,913	\$ 693,245	\$ 693,245	\$ 715,212	3.17%
Contractual Services	123,157	95,418	117,278	170,543	160,843	197,168	15.61%
Commodities	118,928	125,320	175,853	138,475	148,175	166,625	20.33%
Capital Outlay	<u>47,689</u>	<u>28,015</u>	<u>3,500</u>	<u>38,850</u>	<u>38,850</u>	<u>5,000</u>	-87.13%
Total Expenditures	<u>\$ 795,669</u>	<u>\$ 867,203</u>	<u>\$ 892,544</u>	<u>\$ 1,041,113</u>	<u>\$ 1,041,113</u>	<u>\$ 1,084,005</u>	4.12%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	795,669	867,203	892,544	1,041,113	1,041,113	1,084,005	4.12%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	<u>\$ 795,669</u>	<u>\$ 867,203</u>	<u>\$ 892,544</u>	<u>\$ 1,041,113</u>	<u>\$ 1,041,113</u>	<u>\$ 1,084,005</u>	4.12%

Personnel Schedule

Full Time Equivalents

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Water/Sewer Superintendant	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Associate	0.25	0.25	0.25	-	-	-
Sewer Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maint. Worker	-	-	-	1.00	2.00	2.00
Lead Maint. Worker	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Worker	8.00	9.00	9.00	8.00	7.00	7.00
Utility Locate Technician	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total	12.25	13.25	13.25	13.00	13.00	13.00

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Sanitary Sewer Maintenance (6520-495)

Capital Outlay:

Item:	Quantity	Replacement/ New/Maint	2012 Budget	2012 Revised	2013 Budget
Software/computer system upgrades		Replacement	\$ 5,000	\$ 5,000	\$ 5,000
Manhole inspection software		New	15,000	15,000	
Radio equipment	3	Replacement	850	850	
Sewer inspection video camera	1	Replacement	18,000	18,000	

Current Trends and Issues:

In the 2013 capital improvement program, \$150,000 is being transferred from the Sewer fund into the sanitary sewer line project reserves. These reserves are to be used for currently unspecified sewer line replacement, repair, and expansion projects. \$100,000 is also being transferred from the Sewer fund to the Severance Street Interceptor replacement project. These funds are being accumulated to replace or refurbish this line in the near future. The money is being transferred to help reduce the amount of future debt required for this project

CITY OF HUTCHINSON
SCHEDULE OF SEWER BOND INDEBTEDNESS
December 31, 2011

KANSAS WATER POLLUTION CONTROL LOAN
ISSUED 3/19/02 - \$6,800,000

KANSAS WATER POLLUTION CONTROL LOAN
ISSUED 10/2/05 - \$5,700,000

	BOND AMOUNT	INTEREST AMOUNT	FEE AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	FEE AMOUNT	INTEREST RATES
2012	272,141	114,495	10,043	3.100%	119,022	73,724	7,462	2.470%
2013	280,643	106,679	9,358	3.100%	122,282	70,764	7,162	2.470%
2014	289,411	98,618	8,651	3.100%	125,630	67,724	6,855	2.470%
2015	298,452	90,306	7,922	3.100%	129,071	64,599	6,538	2.470%
2016	307,776	81,735	7,170	3.100%	132,605	61,390	6,214	2.470%
2017	317,391	72,895	6,394	3.100%	136,237	58,092	5,880	2.470%
2018	327,306	63,779	5,595	3.100%	139,968	54,704	5,537	2.470%
2019	337,531	54,379	4,770	3.100%	143,801	51,223	5,185	2.470%
2020	348,076	44,685	3,920	3.100%	147,739	47,647	4,823	2.470%
2021	358,950	34,688	3,043	3.100%	151,785	43,973	4,451	2.470%
2022	370,163	24,378	2,138	3.100%	155,941	40,199	4,069	2.470%
2023	381,727	13,747	1,206	3.100%	160,212	36,321	3,676	2.470%
2024	195,313	2,783	244	3.100%	164,599	32,337	3,273	2.470%
2025					169,106	28,244	2,859	2.470%
2026					173,737	24,038	2,433	2.470%
2027					178,495	19,718	1,996	2.470%
2028					183,383	15,279	1,546	2.470%
2029					188,405	10,719	1,085	2.470%
2030					193,565	6,033	611	2.470%
2031					98,761	1,220	124	2.470%
	<u>4,084,878</u>	<u>803,166</u>	<u>70,453</u>		<u>3,014,345</u>	<u>807,948</u>	<u>81,776</u>	

TOTAL KWPC LOANS

	BOND AMOUNT	INTEREST AMOUNT	FEE AMOUNT	TOTAL
2012	391,164	188,219	17,505	596,888
2013	402,925	177,443	16,520	596,888
2014	415,041	166,342	15,505	596,888
2015	427,523	154,906	14,460	596,888
2016	440,381	143,124	13,383	596,888
2017	453,627	130,987	12,274	596,888
2018	467,274	118,483	11,132	596,888
2019	481,332	105,602	9,955	596,888
2020	495,814	92,332	8,742	596,888
2021	510,734	78,661	7,494	596,888
2022	526,104	64,577	6,207	596,888
2023	541,939	50,068	4,882	596,888
2024	359,912	35,120	3,517	398,549
2025	169,106	28,244	2,859	200,209
2026	173,737	24,038	2,433	200,209
2027	178,495	19,718	1,996	200,209
2028	183,383	15,279	1,546	200,209
2029	188,405	10,719	1,085	200,209
2030	193,565	6,033	611	200,209
2031	98,761	1,220	124	100,104
	<u>7,099,223</u>	<u>1,611,114</u>	<u>152,229</u>	<u>8,862,567</u>

**Kansas Water Pollution Control Loan
Sewer Fund
#1517
Dated: March 14, 2002
Original Value: \$6,800,000**

Fiscal Period	Principal	Interest	Fees	Total	Rates
2012	272,141.47	114,494.94	10,043.41	396,679.82	3.100%
2013	280,643.24	106,678.80	9,357.78	396,679.82	3.100%
2014	289,410.60	98,618.48	8,650.74	396,679.82	3.100%
2015	298,451.87	90,306.36	7,921.59	396,679.82	3.100%
2016	307,775.58	81,734.56	7,169.68	396,679.82	3.100%
2017	317,390.56	72,894.97	6,394.29	396,679.82	3.100%
2018	327,305.92	63,779.24	5,594.66	396,679.82	3.100%
2019	337,531.04	54,378.73	4,770.05	396,679.82	3.100%
2020	348,075.60	44,684.54	3,919.68	396,679.82	3.100%
2021	358,949.56	34,687.50	3,042.76	396,679.82	3.100%
2022	370,163.24	24,378.15	2,138.43	396,679.82	3.100%
2023	381,727.23	13,746.75	1,205.84	396,679.82	3.100%
2024	195,312.57	2,783.20	244.14	198,339.91	3.100%
	<u>4,084,878.48</u>	<u>803,166.22</u>	<u>70,453.05</u>	<u>4,958,497.75</u>	

Principal and Interest due March 1 and September 1

Project:

Install water main between 30th & 43rd Avenues and Obee Road and Healstead Street including the Sherwood Hills and Hillcrest Additions.

**Kansas Water Pollution Control Loan
Sewer Fund**

#1780

**Dated: October 21, 2009
Original Value: \$3,068,553 ***

Fiscal Period	Principal	Interest	Fees	Total	Rates
2012	119,022.37	73,724.32	7,461.97	200,208.66	2.470%
2013	122,281.80	70,764.47	7,162.39	200,208.66	2.470%
2014	125,630.48	67,723.57	6,854.61	200,208.66	2.470%
2015	129,070.87	64,599.39	6,538.40	200,208.66	2.470%
2016	132,605.46	61,389.67	6,213.53	200,208.66	2.470%
2017	136,236.86	58,092.04	5,879.76	200,208.66	2.470%
2018	139,967.70	54,704.11	5,536.85	200,208.66	2.470%
2019	143,800.71	51,223.40	5,184.55	200,208.66	2.470%
2020	147,738.68	47,647.37	4,822.61	200,208.66	2.470%
2021	151,784.51	43,973.40	4,450.75	200,208.66	2.470%
2022	155,941.12	40,198.83	4,068.71	200,208.66	2.470%
2023	160,211.56	36,320.90	3,676.20	200,208.66	2.470%
2024	164,598.93	32,336.77	3,272.96	200,208.66	2.470%
2025	169,106.48	28,243.52	2,858.66	200,208.66	2.470%
2026	173,737.46	24,038.19	2,433.01	200,208.66	2.470%
2027	178,495.24	19,717.70	1,995.72	200,208.66	2.470%
2028	183,383.34	15,278.88	1,546.44	200,208.66	2.470%
2029	188,405.28	10,718.51	1,084.87	200,208.66	2.470%
2030	193,564.75	6,033.25	610.66	200,208.66	2.470%
2031	98,761.10	1,219.70	123.53	100,104.33	2.470%
	<u>3,014,344.70</u>	<u>807,947.99</u>	<u>81,776.18</u>	<u>3,904,068.87</u>	

Principal and Interest due March 1 and September 1

Project:
Biosolids handling improvements at the Waste Water Treatment Facility

* Issued \$5,700,000; forgiven \$2,631,447

Storm Water Utility Fund

A Storm Water Utility fund is an enterprise fund that accounts for the collection and expenditure of the City's storm water utility fee. The storm water utility fee was approved in 2005 and went into effect January 1, 2006. The fee will be in effect until December 31, 2012. The utility fee for single family residential properties is \$1.00 per month. Multi-family, commercial, industrial, and government properties are charged a fee based upon the size of the property with fees ranging from \$2.00 to \$64.00 per month.

The storm water utility fee was initiated to assist the City in operation, construction, maintenance, and repair of storm water drainage facilities and to reduce potential hazards to property resulting from storm water runoff. It was also implemented to improve water quality of its receiving waters and to meet EPA storm water regulations.

A five-year plan for storm sewer improvements was established at the time the fee went into effect. Unfortunately, at the same time, the City was notified that its levee system would be required to be certified. The primary focus of the utility has been diverted to the certification and potential maintenance and repair costs of the levee rather than implementing the five-year improvement plan. As of fiscal year 2012, the levee certification is nearing completion. The levee improvements are in design and construction is scheduled for this winter.

The storm water fee rate plan included in the 2013 budget doubles the current rates. This fall the City Council will review proposals to determine if this rate change is sufficient to conduct a study for an Equivalent Residential Unit (ERU) fee structure. The actual storm water rates for 2013 will be determined at that time.

Storm Water Utility (057) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 488,706	\$ 382,481	\$ 360,551	\$ 390,120	\$ 477,897	\$ 686,165
Revenues:						
Service Charges	\$ 280,074	\$ 280,896	\$ 283,851	\$ 282,000	\$ 282,000	\$ 564,000
Interest Income	334	398	406	500	500	500
Reimbursements	181	-	-	-	-	-
Total Revenues	<u>\$ 280,589</u>	<u>\$ 281,294</u>	<u>\$ 284,257</u>	<u>\$ 282,500</u>	<u>\$ 282,500</u>	<u>\$ 564,500</u>
Transfers In	-	-	-	-	-	-
Funds available	<u>\$ 769,295</u>	<u>\$ 663,775</u>	<u>\$ 644,808</u>	<u>\$ 672,620</u>	<u>\$ 760,397</u>	<u>\$ 1,250,665</u>
Expenditures:						
Storm Water Administration	\$ 11,814	\$ 52,009	\$ 66,911	\$ 62,065	\$ 74,232	\$ 79,945
Storm Sewer Maintenance	-	-	-	-	-	10,600
Reserve Transfers-CIP Fund	-	251,215	-	-	-	800,000
Reserve Transfers-CIP Reserve	375,000	-	100,000	-	-	70,000
Overhead Cost Allocation	-	-	-	-	-	32,135
Total Expenditures	<u>\$ 386,814</u>	<u>\$ 303,224</u>	<u>\$ 166,911</u>	<u>\$ 62,065</u>	<u>\$ 74,232</u>	<u>\$ 992,680</u>
Transfers Out	-	-	-	-	-	78,500
Ending Balance, December 31	<u><u>\$ 382,481</u></u>	<u><u>\$ 360,551</u></u>	<u><u>\$ 477,897</u></u>	<u><u>\$ 610,555</u></u>	<u><u>\$ 686,165</u></u>	<u><u>\$ 179,485</u></u>

6530 of
77007

Department Summary

Department:	Division:	Activity:
Engineering	Engineering	Storm Water Administration (7700-496)

Program Description:

The Storm Water Utility budget was initiated to assist the City in operation, construction, maintenance and repair of storm water drainage facilities and to reduce the potential hazards to property resulting from storm water runoff. An additional function of the Storm Water Utility budget is to improve the water quality of our receiving waters.

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Change in Budget
Expenditures:							
Personal Services	\$ -	\$ 39,589	\$ 59,911	\$ 60,965	\$ 72,292	\$ 74,535	22.26%
Contractual Services	11,814	12,420	-	1,100	1,340	2,960	169.09%
Commodities	-	-	-	-	600	2,450	0.00%
Capital Outlay	-	-	7,000	-	-	-	
Total Expenditures	\$ 11,814	\$ 52,009	\$ 66,911	\$ 62,065	\$ 74,232	\$ 79,945	28.81%
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	11,814	52,009	66,911	62,065	74,232	79,945	28.81%
Other	-	-	-	-	-	-	0.00%
Total Funding Sources	\$ 11,814	\$ 52,009	\$ 66,911	\$ 62,065	\$ 74,232	\$ 79,945	28.81%

Personnel Schedule

Full Time Equivalents

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Storm Water Coordinator	-	1.00	1.00	1.00	1.00	1.00
Total	-	1.00	1.00	1.00	1.00	1.00

Current Trends and Issues:

The storm water fee expires at the end of fiscal year 2012. The 2013 budget estimates an increase in the storm water fee that essentially doubles the current fee. A study was done concerning the storm water improvements needed and it determined that the City would need millions of dollars over many years to complete the necessary improvements. The budgeted increase in the fee remains insufficient to complete all of the projects proposed in the study, however, should allow the fund to begin some projects and repairs as well as finance the necessary levee improvements.

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Storm Sewer (6530-558)

This activity is charged with the repair and maintenance of approximately 70 miles of the City's underground storm sewer system. This budget account does not include any personnel costs as they are included in the Sanitary Sewer Maintenance budget. Work activities include cleaning storm sewer pipes, storm sewer inlets, (catch basins), repairing storm sewer pipes and repairing and rebuilding storm sewer inlets and manholes. The Superintendent of Water and Sewer Maintenance oversees the administration of this budget account under the management of the Director of Public Works.

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>	<u>Change in Budget</u>
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	-	-	-	-	-	325	
Commodities	-	-	-	-	-	10,275	
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ 10,600</u>					
Funding Sources:							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Service Charges	-	-	-	-	-	10,600	0.00%
General Revenues	-	-	-	-	-	-	
Total Funding Sources	<u>\$ -</u>	<u>\$ 10,600</u>					

Current Trends and Issues:

Storm water maintenance has been financed as part of the General fund in previous years' budgets. With the estimated increase in the storm water fee, the cost of the Storm water maintenance program is being shifted from the General fund to the Storm Water Utility fund. This budget does not reflect the entire cost of maintaining the storm water system, but includes some of the miscellaneous costs associated with the system's maintenance. The ultimate changes in the fee structure will determine the amount of the actual costs of maintaining the storm water system that may eventually be charged to the Storm Water Utility fund.

Donations Fund

The Donations fund is a fiduciary fund that accounts for donations to the City for various purposes. Funds have been donated to and are being held for parks improvements, zoo improvements, animal shelter improvements, airport operations, and more.

One of the programs accounted for in the Donations fund is the Hutch Card program through the Hutchinson Credit Union. Hutch Card funds are to be used for park and/or zoo improvements. The balance of Hutch Card funds at the end of fiscal year 2011 was \$55,026.

Also accounted for in the Donations fund is the Brush Up Hutch program. This program takes City funds and third party donations to assist low income citizens with purchasing paint to update the exterior of their homes. The balance in the Brush-Up Hutch program at the end of fiscal year 2011 was \$6,222.

Donations (048) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 97,663	\$ 117,854	\$ 100,101	\$ 100,101	\$ 186,334	\$ 186,334
Revenues:						
Miscellaneous	\$ -	\$ -	\$ 216,669	\$ -	\$ -	\$ -
Donations	158,906	57,122	72,897	-	-	-
Reserve Transfers-General Fund	-	-	6,030	-	-	-
Reserve Transfers-CIP	-	1,462	46,367	-	-	-
Total Revenues	<u>\$ 158,906</u>	<u>\$ 58,584</u>	<u>\$ 341,963</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Funds available	\$ 256,569	\$ 176,438	\$ 442,064	\$ 100,101	\$ 186,334	\$ 186,334
Expenditures:						
Contractual Services	\$ 138,715	\$ 76,201	\$ 209,976	\$ -	\$ -	\$ -
Capital Outlay	-	136	-	-	-	-
Reserve Transfers-CIP	-	-	45,754	-	-	-
Total Expenditures	<u>\$ 138,715</u>	<u>\$ 76,337</u>	<u>\$ 255,730</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Balance, December 31	<u>\$ 117,854</u>	<u>\$ 100,101</u>	<u>\$ 186,334</u>	<u>\$ 100,101</u>	<u>\$ 186,334</u>	<u>\$ 186,334</u>

Hutchinson Community Foundation

The Hutchinson Community Foundation is a separate entity that collects donations and funds to be used for future City purposes and/or projects. These funds are being held separate from and are not commingled with City funds. The foundation determines the disposition and allocation of the funds to the City. Funds are being held by the foundation for various purposes including the cemetery, the 911 memorial, the downtown cannon restoration, trees, junior golf programs, and more.

Hutchinson Community Foundation (053) Fund Summary

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cash Balance, January 1	\$ 24,191	\$ 23,926	\$ 38,800	\$ 38,800	\$ 27,919	\$ 27,919
Revenues:						
Interest Income	\$ 36	\$ 28	\$ 46	\$ -	\$ -	\$ -
Donations	-	35,820	5,730	-	-	-
Total Revenues	<u>\$ 36</u>	<u>\$ 35,848</u>	<u>\$ 5,776</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Transfers in	-	-	-	-	-	-
Funds available	<u>\$ 24,227</u>	<u>\$ 59,774</u>	<u>\$ 44,576</u>	<u>\$ 38,800</u>	<u>\$ 27,919</u>	<u>\$ 27,919</u>
Expenditures:						
Contractual Services	\$ 301	\$ 20,974	\$ 16,657	\$ -	\$ -	\$ -
Capital Outlay	-	-	-	-	-	-
Total Expenditures	<u>\$ 301</u>	<u>\$ 20,974</u>	<u>\$ 16,657</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Balance, December 31	<u><u>\$ 23,926</u></u>	<u><u>\$ 38,800</u></u>	<u><u>\$ 27,919</u></u>	<u><u>\$ 38,800</u></u>	<u><u>\$ 27,919</u></u>	<u><u>\$ 27,919</u></u>

Federal & State Grant Funds

The Federal & State Grant funds are used to account for the receipt and disbursement of grants that are not to be used for general operations, but for specific projects and equipment. Current grants being accounted for include police department grants, airport improvement projects, housing and neighborhood improvement grants, homeless prevention, and more.

State & Federal Grant Funds (002) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 297,189	\$ (1,136)	\$ 114,331	\$ 114,331	\$ 480,608	\$ 480,608
Revenues:						
Intergovernmental	\$ 310,555	\$ 2,297,510	\$ 1,673,298	\$ -	\$ -	\$ -
Interest Income	-	-	97	-	-	-
Miscellaneous	249,811	63,898	202,437	-	-	-
Reserve Transfers In-General	-	-	29,935	-	-	-
Total Revenues	<u>\$ 560,366</u>	<u>\$ 2,361,408</u>	<u>\$ 1,905,767</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Funds available	\$ 857,555	\$ 2,360,272	\$ 2,020,098	\$ 114,331	\$ 480,608	\$ 480,608
Expenditures:						
Contractual Services	\$ 545,735	\$ 120,749	\$ 477,183	\$ -	\$ -	\$ -
Commodities	-	609,665	26,514	-	-	-
Capital Outlay	138,656	510,621	74,201	-	-	-
Reserve Transfers-CIP	-	1,004,906	961,592	-	-	-
Total Expenditures	<u>\$ 684,391</u>	<u>\$ 2,245,941</u>	<u>\$ 1,539,490</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Transfers Out	<u>174,300</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance, December 31	<u>\$ (1,136)</u>	<u>\$ 114,331</u>	<u>\$ 480,608</u>	<u>\$ 114,331</u>	<u>\$ 480,608</u>	<u>\$ 480,608</u>

Gossage Animal Shelter Trust

This Gossage Animal Shelter Trust fund accounts for distributions to the City from the Gladys Gossage Trust. Distributions from the Trust are currently being used to repay bonds issued in 2008 for the expansion of the animal shelter. The funds are transferred to the Bond & Interest fund to cover the debt service payments. The future debt service of these bonds is as follows:

Fiscal Period	Principal	Interest	Total
2012	\$ 42,162	\$ 14,246	\$ 56,407
2013	44,123	12,718	56,840
2014	46,084	11,328	57,411
2015	48,045	9,807	57,851
2016	49,025	8,173	57,198
2017	51,967	6,458	58,424
2018	53,928	4,587	58,514
2019	4,903	2,591	7,494
2020	4,903	2,388	7,291
2021	4,903	2,185	7,087
2022	5,883	1,981	7,864
2023	5,883	1,737	7,620
2024	5,883	1,493	7,376
2025	6,864	1,237	8,100
2026	6,864	938	7,802
2027	6,864	640	7,503
2028	7,844	341	8,185
	<u>\$ 396,122</u>	<u>\$ 82,847</u>	<u>\$ 478,969</u>

Gossage Animal Shelter Trust (007)
Fund Summary

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cash Balance, January 1	\$ 72,349	\$ 58,355	\$ 41,120	\$ 25,166	\$ 1,006	\$ 599
Revenues:						
Interest Income	\$ 34	\$ 5	\$ 6	\$ -	\$ -	\$ -
Donations	40,102	38,187	15,834	40,000	56,000	56,500
Total Revenues	<u>\$ 40,136</u>	<u>\$ 38,192</u>	<u>\$ 15,840</u>	<u>\$ 40,000</u>	<u>\$ 56,000</u>	<u>\$ 56,500</u>
Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Funds available	\$ 112,485	\$ 96,547	\$ 56,960	\$ 65,166	\$ 57,006	\$ 57,099
Expenditures:						
Reserve Transfer-Bond & Interest	\$ 54,130	\$ 55,427	\$ 55,954	\$ 56,407	\$ 56,407	\$ 56,840
Reserve Transfer-CIP	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>\$ 54,130</u>	<u>\$ 55,427</u>	<u>\$ 55,954</u>	<u>\$ 56,407</u>	<u>\$ 56,407</u>	<u>\$ 56,840</u>
Ending Balance, December 31	<u>\$ 58,355</u>	<u>\$ 41,120</u>	<u>\$ 1,006</u>	<u>\$ 8,759</u>	<u>\$ 599</u>	<u>\$ 259</u>

Municipal Equipment Replacement Fund

The Municipal Equipment Replacement Fund (MERF) accounts for the purchase of new and replacement equipment for the City. Funds are transferred to the MERF from other funds and accumulated to finance the City's equipment replacement program.

Each year the City prepares and updates a five-year equipment replacement program for equipment with an estimated cost greater than \$10,000. The first year of the replacement program is included as part of the adopted budget. The MERF accounts for the financial activity of this program.

The City's total equipment replacement program for 2013 is \$1,253,746. The budgeted expenditure total is \$1,445,854. There are differences between the program totals and the expenditure totals due to the timing differences between when the transfers arrive from the budgeted funds and when the purchases actually take place. Some funds such as the patrol car program and the backhoe program accumulate funds for several years before the equipment is purchased. Other timing differences may occur when equipment is purchased by lease. Below is reconciliation between the program totals and the fund's expenditure totals.

MERF Program Totals	
General fund MERF	\$ 541,151
Non-general fund MERF	317,500
Computer/WAN MERF	320,095
Copier MERF	27,000
Backhoe MERF	48,000
Total MERF Programs	\$ 1,253,746
Prior year police patrol car transfers	283,000
Golf course mower lease payments	20,108
Asphalt zipper internal lease payments	(26,500)
Wheeled loader internal lease payments	(36,500)
Backhoe transfers for 2016 budget	(48,000)
Total expenditures	\$ 1,445,854

Municipal Equipment Replacement (036) Fund Summary

	0 *	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	6,201.00 ✓	\$ 1,104,149	\$ 1,002,939	\$ 1,208,881	\$ 1,216,438
Revenues:					
Municipal Court Fees	541,151.00	5,308	-	-	-
Interest Income	92,400.00 ✓	991	-	-	-
Scrap and Salvage Sales	12,000.00	72,042	-	-	-
Miscellaneous	651,752.00 **	-	-	-	-
Reimbursements		1,234,975	1,054,868	1,054,868	1,037,252
Reserve Transfers - Budgeted F	136,500.00 ✓	-	-	-	-
Reserve Transfers - CIP	12,000.00 ✓	-	-	-	-
Total Revenues	148,500.00 **	\$ 1,313,316	\$ 1,054,868	\$ 1,054,868	\$ 1,037,252
Transfers In		-	-	-	-
Funds available		\$ 2,417,465	\$ 2,057,807	\$ 2,263,749	\$ 2,253,690
Expenditures:					
Reserve Transfers	34,000.00	374,288	-	-	-
Capital Outlay	34,000.00 ✓	834,296	1,025,316	1,047,311	1,445,854
Total Expenditures	19,000.00	\$ 1,208,584	\$ 1,025,316	\$ 1,047,311	\$ 1,445,854
Transfers Out	19,000.00 ✓	-	-	-	-
Ending Balance, December 31	128,000.00 ✓	\$ 1,208,881	\$ 1,032,491	\$ 1,216,438	\$ 807,836
	10,000.00 ✓				
	24,000.00 ✓				
	162,000.00				
	10,000.00 ✓				
	12,000.00 ✓				
	22,000.00 **				
	1,037,252.00				

GF

*Sp
street
golf*

airport

Wtr

Swr

1,037,252

General Fund MERF

2013

2014

2015

2016

2017

ANIMAL CONTROL					
Vehicle, Animal Control - Replace #9A		20,000			
Vehicle, Animal Control - Replace #9B					35,000
Animal Shelter Totals	0	20,000	0	0	35,000
CENTRAL GARAGE					
Truck, Pickup - 1/2-ton 4x4 w/ Utility Bed		65,000			
Truck, Pickup - 1/2-ton	20,000				
Mini Van, Fleet Vehicle			28,000		
Central Garage Totals	20,000	65,000	28,000	0	0
EASTSIDE CEMETERY					
Backhoe, Used w/Extendable Boom - #164		50,000			
1 Ton 4X4 Truck w/Flatbed, Hoist & Snowplow - #163					38,000
Used 3/4 Ton Pickup Truck - #151					20,000
Eastside Cemetery Totals	0	50,000	0	0	56,000
ENGINEERING					
Pickup, 1/2 Ton - Replace #147		24,000			
Truck, Traffic Signal Boom - Replace #142		90,000			
Automobile (Constr. Proj. Coord.) - Replace #150			26,000		
Automobile (shared) - Replace #144				26,000	
Bucket Truck - Replace #149				90,000	
Engineering Totals	0	114,000	26,000	116,000	0
FIRE					
Pumper - Replace Engine 6	81,767	81,767	81,767	81,767	
Radio, Mobile/Portable Upgrade	20,000	20,000	20,000	20,000	20,000
800 Mhz Radio System upgrade	6,376	6,376	6,376	6,376	6,376
SCBA, Replace 10 Scott 4.5 Air-Pack 75	50,000	50,000	50,000	50,000	50,000
1/2 Ton Extended Cab Pickup. - Replace #C4	22,000				
1/2 Ton Pickup, 4WD w/Lid - Replace #C6		35,000			
3/4 Ton Pickup, 4WD w/Lid - Replace #C2					45,000
1/2 Ton Pickup, 4WD w/Lid - Replace #C9			45,000		
Jaws-of-Life Rescue Unit					30,500
Fire Totals	180,143	193,143	203,143	158,143	151,876
HORTICULTURE & FORESTRY					
1 Ton Truck w/Flatbed & Hoist - #104	28,000				
1 Ton Truck w/Utility Bed - #112	27,000				
Commercial 12' Wide Area Mower - #302		44,000			
1 Ton Truck w/ Flatbed & Hoist - #91		28,000			
1 Ton Truck w/ Flatbed, Hoist & Snow Plow - #94		36,000			
1 Ton 4 X 4 Truck w/ Flatbed, Hoist & Snow Plow - #117			36,000		
3/4 Ton Pickup - #190			20,000		
Sprigmaster II - 52" Pulltype Sprigger - New			26,000		
John Deere 12' Front Mount Range Wing Mower - #327			44,000		
1 Ton Pickup w/ Flatbed & Hoist - #59				28,000	
Vermeer 170 HP Chipper Unit - #84				45,000	
2 1/2 Ton Chassis w/ 65" Tree Spade - #88					95,000
John Deere 12' Front Mount Range Wing Mower - #325				44,000	
John Deere 12' Front Mount Range Wing Mower - #326					44,000
John Deere TX Turf Gator - #313				10,000	
Horticulture & Forestry Totals	55,000	108,000	126,000	127,000	139,000
INSPECTION					
Pickup, 1/2 Ton Extended Cab - Replace #172	22,000	0	0	0	0
Pickup, 1/2 Ton Extended Cab w/6 ft. bed - Replace #174	0	25,000	0	0	0
Automobile, Mid-size 4-door Sedan - Replace #179	0	0	26,000	0	0
Pickup, 1/2 Ton Extended Cab w/6 ft. bed - Replace #175	0	0	0	25,000	0
Pickup, 1/2 Ton Extended Cab w/6 ft. bed - Replace #173	0	0	0	0	26,000
Inspection Totals	22,000	25,000	26,000	25,000	26,000

General Fund MERF	2013	2014	2015	2016	2017
PARK MAINTENANCE					
1 Ton Truck w/Tommy Lift - #101		25,000		21,000	
1 Ton Truck - #178					
1 Ton Truck w/Utility Bed - #108	34,000				
¾ Ton Truck - #96		20,000			
2½ Ton Truck w/Flatbed, Hoist, Snow Plow, Hookall - #87					85,000
Used Caterpillar 460B Telehandler - New					40,000
1 Ton Truck w/Crew Cab, Utility Bed & Power Inverter-#114			42,000		
Used - Articulating Work Platform Model Z-51/30J RT-#113			25,000		
John Deere TX Turf Gator - #314				10,000	
Park Maintenance Totals	34,000	45,000	67,000	31,000	125,000
POLICE					
Body Armor - Replace		32,000	32,000		
Data Terminals, Mobile - Replace	12,000	15,000	15,000	15,000	15,000
Radios, Mobile & Handheld - Replace		12,000	16,000	16,000	16,000
Vehicles, Patrol - Replace 15 **	85,000	120,000	120,000	130,000	125,000
Vehicle Equipment, Patrol	40,000				
Vehicles, Unmarked - Replace	0	40,000	40,000	40,000	40,000
Computer Server Replacement	10,000	10,000	15,000	10,000	10,000
Mobile Software Upgrade		53,000			
Light Bars for Patrol Vehicles - Replace	30,000				
800 Mhz Radio System upgrade	10,808	10,808	10,808	10,808	10,808
Rifle Replacement (4/yr for 4 years)		10,000	10,000	10,000	10,000
Video Systems, In-Car	16,200	18,900			
Van, Property & Evidence - Replace		30,000			
Police Totals	204,008	351,708	258,808	231,808	226,808
PUBLIC WORKS MAINTENANCE					
Truck, Pickup - ¾-ton 4x4	26,000				
Truck, Flatbed - ¾-ton 4x4					
Tractor, Farm - 2 Wheel Drive w/Cab		60,000			
Tractor, Farm - 2 Wheel Drive w/ Cab		60,000			
Tractor, Farm - 85 HP, 2 Wheel Drive w/ Cab - #61					50,000
Tracked Bulldozer			130,000		
Mower, 15 ft Winged PTO driven		18,000			
Mower, 15 ft Winged PTO driven		18,000			
Mower, 10 ft winged - #66					15,000
Truck, Pickup - ¾-ton 4x4 w/ Flatbed			30,000		
Mower, 6 ft Front Mounted			25,000		
Truck, Pickup - ¾-ton 4x4 w/ Utility Bed and Crane				50,000	
Tractor, Farm - 2 Wheel Drive w/Slope Mower				120,000	
PW Maintenance Totals	26,000	156,000	185,000	170,000	65,000
STREET SIGNS & MARKINGS					
Truck, 1-Ton Flatbed - Replace #11		44,500			
Street Administration Totals	0	44,500	0	0	0
ZOO					
John Deere Utility Vehicle 4X4 Gator - #604				13,000	
Used - ¾ Ton Cargo Van - #74					18,000
Zoo Totals	0	0	0	13,000	18,000
Total General Fund	541,151	1,172,351	919,951	871,951	842,684

** Dollars are contributions to MERF to purchase 15 squad cars every three years - next purchase years are 2013 and 2016.

Non-General Fund MERF

AIRPOT

2013 2014 2015 2016 2017

AIRPORT - 50

Used - 100HP New Holland Bidirectional Tractor					90,000
Used - Hydraulic Excavator W/Mulching Head - New		55,000			
Schulte 26' Flex Wing Mower				25,000	
John Deere 997 ZTrac Diesel Midmount 72" Mower	19,000				
Graco LineLazer IV-5900 Paint Sprayer			18,000		
John Deere Utility Vehicle 6X4 Gator				12,000	
Airport Totals	19,000	55,000	18,000	37,000	90,000

*506971573 5010
036200 30 3801*

FUN VALLEY - 31

Used - 1/4 Ton Truck w/Flatbed & Hoist					25,000
John Deere 2020A Pro Gator			21,500		
John Deere Utility Vehicle 6X4 Gator		12,000			
John Deere 2653B Trim Mower				34,500	
Used - 1/4 Ton Pickup Truck		20,000			
John Deere 2653B Trim Mower				34,500	
John Deere TX Turf Gator					10,000
John Deere 72" 997 ZTrac Mower					19,000
Fun Valley Totals	0	32,000	21,500	69,000	54,000

GOLF COURSE - 08

John Deere 2653B Trim Mower				34,500	
Bed Knife Grinder - #453	14,000				
Spinning Reel Grinder - #454	20,000				
John Deere 72" Front Mount Rotary Mower		22,000			
John Deere 2020A Pro Gator		21,500			
John Deere TX Turf Gator		10,000			
John Deere 2500B Triplex Greens Mower			26,000		
John Deere 1600 Fairway Mower					56,500
John Deere 2500B Triplex Greens Mower				26,000	
John Deere 1200A Bunker Rake/Groomer			12,500		
Golf Course Totals	34,000	53,500	38,500	60,500	56,500

SPECIAL STREET - 03

New Asphalt Zipper (Cold Planer)	26,500	26,500	26,500	26,500	
Loader, Wheeled	36,500	36,500	36,500	36,500	
Street Sweeper, Mechanical	36,000	36,000	36,000	36,000	
Supercab Truck, Flatbed - 1-ton w/ Hoist Bed - #40	37,500				
Regular Cab Truck, Pickup -1-ton w/Hoist Bed - #43		40,000			
Truck, Dump - Single Axle w/ Slurry Application Bed (chassis & frame)		125,000			
Loader, Wheeled			210,000		
Small Road Grader				155,000	
Truck, Dump - Tandem Axle w/ 13 ft Bed - #42					170,000
Special Street Totals	136,500	264,000	309,000	254,000	170,000

to Street

Total General Fund Related

189,500	404,500	387,000	420,500	370,500
----------------	----------------	----------------	----------------	----------------

WASTEWATER TREATMENT - 52

Diesel Trash Pump, 6 inch w/Float Controls			33,000		
Truck, Dump - Tandem Axle w/ 15 ft Bed - #36			128,000		
Truck, Pickup - 3/4-ton 4x4 w/ Utility Bed		47,000			
Truck, Pickup - 1/2-ton			30,000		
Car, 4-door Sedan			26,000		
Loader, Wheeled				200,000	
Diesel-powered, trailer-mounted, 10 kW generator			18,000		
Mower, Self-Propelled		45,000			
Wastewater Treatment Totals	0	92,000	235,000	200,000	0

SEWER MAINTENANCE - 52

Truck, Flatbed - 1-ton w/ Flush Tank - #543					44,000
Truck, Flatbed - 1-ton w/ Flush Tank - #544			44,000		
Truck, Pickup - Small 1/2-ton w/ Extended cab & topper	23,000				
Truck, Pickup - 1/2 Ton - #547					25,000
Truck, Dump - Single Axle - #542	105,000				

Non-General Fund MERF	2013	2014	2015	2016	2017
Truck, Combination Sewer Cleaner - #535					350,000
Truck, Combination Sewer Cleaner - #548		375,000			
Sewer Maintenance Totals	✓ 128,000	375,000	44,000	0	419,000
UTILITY BILLING - 51					
Cargo Van - Replace #194		25,000			
Cargo Van - Replace # 193			25,000		
Cargo Van - Replace #191				25,000	
Utility Billing Totals	0	25,000	25,000	25,000	0
WATER DISTRIBUTION - 51					
1 Ton Crew Cab Truck with Utility Bed - #571					52,000
1 Ton Crew Cab Truck with Utility Bed - #575					52,000
Truck, Pickup - 3/4-ton Flatbed				35,000	
Loader, Skid-Steer w/ Trailer and Forks			62,000		
Truck, Pickup - 3/4-ton 4x4 w/ Tommie Lift		50,000			
Water Distribution Totals	0	50,000	62,000	35,000	104,000
Total Non-General Fund	✓ 317,500	946,500	753,000	680,500	893,500

✓ Sewerm 052 6510 494 8010 128,000
 036 0000 380 3801 128,000

Copier MERF

2013

2014

2015

2016

2017

GENERAL FUND

Replace Canon IR8500-City Hall			15,000		
Replace Canon IR200-Dispatch			6,000		
Replace Canon IR2200-Police			6,000		
Replace Canon IR400-Public Works		12,000			
Replace Canon IR400-Park Maintenance		6,000			
Replace Canon IR C7065-Public Works			12,000		
Replace Canon IR3530-Police Task Force			10,000		
Replace Canon IR C7065-City Hall				15,000	
Replace Canon IR 200-Municipal Court				8,000	
Replace Canon Desktop-Eastside Cemetery				4,000	
Replace Canon IR5075-Fire Department					15,000
Replace Canon IR2200-Zoo					8,000
New Canon Desktop Copier-Airport					4,000
General Fund Totals	27,000	18,000	22,000	27,000	27,000
ANIMAL SHELTER - 44					
Replace Canon IR400-Animal Shelter		10,000			
Animal Shelter Totals	0	10,000	0	0	0
General Fund Related Totals	0	10,000	0	0	0
WASTEWATER TREATMENT - 52					
Replace Canon IR200-WWTP					
Wastewater Treatment Totals	0	0	0	0	0
WATER PRODUCTION - 51					
Replace Canon IR C4080-Water Treatment			12,000		
Water Production Totals	0	0	12,000	0	0
Non-General Fund Totals	0	0	12,000	0	0
Copier Totals	27,000	28,000	34,000	27,000	27,000

Handwritten notes:
 15,000
 6,000
 6,000
 12,000
 6,000
 12,000
 10,000
 15,000
 8,000
 4,000
 15,000
 8,000
 4,000
 Copiers
 by
 Palmer

Backhoe MERF	2013	2014	2015	2016	2017
SPECIAL STREET - 03					
Backhoe Reserve - 4 Backhoes	12,000	12,000	12,000	12,000	12,000
Special Street Totals	12,000	12,000	12,000	12,000	12,000
SEWER MAINTENANCE - 52					
Backhoe Reserve - 4 Backhoes	12,000	12,000	12,000	12,000	12,000
Sewer Maintenance Totals	12,000	12,000	12,000	12,000	12,000
WATER DISTRIBUTION - 51					
Backhoe Reserve - 4 Backhoes	24,000	24,000	24,000	24,000	24,000
Water Distribution Totals	24,000	24,000	24,000	24,000	24,000
Backhoe Totals	48,000	48,000	48,000	48,000	48,000

* Dollars reflect contributions into MERF for backhoes and not purchases - 4 backhoes to be purchased in fiscal year 2016.

[Handwritten signature]

*to
"Mesa project"
"Backho"*

~~003 6420 559 8010~~
~~001 9500 020 8010~~
036 0000 380 3801

12,000
12,000 Backho

052 6510 494 8010
036 0000 380 3801

12,000
12,000 Backho

051-66 25-493-8010
036 -0000-380-3801

24,000
24,000 Backho

Disaster Fund

The Disaster fund is a closed fund. The fund was used to account for the contributions and clean-up of the natural gas explosions in 2001.

Disaster (045) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 116,615	\$ 116,691	\$ -	\$ -	\$ -	\$ -
Revenues:						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	76	93	-	-	-	-
Reserve Transfers - Budgeted Funds	-	-	-	-	-	-
Reserve Transfers - CIP	-	-	-	-	-	-
Total Revenues	\$ 76	\$ 93	\$ -	\$ -	\$ -	\$ -
Transfers In	-	-	-	-	-	-
Funds available	\$ 116,691	\$ 116,784	\$ -	\$ -	\$ -	\$ -
Expenditures:						
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve Transfers	-	116,784	-	-	-	-
Total Expenditures	\$ -	\$ 116,784	\$ -	\$ -	\$ -	\$ -
Ending Balance, December 31	\$ 116,691	\$ -	\$ -	\$ -	\$ -	\$ -

Health & Dental Insurance Fund

The Health & Dental Insurance fund accounts for employee health and dental insurance. The individual funds make monthly payments to the Health Insurance Fund for each employee depending on the employee's coverage. These funds are accumulated in the Health Insurance Fund and are used to pay medical and dental claims. The City is considered self-insured but has stop-loss insurance for individual claims and for aggregate claims.

In fiscal year 2009 through 2011, the Health & Dental Insurance fund provided reduced premiums to the budgeted operating funds. This was done in order to help financially stabilize the operating funds during the worst of the recession years. No premium reductions were budgeted for fiscal year 2012.

In fiscal year 2013, a transfer of \$266,427 to the General fund is budgeted from the Health & Dental Insurance fund to help pay for a one-time 2%, lump sum pay increase.

Health & Dental Insurance (032) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 3,841,750	\$ 3,435,781	\$ 2,789,261	\$ 2,237,010	\$ 3,321,760	\$ 3,564,043
Revenues:						
Employee Contributions	\$ 526,869	\$ 777,049	\$ 893,692	\$ 961,995	\$ 961,995	\$ 1,028,617
Retiree Premiums Collected	91,528	99,064	108,225	100,000	100,000	100,000
Cobra Premiums Collected	-	22,803	31,417	25,000	25,000	25,000
Department Premiums Charged	1,983,664	1,768,106	2,713,295	3,141,509	3,141,509	3,319,995
Interest Income	25,195	13,248	9,805	12,500	5,000	5,000
Reimbursements	2,890	3,403	-	-	-	-
Total Revenues	\$ 2,630,146	\$ 2,683,673	\$ 3,756,434	\$ 4,241,004	\$ 4,233,504	\$ 4,478,612
Funds available	\$ 6,471,896	\$ 6,119,454	\$ 6,545,695	\$ 6,478,014	\$ 7,555,264	\$ 8,042,655
Expenditures:						
Claims	\$ 2,575,876	\$ 2,700,402	\$ 2,602,348	\$ 3,088,110	\$ 3,088,110	\$ 3,396,921
Plan Administration Fees	442,239	604,066	600,806	820,111	820,111	902,122
Professional Consulting Fees	-	7,725	-	15,000	15,000	15,000
Employee Wellness Program	-	-	2,781	6,000	50,000	75,000
Reserve Transfer-General Fund	-	-	-	-	-	266,427
Overhead Cost Allocation	18,000	18,000	18,000	18,000	18,000	35,000
Total Expenditures	\$ 3,036,115	\$ 3,330,193	\$ 3,223,935	\$ 3,947,221	\$ 3,991,221	\$ 4,690,470
Ending Balance, December 31	\$ 3,435,781	\$ 2,789,261	\$ 3,321,760	\$ 2,530,793	\$ 3,564,043	\$ 3,352,185

done
May

Risk Management Fund

The Risk Management fund accounts for the City's risk management and insurance activities. This does not include employee insurance benefits that are accounted for in the Health & Dental insurance fund and the Workers Compensation fund. The City's risk management activities include automotive and property liability coverage, unemployment insurance, police and fire medical liability coverage, employee blanket bond coverage, and other miscellaneous forms of insurance coverage. The City is considered self-insured but has stop-loss insurance for individual claims and for aggregate claims. The City uses the Risk Management fund to allocate the cost of these activities to other departments and funds. Insurance costs are allocated using the estimated value of property within each activity.

In fiscal year 2009 and 2010 transfers were made from the Risk Management fund to the General fund to help balance the General fund budget. In fiscal years 2011 and later, there have been no transfers budgeted to the General fund from this fund.

Risk Management (035) Fund Summary

	2009 Actual	2010 Actual	2011 Revised	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 1,686,174	\$ 969,095	\$ 1,085,140	\$ 939,680	\$ 1,128,534	\$1,124,483
Revenues:						
Department Premiums Charged	\$ 302,255	\$ 770,990	\$ 726,326	\$ 726,326	\$ 726,326	\$ 724,443
Interest Income	10,680	2,514	486	1,500	1,000	1,000
Miscellaneous Reimbursements	155,788	122,084	58,850	40,000	100,000	40,000
Total Revenues	<u>\$ 468,723</u>	<u>\$ 895,588</u>	<u>\$ 785,662</u>	<u>\$ 767,826</u>	<u>\$ 827,326</u>	<u>\$ 765,443</u>
Transfers In	-	-	-	-	-	-
Funds available	\$ 2,154,897	\$ 1,864,683	\$ 1,870,802	\$ 1,707,506	\$ 1,955,860	\$1,889,926
Expenditures:						
Contractual Services	\$ 886,932	\$ 703,838	\$ 721,311	\$ 750,750	\$ 813,377	\$ 775,524
Commodities	-	-	-	-	-	-
Capital Outlay	-	7,705	2,957	-	-	-
Capital Improvements	-	-	-	-	-	-
Reserve Transfer-General Fund	275,000	50,000	-	-	-	-
Overhead Cost Allocation	23,870	18,000	18,000	18,000	18,000	21,000
Total Expenditures	<u>\$ 1,185,802</u>	<u>\$ 779,543</u>	<u>\$ 742,268</u>	<u>\$ 768,750</u>	<u>\$ 831,377</u>	<u>\$ 796,524</u>
Ending Balance, December 31	<u>\$ 969,095</u>	<u>\$ 1,085,140</u>	<u>\$ 1,128,534</u>	<u>\$ 938,756</u>	<u>\$ 1,124,483</u>	<u>\$1,093,402</u>

Workers Compensation Fund

The Workers Compensation fund accounts for the risk management activities of the employees' workers compensation coverage. The City is considered self-insured but has stop-loss insurance for individual claims and for aggregate claims. The City contracts with a third-party administrator, IMA of Kansas, Inc. to manage individual workers compensation claims.

The Workers Compensation fund allocates the cost of these activities to other funds and departments. Workers compensation costs are allocated based upon worker's wages and job classifications.

Workers Compensation (037) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 2,163,869	\$ 1,942,995	\$ 2,077,563	\$ 2,087,275	\$ 2,161,983	\$ 1,995,601
Revenues:						
Department Premiums Charged	\$ 158,996	\$ 411,468	\$ 634,516	\$ 373,098	\$ 373,098	\$ 428,631
Interest Income	25,420	13,213	2,849	15,000	2,500	2,500
Reimbursements	-	318	-	-	-	-
Total Revenues	<u>\$ 184,416</u>	<u>\$ 424,999</u>	<u>\$ 637,365</u>	<u>\$ 388,098</u>	<u>\$ 375,598</u>	<u>\$ 431,131</u>
Transfers In	-	-	-	-	-	-
Funds available	<u>\$ 2,348,285</u>	<u>\$ 2,367,994</u>	<u>\$ 2,714,928</u>	<u>\$ 2,475,373</u>	<u>\$ 2,537,581</u>	<u>\$ 2,426,732</u>
Expenditures:						
Contractual Services:	\$ 337,275	\$ 172,431	\$ 334,945	\$ 523,980	\$ 523,980	\$ 924,550
Commodities	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Reserve Transfer-General Fund	50,000	100,000	200,000	-	-	-
Overhead Cost Allocation	18,015	18,000	18,000	18,000	18,000	21,000
Total Expenditures	<u>\$ 405,290</u>	<u>\$ 290,431</u>	<u>\$ 552,945</u>	<u>\$ 541,980</u>	<u>\$ 541,980</u>	<u>\$ 945,550</u>
Ending Balance, December 31	<u><u>\$ 1,942,995</u></u>	<u><u>\$ 2,077,563</u></u>	<u><u>\$ 2,161,983</u></u>	<u><u>\$ 1,933,393</u></u>	<u><u>\$ 1,995,601</u></u>	<u><u>\$ 1,481,182</u></u>

Central Purchasing Fund

The Central Purchasing fund accounts for the activities of the central purchasing warehouse. Many supplies are purchased by the warehouse in bulk and through bidding. These supplies are then charged to various departments as they are requisitioned from the warehouse. This fund accounts for the inflows and outflows of those activities.

Central Purchasing (046) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$ 31,591	\$ 17,411	\$ 46,108	\$ -	\$ 16,996	\$ 16,996
Revenues:						
Departmental Inventory Charges	\$ 388,020	\$ 150,997	\$ 109,917	\$ -	\$ -	\$ -
Interest Income	-	-	-	-	-	-
Total Revenues	<u>\$ 388,020</u>	<u>\$ 150,997</u>	<u>\$ 109,917</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Transfers In	-	-	-	-	-	-
Funds available	\$ 419,611	\$ 168,408	\$ 156,025	\$ -	\$ 16,996	\$ 16,996
Expenditures:						
Inventory Purchased	\$ 402,200	\$ 122,300	\$ 139,029	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-
Total Expenditures	<u>\$ 402,200</u>	<u>\$ 122,300</u>	<u>\$ 139,029</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	<u>\$ 17,411</u>	<u>\$ 46,108</u>	<u>\$ 16,996</u>	<u>\$ -</u>	<u>\$ 16,996</u>	<u>\$ 16,996</u>

Special Assessments Fund

The Special Assessments fund accounts for construction projects to be funded, either partially or in total, by special assessments. Special assessment projects can be petitioned by private development or can be initiated by the City. Typically, special assessment projects are funded through the issuance of temporary notes and later refunded with general obligation bonds when the projects are complete and the property assessments are determined. The collections of the special assessments are accounted for in the Debt Service fund.

In 2011, the City issued temporary notes for three different special assessment projects. \$456,000 for Westminster Place improvements, \$619,000 for Sherwood Hills sewer improvements, and \$300,000 for Plaza East Second improvements. Westminster Place assessments were completed in 2012, and the temporary notes for these improvements were refunded with long term general obligation bonds. The Sherwood Hills and Plaza East Second projects are expected to be completed later this year, and their corresponding temporary notes to be refunded in 2013.

In 2012, temporary notes of \$125,000 were issued for the 17th Avenue turning lane improvements. These notes are expected to be refunded with general obligation bonds in 2013.

Special Assessments (100) Fund Summary

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
Cash Balance, January 1	\$1,029,237	\$ 234,167	\$ (217)	\$ -	\$ 946,833	\$ 490,165
Revenues:						
Temporary Notes	\$1,126,720	\$1,066,659	\$1,375,000	\$ -	\$ 125,000	\$ -
Bond Proceeds	-	-	-	-	330,000	574,826
Miscellaneous	32,723	-	-	-	-	-
Reserve Transfers - CIP	-	504,692	-	-	147,000	-
Total Revenues	<u>\$1,159,443</u>	<u>\$1,571,351</u>	<u>\$1,375,000</u>	<u>\$ -</u>	<u>\$ 602,000</u>	<u>\$ 574,826</u>
Transfers In	<u>11,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Funds available	\$2,199,780	\$1,805,518	\$1,374,783	\$ -	\$1,548,833	\$1,064,991
Expenditures:						
Capital Improvements	1,170,138	69,950	427,950	-	593,655	12,766
Reserve Transfers-Bond & Interest	-	12,527	-	-	-	-
Repayment of Temp Notes	755,001	1,701,000	-	-	455,000	1,045,000
Interest on Temp Notes	40,474	22,258	-	-	10,013	7,225
Total Expenditures	<u>\$1,965,613</u>	<u>\$1,805,735</u>	<u>\$ 427,950</u>	<u>\$ -</u>	<u>\$1,058,668</u>	<u>\$1,064,991</u>
Ending Balance, December 31	<u>\$ 234,167</u>	<u>\$ (217)</u>	<u>\$ 946,833</u>	<u>\$ -</u>	<u>\$ 490,165</u>	<u>\$ -</u>

General Obligation Temporary Notes
2011A Series
Dated: June 1, 2011
Original Value: \$1,075,000
Called \$455,000: June 1, 2012

Fiscal Period	Principal	Interest	Total	Rates
2012	-	8,062.50	8,062.50	0.750%
2013	620,000.00	4,650.00	624,650.00	0.750%

620,000.00	12,712.50	632,712.50
------------	-----------	------------

Interest due April 1 and October 1, Principal due June 1

Westmister Place street	\$344,187
Westmister Place water	51,454
Westmister Place sewer	60,359
Sherwood Hills sewer	619,000
	<u>\$1,075,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$1,075,000</u>

**General Obligation Temporary Notes
2011C Series
Dated: November 1, 2011
Original Value: \$300,000**

Fiscal Period	Principal	Interest	Total	Rates
2012	-	1,950.00	1,950.00	0.650%
2013	300,000.00	1,950.00	301,950.00	0.650%

300,000.00	3,900.00	303,900.00
------------	----------	------------

Interest due May 1 and November 1, Principal due November 1

Plaza East Second Street & Drainage Improvements	\$219,730
Plaza East Second Water Improvements	25,407
Plaza East Second Sewer Improvements	39,471
	\$284,608
Issuance costs, capitalized interest, contingency	15,392
	\$300,000

General Obligation Temporary Notes
2012A Series
Dated: June 1, 2012
Original Value: \$215,000

Fiscal Period	Principal	Interest	Total	Rates
2013	215,000.00	1,075.00	216,075.00	0.500%

215,000.00	1,075.00	216,075.00
------------	----------	------------

Interest due June 1. Principal due June 1

17th Avenue Turning Lane	\$125,000
Main Street Railroad Crossing	90,000
	<u>\$215,000</u>
Issuance costs, capitalized interest, contingency	0
	<u>\$215,000</u>

Capital Improvement Projects Fund

The Capital Improvement Projects fund accounts for the collection and disbursement of funds related to the City's capital improvement program. The City prepares a five-year capital improvement program of which the first year is incorporated into the operating budget. The capital improvement program for fiscal year 2013 includes capital projects totaling \$7,146,069. The funding sources for these projects are generally not from operating funds but are instead from bond proceeds, grants, donations, or other one-time sources of income. The City anticipates issuing \$1,915,983 in general obligation bonds in 2013 for capital projects. Significant projects to be undertaken in fiscal year 2013 are as follows:

Runway 17-35 Extension – Design and Land Acquisition – This project is to hire a consultant to provide engineering services for the design phase for the rehabilitation and extension of Runway 17-35 and Taxiway B and to acquire the necessary right-of-way. The project will include a reimbursable grant with the FAA and will move the PAPI's associated with this runway. \$444,625

Operating effect: should slightly increase operating costs due to the additional maintenance of acquired right-of-way – estimated increase in operating and maintenance costs are \$2,500 per year

4th Avenue Bridge Over Cow Creek - Construction – This project rehabilitates the 4th Avenue bridge over Cow Creek. \$1,310,000

Operating effect: should slightly decrease operating costs due to the replacement of the aging bridge – change in maintenance costs are negligible

Reconstruct and Widen Waldron Street, 17th to 23rd – This project is to reconstruct Waldron Street between 17th and 23rd Avenues and possibly widen it to a 3-lane section. A right turn lane for west bound traffic on 17th Ave may also be added. \$2,130,000

Operating effect: should decrease operating costs due to surface replacement, however, expands surface area to include a new turning lane – change in maintenance costs is negligible

43rd Avenue Park – Phase I – This is Phase 1 of construction of a park to be located at the 43rd Avenue Water Tower sight. This phase would include a playground area and all infrastructure such as restrooms, roads, parking lot, sidewalks, water, sewer associated with this phase. \$1,000,000

Operating effect: will increase maintenance costs due to the additional infrastructure, restroom facilities, park area, playground equipment, etc. – estimated increase in operating and maintenance costs are \$10,000 per year

Parking Lot at C Avenue and Main Street – This project is to construct 80 surface parking spaces on this 48,259 square feet parcel recently given to the City of Hutchinson by the Salvation Army. \$185,000

Operating effect: should increase costs slightly due to additional parking lot to maintain – change in maintenance costs are negligible

Maple Street Area Storm Sewer Replacement – This project replaces approximately 2200 linear feet of storm sewer that is in poor condition. It will also install 400 linear feet of new storm sewer to help alleviate street flooding near 9th and Poplar. \$500,000

Operating effect: should decrease maintenance costs, because the existing storm sewer has collapsed and has been repaired numerous times. Replacing the existing storm sewer in this location will improve the structural condition and reliability of these existing facilities. – estimated decrease in maintenance costs is \$3,000 per year

Pipeline Connecting Wells 17 and 13 – This project is to construct approximately 5400 linear feet of 16" raw water transmission pipeline between PWS well 17 at 30th Avenue and Hendricks Street and PWS well 13 at 30th Avenue and Northwestern Street. \$670,444

Operating effect: should increase costs slightly due to additional water main to maintain – change in maintenance costs are negligible

For more information regarding the City's capital improvements, please refer to the Five-Year Capital Improvement Program that is updated and issued annually.

**Capital Improvement Projects (088)
Fund Summary**

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cash Balance, January 1	\$ 18,679,028	\$ 13,576,807	\$ 13,363,193	\$ 12,715,960	\$ 6,351,936	\$ 6,294,595
Revenues:						
Intergovernmental	\$ 2,907,541	\$ 1,269,090	\$ 548,860	\$ 649,366	\$ 633,825	\$ 1,604,642
Interest Income	71,210	39,708	41,930	25,000	15,000	10,000
Bond/Loan Proceeds	1,102,596	8,949,673	3,255,685	1,952,114	3,102,114	3,710,983
Donations	100,900	900	30,300	-	-	500,000
Reimbursed Expenses	90,137	1,371,375	301,918	-	-	-
Miscellaneous	21,672	-	18,103	346,000	346,000	-
Reserve Transfers - Budgeted Funds	3,742,293	7,140,017	2,045,528	117,000	117,000	1,212,000
Reserve Transfers - Capital Improvement Reserve	-	-	-	2,060,000	2,060,000	1,925,444
Total Revenues	\$ 8,036,349	\$ 18,770,763	\$ 6,242,324	\$ 5,149,480	\$ 6,273,939	\$ 8,963,069
Transfers in	-	-	-	-	-	-
Funds available	\$ 26,715,377	\$ 32,347,570	\$ 19,605,517	\$ 17,865,440	\$ 12,625,875	\$ 15,257,664
Expenditures:						
Capital Improvements	\$ 11,788,570	\$ 15,897,543	\$ 5,241,355	\$ 5,124,480	\$ 6,314,480	\$ 7,217,819
Repayment of Temp Notes	-	-	-	-	-	1,690,000
Interest on Temp Notes	-	-	-	-	16,800	16,450
Reserve Transfers - Bond & Interest Fund	-	194,900	503,099	-	-	-
Reserve Transfers - All Other Funds	1,350,000	2,891,934	7,509,127	-	-	-
Total Expenditures	\$ 13,138,570	\$ 18,984,377	\$ 13,253,581	\$ 5,124,480	\$ 6,331,280	\$ 8,924,269
Ending Balance, December 31	\$ 13,576,807	\$ 13,363,193	\$ 6,351,936	\$ 12,740,960	\$ 6,294,595	\$ 6,333,395

General Obligation Temporary Notes
2011B Series
Dated: June 28, 2011
Original Value: \$1,600,000

Fiscal Period	Principal	Interest	Total	Rates
2012	-	16,755.56	16,755.56	1.000%
2013	1,600,000.00	16,000.00	1,616,000.00	1.000%

1,600,000.00	32,755.56	1,632,755.56
--------------	-----------	--------------

Interest due January 15 and July 15, Principal due July 15

Salt City Business Park - Phase III expansion	\$1,593,657
	<u>\$1,593,657</u>
Issuance costs, capitalized interest, contingency	6,343
	<u>\$1,600,000</u>

Capital Improvement Reserve

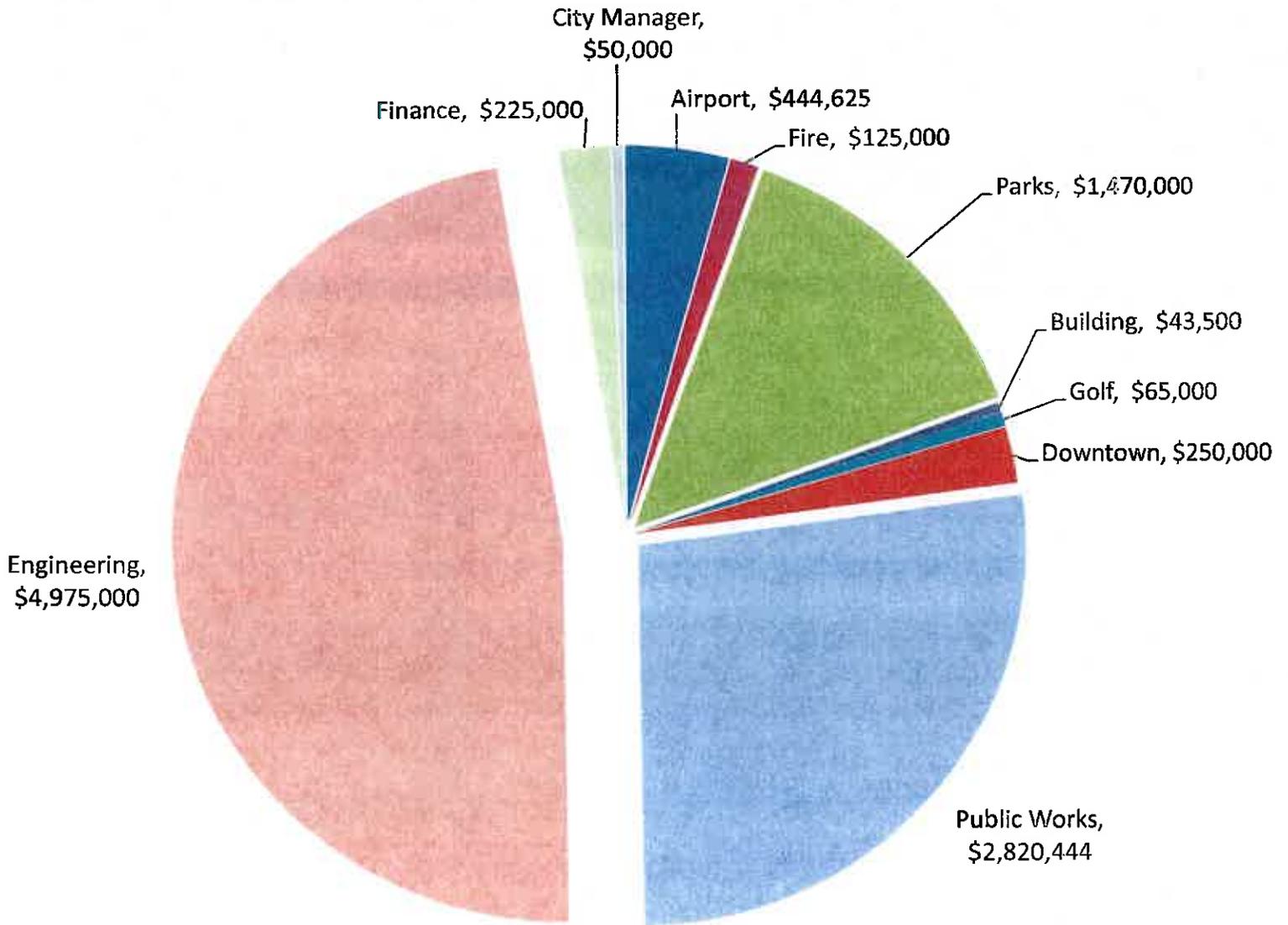
The Capital Improvement Reserve accounts for appropriated reserve transfers from the City's operating funds for the purpose of facility and infrastructure maintenance, repairs, and improvements. Reserve transfers include transfers from the General fund, the Special Street fund, the Water and Sewer funds, and the Storm Water fund. The projects funded by the Reserve are smaller in nature and scope, and the funds are perpetual in nature. New to the Capital Improvement Reserve in fiscal year 2013 is the Building Demolition Reserve, which holds funds to be used for demolition projects of dilapidated housing. The first year allocation to the fund is \$43,500 from the General fund.

Reserve transfers to the Capital Improvement Reserve in fiscal year 2013 are budgeted to be \$3,322,500.

**Capital Improvement Reserve (089)
Fund Summary**

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Revised</u>	<u>2013 Budget</u>
Cash Balance, January 1	\$ 817,217	\$ 350,613	\$ 735,445	\$ 3,054,791	\$ 7,962,773	\$ 7,822,773
Revenues:						
Intergovernmental	\$ -	\$ -	\$ -	\$ 79,565	\$ 79,565	\$ 79,620
League and Facility Revenues	-	150,738	6,486	-	-	-
Bond Proceeds	82,500	101,370	-	-	-	-
Miscellaneous	-	-	-	75,000	75,000	75,000
Reserve Transfers - Budgeted Funds	42,000	122,977	1,452,942	2,964,935	2,964,935	3,204,980
Reserve Transfers - CIP	-	136,874	8,799,999	-	-	-
Total Revenues	<u>\$ 124,500</u>	<u>\$ 511,959</u>	<u>\$ 10,259,427</u>	<u>\$ 3,119,500</u>	<u>\$ 3,119,500</u>	<u>\$ 3,359,600</u>
Transfers In	-	-	-	-	-	-
Funds available	\$ 941,717	\$ 862,572	\$ 10,994,872	\$ 6,174,291	\$ 11,082,273	\$ 11,182,373
Expenditures:						
Capital Improvements	\$ 566,381	\$ 50,769	\$ 2,671,788	\$ 1,052,500	\$ 1,052,500	\$ 3,322,500
Reserve Transfers to Budgeted Funds	-	-	-	-	-	-
Reserve Transfer to Special Assessments	-	-	-	-	147,000	-
Reserve Transfers to Capital Projects Fund	24,723	76,358	360,311	2,060,000	2,060,000	1,925,444
Total Expenditures	<u>\$ 591,104</u>	<u>\$ 127,127</u>	<u>\$ 3,032,099</u>	<u>\$ 3,112,500</u>	<u>\$ 3,259,500</u>	<u>\$ 5,247,944</u>
Ending Balance, December 31	<u>\$ 350,613</u>	<u>\$ 735,445</u>	<u>\$ 7,962,773</u>	<u>\$ 3,061,791</u>	<u>\$ 7,822,773</u>	<u>\$ 5,934,429</u>

2013 Capital Improvements by Department



2013 Capital Improvements by Funding Source

General Obligation Bonds		
Main Traffic Way	Public Bldg	Charter Ord #46

Project	Department	Score	Requested	Approved	Main Traffic Way	Public Bldg	Charter Ord #46
Capital Improvement Projects:							
201105 Runway 17-35 Extension - Design & Land Acquisition	Airport	88	444,625	444,625			44,463
201303 Fire Training Center Roof Replacement	Fire	73	100,000	100,000		81,520	
4th Ave Bridge over Low Creek - Construction	Engineering	73	1,310,000	1,310,000	262,000 - not on 2013 A GOB		
201208 BNSF Railroad Crossings at Main Street	Engineering	62	276,000	276,000	138,000		
201209 Reconstruct & Widen Waldron, 17th to 23rd	Engineering	61	2,130,000	2,130,000	725,000		
Fire Station Back-up Power Generators (3)	Fire	61	57,800				
Streetscape Engineering Update	Downtown	59	25,000				
201116 43rd Avenue Park - Phase I	Parks	57	1,168,556	1,000,000			300,000
201214 Parking Lot at C & Main (Eagle Park)	Downtown	55	185,000	185,000			185,000
Maple Street Area Storm Sewer Replacement 201307	Engineering	55	800,000	800,000			
201305 Expand Park Office	Parks	44	180,000	180,000		180,000	
K-61 & 30th Ave Gateway Sign 201302	City Manager	41	50,000	50,000			
Pipeline Connecting Well 17 and Well 13	Public Works	36	670,444	670,444			

Capital Improvement Reserve Transfers:

Building Demolition Reserve	Building	85	98,500	43,500			
Hike & Bike Trail Extension	Parks	63	150,000	150,000			
ADA Sidewalk Replacement	Parks	51	25,000	-			
Public Facility Improvements PP RESV	Parks	50	150,000	75,000	65,000 ✓		
Park Improvements Parks	Parks	50	177,000	65,000 ✓			
Golf Master Plan Renovations Golfma	Golf	50	300,000	65,000 ✓			
Downtown Land Banking	Downtown	44	75,000	75,000			
Fire Station Maintenance & Repair Projects FIREST	Fire	73	35,000	25,000			
Traffic Signal Upgrades/Repairs Signal	Engineering	50	39,000	39,000			
Street Reconstruction Reserve STRRSV	Engineering	61	620,247	350,000			
Slurry Seal Program Slurry	Public Works	55	307,450	250,000			
Annual Residential Street Resurfacing RSR SUR	Public Works	55	350,181	250,000			
Annual Arterial/Collector Resurfacing ACSUR	Public Works	55	700,362	550,000			
Storm Drainage Complaint Projects	Engineering	43	70,000	70,000			
250015 WWTF Upgrade - Biological Phosphorus Removal	Public Works	65	100,000	100,000			
WWTF Facility Project Reserve	Public Works	65	150,000	150,000			
290013 Severance Sewer Interceptor (US50 to WWTF)	Public Works	54	100,000	100,000			
Sanitary Sewer Line Projects - Unspecified	Public Works	42	150,000	150,000			
Water Production Projects - Unspecified WARRUN	Public Works	65	200,000	200,000			
Water Line Projects - Unspecified WATLIN	Public Works	46	300,000	300,000			
Automatic Water Meter "Radio Read" System WTRAD	Finance	45	225,000	225,000			
Water Assessment Reserve for New Development WTRAS	Public Works	45	100,000	100,000			
			\$11,820,165	\$10,468,569	\$1,125,000	\$261,520	\$529,463

STRRSV 350,000
 Slurry 250,000
 RSR SUR 250,000
 ACSUR 100,000
 250,000

Scells tax \$

May moved
 Aug moved
 Slurry + RSR SUR

Month	2011	2012	2013
Jan	221,000	84,000	84,000
Feb	250,000	82,700	82,700
Mar	100,000	80,100	80,100
Apr	571,070	69,000	69,000
May		83,120	83,120
June		76,550	76,550
July		90,100	90,100
Subtotal	571,070	571,070	571,070

Aug 221,000
 84,000
 82,700
 80,100
 69,000
 83,120
 76,550
 90,100
 571,070

Aug
 2013
 8/30/13

07 7700 476-8010

Grant	Reserves	Sales Tax	General Fund	Growth	EOF	Special Street	Water	Sewer	Storm Water	Other	Total
400,162											444,625
18,480											100,000
1,048,000											1,310,000
138,000											276,000
	1,405,000										2,130,000
											-
	500,000										1,000,000
	200,000										185,000
									800,000		800,000
											180,000
				50,000							50,000
	670,444										670,444
			43,500								43,500
75,000					75,000						150,000
			65,000								65,000
			65,000								65,000
			65,000								65,000
										75,000	75,000
4,620			20,380								25,000
			39,000								39,000
	350,000										350,000
	250,000										250,000
	250,000										250,000
	100,000					200,000					550,000
									70,000		70,000
											100,000
											150,000
											100,000
											150,000
											200,000
											300,000
											225,000
											100,000
\$2,184,262	\$2,275,444	\$950,000	\$297,880	\$300,000	\$75,000	\$200,000	\$825,000	\$500,000	\$870,000	\$75,000	\$10,468,569

donation

PSJEB
PSSE12
PSSE13

STRSR
Slurry
PSRSUB
ACRSUB

75,000

DRAIN

001-9500-620-8010 13F PER

003-6400-559-8010

051-6625
493-8010

052
6510
494
8010

don't
book / ask
Nancy or
Irene

2013 - 2017 Capital Improvement Program

Project Descriptions	Department	Score	2013	2014	2015	2016	2017	Total
Runway 17-35 Extension - Design & Land Acquisition	Airport	88	444,625					444,625
Fire Training Center Roof Replacement	Fire	73	100,000					100,000
4th Ave Bridge over Cow Creek - Construction	Engineering	73	1,310,000					1,310,000
BNSF Railroad Crossings at Main Street	Engineering	62	276,000					276,000
Reconstruct & Widen Waldron, 17th to 23rd	Engineering	61	2,130,000					2,130,000
43rd Avenue Park - Phase I	Parks	57	1,000,000					1,000,000
Parking Lot at C & Main (Eagle Park)	Downtown	55	185,000					185,000
Maple Street Area Storm Sewer Replacement	Engineering	55	800,000					800,000
Expand Park Office	Parks	44	180,000					180,000
K-61 & 30th Ave Gateway Sign	City Manager	41	50,000					50,000
Pipeline Connecting Well 17 and Well 13	Public Works	36	670,444					670,444
Runway 17-35 Mill & Overlay - Phase I (Design)	Airport	88		133,650				133,650
Fire Station #5 Wall Repair	Fire	73		50,000				50,000
30th Avenue Overlay (Main to K-61)	Engineering	62		1,700,000				1,700,000
BNSF RR Crossings at Washington Street	Engineering	62		216,000				216,000
Reconstruct 11th from Main to Monroe	Engineering	61		1,840,000				1,840,000
Extend Utilities for Airport Taxiway A Commercial Lots	Airport	59		132,000				132,000
KLINK: K-61 Improvement Project - Unspecified	Engineering	57		400,000				400,000
43rd Avenue Park - Phase II	Parks	57		339,561				339,561
Apple Lane Drainage Structure Replacement	Engineering	53		102,913				102,913
Trail Head at Plum	Parks	49		85,000				85,000
Eastside Cemetery Maintenance Shed Construction	Cemetery	49		94,000				94,000
23rd and John Street Drainage Improvements	Engineering	46		145,416				145,416
Fun Valley Parking Lot Replacement	Fun Valley	45		200,000				200,000
NW Trunk Sewer Extension (Apache Rd-43rd Ave)	Engineering	43		414,485				414,485
Maintenance Shed/Lockerroom Renovation	H-D	42		98,000				98,000
Airport Operations Analysis & Development Plan	Airport	29		45,000				45,000
Runway 17-35 Mill & Overlay - Phase II (Construction)	Airport	88			1,650,000			1,650,000
Runway 17-35 Extension	Airport	88			2,035,000			2,035,000
Fire Station #3 Roof Replacement	Fire	73			25,000			25,000
River Otter Exhibit	Zoo	64			375,000			375,000
BNSF RR Crossings at Walnut Street	Engineering	62			192,000			192,000
KLINK: K-61 Improvement Project - Unspecified	Engineering	57			400,000			400,000
43rd Avenue Park - Phase IIIA	Parks	57			699,501			699,501
Washington Street Drainage Improvements	Engineering	46			358,189			358,189
Airport Runway 4-22 Rehabilitation	Airport	74				2,323,519		2,323,519
Fire Station #6 Wall Repair	Fire	73				25,000		25,000
Main Street Overlay (7th to 30th)	Engineering	65				1,335,000		1,335,000
KLINK: K-61 Improvement Project - Unspecified	Engineering	57				400,000		400,000
43rd Avenue Park - Phase IIIB	Parks	57				497,481		497,481
Maple Street Storm Sewer Replacement	Engineering	52				380,688		380,688
Female Restroom Facilities - Station #3 & #5	Fire	77					110,000	110,000
KLINK: K-61 Improvement Project - Unspecified	Engineering	57					400,000	400,000
43rd Avenue Park - Phase IVA	Parks	57					237,248	237,248
Replacement of Lights at Hobart Detter Field	H-D	46					200,000	200,000
Replacement of Fun Valley Score booths	Fun Valley	42					35,000	35,000
Mausoleum Heating System	Cemetery	42					51,000	51,000
Carey Park Lagoon Remediation & Water Quality Plan	Parks	40					45,000	45,000
Stremmel Field Parking Lot Replacement	Parks	39					98,000	98,000
Carey Park Street Lighting	Parks	38					88,000	88,000
Total Capital Improvement Projects			7,146,069	5,996,025	5,734,690	4,961,688	1,264,248	25,102,720

2013 - 2017 Capital Improvement Program								
Building Demolition Reserve	Building	85	43,500	90,000	75,000	65,000	50,000	323,500
Hike & Bike Trail Extension	Parks	63	150,000	150,000	150,000	150,000	150,000	750,000
ADA Sidewalk Replacement	Parks	51		25,000	25,000		30,000	80,000
Public Facility Improvements	Parks	50	65,000	150,000	150,000	150,000	150,000	665,000
Park Improvements	Parks	50	65,000	176,000	175,000	150,000	150,000	716,000
Golf Master Plan Renovations	Golf	50	65,000	334,000	227,500	235,000	590,000	1,451,500
Downtown Land Banking	Downtown	44	75,000	75,000	75,000	75,000	75,000	375,000
Fire Station Maintenance & Repair Projects	Fire	73	25,000	35,000	35,000	35,000	35,000	165,000
Street Reconstruction Reserve	Engineering	61	350,000					350,000
Slurry Seal Program	Public Works	55	250,000	316,674	326,174	335,959	346,038	1,574,845
Annual Residential Street Resurfacing	Public Works	55	250,000	367,690	378,721	390,082	401,785	1,788,278
Annual Arterial/Collector Resurfacing	Public Works	55	550,000	722,880	737,066	751,678	766,728	3,528,352
Traffic Signal Upgrades/Repairs	Engineering	50	39,000	40,300	41,500	42,800	46,000	209,600
Storm Drainage Complaint Projects	Engineering	43	70,000	70,000				140,000
WWTF Upgrade - Biological Phosphorus Removal	Public Works	65	100,000	100,000	100,000	100,000	100,000	500,000
WWTF Facility Project Reserve	Public Works	65	150,000	150,000	150,000	150,000	150,000	750,000
Severance Interceptor Project (US50 to WWTF)	Public Works	54	100,000	100,000	100,000	100,000	100,000	500,000
Sanitary Sewer Line Projects - Unspecified	Public Works	42	150,000	150,000	150,000	150,000	150,000	750,000
Water Production Projects - Unspecified	Public Works	65	200,000	200,000	200,000	200,000	200,000	1,000,000
Water Line Projects - Unspecified	Public Works	46	300,000	300,000	300,000	300,000	300,000	1,500,000
Automatic Water Meter "Radio Read" System	Finance	45	225,000	225,000	225,000	225,000		900,000
Water Assessment Reserve for New Development	Public Works	45	100,000	100,000	100,000	100,000	100,000	500,000
Total Capital Improvement Reserve Transfers			3,322,500	3,877,544	3,720,961	3,705,519	3,890,551	18,517,075
Total Capital Improvement Program			10,468,569	9,873,569	9,455,651	8,667,207	5,154,799	43,619,795

THE CITY

Introduction

The City is a community of approximately 42,080 persons, with an area of 20.94 square miles, located in the south central part of the state of Kansas. The City is located approximately 45 miles northwest of Wichita, Kansas, and is the county seat of Reno County, Kansas (the "County").

Reno County is a rich agricultural area and generally ranks as one of the top wheat producing counties in Kansas. The County also ranks high in the production of sorghum, barley, alfalfa, hay, alfalfa seed, milk and eggs. The City is one of the largest prime wheat markets in the world with storage capacity of nearly 42 million bushels. The City has long been one of the primary salt producing areas in the country. In addition, the area surrounding the City has a diversified economic base with more than 200 industries including: paper products, hydraulic valves, signs, farm machinery, agricultural research, food distribution and processing, millwork, baked goods, ice cream, school buses, ambulances, rebuilt engines, grain handling equipment and mobile homes.

Government

The City of Hutchinson, Kansas is a city of the first class, incorporated in 1872. The City operated under the Commission-Manager form of government from April, 1947 until April, 1995. The City Commission consisted of five Commissioners elected in at-large, nonpartisan elections for staggered terms of four years and two years and each received compensation of \$100 per year except the Mayor who received compensation of \$250 per year.

On November 8, 1994, the electors of the City voted that effective April 11, 1995, the City would abandon its Commission/City Manager form of government, and adopt a Mayor/Council/City Manager plan, wherein one council member would be elected from the city-at-large, and four council members would be elected by district of approximately equal population; and, that once elected, the City Council shall select the Mayor from its own members by a majority vote. The council members receive no annual compensation.

The Mayor is elected by the Council from among its membership for a one-year term and has no regular administrative duties. The City Council is the legislative body of the City.

The City Council appoints the City Manager, who is the chief executive and administrative officer of the City and is responsible to the Council for the proper administration of the City's affairs. The following table lists the principal elected officials of the City:

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
David M. Razo	Mayor	April 2013
Bob Bush	Vice Mayor	April 2015
Ron E. Sellers	Council Member	April 2013
Cindy Proett	Council Member	April 2015
Dean W. Brigman	Council Member	April 2013

Educational Facilities

Unified School District No. 308 operates eight elementary schools, two middle schools and one senior high school in the City which have a total enrollment of 5,144 students. Unified School District No. 309, Unified School District No 312 and Unified School District No 313 also serve a portion of the City. In addition, there are three private elementary schools and two private high schools in the City. The City is home to Hutchinson Community College and Area Vocational School offering numerous academic, technical skills and continuing education programs to approximately 5,600 students each year.

Transportation and Communication Facilities

The City is served by U.S. Highway 50 and State Highways 17, 61 and 96 (Highway 96 is a four-lane highway between Hutchinson and Wichita) which connect to U.S. Highways 54, 56 and 135. The City is approximately 30 miles from Interstate Highway 35. Amtrak, the Burlington Northern and Santa Fe, Kansas and Oklahoma Railroad, Union Pacific and Southern Pacific Railway and Hutchinson and Northern Railway (a local intercity rail line) railroads provide rail service. The City owns and operates an airport with three paved and lighted runways, the longest of which is 7,200 feet.

Medical and Health Facilities

The City has over 80 physicians and 28 dentists. Promise Regional Medical Center, constructed in 1975 on an 83 acre site, has over 200 acute care beds and 30 skilled nursing units. Since its original construction, a \$2.3 million Linear Accelerator Cancer Treatment Facility has been added to the Hospital's facilities as well as a \$5 million retirement center including intermediate care, a 60-bed nursing center and a 30-suite assisted living facility, same-day surgery facility and an open heart surgery facility. The Hutchinson Clinic which includes ambulatory surgery and dialysis treatment centers, brings together 65 physicians and nearly 700 health care professionals to provide advanced health care services.

Public Utilities

The City provides a full range of services including police and fire protection, construction and maintenance of infrastructure, community development and planning, and recreational and cultural activities. The City also provides water and wastewater treatment utilities. Revenues necessary for the operation of the City's water and wastewater treatment utilities are generated exclusively by user fees. All other utility services in the City are provided by private companies. SBC provides phone service in the City. AT&T, Sprint, MCI and other long distance carriers are available, as is cellular telephone service. Natural gas service is provided by KGS, Black Hills Energy and Aquila. Westar Energy provides electricity, and Cox Communications provides cable TV service.

Attractions, Recreation and Cultural Arts

The City offers a rich diversity of facilities, attractions, events and cultural arts amenities to residents and the approximately 1.5 million annual visitors to the community. A modern, full-service Convention Center, provides 45,000 square feet of banquet and meeting space. Reno County is the site of the Kansas State Fair Grounds which draw thousands of visitors year round, but especially each September for the Kansas State Fair. The Kansas Cosmosphere and Space Museum houses the largest collection of space artifacts outside the Smithsonian Institution and the largest collection of Soviet space hardware in the Western world. The museum, along with its education programs and IMAX Theater, is a major tourist destination, drawing visitors from all over the world. The Kansas Underground Salt Museum is the community's newest tourist attraction. This cavernous, subterranean museum, located in a working salt mine, offers a fascinating historical, cultural and geological account of salt mining.

The Reno County Museum features rotating exhibit galleries that recount the County's history and heritage from its earliest beginnings to present day. One highlight of community life is the annual National Junior College Athletic Association Men's Division I Basketball Tournament held each year at the Hutchinson Sports Arena.

Major Employers

Listed below are the major employers located in or near the City and the number employed by each:

<u>Major Employers</u>	<u>Product/Service</u>	<u>Number of Full- & Part-time Employees</u>
Promise Regional Medical Center	Medical Services	1,251
Hutchinson Unified School District No. 308	Education	850
Dillon Companies	Groceries	838
Hutchinson Clinic	Medical Services	785
Tyson Prepared Foods	Precooked Meats	520
Hutchinson Correctional Facility	State Prison	512
Wal-Mart Super Center	Discount Retailer	362
Buhler Unified School District No. 313	Education	356
Grand Prairie Hotel and Convention Center	Hospitality	290
Kroeger Accounting Services	Back Office & Support	287
Wesley Towers	Health Care/Retirement Services	254
Mennonite Manor	Health Care/Retirement Services	248
Kuhn Krause, Inc.	Agricultural Manufacturer	246
Collins Bus Corporation	Type A Bus Manufacturer	218
Nickerson Unified School District No. 309	Public Education	216
Lowen Corporation	Industrial Marking/Sign Mfr.	201
Portfolio Recovery Associates	Debt Collection	196
The Medical Center	Medical Services	185
Data Center, Inc.	Financial Technology / Banking	176
Horizons Mental Health Center	Health Care	174
First National Bank of Hutchinson	Financial Services	170
Morton Salt, Inc.	Salt	150
Siemens Wind Power	Wind Turbine Components Mfr.	150
Eaton Corporation	Hydraulic Components Mfr.	147
Kwik Shop, Inc	Retail Store	145
TECH, Inc.	Education & Training for Special Needs	140
Good Samaritan Society Hutchinson Village	Retirement, Assisted Living	140
Social Rehabilitation Services	Social Services	124
Hutchinson News, The	Newspapers	122
Jackson Dairy	Food - Bakers, Processors & Wholesalers	121
Sonoco	Manufacturers - Paper Products	115
TSW Products	Manufacturer - Hydraulic parts	114
Cargill Salt	Salt	107
Conklin Cars Hutchinson	Automobile - Dealers	105
APAC-Kansas, Inc. - Shears Division	Commercial Contractors	103

Source: Hutchinson Chamber of Commerce

Retail Sales Tax Collections

The following table lists the State of Kansas sales tax collections for the years indicated for sales occurring in Reno County, Kansas:

<u>Year</u>	<u>Sales Tax Collections</u>	<u>Per Capita Sales Tax</u>
2001	\$35,770,100	\$547.88
2002	38,603,227	550.18
2003	39,624,891	624.44
2004	39,741,387	623.98
2005	41,118,652	634.56
2006	42,230,971	657.20
2007	43,906,351	674.63
2008	46,006,640	706.36
2009	43,258,539	710.98
2010	48,233,124	681.84

Source: Kansas Statistical Abstract

Financial and Banking Institutions

There are currently 10 banks and 28 banking offices located in Reno County, Kansas. For the years listed, bank deposits of the County's banks are as follows:

<u>Year</u>	<u>Total Bank Deposits</u>
2001	\$756,494,000
2002	789,653,000
2003	828,757,000
2004	861,089,000
2005	832,000,000
2006	849,000,000
2007	853,000,000
2008	859,000,000
2009	952,000,000
2010	1,028,000,000

Source: Kansas Statistical Abstract

Population

The following table shows the approximate population of the City and County in the years indicated:

<u>Year</u>	<u>City Population</u>	<u>Reno County Population</u>
2001	41,603	64,467
2002	41,251	63,961
2003	41,053	63,667
2004	40,828	63,363
2005	40,741	63,256
2006	40,746	63,215
2007	40,548	63,015
2008	40,714	63,227
2009	40,795	63,357
2010	42,080	63,854

Source: Kansas Statistical Abstract

Personal Income Trends

Reno County personal and per capita income and the State of Kansas per capita income are listed for the years indicated, in the following table.

<u>Year</u>	<u>Reno County Personal Income</u>	<u>Reno County Per Capita Income</u>	<u>State of Kansas Per Capita Income</u>
2000	\$1,579,138,000	\$24,410	\$28,477
2001	1,639,883,000	25,438	29,669
2002	1,638,053,000	25,610	29,752
2003	1,682,980,000	26,434	30,824
2004	1,686,542,000	26,617	31,924
2005	1,714,894,000	27,110	33,145
2006	1,839,642,000	29,101	35,772
2007	1,941,464,000	20,810	37,775
2008	2,055,613,000	32,512	40,022
2009	2,064,007,000	32,577	39,173

Source: Kansas Statistical Abstract

Accounting, Budgeting and Auditing Procedures

The statutes of Kansas and the regulations of the Kansas Board of Accountancy provide for municipal accounting in conformance with generally accepted accounting principles unless the municipality opts to adhere to the statutory basis of accounting, state law, the State Division of Accounts and Reports, the State Department of Administration, bond covenants, commitments for grants, ordinances passed and resolutions adopted by the City Council.

In compliance with K.S.A. 75-1120a(c), the City has approved a resolution allowing the municipality to use the statutory basis of accounting. Accounting policies of the City conform to the Kansas statutory basis of accounting and “cash-basis” law. Under the statutory basis of accounting, an increase to a fund balance is recognized when cash is received. Expenditures or decreases to a fund balance include disbursements, accounts payable and encumbrances. Encumbrances are commitments related to unperformed (executor) contracts for goods and services and are usually evidenced by a purchase order or written contract.

An annual budget of estimated receipts and disbursements for the coming calendar year is required by statute to be prepared for all funds (unless specifically exempted). The budget is prepared utilizing the Kansas cash basis which is further modified by the encumbrance method of accounting. For example, commitments such as purchase orders and contracts, in addition to disbursements and accounts payable, are recorded as expenditures. The budget lists estimated receipts by funds and sources and estimated disbursements by funds and purposes. The proposed budget is presented to the governing body of the City prior to August 1, with a public hearing required to be held prior to August 15, with the final budget to be adopted prior to August 25 of each year. Budgets may be amended upon action of the governing body after notice and public hearing, provided that no additional tax revenues may be raised after the original budget is adopted.

Kansas law prohibits governmental units from creating indebtedness unless there are funds on hand in the proper accounts and unencumbered by previous action with which to pay such indebtedness. An exception to this cash-basis operation is made where provision has been made for payment of obligations by bonds or other specific debt obligations authorized by law.

The financial records of the City are audited annually by a firm of independent certified public accountants in accordance with generally accepted auditing standards. The annual audit was performed by Lindburg Vogel Pierce Faris, Chartered, Hutchinson, Kansas. Copies of the audit reports for the past five (5) years are on file in the City Clerk's office and are available for review. The audit for the Fiscal Year ended December 31, 2010 is attached hereto as *Appendix B*.

The City received the Distinguished Budget Presentation Award for the first time from the Government Finance Officers Association (GFOA) in 2011.

Property Valuation

The determination of assessed valuation and the collection of property taxes for all political subdivisions in the state of Kansas is the responsibility of the various counties under the direction of state statutes. The County Appraiser's office determines the assessed valuation that is to be used as a basis for the mill levy on property located in the City.

All property in the state of Kansas has been reevaluated as a result of a bill passed by the 1985 session of the Kansas Legislature requiring county appraisers to reassess property for tax purposes, with an effective date of January 1, 1989.

In conjunction with the November 1986 general election, Kansas voters approved a proposition to modify the state constitution with respect to classification of property for ad valorem taxation. For taxable years 1989 through 1992, real and personal property was divided into classes and assessed at different percentages of fair market value. Land devoted to agricultural use was valued on the basis of its agricultural income or productivity and assessed at 30% of the value so obtained; commercial and industrial machinery and equipment was assessed at 20% of its fair market value; residential property and vacant lots were assessed at 12% of fair market value; and all other property was assessed at 30% of fair market value. Farm machinery and equipment, merchants' and manufacturers' inventories, and livestock were exempt from property taxation.

In conjunction with the November, 1992 general election, Kansas voters approved a proposition to further modify the state constitution with respect to classification of property for ad valorem taxation. The modified classification provisions shall be effective for assessment and taxation of property on and after January 1, 1993 and each year thereafter. Property is divided into two classes, real property and personal property. Real property is divided into seven subclasses; there are six subclasses of personal property. The real property (Class 1) subclasses are: (i) real property used for residential purposes including multi-family mobile or manufactured homes and the real property on which such homes are located, assessed at 11.5%, (ii) agricultural land, valued on the basis of agricultural income or productivity, assessed at 30%, (iii) vacant lots, assessed at 12%, (iv) real property, owned and operated by a not-for-profit organization not subject to federal income taxation, pursuant to Section 501 of the Internal Revenue Code, assessed at 12%, (v) public utility real property, except railroad real property, assessed at the average rate that all other commercial and industrial property is assessed, assessed at 33%, (vi) real property used for commercial and industrial purposes and buildings and other improvements located on land devoted to agricultural use, assessed at 25%, and (vii) all other urban and real property not otherwise specifically classified, assessed at 30%. Tangible personal property (Class 2) subclasses are: (i) mobile homes used for residential purposes, assessed at 11.5%, (ii) mineral leasehold interests, except oil leasehold interests, the average daily production from which is 5 barrels or less, and natural gas leasehold interests, the average daily production from which is 100 mcf or less, which shall be assessed at 25%, assessed at 30%, (iii) public utility tangible personal property, including inventories thereof, except railroad personal property, including inventories thereof, which shall be assessed at the average rate all other commercial and industrial property is assessed, assessed at 33%, (iv) all categories of motor vehicles not defined and specifically valued and taxed pursuant to law enacted prior to January 1, 1985, assessed at 20%* (but see "Property Tax Levies and Collections below), (v) commercial and industrial machinery and equipment which if its economic life is 7 years or more, shall be valued at its retail cost, when new, less seven-year straight-line depreciation, or which, if its economic life is less than 7 years, shall be valued at its retail cost when new, less straight-line depreciation over its economic life, except that, the value so obtained for such property, notwithstanding its economic life and as long as such property is being used, shall not be less than 20% of the retail cost when new of such property, assessed at 25%, and (vi) all other tangible personal property not otherwise specifically classified, assessed at 30%. All property used exclusively for state, county, municipal, literary, educational, scientific, religious, benevolent and charitable purposes, farm machinery and equipment, merchants' and manufacturers' inventories, other than public utility inventories included in subclass (3) of class 2, livestock, and all household goods and personal effects not used for the production of income, shall be exempted from property taxation.

Machinery and Equipment Tax Exemption

The 2006 Kansas Legislature exempted from all property or ad valorem property taxes levied under the laws of the State all commercial, industrial, telecommunications and railroad machinery and equipment acquired by qualified purchase or lease after June 30, 2006 or transported into the State after June 30, 2006 for the purpose of expanding an existing business or creation of a new business.

Assessed Valuation

The following table shows the assessed valuation of the taxable tangible property within the City for the years set forth below:

<u>Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>State Assessed Utility</u>	<u>Motor Vehicle</u>	<u>Total</u>
2002	\$178,801,209	\$22,543,058	\$12,343,690	\$34,636,667	\$248,324,624
2003	174,136,125	23,566,885	13,029,218	36,302,474	247,034,702
2004	191,340,754	23,086,519	13,935,378	36,843,824	265,206,475
2005	194,069,052	23,712,848	14,628,517	37,331,765	269,742,182
2006	201,444,709	24,639,726	13,972,385	38,020,689	278,077,509
2007	213,039,580	20,350,647	14,294,501	38,216,284	285,901,012
2008	217,387,042	16,041,061	13,318,839	28,234,741	274,981,683
2009	217,907,705	13,234,713	12,416,994	37,632,522	281,191,934
2010	230,452,104	17,210,531	14,777,913	36,900,139	299,340,687
2011	234,682,832	16,647,439	15,080,520	36,658,833	303,069,624

Source: County Clerk

Property Tax Levies and Collections

The following table sets forth the property taxes levied and collected in the years indicated:

<u>Year</u>	<u>Taxes Levied</u>	<u>Current Tax Collections</u>	<u>Percent of Current Taxes Collected</u>
2002	\$9,659,155	\$9,064,446	93.84%
2003	9,991,824	9,284,863	92.92%
2004	10,446,679	9,807,854	93.88%
2005	10,493,987	9,898,352	94.32%
2006	10,642,816	10,015,076	94.10%
2007	10,863,512	10,378,063	95.53%
2008	11,357,712	10,933,488	96.26%
2009	10,911,256	10,506,832	96.29%
2010	11,892,275	11,391,270	95.79%
2011	12,002,447	5,277,205	43.97% ⁽¹⁾

⁽¹⁾ Collections as of March, 2012

Source: County Treasurer's Office

Tax Collections

Tax statements are mailed November 1 each year and may be paid in full or one-half on or before December 20 with the remaining one-half due on or before May 10 of the following year. Taxes that are unpaid on the due dates are considered delinquent and accrue interest at the rate of 12% per annum until paid or until the property is sold for taxes. Real estate bearing unpaid taxes is advertised for sale on or before August 1 of each year and is sold by the County for taxes and all legal charges on the first Tuesday in September. Properties that are sold and not redeemed within two years after the tax sale are subject to foreclosure sale, except homestead properties which are subject to

foreclosure sale after three years.

Personal taxes are due and may be paid in the same manner as real estate taxes, with the same interest applying to delinquencies. If personal taxes are not paid when due, and after written notice, warrants are issued and placed in the hands of the Sheriff for collection. If not paid on or before October 1, legal judgment is entered and the delinquent tax becomes a lien on the property. Unless renewed, a non-enforced lien expires five years after it is entered.

Motor vehicle taxes are collected periodically throughout the year concurrently with the renewal of motor vehicle tags based upon the value of such vehicles. Such tax receipts are distributed to all taxing subdivisions, including the State of Kansas, in proportion to the number of mills levied within each taxpayer's tax levy unit.

Tax Rates

The City previously was required to levy taxes in accordance with the requirements of its adopted budget and within the restrictions of a state aggregate tax lid, which tax lid was repealed on July 1, 1999. The funds of the City that were previously restricted by the tax lid included the general fund, capital improvement funds and special improvement funds. Levies not previously affected by the tax lid include debt service payments on bonds, notes and no fund warrants; payments made to a public building commission; expenses related to tort claim liability, employer contributions for employee retirement, health care and benefit programs, expenses incurred for rebates to owners of property in connection with neighborhood revitalization programs and for expenses incurred by cities in administering juvenile delinquency and crime programs. Property tax levies are based on the adopted budget of the City and the assessed valuations provided by the county appraiser.

Special Assessments and Collections

In the past the City has pursued a policy of utilizing special benefit districts to assign the cost of certain internal improvement projects to the property which was directly benefited from the construction thereof. Kansas statutes allow for the creation of special benefit districts to pay for the cost of a variety of improvements including street construction, storm water drains, sanitary sewer system improvements, street lighting, water system improvements, recreational facilities, flood control projects, bridges and parking facilities. The City has typically utilized special benefit districts to pay for the costs associated with constructing streets, sidewalks, water lines, sewers, curbs, gutters and lighting in new residential developments within the City.

The creation of special benefit districts, the determination of property benefited and the method of allocating the cost of the improvements is at the discretion of the City. Property owners have the ability to suggest improvement to be made through a petition process and to comment on the final amount of their assessment. The City may or may not be included as part of the special benefit district. All property owners have the option to pay their portion of the improvement cost with a onetime payment during an assessment prepayment period or pay in annual installments with interest over a certain number of years.

Upon completion of the special benefit district improvement projects and a prepayment period, the City issues general obligation bonds to provide for permanent project financing. The payment of the principal of and interest on such bonds is paid from the special assessments levied annually on the benefited property owners. Special assessments are paid at the same time and in the same manner as ad valorem property taxes. If at any time the special assessments received from the property owners are insufficient to provide for the payment of the principal of and interest on the bonds, the City is obligated to provide for the balance of such payments through its ability to levy unlimited ad valorem property taxes.

Major Taxpayers

The following table sets forth the largest taxpayers in the City for the year 2011:

<u>Firm</u>	<u>Assessed Valuation</u>	<u>Taxes Paid</u>
Westar Energy	\$6,216,892	\$1,062,784
Main Line, Inc	6,003,469	996,783
Rubloff Hutchinson Portfolio, LLC	3,875,000	667,887
Kansas Gas Service	3,379,092	577,412
Southwestern Bell	2,461,869	422,423
Eaton MDH Company, Inc	2,458,864	423,804
Wal-Mart	2,241,668	386,369
Sands of Hutchinson, LLC	2,098,033	344,671
Dillon Real Estate Co, Inc	1,460,501	251,729
The Kroger Company	1,433,095	243,531

Source: County Treasurer's Office

Sales Tax Collections

Sales tax collections are the responsibility of the Kansas Department of Revenue. The Department of Revenue distributes the local option countywide and citywide sales taxes on a monthly basis. Countywide sales taxes are distributed between the levying county and the cities within the county based on population and relative tax levies. Citywide local option sales taxes are distributed solely to the levying city.

The total sales tax for goods and services in the City is 8.05%, which consists of 6.3% imposed by the State of Kansas, 1.00% imposed by Reno County and a 0.75% citywide local option sales tax. The City has a ¼-cent (0.25%) sales tax which is scheduled to expire on March 1, 2014. The City plans to conduct an election in November, 2012 for the renewal of the 0.25% sales tax which expires in 2014. The City uses sales tax receipts from the ¼-cent local option citywide sales tax to fund infrastructure improvements, job growth and provide property tax relief. In addition, the City has a ½ cent sales tax for general purposes which was approved by voters in January, 1986.

The voters in Reno County approved a 1.00% countywide sales tax. This sales tax will be shared by the County with cities in Reno County. The City expects to receive approximately 48% of the sales tax collections received by the County pursuant to this sales tax.

The City, County and State have allocated the State sales tax, the City ½ cent sales tax and the City's share of the County 1% sales tax collected in a specific redevelopment district for the retirement of bonds issued for the Underground Salt Museum. The balance of the bonds payable from this sales tax is \$1,544,686.

The following table lists the total local option sales tax receipts of the City in the years indicated:

CITY SALES TAX COLLECTIONS

	<u>¼-Cent Citywide Sales Tax Receipts</u>	<u>½- Cent Citywide Sales Tax Receipts</u>	<u>Total</u>
2002	\$1,753,741.67	\$3,507,483.33	\$5,261,225
2003	1,728,378.00	3,456,756.00	5,185,134
2004	1,840,299.67	3,680,599.33	5,520,899
2005	1,856,291.00	3,712,582.00	5,568,873
2006	1,866,313.67	3,732,627.33	5,598,941
2007	1,926,152.00	3,852,304.00	5,778,456
2008	2,046,678.67	4,093,357.33	6,140,036
2009	1,944,579.67	3,889,159.33	5,833,739
2010	1,905,752.33	3,811,504.66	5,717,257
2011	1,998,559.67	3,997,119.33	5,995,679

The City receives a portion of the county-wide 1% sales tax based upon a formula. The City's share of the 1% county-wide sales tax is approximately 48%. The following table sets forth the City's portion of the county-wide sales tax:

CITY PORTION OF COUNTY SALES TAX COLLECTIONS

<u>Year</u>	<u>City Portion of County 1% Sales Tax Collections</u>
2002	\$4,167,986
2003	4,187,386
2004	4,488,570
2005	4,579,843
2006	4,597,733
2007	4,719,658
2008	5,032,862
2009	4,804,523
2010	4,634,008
2011	4,869,940

Glossary of Terms

- **Account Code** – The fourteen-digit number assigned to a budget line item account identifying the fund, department, activity and object from which the expenditure is made and recorded. For example: The account code 001.3000.451.2210 identifies the fund 001 (general fund), the department 3000 (finance department), the activity 451 (financial operations) and the object 2210 (contractual services – postage).
- **Activity Code** – Represented by the second set of numbers (three digits) of the account code that identifies the activity (e.g. Engineering is 551).
- **Ad valorem taxes** – Taxes that are levied based on the estimated value of the property being taxed e.g. real estate and automobiles.
- **FOP** – The Fraternal Order of Police is the union that represents the City's police department personnel.
- **Appropriation** – An authorized amount to make expenditures or enter into obligations for specific purposes.
- **Balanced Budget** – defined in City Council Policy #3, paragraph 2 - the City's annual budget is considered balanced if the City's current operating revenues (not including one-time transfers, restricted reserves, or unreserved fund balance) exceeds its current operating expenditures (not including capital equipment, capital improvements, emergencies, or unexpected events).
- **Basis of Accounting** – the accounting rules used to measure revenues and expenditures. The City utilizes the following basis of accounting:
 - **Accrual Basis** – is an accounting basis that measures revenues according to when they are earned and expenses according to when they are incurred. This measurement basis differs from cash basis accounting because the measurement of revenues and expenses is not related to the flow of cash. The City does not use the accrual basis of accounting in its budget preparation.
 - **Budget Basis** – the accounting basis that the City prepares its budget, files it with the State of Kansas, and monitors its progress. The City's budget basis is the Kansas cash basis of accounting.
 - **Kansas Cash Basis** – is an accounting basis that measures revenues and expenditures by the flow of cash. Revenues are recorded when cash is received and expenditures are recorded when the expenditure has been incurred or committed to even though it may not yet be paid. Kansas cash basis is the basis that the City prepares and files its budget and the comprehensive annual financial report (CAFR).
- **Bond Refunding** – when new bonds are issued to buy back outstanding bonds in order to save money due to a decrease in interest rates. *Current* refunding is for bonds that are callable or may be bought back by the City. *Advanced* refunding is issuing debt and investing that money into escrow in order to buy back bonds when they do become callable to realize debt savings due to lower interest rates.
- **Budget Amendment** – is a revision of current budget by resolution following public hearing to insure that appropriations exceed actual expenditures in each budgeted fund. An amendment resolution can be approved at anytime during the fiscal year up to December 31, the last day of the fiscal year.
- **Budget Cycle** – Four phases of the budget cycle are preparation (staff), approval (city council review and adoption), implementation (administering, accounting and reporting), and evaluation (accountability and auditing).

- **Capital Improvement Program (CIP)** – A five-year program the City prepares every year for *capital expenditures*; the first year of the program is integrated into the annual operating budget
- **CAFR** – Comprehensive Annual Financial Report is the report summarizing the City's financial operations as of the fiscal year end. The report is issued in accordance with the Kansas statutory basis of reporting.
- **Capital Expenditure** – The improvement of land or buildings that is greater than \$25,000, is not ordinary repair or maintenance, and has a useful life of three years or more, or 10 years or more if funded through general obligation bonds.
- **Community Improvement District (CID)** – An economic development area created by petition that levies an additional sales tax or assessment for the purposes of financing infrastructure or other improvements within the defined district.
- **Consolidated Mill (Tax) Rate** – is the total levy rate in dollars the property owner must pay for every \$1,000 of taxable valuation that includes levies from the community school district, city, county, state and special districts.
- **Debt Limitation** – by state constitution, requires that no city may become indebted in an amount exceeding 30% of the actual value of taxable property within its jurisdiction. This applies to certain general obligation indebtedness, which is backed by the full taxing power of the city.
- **Debt Margin** - is the difference between the debt limit and the applicable outstanding debt.
- **Economic Opportunity Funds (EOF)** – a reserved portion of the General fund balance derived from sales tax receipts for economic development purposes; consists of two parts – one for development incentive payments and one for development capital improvements
- **Encumbrance** – a commitment by the City to purchase goods or services in the future
- **Fiduciary Funds** – are the following:
 - **Trust and Agency Funds** – are utilized to account for monies and properties received and held by the City in an agent or trust capacity for individuals, private organizations, or other governmental units. Agency funds are custodial in nature and represent funds that are temporarily being held by the City for a 3rd party.
- **Fiscal Year** – January 1 to December 31 (calendar year).
- **Full Time Equivalent (FTE)** – is the unit of measure for personal services with the standard 40-hour work week over one year equal to 1.0 FTE. For instance, an employee working 20 hours per week for an entire year would be .50 FTE and an employee working 40 hours per week for an entire year would be 1.0 FTE. This unit of measurement is applied to authorized permanent positions and not to actual worked hours.
- **Fund Accounting** – The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity.
- **Fund Balance** – Fund balance, as budgeted, represents the cash balance or cash-on-hand for the particular fund less accounts payable and purchase obligations or encumbrances.
- **GAAP** – General Accepted Accounting Pinciples are the rules for governmental accounting as established by the Governmental Accounting Standards Board (GASB). The City opts out of GAAP rules each year and instead adheres to the Kansas statutory basis financial statements.
- **GASB** – Governmental Accounting Standards Board is the authoritative body that establishes the accounting principles and rules for governmental entities.

- **General Obligation Bonds (GO Bonds)** – Debt instruments sold by the City to obtain funds to be used for long-term capital improvement projects. The City uses Moody's Investors Service and Standard & Poor's Ratings Service to rate the bonds for sale through public bidding. These bonds are generally guaranteed by the City's full faith and credit and are typically repaid with property taxes but can be repaid with other sources of revenue.
- **Governmental Fund Types** – are the following:
 - **General Fund** – is the chief operating fund and is used to account for all tax receipts and other receipts that do not have to be reported by law or contractual agreement in some other fund. From the fund are paid the entire general operating disbursements, the fixed charges and capital improvement costs that are not paid through other funds.
 - **Special Revenue Funds** – are funds utilized to account for receipts derived from specific sources that are usually required by law or regulation to be accounted for in separate funds, such as the road use fund, tax increment financing fund and the drug seizure/forfeiture fund.
 - **Debt Service Fund** – is used to report accumulations of resources to meet current and future long-term debt service requirements such as capital lease obligations, bond principal, interest and related costs.
 - **Capital Projects Funds** – are utilized to record resources for the acquisition and construction of major capital facilities.
- **IAFF** – International Association of Fire Fighters is the union that represents the City's fire fighting personnel.
- **HRCEC** – The 911 emergency communications center operated by the City of Hutchinson and Reno County.
- **KPERS** – Kansas Public Employees Retirement System is the pension system that covers all full-time, part-time, and most temporary employees except for full-time firefighters and police officers.
- **KP&F** – The special division of the Kansas Public Employees Retirement System retirement system that covers full-time firefighters and police officers.
- **Line Item Account** – A separate financial reporting unit within the budget that has a specific appropriation from which purchases are made and recorded.
- **MERF** – The Municipal Equipment Replacement Fund. This is an unbudgeted special revenue fund that is dedicated to the acquisition and replacement of capital equipment with a cost greater than \$10,000.
- **Mill (Tax) Rate** – is the levy rate in dollars the property owner must pay for every \$1,000 of taxable valuation. For example in FY 2013 the City tax rate is \$41.412 per \$1,000.
- **Moody's Investors Service** – A national investor services that independently rates the creditworthiness of issuers bonds. Their rating is an opinion of the ability and willingness of an issuer of debt to make full and timely payments of principal and interest on the debt security over the course of its maturity schedule. The rating influences the interest rates bid for the bonds, thus having an economic impact on a project's ultimate cost. The City's current bond rating is **Aa3**.
- **Object Code** – The last four digits of the account code that identifies specific line item objects of expenditure.
- **Object Code Types and Sources** – They are groups of line item accounts of a similar nature within the budget such as Personal Services, Contractual Services, Commodities, Capital Outlay, and Debt Service *types* for expenditures and Property Taxes, Non-property Taxes, Tax Increment Revenues, Special Assessments,

Licenses and Permits, Uses of Money and Property, Intergovernmental Revenues, Service Charges, Bond Proceeds, Transfers In for revenues.

- **Proprietary Fund Types** – are the following:
 - **Enterprise Funds** – are utilized to finance and account for all resources used in the acquisition, operation and maintenance of governmental facilities and services that are supported by user charges, such as the golf course, water utility and wastewater utility.
 - **Internal Service Funds** – are used to account for the financing of goods and services provided by one department or agency to other departments or agencies within the government, on a cost reimbursement basis; for example, the central garage, the health insurance fund, and the equipment reserve fund.
 - **Reserve Transfers** – a budget term to describe financial flows between a budgeted fund and an unbudgeted fund. Reserve transfers are shown as revenues and expenditures in the budgeted funds.
 - **Revenue Bonds** – bond issues require Council approval by resolution following public hearing, but does not require public vote. Issued to finance municipal enterprises such as parking facilities, utility operations, and solid waste facilities; that is, revenue generating operations with incomes sufficient to retire indebtedness.
 - **SEIU** – Service Employees International Union is the union that represents the City's public works, public utilities, parks maintenance, and service employees.
 - **Special Assessments** – Costs for specific public improvements assessed against benefited properties, including streets, sidewalks, sewers, etc. and to be repaid with the collection of those assessments.
 - **State Budget Forms** – are state mandated budget forms that must be prepared, certified and submitted to the Department of Management and Reno County Clerk's Office by August 25th.
 - **Tax Increment Financing (TIF)** – is the amount of taxable value in excess of the base or beginning value of the property located within a defined district. The consolidated tax rate applied to the excess is remitted to the City for urban renewal or economic development purposes with the exception of the debt service and property, plant, and equipment levies of all of the jurisdictions with taxing authority in the district.
 - **Tax (Mill) Rate** – is the levy rate in dollars the property owner must pay for every \$1,000 of taxable valuation. For example, in fiscal year 2013 the City tax rate is \$41.412 per \$1,000.
 - **Taxable Valuation** – is the property valuation cities may collect ad valorem taxes on. The City's tax (mill) rate is applied to this valuation to determine its property tax revenue. Property values are determined by the Reno County Assessor and the State of Kansas.
 - **Temporary Loan Notes** – are usually issued to finance special assessment projects. When the project is completed, the notes are refunded with General Obligation bonds. In addition, the properties receiving the improvements are assessed for the cost of the projects and the cost of the debt financing.
 - **Transfers In (Out)** – An accounting term for financial flows between two budgeted funds that do not provide an economic change to the City's financial position.
 - **Unbudgeted Funds** – these are funds that the State of Kansas does not require budgets to be certified as a part of the City's annual budget. Unbudgeted funds include internal service funds, fiduciary funds, grant and donated funds, and capital project funds.
 - **WWTF** – An acronym for the city's waste water treatment facility.