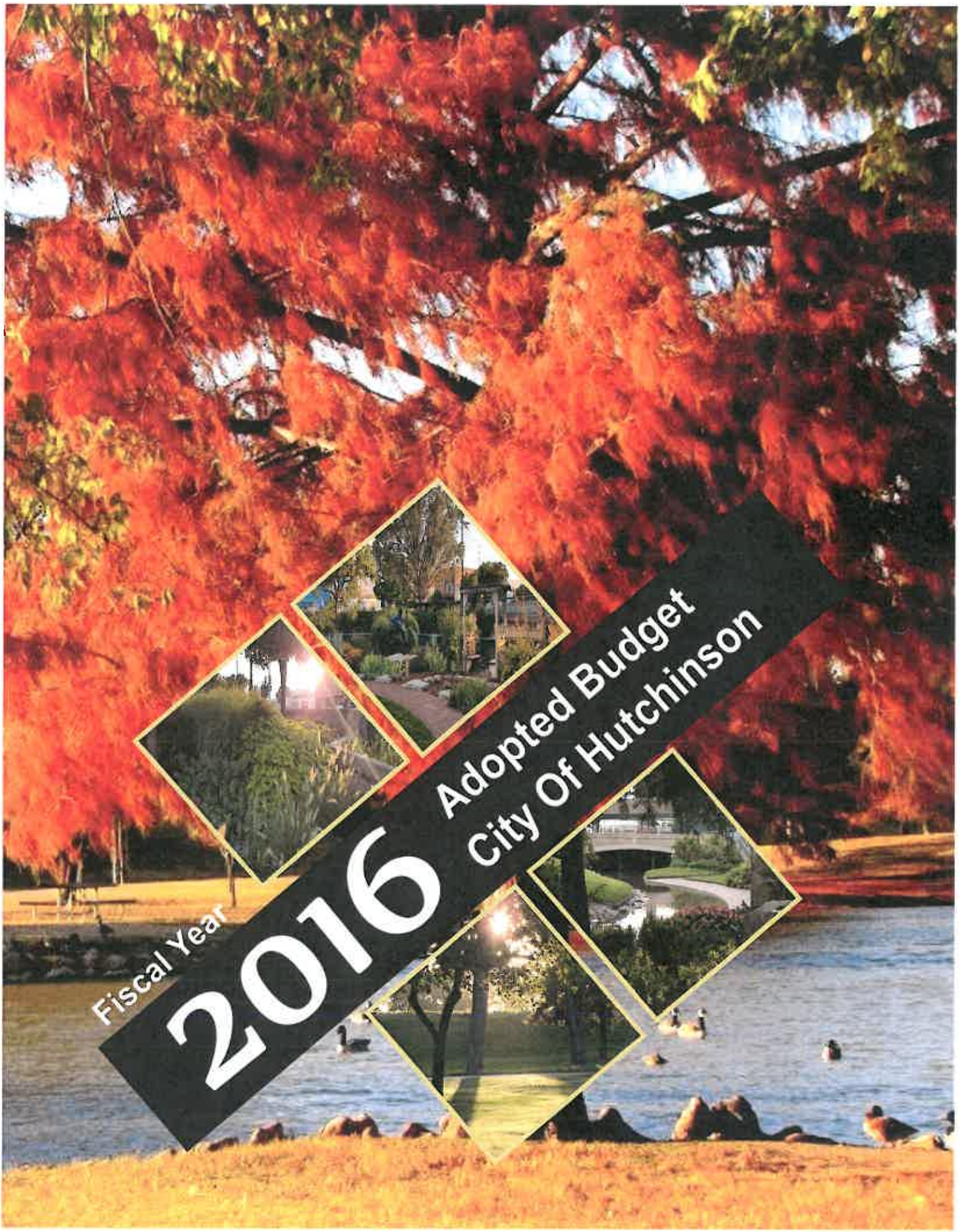
Fiscal Year
2016
Adopted Budget
City Of Hutchinson

City of Hutchinson, Kansas
ADOPTED BUDGET
Fiscal Year 2016

CITY COUNCIL

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Nancy Soldner – Vice Mayor
Jon Daveline
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HUTCHINSON CITY HALL

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For the Fiscal Year Beginning

January 1, 2015

Executive Director

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CITY OF HUTCHINSON
CITY MANAGER'S OFFICE

To:	**Members of the Governing Body**
From:	**John Deardoff, City Manager**
Date:	**8-17-2015**
Re:	**Budget-Fiscal Year 2016**

I am pleased to present to you the 2016 Operating and Capital Budget. The 2016 budget as presented is balanced for all funds and continues our focus on quality services and increase investment in the City's infrastructure. The budget as required by law is balanced and ready for consideration by the Governing Body.

As part of the budget process, I developed five (5) areas of focus and goals for 2016. The proposed budget provides the funding necessary to address the established goals. In future years it would be my desire for the Council as a group to establish long and short-term goals through some form of a strategic planning process.

Budget Goals and Work Focus.

Goal #1: City Services. Continue to pursue excellence in serving and protecting the community.

The big challenge in meeting this goal is our ability to address the continued increase in demands for services with existing funding levels. The City reduced its workforce during the economic recession in the period between 2008 and 2010 without eliminating services. In addition to the challenge of a reduced workforce we are faced with the challenge of maintaining a competitive pay structure in order to attract and retain quality employees. We will continue to work with our employee groups to ensure our competitiveness in the marketplace.

Goal #2: Fiscal Responsibility. Continue to improve the City's financial position with adequate investment in the City's operational and capital improvement programs.

The City Council adopted a set of financial policies over recent years that covered operating fund budgets, unreserved fund balances, and debt management. The 2016 Budget proposal uses the established polices as a road map to financial stability. Cost of operational commodities, equipment, employee costs coupled with stagnant revenue stream will continue to challenge us.

Goal #3 Housing Initiatives. Continue to focus our discussion and resources on addressing the multitude of housing issues.

For 2015 and 2016 we need to continue our efforts to improve and expand the capabilities of our housing infrastructure. Housing at various levels has been identified as a community issue. The City has taken a leadership positon in focusing attention and resources towards addressing various housing issues. We have made progress by strengthening our capabilities through formation of key partnerships with non-profits and developing and implementing new tools to strengthen neighborhoods and rebuild our housing stock.

Areas of focus for 2015-16:

- Acquisition and sale of properties for development via the Land Bank
- Continue demolition of dilapidated houses in neighborhoods
- Implement the Rental Registration and Inspection Program
- Focus the Healthy Neighborhoods Initiative on two feature neighborhoods where resources are concentrated

Goal # 4. Economic Development. Continue to work with other community partners on the creation of primary jobs and more specifically on the development of additional industrial park space.

The City has traditionally been a major player in economic development activities in the community working on the community team. The City has been the primary funder of incentive programs offered on projects and will continue to be asked to provide the leadership and funding needed for economic activities to succeed.

The City working with our community partners (Chamber, County, City of South Hutchinson will be focused on the identification and development of additional industrial land. The task force has met three times this past year attempting to identify specific sites for additional study. The Task Force intends to complete its investigation work and develop the plan in 2016.

Goal #5. Establishment of a dedicated "Economic Opportunity Fund". The City's source of funding for economic development has come from what is commonly known as the "Economic Opportunity Fund" (EOF). For years it has been mistakenly memorialized that the City's EOF was a dedicated economic development reserve fund separate from all other municipal funds. In reality, the internal EOF balance calculation is reflected in the total General Fund balance. Our goal with respect to the EOF is to create a reserve fund separate from the General Fund. Staff will evaluate cash balances in the General Fund at year-end to determine the potential to make a transfer of funds to a newly created EOF. The ultimate goal is to clearly separate economic development funds reserves from the General Fund. Establishment of a dedicated fund will also include discussions with the City Council on the appropriate balances and where future funding will come from.

Overview

The 2016 Budget calls for a slight decrease in the mill levy rate. As proposed the mill levy rate for the levied funds is as follows:

	2015 Actual	2016 Approved
General	33.233	33.230
Bond & Interest	9.976	9.889
Total Levy	43.209	43.119

Major Budget Assumptions:

1. Assessed Valuation growth of 2.96%
2. Slight reduction in the mill levy rate
3. Wage increase for employees ranging from 2% to 3.35%
4. Estimated health insurance increase of 5%
5. Begin Housing Rental Inspection Program
6. No increase in water and sewer rates.

Budget Summary

General Fund

The financial strength of the General Fund is significant 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 5 years we have made some progress to meet our goal of approximately $6,500,000 General Fund year-ending cash balance. In 2013 the City experienced a large hail event that created a mini windfall in sales tax and building permit fees revenue resulting in a 2014 year-ending balance of $7,038,215.

For the past six years, we have strived to fix the structural deficiency of our General Fund budget where projected revenues equal or exceed projected expenditures. The proposed 2016 budget reflects a projected reduction of the year-end balance, but based on past spending trends I would expect our year-end balance to exceed the projections.

General Fund Revenues

Property Taxes

The 2015 assessed valuation used for the 2016 budget is $ 299,078,968 which represents a 2.96% increase over last year's figure of $290,492,920. The increase in valuation can be attributed to a combination of new value added to the property tax rolls and annual adjustments to existing property values. The proposed 2016 budget

calls for no increase in the mill levy rate. Over the years the City has been able to maintain a fairly stable mill levy rate. The 2015 mill levy was increased by 1.6 mills specifically to allocate an additional $400,000 to the annual street maintenance program.

Sales Tax

Sales tax revenues represent 35% of our general fund revenues. Sales tax receipts for 2013 and 2014 exceeded budget due to the storm event resulting in significant hail damage. Projections for 2016 are based on a trends of the last three (3) years which adjusted for the spike in sales tax revenue that occurred in 2013 and 2014.

2012	2013	2014	2015 Budget	2016 Budget
$11.2 M	$11.9M	$12.3M	$11.6M	$12.1M

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 15% of general fund revenues.

General Fund Expenditures

Budgeted 2016 General Fund expenses total $35,698,782 compared to a 2015 budget of $33,645,382.

Personnel and Wages

The 2016 budget includes funding for merit step increases for all eligible employees and a 2% lump sum wage increase for employees at top of scale which will cost approximately $70,000. The budget impact of the merit steps to the General Fund is approximately $130,000. In 2012, employees received no wage increases, in 2013 a 2% cost of living increase and in 2014 and 2015 eligible employees received a merit/step increase equal to 3.35%-3.50%.

The budget contains funding for the following newly created positions.

Sewer/Storm Drainage Maintenance Workers (3)
Rental Housing Inspector (1)

There are two additional positions in Parks Maintenance that were re-classified from full-time seasonal positions to full-time positons. The financial impact was minimal as the two employees were working 40 hours per week as full-time seasonal workers.

The three (3) Sewer/Storm Sewer Maintenance positions will be funded through the Stormwater Utility program going into to affect January 1, 2016. The Rental Housing Inspector will be funded through the new rental inspection program and associated fees.

Bi-Weekly Payroll Conversion.

Prior to 2004 the City paid all of its employees on a bi-weekly schedule. In 2004 for reasons not completely known the city moved to semi-monthly pay periods. Due to our highly diverse operations and multiple work periods the payroll operations are complex. We would like to move back to the bi-weekly pay periods for all employees. In 2008, we moved the police officers back to bi-weekly due to their 14 day work period and the multiple problems with the semi-monthly pay periods. Transitioning back to a bi-weekly payroll has been problematic for the City due to the requirement to budget an extra payroll in the transition year. Our proposed implementation plan is to make the transition in two pay cycles with the first occurring in 2015 and the second cycle in 2016. The transition back to bi-weekly payroll does not change pay rates for salaried or hourly employees. It is more an issue of payroll timing and when wages are recorded in a budget year. The budget will show an additional $415,000 in 2016 to account for the payroll conversion. Again, this is not extra payroll, but just a matter of timing of the payroll cycles in 2016.

Outside Agencies

The 2016 budget contains $42,045 for United Way 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.

Outside Agency funding:

United Way	$ 42,045
Arts and Humanities Council	24,600
Cultural Activities Fund	47,250

Growth Fund. The 2016 budget includes $784,000 for the Growth Fund which was created in 1986 as part of a ½ cent sales tax successful public referendum. The City Commission passed an ordinance that places a minimum of $700,000 to be allocated to the Growth Fund to be used for job creation and capital improvements. Annually this fund has allocated funds to the Chamber and CVB to support the economic development and tourism promotion activities of the Chamber. In addition to the annual allocations to the Chamber the Fund has allocated

money towards a variety of projects submitted either by the Chamber, City staff, community or City Council. Below is the proposed funding for the 2016 Growth Account:

Economic Development	**Proposed**
Arts & Humanities Council	$ 15,000
Market Hutch	92,000
EDC	58,000
Growth Inc.	46,000
HRC (Neighborhood Position)	15,000
Welcome Channel	13,000
Housing Demolition	75,000
Housing Initiatives	70,000
Sub Total	$ 384,000
Capital Improvement	
ADA Playground –Garden Grove	$ 50,000
Arterial/Collector	250,000
Aquatic Center Payment	100,000*
Sub Total	$ 400,000
TOTAL Request	**$ 784,000**

*16th year of a 20 year funding commitment.

Street Maintenance Program

In April of 2014, Reg Jones, Public Works Director, Brian Clennan, Director of Engineering, and Michael Kramer, Senior Civil Engineer provided the Council with a detailed overview of the City's street maintenance program. A well maintained street system is a vital service for the City of Hutchinson. It provides safe access for motorists, bicycles, pedestrians, and public transportation.

The City of Hutchinson has 274 centerline miles equal to 680 lane miles in the City of Hutchinson. The street system includes Highway, Arterial/Collector, and Residential streets representing possibly the most valuable asset the City owns. It is estimated that $555,000,000 would be needed to reconstruct all of the streets at today's cost. The existing street system represents a significant investment in the community that must be maintained.

Timely preventive maintenance is essential in making streets last longer. In 2012, a Pavement Management Condition Summary was prepared for the City, rating the condition of the streets with an average PCI, pavement condition index, of 70. This represents that the streets in 2012 on average were in good condition. Generally it takes about 15 years for a new road to go from Excellent to Good to Fair condition. However, once a street

reaches the fair to marginal condition, the roadway begins to fall apart rapidly, reaching very poor condition within about 5 years. Research has shown that spending $1 on pavement preservation can eliminate or delay spending $6 to $10 on future rehabilitation or reconstruction costs.

Street maintenance costs have continued to increase over time, while funding levels have remained even, or in some cases been reduced. Since 2006 the maintenance costs per square yard of street has increased approximately 80% from $15 to $26 dollars, while funding of street maintenance has remained relatively stagnant.

The 2016 recommended street maintenance program funding is $3,224,000, which depends on a $370K grant for Hwy K-61 work, is up from 2015 where we budgeted $2,528,000. The comparison of maintenance activities for 2015 and 2016 is:

Maintenance Activity	2015	2016 (Proposed)
Crack & Street Seal	$848,000	$932,000
Arterial/Col Surfacing	$1,430,000	$1,640,000
Residential Surfacing	$250,000	$0
KLINK Project	$0	$652,000
Totals	$2,528,000	$3,224,000

The proposed 2016 Street Maintenance Program represents our continued commitment to addressing the City's street maintenance needs. The program is designed to maintain the roadway condition and reduce future reconstruction costs.

Bond & Interest

The proposed levy rate in 2016 for the Bond & Interest decrease slightly to 9.889. Keeping the mill levy close to last year's level is requiring us to spend down most of the cash balance in the Fund. Included in the budget document is a bond and interest schedule which reflects all of our general obligation debt. The City issued the debt for the Wiley Building parking garage and our first principle and interest payments are due in early 2015. These payments are included in the 2016 B & I budget.

UTILITY FUNDS– 2016

Water (no increase proposed) – Water rates generate the necessary revenue to fund the operations of the City's water utility system. The water utility system includes the water distribution and transmission system pipelines, public water supply wells, booster pumping stations, water towers and storage tanks, the RO (reverse osmosis) water treatment center, deep disposal wells, groundwater remediation systems and water utility billing and administration.

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 since the groundwater remediation and reverse osmosis water treatment system improvements (RO Project) were 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, 2013, 2014 and 2015.

No water rate increase is proposed for 2016 based on the 2016 proposed budget and projected revenues and water fund balances. Proposed 2016 expenditures of $7,618,119 and projected revenues of $7,244,998 are within $373,121 (5.15%) of a balanced fund budget, while the projected 2016 ending balance of $4,417,390 exceeds the desired minimum fund balance of $2,132,896 ($1,733,396 per City Council Unreserved Fund Balance Policy plus restricted fund balances of $224,500 for the KDHE required deep disposal well abandonment reserve and $175,000 for meter deposits). The proposed 2016 budget expenditures include a decrease of $843,000 in the CIP (Capital Improvement Program) Reserve Transfers from $1,725,000 in 2015 to $882,000 in 2016 and a decrease of $38,681 in the MERF (Municipal Equipment Replacement Fund) Reserve Transfers from $176,298 in 2015 to $137,617 in 2016. With no increase in water rates proposed for 2016, 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. A water rate study will be conducted in 2015 to consider rate adjustments for 2017 and future years.

Sewer (no increase proposed) - Sewer rates generate the necessary revenue to fund the operations of the City's sewer utility system. The City's sewer utility system includes the sanitary sewer collection system pipelines, collection system lift pump stations, wastewater treatment facilities and sewer utility billing and administration.

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) Biosolids 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, 2013, 2014 and 2015. No sewer user rate increase is proposed for 2016 based on the 2016 proposed sewer budget and projected revenues and sewer fund balance. Proposed 2016 expenditures of $6,907,860 and projected revenues of $5,994,419 are within

$913,441 (15.24%) of a balanced fund budget, while the projected 2016 ending balance of $2,387,717 exceeds the desired minimum fund balance of $1,397,165 ($1,397,165 per City Council Unreserved Fund Balance Policy plus no restricted fund balances). The proposed 2016 budget expenditures include a decrease of $88,000 in the CIP (Capital Improvement Program) Reserve Transfers from $800,000 in the 2015 to $712,000 in 2016 and an increase of $103,000 in the MERF (Municipal Equipment Replacement Fund) Reserve Transfers from $136,915 in 2015 to $239,915 in 2016. With no increase in sewer user rates proposed for 2016, 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. A sewer rate study will be conducted in 2015 to consider rate adjustments for 2017 and future years.

Refuse (1.5% increase per cart for all customer categories based on the CPIW percentage increase for 2014) – Refuse rates generate the necessary revenue to fund the operations of the City's refuse utility (refuse and recycling collection). The refuse utility includes the contractor provided refuse and recycling collection and the City provided refuse utility billing and administration.

Refuse rate increases for 2013, 2014 and 2015 were 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. Rate increases starting in 2016 will be based on the CPIW (Consumer Price Index for Wage Earners) percentage increase for the most recent complete year prior to the adoption of the rate increase (i.e. for 2016 the 2014 CPIW percentage increase of 1.5% is used). Based on the 2016 rate increase the basic monthly residential refuse billing will be around $11.11 per cart (an increase from $10.95 in 2015). This 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.

Stormwater

In an effort to involve key stakeholders in the development of the stormwater utility fee, a Stormwater Advisory Committee (SWAC) was established.

Six SWAC meetings were held between May 2014 and October 2014. The SWAC was charged with providing feedback and guidance on the implementation of the stormwater program and stormwater utility to City staff.

On October 14, 2014, the SWAC finalized their recommendations as follows:

1. The City's Stormwater Program should strive to achieve a Level of Service B over the next 5 years, which is estimated to cost $3.6 million annually and includes:
    - Mixture of routine and inspection-based operation and maintenance
    - Proactive planning and compliance with the City's stormwater permit
    - Phased implementation of the 2000 Stormwater Master Plan flood reduction capital improvement projects
2. The stormwater program should be funded by a stormwater user fee for the existing program and improvements to it.
3. The stormwater user fee should be based on a new rate structure based on impervious area.

4. The stormwater user fee should be based on a billing unit defined as 3,120 square feet (i.e. 1 Equivalent Residential Unit (ERU)).
5. The residential fee should be based on 1 billing unit (ERU) for each dwelling unit with the future ability to have a tiered approach as more data are available.
6. The fee for duplexes, multifamily (apartments) and mobile homes should be 1 billing unit (ERU) per dwelling unit.
7. The rate structure for non-residential customers should be based on actual impervious area divided by the ERU (3,120 square feet).
8. Exempted properties should include public roads, undeveloped properties, greenways, railroad tracks and properties with impervious area less than 300 square feet.
9. The rate structure should authorize credits.
10. The flood reduction capital improvement projects should be systematically completed in phases using bonds.
11. Based upon the Council's feedback to the SWAC's value, the SWAC agreed to meet as a committee on an as needed basis.
12. The recommended rate to start the program should be $4.75 per ERU per month beginning July 1, 2015. It is estimated that this fee will generate $2.45 million annually ($1.15 million short of the estimated revenue to achieve a LOS B).

On January 6, 2015, City Council authorized staff to begin implementation of the Stormwater Utility as recommended by the SWAC with one exception…to begin January 1, 2016 instead of July 1, 2015. On March 17, 2015, City Council passed a new Stormwater Utility Ordinance. The additional revenue allows the City to:

- Hire additional maintenance staff and purchase equipment. With additional maintenance staff and equipment, the City will begin proactively cleaning and maintaining the storm sewer system in 2016. Our goal by 2021 is to maintain the storm sewer system at the same level that the sanitary sewer system is maintained (inspected and cleaned once every five years).
- Begin the City's first major Stormwater Improvement project, a regional detention basin. This project will be under study and design in 2016 and 2017 with construction anticipated to start in 2018.
- Continue meeting the requirements of our Stormwater Permit.

Capital Improvement Program (CIP)/MERF

Included in the 2016 Budget is the 5-year Capital Improvement Program (CIP) along with the recommended funding levels. The 2016 Capital Budget represents capital improvements for 2016 in all Funds. The total CIP projected expenses for 2016 is $33,640,129 which includes $12,901,201 for the Sports Arena Project and $5,700,000 for the Airport Runway mill and overlay. Excluding the arena and airport runway project the total CIP for 2016 is $15,038,928 compared to the 2015 CIP budget of $12,558,628. Funding of these projects comes from a variety of sources, including property tax, sales tax, water, sewer, and stormwater fees, bonding, grants, etc. The City Council received a preliminary review and discussion on the proposed CIP on June 16th. I have not made any deletions or additions as a result of that discussion.

The equipment replacement fund totals $2,491,312 which represents equipment purchases for all City operations (General Fund and Utility Funds). Over the past several years we have been forced to deferrer some of our equipment replacement needs in order to balance the budget. The 2016 Budget provides funding that reduced the amount of deferrals from previous years.

(See Tab CIP/MERF for more details)

Other Budget Notes

1). Housing. The Housing division was established in the 2012 budget with one full-time position and support from existing Planning staff. The Housing Division works closely with the Housing Commission on addressing the many housing strategies set forth in the 2011 Housing Task Report. The 2016 Housing Division operating budget is $150,365. Below are some of the special project funding items.

- Housing demolition- $75,000 (Growth Fund)
- Land Bank-$10,000
- Neighborhood/Healthy Neighborhood matching grants-$12,000
- Brush- Up- Hutch Paint Program-$6,000
- Neighborhood Development-Hutchinson Recreation Commission-$15,000

2). Trail Development. The next section of trail development will be the interior trail at Orchard Park as part of phase III-B. In 2016 a trail maintenance program will be developed. The intent of the program is to identify the current condition of existing trail and prioritize maintenance activities. Also, in 2016 we will be working to develop a plan to make key connections within our trail system and begin to study the extension of the trail in the northwest part of Hutchinson.

3). Hutchinson Recreation Commission (HRC). The 2016 budget will be the third year under recently changed tax levy boundaries for HRC. Previously HRC's tax levy was based on USD 308 boundaries. The study of 2011 ultimately lead to the City Council and USD 308 agreeing to the establishment of a City Recreation Commission which expanded the taxing district for HRC. The City's only budgetary action dealing with HRC is approval of the property tax levy. HRC Board has conducted the required public hearing and approved the 2016 budget.

2015 Budget	2016 Budget
$2,622,547	$2,750,772

4). Fun Valley/Hobart Detter. The 2016 Fun Valley/Hobart Detter (FV/HD) budget reflects the new management agreement with Hutchinson Recreation Commission (HRC). In early May of this year City staff entered into discussions with HRC about an operating agreement for certain functions of the operation. Budget year 2015 was our first full year of operation under the operational agreement with HRC. Under the operating agreement HRC provides management and operations of all activities held at FV/HB fields. The City will continue to provide all field and facility operations. The operating agreement will be similar to our current operations agreement with HRC for the Salt City Splash. As part of the change in operation we had expected a reduction in the annual subsidy for the operations. The 2013 operating subsidy was $427,390 while the 2014 subsidy totaled $383,451. Our budgeted subsidy for 2015 was $329,834 and the 2016 budgeted subsidy totals$ $317,463.

Going back to the late 1980's the City and CVB had an informal agreement where the CVB would make an annual payment to the City for Fun Valley tournament recruitment efforts from the 4% bed tax. The agreement was set up where the minimum annual payment was set at $25,000 and would escalate based on a percentage of the transient guest tax annual increase above the 4% tax. The annual payment has ranged from $25,000 in 1998 to $52,341 in 2015. I am proposing that we end the annual payment of bed tax funds from the CVB to Fun Valley for two reasons. First, based on recent decisions by the Council for use of the special 3% transient guest tax where 2% is dedicated to capital improvements at the convention Center leaving 1% dedicated to capital improvements to city facilities which have a measurable tourism impact i.e. Fun Valley/Hobart Detter Field. The 1% will generate an estimated $85,000 annually for capital projects. Secondly, as we enter into the expansion and renovation of the sports arena additionally marketing and event recruitment is necessary. The CVB seems like the logical organization to lead that effort. Assuming additional marketing responsibilities will require additionally funding. The plan would be to phase out the annual transfer over the next two budget cycles and redirect these funds to the CVB for marketing and Recruitment of events and activities.

Final Comments

The 2016 budget calls for a slight decrease in the tax levy rate. Department Directors were extremely diligent in preparing operating budgets with relative small increases over the 2015 budget. The 2015 budget reflected an increase mill levy rate of 1.6 mills which was specifically targeted to investment in the annual street maintenance program. Local governments are under continued pressure to not raise property tax rates. No increases in revenue make balancing a budget difficult when faced with increases in operating expenses such as employee wages, retirement benefits, health insurance increases, and general increases in the basic general operating expenses.

Special thanks to City staff for pulling together in preparing the 2016 Budget proposal. Special recognition goes to Frank Edwards, Finance Director and Marcela Berney-Brown, Senior Financial Analyst for their support and efforts in the preparation of the 2016 budget.

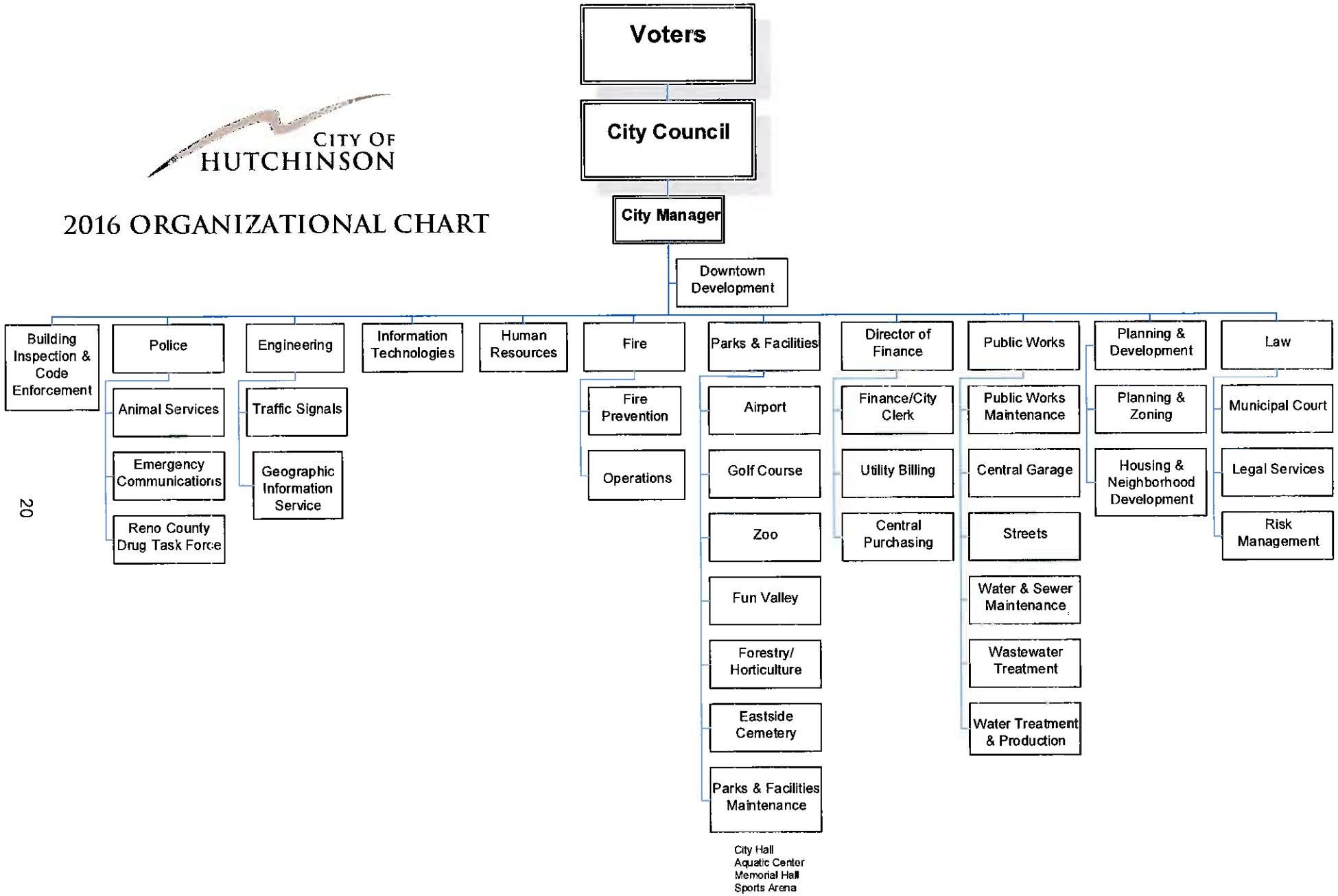
CITY OF
HUTCHINSON

Mission Statement

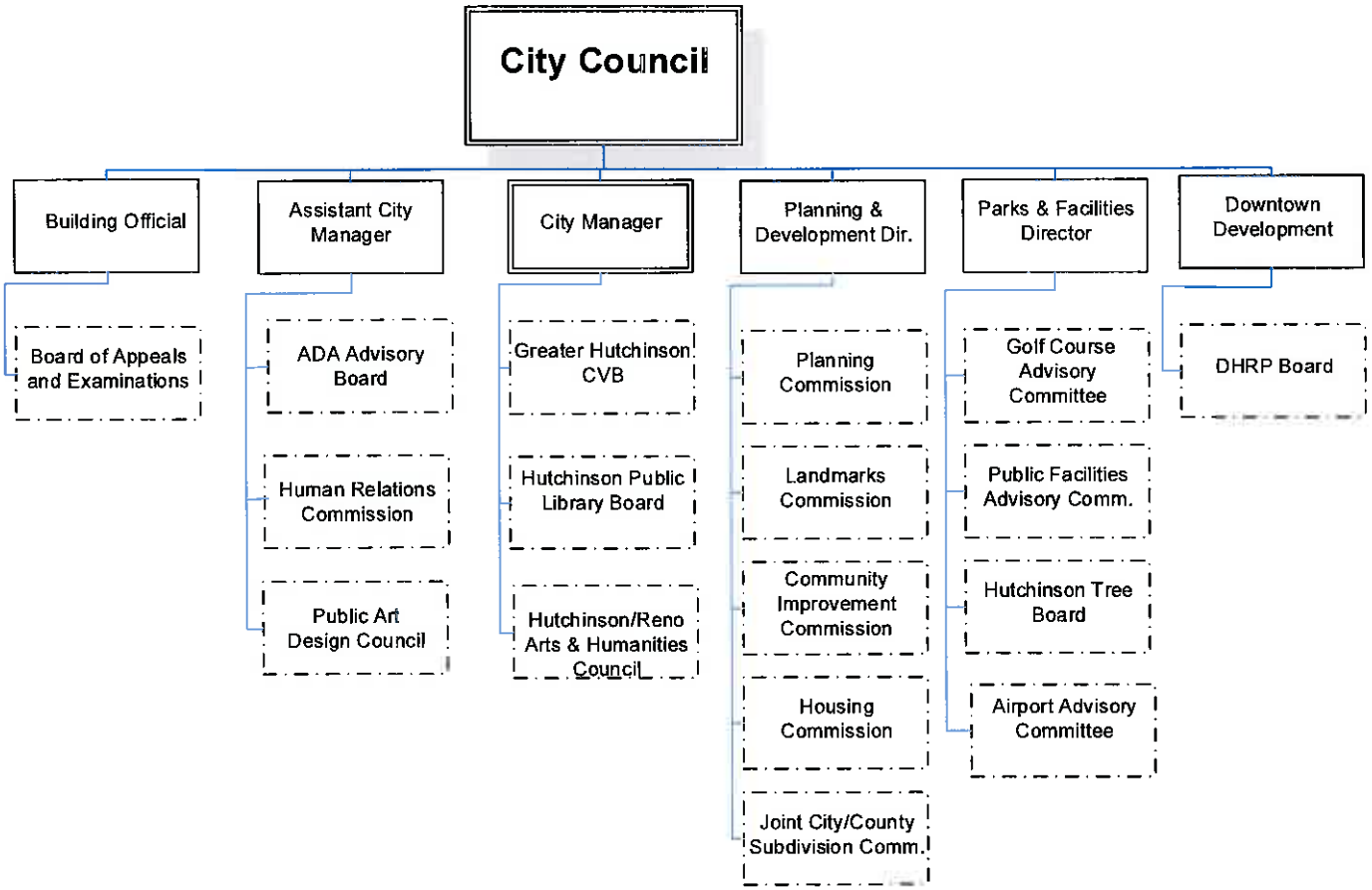
"Hutchinson City employees are dedicated to making the City a quality place to live, work, and play by pursuing excellence in serving and protecting the community"

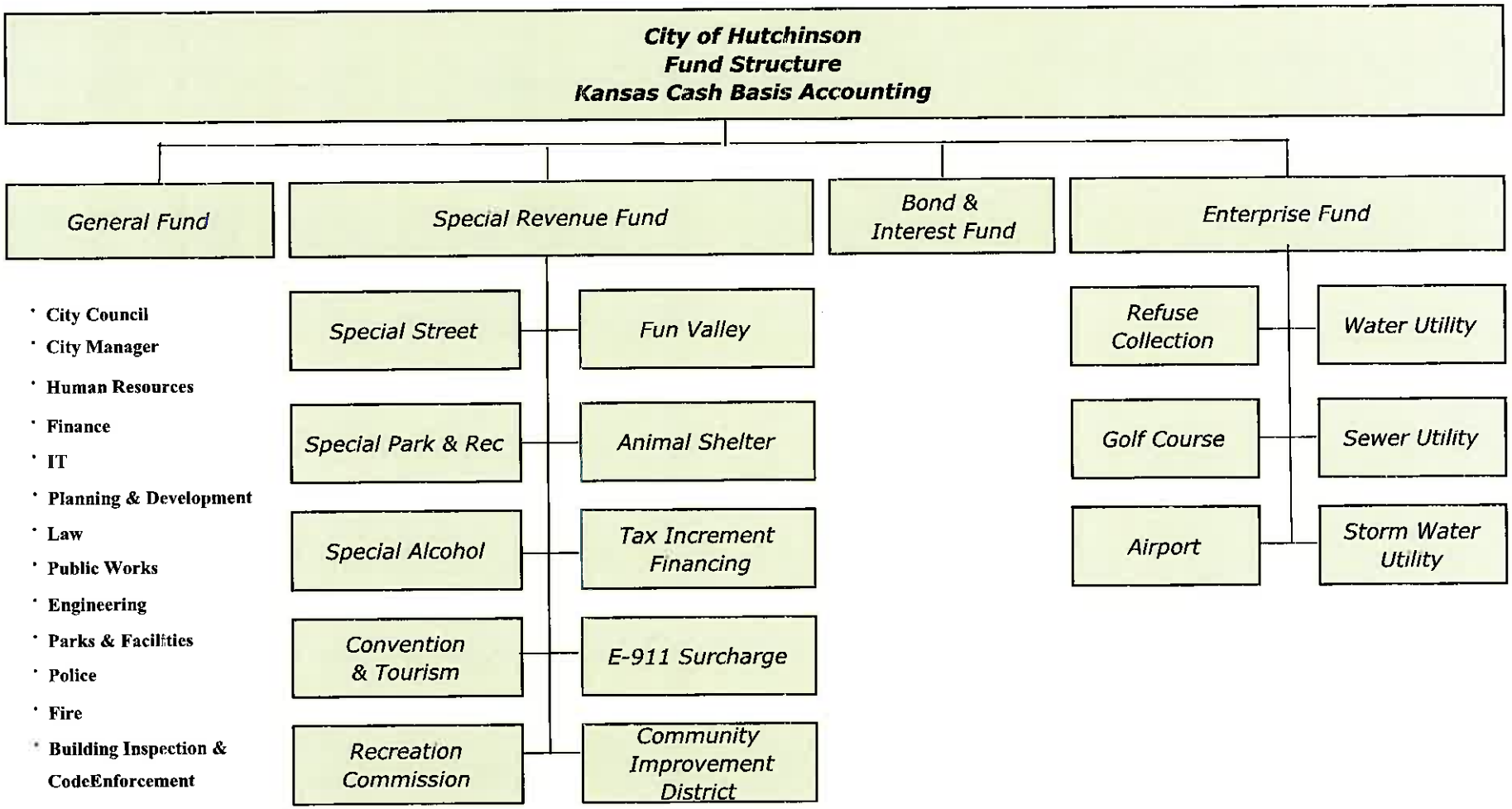
CITY OF HUTCHINSON

2016 ORGANIZATIONAL CHART



CITY OF HUTCHINSON
BOARDS & COMMITTEES
JANUARY 2016




City of Hutchinson
Fund Structure
Kansas Cash Basis Accounting
General Fund
Special Revenue Fund
Bond & Interest Fund
Enterprise Fund
City Council
City Manager
Human Resources
Finance
IT
Planning & Development
Law
Public Works
Engineering
Parks & Facilities
Police
Fire
Building Inspection & CodeEnforcement
Special Street
Fun Valley
Special Park & Rec
Animal Shelter
Special Alcohol
Tax Increment Financing
Convention & Tourism
E-911 Surcharge
Recreation Commission
Community Improvement District
Refuse Collection
Water Utility
Golf Course
Sewer Utility
Airport
Storm Water Utility

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 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 2016

April 1, 2015
Initial staff budget meeting to review fiscal policies and priorities, present special budget issues, distribute budget materials, and instruct staff on budget preparation process and schedule.

April 1 – April 30, 2015
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 30, 2015
Department directors deliver Excel budget request forms to Director of Finance.

May 4 – May 22, 2015
City Manager and Director of Finance review 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 22 – May 29, 2015
City Manager and Director of Finance meet with each Department Manager to discuss their budget requests and submittals.

May 29 - June 15, 2015
City Manager and Finance Department finalize departmental budget requests and integrate Capital Improvement and Equipment Replacement programs.

June 9, 2015
City Manager and Staff meets with Council to present and discuss the proposed CIP program and to finalize the 5-year Capital Improvement Program and MERF Program.

July 10, 2015
Preliminary City 2015 Budget distributed to City Council.

July 13- August 20, 2015
City Council meets with City Manager and staff to discuss proposed budget, significant budget issues, and to incorporate Council policy preferences (proposed Council review dates are July 14, 21 and 28 subject to availability).

August 3, 2015
Publication of notice of public hearing on the proposed fiscal year 2015 budget. Detailed budget information made available to the public at City Hall.

August 18, 2015
Public hearing with City Council to adopt proposed 2015 Budget

August 21, 2015
Adopted budget certified with Reno County Clerk.

August 25, 2015
Adopted budgets submitted to the State.

Long Range and Strategic Planning Processes

Downtown Hutchinson

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 Hyett/Palma Economic Enhancement Strategy was specifically crafted to strengthen Downtown Hutchinson and to guide its future development. Since May of 2013 we gave been working on updating the existing Downtown Hutchinson Master Plan based on progress to date and looking towards future development opportunities in preparation for an updated Comprehensive Plan for the City of Hutchinson. In 2015 the Chamber of Commerce provided downtown with updated market research in key categories comparing Hutchinson with sales totals from Hays, Salina, Emporia, and Newton.

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, walkability and future new uses in the downtown built environment. In 2016 KDOT and the City of Hutchinson will resume streetscape improvement on Main Street from RR tracks at 3rd Street north to 5th Street and Main.

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 ¼% 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.

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. The trail plan was updated in 2015 through an extensive community input process.

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.

Rivers Banks Orchard 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 and completion in 2014. Phases 2 and 3 will be completed in 2015 and 2016.

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 balance*s shall be maintained at the end of each fiscal year commensurate with the levels described in the table below:

FUND	***UNRESTIRCTED 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	3 x highest settlement expenditures in the last 3 years.

Compensation	
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.

HUTCHINSON CITY COUNCIL POLICY - 5

SUBJECT: **INDUSTRIAL REVENUE BOND POLICY**

DATE: **February 27, 1990**
Revised: July 23, 2001
Revised: October 2, 2012

PURPOSE: The City of Hutchinson is committed to encouraging economic development of the City and Reno County by promoting the expansion and improvement of existing businesses and by encouraging new business enterprises to locate facilities in the Hutchinson area. Preservation and redevelopment of the City's downtown core area is a principle concern along with expansion of job opportunities for persons of all skill levels. To assist in such economic development efforts, the City is willing to consider requests for the issuance of industrial and economic development revenue bonds under the provisions of Kansas law.

POLICY: The City Council's policy on Industrial Revenue Bonds shall be as follows:

1. Authority to issue Industrial Revenue Bonds
Under K.S.A. 12-1740 et seq., the City is authorized to issue industrial revenue bonds to promote and advance the physical and mental health, industrial, commercial, agricultural, natural resources and recreational development and to encourage and assist in the location of new businesses and industry in the state and the expansion, relocation or retention of existing businesses. The proceeds of industrial revenue bonds issued under Kansas law may be used to pay all or part of the costs of purchasing, acquiring, constructing, reconstructing, improving, equipping, furnishing, repairing, enlarging or remodeling facilities for such purposes. Such revenue bonds and the interest thereon are exempt from all Kansas taxes. In addition, the interest on such bonds may also be excludable from gross income for purposes of federal income taxation, subject to the various exceptions and limitations imposed by the Internal Revenue Code.

2. Approval of Application for Industrial Revenue Bonds
The City Council generally will approve requests to issue industrial revenue bonds for economic development purposes as permitted by Kansas law. Requests for approval to issue industrial revenue bonds shall be submitted through a completed copy of the application form attached hereto as Exhibit A. Along with the completed application form, a Resolution Determining the Advisability of the Issuance of Industrial Revenue Bonds ("Resolution"), an example attached hereto as Exhibit B, shall be submitted.

City Council approval of the Resolution is intended to satisfy the "official action" requirements imposed by the Internal Revenue Code in connection with the issuance of "Qualified Private Activity Bonds" as such terms are defined in the

code. Such Resolution does not constitute, nor shall it be construed as, approval of the issuance of revenue bonds. The applicant submitting such Resolution is required to acknowledge that the City's approval of the Resolution does not impose any obligation upon the City to approve the issuance of such revenue bonds and that the City Council retains the authority at all times to impose such additional requirements or conditions as it may determine to be appropriate in connection with its authorization and issuance of bonds. In addition, each applicant is required to waive any claim or right of action against the City in the event revenue bonds are not issued for any reason including the City Council's subsequent determination not to approve issuance of the bonds.

3. Submission of Required Information

In addition to the requirements in Section 2, the applicant will be required to make arrangements for preparation of the legal instruments required in connection with authorization and issuance of the industrial revenue bonds. The applicant is responsible for selecting Bond Counsel to render the customary legal opinions with respect to the authorization and issuance of the bonds and the treatment of the interest on the bonds for purposes of Federal and State income taxation. The City, however, retains the right to approve the applicants selection of Bond Counsel and the further right to retain counsel satisfactory to the City. As a matter of policy the, City requires that Bond counsel be admitted to practice in the State of Kansas. In the event the applicant retains counsel who is not admitted to practice in Kansas or is otherwise not satisfactory to the City, the applicant shall assume responsibility for payment of the professional fees and expenses of counsel selected by the City.

The City requires, as a matter of policy, the inclusion of certain specific provisions in the agreements relating to the authorization of and security for payment of revenue bonds issued by the City. Such provisions include specific representations and warranties with respect to the authorized uses of the project site and the prevention of environmental contamination, representations, warranties and indemnity provisions with respect to the offering and sale of the bonds and compliance with applicable provisions of the United States and Kansas securities laws as well as various other matters identified by the City as matters of particular concern. Copies of such required provisions may be obtained from the City's Bond Counsel. Any amendments or modifications of such prescribed provisions will be subject to the approval of the City Attorney and Bond Counsel.

Formal action by the City Council to authorize issuance of industrial revenue bonds is subject in all circumstances to the discretion of the City Council. Neither the approval of the Resolution nor any subsequent negotiations between the applicant and the staff, employees, and agents of the City shall be construed as creating any obligation on the part of the City to approve the issuance of any particular revenue bond issue.

4. Exemption of Ad Valorem taxes

In connection with the issuance of industrial revenue bonds under Kansas law, the City also is authorized to grant exemption of ad valorem taxes with respect to property acquired from the proceeds of such revenue bonds. Such exemption is limited to a period of ten calendar years commencing in the year subsequent to the year in which the bonds are issued. The City, however, is not required to approve any such tax exemptions. If the applicant intends to request the exemption of all or some portion of the ad valorem taxes with respect to property acquired from bond proceeds, the applicant is required to submit a completed Industrial Revenue Bond Questionnaire ("Questionnaire") in the form attached hereto as Exhibit C, and provide sufficient information so that a cost-benefit analysis can be performed. The City Council will not consider requests for formal action to authorize the issuance of bonds until the completed Questionnaire is submitted and the City's staff has had an adequate opportunity to review the Questionnaire as well as all other materials and information which may be required to satisfy the conditions prescribed in the Resolution. The decision to grant any exemption of ad valorem taxes rests within the discretion of the City Council and requests will be considered on a case-by-case basis.

As a general rule, the City will approve requests for ad valorem tax exemption only in connection with those projects which promise substantial expansion of employment opportunities and some other unusual economic benefit to the City. As a matter of policy, grants of ad valorem tax exemption will reflect the anticipated economic benefits to be realized as a result of a particular project. In addition, the applicant will be required to enter into an agreement to make payments in lieu of taxes in such amounts (which may be subject to adjustment from time to time based upon an evaluation of the applicant's compliance with specified criteria) as may be approved by the City Council.

Under K.S.A. 12-1749d., prior to issuing any revenue bonds pursuant to K. S. A. 12-1740 to 12-1749, for any business the property of which will be eligible for an exemption from ad valorem taxation, the governing body of any city shall be required to:

a) Prepare an analysis of the costs and benefits of each exemption which shall include the effects of the exemption on state revenues; and

b) Conduct a public hearing on the granting of such exemption. Notice of the public hearing shall be published at least seven days prior to the hearing in the official city newspaper and shall indicate the purpose, time and place thereof. In addition to such publication notice, the city clerk shall notify in writing the governing body of the county and school district within which the property proposed for exemption is located.

The City will also notify other governmental taxing units which might be affected by a property tax exemption and solicit their input as a part of the decision making process.

5. Service Fee to City

Following approval of the Lease Agreement, each tenant of a facility shall pay the City annually, on March 1, a service fee to cover administrative and other City costs during the lease period. The service fee will be in addition to any payment by the applicant to reimburse the city for its out-of-pocket expenses associated with processing the application or the bonds. In addition, the applicant will pay the City for the costs, expenses, and the City's attorney's time in reviewing and preparing documents. A provision for payment of the service fee will be included in the Lease Agreement.

The annual service fee will be $250 for industrial revenue bonds without an ad valorem property tax exemption and $1,000 for industrial revenue bonds with an ad valorem property tax exemption.

6. City Not Bound Policy

This policy is intended to be a set of general guidelines only. Any provisions herein may be waived or added to at the discretion of the City Council.

HUTCHINSON CITY COUNCIL POLICY - 7

SUBJECT: ECONOMIC OPPORTUNITY FUND GUIDELINES

DATE: July 30, 1996
Revised: December 5, 2005

PURPOSE: The purpose of the Economic Opportunity Fund shall be considered as a business incentive program to attract new business and the expansion of existing business resulting in additional job creation and private capital investment.

An eligible business who may qualify for EOF funding shall meet the same definitions as approved in the City of Hutchinson Tax Incentives for Economic Development policy.

DEFINITIONS:

1. "Manufacturing articles of commerce" means engaging in the mechanical or chemical transformation of materials or substances into a new "value added" product.

2. "Research and development" means the application of science or technology to the improvement of either the process of manufacturing or manufactured products.

3. "Storing goods or commodities which are sole or traded in interstate commerce" means engaging in storage of property which may be exempt from ad valorem taxation under the provisions of Kansas statutes.

GROWTH ACCOUNT ECONOMIC OPPORTUNITY FUND COMMITTEE

The Hutchinson City Council shall authorize the Mayor to establish a **"Growth Account Economic Opportunity Fund"** committee, hereinafter called "The Committee." Such committee shall consist of:

1. The Mayor (or his or her designee)

2. The City Manager (or his or her designee)

3, The President of the Reno County Economic Development Council (or his or her designee)

The Mayor shall serve as chairperson.

AUTHORITY OF THE COMMITTEE

The Committee shall review each proposal from a business candidate and then make a determination on whether the project meets the intent of the EOF incentive program.

Any project must receive unanimous approval of all three members of the Committee. NO project will be funded without unanimous approval of the Committee.

The Chairperson of the Committee shall report all actions to the Hutchinson City Council at such time agreeable to all parties.

DETERMINATION OF ANNUAL FUNDING ALLOCATION TO EOF

The City Manager shall allocate any additional Growth Account funds exceeding $700,000 annually using a weighted formula to the original four funding areas as per Ordinance No. 7036 into a fund called "THE ECONOMIC OPPORTUNITY FUND." The weighted base levels of funding are as follows:

A.	Prior 1985 Sales Tax Revenues	$1,550,000
B.	To reduce Property Tax	2,000,000
C.	Replace Federal Revenue Sharing	500,000
D.	Growth Account	700,000
		$4,750,000

Sales tax revenues from the 1% county and 1/2% city sales taxes in place since 1986 exceeding the above total of $4,750,000 shall be allocated to each of the four original funding values. The actual funding receipt for 1995 will be used to calculate the increase for FY 1997 budgeting and likewise in future years the latest actual figures will be used to calculate the increases for budgeting purposes.

Items A-B-C will continue to be utilized to reduce property taxes. Item D will still fund $700,000 will be transferred, 1/2 to the ECONOMIC OPPORTUNITY FUND for creation and 1/2 to the Growth Account for capital improvements.

Excess funds from the designated EOF job creation portion of the weighted funds may be carried over year to year but shall always be budgeted in the present year's budget.

JOB INCENTIVE CRITERIA

- must directly create jobs and employment within the City of Hutchinson.
- must demonstrate that private capital investment is being made by the company into the community including the purchase of land and building to operate the facility within the City of Hutchinson

- the company must be willing to complete the application form the City of Hutchinson currently uses for a TAX EXEMPTION application and or to participate in the cost/benefit analysis model of the City of Hutchinson.

- must be willing to submit to a full financial and operating review of existing business activities.

ALLOCATION FORMULA

OPTION 1. CAPITAL IMPROVEMENT

The Committee may commit up to 1% of the amount of the actual private capital investment of the company into the project. No one project may exceed $100,000 commitment from the ECONOMIC OPPORTUNITY FUND unless approved by the City Council.

Example: $10,000 million capital investment in plant and equipment x 1% = $100,000 EOF funds.

OPTION 2.

The Committee may rebate to a qualified company an amount based on annual payroll paid to employees. The rebate may be paid on a calendar year payroll in only one of the first three years of eligibility of the EOF incentive. Verification in of total annual payroll shall be provided to the Committee.

REBATE FORMULA

The Committee may commit up to 3% of the amount of the actual amount of the annual payroll dollars paid to the employees of the company in one of the first three years of eligibility.

Hutchinson City Council Policy - 15

SUBJECT: INVESTMENT POLICY

DATE: **Adopted: September 28, 1999**
Reviewed: October 1, 2001
Amended: November 15, 2011

I. Governing Authority
The investment program shall be operated in conformance with federal, state and other legal requirements, including Kansas State Statute (K.S.A.) 12-1675.

II. Scope
This policy applies to the investment of all municipal funds.

Except for cash in certain restricted and special funds, the City of Hutchinson will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with Kansas cash basis law.

III. General Objectives
The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

A. Safety
Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

1. Credit Risk
The City of Hutchinson will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:

• Limiting investments to the types of securities listed in Section V of this Investment Policy.

• Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

2. Interest Rate Risk
The City of Hutchinson will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will change due to changes in market interest rates, by staggering investment maturities.

3. Safekeeping and Custody

- Delivery vs. Payment
  All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.
- Safekeeping
  All investment securities purchased by the City shall be held in third-party safekeeping by an institution designated as primary agent. The primary agent shall issue a safekeeping receipt.
- Internal Controls
  The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by an independent auditor. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City of Hutchinson.
- Collateralization
  Where allowed by state law, full collateralization will be required on all demand deposit accounts, including checking accounts and non-negotiable certificates of deposit. Collateralization may include allowable securities with maturities of four years or less, corporate surety bonds, Federal Home Loan Bank letters of credit or Certificate of Deposit Account Registry Services (CDARS).
- Bonding
  All City Council designees that participate in the investment of funds shall be bonded to the extent of $100,000.

B. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated, thereby avoiding the need to sell securities on the open market prior to maturity. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands.

C. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Yield is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Investments shall generally be held until maturity unless liquidity needs of the portfolio require that the security be sold.

IV. Standards of Care

A. Delegation of Authority

The City Council shall designate, by resolution, those employees that are approved to conduct City investment and banking activities. The Director of Finance shall have the responsibility for

the operation of investment activities and shall act in accordance with established written procedures and internal controls.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance. The Director of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

B. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person rule" and shall be applied to the management of all investment funds.

The "prudent person rule" states: *Investments shall be made with judgment and care, under circumstances then prevailing, which person of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."*

C. Ethics

Officers and employees involved with City investments shall refrain from engaging in any outside matters of financial or personal interests incompatible with the impartial and objective performance of duties. Officers and employees involved with City investments shall disclose any material interests in financial institutions with which they conduct business.

V. Suitable and Authorized Investments

A. Investment Types

The following investments will be permitted by this policy and are those defined by state and local law where applicable:

1) U.S. Treasury obligations, which carry the full faith and credit guarantee of the United States government and are considered to be the most secure instruments available,
2) Direct obligations of, or obligations that are insured as to principal and interest by, the United States of America or any agency thereof and obligations and securities of United States sponsored enterprises which under federal law may be accepted as security for public funds, except that such investments shall not be in mortgage-backed securities;
3) Time deposit, open accounts, certificates of deposit or time certificates of deposit; in banks, savings and loan associations and savings banks, which have main or branch offices located in the City of Hutchinson,
4) Temporary notes or no-fund warrants issued by such investing governmental unit,
5) Repurchase agreements with banks, savings and loan associations and savings banks, which have main or branch offices located in the City of Hutchinson, for direct obligations of, or obligations that are insured as to principal and interest by, the United States government or any agency thereof,
6) Municipal investment pool fund established in K.S.A. 12-1677a and amendments thereto, and,
7) Multiple municipal investment pools managed by the trust departments of banks which have main or branch offices located in Reno County, or with trust companies incorporated

under the laws of the state of Kansas which have contracted to provide trust services under the provisions of K.S.A. 9-2107, and amendments thereto, with banks which have main or branch offices located in Reno County.

B. Maximum Maturities

The City of Hutchinson shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not make investments maturing more than four years from date of purchase, in accordance with state and local statutes and ordinances. Authorized investment types in Section V.A.1 and Section V.A.2 shall be limited to maturities of not more than two years from the date of purchase.

C. Investment Consolidation Limits

The City of Hutchinson shall attempt to diversify its investments across types of investments and institutions and will adhere to the following limits. The City shall invest no more than 50% of its investment portfolio with one single institution or one single issuer at any given time. The City shall invest no more than 35% of its investment portfolio in the types of investments listed in Section V.A.1 and Section V.A.2 at any given time.

VI. Competitive Bids

The Director of Finance or authorized designee shall solicit competitive bids from at least two brokers and two financial institutions on all purchases of investment instruments. Funds will be offered first to local banks and other eligible financial institutions and then to brokers, in compliance with K.S.A. 12-1675.

VII. Local Considerations

It is the City's policy to conduct business with all of the banks in Hutchinson as long as competitive rates are being offered and the service received is satisfactory. A rate is considered not competitive when it is lower than the "Minimum Investment Rates Banks Must Offer to Secure Public Funds" published by the Kansas Municipal Investment Pool.

The City will use brokerage firms that have proof of National Association of Securities Dealer (N.A.S.D.) certification and proof of state registration with the Kansas Securities Commission. Preference will be given to local brokerage firms.

VIII. Reporting

The Director of Finance or authorized designee, shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the last quarter. The report should be provided to the City Manager and City Council.

IX. Approval of Investment Policy

The investment policy shall be formally approved and adopted by City Council of the City of Hutchinson and reviewed annually.

HUTCHINSON CITY COUNCIL POLICY - 20

SUBJECT: SPECIAL ASSESSMENTS POLICY

DATE: Adopted: March 8, 1994

PURPOSE: To encourage development within the City limits through the use of special assessment financing for public improvements under KSA 12-6a01 et. seq.

POLICY:

Section 1. The City of Hutchinson will facilitate new development by providing for the installation of public improvements (streets, sidewalks, storm drains, water lines, sanitary sewers, etc.) upon submission of a valid petition and required financial commitment. For purposes of this policy, newly developing areas shall be those areas where less than 35% of the lots have principal structures. Substantially developed areas shall be those areas where not all public improvements exist and 35% or more of the lots have principal structures. Financial commitment is considered to be provided whenever the City has been furnished with:

A.) Funding (cash, cashier's check, escrow account) equal to 25% of the estimated cost of the project, or

B.) Financial guarantee,(irrevocable letter of credit, corporate completion bond) equal to 35% of the estimated cost of the project.

Project costs are those incurred by the City and shall include engineering design, specification preparation, construction, inspection, legal, permits / licenses, temporary financing, utility relocation, acquisition of right-of –way, material testing, and administrative costs.

All projects shall be constructed in accordance with plans and specifications prepared by or approved by the City Engineer. The required cash funds or financial guarantee shall be provided prior to the City incurring any expense. The petitioner's share of not less than 25% of the estimated engineering cost shall be given to the City prior to the City incurring any monetary obligation for engineering work; the petitioner's share of not less than 25% of the estimated construction costs shall be given to City prior to be the award of any construction contract. All Engineering and design costs associated with new development are the responsibility of the developer.

Cash funding will be used to reduce the amount of project costs covered by special assessment bond financing. The financial guarantee will be applied to satisfy the annual principal and interest costs of bonded public improvements should any special assessment not be paid when due. The entire financial guarantee will be released upon request of the developer, when certificates of occupancy for a principal building are issued for at least 35% of the properties within the development that received the

improvements. At the time bonds are issued, any funds in excess of the petitioner's contribution shall be refunded by the City or the financial guarantee shall be reduced by an equivalent amount.

Section 2. Special assessment financing will not be approved if the petitioner has a financial interest in an existing development that has delinquent special assessment taxes. All petitioners for newly developing areas under this policy will be required to certify, under oath, that they have no financial interest, either directly or indirectly though partnership or corporate interest, in any property with delinquent special assessments anywhere within the City.

Section 3. Installation of public improvements with special assessment financing may be authorized by the Board of City Commissioners without a financial commitment when deemed to be in the public interest and when one or more of the following exist:

A. Improvements are ordered by resolution of the City Commission.
B. The majority of land in the benefit district is in public ownership.
C. The benefit district is in multiple ownership and at least 35% of the lots therein are developed with principal buildings.

Section 4. The distribution of costs for financing of public improvements shall be in accordance with the following policies:

A. Street and Alleys

1.) The cost of construction of typical local streets shall be assessed 100% to the property within the benefit district. The benefit district shall include those properties as approved by City Commission.
2.) The costs associated with construction of street intersections shall be paid 100% by the City when special assessments are used.
3.) The costs of the construction of collector and arterial streets shall be distributed whereby property within the benefit district shall pay the cost equivalent of a local street and the City-at-large shall pay the cost of any excess width or thickness to meet City standards and specifications.
4.) The cost of improvements such as curb-cuts, driveways, frontage roads, special turn lanes, traffic signals, etc. associated with commercial or industrial development shall be assessed 100% to property owned by said developer.
5.) The cost of bridge construction shall be paid 100% by the City.
6.) The initial cost of construction of alleys shall be paid 100% by the benefitted property, except intersection costs shall be paid 100% by the City when special assessments are used.
7.) The cost of reconstruction arterial and collector streets shall be paid 100% by the City. The City Commission shall select those streets which it will reconstruct.

8.) Definition:

Bridge: A physical structure used for the conveyance of vehicular or pedestrian traffic over another facility that conveys water or vehicular traffic which has at total span width in excess of 20 linear feet.

Typical local Street: A Street which will carry less than 800 vehicles per day and consists of the following minimum standards; other site conditions notwithstanding:

Urban:
2 – 30" monolithic curbs and gutters and an asphalt pavement 29 feet wide and 7" thick; related storm sewer facilities where required.

Sub-urban:
Open ditches with a minimum slope of 0.3% and an asphalt pavement a minimum of 5" thick and 22 feet wide with related drainage structures at all entrances.

Street: Routine Maintenance: Rehabilitation of the existing street facilities by the repair of potholes, crack filling, minor curb or gutter patching or concrete replacement, utility cut repairs by an approved method, chat seal cost and applying and/or rejuvenating existing pavement markings as necessary to keep the roadway in a safe condition.

Streets: Major Maintenance: Rehabilitation of existing facilities beyond the scope of routine maintenance consisting of either on or a combination of the following: minor sporadic curb and gutter repairs; micro surfacing; milling of the existing pavement; placement of engineering fabric; an asphalt overlay of 2" or less; and other minor concrete flatwork repairs.

Streets: Reconstruction: Rehabilitation of existing street facilities beyond the scope of major maintenance consisting of either one or a combination of the following: extensive curb and gutter repairs, storm sewer replacement or repairs, pavement sub-base enhancement, milling of the existing pavement, placement of an engineering fabric, placing of asphalt in a thickness greater than 2", and other concrete flatwork repairs.

9.) The cost of reconstructing residential streets shall be paid 20% by the property owner and 80% by the City-at-large. If an area desires to reconstruct a local street with special materials (i.e. brick surfaced streets), the property owners shall pay 80% of the cost for the special materials plus 20% of the cost equivalent of a typical local street. The City-at-large shall pay the remaining 20% of the special material costs plus 80% of the cost equivalent of a typical local street.

10.) When it has been determined by the Director of Public Works and Engineering, or his/her designee, that a residential street is in need of major maintenance (milling and overlay) the City shall pay 100% of the cost. A maximum of $250,000 per year will be allocated for such improvements with the City Commission selecting the streets to be overlaid.

B. Sidewalks

1.) The initial cost or reconstruction of all sidewalk improvements shall be paid 100% by the benefitted property
2.) The cost of handicapped accessible ramps built at intersections shall be considered intersection costs and shall be paid 100% by the City-at-large.

C. Storm Drainage

1.) Improvements to the existing Flood Control System shall be funded 100% by the City-at-large.
2.) Drainage improvements in developed areas of the City that have been included in a previous benefit district shall be funded 100% by the City-at-large, if initiated by the City.
3.) Storm Sewer improvements in newly developing areas of the City shall be funded 100% by the benefit district for a 36 inch diameter or equivalent or smaller sewer with 100% of the costs prorated associated with a sewer over 36 inches diameter or equivalent paid by the City-at-large.
4.) The cost of storm sewer improvements within street intersections shall be paid 100% by the City-at-large when special assessments are used.
5). The cost allocation of drainage ditches shall be determined by the City Commission.

D. Water Systems

1.) The cost of lines for 8 inch water mains shall be assessed 50% to the benefit district. If the City Desires to place a larger water main to or through the area to benefit the overall system, the benefit district shall pay 50% of the cost equivalent of an 8 inch line and the City Water Utility Fund shall pay the remainder. A maximum of $100,000.00 per year will be on a first-come, first-serve basis. In those areas annexed prior to 1978 and not built to City standards, the City Water Fund shall pay 100% of the costs of the distribution system.
2.) The cost of valves and hydrants shall be paid 100% by the City Water Fund.
3.) The cost of service lines and fire lines shall be paid by the benefitted property owners. The City shall maintain fire lines to and including the first valve

4.) The cost of water storage facilities and wells shall be paid 100% by the City Water Fund.

E. Sanitary Sewer

1.) The cost of laterals, manholes and pump stations for lateral sewers shall be assessed 100% to the benefit district. Sub-mains and trunk sewers (larger than 8 inch" diameter) which serve areas greater than those directly adjacent to the installation shall be paid for by the benefit district (10%) and the City-at-large (90%). Those properties connecting to a sub-main or trunk sewer shall pay the equivalent of an 8" sewer.
2.) The cost of service lines shall be paid by the benefitted property.

Section 5. All petitions for special assessment financing shall be submitted to the City Clerk. At the time of submission, the petitioner for improvements shall indicate on the petition the recommended method of allocating the costs of improvements within the benefit district. The Director of Public Works or his designee shall specify the distribution method for allocating these costs.

Section 6. The City Clerk shall notify all property owners within a proposed benefit district that certain improvements have been requested and the date, time, and place the City Commission will consider authorizing said improvements. The petitioner shall provide the City Clerk a list of current property owners from the Register of Deeds Office and addresses within the proposed benefit district.

Section 7. This policy shall apply to all petitions for public improvements within the City limits filed on or after January 18, 1994.

Section 8. Resolution No. 2726 adopted January 18, 1994, is hereby repealed.

All Funds
Summary of Funds

Fund	Code	Unencumbered Cash Balance January 1, 2016	Revenues	Transfers In	Expenditures	Transfers Out	Unencumbered Cash Balance December 31, 2016
General	001	$ 6,602,552	$ 34,391,229	$ 15,000	$ 32,841,467	$ 2,857,315	$ 5,310,000
Special Revenue:							
Special Street	003	-	1,294,718	1,308,921	2,603,639	-	-
Special Parks & Recreation	009	-	97,209	141,851	239,060	-	-
Special Alcohol Programs	010	2,865	97,209	-	75,000	15,000	10,074
Special Sports Arena	011	128,424	501,623	-	-	-	630,047
Convention & Tourism Promotion	030	-	725,000	-	725,000	-	-
Fun Valley	031	-	-	317,463	317,463	-	-
Recreation Commission	038	-	1,219,876	-	1,219,876	-	-
Animal Shelter	044	-	68,500	351,037	419,537	-	-
Tax Increment Financing	055	856,344	50,000	-	530,100	-	376,244
Community Improvement Districts	345	-	370,000	-	370,000	-	-
E-911 Surcharge	346	355,717	335,242	-	370,070	-	320,889
Bond and Interest	200	404,659	4,673,820	1,247,219	5,587,508	-	738,190
Enterprise:							
Refuse Collection	005	203,463	2,321,385	-	2,294,273	-	230,574
Golf Course	008	-	650,080	271,614	921,694	-	0
Airport	050	-	220,343	366,429	586,772	-	-
Water Utility	051	4,800,311	7,244,998	-	7,129,994	488,125	4,427,190
Sewer Utility	052	3,301,158	5,994,419	-	6,291,820	616,040	2,387,717
Storm Water Utility	057	1,627,792	2,401,000	-	2,251,661	43,054	1,734,077
Total Budgeted		$ 18,283,286	$ 62,656,650	$ 4,019,533	$ 64,774,934	$ 4,019,533	$ 16,165,002
Fiduciary:							
Donations	048	$ 83,935	$ -	$ -	$ -	$ -	$ 83,935
Hutchinson Community Foundation	053	119,113	2,500	-	25,000	-	96,613
Special Revenue:							
Federal & State Grant Funds	002	170,840	-	-	-	-	170,840
Gossage Animal Shelter Trust	007	(0)	57,198	-	57,198	-	(0)
Municipal Equipment Replacement	036	1,579,476	2,572,062	-	2,491,312	-	1,660,226
Internal Service:							
Health & Dental Insurance	032	3,105,469	4,574,110	-	5,049,899	-	2,629,680
Risk Management	035	1,801,364	750,485	-	750,485	-	1,801,364
Worker's Compensation	037	1,693,729	194,540	-	457,100	-	1,431,169
Central Purchasing	046	101,776	300,000	-	285,000	-	116,776
Capital Project:							
Special Assessments	100	(78,142)	78,142	-	-	-	0
Capital Improvement Projects	088	1,883,457	28,664,766	-	28,664,766	-	1,883,457
Capital Improvement Reserve	089	11,131,867	4,947,863	-	4,947,863	-	11,131,867
Total Unbudgeted		$ 21,592,885	$ 42,141,667	$ -	$ 42,728,623	$ -	$ 21,005,928
Total (1)		$ 39,876,170	$ 104,798,317	$ 4,019,533	$ 107,503,557	$ 4,019,533	$ 37,170,930

(1) Includes interfund transactions.

City of Hutchinson
Fund Balance Summary

Fund	Code	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
General	001	$ 4,453,620	$ 5,562,715	$ 7,038,215	$ 5,378,930	$ 6,602,552	$ 5,310,000
Special Revenue:							
Special Street	003	-	-	-	-	-	-
Special Parks & Recreation	009	-	-	-	-	-	-
Special Alcohol Programs	010	7,911	7,126	9,330	-	2,865	10,074
Special Sports Arena Fund	011	-	-	-	-	128,424	630,047
Convention & Tourism Promotion	030	-	-	-	-	-	-
Fun Valley	031	-	-	-	-	-	-
Recreation Commission	038	-	-	-	-	-	-
Animal Shelter	044	-	-	-	-	-	-
Tax Increment Financing	055	968,482	789,451	1,278,444	512,918	856,344	376,244
Community Improvement Districts	345	24,103	12,192	-	12,192	-	-
E-911 Surcharge	346	548,716	547,325	628,800	-	355,717	320,889
Debt Service	200	390,696	200,996	3,463	531,702	404,659	738,190
Enterprise:							
Refuse Collection	005	102,868	141,203	179,352	193,578	203,463	230,574
Golf Course	008	-	-	-	-	-	0
Airport	050	-	-	-	-	-	-
Water Utility	051	6,068,819	6,237,534	6,095,139	4,351,175	4,800,311	4,427,190
Sewer Utility	052	4,312,642	4,490,168	4,138,283	3,070,934	3,301,158	2,387,717
Storm Water Utility	057	691,861	587,878	1,206,521	884,945	1,627,792	1,734,077
Total Budgeted Funds		$ 17,569,718	$ 18,576,588	$ 20,577,546	$ 14,936,374	$ 18,283,286	$ 16,165,002
Fiduciary:							
Donations	048	$ 224,812	$ 488,340	$ 83,935	$ 426,475	$ 83,935	$ 83,935
Hutchinson Community Foundation	053	53,069	108,653	144,246	108,653	119,113	96,613
Special Revenue:							
Federal & State Grant Funds	002	196,692	170,840	240,113	170,840	240,113	170,840
Gossage Animal Shelter Trust	007	2	-	(4,784)	-	(0)	(0)
Municipal Equipment Replacement	036	1,339,408	1,255,819	1,523,976	1,367,044	1,579,476	1,660,226
Internal Service:							
Health & Dental Insurance	032	3,824,902	3,999,735	3,895,980	3,555,112	3,105,469	2,629,680
Risk Management	035	1,306,405	1,664,636	1,669,201	1,801,364	1,777,601	1,801,364
Worker's Compensation	037	2,136,856	2,135,522	1,931,385	1,869,212	1,693,729	1,431,169
Central Purchasing	046	53,066	49,468	62,779	49,468	101,776	116,776
Capital Project:							
Special Assessments	100	365,582	50,562	(156,242)	50,562	(78,142)	0
Capital Improvement Projects	088	1,526,932	3,534,461	1,883,457	1,883,457	1,883,457	1,883,457
Capital Improvement Reserve	089	9,600,034	9,126,305	11,131,867	11,131,867	11,131,867	11,131,867
Total Unbudgeted Funds		$ 20,627,760	$ 22,584,341	$ 22,405,913	$ 22,414,055	$ 21,638,395	$ 21,005,928
Total All Funds		$ 38,197,478	$ 41,160,929	$ 42,983,460	$ 37,350,429	$ 39,921,680	$ 37,170,930

Changes in Fund Balance
Explanation and Analysis
Fiscal year 2016

General:
Decrease $68,931 1.3%
The general fund has a $1,484K increase in revenues. The primary contributors are a 2.96% increase in property taxes up $863K and a $473K increase in sales taxes based on 2015 YTD trends. Personnel expenses for the 2016 budget are higher due to inclusion of an employee step pay increase, higher retirement plan contributions, and increases in health care costs totaling $624K. Reserve transfers to other funds is higher by $999K primarily from the MERF and Capital Improvement Projects (CIP's) Funds totaling a $920K increase. The majority of the MERF increases $(474K) are vehicle replacements in engineering, fire, and police. Additionally Parks and Public works have increased CIP needs due to trail, facility, and park improvements by approximately $250K.

Special Alcohol Programs:
Increase $10,074 N/M
The change in the fund balance for the Special Alcohol Programs fund is small as the fund is intended to be fully utilized for the programs it supports. 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 a fund balance, however, the City's current policy is to expend the revenues each year.

Tax Increment Financing:
Decrease $136,674 26.6%
This fund balance is projected to decrease $137K as the State TIF replacement revenue has been eliminated. There is sufficient fund balance in 2016 for the oversight for the 4th and Carey remediation and the RO Water Treatment Project however water and sewer rates may need to be increased in future years with the reduced State revenue for this fund.

E-911 Surcharge:
Increase $320,889 N/M
The fund balance increase is due primarily to recognizing he entire fund balance will not be spent during 2016.

Debt Service:
Increase $206,399 38.8%
The Debt Service fund has an increasing fund balance from 2015 projections as transfers in due to refunding water bonds begins in 2015. Debt Service obligations are funded primarily from tax revenues and special assessments. Other sources of Debt Service come from fund transfer including other Sewer, Water and General Funds.

Refuse Collection:
Increase $36,996 19.1%
The increase in fund balance is not material.

Water Utility:
Increase $66,215 1.5%
The decrease in fund balance is due to a lower 2015 expense as there are unfilled positions creating salary savings.

Sewer Utility:
Decrease $683,218 22.2%
The decrease in fund balance is due to unchanged sewer fees while costs increase to service an aging infrastructure. The projected fund balance of $2,387,717 is sufficient to meet operating requirements however future rate increases may be necessary to continue repairs and upgrades to aging equipment and sewer lines.

Storm Water Utility:
Increase $847,913 95.8%
The increase is due to rate increases effective January1, 2016 to begin upgrading the City's storm water utilities and provide better flood protection for city residents and businesses. This is a multi-year project with design work in 2016 and construction starting in 2018 and completing by 2021.

Municipal Equipment Replacement:
Increase $293,182 21.4%
The fund anticipates spending the 2016 budget provisions of $2,491K in fiscal 2016. The increase from the 2015 budget is due to certain 2015 projects being delayed or canceled.

Health & Dental Insurance:
Decrease $925,432 26.0%
The change is due to high claim activity however there is a sufficient fund balance of $2,629,680 to meet all of the reserve requirements and City policy for a self-insurance fund.

Risk Management:
No Change $0 N/M
The Risk Management fund has a projected balance of $1,801K which is above the city council policy of 3x the highest claims expenditures in the last 3 years.

Workers Compensation:
Decrease $438,043 23.4%
The decrease in fund balance is due to slightly higher claims projections compared to premiums charged. The fund has a projected balance of $1,4319K which is above the city council policy for unreserved fund balances. The city also has a stop loss insurance policy which limits exposure on claims.

Special Assessments:
Increase $50,562 N/M
The special assessment fund projects has a timing issue and is budgeted so that revenues equal expenses.

Capital Improvement Projects:
Unchanged $0 N/M
There is no change in fund balance as revenues match expected expenditures. The balance is projected to be $1,883K at year-end for open projects.

Capital Improvement Reserves:
Unchanged $0 N/M
There is no change in fund balance as revenues match expected expenditures. The balance at year-end is projected to be $11,132K for project use.

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	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
General	001	$30,512,738	$32,197,994	$32,844,729	$32,914,618	$33,190,747	$ 34,391,229
Special Revenue:							
Special Street	003	1,311,559	1,229,076	1,338,733	1,284,710	1,291,130	1,294,718
Special Parks & Recreation	009	91,978	90,965	92,864	90,816	90,816	97,209
Special Alcohol Programs	010	91,978	90,965	92,864	90,816	90,816	97,209
Special Sports Arena Fund	011	-	-	-	-	128,424	501,623
Convention & Tourism Promotion	030	569,635	796,258	713,459	700,000	700,000	725,000
Fun Valley	031	317,163	183,401	229,319	-	154	-
Recreation Commission	038	-	-	1,001,453	1,116,911	1,116,911	1,219,876
Animal Shelter	044	95,406	81,913	71,672	80,000	69,387	68,500
Tax Increment Financing	055	438,927	411,107	699,756	193,667	51,000	50,000
Community Improvement Districts	345	31,364	181,602	144,082	162,000	207,072	370,000
E-911 Surcharge	346	544,499	342,897	331,188	336,000	335,242	335,242
Debt Service	200	4,177,882	4,443,241	5,513,363	4,404,423	4,455,985	4,673,820
Enterprise:							
Refuse Collection	005	2,117,930	2,192,969	2,252,516	2,287,500	2,287,500	2,321,385
Golf Course	008	604,866	568,392	596,742	651,649	651,649	650,080
Airport	050	225,680	216,303	227,252	214,210	214,210	220,343
Water Utility	051	13,883,556	7,010,323	7,288,631	7,108,972	7,138,972	7,244,998
Sewer Utility	052	6,208,255	5,948,259	5,868,261	5,983,818	5,810,159	5,994,419
Storm Water Utility	057	285,463	688,965	1,305,269	560,000	578,927	2,401,000
Total Budgeted Revenues		$61,508,880	$56,674,630	$60,612,152	$58,180,110	$58,409,100	$ 62,656,650
Fiduciary:							
Donations	048	$ 278,269	$ 502,963	$ 251,303	$ -	$ -	$ -
Hutchinson Community Foundation	053	65,475	82,439	60,008	-	2,746	2,500
Special Revenue:							
Federal & State Grant Funds	002	1,054,170	983,571	604,454	784,460	784,460	-
Gossage Animal Shelter Trust	007	55,403	56,839	52,627	57,851	62,635	57,198
Municipal Equipment Replacement	036	1,378,212	1,407,653	1,675,037	1,876,750	1,876,750	2,572,062
Internal Service:							
Health & Dental Insurance	032	3,810,657	3,971,237	3,871,041	4,508,786	3,985,661	4,574,110
Risk Management	035	809,924	1,088,952	865,343	836,730	836,730	750,485
Worker's Compensation	037	378,603	438,099	211,527	409,405	202,443	194,540
Central Purchasing	046	373,529	342,362	241,632	-	318,801	300,000
Capital Project:							
Special Assessments	100	476,678	1,167,615	3,250,570	-	3,173,100	78,142
Capital Improvement Projects	088	4,946,996	11,233,026	6,241,887	6,555,128	6,555,128	28,664,766
Capital Improvement Reserve	089	4,369,656	4,273,255	5,772,303	6,003,500	6,003,500	4,947,863
Total Unbudgeted Revenues		$17,997,572	$25,548,011	$23,097,730	$21,032,610	$23,801,954	$ 42,141,667
Total All Revenues (1)		$79,506,452	$82,222,641	$83,709,882	$79,212,720	$82,211,054	$ 104,798,317

(1) Includes interfund transactions.

Major Budgeted Revenue Sources

The City has fifteen 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, recreation commission, 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 the 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.

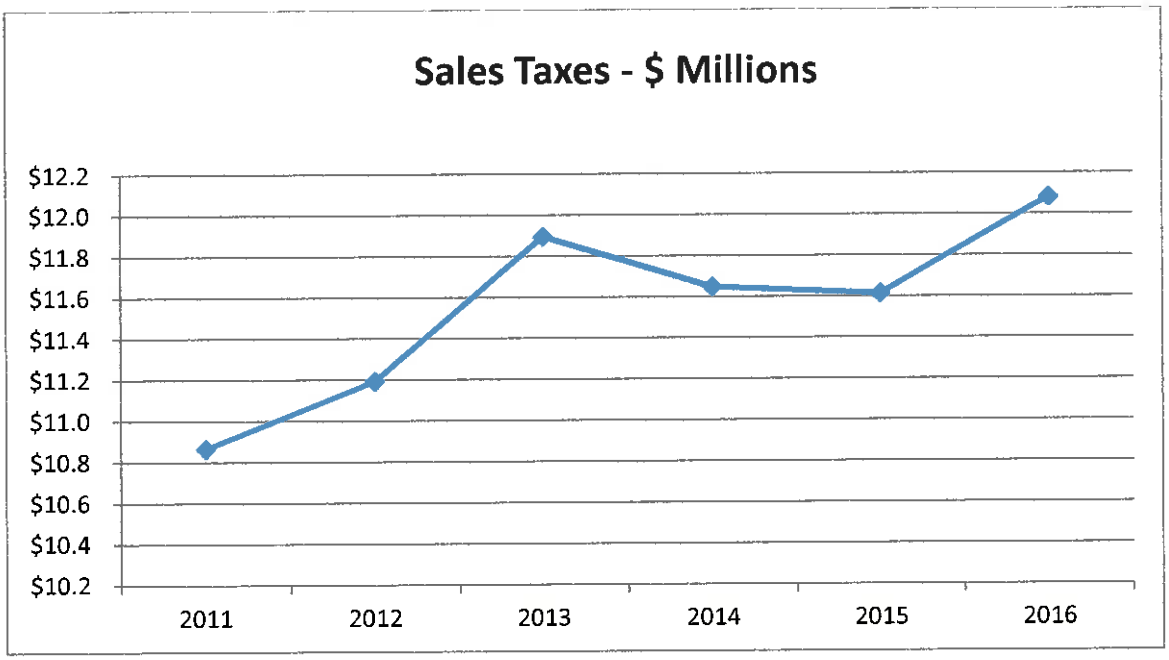
The following is a general summary of each revenue source, some of the individual revenues that make up that source, the trends that have been associated with these revenues, and what is anticipated for the next fiscal year.

Property Taxes – Property taxes are a major source for the City's general governmental operations and account for 23.9% of the City's total budgeted revenues and 33.9% of General fund revenues. Total property taxes levied are estimated to increase by 2.96% in fiscal year 2016, 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 69.

Tax Increment Financing – Tax increment financing (TIF) revenue were 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 have been eliminated and no longer contribute to the City's budgeted revenue. Although there are no revenues, there is a

remaining balance and this is are accounted for in the Tax Increment Financing fund.

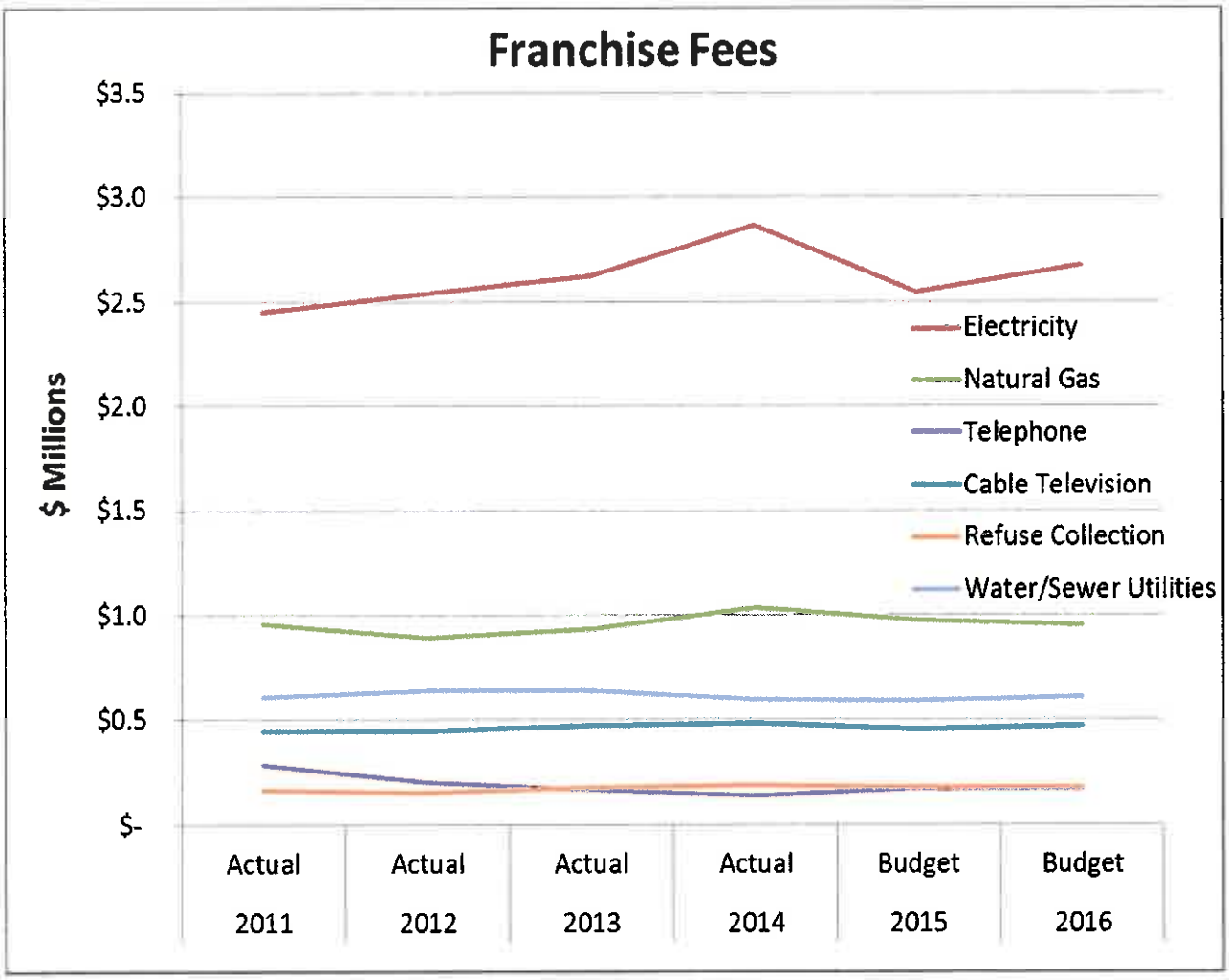
Non-property Taxes – Non-property taxes are City taxes on services, transactions, or goods other than property. These include transient guest taxes, liquor taxes, and sales taxes. These taxes account for 22.3% of the City's total revenue budget. There is an increase in revenue due primarily to the addition of a voter approved Sports Arena Renovation sales tax of 0.35% ($502K), additional CID districts ($208K), and a trend of higher sales taxes ($467K) versus the 2015 budget. These taxes may to fluctuate with the economy or due to unplanned events such as hail storms. It appears that economic trend started reversing in 2011 and is expected to continue this trend into 2016. Revenue from non-property taxes is estimated to increase to $14.0 Million in 2016. 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 of 7%, are accounted for separately in the Convention & Tourism Promotion fund. 4% of these taxes are provided the Chamber to promote tourism and 3% is reserved for convention hall expansion and improvements. Sales taxes collected in the General fund also support the Kansas Cosmosphere, the Underground Salt 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

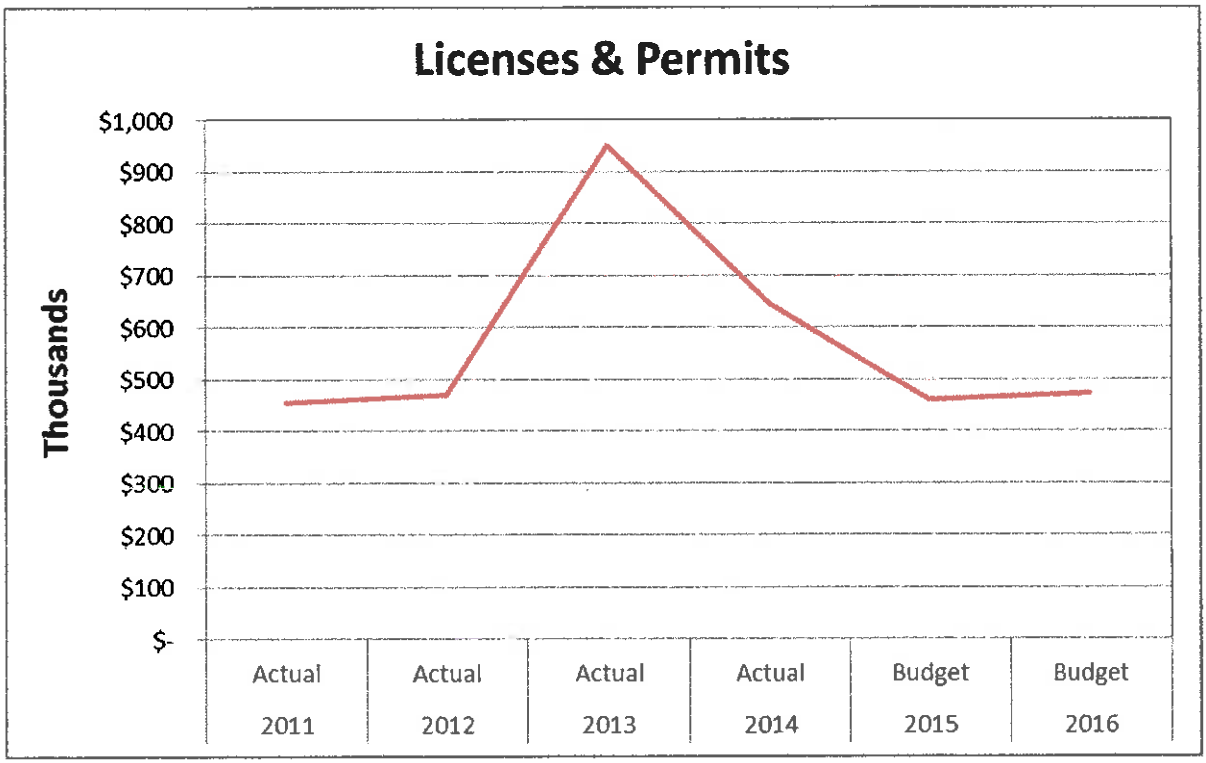
year 2016, special assessment revenue is budgeted to increase as five new districts were completed in 2015. Special assessments are accounted for in the Bond & Interest fund and amount to 1.9% of the City's total revenue.

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 8.1 % of the City's 2016 budgeted revenue. In 2016, the franchise fee revenues are estimated to increase by 2.4% based on 2015 collections. 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 fund, however, the Special Street fund is supported almost entirely from State and County gasoline taxes, which represent nearly half of the revenue source in these 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 2.8 % of the City's total revenues and have remained fairly flat over the last few years. These State and County surcharges were previously collected and managed by those entities, but starting in 2012, those collections were consolidated into one charge and transferred to the City to manage.

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 0.8% of the total of the City's total revenues. Building permits and construction licenses account for 63.5% of these revenues. These revenues remained stable over the years but saw a jump in fiscal years 2013 and 2014 due to a permits to repair roofs and car hail damage. The revenues are expected to return to normal levels in 2016. 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 in for several years and are expected to remain stable in the 2016 budget. Fines, forfeitures, and penalties represent 1.1% 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. In recent years interest income has steadily dropped due to the continued decrease in interest rates. Record low interest rates are expected to continue through 2016. Use of Money and Property revenue is earned in many of the budgeted funds and represents 0.4% of the 2016 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 34.2% of total City revenues. Enterprise funds are primarily funded through service charges. Water and Sewer service charges amount to 61.7% of total External Service Charge revenues. Fire District #2, charges for non-City services, contribute $1,716,255 to this revenue. Water and sewer utility service charges are estimated to remain basically unchanged as rates were not increased since 2012.

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 other City departments. The amount of these costs have remained basically the same and anticipated revenue for 2016 is $1,343,732. Internal service charges represent 2.1% of total City revenues.

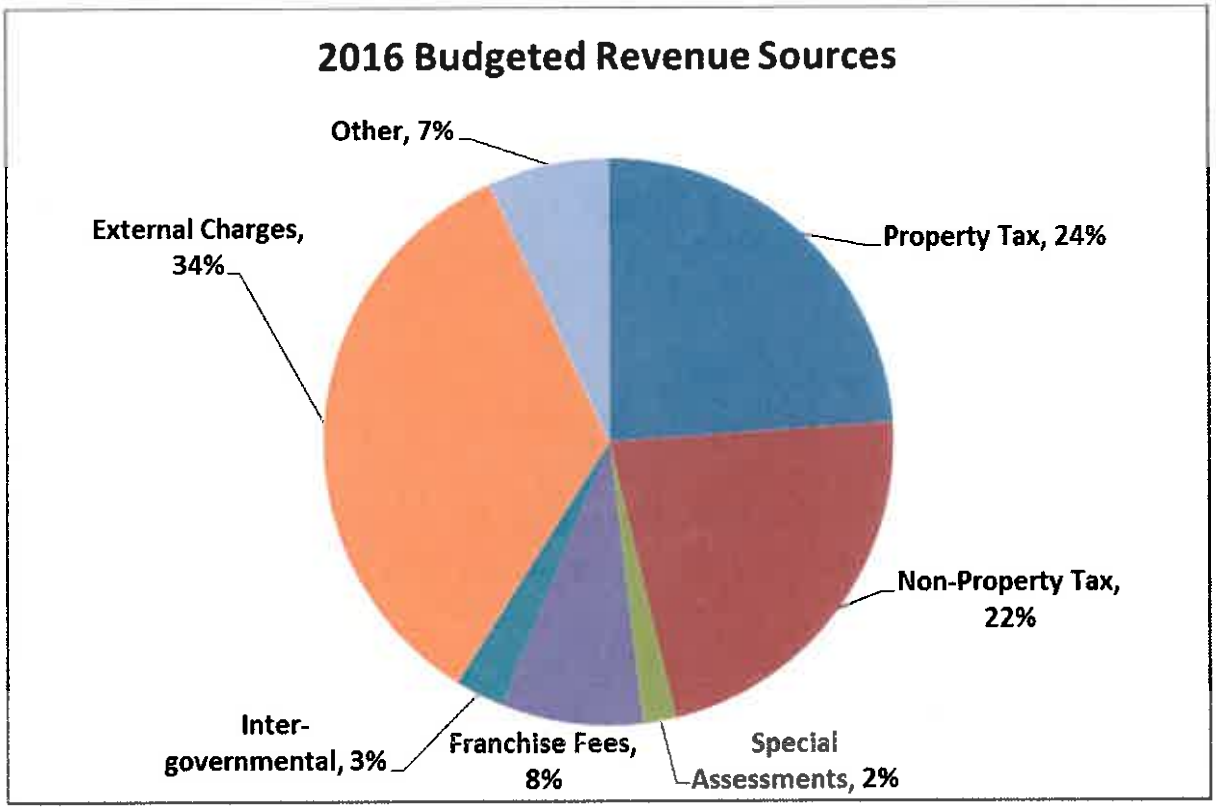
Bond/Loan Proceeds – This revenue category is not really a revenue source but rather the proceeds from borrowings that the City is making. This is similar in nature to revenue but provides a financial inflow to the City rather than an economic inflow. From an economic stand point, the City is not in 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.

Recreation Commission – This revenue category is new to the City in 2014 and is a pass-through based on estimated tax collections. There is no net financial impact to the City due to this category.

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 .4% of the City 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 were budgeted for transfers from the Gossage Trust fund to the Bond & Interest fund and from the Health & Dental Insurance fund to the General fund. No change in reserve transfers is anticipated in the 2016 budget.

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

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Budgeted Revenues:						
Property Tax	$ 12,336,973	$ 12,553,781	$ 12,984,199	$ 14,088,162	$ 14,268,741	$ 14,995,268
Tax Increment Revenues	160,936	155,774	165,021	52,667	-	-
Non-property Taxes	12,076,138	13,158,293	13,433,795	12,761,360	12,934,855	13,981,746
Special Assessments	955,669	971,451	999,934	944,600	995,162	1,183,368
Franchise Fees	4,879,004	4,974,774	5,298,914	4,932,700	4,932,700	5,050,897
Intergovernmental	2,233,185	1,888,702	2,265,278	1,822,088	1,737,750	1,727,269
Licenses and Permits	469,833	948,923	645,106	469,700	461,213	472,200
Fines, forfeitures, and penalties	714,326	652,723	610,428	692,000	801,250	680,300
Use of Money and Property	287,363	249,601	261,710	248,410	255,307	246,843
External Service Charges	19,155,129	18,789,727	18,882,836	19,337,511	19,208,222	21,444,983
Internal Service Charges	1,245,566	1,305,326	1,456,125	1,401,180	1,384,980	1,343,732
Bond/Loan Proceeds	6,370,569	186,342	1,225,689	-	-	-
Rec Commission	-	-	1,001,453	1,116,911	1,116,911	1,219,876
Miscellaneous	463,253	515,945	1,324,254	254,970	254,158	252,970
Reserve Transfers	158,483	323,267	57,411	57,851	57,851	57,198
Total Budgeted Revenues	$ 61,506,426	$ 56,674,630	$ 60,612,152	$ 58,180,110	$ 58,409,100	$ 62,656,650
Unbudgeted Revenues:						
Property Tax	$ -	$ -	$ -	$ -	$ -	$ -
Intergovernmental	846,424	661,991	1,447,909	1,003,460	1,003,460	135,000
Internal Service Charges	4,245,229	4,396,508	4,031,130	4,587,338	4,224,690	4,614,665
Federal and State Grants	2,048,677	2,933,088	483,593	704,460	704,460	5,500,000
Use of Money and Property	45,479	47,231	35,187	8,500	14,094	14,095
External Service Charges	1,030,862	1,067,504	1,038,448	1,124,583	1,073,097	1,158,625
Bond/Loan Proceeds	2,064,429	5,050,000	6,160,011	5,695,449	8,868,549	19,281,838
Miscellaneous	1,492,990	4,544,588	2,731,651	972,349	977,133	1,728,040
Reserve Transfers	6,223,483	6,847,101	7,169,801	6,936,471	6,936,471	9,709,403
Total Unbudgeted Revenues	$ 17,997,572	$ 25,548,011	$ 23,097,730	$ 21,032,610	$ 23,801,954	$ 42,141,667
Total All Revenues	$ 79,503,998	$ 82,222,641	$ 83,709,882	$ 79,212,720	$ 82,211,054	$ 104,798,317
Budgeted Expenditures:						
Personal Services	$ 26,169,022	$ 26,904,405	$ 26,281,528	$ 28,076,115	$ 27,746,936	$ 28,771,737
Contractual Services	11,227,630	12,011,508	12,419,243	13,148,971	13,300,886	13,904,278
Commodities	4,564,489	4,701,693	4,667,139	4,992,751	5,220,350	5,319,194
Capital Outlay	1,271,147	566,784	584,715	1,012,100	957,095	702,075
Debt Service	12,685,574	6,303,428	7,528,258	5,982,925	5,982,925	6,442,922
Reserve Transfers	4,142,446	5,289,441	6,239,858	6,511,368	6,511,368	8,556,088
Rec Commission	-	-	1,001,453	1,116,911	1,116,911	1,219,876
Overhead Cost Allocation	(54,000)	(77,000)	(122,000)	(122,000)	(122,000)	(141,236)
Total Expenditures	$ 60,006,309	$ 55,700,259	$ 58,600,195	$ 60,719,140	$ 60,714,471	$ 64,774,934
Unbudgeted Expenditures:						
Non-Program	21,165,373	23,600,058	23,276,158	20,899,144	24,569,472	42,728,623
Total All Expenditures	$ 81,171,682	$ 79,300,317	$ 81,876,353	$ 81,618,284	$ 85,283,943	$ 107,503,557

City of Hutchinson
Expenditure Summary by Fund

Fund	Code	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
General	001	$28,263,188	$28,997,064	$29,365,725	$30,950,334	$30,961,692	$ 32,841,467
Special Revenue:							
Special Street	003	2,113,748	2,002,081	1,963,137	2,577,090	2,554,271	2,603,639
Special Parks & Recreation	009	159,832	176,090	205,993	203,470	203,470	239,060
Special Alcohol Programs	010	95,000	81,750	66,375	89,980	89,980	75,000
Special Sports Arena Fund	011	-	-	-	-	-	-
Convention & Tourism Promotion	030	569,635	796,258	713,459	700,000	700,000	725,000
Fun Valley	031	697,262	610,792	612,770	329,834	329,834	317,463
Recreation Commission	038	-	-	1,001,453	1,116,911	1,116,911	1,219,876
Animal Shelter	044	396,350	415,571	436,789	456,792	452,542	419,537
Tax Increment Financing	055	405,542	590,138	210,763	473,100	473,100	530,100
Community Improvement Districts	345	7,261	193,514	156,273	162,000	207,072	370,000
E-911 Surcharge	346	833,832	344,288	249,712	608,325	608,325	370,070
Debt Service	200	4,411,513	5,051,333	6,474,503	5,127,510	5,127,510	5,587,508
Enterprise:							
Refuse Collection	005	2,079,613	2,154,634	2,214,367	2,264,389	2,263,389	2,294,273
Golf Course	008	824,851	769,422	828,926	866,000	866,000	921,694
Airport	050	419,835	399,347	436,757	483,247	483,247	586,772
Water Utility	051	13,402,199	6,756,910	6,935,757	7,948,350	7,957,775	7,129,994
Sewer Utility	052	5,255,150	5,653,192	6,083,327	6,230,124	6,186,449	6,291,820
Storm Water Utility	057	71,499	707,875	655,107	131,684	132,904	2,251,661
Total Budgeted Expenditures		$60,006,309	$55,700,259	$58,611,195	$60,719,140	$60,714,471	$ 64,774,934
Fiduciary:							
Donations	048	$ 239,791	$ 248,064	$ 655,708	$ -	$ -	$ -
Hutchinson Community Foundation	053	40,325	26,854	24,415	-	27,878	25,000
Special Revenue:							
Federal & State Grant Funds	002	1,338,086	1,009,421	535,181	784,460	784,460	-
Gossage Animal Shelter Trust	007	56,407	56,841	57,411	57,851	57,851	57,198
Municipal Equipment Replacement	036	1,247,685	1,491,241	1,406,879	1,821,250	1,821,250	2,491,312
Internal Service:							
Health & Dental Insurance	032	3,307,515	3,796,405	3,974,797	4,508,525	4,776,171	5,049,899
Risk Management	035	632,053	730,721	860,777	728,330	728,330	750,485
Worker's Compensation	037	403,731	439,433	415,663	440,100	440,100	457,100
Central Purchasing	046	337,457	345,960	228,321	-	279,804	285,000
Capital Project:							
Special Assessments	100	1,057,929	1,482,636	3,457,374	-	3,095,000	-
Capital Improvement Projects	088	9,772,000	9,225,497	7,892,891	6,555,128	6,555,128	28,664,766
Capital Improvement Reserve	089	2,732,394	4,746,984	3,766,740	6,003,500	6,003,500	4,947,863
Total Unbudgeted Expenditures		$21,165,373	$23,600,058	$23,276,158	$20,899,144	$24,569,472	$ 42,728,623
Total All Expenditures(1)		$81,171,683	$79,300,317	$81,887,353	$81,618,284	$85,283,943	$107,503,557

(1) Includes interfund transactions.

City of Hutchinson
Interfund Transfer Summary

Fund	Code	Transfers In 2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
General	001	$ 17,000	$ 10,000	$ 24,286	$ 7,301	$ 7,301	$ 15,000
Special Revenue:							
Special Street	003	802,189	773,005	624,404	1,292,380	1,263,141	$ 1,308,921
Special Parks & Recreation	009	67,854	85,125	113,129	112,654	112,654	$ 141,851
Special Alcohol Programs	010	-	-	-	-	-	$ -
Fun Valley	031	380,098	427,390	383,451	329,834	329,680	$ 317,463
Animal Shelter	044	300,944	333,658	365,117	376,792	383,155	$ 351,037
Tax Increment Financing	055	-	-	-	-	-	$ -
Bond and Interest	200	121,128	418,392	763,607	1,072,631	1,072,631	$ 1,247,219
Enterprise:							
Refuse Collection	005	-	-	-	-	-	$ -
Golf Course	008	219,985	201,030	232,184	214,351	214,351	$ 271,614
Airport	050	194,155	183,043	209,505	269,037	269,037	$ 366,429
Water Utility	051	600,000	-	-	-	-	$ -
Sewer Utility	052	-	-	-	-	-	$ -
Storm Water Utility	057	-	-	-	-	-	$ -
Total		$2,703,354	$2,431,644	$2,715,683	$3,674,980	$3,651,950	$ 4,019,533

Fund	Code	Transfers Out 2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
General	001	$2,065,226	$2,103,252	$2,027,790	$2,695,048	$2,672,018	$ 2,857,315
Special Revenue:							
Special Street	003	-	-	-	-	-	-
Special Parks & Recreation	009	-	-	-	-	-	-
Special Alcohol Programs	010	17,000	10,000	24,286	7,301	7,301	15,000
Fun Valley	031	-	-	-	-	-	-
Animal Shelter	044	-	-	-	-	-	-
Tax Increment Financing	055	600,000	-	-	-	-	-
Bond and Interest	200	-	-	-	-	-	-
Enterprise:							
Refuse Collection	005	-	-	-	-	-	-
Golf Course	008	-	-	-	-	-	-
Airport	050	-	-	-	-	-	-
Water Utility	051	13,765	107,413	495,269	485,825	485,825	488,125
Sewer Utility	052	7,363	132,479	136,819	460,835	460,835	616,040
Storm Water Utility	057	-	78,500	31,519	25,971	25,971	43,054
Total		$2,703,354	$2,431,644	$2,715,683	$3,674,980	$3,651,950	$ 4,019,533

City of Hutchinson
Detailed Schedule of Interfund Transfers
Fiscal Year 2016 Budget

Fund	Transfers In		Transfers Out	
General Fund				
Special Street Fund			$ 1,308,921	
Special Parks & Recreation Fund			141,851	
Special Alcohol Programs	15,000		-	
Bond and Interest Fund			100,000	
Fun Valley Fund			317,463	
Animal Shelter Fund			351,037	
Airport Fund			366,429	
Golf Course Fund			271,614	
Total General Fund		$ 15,000		$ 2,857,315
Special Street Fund				
General Fund		1,308,921		
Special Parks and Recreation Fund				
General Fund		141,851		
Special Alcohol Programs Fund				
General Fund		-		15,000
Fun Valley Fund				
General Fund		317,463		
Animal Shelter Fund				
General Fund		351,037		
Bond and Interest Fund				
General Fund	100,000			
Water Fund	488,125			
Sewer Fund	616,040			
Storm Water Fund	43,054			
Total Bond and Interest Fund		1,247,219		
Golf Course Fund				
General Fund		271,614		
Airport Fund				
General Fund		366,429		
Water Fund				
Water Utility Fund				
Bond & Interest				488,125
Sewer Utility Fund				
Bond and Interest Fund				616,040
Storm Water Fund				
Bond and Interest Fund				43,054
		$ 4,019,533		$ 4,019,533

City of Hutchinson
Detailed Schedule of ReserveTransfers
Fiscal Year 2016 Budget

Fund	Transfers In		Transfers Out	
General Fund				
Municipal Equipment Replacement Fund			$ 1,672,725	
Capital Improvement Projects Fund			230,500	
Growth Transfer			50,000	
Capital Improvement Reserve			778,863	
Total General Fund		$ -		$ 2,732,088
Special Street Fund				
Capital Improvement Reserve			600,000	
Municipal Equipment Replacement Fund			254,500	
Total Special Street Fund		-		854,500
Animal Shelter Fund				
Municipal Equipment Replacement Fund			2,128	
Total Animal Shelter Fund		-		2,128
Convention & Tourism Promotion Fund				
Capital Improvement Reserve			11,100	
Total Convention & Tourism Fund		-		11,100
Fun Valley Fund				
Municipal Equipment Replacement Fund			12,127	
Total Fun Valley Fund		-		12,127
Bond and Interest Fund				
Gossage Trust Fund	57,198			
Total Bond and Interest Fund		57,198		-
Golf Course Fund				
Municipal Equipment Replacement Fund			66,300	
Total Golf Course Fund		-		66,300
Airport Fund				
Municipal Equipment Replacement Fund			67,000	
Total Airport Fund		-		67,000
Water Utility Fund				
Municipal Equipment Replacement Fund			137,617	
Capital Improvement Reserve			882,000	
Total Water Utility Fund		-		1,019,617
Sewer Utility Fund				
Municipal Equipment Replacement Fund			239,915	
Capital Improvement Reserve			712,000	
Total Sewer Utility Fund		-		951,915
Storm Sewer Fund				
Municipal Equipment Replacement Fund			39,000	
Capital Improvement Projects Fund			1,680,000	
Capital Improvement Reserve			100,000	
Total Water Utility Fund		-		1,819,000
Gossage Trust Fund				
Bond and Interest Fund			57,198	
Total Gossage Trust Fund		-		57,198
Municipal Equipment Replacement Fund:				
General Fund	1,672,725			
Airport	67,000			
Special Street Fund	254,500			
Fun Valley Fund	12,127			
Golf Course Fund	66,300			
Animal Shelter	2,128			
Water Utility Fund	137,617			
Sewer Utility Fund	239,915			
StormSewer Utility Fund	39,000			
Total Municipal Equipment Replacement Fund		2,491,312		-
Capital Improvement Projects Fund:				
General Fund	280,500			
StormSewer Utility Fund	1,680,000			
Capital Improvement Reserve	960,728			
Total Capital Improvement Projects Fund		2,921,228		-
Capital Improvement Reserve:				
Capital Improvement Projects Fund			960,728	
General Fund	771,863			
Special Pool	7,000			
Special Street Fund	600,000			
Convention & Tourism Promotion Fund	11,100			
Water Utility Fund	882,000			
Sewer Utility Fund	712,000			
Storm Sewer Utility Fund	100,000			
Total Capital Improvement Reserve		3,083,963		960,728
		$ 8,553,701		$ 8,553,701

City of Hutchinson
Tax Rates and Valuations
Last Five Years

	2012	2013	2014	2015	2016
Property tax by Mill Levy Rates					
General Operating	$ 31.561	$ 31.561	$ 31.618	$ 33.246	$ 33.230
Debt Service	9.851	9.851	9.867	9.980	9.889
Total City Mill Levy Rate	$ 41.412	$ 41.412	$ 41.485	$ 43.226	$ 43.119
Increase or (Decrease)	$ (0.041)	$ -	$ 0.073	$ 1.741	$ (0.107)
Property Tax Dollars by Mill Levy					
General Operating	$ 8,408,191	$ 8,571,556	$ 8,887,324	$ 9,657,728	$ 9,938,394
Debt Service	2,624,413	2,675,403	2,773,459	2,899,119	2,957,592
Total City Property Taxes Levied	$ 11,032,604	$ 11,246,959	$ 11,660,783	$ 12,556,847	$ 12,895,986
Increase or (Decrease)	$ 134,126	$ 214,356	$ 413,823	$ 896,064	$ 339,139
Taxable Assessed Valuations					
Real Estate	$ 234,717,680	240,012,773	249,620,111	259,291,018	266,939,497
Personal Property	16,612,110	15,489,275	14,625,517	12,852,238	11,536,023
State Assessed	15,081,001	16,084,918	16,838,687	18,349,664	20,603,448
Total Taxable Assessed Valuation	$ 266,410,791	$ 271,586,966	$ 281,084,315	$ 290,492,920	$ 299,078,968
Increase or (Decrease)	1.51%	1.94%	3.50%	3.35%	2.96%
Consolidated Mill Rate by Jurisdiction					
City	41.412	41.412	41.485	43.226	43.119
Hutchinson Community School District	57.174	56.180	60.183	52.086	Unknown
Hutchinson Recreation Commission	4.962	4.969	3.675	3.413	Unknown
Reno County	38.594	38.582	38.603	39.527	Unknown
Hutchinson Public Library	6.119	6.120	6.130	6.128	Unknown
Hutchinson Community College	22.597	22.612	22.511	22.456	Unknown
State	1.500	1.500	1.500	1.500	Unknown
Total Consolidated Mill Rate *	$ 172.358	$ 171.375	$ 174.087	$ 168.336	Unknown
Increase or (Decrease)	(2.605)	(0.983)	2.712	(5.751)	Unknown
Buhler Community School District	54.061	50.783	58.047	55.291	Unknown
Upper Little Arkansas Watershed District	3.980	3.843	3.999	3.997	Unknown
Total Consolidated Mill Rate *	$ 168.263	$ 164.852	$ 175.950	$ 175.538	Unknown
Increase or (Decrease)	(2.333)	(3.411)	11.098	(0.412)	Unknown
Nickerson Community School District	49.515	49.276	50.220	45.813	Unknown
Total Consolidated Mill Rate *	$ 159.737	$ 159.502	$ 164.124	$ 162.063	Unknown
Increase or (Decrease)	(1.769)	(0.235)	4.622	(2.061)	Unknown
Haven Community School District	50.985	50.681	53.398	53.028	Unknown
Total Consolidated Mill Rate *	$ 161.207	$ 160.907	$ 167.302	$ 169.278	Unknown
Increase or (Decrease)	(2.450)	(0.300)	6.395	1.976	Unknown
Other tax rates					
Kansas state sales tax (1)	6.30%	6.30%	6.15%	6.15%	
Reno County sales tax	1.00%	1.00%	1.50%	1.50%	
Hutchinson City sales tax	0.75%	0.75%	0.75%	1.10%	
Transient Guest tax	7.00%	7.00%	7.00%	7.00%	
City franchise tax	5.00%	5.00%	5.00%	5.00%	

City of Hutchinson
Summary of Permanent Personnel

Activity	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
General Fund:						
General Government:						
City Council	-	-	-	-	-	-
City Manager	3.00	2.63	2.00	2.00	2.00	2.00
Downtown Development	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources	3.00	3.00	3.00	4.00	4.00	4.00
Finance/City Clerk	4.50	4.50	4.00	4.00	4.00	4.00
Utility Billing	10.75	10.00	10.00	10.00	10.00	10.00
Central Purchasing	2.00	2.00	2.00	2.00	2.00	2.00
Information Technology	3.75	3.75	3.75	4.00	4.00	4.00
	28.00	26.88	25.75	27.00	27.00	27.00
Planning and Development:						
Planning & Zoning	6.00	6.00	4.00	4.00	4.00	4.00
Housing Development	1.00	1.00	2.00	2.00	2.00	2.00
	7.00	7.00	6.00	6.00	6.00	6.00
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
	6.00	6.00	6.00	6.00	6.00	6.00
Public Works:						
Public Works Administration	2.00	2.00	2.00	2.00	2.00	3.00
Public Works Maintenance	13.00	12.00	12.00	12.00	12.00	12.00
Central Garage Revolving	7.00	7.00	7.00	7.00	7.00	7.00
Street Signs & Markings	2.00	2.00	2.00	2.00	2.00	2.00
	24.00	23.00	23.00	23.00	23.00	24.00
Engineering:						
Engineering	9.00	9.00	9.00	9.00	9.00	8.00
Traffic Signals	2.00	2.00	2.00	2.00	2.00	2.00
Geographical Information Systems	2.00	2.00	3.00	3.00	3.00	3.00
	13.00	13.00	14.00	14.00	14.00	13.00
Parks and Facilities:						
Park Administration	3.00	3.00	3.00	3.00	3.00	3.00
Park Maintenance	11.00	10.00	10.00	10.00	10.00	11.00
Custodial	-	-	-	-	0.50	0.50
Memorial Hall	-	-	-	-	0.50	0.50
Zoo	7.00	7.00	7.00	7.00	7.00	7.00
Forestry & Horticulture	8.00	9.00	10.00	10.00	10.00	10.00
Eastside Cemetery	2.00	2.00	1.00	1.00	1.00	1.00
	31.00	31.00	31.00	31.00	32.00	33.00
Police:						
Police Administration	17.00	17.00	17.00	16.00	16.00	16.00
Patrol & Investigation	65.00	67.00	67.00	67.00	67.00	67.00
Dispatch (HRCEC)	19.00	19.00	19.00	21.00	21.00	21.00
Radio Maintenance	2.00	2.00	2.00	1.00	1.00	1.00
Animal Control	3.00	3.00	3.00	3.00	3.00	3.00
	106.00	108.00	108.00	108.00	108.00	108.00
Fire:						
Fire Administration	6.00	6.00	7.00	7.00	7.00	7.00
Fire Prevention	2.00	2.00	2.00	2.00	2.00	2.00
Fire Fighting	83.00	83.00	82.00	82.00	82.00	82.00
	91.00	91.00	91.00	91.00	91.00	91.00
Building Inspection & Code Enforcement:						
Inspection/Code Enforcement	6.00	6.00	7.00	7.00	7.00	8.00
Total General Fund	312.00	311.88	311.75	313.00	314.00	316.00

City of Hutchinson
Summary of Permanent Personnel

Activity	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Special Street Fund:						
Street Maintenance	18.00	18.00	18.00	18.00	18.00	18.00
Street Cleaning	1.00	1.00	1.00	1.00	-	1.00
Total Special Street Fund	19.00	19.00	19.00	19.00	18.00	19.00
Special Parks & Recreation Fund:						
Swimming Pools	1.00	1.00	1.00	1.00	1.00	1.00
Fun Valley Fund:						
Fun Valley Operations	4.00	4.00	4.00	1.00	1.00	1.00
Animal Shelter Fund:						
Animal Shelter Operations:	5.00	5.00	5.00	5.00	5.00	5.00
Airport Fund:						
Airport Operations	3.00	3.00	3.00	3.00	3.00	3.00
Golf Course Fund:						
Golf Course Operations	6.00	6.00	6.00	6.00	6.00	6.00
Total Golf Course Fund	6.00	6.00	6.00	6.00	6.00	6.00
Water Utility Fund:						
Water Production	7.00	7.00	7.00	7.00	7.00	7.00
Water Distribution	13.00	13.00	13.00	13.00	13.00	13.00
Water Administration	-	-	-	-	-	-
Total Water Utility Fund	20.00	20.00	20.00	20.00	20.00	20.00
Sewer Utility Fund:						
Wastewater Treatment Facility	17.50	17.50	16.50	16.00	16.00	16.00
Sanitary Sewer Maintenance	13.00	13.00	13.00	13.00	13.00	13.00
Total Sewer Utility Fund	30.50	30.50	29.50	29.00	29.00	29.00
Storm Water Utility Fund:						
Storm Water Administration	1.00	1.00	1.00	1.00	1.00	1.00
Sewer Maintenance Worker	-	-	-	-	-	3.00
	1.00	1.00	1.00	1.00	1.00	4.00
Total	401.50	401.38	400.25	398.00	398.00	404.00

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
City Manager		
Downtown Development		
Cost of façade renovations	$122,620	$15,000
Cost of building renovations/construction	$485,810	$9,900,147
New Businesses Opened	14	6
Value of public improvements	$300,950	$2,500,000
Human Resources		
Human Resources		
Authorized permanent FTE	401.38	400.25
Finance		
Utility Billing		
Number of water customer accounts	16,072	16,068
Number of sewer customer accounts	16,232	16,248
Number of refuse customer accounts	14,490	14,457
Number of refuse carts	16,609	16,619
Number of radio read meters installed	2,110	1,794
Total number of water meters in service	16,672	16,727
Number of service calls	10,227	11,127
Central Purchasing		
Number of contracts bid	167	157
Total number of bids	213	186
Number of purchase orders issued	504	381
Total Inventory Value	$128,940	$100,113
Warehouse square footage	2,760	2,760
Finance/City Clerk		
Number of checks issued	7,103	7,020
Fireworks licenses issued	2	2
Tree Trimmer licenses issues	20	23
Solicitor licenses issued	143	20
Merchant Patrol licenses issued	30	49
Information Technology		
Information Technology		
Number of computer devices	1,356	1,099
Number of Help desk support tickets	891	1,421
Number of web site visits	422,291	453,327
Number of web site unique visitors	189,048	197,762
Number of users	469	468
Number of e-mail accounts	447	468

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Planning and Development		
Planning and Zoning		
Zoning amendments	5	5
Conditional use permits	7	11
Special use permits	2	2
Zoning variances and appeals	9	4
Subdivision plats	15	1
Subdivision variances	-	1
Lot splits	1	1
Temporary use permits	21	19
Zoning violation notices	65	101
Zoning certifications	34	67
Landmark administrative reviews	57	24
Landmark cases	7	3
Brush-Up Hutch projects	24	17
Housing		
Number of Neighborhood Revitalization applications	36	23
Value Growth of Neighborhood Revitalization properties	$5,995,330	$2,224,810
Law		
Municipal Court		
Complaints/tickets	7,587	7,604
Fines and costs generated	$631,515	$592,324
Monitored individuals	226	204
Number of probation officers	1	1
Diversions	326	205
Community Service Hours	3,930	3,766
Engineering		
Arterial & Residential Mill and Overlay	$884,039	
Avenue A Improvements	124,868	
Drainage Improvements	84,507	
Waldron Street 30th to 33rd (Dillons Development)	1,174,609	
Waldron Street 17th to 23rd Phase i and ii	319,418	
Airport Generator Concrete	45,000	
Water Tower #4 Rehabilitation	655,000	
Prairie Hills Benefit District Waterline Extension	168,275	
Plaza East 3rd Water and Sewer Dillons	48,000	
43rd Ave School Water and Sewer	84,000	
RO Raw Waterline Repairs	70,000	

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Engineering continued		
Airport Road Bridge Repair	19,100	
WWTP 36" Sewer Upgrades	51,453	
Hawk Signal Upgrades	20,000	
4th Ave Bridge Rehabilitation	619,730	
Total for 2013	$4,367,998	
08-05 Levee Rehabilitation		$661,047
13-14 North Halstead Water and Sewer Extension		249,655
14-04 Inverness Apartment Sanitary Sewer Extension		64,908
14-05 Family Entertainment District Water and Sewer		94,723
2014 Arterial Street Maint, 17th, Lorraine, 17th to 30th		711,400
2014 Residential Street Maintenance		355,900
Waldron Street 17th to 23rd Phase III and Phase IV		1,090,237
Kisiwa North Street, Water, Sewer		664,895
Oxford Pointe Street, Water, Sewer		1,094,837
K-61 Resurfacing HWY 50 to Ave. G		240,800
Drainage Improvement Projects		108,000
Total for 2014 selected projects		$5,336,402
Engineering		
Traffic		
Number of Traffic Signals	76	75
Number of Tornando Sirens	30	31
Storm Water Management		
Storm drain stenciling - Number of inlets	-	74
Stormwater Educational Presentations - # of People	334	433
Illicit Discharge Call ins	6	53
Plans and SWPPPs reviewed	9	11
Post Construction BMP reviews	9	11
Construction Site BMP Inspections Completed	4	72
Number of bridges	67	67
Public Works		
Public Works Maintenance		
Miles of flood levies	28	28
Miles of drainage ditches	30	30
Acres of street right-of-way	400	400
Miles of highway/trail	20	25

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Central Garage		
Size of City fleet maintained (vehicles & equipment)	975	783
Fuel usage-unleaded (gallons)	141,612	146,856
Fuel usage-diesel (gallons)	74,543	75,186
Number of mechanics	6	6
Street Signs & Markings		
Traffic control/street signs	11,000+	11,000+
Linear feet of painted street markings	360,000	128,466
Linear feet of thermoplastic street markings	62,564	15,579
Street Maintenance		
Miles of paved streets	270	271
Miles of alleys	45	45
Miles of streets treated with slurry seal	10	7
Tons of asphalt applied to street repairs	623	827
Street Cleaning		
Curb miles swept in-house	1,655	1,137
Curb miles swept by contratctor	2,437	2,156
Number of street sweepers owned	1	1
Storm Sewer		
Miles of storm sewer system	70	72
Inlets repaired/replaced	14	12
Storm sewer pipe repairs	19	14
Miles of storm sewer cleaned	5	2
Miles of storm sewer inspected	1	3
Water Production & Treatment		
Number of supply wells	19	19
Elevated water towers/storage structures	4	4
Number of deep disposal wells	2	2
Number of pressure booster pumping stations	2	2
Gallons of water treated (millions) for distribution	2,016	2,056
Water treatment facilities	1	1
Distribution Disinfection Monitoring Stations	5	5
Source Area Remediation Systems	4	4
Remediation Wells	5	5
Daily Point of Entry Inorganics	417	377
Other Distribution & POE required by KDHE	9	21
RO VOC's	12	12
RO Process Inorganics	1,150	1,150

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
WQ Complaints - Chlorine & Total Coliform	13	15
Disposal Well Inorganics	52	56
Disposal Well VOC's	4	4
Total annual samples including 600 coliform samples	2,257	2,235
Water Distribution		
Miles of water main	314	318
Number of water valves	5,220	5,295
Number of fire hydrants	2,722	2,755
Miles of water service lines	75	76
Service lines replaced/repaired	222	143
Water main breaks repaired	68	73
Feet of new water main installed	12,762	10,453
Service line taps	87	45
Utility locates	5,322	5,718
Wastewater Treatment Plant		
Number of lift/pump stations	33	33
Gallons per day of sewage treated	4,700,000	4,430,000
Cu. Yd. of biosolids produced for agricultural use	6,877	7,437
Sanitary Sewer Maintenance		
Miles of sanitary sewer lines	239	241
Number of manholes	5,398	5,438
Miles of sewer lines cleaned	26	54
Miles of sewer lines inspected by camera	15	4
Sanitary sewer lines repaired	45	58
Parks and Facilities		
Park Maintenance		
Number of developed parks	29	29
Developed acres of parks	820	820
Miles of developed trails	18	18
Number of undeveloped parks	21	21
Aces of undeveloped parks	13	13
Buildings & facilities maintained	190	190
Horticulture & Forestry		
Square Feet of Landscaping Beds Maintained	125,000	126,000
Acres mowed In-house	296	298
Acres mowed by Contractor	110	110

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Zoo		
Acres	35	35
Ponds/Water Features/Wetlands/Basins	6	13
Structures	20	20
Fun Valley		
Fun Valley maintained acreage	55	55
Lighted Ball Fields	7	7
Buildings	5	5
Carey Park Golf Course		
Acres	120	120
Structures	11	11
College/high school/ameteur tournaments	32	44
Rounds of golf played	24,255	24,505
Airport		
Acres	1,752	1,912
Number of runways	3	3
Flight operations	39,370	39,575
Tenants	15	15
Fun Valley and Hobart Detter Stadium		
Acre at Fun Valley and Hobart Detter- Total	127	127
Lighted Ball Fields	7	7
Buildings	5	5
Eastside Cemetery		
Plots	18,000	18,000
Acres	26	26
Structures	3	3
Police Department		
Police Operations		
Calls for burglary	1,091	967
Calls for battery	664	664
Calls for accidents	1,652	1,711
Calls for noise complaints	489	415
Calls for parking complaints	632	655
Calls for drug activity	209	221
Calls for stolen vehicles	110	100

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Police Operations continued		
Calls for suspicious activity	1,930	1,634
Calls for theft	2,389	1,926
Total calls for service	30,974	30,661
Animal Control		
Animals impounded	961	603
Number of citations issued	393	307
Number of calls for service	4,743	4,226
Written warnings issued	274	428
Number of animal control officers	3	3
Animal Shelter		
Animals adopted	470	434
Total reclaimed animals	321	302
Total animals surrendered by public	282	209
Total stray animals	1,448	1,285
Totals animal intake	2,182	1,779
Animals euthanized	1,274	976
Number of dog licenses issued	1,713	1,195
Fire Department		
Fire Operations		
Number of fire stations	7	7
Square miles of coverage	108	108
Emergency runs inside city	4,045	4,038
Emergency runs outside city	338	381
Total emergency runs	4,383	4,419
Residential fires	66	72
Commercial fires	19	18
Brush, tree, crop, grass fires-number	84	124
Emergency medical calls	2,865	2,922
False alarm calls	330	306
Fire loss	$1,066,995	$1,767,615
Mututal aid rendered	18	14

City of Hutchinson
Department Statistical Data

Department/Division	2013	2014
Fire Prevention		
Fire inspections	839	752
Hydrant inspections	5,898	4,897
Plans examined	39	51
Investigations	54	51
Public Appearances	59	122
Deaths from fire/explosion	4	2
Building Inspection & Code Enforcement		
Building Inspection		
Number of new residential permits	35	16
Value of new residential permits	$11,828,676	$3,459,000
Number of new commercial permits	9	8
Value of new commercial permits	$21,871,000	$28,006,907
Total number of permits issued	4,184	2,717
Total value of permits issued	$102,253,222	$86,218,188
Number of inspections	4,995	4,300
Permit fees	$783,329	$596,400
Code Enforcement		
Nuisance/trash/junk violations	490	291
Nuisance/trash/junk investigations	1,034	642
Tall weeds, grass, & brush violations	1,694	1,083
Tall weeds, grass, & brush investigations	3,127	1,951
Property maintenance violations	66	165
Property maintenance investigations	197	496
Rental violations	35	30
Rental investigations	57	85
Total violations	2,469	1,689
Total investigations	4,838	3,475
Number of demolitions under City demo program	7	7
Number of vehicles towed	4	5

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 of Aa3, 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 targeted fund balance for fiscal year 2016 is $6,447,144. The estimated ending fund balance for fiscal year 2015 is $6,602,552, up from the 2015 budget of $5,378,930.

Taxes are the primary funding source for General Fund activities. Over thirty-three percent (33.9%) of General Fund revenues are derived from property taxes and more than thirty-five percent (35.4%) of General Fund revenues are derived from non-property taxes such as sales taxes and liquor taxes. For fiscal year 2016, the City's general property tax mill levy rate will decrease by .003 to 33.230.

The next largest General Fund revenue sources are franchise fees (14.7%) and public safety revenues (7.9%). 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 2.0% or less of the General Fund revenues individually. Internal service charges amount to 3.9% of the General Fund revenues, however, these 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-four percent (71.8%) of the General Fund's expenditures because the General Fund's activities are primarily service related. 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 increase 3.00 from 313.00 to 316.00 in fiscal year 2016. The new positions include converting 2 seasonal park workers to full time and 1 rental housing inspector. The park worker impact is minimal as these

positions were constantly filled and the rental housing inspector will be funded by inspection fees. Expenditures for personal services are budgeted to increase by $624,231 due to additional staff, budgeted step increases, higher health insurance costs, and retirement plan contribution rate increases.

The other expenditure types in the General Fund – contractual services, commodities, and capital outlay comprise 27.2% of the General Fund's budget. These expenditures are budgeted to grow by $457,766 or 5.4% in fiscal year 2016. This larger growth items are primarily related to a $70,000 commitment to housing development initiatives and Central Garage vehicle parts increase of $91,000. The General Fund also 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 programs, and to the Municipal Equipment Replacement Fund (MERF). The Growth Account also makes transfers for street improvements. Reserve transfers are budgeted to increase by $949,475 or 38.9% in fiscal year 2016. These increases are primarily for vehicle replacements in fire, police, and public works.

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 2016, the overhead cost being allocated out increased by $190,340 to $3,444,233 which is an increase of 5.9%. This increase reflects the salary and benefit step increases.

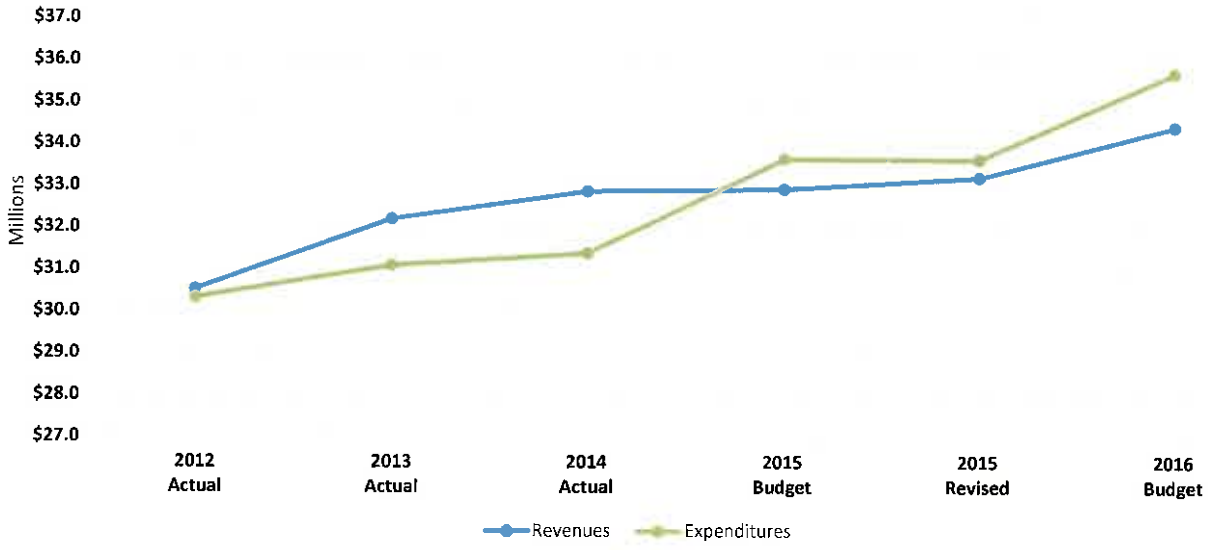
In addition, the General Fund transfers funds to subsidize the Special Street, Special Parks and Recreation, Fun Valley, Animal Shelter, Airport, and Golf Course funds. These subsidy transfers are expected to amount to $2,757,315 in fiscal year 2016 which is an increase of $162,267 or 6.3% from the fiscal year 2014 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 2016 ending fund balance is budgeted at $5,310,000 which is a decrease from the 2015 budgeted fund balance by $68,930. Of the projected ending fund balance, $3,128,825 has been reserved by the City Council for economic development purposes and is presented as the Economic Development Funds. $1,100,522 is reserved for economic development incentives and $2,028,303 is reserved for economic development capital improvement projects.

General Fund (001)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 4,252,296	$ 4,453,514	$ 5,562,715	$ 6,102,394	$ 7,038,215	$ 6,602,552
Revenues	30,512,738	32,197,993	32,844,729	32,914,618	33,190,747	34,391,229
Transfers In	17,000	10,000	24,286	7,301	7,301	15,000
Funds available	$ 34,782,034	$ 36,661,507	$ 38,431,730	$ 39,024,313	$ 40,236,262	$ 41,008,781
Expenditures	28,263,188	28,995,540	29,365,725	30,950,334	30,961,692	32,841,467
Transfers Out	2,065,226	2,103,252	2,027,790	2,695,048	2,672,018	2,857,315
Ending Balance, December 31	$ 4,453,620	$ 5,562,715	$ 7,038,215	$ 5,378,930	$ 6,602,552	$ 5,310,000

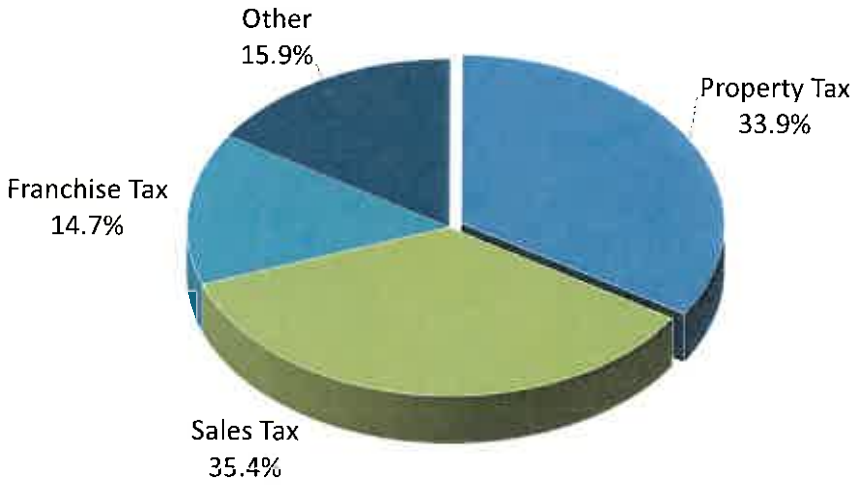
General Fund
Revenue and Expenditure Trend Lines
Including Transfers In/Out



General Fund (001)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Property Tax	$ 9,393,379	$ 9,557,667	$ 9,956,325	$10,802,318	$ 10,982,897	$ 11,665,073
Non-property Taxes	11,297,294	11,998,503	12,391,675	11,717,728	11,717,728	12,190,705
Franchise Fees	4,879,004	4,974,774	5,298,914	4,932,700	4,932,700	5,050,897
Licenses and Permits	438,873	918,736	625,869	444,200	446,700	456,700
Fines, Forfeitures & Penalties	714,326	652,723	610,428	692,000	801,250	680,300
Use of Money & Property	27,278	21,047	23,818	20,000	20,000	21,000
Public Safety Service Charges	2,017,866	2,228,250	2,230,486	2,611,522	2,611,522	2,714,352
Recreation & Concession Service Charges	124,042	116,642	112,394	116,800	116,800	112,000
Internal Service Charges	1,245,566	1,305,326	1,456,125	1,401,180	1,384,980	1,343,732
Miscellaneous	375,111	157,898	138,696	176,170	176,170	156,470
Reserve Transfers	-	266,427	-	-	-	-
Total Revenues	$30,512,738	$32,197,994	$ 32,844,729	$32,914,618	$ 33,190,747	$ 34,391,229
Transfers In	17,000	10,000	24,286	7,301	7,301	15,000
Total	$30,529,738	$32,207,994	$ 32,869,015	$32,921,919	$ 33,198,048	$ 34,406,229

General Fund
Revenue Summary
Fiscal Year 2016



General Fund (001)
Revenue Summary by Source

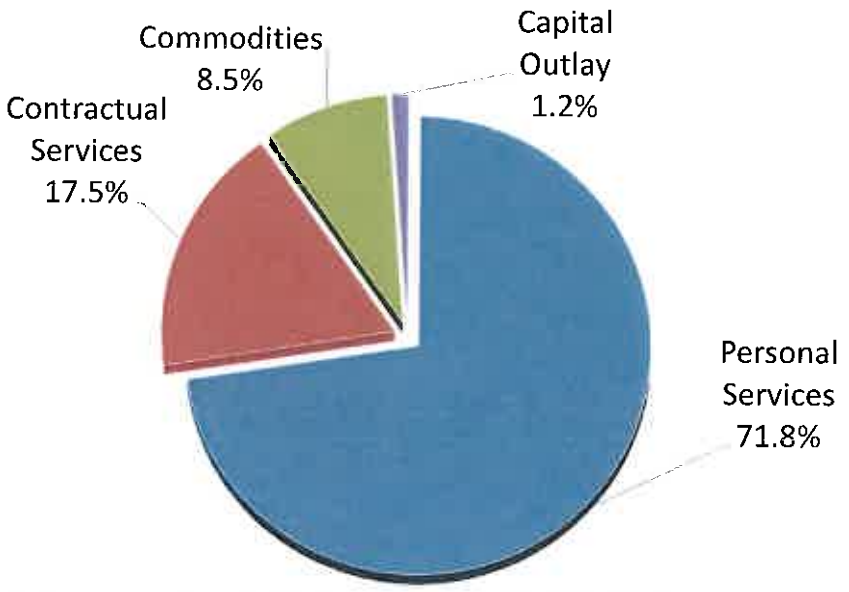
	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Property Taxes:						
Ad valorem property tax	$ 8,124,686	$ 8,226,356	$ 8,197,050	$ 9,653,811	$ 9,653,811	$ 9,938,527
Uncollected tax delinquency	(50,294)	-	-	(180,579)	-	-
Motor vehicle tax	1,089,945	1,136,961	1,435,479	1,066,102	1,066,102	1,420,291
Other vehicle tax	12,600	12,461	10,882	16,384	16,384	13,500
16/20 Motor vehicle tax	-	-	6,186	-	-	53,790
Payments in lieu of tax	-	7,967	-	6,600	6,600	6,600
Delinquent tax collections	216,443	173,923	306,728	240,000	240,000	232,365
Subtotal	$ 9,393,379	$ 9,557,667	$ 9,956,325	$10,802,318	$10,982,897	$ 11,665,073
Non-Property Taxes:						
Local sales tax - countywide	$ 5,093,067	$ 5,413,893	$ 5,620,091	$ 5,226,485	$ 5,226,485	$ 5,496,853
Local sales tax - citywide	6,099,850	6,480,695	6,668,920	6,387,926	6,387,926	6,584,143
Liquor taxes - Qrtly	91,978	90,965	92,864	90,816	90,816	97,209
Intoxicating liquor tax	12,400	12,950	9,800	12,500	12,500	12,500
Subtotal	$11,297,294	$11,998,503	$12,391,675	$11,717,728	$11,717,728	$ 12,190,705
Utility franchise fees:						
Electricity - Westar Energy	$ 2,541,221	$ 2,623,956	$ 2,864,160	$ 2,550,000	$ 2,550,000	$ 2,676,446
Gas - Kansas Gas Service Company	769,076	832,029	917,151	850,000	850,000	839,419
Telephone	203,908	166,910	137,175	170,000	170,000	169,331
Gas - Black Hills Utility	123,893	103,378	112,112	126,000	126,000	113,128
Cable Television & Other Communications	446,483	471,435	484,832	450,000	450,000	467,583
Refuse Collection	155,370	180,241	190,521	177,000	177,000	175,377
Water/sewer system fund	639,053	596,824	592,963	609,700	609,700	609,613
Subtotal	$ 4,879,004	$ 4,974,774	$ 5,298,914	$ 4,932,700	$ 4,932,700	$ 5,050,897
Licenses and Permits:						
Cereal malt beverage licenses	$ 2,800	$ 2,725	$ 2,950	$ 3,000	$ 3,000	$ 3,000
Tree trimming licenses	450	600	850	1,000	500	500
Alarm License fees	25,575	16,360	23,210	23,500	21,000	21,000
Fireworks permits	22,500	5,000	5,000	5,000	5,000	5,000
Police and protective licenses	93	328	387	200	200	200
Other licenses & permits	2,793	7,951	4,614	3,000	3,000	3,000
Building & fence permits	264,915	762,804	449,710	275,000	290,000	300,000
Sign permits	2,933	2,510	3,915	3,000	3,000	3,000
Demolition permits	26,089	949	1,121	1,000	1,000	1,000
Building occupancy permits	7,302	2,243	3,191	2,000	2,000	2,000
Mechanical permits	14,703	35,881	31,151	32,000	25,000	25,000
Electrical permits	16,675	10,903	13,418	12,500	12,500	12,500
Plumbing permits	12,750	13,577	13,891	13,500	13,500	13,500
Electrical license fees	15	10,820	16,345	16,000	13,500	13,500
Plumbing license fees	14,560	7,049	11,525	15,000	15,000	15,000
Gas fitters license fees	1,904	15	15	-	-	-
Mechanical license fees	1,656	8,022	17,150	15,000	15,000	15,000
Wrecking license fees	60	1,150	1,500	1,000	1,000	1,000
Building contractor licenses	21,100	29,850	25,925	22,500	22,500	22,500
Subtotal	$ 438,873	$ 918,736	$ 625,869	$ 444,200	$ 446,700	$ 456,700
Fines, forfeitures, and penalties:						
Municipal court fines	$ 423,039	$ 390,313	$ 362,600	$ 400,000	$ 500,000	$ 400,000
Admin fee and set-off charge	276	12	8	500	500	300
Probation	24,821	21,496	22,582	25,000	25,000	23,000
Municipal court bond forfeitures	31,182	22,453	21,335	20,000	25,000	20,000
Municipal court costs	178,930	166,197	166,138	187,500	200,000	180,000
Court surcharge	13,141	12,234	12,205	13,000	15,000	13,000
Diversion fees	42,106	39,046	24,847	45,000	35,000	43,000
LALF fees	831	973	713	1,000	750	1,000
Subtotal	$ 714,326	$ 652,723	$ 610,428	$ 692,000	$ 801,250	$ 680,300
Use of Money & Property:						
Interest income	$ 9,576	$ 11,864	$ 9,117	$ 11,000	$ 11,000	$ 12,000
Rents and Leases	17,702	9,183	14,701	9,000	9,000	9,000
Subtotal	$ 27,278	$ 21,047	$ 23,818	$ 20,000	$ 20,000	$ 21,000

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Public Safety Service Charges:						
Police Officer reimbursements	$ 100,789	$ 125,018	$ 73,836	$ 105,000	$ 105,000	$ 100,000
Impoundment lot storage/auction	1,282	1,595	481	-	-	-
Police records	3,076	2,464	3,239	3,000	3,000	3,000
Fingerprinting fees	1,370	4,330	3,045	2,500	2,500	2,500
Radio maintenance reimbursement	81,396	44,139	62,720	60,000	60,000	60,000
Fire protection contracts	-	-	-	22,170	22,170	-
Fire District #2	1,316,142	1,461,261	1,549,569	1,764,295	1,764,295	1,716,255
Rental inspection Fees	160	-	-	-	-	102,500
Central dispatch - Reno county	415,932	503,528	429,919	550,000	550,000	621,142
Central dispatch - others	30,309	30,491	31,250	31,557	31,557	31,955
Records - Reno county	8,598	636	29,432	17,000	17,000	17,000
Evidence custodian - Reno county	58,813	54,789	46,995	56,000	56,000	60,000
Subtotal	$ 2,017,866	$ 2,228,250	$ 2,230,486	$ 2,611,522	$ 2,611,522	$ 2,714,352
Recreation & Concession Service Charges:						
Ball park - rental fees	$ -	$ -	$ 518	$ -	$ -	$ -
Sports Arena - rental fees	6,678	4,245	1,975	4,000	4,000	6,500
Sports Arena - advertising	30	-	-	-	-	-
Memorial Hall - rental fees	8,648	6,730	6,138	7,000	7,000	7,000
Sports Arena reimbursements	49,337	44,464	49,324	50,000	50,000	50,000
Homebuilders rental	12,087	11,914	13,981	15,000	15,000	12,700
Rice Park building rental	9,056	9,408	10,328	11,500	11,500	9,000
Sports Arena Concessions	12,947	27,117	15,429	15,000	15,000	12,500
Memorial Hall Concessions	5,635	4,166	6,668	5,300	5,300	5,300
Soft drink contract	19,625	8,598	8,034	9,000	9,000	9,000
Subtotal	$ 124,042	$ 116,642	$ 112,394	$ 116,800	$ 116,800	$ 112,000
Internal Service Charges:						
Labor charges	$ 207,335	$ 213,047	$ 283,888	$ 272,515	$ 272,515	$ 234,756
Parts charges	289,201	321,346	390,582	350,450	350,450	333,710
Fuel charges	672,200	698,579	694,019	675,014	675,014	688,266
Custodial charges	57,706	63,070	76,625	91,200	75,000	75,000
Diesel fuel tax reimbursement	19,123	9,284	11,012	12,000	12,000	12,000
Subtotal	$ 1,245,566	$ 1,305,326	$ 1,456,125	$ 1,401,180	$ 1,384,980	$ 1,343,732
Miscellaneous:						
Sale/auction of City property	$ 90,738	$ 5,143	$ 2,518	$ 50,000	$ 50,000	$ 30,000
Flood control project	20,732	20,901	22,170	22,170	22,170	22,170
DHRP contribution	15,000	10,000	10,000	15,000	15,000	15,000
Miscellaneous	575	2,172	1,207	-	-	-
IRB/CID administration fees	3,150	14,826	11,464	15,000	15,000	18,500
Eastside cemetery charges	19,457	18,486	21,232	20,000	20,000	16,800
Zoning application fees	6,155	6,715	5,325	6,000	6,000	6,000
Reimbursement of expenses	205,336	60,264	34,558	30,000	30,000	30,000
Zoo gift shop salary reimbursement	13,968	19,420	30,036	18,000	18,000	18,000
Overages (shortages)	-	(29)	186			-
Subtotal	375,111	$ 157,898	138,696	176,170	176,170	156,470
Reserve Transfers:						
Reserve Transfers-CIP Reserve	-	-	-	-	-	-
Risk Management Reserve Transfer	-	-	-	-	-	-
Workers Comp Reserve Transfer	-	-	-	-	-	-
Health & Dental Insurance Reserve Transfer	-	266,427	-	-	-	-
Subtotal	$ -	$ 266,427	$ -	$ -	$ -	$ -
Total Revenues	$30,512,738	$32,197,994	$32,844,729	$32,914,618	$33,190,747	$ 34,391,229
Transfers In:						
Special Alcohol Fund	$ 17,000	$ 10,000	$ 24,286	$ 7,301	$ 7,301	$ 15,000
Total Transfers in	$ 17,000	$ 10,000	$ 24,286	$ 7,301	$ 7,301	$ 15,000
Total	$30,529,738	$32,207,994	$32,869,015	$32,921,919	$33,198,048	$ 34,406,229

General Fund (001)
Expenditure Summary by Type

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Personal Services	$21,223,620	$22,033,966	$ 21,475,659	$22,965,487	$ 22,736,482	$23,589,718
Contractual Services	4,758,674	4,945,769	$ 5,392,124	5,474,054	5,579,072	5,757,586
Commodities	2,489,626	2,522,723	$ 2,657,715	2,642,936	2,792,485	2,781,470
Capital Outlay	270,682	184,867	$ 325,694	357,725	343,520	393,425
Total External Expenditures	$28,742,601	$29,687,324	$ 29,851,191	$31,440,202	$ 31,451,560	$32,522,199
Reserve Transfers	2,338,446	2,358,941	$ 2,694,144	2,764,025	2,764,025	3,763,501
Overhead Cost Allocation	(2,817,859)	(3,049,201)	$ (3,179,610)	(3,253,893)	(3,253,893)	(3,444,233)
Total Expenditures	$28,263,188	$28,997,064	$ 29,365,725	$30,950,334	$ 30,961,692	$32,841,467
Transfers Out	2,065,226	2,103,252	$ 2,027,790	2,695,048	2,672,018	2,857,315
Total	$30,328,414	$31,100,316	$ 31,393,516	$33,645,382	$ 33,633,710	$35,698,782

General Fund
External Expenditures by Type
Fiscal Year 2016
$32,522,199



General Fund (001)
Expenditure Summary by Department

Activity	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Expenditures:						
General Government:						
City Council	$ 20,683	$ 20,789	$ 15,981	$ 25,000	$ 25,000	$ 24,000
City Manager	346,319	310,932	318,675	318,175	318,175	351,877
Downtown Development	123,718	124,240	124,818	131,330	130,920	136,166
Human Resources	282,544	359,459	388,445	409,169	420,274	505,778
Finance/City Clerk	350,180	325,644	353,699	376,547	376,547	394,092
Utility Billing	762,824	800,572	709,977	802,957	791,907	774,445
Central Purchasing	122,414	131,162	128,052	129,913	130,663	139,540
Information Technology	543,563	590,745	590,974	601,861	601,861	637,883
Planning and Development:						
Planning & Zoning	445,034	443,659	273,291	332,478	332,478	321,232
Housing Development	95,347	95,824	149,457	174,491	101,956	150,365
Law:						
City Attorney	180,401	181,389	202,489	202,726	202,726	206,686
Municipal Court	406,254	422,025	431,377	442,615	443,015	450,987
Public Works:						
Public Works Administration	184,681	198,146	197,697	209,595	206,980	253,925
Public Works Maintenance	860,195	830,873	804,371	857,444	856,739	867,841
Central Garage Revolving	1,488,092	1,589,835	1,632,030	1,579,738	1,670,706	1,680,882
Central Garage Shop Operations	52,383	79,449	72,895	83,034	83,859	81,359
Street Signs & Markings	116,978	136,870	125,077	158,470	158,518	161,410
Storm Sewer	5,353	-	-	-	-	-
Street Lighting	572,700	586,932	647,664	634,408	715,442	752,268
Engineering:						
Engineering	773,665	809,151	662,192	805,399	665,915	828,118
Traffic Signals	309,650	273,775	282,029	301,499	301,499	310,243
Geographical Information Systems	159,137	187,983	241,258	246,228	246,156	252,068
Parks and Facilities:						
Park Administration	372,317	366,044	415,695	409,571	409,571	405,693
Park Maintenance	958,268	980,332	936,164	961,751	961,751	993,526
Zoo	547,773	576,079	571,506	605,726	599,621	618,173
Forestry & Horticulture	754,446	850,654	850,454	959,322	959,322	943,467
Central Custodial Revolving	57,706	63,070	81,646	92,875	116,263	99,203
Insect/Rodent Control	6,666	5,999	-	-	-	-
Memorial Hall	98,809	100,084	108,747	110,136	95,864	105,973
Sports Arena	206,449	210,317	234,876	237,651	237,651	224,037
City Hall Building	85,535	95,657	104,387	112,649	112,649	114,149
Eastside Cemetery	139,175	110,658	105,651	122,213	122,213	121,811
Police:						
Police Administration	1,215,483	1,068,040	1,113,880	1,190,462	1,194,662	1,211,921
Detention of Prisoners	337,894	377,265	359,032	408,800	357,500	352,500
Patrol & Investigation	5,261,624	5,449,236	5,567,571	5,567,147	5,860,898	5,717,016
Police Records	18,549	28,603	35,948	33,950	33,950	33,950
Narcotics Control	33,826	18,529	23,885	24,000	24,500	24,500
Police Unclassified	142,002	119,958	126,663	130,857	125,500	139,635
Police Communications	1,090	1,991	-	-	-	-
Dispatch (HRCEC)	889,403	1,005,148	1,040,131	1,201,211	1,220,411	1,242,283
Radio Maintenance	141,744	80,297	97,039	123,229	124,603	120,543
Animal Control	176,575	170,233	180,509	184,291	185,191	179,826
Fire:						
Fire Administration	567,896	767,256	771,966	669,702	669,702	739,685
Fire Prevention	179,749	190,074	103,132	193,401	193,401	214,264
Fire Fighting	6,335,995	6,557,899	6,497,640	6,953,410	6,738,612	6,872,032
Fire Unclassified	200,282	219,446	236,857	265,754	265,754	278,829
Buidling Inspection & Code Enforcement:						
Inspection/Code Enforcement	463,127	503,128	507,757	547,957	549,575	635,497
Non-Departmental:						
Growth	599,856	550,000	594,097	600,000	600,000	684,000
Economic Opportunity Funds	150,894	191,316	134,506	267,396	267,396	145,719
Non-Departmental	2,935,800	2,889,499	3,393,148	3,407,689	3,407,689	4,371,303
Overhead Cost Allocation	(2,817,859)	(3,049,201)	(3,179,610)	(3,253,893)	(3,253,893)	(3,444,233)
Total Expenditures	$ 28,263,188	$ 28,997,064	$ 29,365,725	$ 30,950,334	$ 30,961,692	$ 32,426,467
Transfers Out:						
Growth	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Non-Departmental	1,965,226	2,003,252	1,927,790	2,595,048	2,572,018	2,757,315
Total Transfers Out	$ 2,065,226	$ 2,103,252	$ 2,027,790	$ 2,695,048	$ 2,672,018	$ 2,857,315
Total	$ 30,328,414	$ 31,100,316	$ 31,393,516	$ 33,645,382	$ 33,633,710	$ 35,283,782

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	20,611	20,766	15,730	24,500	24,500	23,500	-4%
Commodities	72	23	251	500	500	500	0%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$20,683	$20,789	$15,981	$25,000	$25,000	$24,000	56.44%
Funding Sources:							
Overhead Cost Allocation	$ 6,396	$ 6,431	$ 7,567	$ 6,045	$ 6,045	$ 6,247	3%
General Revenues	14,287	14,358	8,414	18,955	18,955	17,753	-6%
Total Funding Sources	$20,683	$20,789	$15,981	$25,000	$25,000	$24,000	56.44%

Department Summary

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

Current Trends and Issues:

In recognition that the community is poised for growth, the City Council has focused attention on allocating resources to address:
Street Investment Plan - Council recognizes the importance of renovating and maintaining street infrastructure as part of the community's investment into its future, and has allocated significant funds to bring system upgrades to recommended standards.
Housing - Council has successfully launched several strategic initiatives in recent years that are in accordance with housing recommendations. Resulting programs and policies are aimed at addressing housing issues, and direct resources toward more aggressive enforcement of the property maintenance code, aggressive demolition program of dilapidated structures and adoption of a new rental housing registration program.
Community and Economic Development - Council continues to work toward orderly community growth and economic development through a variety of community development initiatives and economic incentives.

2016 Goals - (Quantifiable and Measurable)

Housing - continue our focus on addressing housing issues.
Hutchinson Sports Arena - work toward project delivery on the renovation & upgrades of the Sports Arena in response to voter approval of the April 7, 2015 referendum.
Storm Water Utility - full implementation of Storm Water Utility Plan aimed at addressing storm water system upgrades.
Economic Development - continue to explore expanded industrial park opportunities.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$324,694	$286,774	$301,316	$298,475	$298,475	$330,977	10.89%
Contractual Services	20,708	23,088	16,704	19,100	19,100	19,900	4.19%
Commodities	917	1,071	655	600	600	1,000	66.67%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$346,319	$310,932	$318,675	$318,175	$318,175	$351,877	-0.16%
Funding Sources:							
Overhead Cost Allocation	$ 81,849	$ 74,590	$ 75,799	$ 76,936	$ 76,936	$ 91,588	19.04%
General Revenues	264,470	236,342	242,876	241,239	241,239	260,289	7.90%
Total Funding Sources	$346,319	$310,932	$318,675	$318,175	$318,175	$351,877	-0.16%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	0.63	-	-	-	-
Asst. to the City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00	2.63	2.00	2.00	2.00	2.00

Department Summary

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

Current Trends and Issues:

Although the worst part of the recession appears to be over, the City Manager's office must continue to carefully tend to the City's finances while finding ways to address Council goals in the areas of housing, infrastructure investment, municipal equipment replacement, recreational facility development, and community and economic development. Over recent years, funds have been allocated by the Council to implement initiatives to address these issues. While these initiatives continue to be the focus, additional approaches in alignment with clear strategies are in development.

2016 Goals - (Quantifiable and Measurable)

Housing - continue our focus on addressing housing issues.
Hutchinson Sports Arena - work toward project delivery on the renovation & upgrades of the Sports Arena in response to voter approval of the April 7, 2015 referendum.
Storm Water Utility - full implementation of Storm Water Utility Plan aimed at addressing storm water system upgrades.
Economic Development - continue to explore expanded industrial park opportunities.
Percent for Public Art Program - develop and implement program for creative placemaking and cultural tourism.

2017-2021 Strategic Goals (Directional and Strategic)

-Organize a strategic planning process for Council and staff to engage the public to best serve citizens, to align resources to achieve goals, to bring transparency to all operations, and to work toward continuous improvement.
-Multi-year budget preparation process.
-Reorganize the City's Economic Development Funding Program.

Department Summary

Department:	Division:	Activity:
City Manager	Downtown Development	Downtown Development (4110-4

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 88,900	$ 91,108	$ 92,147	$ 96,745	$ 96,745	$ 97,391	0.67%
Contractual Services	34,518	32,539	32,274	33,910	33,600	38,200	12.65%
Commodities	300	593	396	675	575	575	-14.81%
Capital Outlay	-	-	-	-	-	-	
Total Expenditures	$123,718	$124,240	$124,818	$131,330	$130,920	$136,166	4.89%
Funding Sources:							
Private Contributions	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	123,718	124,240	124,818	131,330	130,920	136,166	3.68%
Total Funding Sources	$123,718	$124,240	$124,818	$131,330	$130,920	$136,166	4.89%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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

Trends and Issues:

Private investment continues downtown, most notably on Main Street between Sherman and Avenue A and on Main between 4th & 5th Street. Businsses have been opening and expanding, several businesses who had been renting at other downtown locations purchased buildings and rennovated them for their new location and in several properties, exciting new lofts were built above the retail or service buiseness. Their investment and moves has created an abundance of rentable space now vacant in key blocks. Greater density and differing demands on the existing parking spaces in several blocks are creating Parking Management stress. The existing built environment and a lack of available property to increase parking spaces in theese areas compound the issue.

Department Summary

Department:	Division:	Activity:
City Manager	Downtown Development	Downtown Development (4110-4

2016 Goals - (Quantifiable and Measurable)

1) Increase downtown resident population to 400 up 25% from today's estimate of 300 people living in downtown buildings.
2) Add 25 parking spaces in key areas
3) Find new uses/occupants for Landmark, Stevens, Décor and Pegues buildings.

2017-2021 Strategic Goals (Directional and Strategic)

1) Increase the downtown resident population to the national average of 2 to 4% of the population base.
2) Repair, re-configure, expand or acquire Public Parking lots in strategic downtown locations.
3) Strategically recruit new businesses and uses for existing downtown properties.
4) Help foster business succession planning and create opportunity for entrepreneurs in Downtown Hutchinson.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	572,700	586,932	647,664	634,408	715,442	752,268	18.58%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$572,700	$586,932	$647,664	$634,408	$715,442	$752,268	10.47%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	572,700	586,932	647,664	634,408	715,442	752,268	18.58%
Total Funding Sources	$572,700	$586,932	$647,664	$634,408	$715,442	$752,268	10.47%

Current Trends and Issues:

Streetlight upgrades have been made along Plum Street from 4th to 11th Avenue. Plans are in place for several streetlight conversions and additional streetlights along Avenue A from Maple to Nelson. The addition of new developments and the cost of service increases from Westar Energy contribute to the growth of streetlight 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, labor relations, employment policy administration and development, recruitment and selection, compensation and employment benefit design/administration, wellness initiatives, organizational development, and compliance with all statutes and regulations related to employment and payroll.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$208,671	$234,759	$241,376	$305,327	$308,432	$297,454	-2.58%
Contractual Services	68,369	123,269	141,311	94,868	102,868	201,824	112.74%
Commodities	2,915	1,431	2,255	3,974	3,974	4,000	0.65%
Capital Outlay	2,589	-	3,503	5,000	5,000	2,500	-50.00%
Total Expenditures	$282,544	$359,459	$388,445	$409,169	$420,274	$505,778	23.61%
Funding Sources:							
Overhead Cost Allocation	$ 60,169	$ 74,422	$121,612	$134,328	$134,328	$151,845	13.04%
General Revenues	222,375	285,037	266,833	274,841	285,946	353,933	28.78%
Total Funding Sources	$282,544	$359,459	$388,445	$409,169	$420,274	$505,778	23.61%

Personnel Schedule
Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 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	2.00	2.00	2.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	4.00	4.00	4.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
File Cabinets	Purchase	-		5,000	5,000	2,500

Current Trends and Issues:

The continued evolution of the City's Wellness Initiative will remain a strategic priority for 2015. The city also continues to experience difficulty in sourcing and recruitment of high-quality candidates to city service at all levels of the organization. The new and constantly shifting compliance burden imposed by the Patient Protection and Affordable Care Act (PPACA) remains significant. Internally, the department continues to struggle with its ability to ensure continuity of operations due to current staffing

2016 Goals - (Quantifiable and Measurable)

Complete departmental restructuring of duties and service delivery model.
Complete new PPACA-related tax filings with the IRS
Complete conversion to bi-weekly payroll (assuming approval)
Complete assessment of compensation program and market position (assuming approval).

2017-2021 Strategic Goals (Directional and Strategic)

Pursue strategies to control health care expenditures due to preventable/ modifiable conditions.
Introduce compensation and benefit strategies that help with recruitment and retention of employees.
Support and develop effective policies and programs that are reflective of changing employee demographics

Department Summary

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

This budget accounts for the finance and city clerk functions of the City. The Finance Department is responsible for the accounting, budgeting 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, managing refuse disposal contracts, and dog tags. City Clerk functions include open record requests, records management, special assessments certifications, and mowing assessments.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 313,684	$ 291,086	$ 321,247	$ 326,147	$ 326,147	$ 344,642	5.67%
Contractual Services	33,401	32,679	24,883	45,700	45,700	44,250	-3.17%
Commodities	2,746	1,379	2,579	2,700	2,700	2,700	0.00%
Capital Outlay	348	500	4,990	2,000	2,000	2,500	25.00%
Total Expenditures	$ 350,180	$ 325,644	$ 353,699	$ 376,547	$ 376,547	$ 394,092	4.66%
Funding Sources:							
Overhead Cost Allocation	$ 105,580	$ 97,842	$ 109,087	$ 108,551	$ 108,551	$ 120,076	10.62%
General Revenues	244,600	227,802	244,611	267,996	267,996	274,016	2.25%
Total Funding Sources	$ 350,180	$ 325,644	$ 353,699	$ 376,547	$ 376,547	$ 394,092	4.66%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00
Sr Financial Analyst	-	1.00	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00
Staff Accountant	0.75	0.50	-	-	-	-
Account Clerk	1.75	1.00	1.00	1.00	1.00	1.00
Total	4.50	4.50	4.00	4.00	4.00	4.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Office Equipmen	New	500	-			
File Cabinets	New			2,000	2,000	2,500

Department Summary

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

Current Trends and Issues:

The Finance Department continues to look and execute ways to move functions from paper to digital. Over next 1-2 years, new software and hardware will be available to enhance all of the financial records including better automation with billing and collection processes, automatic water and sewer meter readings, and better tools for budgeting and financial reporting. The organization will also be looking at methods to streamline purchasing and reduce the overall cost of acquiring materials and supplies by joining with other purchasing groups within the surrounding areas.

2016 Goals - (Quantifiable and Measurable)

Establish Routine Internal Audits for Internal Control monitoring
Review and Reduce Purchasing Inventory Part Volume
Establish Quarterly CIP Project Reviews
Establish Quarterly Department Expense Reviews
Establish Formal Records Retention Policy
No Major Negative Audit Comments

2017-2021 Strategic Goals (Directional and Strategic)

Migrate to Newer Financial Software Package
Assess Outsourcing Options for Purchasing
Complete Installation of Radio Read Meters

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.
Other expenses included in this budget are those associated with debt service, reserves, franchise fees, and bad debt.
The Utility Billing Office manager oversees the administration of this operation under the oversight of the Director of Finance.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 493,079	$ 533,981	$ 484,419	$ 500,799	$ 500,799	$ 504,287	0.70%
Contractual Services	178,084	197,979	188,418	201,008	201,008	199,108	-0.95%
Commodities	34,870	29,941	19,825	40,150	35,100	22,550	-43.84%
Capital Outlay	56,790	38,672	17,315	61,000	55,000	48,500	-20.49%
Total Expenditures	$ 762,824	$ 800,572	$ 709,977	$ 802,957	$ 791,907	$ 774,445	-3.55%
Funding Sources:							
Overhead Cost Allocation	$ 794,885	$ 767,321	$ 772,193	$ 802,957	$ 802,957	$ 774,445	-3.55%
General Revenues	(32,061)	33,251	(62,216)	0	(11,050)	-	-100.00%
Total Funding Sources	$ 762,824	$ 800,572	$ 709,977	$ 802,957	$ 791,907	$ 774,445	-3.55%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Utility Office Manager	1.00	1.00	1.00	1.00	1.00	1.00
Water Service Technician	4.00	4.00	4.00	4.00	4.00	4.00
Utility Clerk	5.75	5.00	5.00	5.00	5.00	5.00
Total	10.75	10.00	10.00	10.00	10.00	10.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Revised	2015 Revised	2016 Budget
Water Meter replacements	Replacement	36,000		36,000		10,000
Lockers	New	1,000				
Printers				3,000		
VXU Unites to allow reading of both kinds of water meters				22,000		

Department Summary

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

Current Trends and Issues:

The Utility Billing Department is undertaking several projects to improve productivity, customer service and reduce operating costs. Productivity improvements include expedited installation of the water usage radio read meters, electronic transmission of service orders, and consolidating meter reading routes. Customer service improvements including online statements and modifying the on-line payment process including customer training on how to utilize the payment service. Operating costs reduction targets include automating the billing process to reduce postage and supplies and faster meter reading with the radio read meters.

2016 Goals - (Quantifiable and Measurable)

1) Install at least 2000 radio read meters
2) Reduce cut-off list by 25+ % compared to 2013 by the end of 2014
3) Establish ability to process credit cards over the phone to reduce walk in traffic by year-end

2017-2021 Strategic Goals (Directional and Strategic)

1) Reduce staffing by 1 through efficiency of radio read meters, electronic payments, and outsourced billing
2) Keep unrepaired metering equipment to less than 50% of 2013 levels
3) Compare Hutchinson Utility Billing process with best in State for potential efficiencies
4) Determine how to modify billing cycle due dates to meet customer requests for change

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 pubic auction, maintaining adequate supplies of inventory in the warehouse and distribution of items from the warehouse.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 119,079	$ 123,986	$ 120,674	$ 121,913	$ 121,913	$ 124,290	1.95%
Contractual Services	1,990	5,891	5,848	6,800	6,750	5,750	-15.44%
Commodities	1,201	1,285	1,520	1,200	2,000	1,500	25.00%
Capital Outlay	144	-	11	-	-	8,000	#DIV/0!
Total Expenditures	$ 122,414	$ 131,162	$ 128,052	$ 129,913	$ 130,663	$ 139,540	7.41%
Funding Sources:							
Overhead Cost Allocation	$ 25,499	$ 29,454	$ 30,938	$ 31,414	$ 36,320	$ 36,320	15.62%
General Revenues	96,915	101,708	97,114	98,499	94,343	103,220	4.79%
Total Funding Sources	$ 122,414	$ 131,162	$ 128,052	$ 129,913	$ 130,663	$ 139,540	7.41%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Purchasing Manager	1.00	1.00	1.00	1.00	1.00	1.00
Account Clerk	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:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Office Equipment	New			100		
Electronic Bid System	New					8,000

Department Summary

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

Current Trends and Issues:

The Purchasing Department has worked to expand service by adding a web site which allows other City departments to view and order supplies. Additionally the staff evaluates overstocked or slow moving items and returns them to suppliers or auctions these items to increase cash.
Future initiatives include vendor stocking of high use items and utilization of blanket PO's to reduce the City's warehouse inventory levels.

2016 Goals - (Quantifiable and Measurable)

Upgrade Vendor notification to an electronic system as budget allows
Evaluate best warehousing methods for the good of the City.

2017-2021 Strategic Goals (Directional and Strategic)

Reduction in bidding costs and a more efficient/vendor friendly system by moving to an electronic notification system.
Identify and target specific needs for the warehouse stock
Determine possible ways to joint purchasing or consolidation purchasing with other agencies.

Department Summary

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

This budget accounts for the information technology function of the City. The purpose of IT is to maintain and improve staff and citizen productivity through the use of technology. The IT department is responsible for services and support to all computers, networks, printers, telephones, cell phones, devices, television, websites, social media outlets, audio, video and internet connections.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 292,074	$ 301,003	$ 310,089	$ 328,606	$ 328,606	$ 336,216	2.32%
Contractual Services	215,531	273,585	263,130	260,955	260,955	289,367	10.89%
Commodities	35,433	15,898	17,755	11,800	11,800	11,800	0.00%
Capital Outlay	525	259		500	500	500	0.00%
Total Expenditures	$ 543,563	$ 590,745	$ 590,974	$ 601,861	$ 601,861	$ 637,883	5.99%
Funding Sources:							
Overhead Cost Allocation	$ 142,307	$ 142,506	$ 142,506	$ 191,457	$ 191,457	$ 216,711	13.19%
General Revenues	401,256	448,239	448,468	410,404	410,404	421,172	2.62%
Total Funding Sources	$ 543,563	$ 590,745	$ 590,974	$ 601,861	$ 601,861	$ 637,883	5.99%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Information Tech Director	1.00	1.00	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Media Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Information Tech Technician	0.75	0.75	0.75	1.00	1.00	1.00
Total	3.75	3.75	3.75	4.00	4.00	4.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Office Equipment	Replacement	500		500	500	500

Department Summary

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

Trends and Issues:

The primary focus for 2016 moving to Windows 10 for windows based PC's, updating to Office 2016 and improving productivity through replacing computers in Finance, UB and HR. Additional options will be available for user training and additional communication will be provided for staff regarding those options. We will continue heavy development on the replacement website, and improve communication with enhanced social media, television and streaming media.

2016 Goals - (Quantifiable and Measurable)

1) Improve Network Up-Time to 99.99% (Q1 2015 levels were 99.962%)
2) Improve telephone system uptime, reduce dropped calls and lost transfers thru additional monitoring and training
3) Improve helpdesk metrics to 80% 3 hours first contact and 18 hours completion
4) Improve staff efficiency by having 30% of total knowledge working staff on training program

2017-2021 Strategic Goals (Directional and Strategic)

1) Prepare to replace Finance and Customer Service (Utility Billing) ERP
2) Double web/social media traffic year over year.
3) Reduce overall visits and calls to City Offices through improved website and mobile services including full self service payment service
4) Increase to 50% of knowledge worker staff on training program

Department Summary

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

The Planning and Development Department provides professional planning services for the Planning Commission, Housing Commission, Hutchinson-Reno County Joint Subdivision Committee, Landmarks Commission, Community Improvements Commission and Land Bank Board, as well as for the City Council and City Administration.

Major activities also include subdivision platting, review of and processing current planning projects associated with development proposals (conditional use permits, zoning amendments, special use permits, site plans, etc.); preparation of the City's Comprehensive Plan; administration of the City's Zoning Regulations, Subdivision Regulations and Landmarks Regulations; developing policies and programs to support quality housing and community development; and grants administration.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 404,333	$ 398,380	$ 223,810	$ 280,568	$ 280,568	$ 279,282	-0.46%
Contractual Services	36,766	40,624	40,808	47,310	47,310	38,750	-18.09%
Commodities	3,780	4,291	1,714	4,600	4,600	3,000	-34.78%
Capital Outlay	154	363	6,960	-	-	200	#DIV/0!
Total Expenditures	$ 445,034	$ 443,659	$ 273,291	$ 332,478	$ 332,478	$ 321,232	-3.38%
Funding Sources:							
Licenses and Permits	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Zoning Application Fees	6,155	6,715	5,325	6,000	6,000	6,000	0.00%
General Revenues	438,879	436,944	267,966	326,478	326,478	315,232	-3.44%
Total Funding Sources	$ 445,034	$ 443,659	$ 273,291	$ 332,478	$ 332,478	$ 321,232	-3.38%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Director of Planning	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
City Planner	1.00	1.00	1.00	-	-	-
Long Range Planner	1.00	1.00	1.00	-	-	-
Community Dev. Specialist	1.00	1.00	-	-	-	-
Administrative Assistant	1.00	1.00	-	-	-	-
Sr Plnnr (Current/Strategic)	-	-	-	1.00	1.00	1.00
Assoc Plnnr (Cur/Strategic)	-	-	-	1.00	1.00	1.00
Total	6.00	6.00	4.00	4.00	4.00	4.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Library Materials	New	200				200
Printers			6,805			

Current Trends and Issues:

The Planning and Development Department is improving efficiencies through implementation of electronic submittals, electronic packets and automated project reporting and tracking. The Department is also improving customer service through cross-training of employees, developing brochures, and improving the website.

2016 Goals - (Quantifiable and Measurable)

1) Complete the Comprehensive Plan and begin implementation.
2) Develop a minimum of 2 brochures for historic preservation and development processes.
3) Prepare a Landmarks Commissioner handbook.
4) Reduce flood insurance rates through implementation of a Community Rating System.

2017-2021 Strategic Goals (Directional and Strategic)

1) Benchmark against other cities to improve processes and efficiencies.
2) Cross-train with the Housing and Neighborhoods Division to provide for integration of services.
3) Implement an electronic filing system that allows for immediate access to historic files and minimizes the need for paper storage.
4) Improve public access to permitting, planning, zoning and other information via the website.

Department Summary

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

The Housing & Neighborhoods Division is part of the Planning & Development Department, and was created in 2012 to address the housing needs in the City of Hutchinson and to implement the strategies recommended in the 2009 Housing Needs Assessment and the 2011 Housing Task Force Report. The Hutchinson Healthy Neighborhoods Initiative, Rental Registration and Inspection Program and Neighborhood Revitalization Program are managed by the Housing & Neighbhorhoods Division, as are housing, neighborhood, community development and healthy communities.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 61,622	$ 81,160	$ 60,555	$ 140,896	$ 68,361	$ 107,515	-23.69%
Contractual Services	33,660	13,594	88,340	32,645	32,645	38,300	17.32%
Commodities	65	438	33	950	950	1,050	10.53%
Capital Outlay	-	632	530	-	-	3,500	0.00%
Total Expenditures	$ 95,347	$ 95,824	$ 149,457	$ 174,491	$ 101,956	$ 150,365	-13.83%
Funding Sources:							
Private Contributions	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	95,347	95,824	149,457	174,491	101,956	150,365	-13.83%
Total Funding Sources	$ 95,347	$ 95,824	$ 149,457	$ 174,491	$ 101,956	$ 150,365	-13.83%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Community Dev. Specialist	-	-	1.00	-	-	-
Housing Program Manager	1.00	1.00	1.00	-	-	1.00
Senior Plnnr (Housing/Advance)	-	-	-	1.00	1.00	-
Assoc Plnnr (Housing/Advance)	-	-	-	1.00	1.00	1.00
Total	1.00	1.00	2.00	2.00	2.00	2.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Digital Video Camera	New					1,000
Adobe Creative Suite	New					2,500

Department Summary

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

Trends and Issues:

The Housing and Neighborhoods Division continues to work on creating quality housing opportunities in Hutchinson. Priorities for 2016 include:
* Reducing blight by holding property owners accountable for property conditions and through sponsorship of such programs as the Brush Up Hutch Paint program and the Rental Registration and Inspection Program.
* Using the Land Bank as a vehicle for repurposing vacant properties through infill development, side-lot purchase, community gardens or open space.
*Seek grant and partnership opportunities for housing rehabilitation and supporting projects to improve and expand the housing stock.

2016 Goals - (Quantifiable and Measurable)

1) Work in partnership with the Hutchinson Healthy Communities Initiative to market two feature neighborhoods
2) Develop handbooks for the City's housing initiatives (Land Bank, Housing Rehabilitation, Historic Preservation, Infill Development, etc.)

2017-2021 Strategic Goals (Directional and Strategic)

1) Improve customer service and project delivery through cross-training with other members of the department
2) Increase efficiencies through electronic file management and database project tracking
3) Conduct a Housing Needs Assessment (2018) to assess progress of the City's housing strategies
4) Benchmark against other cities for best practices

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 coverage, and for the adjustment of claims by and against the City.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 165,903	$ 172,988	$ 177,353	$ 181,601	$ 181,601	$ 185,561	2.18%
Contractual Services	13,253	6,963	23,977	15,925	15,925	15,925	0.00%
Commodities	211	461	288	1,000	1,000	1,000	0.00%
Capital Outlay	1,034	976	872	4,200	4,200	4,200	0.00%
Total Expenditures	$ 180,401	$ 181,389	$ 202,489	$ 202,726	$ 202,726	$ 206,686	1.95%
Funding Sources:							
Overhead Cost Allocation	$ 76,270	$ 84,210	$ 89,956	$ 91,020	$ 91,020	$ 95,797	5.25%
General Revenues	104,131	97,179	112,534	111,706	111,706	110,889	-0.73%
Total Funding Sources	$ 180,401	$ 181,389	$ 202,489	$ 202,726	$ 202,726	$ 206,686	1.95%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Books	New	1,200		1,200	1,200	1,200
File Cabinets	New	3,000		3,000	3,000	3,000

Department Summary

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

Trends and Issues:

Economic development, municipal facility management and the levee modification and certification continue to be significant legal issues for the City. Working with developers, railroads and other governmental entities and agencies will consume time and resources from the division, but will have significant potential future benefits for the City.

2016 Goals - (Quantifiable and Measurable)

Continuation of document preservation efforts

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 2014, there were more than 7,600 complaints and tickets handled by the court. These cases generated approximately $600,000 in fines and costs. The probation officer monitored nearly 205 persons who were on probation for municipal court cases. Further, 205 new diversions were handled by the City's diversion officer. More than 3700 hours of community service was performed by defendants to pay off their fines. This program is overseen by the court supervisor.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 247,679	$ 254,507	$ 262,634	$ 261,165	$ 261,565	$ 259,537	-0.6%
Contractual Services	157,163	165,181	166,097	177,350	177,350	187,350	5.6%
Commodities	1,036	1,709	2,059	2,500	2,500	2,500	0.0%
Capital Outlay	376	628	587	1,600	1,600	1,600	0.0%
Total Expenditures	$ 406,254	$ 422,025	$ 431,377	$ 442,615	$ 443,015	$ 450,987	1.9%
Funding Sources:							
Fines & Forfeitures	$ 406,254	$ 422,025	$ 431,377	$ 442,615	$ 443,015	$ 450,987	1.9%
General Revenues	-	-	-	-	-	-	0.0%
Total Funding Sources	$ 406,254	$ 422,025	$ 431,377	$ 442,615	$ 443,015	$ 450,987	1.9%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Municipal Court Clerk	2.00	2.00	2.00	2.00	2.00	1.00
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	2.00
Total	4.00	4.00	4.00	4.00	4.00	4.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Books	New	600		600	600	600
Miscellaneous Office Equipment	Replacement	1,000		1,000	1,000	1,000

Current Trends and Issues:

The Municipal Court continues to administer a high volume of court cases. New diversions and individuals performing community service to satisfy fines have increased in number. A substantial case load is expected to continue in the future.

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, storm water management, traffic signals, GIS and Engineering.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 180,493	$ 194,204	$ 196,188	$ 202,930	$ 202,930	$ 244,300	20.4%
Contractual Services	4,167	3,659	1,447	5,965	3,350	8,925	49.6%
Commodities	21	283	61	700	700	700	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Total Expenditures	$ 184,681	$ 198,146	$ 197,697	$ 209,595	$ 206,980	$ 253,925	21.2%
Funding Sources:							
Overhead Cost Allocation	$ 131,952	$ 162,895	$ 165,479	$ 171,868	$ 171,868	$ 208,218	21.2%
General Revenues	52,729	35,251	32,217	37,727	35,112	45,706	21.2%
Total Funding Sources	$ 184,681	$ 198,146	$ 197,697	$ 209,595	$ 206,980	$ 253,925	21.2%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Staff Aide	1.00	1.00	1.00	1.00	1.00	1.00
*Administrative Secretary	-	-	-	-	-	1.00
*Special Projects Manager	-	-	-	-	-	-
Total	2.00	2.00	2.00	2.00	2.00	3.00

Department Summary

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

Trends and Issues:

Beginning in 2015 the Public Works Department will include the Engineering Department/Divisions. This reorganization will have an impact on the Public Works Administration budget by including new positions budgeted in the Engineering budget prior to 2015. This is based on a reorganization and succession plan developed in 2014 and being implemented in 2015.

2016 Goals - (Quantifiable and Measurable)

Beginning in 2014, the City Public Works Department will begin a self assessment process to document and evaluate the procedures, functions and effectiveness of all public works divisions.

2017-2021 Strategic Goals (Directional and Strategic)

In conjunction with the self assessment of the Public Works Department, the ultimate goal will be APWA Accreditation sometime in 2016 or 2017. This accreditation will provide a means for ongoing evaluation of departmental programs and procedures addressing productivity, functionality and fiscal responsibility.

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, Cow Creek, open storm drains and ditches, and various street, highway and drainage rights-of-way of the City. Activities include mowing, weed-eating, vegetation control, rodent control and structure repair; picking up trash along streets, highways and drainage rights-of-way 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, 30 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, 20 miles along the Martinez and Northeast Bike Trails and 400 acres of street rights-of-way. The Public Works Maintenance Superintendent oversees the administration of this budget account under the oversight of the Director of Public Works.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 702,470	$ 667,512	$ 630,688	$ 673,643	$ 673,643	$ 685,450	1.8%
Contractual Services	38,550	50,603	54,592	49,901	49,901	51,566	3.3%
Commodities	119,175	112,758	116,846	130,700	130,700	130,225	-0.4%
Capital Outlay	-	-	2,245	3,200	2,495	600	0.0%
Total Expenditures	$ 860,195	$ 830,873	$ 804,371	$ 857,444	$ 856,739	$ 867,841	1.2%
Funding Sources:							
Service Charges	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
General Revenues	860,195	830,873	804,371	857,444	856,739	867,841	1.2%
Total Funding Sources	$ 860,195	$ 830,873	$ 804,371	$ 857,444	$ 856,739	$ 867,841	1.2%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Supt. of PW Maintenance	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Operator	6.00	5.00	5.00	5.00	5.00	5.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Worker	4.00	4.00	4.00	4.00	4.00	4.00
Total	13.00	12.00	12.00	12.00	12.00	12.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
2 New 2-Wasy radios	Replacement	-				600
Air Compressor	Replacement			3,200	3,200	

Department Summary

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

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.

2016 Goals - (Quantifiable and Measurable)

Add 3-5 miles of millings on levee tops.
Clean silt build up from 2-4 miles of drainage ditches.
Mow levee's and berms 1 additional time during mowing season.
Continue ongoing levee vegetation improvement.

2017-2021 Strategic Goals (Directional and Strategic)

Complete putting asphalt millings on all the levee tops (2-5 miles per year until completed)
Continue drainage ditch silt removal program to improve overall storm runoff from streets and other areas.
Improve vegetation on the levee system
Deal with and implement Storm Water plan.

Department Summary

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

This activity is charged with the repair and maintenance of City owned motorized and non motorized vehicles and equipment operated by all City Departments. Central Garage services and maintains 285 rolling pieces of equipment and vehicles (70 off road pieces of equipment and 215 on road vehicles) and over 500 pieces of small construction equipment including pumps, gas powered saws, chainsaws, weed-eaters, skid-steer attachments, tractor attachments, small mowing equipment, generators and stationary auxiliary engines and other misc. 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 140,900 gallons of unleaded and 72,500 gallons of diesel. The Automotive Maintenance Superintendent oversees the administration of this budget account under the guidance of the Director of Public Works.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 419,591	$ 437,218	$ 418,363	$ 435,738	$ 435,706	$ 445,882	2.33%
Contractual Services	-	-	-	-	-	-	0.00%
Commodities	1,068,501	1,152,617	1,213,667	1,144,000	1,235,000	1,235,000	7.95%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$ 1,488,092	$ 1,589,835	$ 1,632,030	$ 1,579,738	$ 1,670,706	$ 1,680,882	6.40%
Funding Sources:							
Overhead Cost Allocation	$ 65,084	$ 65,783	$ 68,237	$ 51,831	$ 51,831	$ 101,169	95.19%
Central Garage Charges	1,187,860	1,242,256	1,379,500	1,309,980	1,309,980	1,268,732	-3.15%
General Revenues	235,148	281,796	184,294	217,927	308,895	310,980	42.70%
Total Funding Sources	$ 1,488,092	$ 1,589,835	$ 1,632,030	$ 1,579,738	$ 1,670,706	$ 1,680,882	6.40%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Auto Maint. Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Senior Auto Mechanic	2.00	2.00	1.00	1.00	1.00	1.00
Master Auto Mechanic	4.00	4.00	5.00	5.00	5.00	4.00
Lead Master Auto Mechanic	-	-	-	-	-	1.00
Total	7.00	7.00	7.00	7.00	7.00	7.00

Department Summary

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

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 is continuing to increase. Another major trend affecting Central Garage operations is the uncertainty of fuel costs. In recent years past (2012 to 2014) prices for both unleaded gasoline and diesel fuel were relatively stable. It remains to be seen whether prices will remain stable in coming years. Stable pricing for 2015 and 2016 is being used for budgeting purposes. Central Garage utilizes information from the Department of Energy in order to make projections for future fuel costs.

2016 Goals - (Quantifiable and Measurable)

1) Develop a working Lead Master Auto Mechanic position for shop supervision and succession. Position intended for promotion of a Master Auto Mechanic.
2) Continue to look for ways to improve efficiency with maintenance and repairs to City vehicles and equipment.
3) Provide and implement training on new advanced vehicles and equipment.

2017-2021 Strategic Goals (Directional and Strategic)

1) Develop and implement Fleet Maintenance procedures that include efficiency with vehicle and equipment maintenance and repairs to reduce down time and for Central Garage to be more efficient.
2) Advance the training of personnel to enhance the efficiency and knowledge of Central Garage Mechanics. Maintaining the City's fleet of vehicles and equipment is very expensive. Maintaining a trained staff is crucial to maintaining an effective Fleet Maintenance Program.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	23,374	27,649	23,729	29,384	38,209	30,209	2.81%
Commodities	26,009	29,800	26,742	29,650	29,650	29,650	0.00%
Capital Outlay	3,000	22,000	22,424	24,000	16,000	21,500	-10.42%
Total Expenditures	$ 52,383	$ 79,449	$ 72,895	$ 83,034	$ 83,859	$ 81,359	-2.02%
Funding Sources:							
Overhead Cost Allocation	$ 11,121	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	41,262	79,449	72,895	83,034	83,859	81,359	-2.02%
Total Funding Sources	$ 52,383	$ 79,449	$ 72,895	$ 83,034	$ 83,859	$ 81,359	-2.02%

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Air compressor				12,000	12,000	
Snap-On Diagnostic Scan tool				12,000	12,000	
Replacement Fuel Pumps						16,000
Storage Tank Cleaning						5,000

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.

2016 Goals - (Quantifiable and Measurable)

Provide training to Mechanics with emphasis on Fire Apparatus Equipment & on new Vactor Sewer Cleaner Truck
Continue to improve inventory control
Utilize the new GASBOY fuel upgrade system to its fullest potential
Continue to utilize the CFA (computerized fleet analysis program) to its full potential
Install and utilize GPS systems on City owned vehicles and equipment to save in fuel cost and lower repair cost.

Department Summary

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

2017-2021 Strategic Goals (Directional and Strategic)

Evaluate the City's Fleet and determine PPU needed to enhance or make Central Garage more efficient with vehicle and equipment repairs.
Continue to keep up to date on training for Central Garage Mechanics.
Work towards making the City's Fleet a Centralized Fleet to reduce vehicles and equipment not needed and to better enhance some activities performed by other divisions.

Department Summary

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

This activity is charged with the installation, repair, and maintenance of 11,000+ traffic control/street identification signs and 6,000+ sign post locations 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. In 2014 approximately 130,000 linear feet of painted street markings and 16,000 linear feet of thermoplastic street markings were put down. The Street Superintendent oversees the administration of this budget account under the leadership of the Director of Public Works.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 66,524	$ 90,324	$ 94,518	$ 98,545	$ 98,593	$ 101,485	3.0%
Contractual Services	1,680	2,262	1,538	2,475	2,475	2,475	0.0%
Commodities	48,774	44,284	29,021	57,450	57,450	57,450	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Total Expenditures	$ 116,978	$ 136,870	$ 125,077	$ 158,470	$ 158,518	$ 161,410	1.9%
Funding Sources:							
Reimbursement	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
General Revenues	116,978	136,870	125,077	158,470	158,518	161,410	1.9%
Total Funding Sources	$ 116,978	$ 136,870	$ 125,077	$ 158,470	$ 158,518	$ 161,410	1.9%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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

Trends and Issues:

Staff will continue working to identify and replace sign face material on traffic control signs to adhere to the Federal Reflectivity Standards. Historically City owned parking areas are scheduled for paint re-marking on a 3 year rotation. City owned parking and handicap areas include the following areas; Downtown parking areas, Elmdale Park, Animal Shelter, Fairgrounds Water Park, Golf Course, Zoo/Home Builders parking and the Airport parking areas.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

1) Continue working on replacement of signs identified as not meeting the Federal Reflectivity requirements.
2) Increase linear feet of painted street markings on aged asphalt and concrete streets.

2017-2021 Strategic Goals (Directional and Strategic)

1) Continue to manage and maintain the sign and sign location GIS and dataset information.
2) Continue night time sign retroreflectivity inspections to identify signs that do not meet Federal Reflectivity requirements. These inspections should be done every other year.
3) Continue day time sign condition inspections to identify signs that are failing condition or damaged. These inspections should alternate years with the night time inspections.
4) Prepare for the inception of the APWA accreditation process.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 725,567	$ 769,376	$ 596,325	$ 766,686	$ 610,302	$ 756,205	-1.4%
Contractual Services	31,752	22,277	55,758	20,313	37,213	53,513	163.4%
Commodities	13,447	12,053	8,908	18,300	18,300	18,300	0.0%
Capital Outlay	2,899	5,445	1,201	100	100	100	0.0%
Total Expenditures	$ 773,665	$ 809,151	$ 662,192	$ 805,399	$ 665,915	$ 828,118	2.8%
Funding Sources:							
Overhead Cost Allocation	$ 525,531	$ 660,007	$ 665,729	$ 660,427	$ 660,427	$ 679,057	2.8%
General Revenues	248,134	149,144	(3,537)	144,972	5,488	149,061	2.8%
Total Funding Sources	$ 773,665	$ 809,151	$ 662,192	$ 805,399	$ 665,915	$ 828,118	2.8%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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	2.00	2.00	2.00	2.00	2.00
Construction Proj. Coord.	1.00	-	-	-	-	-
Engineering Tech-Design	2.00	2.00	2.00	2.00	2.00	2.00
Engineering Tech-Constr.	3.00	3.00	3.00	3.00	3.00	2.00
Secretary	-	-	-	-	-	-
Total	9.00	9.00	9.00	9.00	9.00	8.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Books	New	100				100
Plan holding filing cabinet	New	5,000				

Department Summary

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

Current Trends and Issues:

The Engineering Department will continue to work with Human Resources to fill vacant positions with qualified candidates. We anticipate project design schedules for the end of 2015 and into 2016 to fall somewhat short of proposed schedules with vacant positions. Additional consultants may be needed in the interim for design and construction engineering of selected projects.

2016 Goals - (Quantifiable and Measurable)

- Execute the 2016 Street Maintenance Program.
- Complete the construction of the first and second phase of Main Street Reconstruction.
- Complete the design of the second and third phase of the Main Street Reconstruction Project.
- Complete the design of an aging water main replacement project.
- Complete the construction of an aging water main replacement project.
- Complete the construction of a sanitary sewer rehab project.
- Complete the design of a sanitary sewer rehab or water main replacement project.
- Complete pavement marking inspection and identify replacement needs.
- Review top ten accident locations and evaluate potential safety improvements.
- Conduct annual audit of citywide sign reto-reflectivitiy levels. Schedule non-compliant signs for replacement.
- Utilize bike and pedestrian masterplan to identify an opportunity for a transportation enhancement grant.

2017-2021 Strategic Goals (Directional and Strategic)

- Revise/update technical specs by 2017
- Revise/update standard details by 2018
- Document processes in order to become an Accredited American Public Works Agency by 2019
- Final project cost vs. initial project budget – target 5% under budget.
- Percent of CIP project contracts completed by original contract date – target 80%.
- Average cost change of projects during construction – target 2%.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 146,505	$ 148,240	$ 143,698	$ 165,698	$ 165,698	$ 151,912	-8.32%
Contractual Services	92,514	99,857	110,206	99,151	99,151	116,981	17.98%
Commodities	38,631	25,678	28,125	36,650	36,650	33,650	-8.19%
Capital Outlay	32,000	-	-	-	-	7,700	0.00%
Total Expenditures	$ 309,650	$ 273,775	$ 282,029	$ 301,499	$ 301,499	$ 310,243	2.90%
Funding Sources:							
Overhead Cost Allocation	$ 79,361	$ 70,470	$ 69,518	$ 75,345	$ 75,345	$ 77,530	2.90%
General Revenues	230,289	203,305	212,511	226,154	226,154	232,713	2.90%
Total Funding Sources	$ 309,650	$ 273,775	$ 282,029	$ 301,499	$ 301,499	$ 310,243	2.90%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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	2.00	2.00	2.00	2.00	2.00	2.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Enclosed 7' x 12' Trailer	New/Maint					3,900
Generators	Replacement					3,800

Department Summary

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

Trends and Issues:

The traffic control division goal is to maintain the operation of our traffic signal system, emergency sirens and street lights and perform necessary upgrades and repairs. Some signalized intersections and street lights in town experience frequent malfunction due to old wiring, we plan to gradually install new wiring, this will reduce disruption to traffic and reduce emergency call outs and maintenance.

2016 Goals - (Quantifiable and Measurable)

* Conduct scheduled inspection (twice a year) of signals and pedestrian crossings. Repair or replace defective items.
* Conduct scheduled inspections(twice/yr & after wind storms) of street lights. Repair and replace defective items.
* Conduct 20 tests of the emergency warning sirens. Repair or replace defective items.
* Perform inspections of RR Crossings on a monthly basis and do necessary repairs.

2017-2021 Strategic Goals (Directional and Strategic)

* Evaluate options to make battery backup of emergency sirens more reliable.
* Evaluate number of tests needed for emergency sirens. Each test requires 160 miles of travel and 13 man-hours.
* Continue preventive maintenance and correct major issues to reduce number of callouts to less than 36/year.

Department Summary

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

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

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$142,625	$173,363	$225,713	$227,498	$227,426	$233,198	2.51%
Contractual Services	16,512	14,620	15,546	18,730	18,730	18,870	0.75%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$159,137	$187,983	$241,258	$246,228	$246,156	$252,068	2.37%
Funding Sources:							
Overhead Cost Allocation	$109,426	$153,213	$210,150	$201,907	$201,907	$206,696	2.37%
General Revenues	49,711	34,770	31,108	44,321	44,249	45,372	2.37%
Total Funding Sources	$159,137	$187,983	$241,258	$246,228	$246,156	$252,068	2.37%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
GIS & Support Sys Manager	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Systems Tech			1.00	1.00	1.00	1.00
Engineering Associate	1.00	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	3.00	3.00	3.00	3.00

Current Trends and Issues:

Data, geographic & otherwise, continues to be in high demand. Other City departments & the general public are moving toward Web, mobile & lightweight (e.g. tablet) devices, which present new challenges in serving them with our existing GIS infrastructure.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

- Increased use of Lucity (asset, request & work management system).
  Additional divisions/departments using system.
- Implement & support field work order data entry.
- Provide data reporting/analysis capabilities using Crystal Reports to identify trends and improve work processes.
- Ensure work done within the division is not dependent on one staff member.

2017-2021 Strategic Goals (Directional and Strategic)

- Increased availability & utilization of GIS technology on mobile devices.
- Expand the use of GIS technology as a productivity enhancement tool for city employees.
- Expand GIS on the City's website to improve citizen access to information and promote transparency in city government.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 263,277	$ 270,239	$ 274,600	$ 281,747	$ 281,747	$ 283,543	0.64%
Contractual Services	96,589	95,180	109,417	107,144	107,144	108,250	1.03%
Commodities	2,364	624	678	1,180	1,180	1,900	61.02%
Capital Outlay	10,087	-	31,000	19,500	19,500	12,000	-38.46%
Total Expenditures	$ 372,317	$ 366,044	$ 415,695	$ 409,571	$ 409,571	$ 405,693	-0.95%
Funding Sources:							
Licenses and Permits	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	372,317	366,044	415,695	409,571	409,571	405,693	-0.95%
Total Funding Sources	$ 372,317	$ 366,044	$ 415,695	$ 409,571	$ 409,571	$ 405,693	-0.95%

Department Summary

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

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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
Office Manager	-	-	-	-	-	-
Total	3.00	3.00	3.00	3.00	3.00	3.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Blue Print Storage System	New	1,200				
Office Furniture				19,500	19,500	12,000

Trends and Issues:

The residents of Hutchinson continue to increase the demand for more recreational amenities throughout the community and the community leaders continue to increase pressure on existing resources as they struggle to find funds to address the quality of life issues related to this community. As the limited resources continue to be stretched, this division/department is going to challenged to maintain facilities and equipment within appropriate standards.

2016 Goals - (Quantifiable and Measurable)

1. Budget to improve staff work stations by completing the park office renovation
2. Budget to refocus on general maintenance activities that have been overlooked in the past
3. Budget to continue staff development through education and training

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to evaluate the overall conditions of the public buildings and enhance overall appearance and functionality of the facilities.
2. Continue to drive efficiencies across the organization by centralizing redundant work functions.
3. Continue to evaluate long term sustainability of current business practices.
4. Continue to enhance the image of the department by improving training processes, developing sound business practices, and adding critically needed skill sets when staffing changes occur.

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 129.68 acres.

This Division provides year-round maintenance services to recreational athletic fields, playgrounds, trails, and public buildings. The public buildings include Memorial Hall, Rice Park Community Center, Hutchinson Animal Shelter, Public Works Facility, Airport Terminal and City Hall. The Division's goal is to ensure clean, safe, and accessible facilities and well maintained grounds. The Division maintains 20 buildings, 2 rental facilities, 16 public restrooms and 7 fire stations while juggling any number of special projects.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 587,458	$ 602,663	$ 551,344	$ 612,600	$ 612,600	$ 618,770	1.01%
Contractual Services	131,959	159,180	168,384	141,201	141,201	153,606	8.79%
Commodities	202,987	196,328	168,595	169,650	169,650	181,850	7.19%
Capital Outlay	35,864	22,161	47,840	38,300	38,300	39,300	2.61%
Total Expenditures	$ 958,268	$ 980,332	$ 936,164	$ 961,751	$ 961,751	$ 993,526	3.30%
Funding Sources:							
Facility Rentals	$ 21,142	$ 21,322	$ 24,827	$ 26,500	$ 26,500	$ 21,700	-18.11%
Overhead Cost Allocation	352,256	393,252	358,314	358,314	358,314	367,465	2.55%
General Revenues	584,870	565,758	553,023	576,937	576,937	604,361	4.75%
Total Funding Sources	$ 958,268	$ 980,332	$ 936,164	$ 961,751	$ 961,751	$ 993,526	2.73%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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	1.00
Park Janitoral Worker	-	-	-	-	-	1.00
Irrigation Maint. Tech.	1.00	-	-	-	-	-
Heavy Equip Operator	1.00	1.00	1.00	-	-	-
Building Maint Tech II	-	-	-	1.00	1.00	1.00
Building Maint Tech I	-	-	-	-	-	3.00
Maintenance Worker	3.00	3.00	3.00	3.00	3.00	-
Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total	11.00	10.00	10.00	10.00	10.00	11.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Fish stocking program	Maintenance	1,000		1,500	1,500	1,500
Chain link fence for ball field repa	Maintenance	6,500		10,000	10,000	10,000
Replace irrigation flow meters	Replacement	4,000				
Replace irrigation controllers	Replacement	4,000				
Laser Leveling Transmitter for sk	New	3,200				
Replace trash/recycle receptacle	Replacement	4,000				
Scrubber for Rental Bldgs	Maintenance					2,500
Picnic Tables, Chairs, Grills	Replacement					10,000
Concrete Saw	New					2,800
Replace Shade Cover WaterPark	Replacement					2,500
8" Rip/Rap for Carey Park Lagoon				10,000	10,000	10,000
New doors for Shadduck park				5,500	5,500	
Tables, chairs and locker for the park				8,800	8,800	
Jumping Jack soil compactor				2,500	2,500	

Current Trends and Issues:

As pressure continues to mount on the overall city budget, this division has been called on to perform more construction related work in order to control expenditures related to constructing new or renovating existing facilities. Prior to 2008, this division spent less than 50% of it time on new construction and since that time that number is closer to 80-90%. In the future it will be necessary to utilize more of our workforce to maintain the new facilities and trails developed at Rivers Banks Orchard park, other trail additions and to update existing park playground equipment.

2016 Goals - (Quantifiable and Measurable)

1. Continue to make improvements to the Rivers Banks Orchard Park; Install phase III of the parking lot, extend 200' of 8" water line to the fishing area, install street lighting along the road and extend the road to the fishing pond.
2. Make improvements to the Park office building.
3. Replace playground equipment in Garden Grove Park.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to identify hazardous conditions on the playgrounds and replace equipment that has been identified as being unsafe by the National Playground Safety Institutes current standards.
2. Attempt to budget from a proactive position rather than a reactive one.
3. Identify and improve maintenance on facilities that need improvements and repairs.
4. Continue playground replacements - Robert Daines Playground in Area #6 and Rice Park Playground .

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 396,851	$413,331	$ 396,516	$417,778	$ 411,673	$ 430,028	2.93%
Contractual Services	74,581	80,837	84,323	86,943	86,943	88,245	1.50%
Commodities	73,595	71,681	68,861	78,755	78,755	79,600	1.07%
Capital Outlay	2,746	10,230	21,805	22,250	22,250	20,300	-8.76%
Total Expenditures	$ 547,773	$576,079	$ 571,506	$605,726	$ 599,621	$ 618,173	2.05%
Funding Sources:							
Private Contributions	$ -		$ -	$ -	$ -	$ -	0.00%
Gift Shop Reimburse	13,968		30,036	18,000	18,000	18,000	0.00%
General Revenues	533,805	576,079	541,470	587,726	581,621	600,173	2.12%
Total Funding Sources	$ 547,773	$576,079	$ 571,506	$605,726	$ 599,621	$ 618,173	2.05%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Zoo Director	1.00	1.00	1.00	1.00	1.00	1.00
Senior Keeper	-	-	-	-	-	-
Zoo Keeper	5.00	5.00	5.00	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

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Incubator	Replacement	1,000				
Water spigot behind porcupine & ringtail enclosure	Maintenance	500				
Large Message Center	New	1,000				
Recycling stations and trash cans	New	5,000				
Work unit for Director's office	Replacement	2,400				
Upgrade Ferret Exhibit	Replacement					5,000
New Stalls and Train Loading Station	New					6,000
Furniture	Replacement					1,500
Centrifuge & Microscope	New					500
OTTERS!!!!						2,000
Wire to redo Bobcat enclosure top				1,500	1,500	
Extend height and re-do Ringtail, Porcupine & Crow enclosures				3,500	3,500	
Staffing Level Consultant				10,000	10,000	
Refrigerator for Wild Care Center	Replacement			700	700	
Table Saw	Replacement			500	500	
Fire-proof file cabinet				750	750	
Radio	New			300	300	300
Exterior Perimeter Fence	Replacement			5,000	5,000	5,000

Trends and Issues:

The Zoo continues to redefine itself as a new director gets established in his role. The Zoo is still evaluating our rehabilitation services for every injured animal that the public brought to the Zoo. While the Zoo's mission is still to support conservation efforts in every way possible, everyone recognizes that there is a real cost to providing that care and, in many cases, there are other options available for addressing these issues.

Staffing continues to be the number one challenge to our operations, from repriorized maintenance of the physical plant, rehabilitation services, educational, guest services and animal care. This item has long been ignored and the overall condition of the structures/exhibits continues to be challenging to maintain standards and staffing turnover, from burnout continues to suffer. Staff is looking into ways to generate revenue to offset additional costs for staffing and improvements.

2016 Goals - (Quantifiable and Measurable)

1) Addition of new Otter Exhibit.
2) Increase workspace and organization in the maintenance area.
3) Improve our Black Footed Ferret exhibit in the Discovery building.

2017-2021 Strategic Goals (Directional and Strategic)

1) Ultimately the Zoo needs an overall Master/Strategic plan to allow us to set yearly goals, budgets and fundraising.
2) The Zoo is also to go through AZA accreditation in 2018. This process will also mean a review of our facilities, staffing, and operations to make sure we meet the increasing standards required.
3) With the new addition of the Educator/Volunteer Coordinator, we expect to see an increase in programs offered to the community.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 517,263	$ 623,261	$ 570,106	$ 657,353	$ 657,353	$ 662,799	0.83%
Contractual Services	66,080	77,455	70,556	84,369	84,369	84,269	-0.12%
Commodities	165,898	149,937	179,945	183,600	183,600	162,250	-11.63%
Capital Outlay	5,205	-	29,846	34,000	34,000	34,150	0.44%
Total Expenditures	$ 754,446	$ 850,654	$ 850,454	$ 959,322	$ 959,322	$ 943,467	-1.65%
Funding Sources:							
Private Contributions	$ 15,000	$ 10,000	$ 10,000	$ 15,000	$ 15,000	$ 15,000	0.00%
General Revenues	739,446	840,654	840,454	944,322	944,322	928,467	-1.68%
Total Funding Sources	$ 754,446	$ 850,654	$ 850,454	$ 959,322	$ 959,322	$ 943,467	-1.65%

Personnel Schedule
Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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	-
Forestry Tech.						2.00
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
Turf Maint Tech	-	-	1.00	1.00	1.00	1.00
Irrigation Maint. Tech.	-	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	3.00	3.00	3.00	2.00
Total	8.00	9.00	10.00	10.00	10.00	10.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Greenhouse benches	New	2,500				
Out-front Mowers w/60" Decks	Replacement	18,000				
20' Tandem Axle Equip Trailer	Replacement	7,000				
Scoreboard - Rice Park	Replacement			10,000	10,000	
Lexan covering for greenhouse	Replacement			11,000	11,000	
Bucket truck leveling cables	Replacement			5,000	5,000	
Replacement of Flow Meters & Controllers				8,000	8,000	8,000
Trencher - Used	Replacement					9,000
Aerator	Maintenance					9,750
Scoreboard - Stremel	Replacement					6,500
Tiller	New					900

Trends and Issues:

This division completed the installation of a new greenhouse structure in 2012 and 2013 will mark the first full season for growing stock in that structure. Again, as budget pressures increase, staff was looking for ways to decrease cost while not impacting resident services. The new greenhouse operation is expected to pay for itself with four years do to the cost savings associated with growing our own stock versus purchasing the stock from outside vendors.

This division has undertaken several renovation projects with the intent of reducing costs and improving the aesthetic value of different parts of the community. As an example, in the downtown district, staff has been aggressively increasing the number of perennial flowers in these beds to reduce the cost associated with planting annuals.

This division continues to see significant street tree loss related to the drought conditions of the past three years. Additionally, many highly stressed trees are also expected to be casualties in the upcoming years.

2016 Goals - (Quantifiable and Measurable)

We plan to plant approximately 7,000 annuals through out the downtown and city parks. We also plan to do at least 2 tree planting projects with the tree board and other outside groups planting between 40-50 trees

2017-2021 Strategic Goals (Directional and Strategic)

We aim to create and improve an efficient forestry operations with the restructuring we have done within the division. We are also working towards improving efficiency within the greenhouse operations and exploring the options of using volunteers to help in the greenhouse during the winter/spring months.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 57,706	$ 63,070	$ 76,625	$ 84,975	$ 108,363	$ 91,303	7.45%
Contractual Services	-	-	1,401	1,750	1,750	1,750	0.00%
Commodities	-	-	1,125	3,150	3,150	3,150	0.00%
Capital Outlay	-	-	2,495	3,000	3,000	3,000	0.00%
Total Expenditures	$ 57,706	$ 63,070	$ 81,646	$ 92,875	$ 116,263	$ 99,203	6.81%
Funding Sources:							
Service Charges	57,706	63,070	76,625	91,200	75,000	75,000	-17.76%
General Revenues	(0)	-	5,021	1,675	41,263	24,203	1344.89%
Total Funding Sources	$ 57,706	$ 63,070	$ 81,646	$ 92,875	$ 116,263	$ 99,203	6.81%

Personnel Schedule
Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Facilities Worker	0.00	0.00	0.00	0.00	0.50	0.50

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Buffer Machine Shared Floor Scrubber	New			3,000	3,000	3,000

Trends and Issues:

During the 2010 and 2011 bid process only three vendors submitted bids for the various city facilities. These bids had increases from 10-68% depending upon the building and the services needed so the city elected to bring some of the services in house. It became evident that securing a quality contractor to perform the custodial services needed in City building would be 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.
City staff have talked to HCC, USD308, and Promise Regional Hospital all of whom have explored or experienced similar issues with outsourcing the custodial services. All of these agencies have since brought the services in house to some degree and are paying wages comparable to what the city is.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

1. Continue to monitor staffing levels to ensure they align with ultimate cleaning needs of facilities.
2. Continue to improve on "quarterly" floor care operations (stripping/waxing and carpet cleaning etc.).
3. Continue quarterly training of cleaning staff on new cleaning methods, safety, and existing equipment use.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to improve on "quarterly" floor care operations (stripping/waxing and carpet cleaning).
2. Provide outside professional training for staff to allow for up-to-date methods for cleaning and equipment.

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	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. For 2010 the City terminated the management agreement with the Fox Theater and leased the hall to Hutch Hall Productions to manage events at the facility. In June 2010 Hutch Hall productions opted out of the contract and operations and maintenance were taken over by City Parks/Facilities Staff.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 19,718	$ 20,412	$ 17,281	$ 23,081	$ 8,809	$ 22,962	-0.52%
Contractual Services	61,024	63,623	76,557	69,105	69,105	67,311	-2.60%
Commodities	10,208	10,445	10,763	14,450	14,450	13,200	-8.65%
Capital Outlay	7,859	5,603	4,147	3,500	3,500	2,500	-28.57%
Total Expenditures	$ 98,809	$ 100,084	$ 108,747	$ 110,136	$ 95,864	$ 105,973	-3.78%
Funding Sources:							
Rental Fees	$ 8,648	$ 6,730	$ 6,138	$ 7,000	$ 7,000	$ 7,000	0.00%
Concession Revenue	$ 5,635	$ 4,166	$ 7,228	$ 5,300	$ 5,300	$ 5,730	8.11%
General Revenues	84,527	89,187	95,381	97,836	83,564	93,243	-4.69%
Total Funding Sources	$ 98,809	$ 100,084	$ 108,747	$ 110,136	$ 95,864	$ 105,973	-3.78%

Personnel Schedule
Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Facilities Worker	0.00	0.00	0.00	0.00	0.50	0.50

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Floor Scrubber	Replacement	5,500				
Building & Equipment		5,500				
Heavy Duty Deep Well Entrance Mats				1,500	1,500	
Upgrades to sound/amplification system				1,200	1,200	
Sound Lighting Supplies				800	800	2,000
Refrigerator	Replacement					500

Department Summary

Department:	Division:	Activity:
Parks and Facilities	Parks & Facilities Maintenance	Memorial Hall (6970-564)

Trends and Issues:

The City markets Memorial Hall for productions, events, and entertainment. Due to the lack of air conditioning, it's use is limited in summer months.

2016 Goals - (Quantifiable and Measurable)

1. Continue to try to increase rentals/revenues at Memorial Hall.
2. Try different methods/items in our concessions to increase revenues in that area.
3. Consider rate charges for setting up for events and or use of amenities (tables, chairs, etc.) to offset labor costs.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to try to increase rentals/revenues at Memorial Hall.
2. Re-evaluate rental rates and other charges to consider future rate increases to offset labor and operation costs.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	186,087	189,966	213,008	209,651	209,651	200,537	-4.35%
Commodities	20,362	20,351	21,868	23,500	23,500	23,500	0.00%
Capital Outlay	-	-	-	4,500	4,500	-	-100.00%
Total Expenditures	$ 206,449	$ 210,317	$ 234,876	$ 237,651	$ 237,651	$ 224,037	-5.73%
Funding Sources:							
Rental Fees	$ 6,678	$ 4,245	$ 1,975	$ 4,000	$ 4,000	$ 6,500	62.50%
Advertising	30	-	-	-	-	-	#DIV/0!
Expense Reimbursement	49,337	44,464	49,324	50,000	50,000	50,000	0.00%
Concession Revenue	12,947	27,117	15,429	15,000	15,000	12,500	-16.67%
Soft Drink Contract	19,625	8,598	8,034	9,000	9,000	9,000	0.00%
General Revenues	117,831	125,892	160,114	159,651	159,651	146,037	-8.53%
Total Funding Sources	$ 206,449	$ 210,317	$ 234,876	$ 237,651	$ 237,651	$ 224,037	-5.73%

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Electrical Panels	Replacement			4,500	4,500	

Current Trends and Issues:

The Sports Arena continues to be a major venue for junior college athletics. A portion of the ticket prices are captured and placed into a capital improvement reserve to allow for replacement items such as seats and upgrades such as scoreboards or ADA compliance changes. This City has a contract with Hutchinson Community College which renews each year unless renegotiated.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

1. Maintain the sports arena in current state in preperation of the renovation

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue Sports Arena Renovation Project - Vote passed in April 2015.

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 Inspection, Finance, City Manager, Law, Engineering, and the City Council chambers which is used by various boards and committees.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	69,117	79,828	80,012	85,949	85,949	82,449	-4.07%
Commodities	11,387	10,529	8,037	9,700	9,700	9,700	0.00%
Capital Outlay	5,031	5,300	16,338	17,000	17,000	22,000	29.41%
Total Expenditures	$ 85,535	$ 95,657	$ 104,387	$ 112,649	$ 112,649	$ 114,149	1.33%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Overhead Cost Allocation	26,740	29,605	30,245	30,245	30,245	36,528	20.77%
General Revenues	58,795	66,052	74,142	82,404	82,404	77,621	-5.80%
Total Funding Sources	$ 85,535	$ 95,657	$ 104,387	$ 112,649	$ 112,649	$ 114,149	1.33%

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Guest chair replacement	Replacement	3,500				20,000
Door/Jams & Breakroom	Replacement					2,000
Replace Sidewalk	Replacement			17,000	17,000	
Wayfinding Signage	New					

Trends and Issues:

This facility has been undergoing significant renovations during the past year. It is expected that this process will continue with specific upgrades/renovations listed herein. The shift will be towards maintaining the improvements made as part of this project and budgeting to address smaller yet needed improvements that were not incorporated with this latest remodeling project. Some of these include reworking the area outside of the old drive up window to include better ADA accessibility in this area. Future projects will include adding needed storage to the print/copy room, adding storage to the document vault, and eventually addressing both public and staff restroom needs in the facility.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

1. Continue upgrades to landscaping and exterior design of front entryway.
2. Replace 7 office doors/jams on west side offices.
3. Upgrades to breakroom (new VCT tile, ceiling tile & sink/counter/cabinets).

2017-2021 Strategic Goals (Directional and Strategic)

1. Remodel/expand restrooms to better fit needs and size of staff assigned in City Hall.
2. Parking lot upgrades - Mill and overlay and replace curb/gutter and sidewalk areas.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 107,535	$ 72,133	$ 68,904	$ 80,460	$ 80,460	$ 79,508	-1.18%
Contractual Services	12,391	12,567	11,463	14,453	14,453	14,803	2.42%
Commodities	19,169	19,092	17,888	19,700	19,700	19,200	-2.54%
Capital Outlay	80	6,865	7,397	7,600	7,600	8,300	9.21%
Total Expenditures	$ 139,175	$ 110,658	$ 105,651	$ 122,213	$ 122,213	$ 121,811	-0.33%
Funding Sources:							
Private Contributions	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Service Charges	19,457	18,486	21,232	20,000	20,000	16,800	-16.00%
General Revenues	119,718	92,172	84,420	102,213	102,213	105,011	2.74%
Total Funding Sources	$ 139,175	$ 110,658	$ 105,651	$ 122,213	$ 122,213	$ 121,811	-0.33%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Cemetery Sexton	1.00	1.00	1.00	1.00	1.00	1.00
Cemetery Maint. Tech.	1.00	1.00	-	-	-	-
Total	2.00	2.00	1.00	1.00	1.00	1.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Other Equip	Replacement	600		800	800	
Heckendorn 36" Rotary Riding Mower	Replacement	6,800		6,800	6,800	
Two Piece Boxes	Requirement					800
Chapel Style Tent	Replacement					5,000
Electric Crane	New					2,500

Department Summary

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

Trends and Issues:

Since this work unit is a part of the Horticulture and Forestry Division and has some seasonality to how it operates it was decided to move one of the full-time employees into the Horticulture and Forestry Division and replace that position with seasonal hours. It was also decided that the Horticulture and Forestry Division will be responsible for providing assistance from their full time staff as required to ensure that we have the appropriate coverage in the functions that the Eastside Cemetery provides.

2016 Goals - (Quantifiable and Measurable)

Repairs of cinder block wall along Cleveland St.
Repairs or replacement of mausoleum flooring

2017-2021 Strategic Goals (Directional and Strategic)

Replacement to the west windows of the mausoleum
Re-examine the ability of adding a second full time position to the cemetery staff.
Replace existing signage with new

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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 1,132,309	$ 963,770	$ 1,005,763	$ 1,072,112	$ 1,072,112	$ 1,085,121	1.21%
Contractual Services	73,971	90,831	93,277	101,400	105,100	112,100	10.55%
Commodities	8,757	12,747	13,768	13,700	13,700	13,700	0.00%
Capital Outlay	446	692	1,072	3,250	3,750	1,000	-69.23%
Total Expenditures	$ 1,215,483	$ 1,068,040	$ 1,113,880	$ 1,190,462	$ 1,194,662	$ 1,211,921	1.80%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	1,215,483	1,068,040	1,113,880	1,190,462	1,194,662	1,211,921	1.80%
Total Funding Sources	$ 1,215,483	$ 1,068,040	$ 1,113,880	$ 1,190,462	$ 1,194,662	$ 1,211,921	1.80%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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	1.00	1.00	1.00
Secretary	2.00	2.00	2.00	2.00	2.00	2.00
Records Technician	4.00	4.00	5.00	5.00	5.00	5.00
Records Supervisor	-	-	-	1.00	1.00	1.00
Desk Clerks	3.00	3.00	2.00	1.00	1.00	1.00
Evidence Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total	17.00	17.00	17.00	16.00	16.00	16.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Library Books	New	721		500	500	1,000
Secure ID Tokens	Replacement			2,750	2,750	

Department Summary

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

Current Trends and Issues:

The largest budgeted increase for this account is a result of the maintenance agreement for our Records Management system which continues to increase roughly 5% each year.

2016 Goals - (Quantifiable and Measurable)

With the move of Officer Snell to a police detective/analyst position, we wish to pursue the hiring of a Police Technology Specialist to assist Lt. Nelson with technical issues within the PD. We currently have a vacancy in the records division created by Lori Burgess resignation. We intend to fill this position as soon as possible.

2017-2021 Strategic Goals (Directional and Strategic)

1) Continue to look for technology and methodology that enhances the delivery of services to both officers and citizens of Hutchinson. We also want to ensure that we have the technical staff needed to support these technological improvements.

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 budgeted amount is based on 14% of the overall operation budget for the Jail. City of Hutchinson prisoners make up 14% of the daily population of the county jail.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	337,674	376,411	356,381	406,500	355,000	350,000	-13.90%
Commodities	220	854	2,651	2,300	2,500	2,500	8.70%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$ 337,894	$ 377,265	$ 359,032	$ 408,800	$ 357,500	$ 352,500	-13.77%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	337,894	377,265	359,032	408,800	357,500	352,500	-13.77%
Total Funding Sources	$ 337,894	$ 377,265	$ 359,032	$ 408,800	$ 357,500	$ 352,500	-13.77%

Current Trends and Issues:

According to the Undersheriff, the Jail expenses will significanly decrease due to the construction of the new jail and the elimination of boarding prisoners in other jurisdictions. The new jail is set to open in August of 2015. We have received projected jail operational costs and it appears that we may see a significnat reduction in our costs.

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 adult and juvenile investigations. The adult investigators follow up and investigate criminal and drug related activities. The juvenile investigators work closely with schools, courts, and various welfare agencies on juvenile problems.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 4,913,610	$ 5,119,559	$ 5,157,881	$ 5,224,247	$ 5,491,798	$ 5,350,416	2.42%
Contractual Services	102,129	85,690	101,252	89,250	95,050	95,050	6.50%
Commodities	238,424	238,663	294,984	237,650	258,050	258,050	8.58%
Capital Outlay	8,551	7,315	13,453	16,000	16,000	13,500	-15.63%
Total Expenditures	$ 5,262,714	$ 5,451,227	$ 5,567,571	$ 5,567,147	$ 5,860,898	$ 5,717,016	2.69%
Funding Sources:							
Reimbursement	$ 100,789	$ 125,018	$ 73,836	$ 105,000	$ 105,000	$ 100,000	-4.76%
Impoundment/auction	1,282	1,595	481	-	-	-	0.00%
General Revenues	5,159,554	5,324,614	5,493,254	5,462,147	5,755,898	5,617,016	2.84%
Total Funding Sources	$ 5,261,624	$ 5,451,227	$ 5,567,571	$ 5,567,147	$ 5,860,898	$ 5,717,016	2.69%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Police Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	5.00	5.00	5.00	5.00	5.00	5.00
Detective Sergeant	2.00	2.00	2.00	2.00	2.00	2.00
Police Sergeant	9.00	9.00	9.00	9.00	9.00	9.00
Patrol Officer	48.00	50.00	50.00	50.00	50.00	50.00
Total	65.00	67.00	67.00	67.00	67.00	67.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Taser replacement	Replacement	6,000		6,000	6,000	10,000
Desk top scanner replacement	Replacement	1,500		1,500	1,500	
Ticket writer printer replacement	Replacement	700		700	700	
IP Camera	Replacement			1,800	1,800	
DVD Burner Robot	New					3,500
Upgrade Audio/Visual Equipmer	Replacement			6,000	6,000	

Current Trends and Issues:

We continue to fill vacant positions. In 2014 and beginning of 2015 we had a few retirements, resignations and terminations. We currently have 6 officers in various stages of training and we intend to fill two current vacant positions. If we are able to retain the officers in training, we intend to fill at least one vacant position in the detective division and provide more officers in the patrol division.

2016 Goals - (Quantifiable and Measurable)

1) Continue to improve our recruiting and hiring efforts by implementing more efficient and practical methods
2) Become more effective in reducing crime by utilizing new predictive policing software and analyzing crime trends
3) If we can keep our staffing levels up, we will attempt to place another detective in the Drug Enforcement Unit (DEU)
4) Re-establish our Citizen Police Academy and look for better ways of engaging the community (social media, etc.)

2017-2021 Strategic Goals (Directional and Strategic)

1) Becoming more aggressive in employee succession planning to fill key roles in the future
2) Re-evaluate the structure of top management within the department
3) Begin planning for the building changes that will occur with the opening of the new jail in August of 2015
4) Look for emerging trends to provide more efficient and effective law enforcement services to increase quality of life issues in Hutchinson.

Department Summary

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

This function 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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	17,155	28,226	29,901	33,000	33,000	33,000	0.00%
Commodities	1,394	377	1,872	950	950	950	0.00%
Capital Outlay	-	-	4,175	-	-	-	0.00%
Total Expenditures	$ 18,549	$ 28,603	$ 35,948	$ 33,950	$ 33,950	$ 33,950	0.00%
Funding Sources:							
Records Fees	$ 3,076	$ 2,464	$ 3,239	$ 3,000	$ 3,000	$ 3,000	0.00%
Intergovernmental	8,598	636	29,432	17,000	17,000	17,000	0.00%
Fingerprinting Charges	1,370	4,330	3,045	2,500	2,500	2,500	0.00%
General Revenues	5,506	21,174	232	11,450	11,450	11,450	0.00%
Total Funding Sources	$ 18,549	$ 28,603	$ 35,948	$ 33,950	$ 33,950	$ 33,950	0.00%

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Microfilm Reader	Replacement					

Current Trends and Issues:

We are funding all of our annual maintenance contracts in this account to support the increasing need to make our records available through our computers and data storage systems.

2017-2021 Strategic Goals (Directional and Strategic)

1) Begin looking at solutions to transfer all microfilm records to computer based format. Abandon old technology.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	31,267	17,825	19,584	21,000	21,000	21,000	0.00%
Commodities	2,559	704	4,301	3,000	3,500	3,500	16.67%
Capital Outlay	-	-	-	-	-	-	0.00%
Total Expenditures	$ 33,826	$ 18,529	$ 23,885	$ 24,000	$ 24,500	$ 24,500	2.08%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	33,826	18,529	23,885	24,000	24,500	24,500	2.08%
Total Funding Sources	$ 33,826	$ 18,529	$ 23,885	$ 24,000	$ 24,500	$ 24,500	2.08%

Current Trends and Issues:

With the approval of the additional two patrol positions, we have been able to contribute one officer to the Reno County Drug Enforcement Unit. Although we are budgeted for 71 commission officers, we are currently operating with 69 officers with four of them still in training. We are in the process of attempting to find two more candidates to fill the remaining vacancies.

Department Summary

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

This account is where the city pays the county for the use of the Law Enforcement Center. The primary costs are housekeeping functions including utilities, building repairs and maintenance and minor equipment.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	123,395	117,814	126,539	127,857	123,000	137,135	7.26%
Commodities	1,606	2,145	124	3,000	2,500	2,500	-16.67%
Capital Outlay	17,001	-	-	-	-	-	0.00%
Total Expenditures	$ 142,002	$ 119,958	$ 126,663	$ 130,857	$ 125,500	$ 139,635	6.71%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
General Revenues	142,002	119,958	126,663	130,857	125,500	139,635	6.71%
Total Funding Sources	$ 142,002	$ 119,958	$ 126,663	$ 130,857	$ 125,500	$ 139,635	6.71%

Current Trends and Issues:

The City also accumulates shared costs with the County for facility repairs and contractual services which are increasing.

Department Summary

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

Emergency Dispatch 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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 853,919	$ 971,426	$ 984,753	$ 1,154,411	$ 1,154,411	$ 1,155,783	0.12%
Contractual Services	28,836	25,553	38,160	35,500	46,000	51,500	45.07%
Commodities	5,300	4,028	16,170	8,300	17,000	20,000	140.96%
Capital Outlay	1,348	4,142	1,049	3,000	3,000	15,000	400.00%
Total Expenditures	$ 889,403	$ 1,005,148	$ 1,040,131	$ 1,201,211	$ 1,220,411	$ 1,242,283	3.42%
Funding Sources:							
Intergovernmental	$ -	$ 534,019	$ 461,169	$ 581,557	$ 581,557	$ 653,097	12.30%
General Revenues	889,403	471,129	578,962	619,654	638,854	589,187	-4.92%
Total Funding Sources	$ 889,403	$ 1,005,148	$ 1,040,131	$ 1,201,211	$ 1,220,411	$ 1,242,283	3.42%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Dispatch Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst Dispatch Director				1.00	1.00	1.00
Asstnt Admin Services Director	1.00	-	-	1.00	1.00	-
Shift Supervisor	4.00	5.00	5.00	4.00	4.00	4.00
Dispatcher	13.00	13.00	13.00	13.00	13.00	14.00
HRCEC Office Assistant	-	-	-	1.00	1.00	1.00
Total	19.00	19.00	19.00	21.00	21.00	21.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Chair replacements	Replacement	3,000				
Office Equip for vacated space	New					15,000
Misc Office supplies that can't be funded through 911				3,000	3,000	

Department Summary

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

Current Trends and Issues:

1) It remains a challenge to find and retain qualified staff to fill dispatch positions. Although we are not fully staffed, we have increased our staffing levels considerably. There are many new positions that are currently in training and we will continue the hiring process in hopes of achieving full staffing levels.
2)We currently have one Communications Technician position vacant in the Radio Maintenance 7191 account. The need for clerical staff outweighs the need for an additional technician, therefore we are requesting that we eliminate the technician position in 7191 and create a clerical position in this account 7190, that will offer support to the Lead technician along with the HRCEC and Reno County Emergency Management. This position will be a 50/50 cost share with the County; No additional funding will be needed.

2016 Goals - (Quantifiable and Measurable)

1) Establish a relevant and effective training program for all staff.
2) Maintain and implement training on the continuity of operations plan (COOP).
3) Develop, implement and maintain professional standards through a comprehensive Quality Assurance Program that includes Emergency Medical Dispatch Protocols, Telephone techniques and radio use.

2017-2021 Strategic Goals (Directional and Strategic)

Plan, develop and implement policies, procedures and equipment needs to transition to Next Generation 911

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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 117,642	$ 62,487	$ 58,402	$ 68,254	$ 70,003	$ 65,943	-3.39%
Contractual Services	7,314	2,272	14,937	27,675	27,600	27,600	-0.27%
Commodities	13,328	15,537	22,650	25,800	25,500	25,500	-1.16%
Capital Outlay	3,460	-	1,049	1,500	1,500	1,500	0.00%
Total Expenditures	$ 141,744	$ 80,297	$ 97,039	$ 123,229	$ 124,603	$ 120,543	-2.18%
Funding Sources:							
Reimbursement	$ 81,396	$ 44,139	$ 62,720	$ 60,000	$ 60,000	$ 60,000	0.00%
General Revenues	60,348	36,157	34,318	63,229	64,603	60,543	-4.25%
Total Funding Sources	$ 141,744	$ 80,297	$ 97,039	$ 123,229	$ 124,603	$ 120,543	-2.18%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Lead Communication Tech	1.00	1.00	1.00	1.00	1.00	1.00
Communication Tech I	1.00	1.00	1.00	-	-	-
Total	2.00	2.00	2.00	1.00	1.00	1.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Radio Equipment	Replacement	500				500
Misc				1,500	1,500	
File Cabinet						1,000

Current Trends and Issues:

Get all of the 800mhz radio updated to where we can get all of the "bugs" that we've found the last couple years taken care of and the Sedgwick zones converted to the new system. Work on setting up a training class to educate officers on our radios.

Department Summary

Department:	Division:	Activity:
Police	Emergency Communications	Radio Maintenance (7191-511)

2016 Goals - (Quantifiable and Measurable)

Continuing Education for Radio Comm Tech's – to ensure they are certified on our new system by end of 2015 when our first year support expires.
Upgrade software and programming cables as needed; tools- etc.

2017-2021 Strategic Goals (Directional and Strategic)

Stay current with technology trends.

Department Summary

Department:	Division:	Activity:
Public Safety	Animal Services	Animal Control (7410-481)

This activity is charged with conducting the animal control services, enforcing city codes and state law concerning the protection and control of domestic animals within the City of Hutchinson. It is also charged with assisting the Animal Shelter staff with cleaning the Shelter.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 153,544	$ 151,256	$ 158,687	$ 158,641	$ 159,641	$ 154,276	-2.75%
Contractual Services	8,249	5,328	8,977	6,650	6,550	6,550	-1.50%
Commodities	14,290	13,288	12,725	18,000	18,000	18,000	0.00%
Capital Outlay	492	361	120	1,000	1,000	1,000	0.00%
Total Expenditures	$ 176,575	$ 170,233	$ 180,509	$ 184,291	$ 185,191	$ 179,826	-2.42%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Licenses and Permits	-	-	-	-	-	-	0.00%
General Revenues	176,575	170,233	180,509	184,291	185,191	179,826	-2.42%
Total Funding Sources	$ 176,575	$ 170,233	$ 180,509	$ 184,291	$ 185,191	$ 179,826	-2.42%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 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:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Other Equipn	Replacement	1,000		1,000	1,000	1,000

Department Summary

Department:	Division:	Activity:
Public Safety	Animal Services	Animal Control (7410-481)

Current Trends and Issues:

Animal Control is scheduled to purchase a new truck from the MERF in 2016. This should decrease our spending in vehicle repairs. The OT increase is due to the continued effort by Animal Control to move the egrets out of the city. This requires ACO's to work OT in the evenings as the egrets are finding a place to roost. Another reason for this is that due to manpower shortages our ACO's are coming in on their days off to help clean the Shelter

2016 Goals - (Quantifiable and Measurable)

1) Continue training the ACO's by getting them all certified in animal cruelty investigations

2) Increase enforcement and encourage owner reunification

Department Summary

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

Fire Administration is responsible for providing direction, oversight and control of the entire fire department organization. In addition, Fire Administration provides significant oversight and coordination for the City's Disaster and Emergency Operation functions.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 552,303	$ 746,147	$ 747,717	$ 637,272	$ 637,272	$ 706,785	10.91%
Contractual Services	11,869	14,848	20,700	19,405	19,405	19,875	2.42%
Commodities	3,724	6,261	3,420	5,425	5,425	5,425	0.00%
Capital Outlay	-	-	130	7,600	7,600	7,600	0.00%
Total Expenditures	$ 567,896	$ 767,256	$ 771,966	$ 669,702	$ 669,702	$ 739,685	10.45%
Funding Sources:							
Service Charges	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Intergovernmental	102,562	140,101	147,600	128,047	128,047	141,428	10.45%
General Revenues	465,334	627,155	624,366	541,655	541,655	598,257	10.45%
Total Funding Sources	$ 567,896	$ 767,256	$ 771,966	$ 669,702	$ 669,702	$ 739,685	10.45%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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
Fire Training Chief	-	-	1.00	1.00	1.00	1.00
Administrative Asst.	1.00	1.00	1.00	1.00	1.00	1.00
Total	6.00	6.00	7.00	7.00	7.00	7.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Library Books	New	300		300	300	300
Desk, chair and computer	New			7,300	7,300	7,300

Department Summary

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

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.

2016 Goals - (Quantifiable and Measurable)

1. Care for, train, and ensure the safety of our employees.
2. Develop our organization to lead the fire service in our region.
3. Deploy and manage our resources effectively.
4. Reach out to our community.
5. Develop and implement a wildland fire plan.
6. Develop and implement a student intern program.
7. Develop and implement an explorer program.
8. implement work on a 5 year Fire Department Strategic Plan.
9. Continue to work on building 3 new fire stations and the Hutchinson Fire Department Standard of Cover
10. Continue the development and partnership with HCC with implementing Strategic Plan for the regional fire training center.

2017-2021 Strategic Goals (Directional and Strategic)

1. Maintain leadership in the region regarding fire service issues.
2. Establish a healthy workforce.
3. Maintain awareness of issues that affect the city.
4. Pursue an improved ISO rating.
5. Review and control costs of our services
6. Find innovative ways to increase funding.
7. Maintain a standard of coverage assessment.
8. Maintain the Strategic Plan that addresses facilities and fleet.
9. Continue the apparatus replacement program and adding to our wildland fleet
10. Pursue succession planning and officer development.

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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 172,308	$ 183,207	$ 91,671	$ 178,536	$ 178,536	$ 187,468	5.00%
Contractual Services	1,942	3,889	2,561	3,940	3,940	8,371	112.46%
Commodities	3,679	2,499	3,893	4,400	4,400	4,400	0.00%
Capital Outlay	1,820	479	5,008	6,525	6,525	14,025	114.94%
Total Expenditures	$ 179,749	$ 190,074	$ 103,132	$ 193,401	$ 193,401	$ 214,264	10.79%
Funding Sources:							
Service Charges	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Intergovernmental	32,822	34,708	18,832	$ 36,978	$ 36,978	$ 40,967	10.79%
General Revenues	146,927	155,367	84,300	$ 156,422	$ 156,422	$ 173,296	10.79%
Total Funding Sources	$ 179,749	$ 190,074	$ 103,132	$ 193,401	$ 193,401	$ 214,264	10.79%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
2009 International Fire Code lic	New	750				
Desk and Chair	New					1,100
3 Partitions	New					600
LapTop computer	New					2,000
Office Supplies						500
Camera Bundle	New					600
Rechargeable Flashlight	New					650
computerized Fire Extinguisher	Trainer					8,000
Fire Prevention Code Books						375

Department Summary

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

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.

2016 Goals - (Quantifiable and Measurable)

1. Proactively improve life safety, minimize losses and reduce the risks from fire through education, application of codes and investigation

2017-2021 Strategic Goals (Directional and Strategic)

1. Enhance our public education program
2. Promote the Hutchinson Fire Department.
3. Participate in special events.
4. Survey our customers.
5. Enhance the fire department website.

Department Summary

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

In response to a growing area and a diversification of responsibilities, the Hutchinson Fire Department continues to expand into an "all hazards" response agency. The Fire Fighting Division provides a wide variety of emergency and non-emergency services including: fire suppression, emergency medical services, technical rescue (confined space, trench, high-angle, vehicle extrication, water rescue and structural collapse), hazardous materials response and public education.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 5,923,446	$ 6,094,148	$ 5,968,364	$ 6,446,867	$ 6,170,022	$ 6,272,014	-2.71%
Contractual Services	107,727	138,880	161,416	162,943	191,064	199,417	22.38%
Commodities	252,817	276,469	303,043	291,575	325,501	332,276	13.96%
Capital Outlay	52,005	48,402	64,817	52,025	52,025	68,325	31.33%
Total Expenditures	$ 6,335,995	$ 6,557,899	$ 6,497,640	$ 6,953,410	$ 6,738,612	$ 6,872,032	-1.17%
Funding Sources:							
Intergovernmental	$ 1,156,953	$ 1,197,472	$ 1,242,349	$ 1,351,662	$ 1,310,593	$ 1,313,933	-2.79%
Reimbursement	-	-	-	-	-	-	0.00%
General Revenues	5,179,042	5,360,427	5,255,291	5,601,748	5,428,019	5,558,100	-0.78%
Total Funding Sources	$ 6,335,995	$ 6,557,899	$ 6,497,640	$ 6,953,410	$ 6,738,612	$ 6,872,032	-1.17%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Fire Training Captain	2.00	2.00	1.00	1.00	1.00	1.00
Fire Captain	27.00	27.00	24.00	24.00	24.00	24.00
Fire Drivers	27.00	27.00	24.00	24.00	24.00	-
Fire Fighters	27.00	27.00	33.00	33.00	33.00	57.00
Total	83.00	83.00	82.00	82.00	82.00	82.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Fire-Fighting Equipment	Replacement	42,382		68,300	68,300	69,800
Books	New	3,570		7,100	7,100	7,100
Medical Equipment	Replacement	2,526		6,625	6,625	6,625
Office Equipment				9,600	9,600	9,600

Department Summary

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

Current Trends and Issues:

As the City of Hutchinson and surrounding areas grow, further expansion of residential areas into the Wildland-Urban interface is inevitable. The panoramic views, wildlife, fresh air, and solitude are just a few of the reasons that tempt people to locate in the wildland brush and grass areas surrounding Hutchinson. Thousands of homes in the U.S. have been lost in wildland fires. With the high frequency of recent fires in these grass land areas surrounding Hutchinson, the Hutchinson Fire Department is proposing the creation of a Comprehensive Wildland Fire Management Plan. The Plan addresses fire prevention, fuel reduction programs, evacuation & sheltering plans, as well as enhancing fire suppression capabilities and training.

2016 Goals - (Quantifiable and Measurable)

1. Continue developing a comprehensive training plan for all members of the Hutchinson Fire Department.
2. Maintain a training plan.
3. Provide state of the art training facilities.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue the work with design and upgrade of fireground skills.
2. Continue with design and upgrade fire officer management curriculum.
3. Continue the apparatus driving program and adjust to improve driver safety.
4. Evaluate and adjust the ongoing regional fire training program.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	176,377	204,896	215,883	234,229	234,229	238,675	1.90%
Commodities	14,071	12,326	13,325	19,450	19,450	21,579	10.95%
Capital Outlay	9,834	2,224	7,650	12,075	12,075	18,575	53.83%
Total Expenditures	$ 200,282	$ 219,446	$ 236,857	$ 265,754	$ 265,754	$ 278,829	4.92%
Funding Sources:							
Intergovernmental	$ 36,571	$ -	$ 45,287	$ 50,812	$ 50,812	$ 53,312	4.92%
General Revenues	163,711	219,446	191,570	214,942	214,942	225,517	4.92%
Total Funding Sources	$ 200,282	$ 219,446	$ 236,857	$ 265,754	$ 265,754	$ 278,829	4.92%

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Buildings	Replacement	-		1,000	1,000	1,000
Household Furn/Equip	Replacement	2,224		11,075	11,075	13,675
Lawn Care Equipment	Replacement					3,400
Air compressor	Replacement					500

Trends and Issues:

The Hutchinson Fire Department and Hutchinson Community College have entered into a partnership to develop a regional fire training center to be situated on the Hutchinson Fire Department's 53-acre Fire Command and Training Center located at 3201 East 4th Street. The College will relocate their fire science program to this location and will build a new state-of-the-art classroom facility. Both agencies will enter into an agreement for joint use of the facilities and props to enhance their fire training capabilities. Training programs will be offered to regional fire departments, as well as utility and industrial companies. The goal is to produce a practical, multi-purpose facility capable of meeting the fire department's diverse training needs, as well as forming strong bonds with partners with similar requirements.

Department Summary

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

2016 Goals - (Quantifiable and Measurable)

Continue our Capital Improvement Program (CIP) aimed at correcting facility and equipment concerns.
Move into new fire station around April 2016 located at 100 East Ave E.
Start construction of second fire station in spring of 2016 to be finished around November of 2016 located at1024 North Hendricks

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to maintain our facilities.
2. Start construction of third fire station in early spring of 2017

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 along with the spervision of the new rental inspection program.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 351,238	$ 426,887	$ 445,932	$ 454,173	$ 454,173	$ 522,415	15.03%
Contractual Services	89,494	58,777	41,832	72,682	74,327	81,542	12.19%
Commodities	13,401	15,846	14,329	17,602	17,575	21,590	22.66%
Capital Outlay	8,994	1,618	5,665	3,500	3,500	9,950	184.29%
Total Expenditures	$ 463,127	$ 503,128	$ 507,757	$ 547,957	$ 549,575	$ 635,497	15.98%
Funding Sources:							
Licenses and Permits	$ 387,455	$ 893,723	$ 593,472	$ 411,500	$ 417,000	$ 427,000	3.77%
Service Charges	160	-	-	-	-	102,500	0.00%
Overhead Cost Allocation	19,711	20,711		18,735	18,735	18,735	0.00%
General Revenues	55,801	(411,305)	(85,715)	117,722	113,840	87,262	-25.87%
Total Funding Sources	$ 463,127	$ 503,128	$ 507,757	$ 547,957	$ 549,575	$ 635,497	15.98%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Building & Inspection Director	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Assistant	-	-	1.00	1.00	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
Rental Housing Inspector	-	-	-	-	-	1.00
Total	6.00	6.00	7.00	7.00	7.00	8.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Miscellaneous Office Equipment	Replacement	1,000		2,000	2,000	7,350
On-line ICC 2009 code subscriptic	Replacement	3,000				
Code Books				1,500	1,500	2,100
Radio Equipment	Replacement					500

Trends and Issues:

- If the City Council adopts the recommendation that would require general contractors to have passed a national recognized test in order to be licensed to do work within the city limits in 2016, our department will be working with the Hutchinson Builders Association and ICC to provide continuing education for general contractors.
- Pursuing the condemnation and demolition of unsafe and hazardous structures continues to be a high priority for this department in 2016.

2016 Goals - (Quantifiable and Measurable)

- Code Enforcement Division will begin to inspect the list of 500 homes in poor condition for property maintenance violations. Existing staff will be working on this project, so the timeline would be working through 2015 to be 50% complete.
- Building Inspection Division will continue to coordinate with the IT Department for mobile accessibility of blueprints and permits in the field for the inspectors. The goal for completion would be the end of 2016.

2017-2021 Strategic Goals (Directional and Strategic)

Begin transferring all hard copy permit, files & blueprints to digital form and creating a database to access the information.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	232,856	238,000	284,097	275,000	275,000	309,000	12.36%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers	367,000	312,000	310,000	325,000	325,000	375,000	15.38%
Total Expenditures	$ 599,856	$ 550,000	$ 594,097	$ 600,000	$ 600,000	$ 684,000	14.00%
Transfers Out	100,000	100,000	100,000	100,000	100,000	100,000	0.00%
Total Funding Uses	$ 699,856	$ 650,000	$ 694,097	$ 700,000	$ 700,000	$ 784,000	12.00%
Funding Sources:							
Sales Taxes	699,856	650,000	694,097	700,000	700,000	784,000	12.00%
General Revenues	-	-	-	-	-	-	0.00%
Total Funding Sources	$ 699,856	$ 650,000	$ 694,097	$ 700,000	$ 700,000	$ 784,000	12.00%

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.

Growth Allocation Detailed Summary

ITEM	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Economic Development:						
Contractual Services:						
Arts & Humanities Council	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
Market Hutch	96,856	92,000	92,000	92,000	92,000	92,000
Reno County Economic Development Council	63,000	58,000	58,000	58,000	58,000	58,000
Growth, Inc.	45,000	45,000	40,097	46,000	46,000	46,000
DHRP - Third Thursday	-	5,000	2,500	3,000	3,000	-
Community Development at Chamber	-	10,000	15,000	15,000	15,000	-
HRC - Director of Neighborhoods	-	-	-	-	-	15,000
Housing Program Initiatives	-		48,500	33,000	33,000	70,000
Welcome Channel	13,000	13,000	13,000	13,000	13,000	13,000
Total Contractual Services	232,856	238,000	284,097	275,000	275,000	309,000
Reserve Transfers:						
Capital Projects Fund:						
George Pyle Park/Gazebo Improvements	99,000	-	-	-	-	-
South Main & C Ave Parking Lot	18,000	-	-	-	-	-
K-61 & 30th Avenue Gateway Sign	-	62,000	-	-	-	-
ADA Playground - Garden Grove	-	-	-	-	-	50,000
CIP Improvement Reserve:						
Housing Demolition Program	-	-	60,000	75,000	75,000	75,000
Total Reserve Transfers	117,000	62,000	60,000	75,000	75,000	125,000
Total Economic Development	$ 349,856	$ 300,000	$ 344,097	$ 350,000	$ 350,000	$ 434,000
Infrastructure:						
Reserve Transfers:						
Arterial/Collector Maintenance Reserve	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000
Residential Street Resurfacing Reserve	-	-	-	-	-	-
Interfund Transfers						
Transfer to Bond & Interest Fund-Aquatic Center**	100,000	100,000	100,000	100,000	100,000	100,000
Total Infrastructure	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Total Growth Account Expenditures	$ 699,856	$ 650,000	$ 694,097	$ 700,000	$ 700,000	$ 784,000

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

Department Summary

Department:	Division:	Activity:
Non-Departmental	Non-Departmental	E O F (7600-617)

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	75,894	116,316	134,506	267,396	267,396	145,719	-45.50%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers	75,000	75,000	-	-	-	-	#DIV/0!
Total Expenditures	$ 150,894	$ 191,316	$ 134,506	$ 267,396	$ 267,396	$ 145,719	-45.50%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Sales Taxes	150,894	191,316	134,506	267,396	267,396	145,719	-45.50%
General Revenues	-	-	-	-	-	-	0.00%
Total Funding Sources	$ 150,894	$ 191,316	$ 134,506	$ 267,396	$ 267,396	$ 145,719	-45.50%

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 2016 Budget
City of Hutchinson's Sales Tax Receipts and Allocations - Indexing Analysis

	Collection Year			
	FY 2011	FY 2012	FY 2013	FY 2014
Total Sales Tax Collected (City & County)	$ 10,865,620	$ 11,192,916	$ 11,755,730	$ 12,289,011
1/4% Sales Tax Receipts- beginning in 1994	-1,998,560	-2,033,080	-2,160,016	-2,222,752
Excess Sales Tax	8,614,180	13,225,996	13,915,746	14,511,763
Sales Tax used for Indexing (Total Sales Tax less 1/4 cent Sales Tax)	$ 8,867,060	$ 9,159,836	$ 9,595,714	$ 10,066,259
Percentage of previous year collections	105.12%	103.30%	104.76%	104.90%

	Budget Year			
	FY 2013	FY 2014	FY 2015	FY 2016
Growth Allocation x Percentage Change	1,255,561	1,297,018	1,358,738	1,425,366
Annual Growth Account	700,000	700,000	700,000	700,000
Growth Allocation to Reserves *	$ 555,561	$ 597,018	$ 658,738	$ 725,366

* 50% of the Growth allocations are for the Economic Development reserve and	$ 329,369	$ 362,683
50% are for the Capital Improvements reserve.	$ 329,369	$ 362,683

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

Economic Opportunity Funds
Economic Development

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Beginning Balance	$ 297,256	$ 470,107	$ 631,571	$ 759,612	$ 821,585	$ 883,558
Revenues:						
Sales Tax Allocations	247,195	277,781	298,509	329,369	329,369	362,683
Elliott's Farm Lease Payment	1,550	-	-	-	-	-
Transfer from EOF-CIP	-	-	-	-	-	-
Funds Available	$ 546,001	$ 747,888	$ 930,080	$ 1,088,981	$ 1,150,954	$ 1,246,241
Expenditures:						
Contractual Services:						
Draka USA	3,000	-	-	-	-	-
Collins	-	6,667	-	-	-	-
South Hutch	6,667	-	-	-	-	-
Alcoa	-	-	3,713	-	-	-
Hutchinson Land Bank	-	25,000	-	-	-	-
Hutchinson Housing Authority	-	15,000	-	-	-	-
Railroad Spur Property Taxes	51,227	54,649	52,826	55,000	55,000	55,000
Southwest Kansas Coalition	15,000	15,000	-	-	-	-
Hutch Entertainment LLC	-	-	-	100,000	100,000	-
Kohl's Tax Rebate	-	-	77,968	112,396	112,396	90,719
Siemens	-	-	-	-	-	-
Total Expenditures	75,894	116,316	134,506	267,396	267,396	145,719
Ending Balance	$ 470,107	$ 631,571	$ 795,574	$ 821,585	$ 883,558	$ 1,100,522

Economic Opportunity Funds
Capital Improvement Projects

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Beginning Balance	$631,907	$ 804,102	$1,006,883	$1,006,883	$1,336,252	$1,665,620
Revenues:						
Sales Tax Allocations	247,195	277,781	298,509	329,369	329,369	362,683
Funds Available	$879,102	$1,081,883	$1,305,392	$1,336,252	$1,665,620	$2,028,303
Expenditures:						
Contractual Services:						
Transfer to EOF - Economic Dev	-	-	-	-	-	-
Reserve Transfers:						
Dirt street program	-	-	-	-	-	-
K-61 beautification project	-	-	-	-	-	-
Sherman & Kirby water line	-	-	-	-	-	-
Engineering-Windsor Estates	-	-	-	-	-	-
K-61 Fence	-	-	-	-	-	-
ADA Sidewalks	-	-	-	-	-	-
Trails	75,000	75,000	-	-	-	-
Total Expenditures	75,000	75,000	-	-	-	-
Ending Balance	$804,102	$1,006,883	$1,305,392	$1,336,252	$1,665,620	$2,028,303

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	1,039,354	917,559	1,009,005	968,664	968,664	982,803	1.46%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	-	0.00%
Reserve Transfers	1,896,446	1,971,941	2,384,144	2,439,025	2,439,025	3,388,501	38.93%
Total Expenditures	$ 2,935,800	$ 2,889,499	$ 3,393,148	$ 3,407,689	$ 3,407,689	$ 4,371,303	28.28%
Transfers Out	1,965,226	2,003,252	1,927,790	2,595,048	2,572,018	2,757,315	6.25%
Total Funding Uses	$ 4,901,026	$ 4,892,752	$ 5,320,939	$ 6,002,738	$ 5,979,708	$ 7,128,618	18.76%
Funding Sources:							
Overhead Cost Allocation	$ 214,846	$ 216,489	$ 3,179,610	$ 242,123	$ 255,807	$ 255,807	5.65%
Sales Taxes	1,796,580	1,767,908	1,889,528	1,809,731	1,809,731	1,865,320	3.07%
General Revenues	2,889,600	2,908,355	251,801	3,950,883	3,914,169	5,007,490	26.74%
Total Funding Sources	$ 4,901,026	$ 4,892,752	$ 5,320,939	$ 6,002,738	$ 5,979,708	$ 7,128,618	18.76%

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	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Expenditures:						
Contractual Services:						
1/4% Sales Tax - Cosmosphere	$ 730,287	$ 653,573	$ 733,581	$ 702,602	$ 702,602	$ 724,183
1/4% Sales Tax - Underground Salt Museum	110,650	99,026	111,149	106,455	106,455	109,725
Purchasing	(4,334)	(5,604)	(575)	-	-	-
Training & Staff Development	4,708	3,954	925	-	-	-
Employee Recognition Program	21,099	1,954	11,230	12,000	12,000	12,000
SCKEDD & REAP Memberships	11,242	11,222	11,222	13,000	13,000	13,000
Miscellaneous Contractual Services	603	3,284	1,152	5,000	5,000	5,000
Cultural Activities Fund	47,250	47,250	47,250	47,250	47,250	47,250
Hutch Fest Activities	11,250	-	5,000	5,000	5,000	5,000
Arts & Humanities Council	19,600	24,600	24,600	24,600	24,600	24,600
United Way	87,000	78,300	63,471	52,758	52,758	42,045
Total Contractual Services	$ 1,039,354	$ 917,559	$ 1,009,005	$ 968,664	$ 968,664	$ 982,803
Reserve Transfers:						
Risk Management Fund (Premiums)	$ -	$ -		$ -	$ -	$ -
Municipal Equipment Replacement Reserve	650,868	651,752	855,432	1,197,950	1,197,950	1,672,725
Capital Improvement Reserve		297,880	367,680	197,500	197,500	446,863
Pool Maintenance Reserve	7,000	7,000	7,000	7,000	7,000	7,000
1/4% Sales Tax - Street Improvement Reserves	955,643	1,015,309	1,044,798	1,000,675	1,000,675	1,031,413
Capital Improvement Projects Fund	282,935		109,234	35,900	35,900	230,500
Total Reserve Transfers	$ 1,896,446	$ 1,971,941	$ 2,384,144	$ 2,439,025	$ 2,439,025	$ 3,388,501
Transfers Out:						
Special Street Fund	$ 802,189	$ 773,005	$ 624,404	$ 1,292,380	$ 1,263,141	$ 1,308,921
Special Park Fund	67,854	85,125	113,129	112,654	112,654	141,851
Fun Valley Fund	380,098	427,390	383,451	329,834	329,680	317,463
Animal Shelter Fund	300,944	333,658	365,117	376,792	383,155	351,037
Golf Course Fund	219,985	201,030	232,184	214,351	214,351	271,614
Airport Fund	194,155	183,043	209,505	269,037	269,037	366,429
Total Transfers Out	$ 1,965,226	$ 2,003,252	$ 1,927,790	$ 2,595,048	$ 2,572,018	$ 2,757,315
Total Non-Departmental Expenditures	$ 4,901,026	$ 4,892,752	$ 5,320,939	$ 6,002,738	$ 5,979,708	$ 7,128,618

Non-Departmental Narrative
2016 Budget

Contractual Services - $968,664:

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 which was set to expire on March 31, 2014 has been extended for 5 more years. FY16 budget is $724,183.

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 which was set to expire on March 31, 2014 has been extended for 5 more years. FY16 budget is $109,725.

Employee Recognition Program: Beginning in fiscal year 2012, this provides funds to recognize employees for their dedication and years of service. FY16 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. FY16 budget is $13,000.

Miscellaneous Contractual Services: This account pays for various miscellaneous expenses such as licenses, assessments, contributions, interest expenses, fees, and telephone bill review. FY16 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. FY16 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. As fireworks have tighter restrictions due to previous incidents, the projection for the FY16 budget remains reduced to $5,000.

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. FY16 budget is $24,600

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 with contributions ending in 2019. FY16 budget is $42,045.

Reserve Transfers - $3,158,001

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. FY16 budget is $1,672,725.

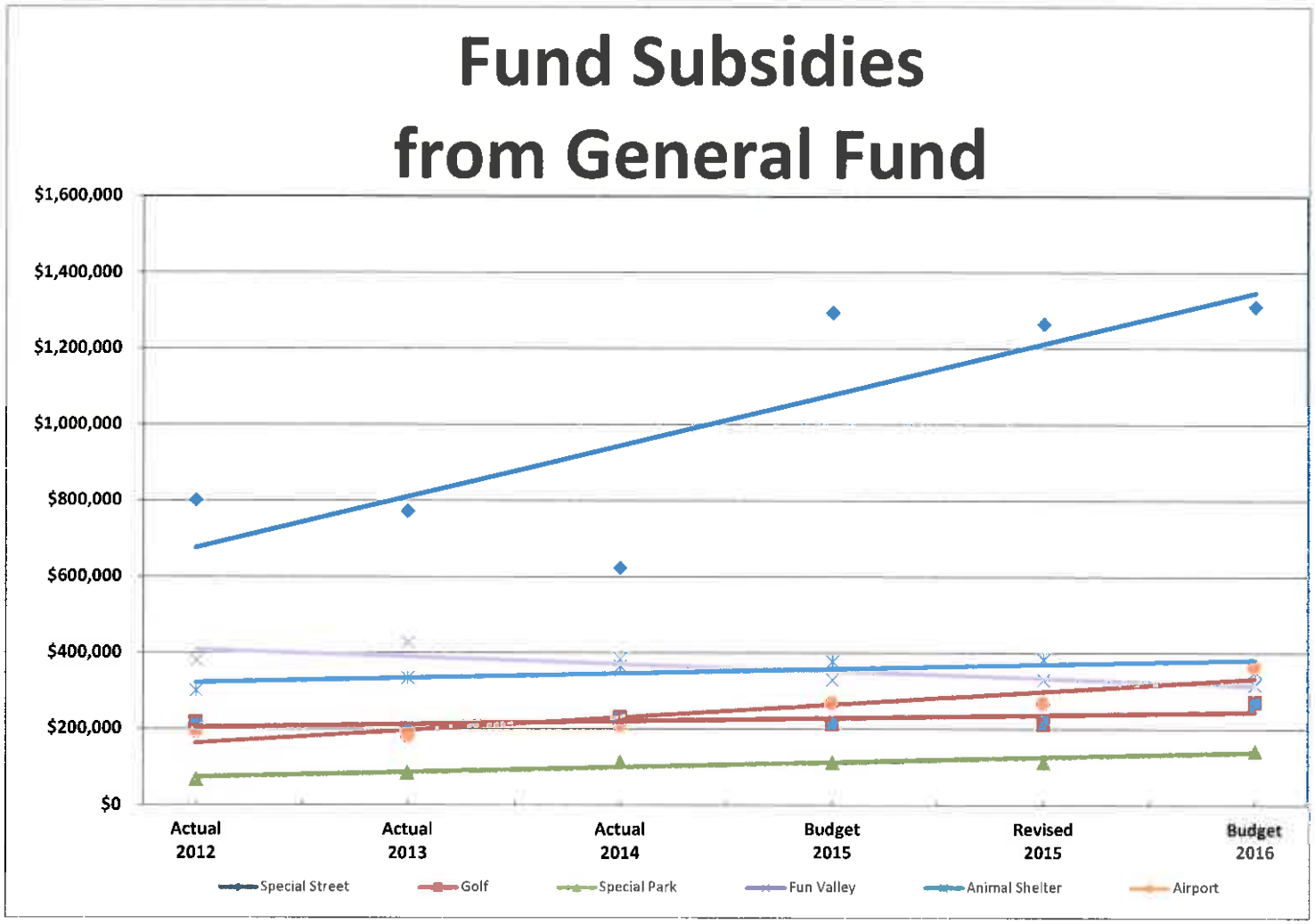
CIP Reserve: This amount reflects transfers from the General Fund to CIP reserve accounts as approved for capital improvement program. Reserve transfers in include $100,000 for park improvements, $75,000 for public facility improvements, $25,000 for fire station improvements, $59,000 for traffic signal upgrades and repairs, $50,000 for airport facility improvements, $75,000 for trail improvements, $35,863 for parking lot resurfacing, and $15,000 for airport land acquisition. The FY16 budget is $446,863.

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. FY16 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. FY16 budget is $1,031,413.

Transfers Out - $2,757,315

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 FY16 is $2,757,315.


Fund Subsidies
from General Fund
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
Actual 2012
Actual 2013
Actual 2014
Budget 2015
Revised 2015
Budget 2016
Special Street
Golf
Special Park
Fun Valley
Animal Shelter
Airport

OVERHEAD COST ALLOCATION
Fiscal Year 2016

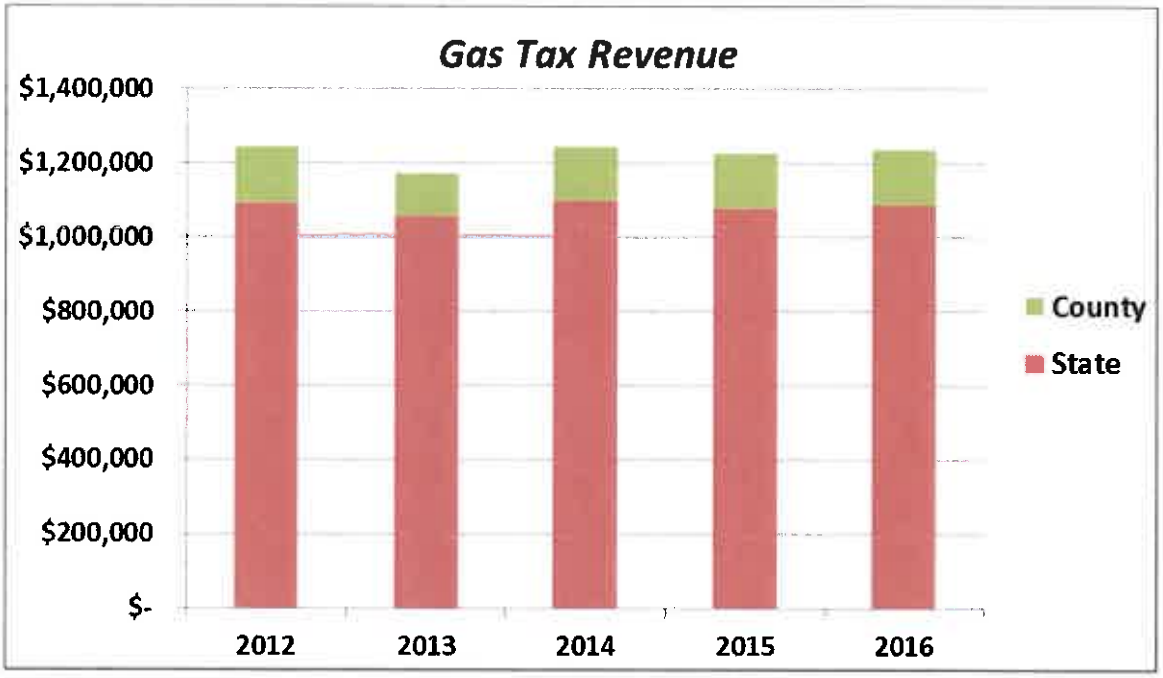
Department	2016 Budget	Category	Water	Sewer	Storm	Refuse	Water	Sewer	Storm	Refuse	Other (2)	TOTAL
City Council	24,000	Budget	12.06%	9.98%	4.00%		$ 2,894	$ 2,394	$ 959			$ 6,247
City Manager	351,877	Budget	12.06%	9.98%	4.00%		42,426	35,102	14,060			91,588
City Attorney	206,686	Budget	12.06%	9.98%	4.00%		24,920	20,618	8,258		42,000	95,797
Human Resources	505,778	Personnel	4.95%	7.18%	0.25%		25,039	36,306	1,264		89,236	151,845
Finance Admin.	394,092	Budget	12.06%	9.98%	4.00%		47,515	39,314	15,747		17,500	120,076
Purchasing	139,540	Budget	12.06%	9.98%	4.00%		16,824	13,920	5,576			36,320
Utility Billing	774,445	Services	46.50%	46.50%		7.00%	360,117	360,117	0	54,211		774,445
Information Tech	637,883	Units/Services					124,281	92,430				216,711
Public Works Admin.	253,925	Functions	40.00%	40.00%	2.00%	0	101,570	101,570	5,078			208,218
Engineering	828,118	Functions	40.00%	40.00%	2.00%		331,247	331,247	16,562			679,057
GIS	252,068	Functions	40.00%	40.00%	2.00%		100,827	100,827	5,041			206,696
Traffic Signal	310,243	Functions	15.64%	9.35%			48,522	29,008	0			77,530
Central Garage	493,508	Fleet	11.00%	9.50%			54,286	46,883	0			101,169
Park Maintenance	993,526	Note 1	26.04%	10.03%			258,760	99,622	0	9,082		367,465
City Hall	114,149	Floor Space	15.00%	15.00%	2.00%		17,122	17,122	2,283			36,528
Non-Departmental	982,803	Budget-Note 3	12.06%	9.98%	4.00%		118,496	98,042	39,270			255,807
Building Insp.	18,735	Note 4	45.96%	54.04%			8,611	10,125	0			18,735
				TOTAL			$ 1,683,457	$ 1,434,648	$ 114,099	$ 63,293	$ 148,736	$ 3,444,233

(1) Based on Risk Management split of Building costs; 25% cost of maintenance worker for Refuse
(2) Risk Management $21,000, Worker's Compensation $21,000, Health/Dental $10,000 for Finance & 30% HR Wages & Benefits, Bond & Interest $7,500
(3) Non-Departmental contractual services
(4) Bldg Insp. - "Personnel" - 25% of 1 Inspector + $2,200 for Office Expense. Added Rental Inspector

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 also includes street cleaning, and snow removal.

This fund is subsidized by the General Fund due to the increasing costs of street maintenance. Revenue has been consistent at $1.3 Million for the past 5 years and is expected to remain at this level into 2016. The following graph depicts State and County revenue distributions over the five year period:

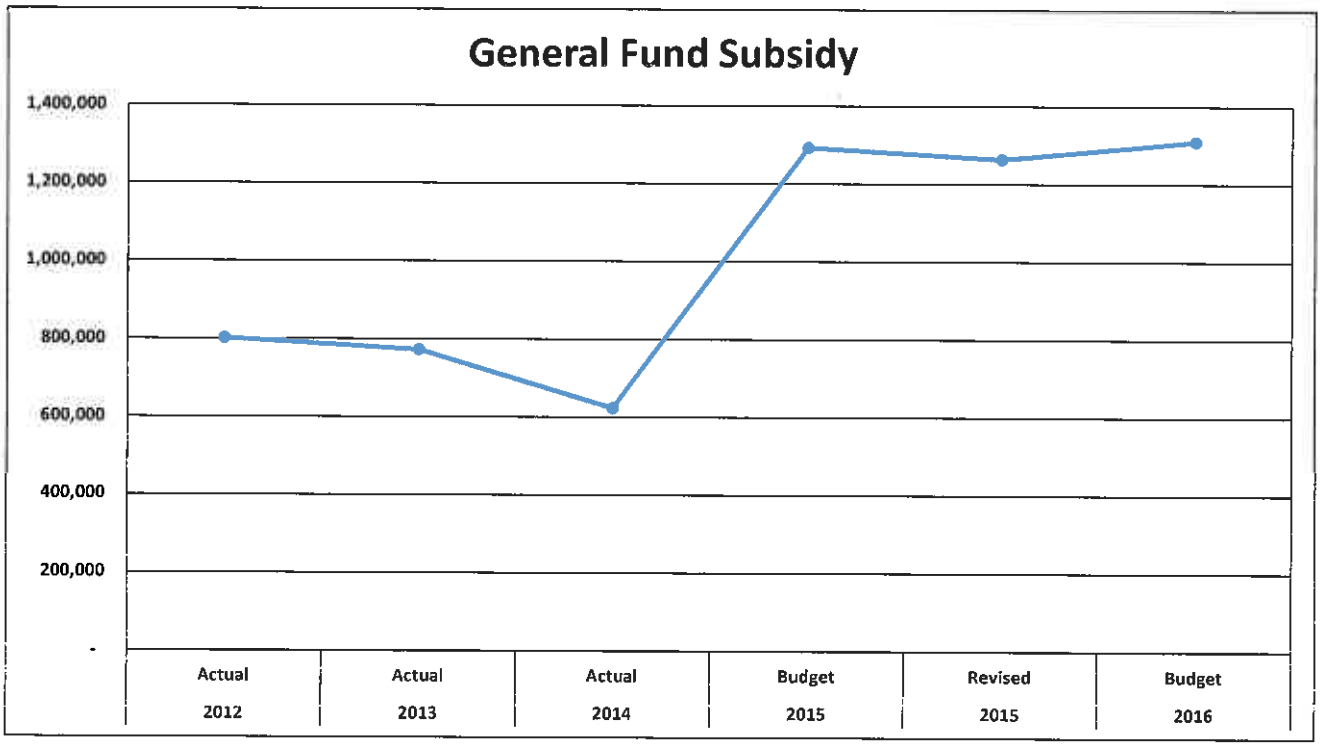


In addition to annually reviewing and monitoring revenue levels, expenditure levels are also monitored for possible adjustments. Overall expenditures in the Special Street fund have averaged $2,251,939 over the past 5 years. The largest expenditure is for street maintenance which has averaged $1,435,736 during these 5 years.

The subsidy from the General Fund is budgeted at $1,308,921 in fiscal year 2016. This is a decrease from fiscal year 2015 by $4,008. The overall increase in the General fund subsidy directly correlates with the MERF plan to replace older equipment.

Special Street (003)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues:						
Revenues	1,311,559	1,229,076	1,338,733	1,284,710	1,291,130	1,294,718
Transfers In - General fund	802,189	773,005	624,404	1,292,380	1,263,141	1,308,921
Funds available	$ 2,113,748	$ 2,002,081	$ 1,963,137	$ 2,577,090	$ 2,554,271	$ 2,603,639
Expenditures:						
Street Maintenance	1,414,330	1,397,488	1,379,636	1,495,618	1,492,973	1,491,610
Street Cleaning	220,918	256,093	247,501	253,972	233,798	257,529
Reserve Transfers-MERF	153,500	148,500	136,000	227,500	227,500	254,500
Reserve Transfers-CIP Reserve	325,000	200,000	200,000	600,000	600,000	600,000
Total Expenditures	2,113,748	2,002,081	1,963,137	2,577,090	2,554,271	2,603,639
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -



Special Street (003)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Intergovernmental Revenues:						
State Gas Tax	$ 1,090,967	$ 1,059,537	$ 1,085,202	$ 1,079,120	$ 1,088,170	$ 1,089,700
County Gas Tax	155,072	111,936	194,901	147,540	144,910	147,280
Connecting Links	54,025	53,951	53,988	54,300	54,300	53,988
County Contribution	-	-	-	-	-	0
Service Charges:						
Street Cuts	5,056	3,448	581	3,750	3,750	3750
Miscellaneous:						
Miscellaneous	418	6	2	-	-	-
Reimbursements	6,021	198	4,059	-	-	-
Total	$ 1,311,559	$ 1,229,076	$ 1,338,733	$ 1,284,710	$ 1,291,130	$ 1,294,718

Department Summary

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

Program Description:

To this account we charge the costs of the Street Maintenance Division activities and more particularly the costs of repair and maintenance of streets and alleys. There are 271 miles of paved streets and over 45 miles of alleys to maintain. In 2014 over 7 miles of asphalt streets received slurry seal preventative maintenance treatments. Approximately 827 tons of asphalt were used in 2014 for for pothole and street repairs. The Street Superintendent oversees the administration of this budget account under the supervision of the Director of Public Works.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 1,005,445	$ 966,959	$ 967,060	$ 1,024,294	$ 1,024,294	$ 1,020,415	-0.38%
Contractual Services	136,369	135,580	139,849	172,524	173,429	169,945	-1.49%
Commodities	272,516	294,949	272,727	292,800	295,250	295,250	0.84%
Capital Outlay	-	-	-	6,000	-	6,000	0.00%
Total Expenditures	$ 1,414,330	$ 1,397,488	$ 1,379,636	$ 1,495,618	$ 1,492,973	$ 1,491,610	-0.27%
Funding Sources:							
Intergovernmental	$ 877,577	$ 857,917	$ 940,823	$ 745,583	$ 754,666	$ 741,737	-0.52%
Reimbursement	-	-	-	-	-	-	0.00%
General Fund Subsidy	536,753	539,571	438,813	750,035	738,307	749,874	-0.02%
Total Funding Sources	$ 1,414,330	$ 1,397,488	$ 1,379,636	$ 1,495,618	$ 1,492,973	$ 1,491,610	-0.27%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Street Superintendent	1.00	1.00	1.00	1.00	1.00	-
Street Supervisor	1.00	1.00	1.00	1.00	1.00	2.00
Heavy Equip. Operator	4.00	4.00	4.00	4.00	4.00	4.00
Equipment Operator	8.00	8.00	8.00	8.00	8.00	8.00
Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.00	2.00	2.00	2.00
Total	18.00	18.00	18.00	18.00	18.00	18.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Trailer to Transport Roller	New	-	-	6,000	-	6,000

Trends and Issues:

In recent years the cost of asphalt and slurry seal materials have increased substantially, but the budgets to perform these maintenance activities has remained essentially the same. As a result, preventative maintenance of the City streets has been falling farther behind each year, allowing the condition of the street pavements to deteriorate and thus reducing the pavement life. The result is more costly street maintenance treatments for the community, such as overlays and street reconstructs. Crack sealing, slurry sealing, pothole and full depth repairs are the preventative maintenance activities the Street Maintenance Divsion is responsible for. Budget funding for these preventative street maintenance activities and treatments needs to be increased. Last year, some residential areas were Chip Surface sealed by contract in a projecs developed by Engineering. This year another contract Chip Seal project is scheduled. With the current depressed condition of streets within the Chip Seal area this has almost doubled the amount of repair and crack sealing the Division has to get accomplished in a condensed time frame.

2016 Goals - (Quantifiable and Measurable)

In recent years the cost of asphalt and slurry seal materials have increased substantially, but the budgets to perform these maintenance activities has remained essentially the same. As a result, preventative maintenance of the City streets has been falling farther behind each year, allowing the condition of the street pavements to deteriorate and thus reducing the pavement life. The result is more costly street maintenance treatments for the community, such as overlays and street reconstructs. Crack sealing, slurry sealing, pothole and full depth repairs are the preventative maintenance activities the Street Maintenance Divsion is responsible for. Budget funding for these preventative street maintenance activities and treatments needs to be increased. Last year, some residential areas were Chip Surface sealed by contract in a projecs developed by Engineering. This year another contract Chip Seal project is scheduled. With the current depressed condition of streets within the Chip Seal area this has almost doubled the amount of repair and crack sealing the Division has to get accomplished in a condensed time frame.

2017-2021 Strategic Goals (Directional and Strategic)

1) Evaluate procedures that may help mitigate pothole issues before they become an aggravation to the driving public.
2) Evaluate and compare current street maintenance BMP's to regional standards.
3) Enhance training opportunities for staff. Streets are an intregal part of the City infrastructure, providing safe travel for the driving public and efficient routes for commerce. A training program for staff is the best investment and crucial to an effective Street Maintenance program.
4) Prepare for the inception of the APWA accreditation process.

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. 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 along with repair and fuel for the two permanent salt spreaders. The Street Superintendent oversees the administration of this budget account under the

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 43,097	$ 45,049	$ 39,294	$ 48,812	$ 28,638	$ 52,369	7.29%
Contractual Services	129,884	127,152	135,176	133,110	133,110	133,110	0.00%
Commodities	47,937	83,892	73,031	72,050	72,050	72,050	0.00%
Capital Outlay	-	-	-	-	-	-	#DIV/0!
Total Expenditures	$ 220,918	$256,093	$247,501	$253,972	$233,798	$257,529	1.40%
Funding Sources:							
Intergovernmental	$ 137,077	$157,215	$168,780	$126,608	$118,180	$128,062	1.15%
Reimbursement	-	-	-	-	-	-	0.00%
General Fund Subsidy	83,841	98,878	78,721	127,364	115,618	129,467	1.65%
Total Funding Sources	$ 220,918	$256,093	$247,501	$253,972	$233,798	$257,529	1.40%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Equipment Operator	1.00	1.00	1.00	1.00	-	1.00
Total	1.00	1.00	1.00	1.00	-	1.00

Trends and Issues:

In fiscal year 2014, the City will continue to evaluate whether to fully contract street sweeping out or whether to perform all of the street sweeping with City labor and equipment (the current street sweeping contract runs through 2016). The City is also evaluating the level of street sweeping desired as a part of the City's storm water management program.

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.

3-year historical trend indicates an increase in salt usage on average of 137 tons and an 8% increase in

2016 Goals - (Quantifiable and Measurable)

1) Try to increase the number of curb miles swept by city staff.

2) Try to establish a consistent method for managing usage of snow and ice removal commodities.

2017-2021 Strategic Goals (Directional and Strategic)

1) Evaluate and compare the contract sweeping program to the city sweeping for effectiveness and level of service provided.

2) Evaluate the existing snow and ice removal BMP's and compare to regional standard.

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.

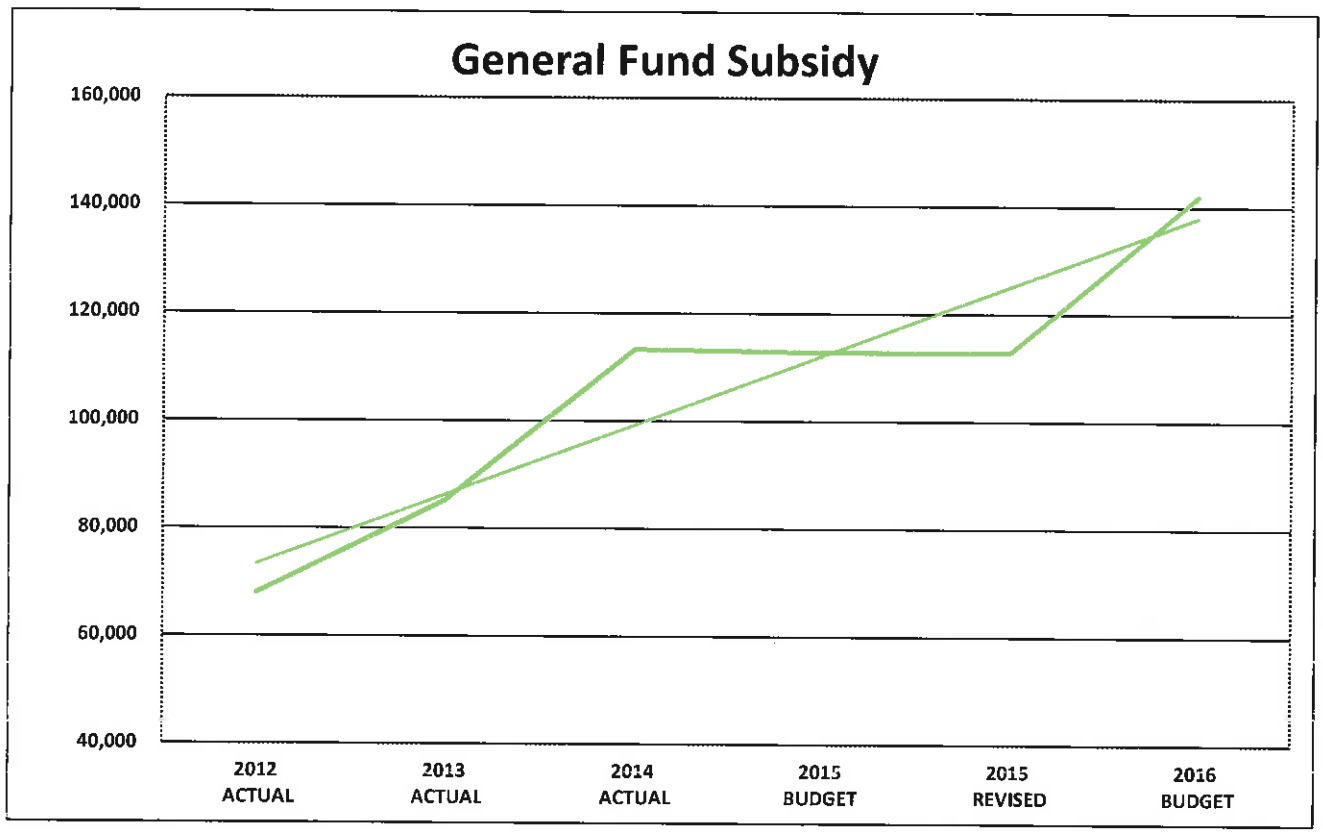
The City uses this for the swimming pool and splash park activity. One full-time employee manages the swimming facilities while the Hutchinson Recreation Commission manages the daily operations. Liquor tax receipts over the past five years are as follows:

Fiscal Year	Liquor Tax Receipts
2010	94,311
2011	96,338
2012	91,978
2013	90,965
2014	92,864
2015 budget	90,816
2016 budget	97,209

Swimming pool expenditures have increased due to aging equipment. This is causing the General Fund subsidy to increase to $141,851 in 2016 compared to $112,654 in the 2015 budget.

Special Parks & Recreation (009)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues:						
Non-Property Taxes:						
Liquor Taxes	$ 91,978	$ 90,965	$ 92,864	$ 90,816	$ 90,816	$ 97,209
Total Revenues	$ 91,978	$ 90,965	$ 92,864	$ 90,816	$ 90,816	$ 97,209
Transfers In	67,854	85,125	113,129	112,654	112,654	141,851
Funds available	$ 159,832	$ 176,090	$ 205,993	$ 203,470	$ 203,470	$ 239,060
Expenditures:						
Swimming Pools	$ 159,832	$ 176,090	$ 205,993	$ 203,470	$ 203,470	$ 239,060
Reserve Transfers	-	-	-	-	-	-
Total Expenditures	$ 159,832	$ 176,090	$ 205,993	$ 203,470	$ 203,470	$ 239,060
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -



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 who also works cooperatively with other City departments making repairs to other water parks and fountains. In addition to the aquatic facilities this unit also maintains irrigation systems that cover approximately 100 acres of developed turf areas such as ball fields, lawns around public buildings, and landscaped areas.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 64,409	$ 63,888	$ 72,476	$ 67,876	$ 67,876	$ 62,507	-7.91%
Contractual Services	64,463	83,503	97,449	84,919	84,919	109,519	28.97%
Commodities	26,936	18,719	27,302	38,175	38,175	54,034	41.54%
Capital Outlay	4,024	9,980	8,767	12,500	12,500	13,000	4.00%
Total Expenditures	$ 159,832	$ 176,090	$ 205,993	$ 203,470	$ 203,470	$ 239,060	17.49%
Funding Sources:							
Intergovernmental	$ 91,978	$ 90,965	$ 92,864	$ 90,816	$ 90,816	$ 97,209	7.04%
Service Charges	-	-	-	-	-	-	0.00%
General Fund Subsidy	67,854	85,125	113,129	112,654	112,654	141,851	25.92%
Total Funding Sources	$ 159,832	$ 176,090	$ 205,993	$ 203,470	$ 203,470	$ 239,060	17.49%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Repair floatable play toys	Maintenance	$ 9,980		$ 12,500		$ 3,000
Replace Shade Structure	Maintenance					$ 3,000
Plastic Floor Boards on Water	Maintenance					$ 7,000

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.

2016 Goals - (Quantifiable and Measurable)

1. Budget to continue to replace items that have reached the end of their useful life - Plastic deck boards on the slide structures, shade coverings.
2. Budget to make routine repairs to items that periodically need those repairs - Paint the exterior of the building, pool painting, floating play features
3. Budget to ensure staff stays current on training.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to ensure the aquatic center is safe and mechanically/structurally sound.
2. Attempt to budget from a proactive position rather than a reactive one.
3. When the operating contract comes to its conclusion there is a need to ensure better cost control measures are put in place.

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 2016 are as follows:

Agency	Amount Requested	Amount Approved
Big Brothers/Big Sisters	$ 10,000	$10,000
Boys & Girls Club	25,000	22,500
Communities That Care	25,000	20,000
Reno Alcohol & Drug Services	10,000	-
Reno County Drug Court	15,400	22,500
SRO Program	10,000	-
	$ 95,400	$75,000

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

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 27,933	$ 7,911	$ 7,127	$ 6,465	$ 9,330	$ 2,865
Revenues:						
Non-Property Taxes:						
Liquor Taxes	$ 91,978	$ 90,965	$ 92,864	$ 90,816	$ 90,816	97,209
Interest Income	-	-	-	-	-	-
Total Revenues	$ 91,978	$ 90,965	$ 92,864	$ 90,816	$ 90,816	$ 97,209
Transfers In	-	-	-	-	-	-
Funds available	$ 119,911	$ 98,876	$ 99,991	$ 97,281	$ 100,146	$ 100,074
Expenditures:						
Contractual Services	$ 95,000	$ 81,750	$ 66,375	$ 89,980	$ 89,980	$ 75,000
Commodities	-	-	-	-	-	-
Total Expenditures	$ 95,000	$ 81,750	$ 66,375	$ 89,980	$ 89,980	$ 75,000
Transfers Out	$ 17,000	$ 10,000	$ 24,286	$ 7,301	$ 7,301	$ 15,000
Ending Balance, December 31	$ 7,911	$ 7,127	$ 9,330	$ -	$ 2,865	$ 10,074

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 for the development and maintenance of a convention center. The Hotel and Convention Center was in receivership and in September 2014 it has been sold. A new agreement is not yet settled and the City is retaining these proceeds for the short term.

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

Fiscal Year	Taxes Collected
2010	525,970
2011	553,517
2012	569,635
2013	796,258
2014	713,459
2015 budget	700,000
2016 budget	725,000

Convention & Tourism Promotion (030)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues:						
Non-Property Taxes:						
Transient Guest Tax	$ 569,635	$ 796,258	$ 713,459	$ 700,000	$ 700,000	$ 725,000
Miscellaneous	-	-	-	-	-	-
Total Revenues	$ 569,635	$ 796,258	$ 713,459	$ 700,000	$ 700,000	$ 725,000
Transfers In	-	-	-	-	-	-
Funds available	$ 569,635	$ 796,258	$ 713,459	$ 700,000	$ 700,000	$ 725,000
Expenditures:						
Convention & Tourism Bureau	$ 325,506	$ 461,347	$ 407,691	$ 393,657	$ 393,657	$ 407,943
Convention Center Subsidy	233,029	323,810	220,388	295,243	295,243	305,957
Reserve Transfer-CIP Reserve	11,100	11,100	85,380	11,100	11,100	11,100
Total Expenditures	$ 569,635	$ 796,258	$ 713,459	$ 700,000	$ 700,000	$ 725,000
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -

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. In 2014, the City has transitioned seasonal operations and tournament activities to the Hutchinson Recreation Commission (HRC). The City maintains responsibility for the maintenance and upkeep of the fields and facilities.

The Fun Valley fund is subsidized by the General Fund. The General Fund subsidy for fiscal year 2016 is $317,463. This is a decrease from the fiscal year 2015 budget by $12,371 or 3.8%.

Fun Valley (031)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues	$ 317,163	$ 183,401	$ 229,319	$ -	$ 154	$ -
Transfers In - General fund	380,098	427,390	383,451	329,834	329,680	317,463
Funds available	$ 697,262	$ 610,792	$ 612,770	$ 329,834	$ 329,834	$ 317,463
Expenditures:						
Fun Valley Operations	$ 597,835	$ 513,981	$ 528,895	$ 290,119	$ 290,119	$ 305,336
Fun Valley Concessions	84,427	96,811	83,875		-	-
Reserve Transfers-MERF	15,000	-	-	39,715	39,715	12,127
Total Expenditures	$ 697,262	$ 610,792	$ 612,770	$ 329,834	$ 329,834	$ 317,463
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -

Fun Valley (031)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Recreation & Concession Service Charges:						
Tournament Fees	$ 98,817	$ 48,605	$ 75,491	$ -	$ -	$ -
USSSA Registration Fees	240	600	0	-	-	-
Gate Admissions	37,223	-	17,225	-	-	-
Ball Park Rental	35,023	37,633	12,799	-	-	-
Advertising	3,250	-	2,175	-	-	-
Souvenirs	-	-	0	-	-	-
Retail Sales	7,784	121	43,134	-	-	-
Convention & Visitor Bureau Subsidy	38,751	43,225	76,093	-	-	-
Concessions	94,881	51,420		-	-	-
Miscellaneous:						
Miscellaneous	-	1,645	1,874	-	-	-
Reimbursement	1,195	56	467	-	154	-
Overages (Shortages)	-	96	60	-	-	-
Total	$317,163	$183,401	$229,319	$ -	$ 154	$ -

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, has had oversight of turf management, facility maintenance and programs for the Fun Valley Athletic Complex and the Hobart-Detter Stadium where in City staff scheduled, coordinated, and prepared for up to 60 high school and collegiate baseball games at the stadium. However, beginning mid-year of 2014, the operations of Fun Valley, Hobart-Detter and all City ball fields was handed over to the Hutchinson Recreation Commission (HRC) through a contractual arrangement. Therefore, Fund 31 for 2016 reflects the General Fund transfer to cover costs associated with the City continuing to maintain Fun Valley and Hobart-Detter under the new arrangement, as well as provide a transfer to the MERF for needed maintenance equipment. The Fun Valley Athletic Complex encompasses 50 acres and 25 structures. Fun Valley 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.

The Capital Outlay Budget portion of the maintenance budget includes funds to replace bleacher boards and steps.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 383,313	$ 341,823	$ 256,069	$ 123,298	$ 123,298	$ 122,471	-0.67%
Contractual Services	174,031	138,892	202,925	102,021	102,021	107,690	5.56%
Commodities	113,697	114,635	112,238	60,300	60,300	63,575	5.43%
Capital Outlay	11,220	15,442	30,538	4,500	4,500	11,600	157.78%
Total Expenditures	$ 682,261	$ 610,792	$ 601,770	$ 290,119	$ 290,119	$ 305,336	5.24%
Funding Sources:							
Private Contributions	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Service Charges	317,164	183,401	229,319	-	154	-	0.00%
General Fund Subsidy	365,097	427,390	372,451	290,119	289,965	305,336	5.24%
Total Funding Sources	$ 682,261	$ 610,792	$ 601,770	$ 290,119	$ 290,119	$ 305,336	5.24%

Department Summary

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

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Facility Director	1.00	-	-	-	-	-
Sports Complex Manager	-	1.00	1.00	-	-	-
Assistant Director	1.00	-	-	-	-	-
Sports Program Coord	-	1.00	1.00	-	-	-
Office Manager	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	1.00	1.00	1.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Outfield Fence & Wind Screer	Replacement	8,500				
Aerator - used	Replacement	6,800				
Replace HVAC unit in front off	Replacement	3,000				
Concession Equipment	Replacement	1,500				
Replace Bleacher Boards	Replacement					10,000
Walk Behind Edger						1,600

Current Trends and Issues:

The national trends show that slow pitch softball continues to decline in popularity while youth baseball continues to grow. The HRC staff has been keeping in line with those trends. 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.

2016 Goals - (Quantifiable and Measurable)

Maintain a high quality product (field) for all 7 Fun Valley fields and Hobart Detter to facilitate Hutchinson Recreation Commissions successful operation of the facilities.

2017-2021 Strategic Goals (Directional and Strategic)

1. Replace the seating with newer and ADA accessible bleachers throughout the complex.
2. Upgrade the irrigation systems through out the complex
3. Paint and upgrade the bathrooms and buildings throughout the complex

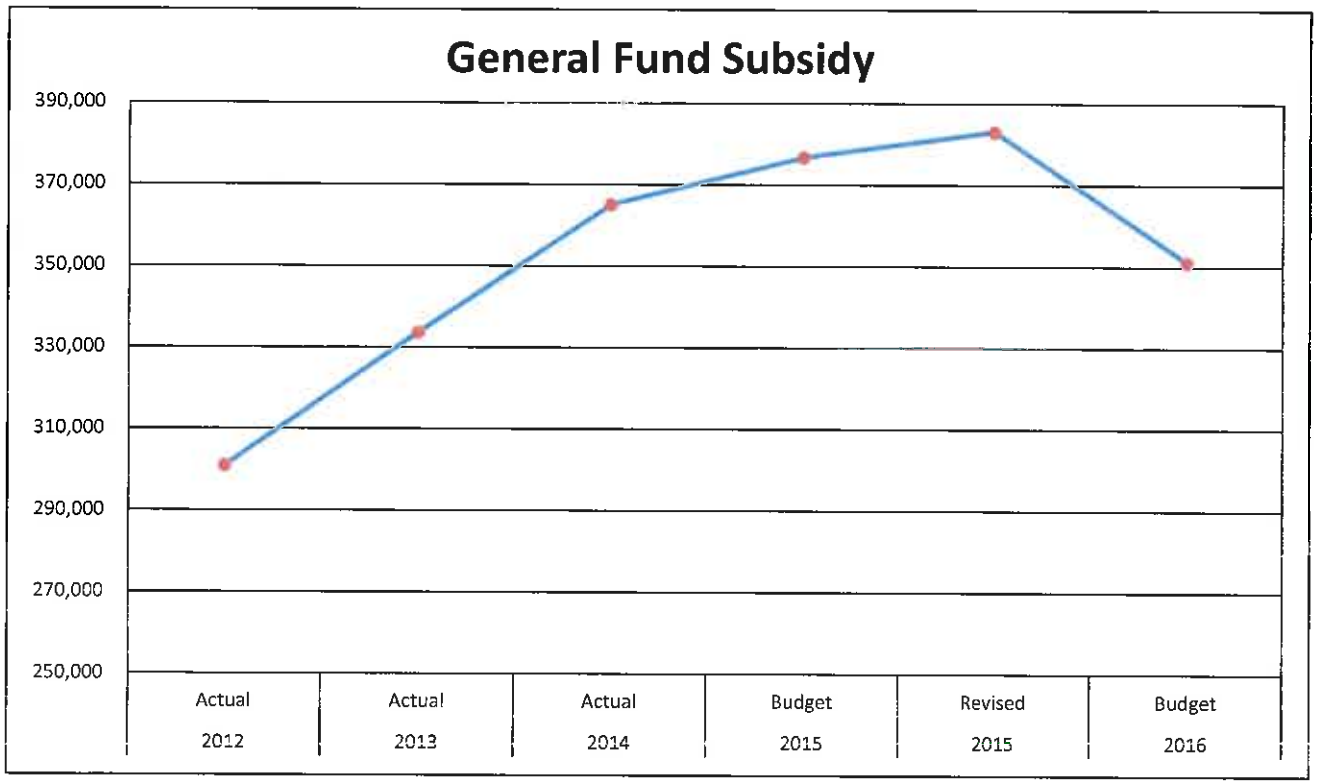
Animal Shelter Fund

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 and new cat houses were installed in 2013.

The General Fund subsidy budgeted for fiscal year 2016 is $351,037 which is $25,755 or 6.8% lower than the 2015 budget subsidy. This decrease due to lower personal services expense.

Animal Shelter
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues	$ 95,406	$ 81,913	$ 71,672	$ 80,000	$ 69,387	$ 68,500
Transfers In - General fund	300,944	333,658	365,117	376,792	383,155	351,037
Funds available	$ 396,350	$ 415,571	$ 436,789	$ 456,792	$ 452,542	$ 419,537
Expenditures:						
Animal Shelter Operations	$ 396,350	$ 415,571	$ 426,789	$ 454,877	$ 450,627	$ 417,409
Reserve Transfers-MERF	-	-	10,000	1,915	1,915	2,128
Total Expenditures	$ 396,350	$ 415,571	$ 436,789	$ 456,792	$ 452,542	$ 419,537
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -



Animal Shelter (044)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Licenses & Permits:						
Dog Licenses	$ 26,910	$ 24,962	$ 16,387	$ 25,000	$ 14,013	$ 15,000
Service Charges:						
Shelter Fees & Charges	8,259	5,917	6,398	8,000	6,510	6,500
Adoption Fees	36,788	29,996	30,783	30,000	32,772	30,000
Reclaimed Pet Fees	12,962	11,310	9,725	9,000	9,378	9,000
Relinquishment Fees	7,540	6,606	5,345	5,000	4,680	5,000
Concessions	-	-	-	-	-	-
Miscellaneous:						
Private Donations	-	-	-	-	-	-
Gift Certificates	-	3	-	-	-	-
Reimbursements	2,947	3,119	3,034	3,000	2,034	3,000
Other	-	-	-	-	-	-
Total	$ 95,406	$ 81,913	$ 71,672	$ 80,000	$ 69,387	$ 68,500

Department Summary

Department:	Division:	Activity:
Police	Animal Services	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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 247,988	$ 254,018	$ 267,789	$ 270,714	$ 270,714	$ 239,386	-11.57%
Contractual Services	88,211	94,352	93,853	110,913	102,663	101,773	-8.24%
Commodities	60,151	64,996	59,369	70,750	74,750	74,750	5.65%
Capital Outlay	-	2,206	5,779	2,500	2,500	1,500	-40.00%
Total Expenditures	$ 396,350	$ 415,571	$ 426,789	$ 454,877	$ 450,627	$ 417,409	-8.24%
Funding Sources:							
Private Contributions	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Service Charges	95,406	81,913	71,672	80,000	69,387	68,500	-14.38%
General Fund Subsidy	300,944	333,658	355,117	374,877	381,240	348,909	-6.93%
Total Funding Sources	$ 396,350	$ 415,571	$ 426,789	$ 454,877	$ 450,627	$ 417,409	-8.24%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Type 4 magazine/controlled st	New	2,000				
Misc						1,500
Tools and High Speed Buffer				2,500		

Department Summary

Department:	Division:	Activity:
Police	Animal Services	Animal Shelter (7420-700)

Current Trends and Issues:

We are currently searching for and interviewing candidates to fill the Animal Shleter Director position. Our hopes are to fill this position soon. Once this position is filled we will begin re-examining operational procedures along with making decsions on equipment purchases and staffing needs.

2016 Goals - (Quantifiable and Measurable)

Purchase and implement a new records management software system for the Shelter to be paid for by the Frye Donation fund - Re-examine the need for inmate labor

2017-2021 Strategic Goals (Directional and Strategic)

Improve customer service - Ensure that all staff is adequately trained - Re-examine policies and procedures.

Tax Increment Financing Fund

The Tax Increment Financing (TIF) Fund accounts for the incremental tax collections from the contaminated ground water district. 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. 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 with the program expiring at the end of 2015. The remaining fund balance will cover expenditures in 2016.

Tax Increment Financing (055)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 1,535,097	$ 968,482	$ 789,451	$ 792,351	$ 1,278,444	$ 856,344
Revenues:						
Tax Incremental Revenue	$ 160,936	$ 155,774	$ 165,021	$ 52,667	$ -	$ -
State TIF Replacement	274,979	203,441	483,346	90,000	-	-
State & Federal Grants	-	-	-	-	-	-
Private Contributions	-	50,000	50,000	50,000	50,000	50,000
Reserve Transfers-CIP	-	-	-	-	-	-
Interest Income	3,013	1,892	1,390	1,000	1,000	-
Total Revenues	$ 438,927	$ 411,107	$ 699,756	$ 193,667	$ 51,000	$ 50,000
Transfers In	-	-	-	-	-	-
Funds available	$ 1,974,024	$ 1,379,589	$ 1,489,207	$ 986,018	$ 1,329,444	$ 906,344
Expenditures:						
Contractual Services	$ 338,247	$ 224,249	$ 198,866	$ 441,600	$ 430,600	$ 487,600
Commodities	28,863	15,889	11,897	31,500	42,500	42,500
Capital Outlay	38,432	-	-	-	-	-
Reserve Transfers-CIP	-	350,000	-	-	-	-
Total Expenditures	$ 405,542	$ 590,138	$ 210,763	$ 473,100	$ 473,100	$ 530,100
Transfers Out	600,000	-	-	-	-	-
Ending Balance, December 31	$ 968,482	$ 789,451	$ 1,278,444	$ 512,918	$ 856,344	$ 376,244

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 the E-911 funds. As a result of the new law, Reno County also transferred it's balance of funds from E-911 surcharges to the City in 2012.

In the 2016 Budget, expenditures are $370,070 mostly for contract services.

E-911 Surcharge (346)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 838,048	$ 548,716	$ 547,325	$ 272,325	$ 628,800	$ 355,717
Revenues:						
E-911 Surcharges	$ 541,192	$ 341,976	$ 330,436	$ 336,000	$ 335,242	$ 335,242
Interest Income	854	921	752	-	-	-
Reimbursements	2,454	-	-	-	-	-
Total Revenues	$ 544,499	$ 342,897	$ 331,188	$ 336,000	$ 335,242	$ 335,242
Transfers In	-	-	-	-	-	-
Funds available	$ 1,382,547	$ 891,612	$ 878,513	$ 608,325	$ 964,042	$ 690,959
Expenditures:						
Contractual Services	$ 164,513	$ 264,912	$ 185,750	$ 224,000	$ 259,500	$ 353,070
Commodities	224	6	3,172	-	-	7,000
Capital Outlay	669,095	79,370	60,790	384,325	348,825	10,000
Total Expenditures	$ 833,832	$ 344,288	$ 249,712	$ 608,325	$ 608,325	$ 370,070
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ 548,716	$ 547,325	$ 628,800	$ -	$ 355,717	$ 320,889

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. The resulting revenue is 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 three CIDs, and one was created during 2011. There were no new CIDs requested in 2014 or in the 2015 Budget. For the 2016 Budget a new CID was approved for the Hutchinson Mall renovation which added a 1% sales tax to purchases within this district.

Listed below are the approved CID's for the City of Hutchinson and their limits:

Fairfield Inn – 2% for 12 years limited to documented expenses
Hobby Lobby & Orscheln's – 1% for 22 years limited to documented expenses
Pizza Ranch & Verizon – 1% for 22 years limited to documented expenses
Holiday Inn Express – 2% for 22 years limited to documented expenses
Hutchinson Mall – 1% for 22 years limited to documented expenses

The City retains 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 began in 2012 for the Orschelns and Hobby Lobby began in 2013. Collections for the Holiday Inn Express and the Hutchinson Mall renovation are estimated to begin in 2015.

The 2016 budgeted revenues and expenditures are $370,000.

Community Improvement District (345)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ 24,103	$ 12,192	$ 12,192	$ -	$ -
Revenues:						
Non-Property Taxes:						
CID Sales Tax	$ 25,253	$ 181,602	$ 142,932	$ 162,000	$ 207,072	$ 370,000
Miscellaneous	6,111	-	1,150	-	-	
Total Revenues	$ 31,364	$ 181,602	$ 144,082	$ 162,000	$ 207,072	$ 370,000
Funds available	$ 31,364	$ 205,706	$ 156,273	$ 174,192	$ 207,072	$ 370,000
Expenditures:						
Contractual Services	$ 7,261	$ 193,514	$ 156,273	$ 162,000	$ 207,072	$ 370,000
Capital Outlay	-	-	-	-	-	-
Total Expenditures	$ 7,261	$ 193,514	$ 156,273	$ 162,000	$ 207,072	$ 370,000
Ending Balance, December 31	$ 24,103	$ 12,192	$ -	$ 12,192	$ -	$ -

Recreation Commission (038)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues:	-	-	1,001,453	1,116,911	1,116,911	1,219,876
				-	-	-
Total Revenues	$ -	$ -	$ 1,001,453	$ 1,116,911	$ 1,116,911	$ 1,219,876
Transfers In	-	-	-	-	-	-
Funds available	$ -	$ -	$ 1,001,453	$ 1,116,911	$ 1,116,911	$ 1,219,876
Expenditures:	-	-	1,001,453	1,116,911	1,116,911	1,219,876
Total Expenditures	$ -	$ -	$ 1,001,453	$ 1,116,911	$ 1,116,911	$ 1,219,876
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ -

Special Arena Sales Tax Fund (11)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ 128,424
Revenues:						
Non-Property Taxes:						
Sales Tax	$ -	$ -	$ -	$ -	$ 128,424	501,623
Total Revenues	$ -	$ -	$ -	$ -	$ 128,424	$ 501,623
Transfers In	-	-	-	-	-	-
Funds available	$ -	$ -	$ -	$ -	$ 128,424	$ 630,047
Expenditures:						
Debt Service						
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ -
Transfers Out	$ -	$ -	$ -	$ -	$ -	$ -
Ending Balance, December 31	$ -	$ 1	$ -	$ -	$ 128,424	$ 630,047

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.

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 be $9.889 in fiscal year 2016. 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 $1,247,219 in fiscal year 2016. Special assessments collected from development districts represent a substantial funding source for the current outstanding bonds. $1,183,368 is budgeted in 2016 for current and delinquent special assessment collections.

The total general obligation debt service requirements are as follows:

FISCAL YEAR	TOTAL BONDS	TOTAL INTEREST	TOTAL
2016	$ 4,550,000	$ 1,030,008	$ 5,580,008
2017	4,450,000	910,794	5,360,794
2018	4,195,000	806,484	5,001,484
2019	3,945,000	703,397	4,648,397
2020	3,665,000	609,004	4,274,004
2021	3,345,000	521,815	3,866,815
2022	3,030,000	442,991	3,472,991
2023	2,640,000	372,625	3,012,625
2024	2,195,000	310,290	2,505,290
2025	1,755,000	258,337	2,013,337
2026	1,190,000	212,983	1,402,983
2027	1,155,000	179,902	1,334,902
2028	805,000	146,593	951,593
2029	605,000	122,728	727,728
2030-2035	2,970,000	322,851	3,292,851
	$ 40,495,000	$ 6,950,802	$ 47,445,802

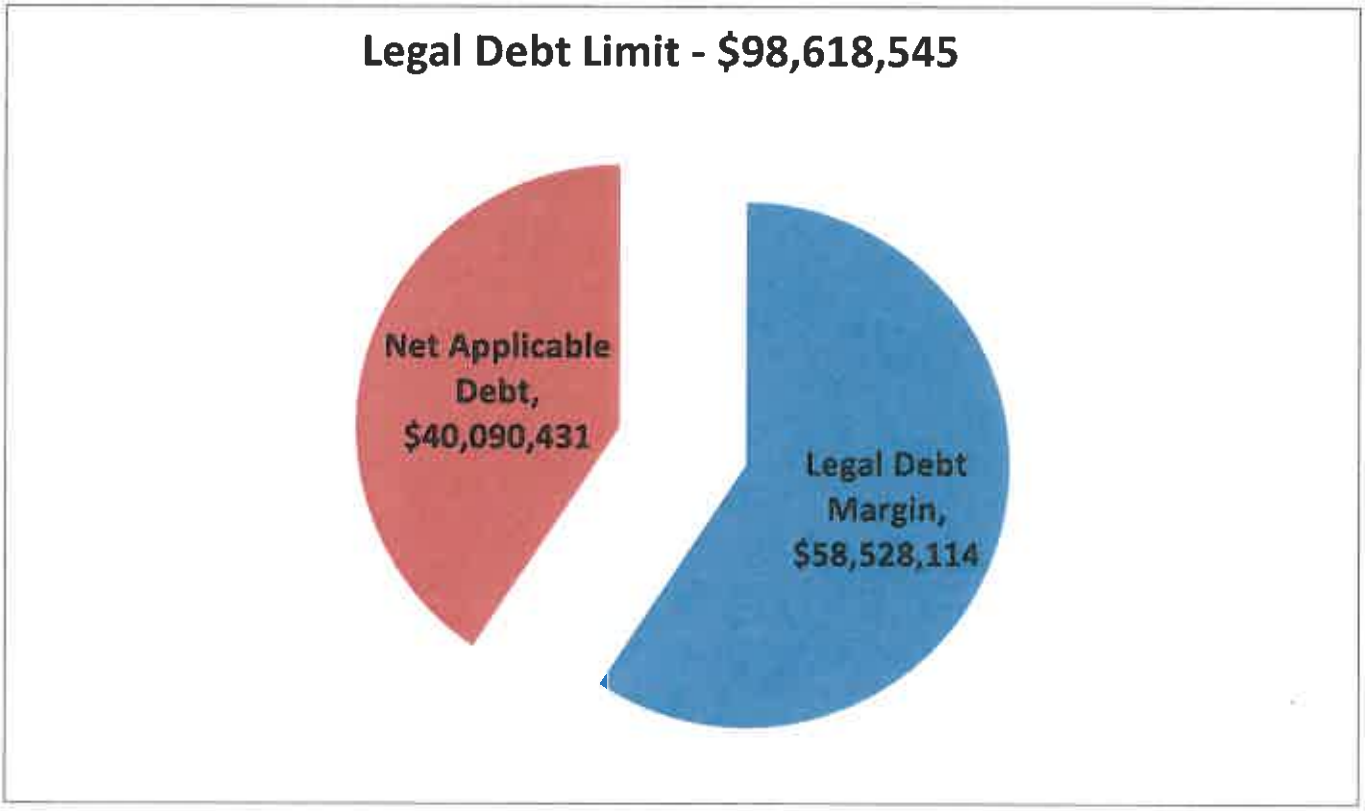
The City's current bond rating from Moody's Investor Service for general obligation bonds is Aa3. The City's bond rating by Standard and Poor's Investor Service is A+.

Bond & Interest (200)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 503,199	$ 390,696	$ 200,997	$ 182,158	$ 3,463	$ 404,659
Revenues:						
Property Taxes:						
General Property Tax	$2,521,624	2,580,845	$ 2,512,867	$ 2,898,029	$ 2,898,029	$ 2,957,728
Uncollected Tax Delinquency	-	-	-	-	-	-
Payments in Lieu of Tax	-	1,309	-	-	-	-
Motor Vehicle Tax	341,906	354,817	431,725	332,701	332,701	367,361
Other Vehicle Taxes	3,933	3,976	5,275	5,114	5,204	5,106
Delinquent Property Tax	76,131	55,166	78,006	50,000	50,000	-
Intergovernmental:						
County Reimbursements	101,059	101,059	101,059	101,059	101,059	101,059
Fire District #2	15,891	16,803	16,347	14,069	14,069	-
South Hutch Levee Share	-	-	-	-	-	-
Special Assessments:						
Special Assessments	904,387	933,042	955,230	929,600	980,162	1,138,368
Delinquent Special Assessments	51,282	38,409	44,704	15,000	15,000	45,000
Bond Proceeds	-	111,400	1,195,927	-	-	-
Premiums Received	-	74,942	29,763	-	-	-
Interest Income	3,186	2,679	1,857	1,000	2,000	2,000
Reserve Transfers-CIP Fund	141,820	-	-	-	-	-
Reserve Transfers-Gossage Trust	16,663	56,840	57,411	57,851	57,851	57,198
Miscellaneous	-	111,953	83,191	-	-	-
Total Revenues	$4,177,882	$4,443,241	$ 5,513,363	$ 4,404,423	$ 4,456,075	$ 4,673,820
Transfers In	121,128	418,392	763,607	1,072,631	1,072,631	1,247,219
Funds available	$4,802,209	$5,252,329	$ 6,477,967	$ 5,659,212	$ 5,532,169	$ 6,325,698
Expenditures						
Overhead Cost Allocation	$ 7,500	$ 7,500	$ 7,500	$ 7,500	$ 7,500	$ 7,500
Debt Service	4,404,013	5,043,833	6,467,003	5,120,010	5,120,010	5,580,008
Total Expenditures	$4,411,513	$5,051,333	$ 6,474,503	$ 5,127,510	$ 5,127,510	$ 5,587,508
Ending Balance, December 31	$ 390,696	$ 200,996	$ 3,463	$ 531,702	$ 404,659	$ 738,190

City of Hutchinson
Legal Debt Limit/Legal Debt Margin
Fiscal Year 2016

Equalized Assessed Valuation			$	328,728,484
Percent of Value Allowed			X	30%
Legal Debt Limit			$	98,618,545
Total Projected General Obligation Debt	$	47,445,802		
Total Net Debt Applicable to Limit:				
General Obligation Bonds	$	40,495,000		
General Obligation Temporary Notes		-		
Less: Bond & Interest Fund		(404,569)	$	40,090,431
Legal Debt Margin			$	58,528,114
Total Net Applicable Debt to Limit to Legal Debt Limit as a Percentage				40.65%



CITY OF HUTCHINSON
SCHEDULE OF GENERAL OBLIGATION BOND INDEBTEDNESS
January 1, 2016

	GENERAL OBLIGATION ISSUED 5/15/06 - $1,965,000			GENERAL OBLIGATION ISSUED 11/15/07 - $3,005,000			GENERAL OBLIGATION ISSUED 8/15/08 - $2,590,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2016	185,000	7,308	3.950%	200,000	65,636	3.650%	250,000	41,680	3.500%
2017				205,000	58,336	3.700%	265,000	32,930	3.600%
2018				105,000	50,751	3.700%	275,000	23,390	3.700%
2019				110,000	46,866	3.750%	25,000	13,215	4.150%
2020				115,000	42,741	3.800%	25,000	12,178	4.150%
2021				120,000	38,371	3.850%	25,000	11,140	4.150%
2022				125,000	33,751	3.950%	30,000	10,103	4.150%
2023				130,000	28,814	4.000%	30,000	8,858	4.150%
2024				135,000	23,614	4.000%	30,000	7,613	4.350%
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%
	185,000	7,308		1,690,000	426,033		1,100,000	177,200	

	GENERAL OBLIGATION - REFUNDING ISSUED 4/1/09 - $2,860,000			GENERAL OBLIGATION ISSUED 6/1/09 - $1,320,000			GENERAL OBLIGATION ISSUED 6/1/10 - $3,782,476		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2016	190,000	59,605	3.000%	130,000	20,023	2.700%	325,000	76,413	3.000%
2017	400,000	53,905	3.250%	130,000	16,513	3.000%	335,000	66,663	3.000%
2018	415,000	40,905	3.400%	135,000	12,613	3.150%	350,000	56,613	3.000%
2019	310,000	26,795	3.550%	140,000	8,360	3.300%	365,000	46,113	3.000%
2020	135,000	15,790	3.750%	5,000	3,740	4.400%	375,000	35,163	3.000%
2021	135,000	10,728	3.850%	5,000	3,520	4.400%	55,000	23,913	3.250%
2022	140,000	5,530	3.950%	5,000	3,300	4.400%	55,000	22,125	3.250%
2023				10,000	3,080	4.400%	60,000	20,338	3.500%
2024				10,000	2,640	4.400%	60,000	18,238	3.500%
2025				10,000	2,200	4.400%	65,000	16,138	3.625%
2026				10,000	1,760	4.400%	65,000	13,781	3.625%
2027				10,000	1,320	4.400%	70,000	11,425	3.875%
2028				10,000	880	4.400%	70,000	8,713	3.875%
2029				10,000	440	4.400%	75,000	6,000	4.000%
2030							75,000	3,000	4.000%
	1,725,000	213,258		620,000	80,388		2,400,000	424,631	

	GENERAL OBLIGATION ISSUED 6/1/11 - $1,420,000			GENERAL OBLIGATION ISSUED 11/15/11 - $1,170,000			GENERAL OBLIGATION ISSUED 5/15/12 - $1,890,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2016	130,000	27,478	2.100%	110,000	12,905	1.250%	165,000	32,850	2.000%
2017	140,000	24,748	2.400%	115,000	11,530	1.500%	165,000	29,550	2.000%
2018	145,000	21,388	2.500%	120,000	9,805	1.700%	170,000	26,250	2.000%
2019	150,000	17,763	2.500%	120,000	7,765	1.900%	175,000	22,850	2.000%
2020	155,000	14,013	2.750%	125,000	5,485	2.100%	175,000	19,350	2.000%
2021	160,000	9,750	3.000%	130,000	2,860	2.200%	180,000	15,850	2.000%
2022	165,000	4,950	3.000%				180,000	12,250	2.000%
2023							185,000	8,650	2.000%
2024							15,000	4,950	3.000%
2025							15,000	4,500	3.000%
2026							15,000	4,050	3.000%
2027							20,000	3,600	3.000%
2028							20,000	3,000	3.000%
2029							20,000	2,400	3.000%
2030							20,000	1,800	3.000%
2031							20,000	1,200	3.000%
2032							20,000	600	3.000%
2033									
	1,045,000	120,088		720,000	50,350		1,560,000	193,700	

	GENERAL OBLIGATION-REFUNDING ISSUED 10/23/12 - $6,270,000			GENERAL OBLIGATION ISSUED 5/31/13 - $4,585,000			GENERAL OBLIGATION-REFUNDING ISSUED 9/24/13 - $2,955,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2016	395,000	93,125	2.000%	290,000	87,665	2.000%	320,000	52,600	2.000%
2017	400,000	85,225	2.000%	300,000	81,865	2.000%	285,000	46,200	2.000%
2018	410,000	77,225	2.000%	310,000	75,865	2.000%	200,000	40,500	2.000%
2019	420,000	69,025	2.000%	310,000	69,665	2.000%	215,000	36,500	2.000%
2020	430,000	60,625	1.500%	315,000	63,465	2.000%	215,000	32,200	2.250%
2021	435,000	54,175	1.500%	320,000	57,165	2.000%	225,000	27,363	2.250%
2022	440,000	47,650	1.650%	325,000	50,765	1.550%	225,000	22,300	2.450%
2023	445,000	40,390	1.700%	335,000	45,728	1.700%	230,000	16,788	2.650%
2024	410,000	32,825	1.750%	345,000	40,033	1.850%	145,000	10,693	2.850%
2025	380,000	25,650	1.800%	130,000	33,650	2.050%	130,000	6,560	3.200%
2026	390,000	18,810	1.900%	135,000	30,985	2.150%	75,000	2,400	3.200%
2027	395,000	11,400	2.000%	145,000	28,083	2.250%			
2028	175,000	3,500	2.000%	150,000	24,820	2.400%			
2029				150,000	21,220	2.500%			
2030				155,000	17,470	2.600%			
2031				160,000	13,440	2.700%			
2032				160,000	9,120	2.800%			
2033				160,000	4,640	2.900%			
2034									
	5,125,000	619,625		4,195,000	755,644		2,265,000	294,104	

	TAXABLE G O - REFUNDING ISSUED 9/24/13 - $2,530,000			GENERAL OBLIGATION-REFUNDING ISSUED 4/01/14 - $3,875,000			TAXABLE General Obligation ISSUED 4/01/14 - $2,545,000		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES
2016	390,000	66,050	2.000%	425,000	68,135	2.000%	90,000	97,568	2.500%
2017	400,000	58,250	2.000%	430,000	59,635	2.000%	95,000	95,318	
2018	360,000	50,250	3.000%	355,000	51,035	2.000%	95,000	92,468	3.000%
2019	375,000	39,450	3.000%	365,000	43,935	2.000%	100,000	89,618	
2020	380,000	28,200	3.000%	375,000	36,635	2.000%	105,000	86,118	3.500%
2021	400,000	16,800	3.000%	380,000	29,135	2.000%	105,000	82,443	
2022	150,000	4,800	3.200%	390,000	21,535	2.000%	110,000	78,768	3.500%
2023				400,000	13,735	2.200%	115,000	74,918	
2024				210,000	4,935	2.350%	120,000	70,835	3.550%
2025							125,000	66,575	
2026							130,000	61,825	3.800%
2027							135,000	56,885	
2028							145,000	51,283	
2029							150,000	45,265	
2030							160,000	39,040	4.150%
2031							165,000	32,400	
2032							175,000	24,975	
2033							185,000	17,100	
2034							195,000	8,775	4.500%
	2,455,000	263,800		3,330,000	328,715		2,500,000	1,172,173	

	GENERAL OBLIGATION ISSUED 9/22/14 - $1,710,000			GENERAL OBLIGATION ISSUED 8/1/2015 - $8,235,000			TOTAL GENERAL OBLIGATION DEBT SERVICE REQUIREMENTS		
	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	BOND AMOUNT	INTEREST AMOUNT	INTEREST RATES	TOTAL BONDS	TOTAL INTEREST	TOTAL REQUIREMENTS
2016	375,000	30,638	2.000%	580,000	190,331	1.500%	4,550,000	1,030,008	5,580,008
2017	185,000	23,138	2.000%	600,000	166,990	1.500%	4,450,000	910,794	5,360,794
2018	140,000	19,438	2.000%	610,000	157,990	1.500%	4,195,000	806,484	5,001,484
2019	140,000	16,638	2.000%	625,000	148,840	1.500%	3,945,000	703,397	4,648,397
2020	110,000	13,838	2.000%	625,000	139,465	2.000%	3,665,000	609,004	4,274,004
2021	25,000	11,638	2.150%	645,000	126,965	2.000%	3,345,000	521,815	3,866,815
2022	25,000	11,100	2.150%	665,000	114,065	2.000%	3,030,000	442,991	3,472,991
2023	25,000	10,563	2.150%	675,000	100,765	2.500%	2,640,000	372,625	3,012,625
2024	25,000	10,025	2.150%	690,000	83,890	2.150%	2,195,000	310,290	2,505,290
2025	25,000	9,488	3.000%	700,000	69,055	2.250%	1,755,000	258,337	2,013,337
2026	25,000	8,738	3.000%	160,000	53,305	2.350%	1,190,000	212,983	1,402,983
2027	25,000	7,988	3.000%	165,000	49,545	2.500%	1,155,000	179,902	1,334,902
2028	25,000	7,238	3.000%	170,000	45,420	2.650%	805,000	146,593	951,593
2029	25,000	6,488	3.000%	175,000	40,915	2.800%	605,000	122,728	727,728
2030	30,000	5,738	3.375%	180,000	36,015	2.900%	620,000	103,063	723,063
2031	35,000	4,725	3.375%	180,000	30,795	3.000%	560,000	82,560	642,560
2032	35,000	3,544	3.375%	190,000	25,395	3.100%	580,000	63,634	643,634
2033	35,000	2,363	3.375%	195,000	19,505	3.200%	575,000	43,608	618,608
2034	35,000	1,181	3.375%	200,000	13,265	3.250%	430,000	23,221	453,221
2035				205,000	6,765	3.300%	205,000	6,765	211,765
	1,345,000	204,507		8,235,000	1,619,281		40,495,000	6,950,802	47,445,802

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

Fiscal Period	Principal	Interest	Total	Rates
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			-	4.150%
2018			-	4.150%
2019			-	4.150%
2020			-	4.150%
2021			-	4.300%
2022			-	4.300%
2023			-	4.300%
2024			-	4.400%
2025			-	4.400%
2026			-	4.400%
	535,000.00	98,397.50	633,397.50	

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
	$1,965,000
Issuance costs, capitalized interest, contingency	0
	$1,965,000

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

Fiscal Period	Principal	Interest	Total	Rates
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%
	2,060,000.00	577,375.14	2,637,375.14	

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
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%
	1,580,000.00	284,975.00	1,864,975.00	

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
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%
	2,095,000.00	346,897.50	2,441,897.50	

Interest due April 1 and October 1. Principal due October 1

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

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

Fiscal Period	Principal	Interest	Total	Rates
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%
	865,000.00	129,257.50	994,257.50	

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
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%
	3,000,000.00	598,606.26	3,598,606.26	

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
	$3,819,818
Issuance costs, capitalized interest, contingency	0
	$3,819,818

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

Fiscal Period	Principal	Interest	Total	Rates
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%
	1,300,000.00	181,617.50	1,481,617.50	

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
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%
	950,000.00	79,380.00	1,029,380.00	

Interest due April 1 and October 1. Principal due October 1

Refund 2001 Water & Sewer Revenue Bonds	$1,170,000
	$1,170,000
Issuance costs, capitalized interest, contingency	0
	$1,170,000

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

Fiscal Period	Principal	Interest	Total	Rates
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%
	1,880,000.00	269,000.00	2,149,000.00	

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 renovations	400,000
Plum Street reconstruction, 4th - 11th; A Ave - 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

General Obligation Bonds
2012B Series
Dated: October 23, 2012
Original Value: $6,270,000

Fiscal Period	Principal	Interest	Total	Rates
2014	380,000.00	108,425.00	488,425.00	2.000%
2015	385,000.00	100,825.00	485,825.00	2.000%
2016	395,000.00	93,125.00	488,125.00	2.000%
2017	400,000.00	85,225.00	485,225.00	2.000%
2018	410,000.00	77,225.00	487,225.00	2.000%
2019	420,000.00	69,025.00	489,025.00	2.000%
2020	430,000.00	60,625.00	490,625.00	1.500%
2021	435,000.00	54,175.00	489,175.00	1.500%
2022	440,000.00	47,650.00	487,650.00	1.650%
2023	445,000.00	40,390.00	485,390.00	1.700%
2024	410,000.00	32,825.00	442,825.00	1.750%
2025	380,000.00	25,650.00	405,650.00	1.800%
2026	390,000.00	18,810.00	408,810.00	1.900%
2027	395,000.00	11,400.00	406,400.00	2.000%
2028	175,000.00	3,500.00	178,500.00	2.000%
	5,890,000.00	828,875.00	6,718,875.00	

Interest due April 1 and October 1. Principal due October 1

Refund 2002 & 2006 Water Capital Loan Notes	$6,270,000
	$6,270,000
Issuance costs, capitalized interest, contingency	0
	$6,270,000

General Obligation Bonds
2013A Series
Dated: May 31, 2013
Original Value: $4,585,000

Fiscal Period	Principal	Interest	Total	Rates
2014	100,000.00	95,465.00	195,465.00	2.000%
2015	290,000.00	93,465.00	383,465.00	2.000%
2016	290,000.00	87,665.00	377,665.00	2.000%
2017	300,000.00	81,865.00	381,865.00	2.000%
2018	310,000.00	75,865.00	385,865.00	2.000%
2019	310,000.00	69,665.00	379,665.00	2.000%
2020	315,000.00	63,465.00	378,465.00	2.000%
2021	320,000.00	57,165.00	377,165.00	2.000%
2022	325,000.00	50,765.00	375,765.00	1.550%
2023	335,000.00	45,728.00	380,728.00	1.700%
2024	345,000.00	40,033.00	385,033.00	1.850%
2025	130,000.00	33,650.00	163,650.00	2.050%
2026	135,000.00	30,985.00	165,985.00	2.150%
2027	145,000.00	28,083.00	173,083.00	2.250%
2028	150,000.00	24,820.00	174,820.00	2.400%
2029	150,000.00	21,220.00	171,220.00	2.500%
2030	155,000.00	17,470.00	172,470.00	2.600%
2031	160,000.00	13,440.00	173,440.00	2.700%
2032	160,000.00	9,120.00	169,120.00	2.800%
2033	160,000.00	4,640.00	164,640.00	2.900%
	4,585,000.00	944,574.00	5,529,574.00	

Interest due April 1 and October 1. Principal due October 1

Runway 17-35 Extension	$44,463
FTC Roof Replacement	81,520
Waldron Street Reconstruct 30th to 33rd	350,000
Reconstruct & Widen Waldron 17th to 23rd	725,000
43rd Avenue Park Phase I	300,000
Parking Lot at C & Main (Eagle Park)	185,000
Expand Park Office	180,000
Levee Improvements	520,000
Salt City Business Park III	1,632,756
Plaza East 2nd San Sewer	32,207
Plaza East 2nd Street / Drainage	179,263
Plaza East 2nd Water	20,736
Sherwood Hills Sanitary Sewer	167,511
17th Avenue Turn Lane	88,164
Main Steet RR Crossing	61,314
	$4,567,934
Issuance costs, capitalized interest, bond premium	17,066
	$4,585,000

General Obligation Bonds
2013B Series
Dated: September 24, 2013
Original Value: $2,955,000

Fiscal Period	Principal	Interest	Total	Rates
2014	330,000.00	66,584.00	396,584.00	2.000%
2015	360,000.00	59,800.00	419,800.00	2.000%
2016	320,000.00	52,600.00	372,600.00	2.000%
2017	285,000.00	46,200.00	331,200.00	2.000%
2018	200,000.00	40,500.00	240,500.00	2.000%
2019	215,000.00	36,500.00	251,500.00	2.000%
2020	215,000.00	32,200.00	247,200.00	2.250%
2021	225,000.00	27,363.00	252,363.00	2.250%
2022	225,000.00	22,300.00	247,300.00	2.450%
2023	230,000.00	16,788.00	246,788.00	2.650%
2024	145,000.00	10,693.00	155,693.00	2.850%
2025	130,000.00	6,560.00	136,560.00	3.200%
2026	75,000.00	2,400.00	77,400.00	3.200%
	2,955,000.00	420,488.00	3,375,488.00	

Interest due April 1 and October 1. Principal due October 1

Refunding 2003A, 2003B, 2005C, 2006A and 2006B

Taxable General Obligation Bonds
2013C Series
Dated: September 24, 2013
Original Value: $2,530,000

Fiscal Period	Principal	Interest	Total	Rates
2014	35,000.00	67,737.63	102,737.63	2.000%
2015	40,000.00	66,850.00	106,850.00	2.000%
2016	390,000.00	66,050.00	456,050.00	2.000%
2017	400,000.00	58,250.00	458,250.00	2.000%
2018	360,000.00	50,250.00	410,250.00	3.000%
2019	375,000.00	39,450.00	414,450.00	3.000%
2020	380,000.00	28,200.00	408,200.00	3.000%
2021	400,000.00	16,800.00	416,800.00	3.000%
2022	150,000.00	4,800.00	154,800.00	3.200%
	2,530,000.00	398,387.63	2,928,387.63	

Interest due April 1 and October 1. Principal due October 1

Refund 2007B	
KP&F Liability	2,346,327
Memorial Hall	82,473
Airport Terminal	$101,200
	$2,530,000
Issuance costs, capitalized interest, contingency	0
	$2,530,000

General Obligation Refunding Bonds
2014A Series
Dated: April 30, 2014
Original Value: $3,875,000

Fiscal Period	Principal	Interest	Total	Rates
2014	160,000.00	33,150.79	193,150.79	2.000%
2015	385,000.00	75,835.00	460,835.00	2.000%
2016	425,000.00	68,135.00	493,135.00	2.000%
2017	430,000.00	59,635.00	489,635.00	2.000%
2018	355,000.00	51,035.00	406,035.00	2.000%
2019	365,000.00	43,935.00	408,935.00	2.000%
2020	375,000.00	36,635.00	411,635.00	2.000%
2021	380,000.00	29,135.00	409,135.00	2.000%
2022	390,000.00	21,535.00	411,535.00	2.000%
2023	400,000.00	13,735.00	413,735.00	2.000%
2024	210,000.00	4,935.00	214,935.00	2.350%
	3,875,000.00	437,700.79	4,312,700.79	

Interest due April 1 and October 1. Principal due October 1

Refunding Series 2004-A	280,000
Refunding Series 2007-A	220,000
Refunding Series 2002 KDHE Sewer Loan	3,375,000

	$3,875,000
Issuance costs, capitalized interest, bond premium	81,489
	$3,956,489

Taxable General Obligation Bonds
2014B Series
Dated: April 30, 2014
Original Value: $2,545,000

Fiscal Period	Principal	Interest	Total	Rates
2015	45,000.00	140,090	185,089.53	2.500%
2016	90,000.00	97,568	187,567.50	2.500%
2017	95,000.00	95,318	190,317.50	2.500%
2018	95,000.00	92,468	187,467.50	3.000%
2019	100,000.00	89,618	189,617.50	3.000%
2020	105,000.00	86,118	191,117.50	3.500%
2021	105,000.00	82,443	187,442.50	3.500%
2022	110,000.00	78,768	188,767.50	3.500%
2023	115,000.00	74,918	189,917.50	3.500%
2024	120,000.00	70,835	190,835.00	3.550%
2025	125,000.00	66,575	191,575.00	3.550%
2026	130,000.00	61,825	191,825.00	3.800%
2027	135,000.00	56,885	191,885.00	3.800%
2028	145,000.00	51,283	196,282.50	3.800%
2029	150,000.00	45,265	195,265.00	3.800%
2030	160,000.00	39,040	199,040.00	4.150%
2031	165,000.00	32,400	197,400.00	4.150%
2032	175,000.00	24,975	199,975.00	4.150%
2033	185,000.00	17,100	202,100.00	4.150%
2034	195,000.00	8,775	203,775.00	4.500%
	2,545,000	1,312,262	3,857,262	

Interest due April 1 and October 1. Principal due October 1

Wiley Building Parking Garage	2,545,000
	$2,545,000
Issuance costs, capitalized interest, bond premium	0
	$2,545,000

General Obligation Bonds
2014C Series
Dated: September 22, 2014
Original Value: $1,710,000

Fiscal Period	Principal	Interest	Total	Rates
2015	365,000	38,886	403,885.94	2.000%
2016	375,000	30,638	405,637.50	2.000%
2017	185,000	23,138	208,137.50	2.000%
2018	140,000	19,438	159,437.50	2.000%
2019	140,000	16,638	156,637.50	2.000%
2020	110,000	13,838	123,837.50	2.000%
2021	25,000	11,638	36,637.50	2.150%
2022	25,000	11,100	36,100.00	2.150%
2023	25,000	10,563	35,562.50	2.150%
2024	25,000	10,025	35,025.00	2.150%
2025	25,000	9,488	34,487.50	3.000%
2026	25,000	8,738	33,737.50	3.000%
2027	25,000	7,988	32,987.50	3.000%
2028	25,000	7,238	32,237.50	3.000%
2029	25,000	6,488	31,487.50	3.000%
2030	30,000	5,738	35,737.50	3.375%
2031	35,000	4,725	39,725.00	3.375%
2032	35,000	3,544	38,543.76	3.375%
2033	35,000	2,363	37,362.50	3.375%
2034	35,000	1,181	36,181.26	3.375%
	1,710,000	243,386	1,953,386	

Interest due April 1 and October 1. Principal due October 1

Prairie Hills Water Improvements	125,000
Washington Street RR crossing	140,000
Orchard Park Phase II	250,000
Refund GO Bond 2005B	1,195,000
	$1,710,000
Issuance costs, capitalized interest, bond premium	27,906
	$1,737,906

General Obligation Bonds
2015A Series
Dated: August 1, 2015
Original Value: $7,765,000

Fiscal Period	Principal	Interest	Total	Rates
2016	580,000	190,331	770,331.00	1.500%
2017	600,000	166,990	766,990.00	1.500%
2018	610,000	157,990	767,990.00	1.500%
2019	625,000	148,840	773,840.00	1.500%
2020	625,000	139,465	764,465.00	2.000%
2021	645,000	126,965	771,965.00	2.000%
2022	665,000	114,065	779,065.00	2.000%
2023	675,000	100,765	775,765.00	2.500%
2024	690,000	83,890	773,890.00	2.150%
2025	700,000	69,055	769,055.00	2.250%
2026	160,000	53,305	213,305.00	2.350%
2027	165,000	49,545	214,545.00	2.500%
2028	170,000	45,420	215,420.00	2.650%
2029	175,000	40,915	215,915.00	2.800%
2030	180,000	36,015	216,015.00	2.900%
2031	180,000	30,795	210,795.00	3.000%
2032	190,000	25,395	215,395.00	3.100%
2033	195,000	19,505	214,505.00	3.200%
2034	200,000	13,265	213,265.00	3.250%
2035	205,000	6,765	211,765.00	3.300%
	8,235,000	1,619,281	9,854,281	

Interest due April 1 and October 1. Principal due October 1

Main Street Reconstruction	1,850,000
Waldron 23rd to 30th	750,000
Airport Bridge Repair	1,308,020
Orchard Park	538,625
RR Crossing Walnut Street	100,000
Inverness Sanitary Sewer	80,064
Oxford Point Sewer/Water/Streets	944,228
Quail Ridge	939,259
Family Entertainment District	72,629
Kisiwa North & Kisiwa North 2nd	725,423
Street Projects	417,170
	$7,725,418
Issuance costs, capitalized interest, bond premium	
	$7,725,418

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 contract with Stutzman Refuse Disposal, Inc. 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 Stutzman Refuse Disposal Inc. For the 2016 budget the rate will increase 1.5% based on the CPI-W. Based on the proposed increase the average monthly residential refuse billing will be around $11.11 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

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 64,551	$ 102,868	$ 141,203	$ 170,467	$ 179,352	$ 203,463
Revenues:						
Service Charges:						
Refuse Collection Fees	1,933,487	1,983,514	$ 2,033,350	$ 2,082,000	$ 2,082,000	$ 2,113,230
Residential Composting	-	-	-	-	-	
Franchise Fees	155,370	180,241	190,521	177,000	177,000	179,655
Late Fees	27,528	28,750	28,257	28,000	28,000	28,000
Interest Income	1,545	465	387	500	500	500
Miscellaneous:						
Other	-	-	-	-	-	-
Audit Adjustment	-	-	-	-	-	-
Total Revenues	$ 2,117,930	$ 2,192,969	$ 2,252,516	$ 2,287,500	$ 2,287,500	$ 2,321,385
Transfers In	-	-	-	-	-	-
Funds available	$ 2,182,481	$ 2,295,837	$ 2,393,719	$ 2,457,967	$ 2,466,852	$ 2,524,848
Expenditures:						
Refuse Collection	$ 2,023,793	$ 2,091,840	$ 2,151,231	$ 2,199,100	$ 2,198,100	$ 2,230,980
Overhead Cost Allocation	55,820	62,794	63,136	65,289	65,289	63,293
Reserve Transfers	-	-	-	-	-	-
Total Expenditures	$ 2,079,613	$ 2,154,634	$ 2,214,367	$ 2,264,389	$ 2,263,389	$ 2,294,273
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ 102,868	$ 141,203	$ 179,352	$ 193,578	$ 203,463	$ 230,574

Department Summary

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

Program Description:

This is a summary of refuse collection. Beginning in February of 2003, the City refuse collection service has been 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. In addition, a city-wide curbside recycling collection service is provided every two weeks. Residential customers also have the opportunity to sign up for recycling rewards through the Recycle-Bank program. There is no additional charge for the recycling services and programs.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Contractual Services	2,023,707	2,091,840	2,151,231	2,199,100	2,198,100	2,230,980	1.4%
Commodities	86	-	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	-	0.0%
Total Expenditures	$ 2,023,793	$ 2,091,840	$ 2,151,231	$ 2,199,100	$ 2,198,100	$ 2,230,980	1.4%
Funding Sources:							
Service Charges	$ 2,023,793	$ 2,091,840	$ 2,151,231	$ 2,199,100	$ 2,198,100	$ 2,230,980	1.4%
Other	-	-	-	-	-	-	0.0%
Total Funding Sources	$ 2,023,793	$ 2,091,840	$ 2,151,231	$ 2,199,100	$ 2,198,100	$ 2,230,980	1.4%

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 2015 is $0.30 per month per cart, which is 2.8%. The basic residential customer monthly charge will increase from $10.65 per month in 2014 to $10.95 per month for 2015. For years after 2015, adjustments are as stipulated in the agreement (set rate or CPI-W adjustment). Rate increases for 2013, 2014 and 2015 were set at $0.30 per cart fir each year. For years after 2015 the rate adjustment will be based on the CPI-W.

Golf Course Fund

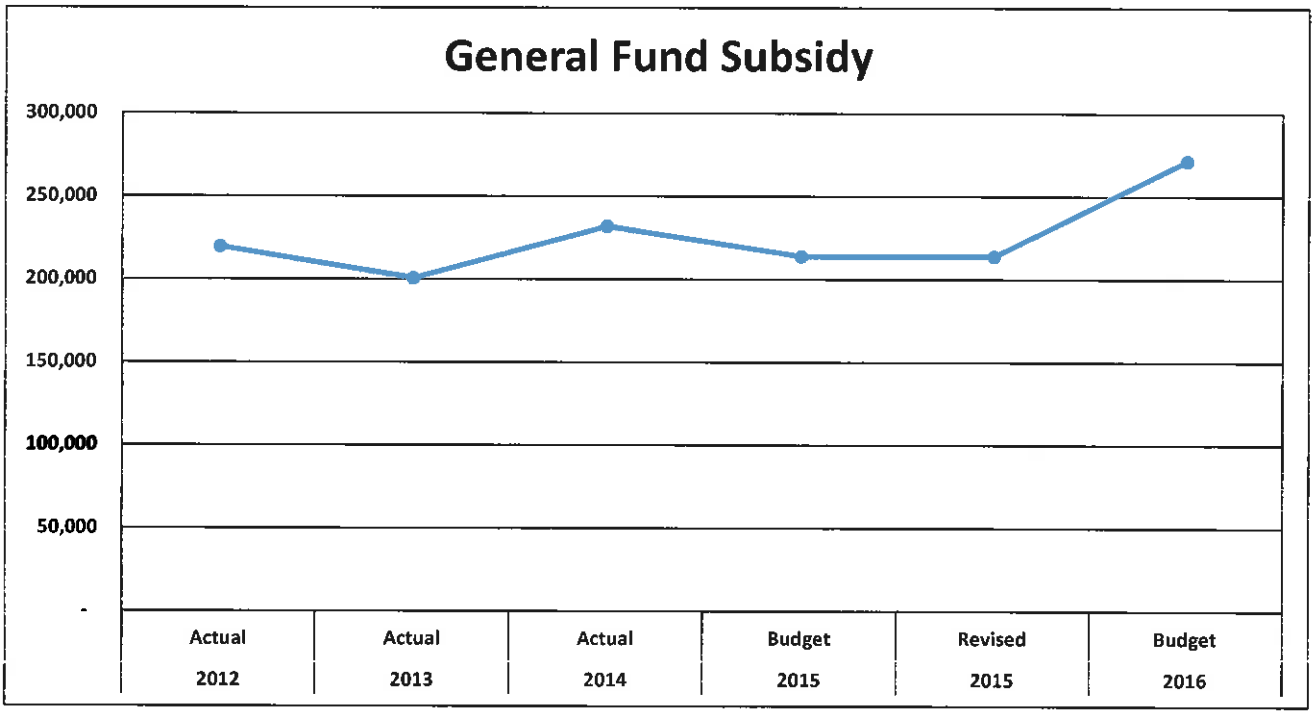
The Golf Course Fund accounts for the activities of the municipally owned 18-hole golf course on the southern edge of the City. The course name is Carey Park Golf Course and was built by the City in 1932. It consists of an 18-hole golf course, a clubhouse including full golf professional services, a 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. The Staff schedules approximately 40 tournaments annually with total rounds played each year averaging 24,500 which is down about 10-15% from a few years ago. Issues facing the Golf Course are fewer rounds being played across the country and rising maintenance costs. Fairways are being renovated and new professional staffing are emphasizing junior golf to boost play.

External revenues for both course fees and concessions projections are based on trends and cover approximately 70% of expenditures. The balances of expenditures are covered by a general fund transfer.

Although the Carey Park golf course is an enterprise fund, its revenues do not exceed its expenditures. The General Fund subsidy for the golf course is budgeted to be $271,614 in fiscal year 2016 which is a $57,263 or 26.7% increase from the 2015 fiscal year budget. This increase is primarily due to the need to replace two large grass mowers.

Golf Course (008)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues	604,866	$ 568,392	596,742	651,649	651,649	650,080
Transfers In - General fund	219,985	$ 201,030	232,184	214,351	214,351	271,614
Funds available	$ 824,851	$ 769,422	$ 828,926	$ 866,000	$ 866,000	921,694
Expenditures:						
Golf Course	$ 766,851	$ 735,422	$ 775,426	$ 826,000	$ 826,000	855,394
Reserve Transfers-MERF	58,000	34,000	53,500	40,000	40,000	66,300
Total Expenditures	$ 824,851	$ 769,422	$ 828,926	$ 866,000	$ 866,000	921,694
Transfers Out	-	-	-			
Ending Balance, December 31	$ -	$ -	$ -	$ -	$ -	$ 0



Golf Course Fund (008)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Recreation & Concessions:						
Greens Fees	$ 218,877	$ 202,139	$ 209,370	$ 218,816	$ 218,816	$ 213,779
Improvement Fund Fees	-	-	-	-	-	-
Tournament Revenue	-	-	-	-	-	-
Season Passes	88,670	90,497	85,027	94,191	94,191	92,679
School Fees	-	-	-	6,760	6,760	7,500
Private Cart Fees	12,572	14,100	13,772	15,315	15,315	15,348
City Cart Rental	112,890	105,411	102,384	110,315	110,315	110,849
Locker Rental	2,060	2,120	2,200	2,150	2,150	2,220
Cart Shed Rental	9,898	12,485	12,035	12,835	12,835	12,835
Advertising	50	-	-	9,000	9,000	4,500
Golf Concessions	65,630	61,419	73,692	76,667	76,667	80,695
Golf Pro Shop	52,612	41,644	52,520	66,800	66,800	66,800
Pepsi Commissions	-	1,532	837	-	-	-
Driving Range	26,877	24,297	26,806	27,500	27,500	28,875
Miscellaneous:						
Reimbursement	873	-	-	300	300	-
Gift Certificates	-	-	-	-	-	1,000
Miscellaneous	13,838	12,739	18,097	11,000	11,000	13,000
Overages (Shortages)	19	10	2	-	-	-
Total	$ 604,866	$ 568,392	$ 596,742	$ 651,649	$ 651,649	$ 650,080

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 daily golf as well as tournament play. The staff hosts approximately 25,000 rounds of golf and 40 - 50 high school, collegiate, amateur and fundraising tournaments at the course annually including the largest single day high school tournament in the nation, various KGA/KJGA events and the KHSAA 6A State Championship in 2015. Carey Park was home to 5 golf leagues in 2014 as well as to a junior golf program.

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 ½" 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 natural areas that are burned annually and 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 28 sand bunkers on the golf course that are raked at least 3 times per week and edged twice per season.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 484,602	$ 469,371	$ 485,093	$ 499,490	$ 499,490	$ 520,601	4.2%
Contractual Services	103,546	103,998	122,387	124,270	124,270	128,252	3.2%
Commodities	176,306	162,054	166,158	193,240	193,240	195,040	0.9%
Capital Outlay	2,397	-	1,788	9,000	9,000	11,500	27.8%
Total Expenditures	$ 766,851	$ 735,422	$ 775,426	$ 826,000	$ 826,000	$ 855,394	3.6%
Funding Sources:							
Service Charges	$ 604,866	$ 555,643	$ 596,742	$ 651,649	$ 651,649	$ 650,080	-0.2%
General Fund Subsidy	161,985	179,779	178,684	174,351	174,351	205,314	17.8%
Total Funding Sources	$ 766,851	$ 735,422	$ 775,426	$ 826,000	$ 826,000	$ 855,394	3.6%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
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
Maintenance Worker	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
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	6.00	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:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Trees & Shrubs				3,000		3,000
Cage for golf ball picker	New	2,000		2,000		
Beer can cooler	Replacement	2,000				
Concession & Computer Equipment				4,000		
Range Ball Dispenser	New					5,000
Edger Attachment	New					3,500

Trends and Issues:

Our goal is to provide a combination of good/responsible maintenance, friendly service and a positive overall experience for our customers.

Greens represent only 5-10 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.... and we invest in them appropriately.

Phase 2 of the Golf Master Plan was completed in 2012 and future phases of the plan continues to await funding. The next phase of the master plan is scheduled to be completed in 2015 and will include renovation work to holes 1, 9 and driving range areas. This will include a new green on hole 1, new tees on both holes and a replacement irrigation system in these areas. The current irrigation system needs to be replaced/upgraded because of its age and life expectance, as well as newer technologies allowing more efficient and controlled irrigation.

2016 Goals - (Quantifiable and Measurable)

1. Expand Junior Golf program to include camps as well as clinics.
2. Budget maintenance operations to remain relatively constant.
3. Eliminate fairway overseeding per KSU recommendation to lessen possibility for winter injury.
4. Continue to maintain profitable concession and pro shop operations.

2017-2021 Strategic Goals (Directional and Strategic)

1. Continue to evaluate current golf services and look to expand more into more profitable areas.
2. Continue to evaluate the concession operations and incorporate efficiencies wherever possible.
3. Develop a merchandising policy/procedure to ensure desirable inventory and best revenues are achieved.
4. Focus on improved customer service to attract new and/or younger individuals or groups to the course.
5. Continue to maintain the golf course at expected levels for the majority of the customers.

Airport Fund

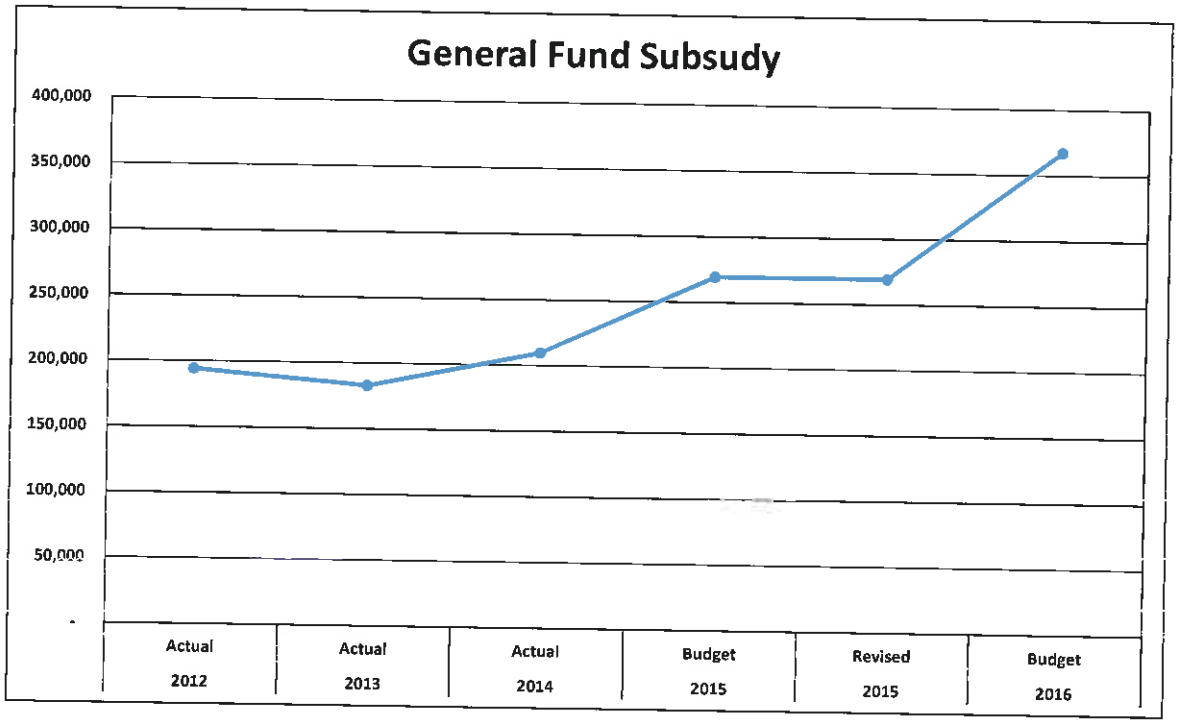
The Airport Fund accounts for the operations of the Hutchinson Municipal Airport. This includes the main terminal, three runways, all taxiways, aprons, and related surrounds. The Airport handles approximately 40,000 flight operations annually and encompasses 1,912 acres. The Airport has 15 tenants including the Airport Steakhouse and the nationally renowned Meade Aircraft. The Airport is home to fixed base operators under contract with the City to handle airplane engine, airframe issues, pumping fuel, and airplane storage. This fund is supported by rents, fees, and a subsidy from the General Fund. The General Fund subsidy for fiscal year 2016 is budgeted to be $366,429. This is $97,392 or 36.2% higher than the 2015 budget. Part of the increase is to minimize the potential of wildlife and aircraft accidents.

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 reviews 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 fueling 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.

Airport (050)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ -	$ -	$ -	$ -	$ -	$ -
Revenues:						
Use of Money & Property:						
Restaurant Rent	$ 47,214	$ 47,214	$ 47,214	$ 47,214	$ 47,214	$ 47,214
Hangar Rent	94,424	74,657	76,493	76,952	76,952	75,716
T-Hangar rent	14,640	15,416	14,330	14,640	14,640	15,600
Other Rents & Fees	-	90	-	1,500	1,500	1,431
Office Rent	51,434	56,932	57,891	58,940	58,940	55,418
Farm Rent	2,533	1,431	10,027	5,964	5,964	5,964
Miscellaneous:						
Fuel Sales	13,237	19,775	21,173	8,000	8,000	18,000
Reimbursed Expenses	2,198	788	124	1,000	1,000	1,000
Total Revenues	$ 225,680	$ 216,303	$ 227,252	$ 214,210	$ 214,210	$ 220,343
Transfers In - General fund	194,155	183,043	209,505	269,037	269,037	366,429
Funds available	$ 419,835	$ 399,347	$ 436,757	$ 483,247	$ 483,247	$ 586,772
Expenditures:						
Airport Operations	$ 364,835	$ 364,847	$ 421,257	$ 467,747	$ 467,747	$ 504,272
Debt Service	$ -	$ 15,500	$ 15,500	$ 15,500	$ 15,500	$ 15,500
Reserve Transfers-MERF	55,000	19,000	-	-	-	67,000
Total Expenditures	$ 419,835	$ 399,347	$ 436,757	$ 483,247	$ 483,247	$ 586,772
Transfers Out	-	-				
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 Regional Airport. This includes the main terminal, three runways, all taxiways, aprons, and related surrounds. The Airport handles approximately 40,000 flight operations annually and encompasses 1980 acres. The Airport has 14 tenants including the Airport Steakhouse which is regionally recognized as one of the best steak houses in the area and the nationally renown Midwest Malibu Center. 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.

In 2014, the Airport was the 3rd busiest GA airport in the state behind Wichita and Salina. The Airport maintains a FAA Part 139 Commercial Operations Certificate that allows the airport to service aircraft with more than 30 passenger seats. With this certification the Airport must maintain certain level of competence, capabilities, and maintenance which separates us from the smaller general aviation airports in the state. While we do not have scheduled commercial service, the certificate holds the airport to a higher standard in airfield training, maintenance, professionalism and operational safety.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 163,585	$ 155,484	$ 166,462	$ 179,479	$ 179,479	$ 189,796	5.7%
Contractual Services	115,549	132,552	161,949	199,968	199,968	220,176	10.1%
Commodities	78,076	58,547	83,868	78,500	78,500	79,500	1.3%
Capital Outlay	7,625	18,264	8,979	9,800	9,800	14,800	51.0%
Total Expenditures	$ 364,835	$ 364,847	$ 421,257	$ 467,747	$ 467,747	$ 504,272	7.8%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	225,680	216,303	227,252	214,210	214,210	220,343	2.9%
General Fund Subsidy	139,155	148,543	194,005	253,537	253,537	283,929	12.0%
Total Funding Sources	$ 364,835	$ 364,847	$ 421,257	$ 467,747	$ 467,747	$ 504,272	7.8%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Airport Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maint. Tech.	-	-	-	-	-	-
Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total	3.00	3.00	3.00	3.00	3.00	3.00

Department Summary

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

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Pavement Improvements	Maintenance	800		800	800	800
Airport Improvements	Maintenance	5,000		5,000	5,000	5,000
Security Cameras (year 1 of 2)	New	3,500		4,000	4,000	4,000
New Signage	Replacement					5,000

Current Trends and Issues:

Large capital improvement projects at the airport are typically funded using FAA Airport Improvement Project grants, with a 10% match using airport sponsor (City) funds. These projects are typically runway and taxiway pavement projects, airfield lighting upgrades including signs, NAVAIDS, approach lighting and wind direction indicators. Due to the somewhat volatile federal entitlement funding scheme, addressing large scale airport improvement projects have become challenging in recent years. When considering funding projects, the FAA now looks at multiple aspects at individual airports in order to better make more financially responsible and effective decisions. Two of the criteria in which the FAA uses are based aircraft and total operations at the airport. While our number of operations are some of the highest in the region, our based aircraft count continues to dwindle due to several factors.

The most important of these factors is the general condition of our hangar facilities. Aircraft owners move their aircraft to other airports (Newton, McPherson, Lyons, Kingman, Moundridge) because of recently constructed facilities and the direct leasing from the airport sponsors. Hutchinson is challenged because of the 1940-50 era facilities and the current lack of t-hangar space available.

Another trend in business aviation is the "Aircraft Management Company" model. These are essentially companies that manage aircraft or fleets of aircraft for smaller businesses and companies that might not normally justify private jet or performance aircraft ownership. Several of these companies will "lease" an aircraft and the aircraft management company will provide all of the maintenance, fueling, pilots, and flight planning for the leases. The lack of first class hangar space hinders Hutchinson's ability to attract these companies and similar aviation related industries.

In addition, the general condition of the airports two crosswind runways, 17/35 and 4/22 are listed on the national airports pavement condition index as poor. City staff are working with the FAA and our consulting engineer to secure funding to address the pavements on these runways.

2016 Goals - (Quantifiable and Measurable)

Pending FAA funding, 2016 should see reconstruction of runway 17/35 and the shorting of runway 4/22. Runway 17/35 is scheduled for a full depth reconstruction and as part of the FAA's ongoing airport "Hot Spot" mitigation program, runway 4/22 will be reduced in length from 6000' to 4400'. This will address the portion of runway 4/22 that crosses the approach end of runway 35. This project will also include updated medium intensity runway lighting and GPS/WAAS approaches into the airport.

The airport advisory committee in 2016 will also host another open house/air show for the community. The fly-in that was hosted in 2014 was a huge success and proved to be very popular with the public. We hope to offer the same style event with more activities and aircraft.

2017-2021 Strategic Goals (Directional and Strategic)

In order to better position the airport for future aviation needs, public perception, pilot creation, revenue generation opportunities, business and economic development, job creation and airfield facility improvements, we are working towards developing an airport strategic business plan that details the current assets of the airport, projected development timelines and detailed steps to achieve those goals. This is a multifaceted project and will require the dedication of airport, city, tenant, stakeholder, FAA, KDOT Aviation and private consultants in order to achieve the needed results. Many of the recommendations will require the restructuring of the airport department and the airport advisory committee taking a more active roll in the future of the airport.

The Hutchinson airport has been under utilized and overlooked as to the economic impact it can provide to the community of Hutchinson. This has become more and more clear as businesses have considered moving to the Hutchinson airport only to find no suitable facilities to meet their needs. We hope to raise the awareness of the importance of the airport to both the community though public events (fly-ins, air shows, special events) and the business community to show the potential value of business aircraft and why the Hutchinson airport is in a perfect position to attract aviation and non-aviation related businesses to the region.

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, nineteen (19) 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 2.0 billion gallons of groundwater annually, which is provided to the City's water customers. Divisional staff also takes over 600 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 300 miles of water mains, over 5,000 valves, over 2,700 fire hydrants and over 75 miles of service lines. On the average, each year, water maintenance staff replaces or repairs approximately 200 water service lines, repairs over 70-90 water main breaks, installs approximately 10,000 feet of new water mains, makes over 40 service line taps and completes over 5,700 utility locates.

The Water Utility fund is projecting an ending fund balance in 2016 of $4,417,390. Of this amount, $399,500 or 9.0% 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 2016 is projected to be $4,017,890.

Water Utility (051)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 5,001,227	$ 6,103,821	$ 6,237,535	$ 5,676,378	$ 6,095,139	$ 4,800,311
Revenues	7,512,987	6,772,834	7,288,631	7,108,972	7,138,972	7,244,998
Bond Proceeds	6,370,569	-	-	-	-	-
Transfers In	600,000	-	-	-	-	-
Prior Year Encumbrances Canceled	-	-	-	-	-	-
Funds available	$19,484,783	$12,876,655	$13,526,165	$12,785,350	$13,234,111	$12,045,309
Expenditures:						
Water Production	$ 1,809,439	$ 1,837,931	$ 1,749,081	$ 1,945,393	$ 1,945,393	$ 1,964,979
Water Distribution	1,187,172	1,132,654	1,136,725	1,281,554	1,281,179	1,281,843
Water Administration	563,342	519,581	523,684	544,613	544,613	532,892
Reserve Transfers-MERF	59,500	34,000	59,000	176,298	176,298	137,617
Reserve Transfers-CIP Reserve	775,000	825,000	1,238,833	1,725,000	1,725,000	882,000
Reserve Transfers-CIP Fund	-	-	-	-	-	-
Debt Service	7,560,466	647,206	647,206	647,206	647,206	647,206
Overhead Cost Allocation	1,447,280	1,535,334	1,581,228	1,628,286	1,628,286	1,683,457
Audit Adjustments	-	-	-	-	-	-
Accrued Interest Adjustment	-	-	-	-	-	-
Total Expenditures	$13,402,199	$ 6,531,707	$ 6,935,757	$ 7,948,350	$ 7,947,975	$ 7,129,994
Transfers Out	13,765	107,413	495,269	485,825	485,825	488,125
Ending Balance, December 31	$ 6,068,819	$ 6,237,535	$ 6,095,139	$ 4,351,175	$ 4,800,311	$ 4,427,190
Fund Balance Restrictions:						
Meter deposit	$ 336,256	$ 342,220	$ 343,218	$ 375,000	$ 175,000	$ 175,000
Well closure	199,500	205,500	211,700	218,000	218,000	224,500
Bond accounts	-	-	-	-	-	-
Depreciation & emergency reserve	-	-	-	-	-	-
Unrestricted	5,533,063	5,689,815	5,540,222	3,758,175	4,407,311	4,027,690
Total Fund Balance	$ 6,068,819	$ 6,237,535	$ 6,095,139	$ 4,351,175	$ 4,800,311	$ 4,427,190

Water Utility Fund (051)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Service Charges:						
Water Sales	$ 6,915,748	$ 6,225,801	$6,427,023	$6,554,000	$6,554,000	$6,652,310
Service Connection Fee	39,337	39,430	39,552	38,000	38,000	38,000
Tapping Charges	34,222	38,440	32,053	28,000	28,000	28,000
Connect/Disconnect Fees	49,323	46,477	112,818	75,000	75,000	75,000
Late Fees	73,594	68,781	72,825	70,000	100,000	100,000
Water District Surcharge	3,072	3,072	3,072	3,072	3,072	3,072
Franchise Fees	347,697	318,335	319,475	327,700	327,700	332,616
Interest Income	16,026	11,541	11,161	8,200	8,200	6,000
Miscellaneous	33,968	20,957	270,652	5,000	5,000	10,000
Bond Proceeds	6,370,569	-	-	-	-	-
Audit Adjustments	-	-	-	-	-	-
Total	$13,883,556	$ 6,772,834	$7,288,631	$7,108,972	$7,138,972	$7,244,998

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 19 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 the reverse osmosis water treatment center. 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. Division staff collects over 2,000 water samples each year to ensure that drinking water quality regulations are met. The Water Treatment Systems Superintendent, also a licensed Professional Geologist, oversees the administration of this budget account under the oversight of the Director of Public Works.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 419,292	$ 440,475	$ 451,182	$ 457,743	$ 457,743	$ 468,029	2.25%
Contractual Services	786,016	781,021	816,080	890,500	890,500	898,900	0.94%
Commodities	451,170	381,186	404,700	504,400	504,400	505,300	0.18%
Capital Outlay	152,961	235,249	77,119	92,750	92,750	92,750	0.00%
Total Expenditures	$ 1,809,439	$ 1,837,931	$ 1,749,081	$ 1,945,393	$ 1,945,393	$ 1,964,979	1.01%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	1,809,439	1,837,931	1,749,081	1,945,393	1,945,393	1,964,979	1.01%
Other	-	-	-	-	-	-	#DIV/0!
Total Funding Sources	$ 1,809,439	$ 1,837,931	$ 1,749,081	$ 1,945,393	$ 1,945,393	$ 1,964,979	1.01%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Water Treatment Superint.	1.00	1.00	1.00	1.00	1.00	1.00
Water Treatment Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Lead Water Treatment Oper.	-	1.00	1.00	2.00	2.00	2.00
Senior Water Treatment Oper.	-	2.00	2.00	2.00	2.00	3.00
Water Treatment Operator	5.00	2.00	2.00	1.00	1.00	-
Water Quality Coord.	-	-	-	-	-	-
Total	7.00	7.00	7.00	7.00	7.00	7.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Office Equipment	Replacement	8,000	-	8,000	8,000	8,000
Prod. & Const. Equipment	Maintenance	90,000	66,940	65,000	65,000	65,000
Other Equipment	Replacement	84,750	10,179	19,750	19,750	19,750

Current Trends and Issues:

The Reverse Osmosis Water Treatment Facility has been in operation for approximately 6 years, and an understanding of facility operational costs, management, and staffing needs has been achieved. To ensure that adequate funds are available to keep the plant equipment operational and updated, two capital project reserves have been established. $200,000 is being transferred in fiscal year 2016 for the unspecified water treatment and production projects reserve (WTRUNS) and $120,000 is being transferred in fiscal year 2016 for the water treatment and production equipment replacement reserve (WPEQUP). These are programmed as annual allocations to these capital project reserves.

2016 Goals - (Quantifiable and Measurable)

1) Decrease operation and maintenance costs on RO process equipment by implementing an alternative groundwater remediation process at well RW-4. This proposal approved by the City Council in January 2015, will reduce treatment chemical costs, and defer replacement cost for RO membranes.
2) Promotion of Senior Operator to Lead Operator position to increase production staff efficiency. See Form C.
3) Promotion of two Operators to Senior Operator positions.
4) Continue operation of municipal wellfield to maintain maximum operational efficiency, while reducing aquifer drawdown conditions affecting regional water levels during drought periods.
5) Continue record of excellence in providing safe drinking water to the Hutchinson community in compliance with the Safe Drinking Water Act.

2017-2021 Strategic Goals (Directional and Strategic)

1) Develop and implement system modifications that will promote electrical power consumption efficiency.
2) Implement technological advances that will improve water production and treatment system efficiency.
3) Continue to evaluate staff work time to maintain and/or improve efficiency where determined.
4) Assess newly developed water treatment antiscalant chemicals to improve RO membrane treatment efficiency and reduce operational, maintenance and replacement costs.

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 315 miles of water mains, over 5200 valves, over 2,700 fire hydrants and over 75 miles of service lines. On the average each year, water maintenance staff replaces or repairs approximately 202 water service lines, repairs 85 water main breaks, makes 75 service line taps and completes over 5,100 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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 753,229	$ 727,796	$ 721,939	$ 740,454	$ 740,454	$ 746,918	0.87%
Contractual Services	64,532	72,470	91,131	137,550	137,175	127,375	-7.40%
Commodities	340,690	305,227	297,447	365,550	365,550	380,550	4.10%
Capital Outlay	28,721	27,162	26,208	38,000	38,000	27,000	-28.95%
Total Expenditures	$1,187,172	$1,132,654	$1,136,725	$1,281,554	$1,281,179	$1,281,843	0.02%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	1,187,172	1,132,654	1,136,725	1,281,554	1,281,179	1,281,843	0.02%
Other	-	-	-	-	-	-	#DIV/0!
Total Funding Sources	$1,187,172	$1,132,654	$1,136,725	$1,281,554	$1,281,179	$1,281,843	0.02%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Water/Sewer Superintendent	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Associate	-	-	-	-	-	-
Water Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Staff Aide	-	-	-	-	-	-
Lead Water Worker	3.00	3.00	3.00	3.00	3.00	3.00
Senior Water Maint. Worker	1.00	1.00	1.00	1.00	1.00	1.00
Water Maint. Worker	6.00	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	13.00	13.00	13.00	13.00	13.00	13.00

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Land, Right-of-Way, etc.	New	2,000		2,000	2,000	
New Water Meters	New	25,000		25,000	25,000	
Pipe Locator & 3" Hydraulic Pu	New			2,000	2,000	
Paving Breaker for skid-steer				9,000	9,000	

Current Trends and Issues:

In the 2016 Capital Improvement Program (CIP), $550,000 is being transferred from the Water Fund into the CIP water line replacement, repair and extension reserves. As the buried water line infrastructure continues to age with many of the lines starting to approach their useful life, the annual allocation into the repair and replacement reserve will likely need to be increased in future years.

2016 Goals - (Quantifiable and Measurable)

Improve efficiency in at least 3 of the 11 categories that are tracked in the efficiency report

2017-2021 Strategic Goals (Directional and Strategic)

The City's water mains continue to be a concern due to their age. Continue with the implementation of the program to start replacing the existing water mains that began in 2015. Evaluate and provide sufficient funding to be used so that a certain amount of mains are replaced annually. Almost all of the water main breaks we have are on 6" cast iron pipes but there are some 4" pipes that need to upsized. 6" and 4" water lines should be upsized to a minimum of 8" at time of replacement.

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 administrative expenses for the Water Utility. 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.
This budget basically functions as a pass through budget for these expenses associated with the Water fund.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Contractual Services	557,991	519,581	523,684	544,613	544,613	532,892	-2.15%
Commodities	-	-	-	-	-	-	0.00%
Capital Outlay	5,351	-	-	-	-	-	0.00%
Total Expenditures	$ 563,342	$ 519,581	$ 523,684	$ 544,613	$ 544,613	$ 532,892	-2.15%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	563,342	519,581	523,684	544,613	544,613	532,892	-2.15%
Other	-	-	-	-	-	-	#DIV/0!
Total Funding Sources	$ 563,342	$ 519,581	$ 523,684	$ 544,613	$ 544,613	$ 532,892	-2.15%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Utility Office Manager	-	-	-	-	-	-
Water Service Tech.	-	-	-	-	-	-
Utility Clerk	-	-	-	-	-	-
Asst. Officer Manager	-	-	-	-	-	-
Total	-	-	-	-	-	-

Department Summary

Department:	Division:	Activity:
Public Works	Water Treatment & Production	Water Administration (6625-493)

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget

Trends and Issues:

In fiscal year 2012, the bulk of the utility billing expenses were 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 are charged back through the overhead cost allocation between the funds.

CITY OF HUTCHINSON
SCHEDULE OF WATER BOND INDEBTEDNESS
January 1, 2016

	KANSAS WATER POLLUTION CONTROL LOAN ISSUED 10/27/05 - $10,000,000				
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	TOTAL	INTEREST RATES
2016	468,808	161,568	16,830	647,206	2.650%
2017	481,314	150,242	15,650	647,206	2.650%
2018	494,153	138,614	14,439	647,206	2.650%
2019	507,335	126,676	13,195	647,206	2.650%
2020	520,868	114,419	11,919	647,206	2.650%
2021	534,763	101,836	10,608	647,206	2.650%
2022	549,028	88,916	9,262	647,206	2.650%
2023	563,674	75,652	7,880	647,206	2.650%
2024	578,710	62,034	6,462	647,206	2.650%
2025	594,147	48,053	5,006	647,206	2.650%
2026	609,997	33,699	3,510	647,206	2.650%
2027	626,269	18,962	1,975	647,206	2.650%
2028	319,371	3,832	399	323,603	2.650%
	6,848,437	1,124,506	117,136	8,090,079	

Kansas Water Pollution Control Loan
Water Fund
#1666
Dated: October 27, 2005
Original Value: $10,000,000

Fiscal Period	Principal	Interest	Fees	Total	Rates
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%
	6,848,436.79	1,124,505.76	117,135.95	8,090,078.50	

Principal and Interest due March 1 and September 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 was 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 reduces 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. Currently the Sewer Utility fund has no restricted fund balance.

The Sewer Utility Fund transfers funds annually to the Capital Improvement Reserve Fund. In the 2016 budget, the sewer allocation to the capital reserves are lowered from $800,000 in 2015 to $712,000 in 2016. MERF Reserves for WWTF projects are increased in 2016 to $239,915 from $136,915 in the 2015 budget as a $170,000 for a loader replacement is budgeted in 2016.

Sewer Utility (052)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 3,366,900	$ 4,341,641	$ 4,490,168	$ 3,778,075	$ 4,138,283	$ 3,301,158
Revenues	6,208,255	5,934,198	5,868,261	5,983,818	5,810,159	5,994,419
Prior Year Encumbrances Canceled	-	-	-	-	-	-
Funds available	$ 9,575,155	$ 10,275,839	$ 10,358,429	$ 9,761,893	$ 9,948,441	$ 9,295,576
Expenditures:						
Wastewater Treatment Plant	$ 2,056,399	$ 2,150,444	$ 2,063,724	$ 2,589,944	$ 2,506,044	$ 2,526,372
Sanitary Sewer Maintenance	861,397	921,422	954,462	1,120,783	1,161,008	1,178,676
Reserve Transfers-MERF	63,000	150,000	444,000	136,915	136,915	239,915
Reserve Transfers-CIP Reserve	-	500,000	863,833	800,000	800,000	712,000
Reserve Transfers-CIP Fund	300,000	-	-	-	-	-
Debt Service	721,095	596,888	398,549	200,209	200,209	200,209
Overhead Cost Allocation	1,253,259	1,334,438	1,358,759	1,382,273	1,382,273	1,434,648
Audit Adjustments	-	-	-	-	-	-
Accrued Interest Adjustment	-	-	-	-	-	-
Total Expenditures	$ 5,255,150	$ 5,653,192	$ 6,083,327	$ 6,230,124	$ 6,186,449	$ 6,291,820
Transfers Out	7,363	132,479	136,819	460,835	460,835	616,040
Ending Balance, December 31	$ 4,312,642	$ 4,490,168	$ 4,138,283	$ 3,070,934	$ 3,301,158	$ 2,387,717
Fund Balance Restrictions:						
Bond sinking	$ -	$ -	$ -	$ -	$ -	$ -
Depreciation & emergency reserve	-	-	-	-	-	-
Unrestricted	4,312,642	4,490,168	4,138,283	3,070,934	3,301,158	2,387,717
Total Fund Balance	$ 4,312,642	$ 4,490,168	$ 4,138,283	$ 3,070,934	$ 3,301,158	$ 2,387,717

Sewer Utility Fund (052)
Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Licenses & Permits:						
Sewer Permits	$ 4,050	$ 5,226	$ 2,850	$ 500	$ 500	$ 500
Service Charges:						
Sewer Use Charges	5,832,091	5,579,215	5,526,213	5,640,100	5,457,989	5,645,840
Late Fees	49,215	52,683	48,963	48,218	64,316	50,287
Franchise Fees	291,357	278,489	273,488	282,000	272,645	282,292
Tapping Fees	25	-	-	-	-	-
Loan/Bond Proceeds	-	-	-	-	-	-
Miscellaneous:						
Salvaged Material	147	196	151	-	-	-
Reimbursements	7,171	4,041	973	500	500	500
Use of Money & Property:						
Rental of Property	16,000	8,000	8,000	8,000	8,000	8,000
Interest Income	8,199	6,348	7,623	4,500	6,209	7,000
Total	$ 6,208,255	$5,934,198	$5,868,261	$5,983,818	$5,810,159	$5,994,419

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 lagoon facility and 33 sanitary sewer system lift pump stations. WWTF operates 24/7 and on the average, each year treats approximately 1.7 billion gallons (4.6 million gallons per day) of mixed sanitary and industrial wastewater and disposes of 7,000 cubic yards or 1000 dry tons of municipal sewage sludge - biosolids for agricultural reuse on 460 acres. The WWTF has a state certified laboratory and plant staff administer the City's EPA approved industrial pretreatment program, over ten 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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 733,698	$ 772,950	$ 680,103	$ 929,880	$ 849,880	$ 857,647	-7.8%
Contractual Services	947,931	949,343	1,032,622	1,130,439	1,126,539	1,145,150	1.3%
Commodities	334,777	357,245	341,136	439,625	439,625	438,575	-0.2%
Capital Outlay	39,993	70,906	9,863	90,000	90,000	85,000	-5.6%
Total Expenditures	$ 2,056,399	$ 2,150,444	$ 2,063,724	$ 2,589,944	$ 2,506,044	$ 2,526,372	-2.5%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Service Charges	2,056,399	2,150,444	2,063,724	2,589,944	2,506,044	2,526,372	-2.5%
Other	-	-	-	-	-	-	0.0%
Total Funding Sources	$ 2,056,399	$ 2,150,444	$ 2,063,724	$ 2,589,944	$ 2,506,044	$ 2,526,372	-2.5%

Personnel Schedule
Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
WW Treatment Supt.	1.00	1.00	1.00	1.00	1.00	1.00
WWTP Treat. Systems Supv.	-	-	-	1.00	1.00	1.00
WW Treatment Maint Supv	1.00	1.00	1.00	-	-	-
Water Quality Coord.	1.00	1.00	1.00	1.00	1.00	1.00
Lead Lab Technician	1.00	1.00	1.00	1.00	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	2.00	2.00	3.00
Plant Operators	5.00	5.00	4.00	2.00	2.00	2.00
Senior Maint. Worker	1.00	1.00	1.00	1.00	1.00	3.00
Maintenance Worker	5.00	5.00	5.00	5.00	5.00	2.00
Secretary	0.50	0.50	0.50	-	-	-
Total	18.50	18.50	17.50	16.00	16.00	16.00

Department Summary

Department:	Division:	Activity:
Public Works	Wastewater Treatment	Wastewater Treatment Plant (6510-494)

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
WIMS software & PDA	New	4,460				
Cabinets for laboratory	Replacement	9,590				
Office Equipment	Replacement	10,000		10,000	10,000	10,000
Dissolved Oxygen Measurement	New	50,000				
Moisture Analyzer						
Lab Cabinets						
SCADA systems updates				80,000	80,000	75,000

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. In the 2016 capital improvement program, $100,000 is being transferred from the Sewer Fund to the WWTF Upgrade - Phosphorous Removal project CIP. These funds are being transferred annually and are being accumulated to pay for this project when required by regulations.

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. In the 2016 capital improvement program, $300,000 is being transferred from the Sewer Fund to the WWTF Project Reserve CIP for unspecified project needs as they arise. It is anticipated that the annual transfer allocations to this reserve will need to be increased in future years for these improvements.

2016 Goals - (Quantifiable and Measurable)

1. Meet nutrient removal goals of NPDES permit (8.0 mg/L Total-Nitrogen and 1.5 mg/L Total-Phosphorus).
2. Reduce or maintain current level of energy use at treatment facility in relation to treated volume (kWh/MG).
3. Have no exceedances of NPDES permit during calendar year.

2017-2021 Strategic Goals (Directional and Strategic)

1. Increase energy efficiency of treatment facility
2. Develop plan for upgrade/replacement of UV facility
3. Develop plan for upgrade/replacement of screw pumps
4. Increase amount of automation in activated sludge process
5. Increase efficiency of staffing through scheduling changes

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 240 miles of sanitary sewer lines and 5,390 manholes. Each year on the average (2011 - 2013), staff cleans 60 miles of sanitary sewer lines, inspects by camera 28 miles of sanitary sewer lines, and complete 60 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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ 577,882	$ 612,904	$ 650,263	$ 711,638	$ 711,638	$ 703,677	-1.1%
Contractual Services	100,234	102,379	130,171	217,195	197,920	208,549	-4.0%
Commodities	142,635	146,139	144,839	186,950	246,450	261,450	39.9%
Capital Outlay	40,646	60,000	29,190	5,000	5,000	5,000	0.0%
Total Expenditures	$ 861,397	$ 921,422	$ 954,462	$ 1,120,783	$ 1,161,008	$ 1,178,676	5.2%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Service Charges	861,397	921,422	954,462	1,120,783	1,161,008	1,178,676	5.2%
Other	-	-	-	-	-	-	0.0%
Total Funding Sources	$ 861,397	$ 921,422	$ 954,462	$ 1,120,783	$ 1,161,008	$ 1,178,676	5.2%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Water/Sewer Superintendent	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Associate	-	-	-	-	-	-
Sewer Maint. Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maint. Worker	2.00	2.00	2.00	2.00	2.00	4.00
Lead Maint. Worker	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Worker	7.00	7.00	7.00	7.00	7.00	5.00
Utility Locate Technician	0.50	0.50	0.50	0.50	0.50	0.50
Total	13.00	13.00	13.00	13.00	13.00	13.00

Department Summary

Department:	Division:	Activity:
Public Works	Water & Sewer Maintenance	Sanitary Sewer Maintenance (6520-495)

Capital Outlay:

Item:	Replacement/ New/Maint	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Software/computer system upgra	Replacement	$ 5,000				
Generator & Mixer	New					

Trends and Issues:

In the 2015 capital improvement program (CIP), $300,000 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. As the buried sewer line infrastructure continues to age with many of the lines starting to approach their useful service life, it is anticipated that the annual allocation into this reserve will need to be increased in future years. Maintenance of the sewer system is very important to the life, service and capacity of the system. The costs associated with effective maintenance are ever increasing. $100,000 annually is also being transferred from the Sewer Fund to the Severance Street Interceptor Sewer replacement project. These funds have been accumulating to repair, replace or refurbish the 48" interceptor sewer line in future years, possibly as early as 2015.

2016 Goals - (Quantifiable and Measurable)

Clean at least 20% (229,000') of the sanitary sewer system (sizes 6" - 21")
Complete 5 more spot repairs than the 11 year average.
Complete a portion of the rehab work on the sanitary sewer system that has been identified through the SSES and turned in to Engineering for developing a project.

2017-2021 Strategic Goals (Directional and Strategic)

Continue to improve maintenance activities in an effort to reduce line plugging and sanitary sewer overflows.
Continue an aggressive approach to rehabbing sanitary sewer mains and manholes that are identified.
Continue to get a handle on root intrusion in the sewer system. We have started a chemical root control program which is a start, but a more aggressive approach will be needed in the future. Records indicate that about 70% of all sewer plugs are in mains with root intrusion.

CITY OF HUTCHINSON
SCHEDULE OF SEWER BOND INDEBTEDNESS
1/1/2016

	KANSAS WATER POLLUTION CONTROL LOAN ISSUED 10/21/09 - $3,068,553			
	BOND AMOUNT	INTEREST AMOUNT	FEES AMOUNT	INTEREST RATES
2016	132,605	61,390	6,214	2.470%
2017	136,237	58,092	5,880	2.470%
2018	139,968	54,704	5,537	2.470%
2019	143,801	51,223	5,185	2.470%
2020	147,739	47,647	4,823	2.470%
2021	151,785	43,973	4,451	2.470%
2022	155,941	40,199	4,069	2.470%
2023	160,212	36,321	3,676	2.470%
2024	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%
	2,518,339	531,136	53,759	

Kansas Water Pollution Control Loan
Sewer Fund
#1780
Dated: October 21, 2009
Original Value: $3,068,553 *

Fiscal Period	Principal	Interest	Fees	Total	Rates
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%
	2,518,339.18	531,136.24	53,758.81	3,103,234.23	

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 utility fee for single family residential properties in 2015 is $2.00 per month.

Due to the need to provide better flood protection to residents and businesses, the City Council authorized staff to begin implementation of a Storm Water Advisory Committee (SWAC) to develop a Storm Water Master Plan for flood water reduction. The Plan will be implemented over the next 5 years costing approximately $3.6 Million per year. This Plan will be funded by increased storm water fees to residents and businesses. In 2016 the storm water utility fee for residents will increase to $4.75 per month. Fees for non-residential customers will be based on their actual impervious (covered) areas.

The storm water utility fees exist to fund the City's operation, construction, maintenance, and repair of storm water drainage facilities and to reduce potential hazards to property resulting from storm water runoff. It also monitors and improves water quality of its receiving waters and to meet EPA storm water regulations.

Storm Water Utility (057)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 477,897	$ 691,862	$ 587,878	$ 482,600	$1,206,521	$1,627,792
Revenues:						
Service Charges	$ 284,446	$ 555,533	$ 573,954	$ 560,000	$ 574,739	$2,400,000
Interest Income	1,017	969	767	-	4,188	1,000
Reimbursements	-	132,463	730,548	-	-	-
Total Revenues	$ 285,463	$ 688,965	$1,305,269	$ 560,000	$ 578,927	$2,401,000
Transfers In	-	-	-	-	-	-
Funds available	$ 763,360	$1,380,827	$1,893,147	$1,042,600	$1,785,448	$4,028,792
Expenditures:						
Storm Water Administration	$ 71,499	$ 3,015	$ 55,493	$ 69,289	$ 69,289	$ 74,427
Storm Sewer Maintenance	-	9,298	12,079	13,850	13,850	244,136
Reserve Transfers-MERF	-	-	-	-	-	39,000
Reserve Transfers-CIP Fund	-	-	-	-	-	1,680,000
Reserve Transfers-CIP Reserve	-	670,000	540,548	-	-	100,000
Overhead Cost Allocation	-	32,135	46,987	48,545	48,545	114,099
Total Expenditures	$ 71,499	$ 714,448	$ 655,107	$ 131,684	$ 131,684	$2,251,661
Transfers Out	-	78,500	31,519	25,971	25,971	43,054
Ending Balance, December 31	$ 691,861	$ 587,878	$1,206,521	$ 884,945	$1,627,792	$1,734,077

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.

Expenditures:	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Personal Services	$ 68,862	$ 1,005	$ 48,141	$ 56,949	$ 56,949	$ 59,492	4.46%
Contractual Services	1,837	2,010	7,014	9,890	9,890	11,535	16.63%
Commodities	800	-	338	2,450	2,450	3,400	38.78%
Capital Outlay	-	-	-	-	-	-	#DIV/0!
Total Expenditures	$ 71,499	$ 3,015	$ 55,493	$ 69,289	$ 69,289	$ 74,427	7.41%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	71,499	3,015	55,493	69,289	69,289	74,427	7.41%
Other	-	-	-	-	-	-	#DIV/0!
Total Funding Sources	$ 71,499	$ 3,015	$ 55,493	$ 69,289	$ 69,289	$ 74,427	7.41%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Storm Water Coordinator	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

Trends and Issues:

2016 will bring challenges due to enacting the ERU (equivalent residential unit) billing, by assisting and reviewing potential fee credits. The program will begin to take on additional responsibilities which include cleaning and televising storm sewers, completing a study to evaluate improvements to the stormwater system and development of projects that will benefit the system as a whole. Continued compliance and required stormwater testing will also continue to be a priority to maintain compliance with the City's NPDES Stormwater Permit.

Department Summary

Department:	Division:	Activity:
Engineering	Engineering	Storm Water Administration (7700-496)

2016 Goals - (Quantifiable and Measurable)

Inspect private and City owned post construction (BMP's) Best Management Practices.
Develop 5 year CIP based upon minimizing flooding throughout the City
Clean and Inspect 20% of the Stormwater System

2017-2021 Strategic Goals (Directional and Strategic)

Improve maintenance of the stormwater system throughout the City
Begin to be proactive instead of reactive to improvements and repairs to the stormwater system.
Develop BMP's if it is determined that runoff from stormwater events in the City effect water quality.

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.

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget	Change in Budget
Expenditures:							
Personal Services	$ -	$ -	$ -	$ -	$ -	$ 138,711	0.00%
Contractual Services	-	156	875	325	325	10,175	3030.77%
Commodities	-	9,142	11,204	13,525	13,525	64,750	378.74%
Capital Outlay	-	-	-	-	-	30,500	0.00%
Total Expenditures	$ -	$ 9,298	$ 12,079	$ 13,850	$ 13,850	$ 244,136	1662.71%
Funding Sources:							
Intergovernmental	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Service Charges	-	-	-	-	13,850	244,136	#DIV/0!
General Revenues	-	9,298	12,079	13,850	-	-	-100.00%
Total Funding Sources	$ -	$ 9,298	$ 12,079	$ 13,850	$ 13,850	$ 244,136	1662.71%

Personnel Schedule

Full Time Equivalents

	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2015 Revised	2016 Budget
Sewer Maint Worker	-	-	-	-	-	3.00

Current Trends and Issues:

Storm water maintenance has been financed as part of the General Fund in previous years' budgets prior to 2013. With the increase in storm water fees that became effective January 1, 2013, the cost of the storm water maintenance program was shifted from the General fund to the Storm Water Utility fund beginning with the 2013 budget. The 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 changes in the fee structure will determine the amount of the actual costs of the storm water system that may be eventually charged to the Storm Water Utility fund.

2016 Goals - (Quantifiable and Measurable)

The 12 year average for cleaning storm pipes is 5.7 miles per year (8 % of system). With a dedicated Vactor for storm pipe and box cleaning, our goal is to clean 15 - 20% of the system (provided there is staff available to run the equipment); Inspect all pipe that is cleaned (15 - 20 % of system); Increase the storm inlet repairs from the 12 year average of 11 to at least 20; replace at least 4 storm inlets (from grate type to curb inlet type). Dependent upon approval of the new storm budget including 3 additional staff.

Department Summary

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

2017-2021 Strategic Goals (Directional and Strategic)

The storm sewer staff will be attempting to clean and inspect the entire storm system so that we can evaluate it's condition so that replacement or rehab projects can be scheduled. Until we get a complete inspection, we do know the infrastructure condition. If more staff are approved and equipment is purchased as necessary, maintenance staff will significantly increase maintenance activities with the storm sewer system (cleaning, repairs, inspect, evaluate large scale projects for CIP's). In the past, Storm Sewer staff took a reactive approach to making repairs (when they failed, we fixed them, often just temporary repairs). Looking ahead, as we inspect the system and identify defects, we plan to be more proactive in planning and fixing problems before they fail (when possible).

INFORMATION CONCERNING THE CITY

Size and Location

The City is a community of approximately 41,889 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 and Organization of the City

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.

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 officials of the City"

Name	Title	Term Expires
Jade Piros de Carvalho	Mayor	April 2019
Nancy Soldner	Vice Mayor	April 2017
Jon Daveline	Council Member	April 2017
Steve Dechant	Council Member	April 2019
Dave Inskeep	Council Member	April 2017

Risk Management

The City is exposed to various risks of loss related to torts, loss and damage to property, errors and omissions and injuries to employees. The City obtains employee health and dental insurance through Blue Cross & Blue Shield of Kansas. The City self-insures worker's compensation and other related expenses up to certain limits and reinsures additional excess amounts up to certain limits.

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 which offer 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 I-35. The City is approximately 30 miles from Interstate Highway 35. Amtrak, the Burlington Northern and Santa Fe Railroad, 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. Hutchinson Regional Medical Center, which was 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.

ECONOMIC INFORMATION

Major Employers

Listed below are the major employers located in or near the City and the number employed by each:

Major Employers	Product/Service	Number of Full & Part-time Employees
Hutchinson 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	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

Labor Force

The following table sets forth labor force figures for Reno County and the State of Kansas:

RENO COUNTY

Year	Total Labor Force	Employed	Unemployed	Unemployed Rate
2004	32,830	31,089	1,741	5.3%
2005	32,107	30,450	1,657	5.2%
2006	33,140	31,668	1,472	4.4%
2007	32,525	31,214	1,311	4.0%
2008	32,709	31,358	1,351	4.1%
2009	34,873	32,778	2,095	6.0%
2010	34,751	32,640	2,111	6.1%
2011	35,066	32,983	2,083	5.9%
2012	34,000	32,219	1,781	5.2%
2013	33,152	31,425	1,727	5.2%

STATE OF KANSAS

Year	Total Labor Force	Employed	Unemployed	Unemployed Rate
2004	1,463,943	1,383,654	80,289	5.5%
2005	1,475,800	1,400,800	75,000	5.1%
2006	1,474,044	1,410,048	63,996	4.3%
2007	1,484,237	1,425,049	60,188	4.1%
2008	1,496,943	1,431,340	65,603	4.4%
2009	1,518,924	1,416,942	101,982	6.6%
2010	1,502,324	1,396,560	105,764	6.6%
2011	1,505,046	1,404,340	100,706	6.6%
2012	1,489,320	1,403,866	85,454	5.7%
2013	1,483,820	1,403,376	80,444	5.4%

Source: Kansas Department of Labor

Retail Sales Tax Collections

The following table lists the sales tax collections for the State of Kansas portion of the total sales tax collections for the years indicated for sales occurring in Reno County, Kansas:

Year	Sales Tax Collections	Per Capita Sales Tax
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
2011	52,320,588	813.23
2012	54,591,530	834.64
2013	56,003,369	845.34

Source: Kansas Statistical Abstract

Financial and Banking Institutions

There are currently 10 banks and 27 banking offices located in Reno County, Kansas. For the years listed, bank deposits of the County's banks are as follows:

Year	Total Bank Deposits	Year	Total Bank Deposits
2004	$861,089,000	2009	$952,000,000
2005	832,000,000	2010	1,028,000,000
2006	849,000,000	2011	1,034,000,000
2007	853,000,000	2012	1,071,000,000
2008	859,000,000	2013	1,068,000,000

Source: Kansas Statistical Abstract

Population

The following table shows the approximate population of the City and County in the years indicated:

Year	City Population	Reno County Population
1960	37,574	59,055
1970	36,885	60,765
1980	40,284	64,983
1990	39,308	62,389
2000	40,787	64,790
2010	42,080	63,854
2015	41,889	64,190

The median age of persons in Reno County and the State of Kansas is 38.3 and 36.0, respectively, per the 2010 Census.

Source: Kansas Statistical Abstract

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Personal Income

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:

Year	Reno County Personal Income	Reno County Per Capita Income	State of Kansas Per Capita Income
2004	$1,686,542,000	$26,444	$31,882
2005	1,714,894,000	26,888	33,102
2006	1,839,642,000	28,825	35,678
2007	1,941,464,000	30,486	37,663
2008	2,055,613,000	32,936	40,466
2009	2,064,007,000	31,358	37,998
2010	2,075,196,000	32,169	38,545
2011	2,173,480,000	33,642	40,883
2012	2,305,583,000	35,887	45,066
2013	2,343,151,000	36,503	45,704

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, 2014 is attached hereto as *Appendix B*.

The City received the Distinguished Budget Presentation Award for the fourth consecutive time from the Government Finance Officers Association (GFOA) in 2015.

The financial information contained in the Appendices to this Official Statement are an integral part of this document and are intended to be read in conjunction herewith.

Sources of Revenue

The City finances its general operations through the local property tax levy, sales tax, various other taxes, a variety of license and permit fees, and other miscellaneous sources as indicated below for the 2014 Fiscal Year (General Fund only):

Source	Percent
Taxes	67.8%
Franchise Fees	16.0%
License and Permits	1.4%
Fines, Forfeitures and Penalties	2.3%
Public Safety Revenues	6.6%
Other	5.9%
TOTAL	100%

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:

Year	Real Property	Personal Property	State Assessed Utility	Motor Vehicle	Total
2004	$191,340,74	$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	230,480,731	17,658,283	14,777,913	36,900,139	299,817,066
2011	234,682,832	16,647,439	15,080,520	36,658,833	303,069,624
2012	239,933,654	15,542,800	16,084,888	37,077,227	308,638,569
2013	248,994,945	14,779,130	16,838,687	38,371,023	318,983,785
2014	259,315,035	12,711,866	18,349,664	38,351,919	328,728,484

Source: County Clerk

Estimated Actual Valuation

The following table shows the estimated actual valuation for the taxable property within the City assuming an average assessment ratio of 17.3%:

Year	Total	Year	Total
2004	$1,532,985,405	2010	$1,733,046,624
2005	1,559,203,364	2011	1,751,847,538
2006	1,607,384,445	2012	1,784,037,971
2007	1,652,607,006	2013	1,843,836,908
2008	1,589,489,497	2014	1,900,164,647
2009	1,625,386,902		

Property Tax Levies and Collections

The following table sets forth the property taxes levied and collected in the years indicated:

Levy Year	Taxes Levied	Current Tax Collections	Percent of Current Taxes Collected
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	11,982,884	11,540,478	96.31%
2012	12,286,686	11,713,817	95.33%
2013	13,701,385	13,135,553	95.87%

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 one-time 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.

Kansas law authorizes cities to establish land banks pursuant to K.S.A. 12-5901 *et seq.* The City has established a land bank (the "Land Bank") pursuant to Ordinance No. 2013-34, passed September 17, 2013, with the primary responsibility and authority of acquiring, managing and transforming vacant, abandoned and tax-foreclosed property into productive use. For property acquired by the Land Bank subject to special assessments, K.S.A. 12-5909(d) and (e) authorize the governing body of the City to abate, defer or reamortize such special assessments. Accordingly, the Land Bank could, in the future, acquire certain property subject to the special assessments levied to pay principal and interest on the Bonds, and the governing body of the City could abate, defer or reamortize such special assessments. However, in such case, the Bonds would remain general obligations of the City, payable from ad valorem taxes which may be levied without limitation as to rate or amount upon all taxable tangible property, real and personal, within the territorial limits of the City.

Major Taxpayers

The following table sets forth the largest taxpayers in the City for the year 2014:

Firm	Assessed Valuation	Total Taxes Paid
Westar Energy	$9,539,085	$1,609,282.42
Main Line, Inc.	5,262,190	901,337.32
Dillon Companies, Inc.	3,310,264	565,620.50
Kansas Gas Service	3,006,920	507,597.30
Wal-Mart Stores	2,365,798	398,248.98
Sands of Hutchinson LLC	2,194,541	376,453.76
Eaton Corporation	2,095,578	352,761.22
Dillon Real Estate Co., Inc.	2,040,344	343,463.38
Archer-Daniels-Midland Company	1,772,198	298,278.76
Lowes Home Centers, Inc.	1,761,135	302,106.86

Source: County Clerk

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 9.10%, which consists of 6.50% imposed by the State of Kansas, 1.50% imposed by Reno County and a 1.10% citywide local option sales tax. The City had a ¼-cent (0.25%) sales tax which was scheduled to expire in March 1, 2014. The City conducted an election in November, 2012 in which the voters approved the renewal of the 0.25% sales tax which was scheduled to expire 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. In addition voters in the City approved a sales tax election for $0.35 in April, 2015 for improvements to the Hutchinson Sport Arena.

The voters in Reno County approved a 1.00% countywide general sales tax. This sales tax will be shared by the County with cities located in Reno County, Kansas. The City expects to receive approximately 48% of the sales tax collections received by the County pursuant to this sales tax. In addition in April 2013, voters in the County recently approved a 10-year sales tax for ½-cent to fund a new jail project.

The following table lists the total local option sales tax receipts of the City in the years indicated:

CITY SALES TAX COLLECTIONS

	¼-Cent Citywide Sales Tax Receipts	½- Cent Citywide Sales Tax Receipts	Total
2003	$1,728,378	$3,456,756	$5,185,134
2004	1,840,300	3,680,599	5,520,899
2005	1,856,291	3,712,582	5,568,873
2006	1,866,314	3,732,627	5,598,941
2007	1,926,152	3,852,304	5,778,456
2008	2,046,679	4,093,357	6,140,036
2009	1,944,580	3,889,159	5,833,739
2010	1,905,752	3,811,505	5,717,257
2011	1,998,560	3,997,119	5,995,679
2012	2,012,950	4,086,900	6,099,850
2013	2,160,231	4,320,464	6,480,695
2014	2,222,974	4,445,948	6,668,922

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

Year	City Portion of County 1% Sales Tax Collections	Year	City Portion of County 1% Sales Tax Collections
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	2012	5,093,067
2013	5,413,893	2014	5,620,091

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** - An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, (together with all related liabilities, obligations, reserves and equities) which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.
- **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 Principles 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.

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.

This fund had a balance of $83,935 as of 12/31/2014.

Donations (048)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 186,334	$ 224,813	$ 488,340	$ 426,475	$ 83,935	$ 83,935
Revenues:						
Miscellaneous	$ 177,043	$ 168,439	$ 185,937	$ -	$ -	$ -
Donations	101,226	334,524	65,366	-	-	-
Reserve Transfers-General Fund	-	-	-	-	-	-
Reserve Transfers-CIP Fund	-	-	-	-	-	-
Total Revenues	$ 278,269	$ 502,963	$ 251,303	$ -	$ -	$ -
Funds available	$ 464,603	$ 727,776	$ 739,643	$ 426,475	$ 83,935	$ 83,935
Expenditures:						
Contractual Services	$ 217,423	$ 239,436	$ 655,708	$ -	$ -	$ -
Capital Outlay	-	-	-	-	-	-
Reserve Transfers-CIP Fund	22,368	-	-	-	-	-
Total Expenditures	$ 239,791	$ 239,436	$ 655,708	$ -	$ -	$ -
Ending Balance, December 31	$ 224,812	$ 488,340	$ 83,935	$ 426,475	$ 83,935	$ 83,935

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, trees, junior golf programs, and more.

As of 12/31/2014 this fund had a balance of $144,246. The 2015 and 2016 budgeted balances are $108,653 and $96,613 respectively. Donations are likely to come in, but they are not predictable and are not included in the budget projections.

Hutchinson Community Foundation (053)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 27,919	$ 53,069	$ 108,653	$ 108,653	$ 144,246	$ 119,113
Revenues:						
Interest Income	$ 89	$ 237	$ 2,151	$ -	$ 2,746	$ 2,500
Donations	65,386	82,202	57,857	-	-	-
Total Revenues	$ 65,475	$ 82,439	$ 60,008	$ -	$ 2,746	$ 2,500
Transfers in	-	-	-	-	-	-
Funds available	$ 93,394	$ 135,508	$ 168,661	$ 108,653	$ 146,992	$ 121,613
Expenditures:						
Contractual Services	$ 40,325	$ 26,854	$ 24,415	$ -	$ 27,878	$ 25,000
Capital Outlay	-	-	-	-	-	-
Total Expenditures	$ 40,325	$ 26,854	$ 24,415	$ -	$ 27,878	$ 25,000
Ending Balance, December 31	$ 53,069	$ 108,653	$ 144,246	$ 108,653	$ 119,113	$ 96,613

Federal & State Grant Fund

The Federal & State Grant Fund is 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 (002/083/084/085/086)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 480,608	$ 196,691	$ 170,840	$ 170,840	$ 240,113	$ 170,840
Revenues:						
Intergovernmental	$ 846,424	$ 657,371	$ 406,306	$ 784,460	$ 784,460	$ -
Interest Income	380	29	19	-	-	-
Miscellaneous	207,366	326,171	152,729	-	-	-
Reserve Transfers In-General	-	-	45,400	-	-	-
Total Revenues	$ 1,054,170	$ 983,571	$ 604,454	$ 784,460	$ 784,460	$ -
Funds available	$ 1,534,778	$ 1,180,262	$ 775,294	$ 955,300	$1,024,573	$ 170,840
Expenditures:						
Contractual Services	$ 693,897	$ 921,802	$ 403,764	$ 784,460	$ 784,460	$ -
Commodities	62,156	43,811	16,964	-	-	-
Capital Outlay	353,909	43,808	114,452	-	-	-
Reserve Transfers-CIP Fund	228,125	-	-	-	-	-
Total Expenditures	$ 1,338,086	$ 1,009,421	$ 535,181	$ 784,460	$ 784,460	$ -
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ 196,692	$ 170,840	$ 240,113	$ 170,840	$ 240,113	$ 170,840

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	Principle	Interest	Total
2015	$ 48,045	$ 9,807	$ 57,852
2016	49,025	8,173	57,198
2017	51,967	6,458	58,425
2018	53,928	4,587	58,515
2019	4,903	2,591	7,494
2020	4,903	2,388	7,291
2021	4,903	2,185	7,088
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	8,101
2026	6,864	938	7,802
2027	6,864	640	7,504
2028	7,844	341	8,185
Total	$ 263,759	$44,556	$308,315

Gossage Animal Shelter Trust (007)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 1,006	$ 2	$ -	$ -	$ (4,784)	$ -
Revenues:						
Interest Income	$ 41	$ 15	$ -	$ -	$ -	$ -
Donations	55,362	56,824	52,627	57,851	62,635	57,198
Total Revenues	$ 55,403	$ 56,839	$ 52,627	$ 57,851	$ 62,635	$ 57,198
Transfers in	-	-	-	-	-	-
Funds available	$ 56,409	$ 56,841	$ 52,627	$ 57,851	$ 57,851	$ 57,198
Expenditures:						
Reserve Transfer-Bond & Interest	$ 56,407	$ 56,841	$ 57,411	$ 57,851	$ 57,851	$ 57,198
Reserve Transfer-CIP Fund	-	-	-	-	-	
Total Expenditures	$ 56,407	$ 56,841	$ 57,411	$ 57,851	$ 57,851	$ 57,198
Ending Balance, December 31	$ 2	$ -	$ (4,784)	$ -	$ -	$ -

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 2015 is $1,821,250. Listed below are totals for MERF requirements by category.

MERF Program Totals	
General Fund MERF	1,509,045
Non-General Fund MERF	788,800
Computer/WAN MERF	163,680
Copier MERF	29,787
Total	***$2,491,312***

Municipal Equipment Replacement (036)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 1,208,881	$ 1,339,407	$ 1,255,819	$ 1,311,544	$ 1,523,976	$ 1,579,476
Revenues:						
Municipal Court Fees	$ 3,590	$ 3,229	$ 3,949	$ 4,000	$ 4,000	$ 4,000
Interest Income	2,098	1,978	1,717	1,500	1,500	1,750
Scrap and Salvage Sales	101,372	148,085	100,438	50,000	50,000	75,000
Fire District #2	14,097	-	-	-	-	-
Street Sweeper Lease Proceeds	173,924	-	-	-	-	-
Miscellaneous	28,263	9,415	-	-	-	-
Reimbursements	-	-	-	-	-	-
Reserve Transfers - Budgeted Funds	1,054,868	1,244,947	1,568,932	1,821,250	1,821,250	2,491,312
Reserve Transfers - CIP Reserves	-	-	-	-	-	-
Total Revenues	$ 1,378,212	$ 1,407,653	$ 1,675,037	$ 1,876,750	$ 1,876,750	$ 2,572,062
Transfers In	-	-	-	-	-	-
Funds available	$ 2,587,093	$ 2,747,060	$ 2,930,855	$ 3,188,294	$ 3,400,726	$ 4,151,538
Expenditures:						
Reserve Transfers	$ -	$ 207,695	$ -	$ -	$ -	$ -
Capital Outlay	1,247,685	1,283,546	1,406,879	1,821,250	1,821,250	2,491,312
Total Expenditures	$ 1,247,685	$ 1,491,241	$ 1,406,879	$ 1,821,250	$ 1,821,250	$ 2,491,312
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ 1,339,408	$ 1,255,819	$ 1,523,976	$ 1,367,044	$ 1,579,476	$ 1,660,226

General Fund MERF (6/1)	2016	2017	2018	2019	2020
Administration					
Shared City Hall Vehicle					
Administration Totals	**0**	**0**	**0**	**0**	**0**
ANIMAL CONTROL					
Vehicle, Animal Control - #219	35,000				
Vehicle, Animal Control - #220		35,000			
Animal Shelter Totals	**35,000**	**35,000**	**0**	**0**	**0**
CENTRAL GARAGE					
Replace Mini Van #216 with a 4 Door Sedan					
Replace WWTF Forklift #137 (50% of total cost)		12,500			
Central Garage Totals	**0**	**12,500**	**0**	**0**	**0**
EASTSIDE CEMETERY					
1 Ton 4X4 Truck w/Flatbed, Hoist & Snowplow - #163			42,000		
Eastside Cemetery Totals	**0**	**0**	**42,000**	**0**	**0**
ENGINEERING					
Bucket Truck - Replace #149	95,000				
Inspector's 1/2 Ton Pickup #147		27,000			
Replace 2006 Crown Vic #150					30,000
Engineering Totals	**95,000**	**27,000**	**0**	**0**	**30,000**
FIRE					
Fire Pumper - Engine #2	97,000	97,000	97,000	97,000	97,000
Fire Pumper - Engine #5	66,275	66,275	66,275	66,275	66,275
Fire Pumper - Engine #7	90,000	90,000	90,000	90,000	90,000
Pumper - Replace Engine 6	81,767				
Radio, Mobile/Portable Upgrade	21,000	21,000	21,000	21,000	21,000
800 Mhz Radio System upgrade	6,695	6,695	6,695	6,695	6,695
SCBA, Replace10 Scott 4.5 Air-Pack 75	52,500	52,500	52,500	52,500	52,500
3/4 Ton Pickup, 4WD w/Lid - #C4	36,750				
1 Ton Pickup, 4WD - #C9	47,250				
Crash Vehicle Rescue Unit		90,000			
3/4 Ton Pickup, 4WD w/Lid - #C2		36,750			
Truck #4 Aerial Unit		210,000	210,000	210,000	210,000
Fire Pumper - Engine #6		90,000	90,000	90,000	90,000
1 Ton Pickup 4X4 Brush Unit replacement #C11		45,000			
Hazardous Materials Response Unit		50,000	50,000	50,000	50,000
Jaws-of-Life Rescue Unit		32,025			
SCBA Air Compressor/Cascade Fill Station			100,000		
1/2 Ton 4X4 Pickup w/Lid - #C6			34,000		
3/4 Ton Pickup, 4WD w/Lid - #C5				38,590	
1 Ton Pickup 4X4 Brush Unit replacement #C9				45,000	
1 Ton Pickup 4X4 Brush Unit replacement #C11					45,000
1/2 Ton 4X4 Pickup #C1					34,000
Fire Totals	**499,237**	**887,245**	**817,470**	**767,060**	**762,470**
HORTICULTURE & FORESTRY					
3/4 Ton Pickup w/ Tommy Lift Gate- #190	44,000				
Vermeer 170 HP Chipper Unit - #84	45,000				
John Deere TX Turf Gator - #313	10,000				
1 Ton Pickup w/ Flatbed & Hoist - #59	32,000				
Commercial 12' Wide Area Mower - #302		56,500			
John Deere 12' Front Mount Range Wing Mower - #327			56,500		
3/4 Ton Pickup - #122			23,000		
John Deere 2653B Trim Mower - #298			37,800		
John Deere 290R Z-Trak Mower w/60" Deck #296				10,500	
John Deere 290R Z-Trak Mower w/60" Deck #297				10,500	
John Deere HPX (4X4) Turf Gator #121				12,000	

General Fund MERF (6/1)	2016	2017	2018	2019	2020
John Deere Turf Vacuum #82				15,000	
John Deere 2020A ProGator #189				21,500	
Bobcat A-770 Skid Loader (AWS) #119				65,000	
John Deere Z720A Z-Trak Mower w/60" Deck				10,800	
1 Ton Pickup w/ Flatbed & Hoist - #103					32,000
John Deere 12' Front Mount Range Wing Mower - #326					56,500
New Boxer 532DX Mini= Skid Steer Track Loader					24,000
3/4 Ton Pickup - #106					23,000
1 Ton Pickup w/Tommy lift gate #190					44,000
John Deere 997 Z-Trak Midmount Mower					18,000
2 1/2 Ton Chassis w/65" Tree Spade #88					96,000
1 Ton Truck w/Landscaper Box #102					41,000
Horticulture & Forestry Totals	**131,000**	**56,500**	**117,300**	**145,000**	**333,500**
INSPECTION					
Automobile, Mid-size 4-door Sedan - Replace #179					
Pickup, ½ Ton Extended Cab w/6 ft. bed - New Inspector	25,000				
Pickup, ½ Ton Extended Cab w/6 ft. bed - Replace #175			25,000		
Pickup, ½ Ton Extended Cab w/6 ft. bed - Replace #173		26,000			
Inspection Totals	**25,000**	**26,000**	**25,000**	**0**	**0**
PARK MAINTENANCE					
3/4 Ton Truck - #172	23,000				
2½ Ton Truck w/Flatbed, Hoist, Snow Plow, Hookall - #87		85,000			
1 Ton Pickup w/ Utility Bed - #159		44,000			
Used 1 Ton Truck w/Utility Bed & 45' Boom - #124			95,000		
3/4 Ton Truck - #152			23,000		
Bobcat T-770 Skidloader - #303			65,000		
John Deere TX Turf Gator - #314				10,000	
Sullair Air Compressor # 99				23,000	
John Deere HPX 4X4 Turf Gator #82				12,000	
1 Ton Truck w/Crew Cab, Utility Bed & Power Inverter-#109					45,000
Park Maintenance Totals	**23,000**	**129,000**	**183,000**	**45,000**	**45,000**
POLICE					
Data Terminals, Mobile - Replace	22,000	22,000	22,000	22,000	22,000
Radios, Mobile & Handheld - Replace	15,000	15,000	15,000	15,000	15,000
Vehicles, Patrol - Replace 13 **	160,000	130,000	130,000	160,000	130,000
Vehicles, Unmarked - Replace two	20,000	40,000	40,000	40,000	40,000
Patrol Vehicle Equipment - Mounts/Cages/Storage Boxes	40,000			40,000	
Computer Server Replacement and Technical Upgrades	80,000	40,000	25,000	25,000	25,000
Light Bars for Patrol Vehicles - Replace	17,000	17,000			
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	10,000
911 Radio/Dispatch Console Workstations	30,000	30,000	30,000	30,000	30,000
Video Systems, In-Car	20,000	20,000	20,000	13,000	13,000
Van, Property & Evidence - Replace		30,000			
Body Armor - Replace				32,000	32,000
Police Totals	**424,808**	**364,808**	**302,808**	**397,808**	**327,808**
PUBLIC WORKS MAINTENANCE					
Truck, Pickup - ¾-ton 4x4 - #57	28,000				
Mower, 6 ft. Front Mounted - #304	25,000				
Tractor, Farm - 2 Wheel Drive w/Slope Mower - #62	150,000				
Tractor, Farm - 85 HP, 2 Wheel Drive w/ Cab - #61		45,000			
Tracked Bulldozer - #52		175,000			
Mower, 10 ft. winged - #66		14,000			
Truck, Pickup - ¾-ton 4x4 w/ Flatbed #58		28,000			
Truck, Pickup - ¾-ton 4x4 w/ Utility Bed, Crane, Air - #545			50,000		
Truck, Dump - Single Axle w/ 10 ft. Bed - #542			120,000		

General Fund MERF (6/1)	2016	2017	2018	2019	2020
Tractor, Farm - 2 Wheel Drive w/Cab - #56				48,000	
Truck, Dump - Single Axle w/10 ft bed - #51				125,000	
Front End Loader - #25					200,000
3/4 Ton 4X4 Flatbed Pick-up #162					29,500
65 HP 4 WD Farm Tractor w/ Loader - #41					50,000
2 Wheel Drive Farm Tractor w/Boom Attachment # 44					50,000
PW Maintenance Totals	**203,000**	**262,000**	**170,000**	**173,000**	**329,500**
STREET SIGNS & MARKINGS					
Truck, Pick-up 1 1/2 ton chassis #21 (Paint trk from count	50,000				
Truck, Pick-up 3/4 Ton w/Hydraulics & Power Inverter #4		28,000			
Street Administration Totals	**50,000**	**28,000**	**0**	**0**	**0**
ZOO					
Compact Cargo Van - #74	23,000				
John Deere Utility Vehicle 4X4 Gator - #604		13,000			
Zoo Totals	**23,000**	**13,000**	**0**	**0**	**0**
Total General Fund	**1,509,045**	**1,841,053**	**1,657,578**	**1,527,868**	**1,828,278**

Non-General Fund MERF	2016	2017	2018	2019	2020
AIRPORT - 50					
Rhino 20" Heavy Duty Mower - #648	25,000				
1 Ton 4X4 Truck w/Flatbed, Hoist & Snowplow - #208	42,000				
Used New Holland Bi-Directional Tractor				90,000	
John Deere Utility Vehicle 6X4 Gator - #77		12,000			
Graco LineLazer IV 5900 Paint Sprayer - #72D			22,000		
Used - John Deere 644K Wheel Loader #92		85,000			
1 Ton 4X4 Truck w/Crew Cab, Flatbed Hoist, & SNC #70				45,000	
100 HP New Holland Bidirectional Tractor - #72					125,000
Airport Totals	**67,000**	**97,000**	**22,000**	**135,000**	**125,000**
FUN VALLEY - 31					
John Deere TX Turf Gator - #315	10,000				
John Deere 12" Front Range Mower - #302		56,500			
John Deere 60" Z950R Mower #651		12,750			
John Deere 1200A Bunker Rake/Groomer - #660			12,500		
John Deere Utility Vehicle 6X4 Gator			11,000		
John Deere 2653B Trim Mower - #671				37,800	
John Deere 72" 997 Ztrac Mower - #299					18,000
John Deere 2020A ProGator - #67					21,500
Fun Valley Totals	**10,000**	**69,250**	**23,500**	**37,800**	**39,500**
GOLF COURSE - 08					
John Deere 2500B Triplex Greens Mower - #436	28,500				
John Deere 2653B Trim Mower - #414	37,800				
John Deere 1600 Turbo Wide Area Mower - #456		56,500			
John Deere 8700 Fairway Mower - #459			52,000		
John Deere 8700 Fairway Mower - #447				58,000	
John Deere Turf Gator #446			10,000		
John Deere Turf Gator #401				10,000	
John Deere 2500B Triplex Greens Mower - #435					28,500
John Deere 1435 72" Front Rotary Mower #455					25,500
John Deere TX Turf Gator #402					10,000
Golf Course Totals	**66,300**	**56,500**	**62,000**	**68,000**	**64,000**
SPECIAL STREET - 03					
Backhoe Reserve - 4 Backhoes	10,000	10,000	10,000	10,000	10,000
Loader, Wheeled - #17	42,000	42,000	42,000	42,000	42,000
Truck, Dump - Tandem Axle w/ 13 ft. Bed - #42	34,500	34,500	34,500	270,500	
Truck, Dump - Tandem Axle w/ 15 ft Bed - #98	35,000	35,000	35,000	35,000	35,000
Small Drum Roller - #19	55,000				
Street Sweeper, Mechanical - #188	36,000				
Truck, Flatbed - 1 1/2 ton w/ Hoist Bed #46	42,000				
New Asphalt Zipper (Cold Planer)		13,250	13,250	13,250	13,250
Loader, Wheeled		18,250	18,250	18,250	18,250
Truck, Dump - Tandem Axle w/ 15 ft. Bed - #0		175,000			
Tar Melting Pot Trailer - #23		45,000			
Truck, Dump - Single Axle w/ Slurry App. Bed (complete unit) #180			360,000		
Truck, Dump Tandem Axle w/15 ft Bed, Plow, Spreader #2				185,000	
3/4 Ton Pickup - #10					32,000
3/4 Ton Pickup #47					32,000
Special Street Totals	**254,500**	**373,000**	**513,000**	**574,000**	**182,500**
Total General Fund Related	**397,800**	**595,750**	**620,500**	**814,800**	**411,000**
WATER DISTRIBUTION - 51					
WATER PRODUCTION					
Truck, Pickup - 3/4 ton 4X4 w/Super Cab and Utility Bed #287		40,000			
Truck, Pickup - 1/2 ton 4X4 w/Quad Cab #285		26,000			
Truck, Pickup - 3/4 ton 4X4 w/Super Cab and Utility Bed #274				42,000	
WATER DISTRIBUTION					
Backhoe Reserve - 4 Backhoes	20,000	20,000	20,000	20,000	20,000
1 Ton Crew Cab Truck with Utility Bed - #571	52,000				
1 Ton Crew Cab Truck with Utility Bed - #572	52,000				
Loader, Skid-Steer w/ Trailer and Forks - #581		48,000			

Non-General Fund MERF	2016	2017	2018	2019	2020
Truck, Pickup - 3/4 Ton Flatbed - #577			30,000		
Truck, Dump - Tandem Axle w/ 15 ft. Bed - #570			135,000		
Truck, Dump - Single Axle w/ 10 ft. Bed - #576				115,000	
Truck, Pickup - Small ½-ton w/ Extended cab - #584				23,000	
3/4 Ton Pickup w/Flatbed - #583					30,000
Truck Mounted Valve Operator - #553					27,000
1/2 Ton Regular Size Pickup - #568					24,000
Water Distribution Totals	**124,000**	**134,000**	**185,000**	**200,000**	**101,000**
UTILITY BILLING - 51					
Sungard replacement solution					
1/2 Ton Extended Cab Truck - Replace # 192			25,000		
1/2 Ton Extended Cab Truck - Replace # 193					
1/2 Ton Extended Cab Truck - Replace #191					
Utility Billing Totals	**0**	**0**	**25,000**	**0**	**0**
WASTEWATER TREATMENT PLANT - 52					
Diesel Trash Pump, 6 inch w/Float Controls - #38A	33,000				
Loader, Wheeled - #24	170,000				
John Deere Gator 4X4	15,000				
Truck, Dump - Tandem Axle w/ 15 ft. Bed - #36		128,000			
Forklift Replace #137 (50% of cost)		12,500			
Diesel-powered, trailer-mounted, 10 kW generator #331			18,000		
Mower, Self-Propelled - #337			45,000		
Wastewater Treatment Totals	**218,000**	**140,500**	**63,000**	**0**	**0**
SANITARY SEWER MAINTENANCE - 52					
Backhoe Reserve - 4 Backhoes	10,000	10,000	10,000	10,000	10,000
Truck, Flatbed - 1-ton w/ Flush Tank - #543		44,000			
Truck, Combination Sewer Cleaner - #535		350,000			
Truck, Pickup - 1/2 Ton - #547		25,000			
Television Inspection Van w/CUES electronics - #541			150,000		
1 Ton Crewcab Truck w/Utility Bed - #546					53,000
Sewer Maintenance Totals	**10,000**	**429,000**	**160,000**	**10,000**	**63,000**
STORM SEWER MAINTENANCE - 57					
Truck, Pickup - ¾-ton w/ Utility Bed and Crane - #537	39,000				
Storm Sewer Totals	**39,000**	**0**	**0**	**0**	**0**
Total Enterprise Funds	**391,000**	**703,500**	**433,000**	**210,000**	**164,000**
Total Non-General Fund	**788,800**	**1,299,250**	**1,053,500**	**1,024,800**	**575,000**
Total Copier MERF	**29,787**	**29,787**	**29,787**	**29,787**	**29,787**
Total Computer MERF	**163,680**	**463,680**	**163,680**	**163,680**	**163,680**
Total MERF	**2,491,312**	**3,633,770**	**2,904,545**	**2,746,135**	**2,596,745**

Copier MERF	2016	2017	2018	2019	2020
GENERAL FUND					
Public Works	5,106	5,106	5,106	5,106	5,106
Park Maintenance	1,278	1,278	1,278	1,278	1,278
Police	2,128	2,128	2,128	2,128	2,128
City Hall	3,191	3,191	3,191	3,191	3,191
Municipal Court	1,702	1,702	1,702	1,702	1,702
Eastside Cemetery	851	851	851	851	851
Fire Department	3,191	3,191	3,191	3,191	3,191
Zoo	1,702	1,702	1,702	1,702	1,702
Airport	851	851	851	851	851
General Fund Totals	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**
FUN VALLEY - 31					
Fun Valley	2,127	2,127	2,127	2,127	2,127
Fun Valley Totals	**2,127**	**2,127**	**2,127**	**2,127**	**2,127**
ANIMAL SHELTER - 44					
Animal Shelter	2,128	2,128	2,128	2,128	2,128
Animal Shelter Totals	**2,128**	**2,128**	**2,128**	**2,128**	**2,128**
General Fund Related Totals	**4,255**	**4,255**	**4,255**	**4,255**	**4,255**
WASTEWATER TREATMENT - 52					
WWTP	1,915	1,915	1,915	1,915	1,915
Wastewater Treatment Totals	**1,915**	**1,915**	**1,915**	**1,915**	**1,915**
WATER PRODUCTION - 51					
Water Production	2,553	2,553	2,553	2,553	2,553
Water Production Totals	**2,553**	**2,553**	**2,553**	**2,553**	**2,553**
WATER DISTRIBUTION - 51					
Water Distribution - 51	1,064	1,064	1,064	1,064	1,064
Water Distribution Totals	**1,064**	**1,064**	**1,064**	**1,064**	**1,064**
Enterprise Fund Totals	**5,532**	**5,532**	**5,532**	**5,532**	**5,532**
Copier Totals	**29,787**	**29,787**	**29,787**	**29,787**	**29,787**

Computer/WAN MERF	2016	2017	2018	2019	2020
INFORMATION TECHNOLOGY					
Device replacement-computers, printers, telephones, scanners, switches, UPS, etc	143,680	143,680	143,680	143,680	143,680
ERP - Planning & Finance		300,000			
WATER DISTRIBUTION (051)					
Device replacement-computers, printers, etc	10,000	10,000	10,000	10,000	10,000
WASTEWATER TREATMENT PLANT (052)					
Device replacement-computers, printers, etc	10,000	10,000	10,000	10,000	10,000
Information Technology Totals	**163,680**	**463,680**	**163,680**	**163,680**	**163,680**

Health & Dental Insurance Fund

The Health & Dental Insurance Fund is partially self-funded through premium contributions made by the city's active employees, retired employees and COBRA participants. The Health and Dental Fund was established to fund the plan's expenses including: health and dental, individual and aggregate stop-loss insurance and related administrative and legal expenses.

At the close of each plan year, any excess premiums remain in the Health and Dental Fund as unencumbered reserves. These reserves are used to provide stability to the fund for unforeseen events as well as other employees benefit programs including the city's wellness initiative, EAP program, and flexible spending account program.

Health & Dental Insurance (032)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 3,321,760	$ 3,824,903	$ 3,999,735	$ 3,554,851	$ 3,895,980	$ 3,105,469
Revenues:						
Employee Contributions	$ 913,258	$ 953,490	$ 919,703	$ 1,000,583	$ 937,934	$ 1,012,969
Retiree Premiums Collected	113,073	109,885	113,895	120,000	131,163	141,656
Cobra Premiums Collected	941	-	-	-	-	-
Department Premiums Charged	2,772,276	2,902,072	2,834,177	3,385,203	2,910,716	3,413,640
Interest Income	11,109	5,790	3,266	3,000	5,848	5,845
Reimbursements	-	-	-	-	-	-
Total Revenues	$ 3,810,657	$ 3,971,237	$ 3,871,041	$ 4,508,786	$ 3,985,661	$ 4,574,110
Funds available	$ 7,132,417	$ 7,796,141	$ 7,870,777	$ 8,063,637	$ 7,881,640	$ 7,679,579
Expenditures:						
Claims	$ 2,673,811	$ 2,768,087	$ 2,884,813	$ 3,300,000	$ 3,472,308	$ 3,645,923
Plan Administration Fees	612,658	701,198	887,201	968,525	961,195	1,038,090
Professional Consulting Fees	-	2,943	2,900	50,000	50,000	50,000
PPACA Fees & Taxes	-	-	-	-	60,400	60,400
Cobra Administration Fees	-	-	-	-	1,250	1,250
Employee Wellness Program	3,046	22,750	119,882	110,000	151,018	155,000
Reserve Transfer-General Fund	-	266,427	-	-	-	-
Overhead Cost Allocation	18,000	35,000	80,000	80,000	80,000	99,236
Total Expenditures	$ 3,307,515	$ 3,796,405	$ 3,974,797	$ 4,508,525	$ 4,776,171	$ 5,049,899
Ending Balance, December 31	$ 3,824,902	$ 3,999,735	$ 3,895,980	$ 3,555,112	$ 3,105,469	$ 2,629,680

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.

Risk Management (035)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 1,128,534	$ 1,306,405	$ 1,664,636	$ 1,692,964	$ 1,669,201	$ 1,801,364
Revenues:						
Department Premiums Charged	$ 726,326	$ 723,443	$ 753,178	$ 795,230	$ 795,230	$ 708,985
Interest Income	1,362	1,783	1,430	1,500	1,500	1,500
Miscellaneous	-	-	-	-	-	-
Reimbursements	82,236	363,727	110,735	40,000	40,000	40,000
Total Revenues	$ 809,924	$ 1,088,952	$ 865,343	$ 836,730	$ 836,730	$ 750,485
Transfers In	-	-	-	-	-	-
Funds available	$ 1,938,458	$ 2,395,357	$ 2,529,979	$ 2,529,694	$ 2,505,931	$ 2,551,849
Expenditures:						
Contractual Services	$ 614,053	$ 709,721	$ 839,777	$ 707,330	$ 707,330	$ 729,485
Commodities	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Reserve Transfer-General Fund	-	-	-	-	-	-
Overhead Cost Allocation	18,000	21,000	21,000	21,000	21,000	21,000
Total Expenditures	$ 632,053	$ 730,721	$ 860,777	$ 728,330	$ 728,330	$ 750,485
Ending Balance, December 31	$ 1,306,405	$ 1,664,636	$ 1,669,201	$ 1,801,364	$ 1,777,601	$ 1,801,364

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

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 2,161,984	$ 2,136,856	$ 2,135,522	$ 1,899,907	$ 1,931,385	$ 1,693,729
Revenues:						
Department Premiums Charged	$ 373,098	$ 428,631	$ 202,143	$ 406,905	$ 199,943	$ 192,040
Interest Income	5,505	9,419	1,372	2,500	2,500	2,500
Reimbursements	-	49	8,012	-	-	-
Total Revenues	$ 378,603	$ 438,099	$ 211,527	$ 409,405	$ 202,443	$ 194,540
Transfers In	-	-	-	-	-	-
Funds available	$ 2,540,586	$ 2,574,955	$ 2,347,049	$ 2,309,312	$ 2,133,829	$ 1,888,269
Expenditures:						
Contractual Services:	$ 385,731	$ 418,433	$ 394,663	$ 419,100	$ 419,100	$ 436,100
Commodities	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Reserve Transfer-General Fund	-	-	-	-	-	-
Overhead Cost Allocation	18,000	21,000	21,000	21,000	21,000	21,000
Total Expenditures	$ 403,731	$ 439,433	$ 415,663	$ 440,100	$ 440,100	$ 457,100
Ending Balance, December 31	$ 2,136,856	$ 2,135,522	$ 1,931,385	$ 1,869,212	$ 1,693,729	$ 1,431,169

Central Purchasing Fund

The Central Purchasing Fund previously accounted for the activities of the central purchasing warehouse. Many supplies were purchased by the warehouse in bulk and through bidding. These supplies were then charged to various departments as they are requisitioned from the warehouse.

As inventory is now purchased and issued directly from an inventory account, this fund only measures inventory shrinkage or gains. No shrinkage or gain is budgeted in 2015 or the 2016 budget.

Central Purchasing (046)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 16,995	$ 53,066	$ 49,468	$ 49,468	$ 62,779	$ 101,776
Revenues:						
Departmental Inventory Charges	$ 373,529	$ 342,362	$ 241,632	$ -	$ 318,801	$ 300,000
Interest Income	-	-	-	-	-	-
Total Revenues	$ 373,529	$ 342,362	$ 241,632	$ -	$ 318,801	$ 300,000
Transfers In	-	-	-	-	-	-
Funds available	$ 390,523	$ 395,428	$ 291,100	$ 49,468	$ 381,580	$ 401,776
Expenditures:						
Inventory Purchased	$ 337,457	$ 345,960	$ 228,321	$ -	$ 279,804	$ 285,000
Contractual Services	-	-	-	-	-	-
Total Expenditures	$ 337,457	$ 345,960	$ 228,321	$ -	$ 279,804	$ 285,000
Transfers Out	-	-	-	-	-	-
Ending Balance, December 31	$ 53,066	$ 49,468	$ 62,779	$ 49,468	$ 101,776	$ 116,776

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 2015 the City is issuing GO bonds for 5 projects. These projects include Inverness Apartments, Oxford Pointe, Quail Ridge, Family Entertainment Center, and Kisiwa North developments. The total estimated proceeds are $2.75 Million

Special Assessments (100)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 946,833	$ 365,582	$ 50,562	$ 50,562	$ (156,242)	$ (78,142)
Revenues:						
Temporary Notes	$ 125,001	$ 250,000	$ 3,095,000	$ -	$ -	$ -
Bond Proceeds	$ 329,249	489,704	137,655	-	3,173,100	-
Miscellaneous	$ -	427,912	17,915	-	-	78,142
Reserve Transfers - CIP Reserves	$ 22,429	-	-	-	-	-
Total Revenues	$ 476,678	$ 1,167,615	$ 3,250,570	$ -	$ 3,173,100	$ 78,142
Transfers In	$ -	-	-	-	-	-
Funds available	$ 1,423,511	$ 1,533,198	$ 3,301,132	$ 50,562	$ 3,016,858	$ 0
Expenditures:						
Capital Improvements	$ 597,566	426,571	3,203,037	-	-	-
Reserve Transfers-Bond & Interest	$ -	-	-	-	-	-
Repayment of Temp Notes	$ 460,363	1,056,065	251,250	-	3,095,000	-
Interest on Temp Notes	$ -	-	3,087	-	-	-
Total Expenditures	$ 1,057,929	$ 1,482,636	$ 3,457,374	$ -	$ 3,095,000	$ -
Ending Balance, December 31	$ 365,582	$ 50,562	$ (156,242)	$ 50,562	$ (78,142)	$ 0

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 2016 includes capital projects totaling $28,692,266. 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 $19,281,838 in general obligation bonds in 2016 for capital projects. Some of the significant projects to be undertaken in fiscal year 2016 are as follows:

Main Street Mill and Overlay 15th – 23rd St – This project consists of a total mill and overlay including curb and gutter upgrades. This street was last overlaid in 1998 and is now in poor condition. The project is a high priority for 2016 and is budgeted to cost $2.7 Million.

Sports Arena Renovation – In 2015 the City Council appointed a committee to assess the needs and costs of renovation the Hutchinson Sports Arena. After discussion with committee members from throughout the area and 3rd party consultants, the Council decided to take the recommendation to repair and upgrade this multipurpose facility to the citizens for a vote to approve or disapprove these plans. The vote was a clear majority to move forward with the renovation. The total project cost over 2 ½ years is approximately $29.4 Million. In the 2016 budget there is $12.9 Million for Phase 1.

Replace Fire Stations – Due to the age (40 to 98 years old) and condition the City Council has decided based on the recommendation of staff, to replace 3 fire stations over a 3 year spam beginning in 2015. In the adopted 2015 budget $0.8 Million was initially funded. In the 2016 budget another $1.7 Million is included and for 2017 there will be approximately $1.5 Million to complete this project. The City currently has 7 fire stations and will be able to reduce this to 6 fire stations upon completion of this project.

Airport Runway Mill & Overlay – Runway 17/35 has deteriorated and after inspection with the FAA, it has been determined this runway needs more than patching but should have an entire mill and overlay. This project will cost $5.7 Million but is contingent on a 90% grant from the FAA. The City's portion of the cost would be $570,000.

Phase 1 Stormwater Master Plan Improvements – The 2016 CIP budget for this portion of the project is $750,000.

Maple Street Storm Sewer Replacement – Approximately 2,200 linear feet of this storm sewer is in poor condition. The top has collapsed and been repaired several times. This project is $900,000 and will help alleviate flooding near 9th Street and Poplar.

Capital Improvement Projects (088)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 6,351,936	$ 1,526,932	$ 3,534,461	$ 1,883,457	$1,883,457	$ 1,883,457
Revenues:						
Interest Income	$ 24,895	$ 27,981	$ 25,233	$ -	$ -	$ -
Bond/Loan Proceeds	1,610,179	4,310,296	2,927,356	5,361,449	5,361,449	19,281,838
Federal and State Grants	2,048,677	2,933,088	483,593	704,460	704,460	5,500,000
Donations	34,200	38,000	318,296	-	-	-
Reimbursed Expenses	68,021	583,816	444,210	103,319	103,319	836,700
Miscellaneous	384,494	1,930,845	487,588	-	-	200,000
Reserve Transfers - Budgeted Funds	776,530	1,409,000	1,555,611	35,900	35,900	1,885,500
Reserve Transfers - Capital Improvement Reserve	-	-	-	350,000	350,000	960,728
Total Revenues	$ 4,946,996	$ 11,233,026	$ 6,241,887	$ 6,555,128	$6,555,128	$ 28,664,766
Transfers In	-	-	-	-	-	-
Funds available	$11,298,932	$ 12,759,958	$ 9,776,348	$ 8,438,585	$8,438,585	$ 30,548,223
Expenditures:						
Capital Improvements	$ 8,351,681	$ 7,529,003	$ 7,846,143	$ 6,555,128	$6,555,128	$ 28,664,766
Repayment of Temp Notes	-	1,689,999	46,748	-	-	-
Interest on Temp Notes	-	6,495	-	-	-	-
Reserve Transfers - Bond & Interest Fund	85,413	-	-	-	-	-
Reserve Transfers - All Other Funds	1,334,906	-	-	-	-	-
Total Expenditures	$ 9,772,000	$ 9,225,497	$ 7,892,891	$ 6,555,128	$6,555,128	$ 28,664,766
Ending Balance, December 31	$ 1,526,932	$ 3,534,461	$ 1,883,457	$ 1,883,457	$1,883,457	$ 1,883,457

Capital Improvement Reserve

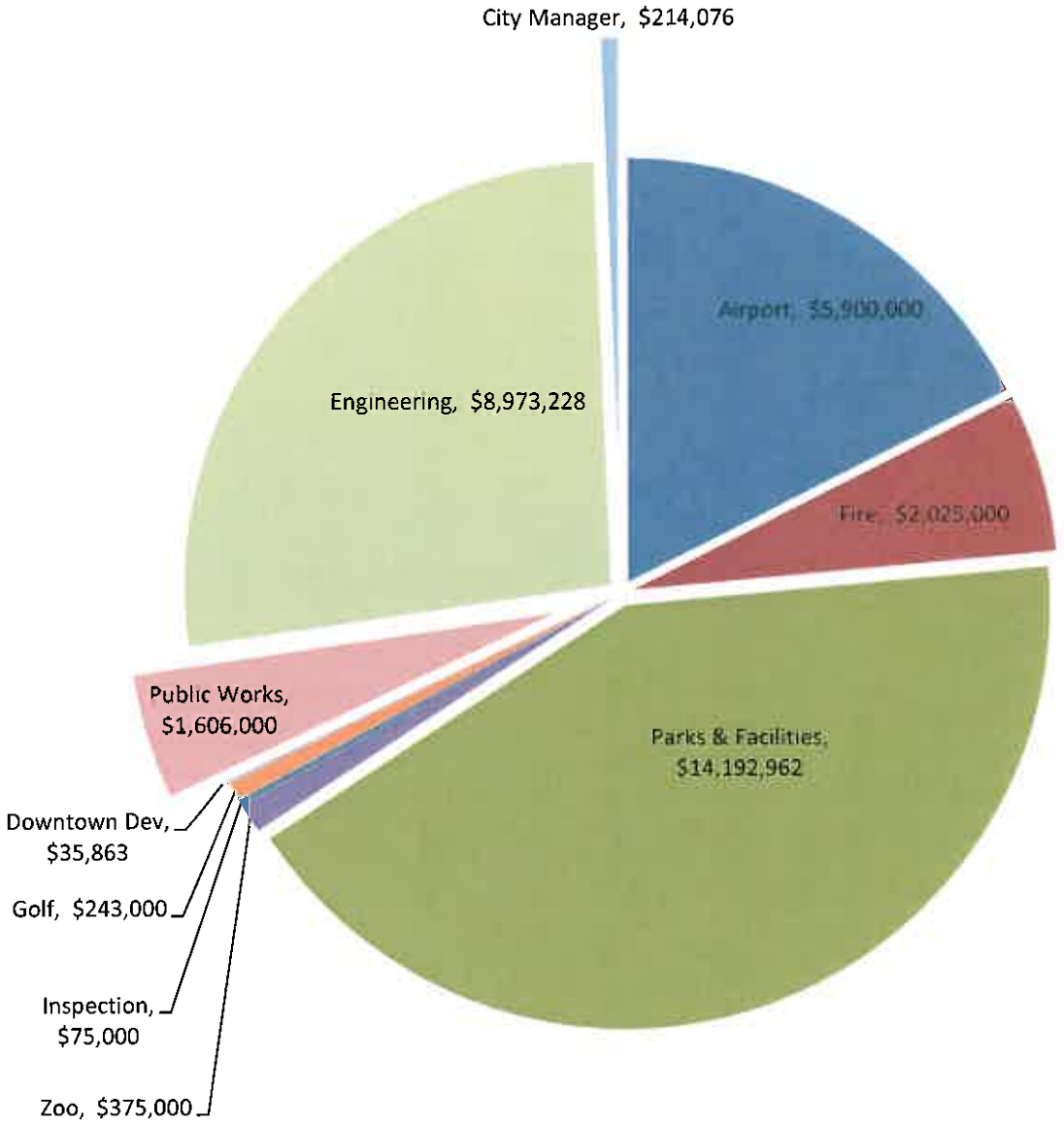
The Capital Improvement Reserve accounts for appropriated reserve transfers from the City's operating funds for the purpose of facility and infrastructure maintenance, repairs, and improvements. Reserve transfers include transfers from the General fund, the Special Street fund, the Water and Sewer funds, and the Storm Water fund. The projects funded by the Reserve are smaller in nature and scope, and the funds are perpetual in nature. The larger items in this reserve include street resurfacing and repairs ($2,572,000) and Water and Sewer projects ($1,606,000).

Reserve transfers to the Capital Improvement Reserve in fiscal year 2016 are budgeted to be $4,947,863.

Capital Improvement Reserves (089)
Fund Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Revised	2016 Budget
Cash Balance, January 1	$ 7,962,772	$ 9,600,034	$ 9,126,305	$ 11,131,867	$ 11,131,867	$ 11,131,867
Revenues:						
Intergovernmental	$ -	$ 4,620	$ 1,041,603	$ 219,000	$ 219,000	$ 135,000
League and Facility Revenues	-	900	900	-	-	-
Bond Proceeds	-	-	-	334,000	334,000	-
Miscellaneous	-	74,581	729,942	721,179	721,179	441,000
Reserve Transfers - Budgeted Funds	1,570,578	1,646,362	1,644,478	4,622,500	4,622,500	3,915,863
Reserve Transfers - CIP Fund	2,799,078	2,546,792	2,355,380	106,821	106,821	456,000
Total Revenues	$ 4,369,656	$ 4,273,255	$ 5,772,303	$ 6,003,500	$ 6,003,500	$ 4,947,863
Transfers In	-	-	-	-	-	-
Funds available	$ 12,332,428	$ 13,873,289	$ 14,898,608	$ 17,135,367	$ 17,135,367	$ 16,079,730
Expenditures:						
Capital Improvements	$ 2,485,971	$ 4,524,984	$ 2,933,177	$ 5,653,500	$ 5,653,500	$ 4,740,863
Reserve Transfers - Budgeted Funds	-	-	-	-	-	-
Reserve Transfer - Special Assessments	-	-	-	-	-	-
Reserve Transfers - CIP Fund	246,423	222,000	833,563	350,000	350,000	207,000
Total Expenditures	$ 2,732,394	$ 4,746,984	$ 3,766,740	$ 6,003,500	$ 6,003,500	$ 4,947,863
Ending Balance, December 31	$ 9,600,034	$ 9,126,305	$ 11,131,867	$ 11,131,867	$ 11,131,867	$ 11,131,867

FY16 Capital Improvements by Department



6/10/2015

2016 Capital Improvements by Funding Source

Project	Department	Requested	Approved	General Obligation Bonds: Main Traffic Way	General Obligation Bonds: Public Bldg	General Obligation Bonds: Charter Ord #46	Grant	Reserves	Sales Tax	General Fund	Growth	Special Street	Storm Water	Water	Sewer	Other	Total
Capital Improvement Projects:																	
Airport Road LED Streetlight Installation	City Manager	107,835	107,835			107,835											107,835
K61 Ave G to Hwy 50 LED Streetlight Installation	City Manager	106,241	106,241			106,241											106,241
Water Main Replacement - Various Locations	Engineering	753,728	753,728					753,728									753,728
Pavement Management - Condition Survey	Engineering	75,000	75,000					75,000									75,000
BNSF RR Crossing at Poplar Street	Engineering	191,000	191,000	95,500												95,500	191,000
Emergency Warning Siren	Engineering	106,000	107,000							107,000							107,000
Structure Elevation Verification - Main Street	Engineering	30,000	30,000										30,000				30,000
KLINK - K-61 from Lorraine to 11th	Engineering	652,000	652,000				370,000	132,000	150,000								652,000
Main Street 15th to 23rd	Engineering	1,900,000	2,700,000	2,700,000													2,700,000
Maple Street Area Storm Sewer Replacement	Engineering	900,000	900,000										900,000				900,000
Washington Ave Bicycle Blvd (A to 29th)	Engineering	58,500	58,500							58,500							58,500
Phase 1 Stormwater Master Plan Improvements	Engineering	750,000	750,000										750,000				750,000
Fire Stations	Fire	1,700,000	1,700,000		1,375,980											324,020	1,700,000
Fire CTC Vehicle Storage Building	Fire	500,000	-		-											-	-
Fire CTC Parking Lot and Access Road	Fire	300,000	300,000		242,820											57,180	300,000
Runway 17/35 Mill & Overlay	Airport	5,700,000	5,700,000			570,000	5,130,000										5,700,000
New River Otter Exhibit	Zoo	375,000	375,000			187,500										187,500	375,000
City Hall Parking Lot Improvements	Parks & Facilities	104,280	104,280		104,280												104,280
Salt City Splash Master Plan	Parks & Facilities	50,000	50,000							25,000						25,000	50,000
ADA Playground Equipment at Garden Grove Park	Parks & Facilities	50,000	50,000								50,000						50,000
Fairgrounds Tennis Court Resurface (4 of 8 courts)	Parks & Facilities	40,000	40,000							40,000							40,000
Orchard Park Phase III B	Parks & Facilities	497,481	497,481			497,481											497,481
Rice Park Spray Park	Parks & Facilities	300,000	300,000			150,000										150,000	300,000
Sports Arena Improvements	Parks & Facilities	12,901,201	12,901,201		12,901,201												12,901,201
Golf Course Master Plan Phase 4 & 5 Holes 2-8	Golf	243,000	243,000			243,000											243,000
TOTALS		28,391,266	28,692,266	2,795,500	14,624,281	1,862,057	5,500,000	960,728	150,000	230,500	50,000	-	1,680,000	-	-	839,200	28,692,266
Capital Improvement Reserve Transfers:																	
Public Works Facility Reserve	Public Works	36,000	36,000							12,000				12,000	12,000		36,000
Water Production Projects - Unspecified	Public Works	200,000	200,000											200,000			200,000
Water Production Equipment Replacement	Public Works	120,000	120,000											120,000			120,000
Severance Interceptor Project (US-50 to WWTF)	Public Works	100,000	100,000												100,000		100,000
Sanitary Sewer Line Projects - Unspecified	Public Works	300,000	300,000												300,000		300,000
Water Line Projects - Unspecified	Public Works	550,000	550,000											550,000			550,000
WWTF Facility Project Reserve	Public Works	200,000	200,000												200,000		200,000
WWTF Nutrient Removal Reserve	Public Works	100,000	100,000												100,000		100,000
Arterial/Collector Mill and Overlay	Engineering	1,640,000	1,640,000					374,000	575,000		250,000					441,000	1,640,000
Crack Sealing Program	Engineering	125,000	125,000						125,000								125,000
Residential Street Seal	Engineering	807,000	807,000					82,000	125,000			600,000					807,000
ADA Ramps	Engineering	25,000	25,000						25,000								25,000
Curb and Gutter Drainage Complaint Project	Engineering	100,000	100,000										100,000				100,000
Traffic Signal Upgrades/Repairs	Engineering	59,000	59,000							59,000							59,000
Fire Station Maintenance & Repair Projects	Fire	100,000	25,000							25,000							25,000
Demolition of Condemed & Unsafe Houses	Inspection	100,000	75,000								75,000						75,000
Resurface Parking Lot - 1st & Washington	Downtown Dev	35,863	35,863							35,863							35863
Electronic Bid System	Purchasing	12,000	-														-
Land Acquisition	Airport	150,000	150,000				135,000			15,000							150,000
Parking Lot Repair	Airport	36,000	-														-
Facility Improvement Reserve	Airport	65,000	50,000							50,000							50,000
Park Improvement Projects	Parks & Facilities	154,000	100,000							100,000							100,000
Public Facilities Improvements	Parks & Facilities	118,000	75,000							75,000							75,000
Spray Park Improvements	Parks & Facilities	10,000	-														-
Trail Improvements	Parks & Facilities	150,000	75,000							75,000							75,000
TOTALS		5,292,863	4,947,863	-	-	-	135,000	456,000	850,000	446,863	325,000	600,000	100,000	882,000	712,000	441,000	4,947,863
		$33,684,129	$33,640,129	$2,795,500	$14,624,281	$1,862,057	$5,635,000	$1,416,728	$1,000,000	$677,363	$375,000	$600,000	$1,780,000	$882,000	$712,000	$1,280,200	$33,640,129

2016 - 2020 Capital Improvement Program							
Project Descriptions	**Department**	**2016**	**2017**	**2018**	**2019**	**2020**	**Total**
Airport Road LED Streetlight Installation	City Manager	107,835					**107,835**
K61 Ave G to Hwy 50 LED Streetlight installation	City Manager	106,241					**106,241**
Municipal Well No. 9 Pipeline Project	Public Works		296,225				**296,225**
Update 4 Oldest WWTP Liftstations	Public Works					831,840	**831,840**
Water Main Replacement - Various Locations	Engineering	753,728	825,139	683,571	643,802	601,587	**3,507,827**
Pavement Management - Condition Survey	Engineering	75,000					**75,000**
BNSF RR Crossing at Poplar Street	Engineering	191,000					**191,000**
Emergency Warning Siren	Engineering	107,000					**107,000**
Structure Elevation Verification - Main Street	Engineering	30,000					**30,000**
KLINK - K-61 from Lorraine to 11th	Engineering	652,000					**652,000**
Main Street 15th to 23rd	Engineering	2,700,000					**2,700,000**
Maple Street Area Storm Sewer Replacement	Engineering	900,000					**900,000**
Washington Ave Bicycle Blvd (A to 29th)	Engineering	58,500	93,000				**151,500**
Phase 1 Stormwater Master Plan Improvements	Engineering	750,000	750,000	15,000,000			**16,500,000**
Geometric Improvement (4th and K61)	Engineering		76,000				**76,000**
Main Street (7th to 15th)	Engineering		2,000,000				**2,000,000**
Transportion Alternative - Trail State Fair Rd & 23rd etc	Engineering		50,000	450,000			**500,000**
Aerial Photography	Engineering			95,000			**95,000**
Halstead Street 26th to 30th	Engineering		179,500	1,813,410			**1,992,910**
11th Ave Jackson to Main	Engineering				2,400,000		**2,400,000**
KLINK - K-61 from 11th to 17th	Engineering				714,000		**714,000**
Three New Fire Stations	Fire	1,700,000	1,500,000				**3,200,000**
Fire CTC Vehicle Storage Building	Fire	0					**0**
Fire CTC Parking Lot and Access Road	Fire	300,000	80,000	80,000	80,000	80,000	**620,000**
Fire CTC Paint and Wall Repair	Fire		150,000				**150,000**
Female Facilities - Station #4	Fire			116,600			**116,600**
Remodel FTC - 4 New Offices	Fire			62,000			**62,000**
Auxilliary Power Generator - Station #4	Fire			75,000			**75,000**
Runway 17/35 Mill & Overlay	Airport	5,700,000					**5,700,000**
T-Hanger and Hanger 3 Roof Sealing	Airport		74,253				**74,253**
Asphalt Repair Midwest Malibu and T-Hanger - Hanger 1	Airport		150,000				**150,000**
Runway 4/22 Sealcoat	Airport		87,000				**87,000**
Reconfigure Runway Hotspot	Airport			200,000	3,500,000		**3,700,000**
Install Utilities for Taxiway	Airport			132,000			**132,000**
Construct Additional T- Hangers	Airport				300,000		**300,000**
North Maintenance Shed Utilities	Airport				69,000		**69,000**
Aircraft Hanger North of Midwest Malibu	Airport					375,000	**375,000**
New River Otter Exhibit	Zoo	375,000					**375,000**
Develop Zoo Master Plan	Zoo		40,000				**40,000**
Zoo Pathway Lighting	Zoo		25,000				**25,000**
Construct Educational Building	Zoo			150,000			**150,000**
Wetland Boardwalk	Zoo				75,000		**75,000**
Zoo Pond Dredging - Contractor	Zoo					150,000	**150,000**
Zoo Playground	Zoo					100,000	**100,000**
City Hall Parking Lot Improvements	Parks & Facilities	104,280					**104,280**
Salt City Splash Master Plan	Parks & Facilities	50,000					**50,000**
ADA Playground Equipment at Garden Grove Park	Parks & Facilities	50,000					**50,000**
ADA Playground Equipment at Robert Daines Playground	Parks & Facilities			70,000			**70,000**
ADA Playground Equipment at Rice Park	Parks & Facilities					70,000	**70,000**
Fairgrounds Tennis Court Resurface (4 of 8 courts)	Parks & Facilities	40,000					**40,000**
Rice Park Spray Park	Parks & Facilities	300,000					**300,000**
Sports Arena Improvements	Parks & Facilities	12,901,201	16,498,799				**29,400,000**
Orchard Park Phase III B	Parks & Facilities	497,481					**497,481**
Orchard Park Phase IV A	Parks & Facilities		237,248				**237,248**
Orchard Park Phase IV B	Parks & Facilities			646,144			**646,144**
Orchard Park Phase V	Parks & Facilities				457,926		**457,926**
Carey Park Safety Lighting	Parks & Facilities			88,000			**88,000**
Stremmel Parking Lot Replacement	Parks & Facilities			98,000			**98,000**
Carey Park Lagoon Erosion Remediation	Parks & Facilities				45,000		**45,000**
Dredge Carey Park Lagoon	Parks & Facilities				280,000		**280,000**
Trail Head at Old K-61 Site	Parks & Facilities					130,000	**130,000**
Mill and Resurface Carey Park Fishing Pond Road	Parks & Facilities				117,500		**117,500**
Elmdale Vestibule	Parks & Facilities					85,000	**85,000**
Replace Lights - Hobart Deter	Fun Valley		312,400				**312,400**
Replace Lights at Fun Valley Fields 5, 6, & 7	Fun Valley				333,000		**333,000**
Fun Valley Parking Lot Repair	Fun Valley						**0**
Roof Repair at Fun Valley	Fun Valley					35,000	**35,000**
Press Box Renovation at Hobart Deter	Fun Valley					60,000	**60,000**
Golf Course Master Plan Phase 4 & 5 Holes 2-8	Golf	243,000	253,000	237,000	247,000	200,000	**1,180,000**
Golf Course Building Roof Replacement	Golf					40,000	**40,000**
Total CIP Projects		**28,692,266**	**23,677,564**	**19,996,725**	**9,262,228**	**2,758,427**	**84,387,210**

CIP Reserve Projects							
Project Descriptions	Department	2016	2017	2018	2019	2020	Total
Public Works Facility Reserve	Public Works	36,000	36,000	36,000	36,000	36,000	**180,000**
Water Production Projects - Unspecified	Public Works	200,000	225,000	250,000	275,000	300,000	**1,250,000**
Water Production Equipment Replacement	Public Works	120,000	140,000	160,000	180,000	200,000	**800,000**
Severance Interceptor Project (US-50 to WWTF)	Public Works	100,000	100,000	100,000	100,000	100,000	**500,000**
Sanitary Sewer Line Projects - Unspecified	Public Works	300,000	350,000	400,000	450,000	500,000	**2,000,000**
Water Line Projects - Unspecified	Public Works	550,000	550,000	550,000	650,000	650,000	**2,950,000**
WWTF Facility Project Reserve	Public Works	200,000	225,000	250,000	275,000	300,000	**1,250,000**
WWTF Nutrient Removal Reserve	Public Works	100,000	100,000	100,000	100,000	100,000	**500,000**
Water Line Assessment Reserve for New Developments	Public Works				100,000	100,000	**200,000**
Arterial/Collector Mill and Overlay	Engineering	1,640,000	1,715,000	1,790,000	1,870,000	1,950,000	**8,965,000**
Crack Sealing Program	Engineering	125,000	130,000	137,000	143,000	149,000	**684,000**
Residential Street Seal	Engineering	807,000	843,000	881,000	921,000	962,000	**4,414,000**
ADA Ramps	Engineering	25,000	25,000	25,000	25,000	25,000	**125,000**
Curb and Gutter Drainage Complaint Project	Engineering	100,000	100,000	100,000	100,000	100,000	**500,000**
Traffic Signal Upgrades/Repairs	Engineering	59,000	61,500	64,000	67,000	70,000	**321,500**
Fire Station Maintenance & Repair Projects	Fire	25,000	100,000	100,000	100,000	100,000	**425,000**
Demolition of Condemed & Unsafe Houses	Inspection	75,000	100,000	100,000	75,000	75,000	**425,000**
Resurfacce Parking Lot - 1st & Washington	Downtown Dev	35,863					**35,863**
Electronic Bid System	Purchasing						**0**
Land Acquisition	Airport	150,000	150,000	150,000	150,000	150,000	**750,000**
Parking Lot Repair	Airport	0					**0**
Facility Improvement Reserve	Airport	50,000	65,000	65,000	65,000	65,000	**310,000**
Tree & Undergrowth Removal	Airport			28,000			**28,000**
Airport Operations Analysis & Development Plan	Airport			45,000			**45,000**
Park Improvement Projects	Parks & Facilities	100,000	150,000	150,000	150,000	150,000	**700,000**
Public Facilities Improvements	Parks & Facilities	75,000	120,000	120,000	120,000	120,000	**555,000**
Spray Park Improvements	Parks & Facilities	0	10,000	10,000	10,000	10,000	**40,000**
Trail Improvements	Parks & Facilities	75,000	150,000	150,000	150,000	150,000	**675,000**
ADA Sidewalk Replacement	Parks & Facilities		30,000				**30,000**
Total CIP Reserve Projects		**4,947,863**	**5,475,500**	**5,761,000**	**6,112,000**	**6,362,000**	**28,658,363**
Total CIP & Reserve Projects		**33,640,129**	**29,153,064**	**25,757,725**	**15,374,228**	**9,120,427**	**113,045,573**
		2016	**2017**	**2018**	**2019**	**2020**	