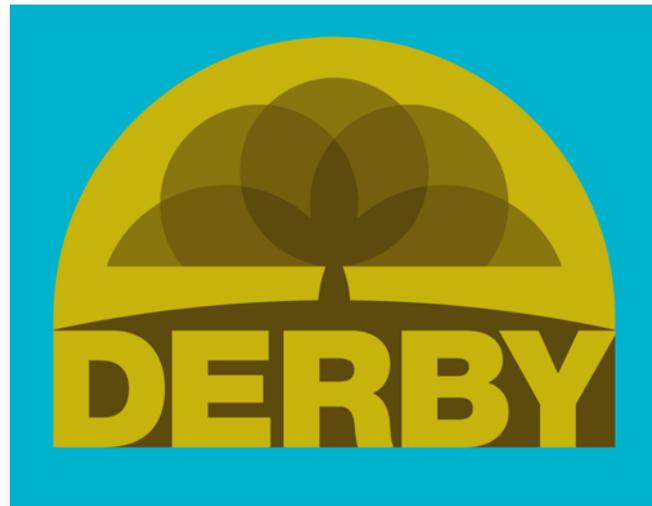
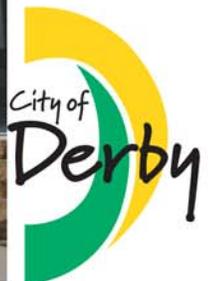
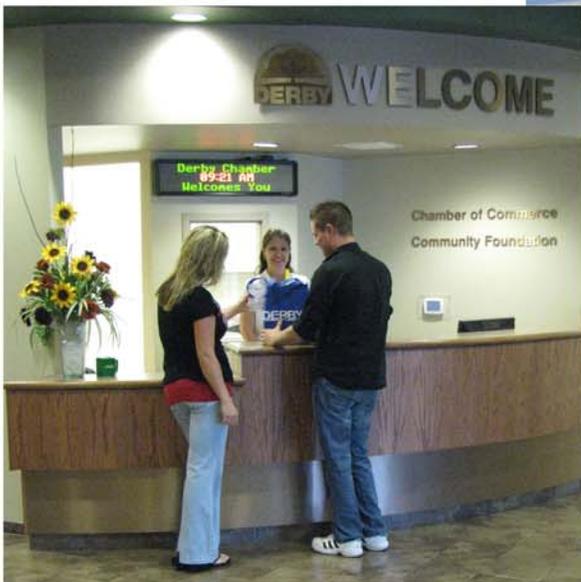


2012



Approved

Budget





Kathleen B. Sexton
City Manager

August 26, 2011

To the Mayor, City Council, and Citizens of the City of Derby:

Enclosed is the Fiscal Year 2012 Approved Budget, the sixth budget I have had the privilege of developing as your city manager. Through the leadership of the governing body, the constructive input of citizens, and the diligence of staff, we have crafted a prudent financial plan that reflects the vision and values of the people of Derby.

The 2012 budget includes a provision to reduce the mill levy slightly to 47.5 mills. The mill levy is the rate at which real and personal property are taxed to provide municipal services.

Expenditure levels center on investing in our infrastructure, especially reinvestment in the older areas of the City with street, drainage, and water line projects, as well as positioning the staffing level so the organization can meet the public safety and other needs of our growing population of 22,231 (2010 Census). The total budget for all funds, not including reserves, transfers, and debt proceeds is \$33,480,534, down 4.99% from estimated 2011 expenditures of \$35,237,949.

Looking forward, the most significant challenges are not only balancing the needs of new development with maintenance of existing neighborhoods, but also responding to the continuing recession. To meet these challenges, the City must anticipate necessary resources and create efficiencies to ensure that service delivery is equitable, excellent, and at a reasonable cost.

As required by law and sound fiscal management, this budget was approved and submitted to the Sedgwick County Clerk prior to August 25, 2011. Please contact me with questions at your convenience.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Kathleen', with a long, sweeping underline that extends to the right and loops back under the name.

Kathleen B. Sexton
City Manager

City of Derby
City Manager's Office

611 N. Mulberry · Derby, Ks 67037-3533 · 316/788-3132 · Fax 316/788-6067
Homepage: www.derbyweb.com E-mail: CityManager@derbyweb.com



GOVERNMENT FINANCE OFFICERS ASSOCIATION

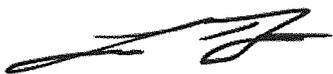
*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Derby
Kansas**

For the Fiscal Year Beginning

January 1, 2011



President

Executive Director

Derby
City Council
2011-2012



Ward I:
Jim Craig
Randy White



Mayor Dion Avello



Ward II:
Vaughn Nun
Heath Horyna



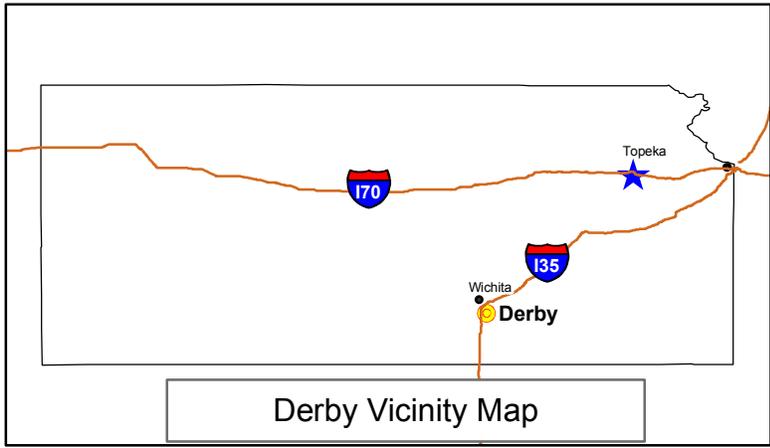
Ward III:
Cheryl Bannon
Chuck Warren



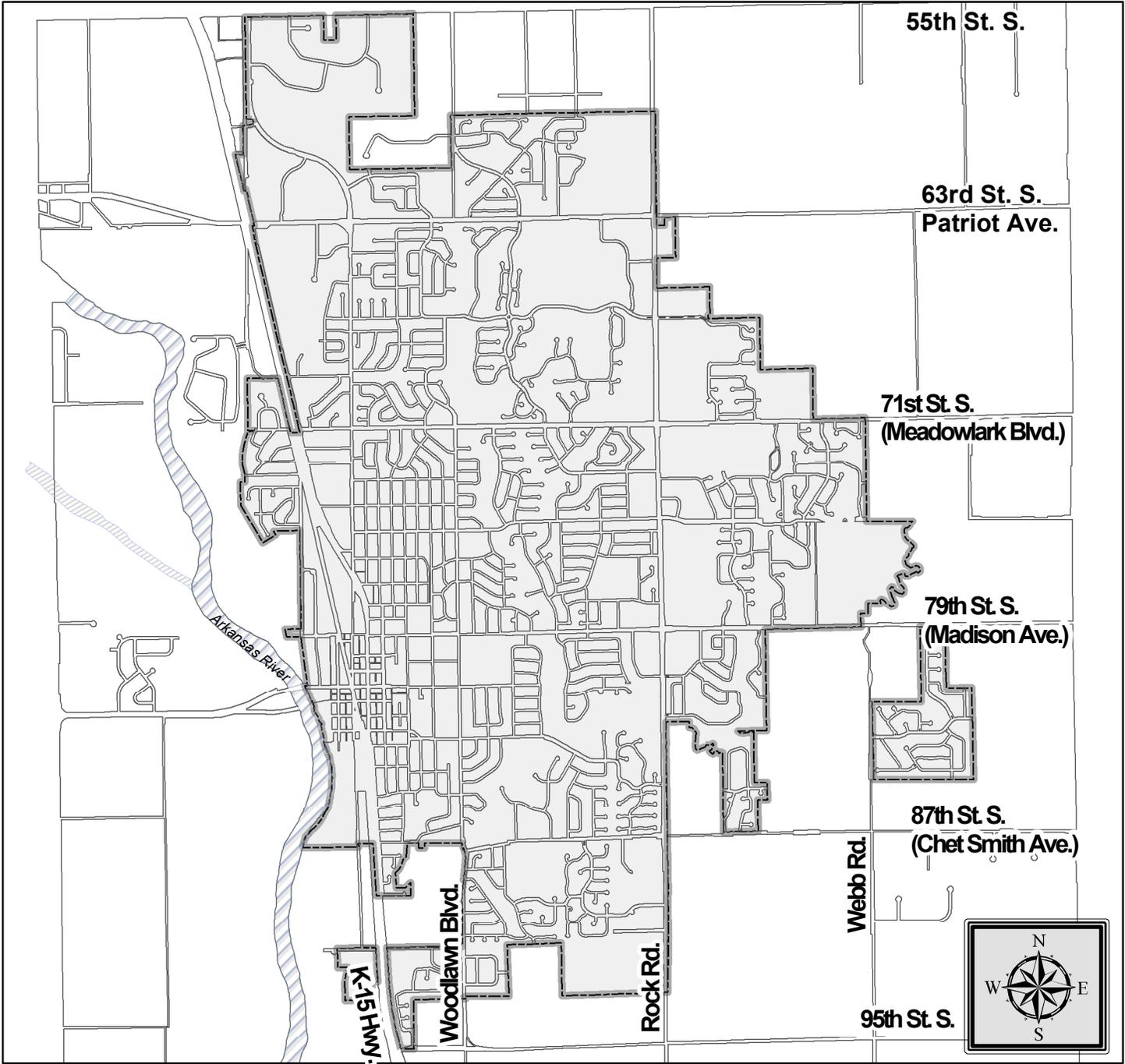
Ward IV:
Tom Haynes
Mark Staats



City Staff:
Kathy Sexton, City Manager
Jean Epperson, Director of Finance/City Clerk
Mary Marshall, Budget Analyst



Derby Vicinity Map



CITY OF DERBY
SEDGWICK COUNTY, KANSAS

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Manager's Highlights of the Budget

Introduction

Each year, the City Manager recommends and the Derby City Council approves a budget for providing essential services to residents. This budget document is a plan; it is the framework for how the City will allocate its resources to assure continuing excellence in the community's quality of life.

The enclosed budget for fiscal year 2012 was developed by staff with input from the governing body as informed by the public. It includes departmental operating budgets, a five-year (2012-2016) Capital Improvement Plan (CIP), Vehicle Replacement Plan, and Equipment Replacement Plan, as well as a ten-year Pavement Management Plan.

Overview of the 2012 Budget

The 2012 budget fulfills our mission to create vibrant neighborhoods, nurture a strong business community, and preserve beautiful green spaces. Priorities have changed little between last year's budget and this year's budget. This budget invests in the infrastructure, people, and equipment necessary to meet the needs of an expanding, maturing community. This is the seventh year in a row that the City will maintain a constant, or lower, mill levy.

The operating budget for all funds, not including reserves, fund transfers and bond proceeds, is \$33,480,534. This number represents a decrease of 4.99% from the 2011 Revised Operating Budget and increases the City's full-time staffing by two positions. Part-time positions decrease by three positions. The overall net effect is an increase of 0.5 FTE positions.

Capital Improvement Plan (CIP)

In 2011 and 2012, the City will make major investments in maintaining and improving infrastructure to accommodate both maturing neighborhoods and new developments. The CIP is budgeted for \$9,952,097 in 2011 and \$6,327,200 in 2012.

The CIP can be best characterized as "realistic" about anticipating the needs of the community while maintaining the infrastructure and resources we already have. Overall, City infrastructure is in good condition. It is more cost-effective to maintain existing infrastructure in good shape than to rehabilitate or reconstruct dilapidated infrastructure. The CIP reflects this philosophy.

Several major projects began in 2011 and are expected to conclude construction in 2012:

- Phase 3 Wastewater Interceptor: \$4,115,000 (\$3,145,000 city share/\$970,000 federal grant)
- Phase 6 Bike Path: \$909,000 (\$249,000 city share/\$660,000 KDOT grant)
- Buckner (Kay to South City Limits) construction: \$602,000
- Nelson Drive water line loop construction: \$665,000
- Meadowlark (Rock Rd to East City Limits) construction: \$2,892,580
- The St. Mary's property was purchased in 2011 and will be developed as a community park over the next several years. The cost is to be determined.

Following are major projects included in the 2012 CIP:

Storm Water Drainage

- Southcrest Channel Construction: \$100,000

Streets

- Madison Avenue (Buckner to Water) construction: \$1,228,000
- Reconstruct parts of six residential streets: \$353,500

Bike Paths/Sidewalks

- Phase 9 Bike Path (James Street from Glen Hills to High Park): \$165,000

Water Distribution

- High Park Loop & Control Valve: \$325,000
- Booster Pumps Installation: \$600,000

Parks

- High Park Master & Business Plans: \$50,000
- St. Mary's Park Development: \$285,000
- High Park North Playground Crumb Rubber: \$59,000

Facilities

- Police Shooting Range Berm Improvements: \$80,000

Major improvements anticipated in years 2013-2016 of the CIP include:

- Significant development of existing and planned parks, including the new St. Mary's property, the riverside property, and a new 4-plex of ball fields
- Improve Nelson Drive intersections at Patriot, Red Powell, and Meadowlark
- Upgrade Wastewater Treatment Plant for Nutrient Removal: \$5,150,000
- Construct New Fire Station #3: \$1,600,000

Staffing Changes

The 2011 budget was approved by the Council with 163 full-time, and 26 part-time positions. The focus for staffing in the 2012 budget is to maintain the current level of staffing while bolstering public safety to adequately address the city's growing population and geographic size and taking advantage of cost-saving innovation. The 2012 Budget includes 165 full-time, and 25 part-time positions. These changes are listed below.

Police

Beginning January 1, 2012, Sedgwick County will absorb the City of Derby's emergency dispatching. This eliminates nine full-time and three part-time positions. The Derby City Council earlier this year approved expanding the Police Records Division from three to eight full-time positions in order to operate on a 24/7 schedule. The Council also approved addition of a Station Officer position in 2012 to provide services to the public visiting the station and free up patrol officers from duties in the building.

Finance

Addition of a Deputy City Clerk will allow the Finance Director to focus on financial reporting, debt management, and budget monitoring. This position will also relieve several administrative positions of traditional assistant city clerk duties, which allows them to focus on their respective roles.

Human Resources

Addition of a Benefits Coordinator allows the City to implement long-term goals and incentives to encourage employee health and wellness. The position is responsible for administration of self-funded health insurance and all employee benefits.

Fire

Addition of two firefighters is necessary to meet the needs of the growing population and build the department incrementally according to the vision set forth by the City Council. Two additional part-time firefighter positions were also added in 2011, albeit with no financial impact. Total authorized part-time hours remain at 1.12 FTE.

Community Marketing

The Community Marketing Director position has been shared with the Derby Public Schools since 2010. The Director was an employee of Derby Public Schools, and the City paid approximately one half of the employee's salary & benefits. Beginning in September 2011, the position will become a City employee, and the school district will reimburse the City for its share of salary & benefits.

Employee Benefits

Typically, a General Pay Adjustment (GPA) is planned for January 1 of each year to ensure that the City's wage structure remains competitive and comparable to other participants in the local labor market. The City's agreement with the police union provides for this GPA for covered employees in 2012, and the inflation trend justifies this amount for employees (CPI-U in May 2011 was 3.2%, as reported by the Bureau of Labor Statistics). In 2012, this budget includes a 2% GPA for all employees. Maintaining market-based wages on an annual basis ensures the City's ability to attract and retain quality employees. Unfortunately, because of the recession and limited revenue growth, merit pay is not included in the 2012 budget.

Vehicle and Equipment Replacement Plans

The City annually develops a vehicle replacement plan and an equipment replacement plan. The 2012 vehicle replacement plan is budgeted for \$73,500. The equipment replacement plan is targeted for \$374,219 in 2012 to accommodate the maintenance cycle and to meet growing needs. Highlights of the plans include:

- Streets Pick-up Truck – \$25,500
- Wastewater Pump Truck - \$48,000
- Community Education SUV - \$34,500
- Radio Replacement (Fire/Police/Public Works) - \$152,000

What's the Forecast? Revenue Projections for 2012

The Council has historically stressed the importance of conservative fiscal policy. This has meant erring on the side of caution within a 2% margin of estimated revenue. Staff has dedicated itself to that goal in the preparation of this year's budget, which resulted in conservative revenue estimates for the coming fiscal year.

Sound financial footing was maintained throughout 2009, 2010 and into 2011 with a balanced plan of conservative revenue estimates and measured expenditure requests. Heading into 2012, the City is in a strong financial position.

In 2008, the City earned solid ratings from Standard & Poor's, which increased its general obligation bond rating to AA- from A+. The AA- rating was reaffirmed in August 2011. In 2010, Moody's Investors Services, reaffirmed its bond rating and changed it from A2 to Aa3 to conform to its global scale. The City has also earned the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the past seven years, as well as the Excellence in Financial Reporting Award for the 2009 & 2010 Comprehensive Annual Financial Reports. What this tells us is that outside agencies have recognized the City for its financial practices and financial position, an accomplishment for which we should be proud.

To plan a City budget, staff must evaluate the condition of the local, regional, and national economies to properly forecast revenues. This year, Derby's portion of the county's sales tax is projected to increase by 3% in 2011 and by 2.5% in 2012 as the Wichita metro area shows signs of recovery from the Great Recession and as Derby achieves a larger portion of the county-wide population (which is a factor in the state's formula for distributing County sales tax revenue among cities).

This budget was balanced with very little change in the mill levy. The City's current property tax rate is 47.8 mills, and the budget is built on a planned 47.5 mill levy. At this rate, the City will receive \$8,440,750 in property taxes in 2012, which is slightly lower than the amount levied in 2011.

For the future, the City will continue to explore new and alternative revenue sources. With the loss of Machinery & Equipment (M&E) property tax revenue from the state in 2010, diversifying revenue streams has become even more important in the years ahead to maintain our strong financial footing.

The perennial issue of the state restoring the Local Ad Valorem Property Tax Relief (LAVTR) payments continues. LAVTR is a revenue-sharing program which was established as a partnership between the state and local governments dating back to the 1930s. Beginning in 1991, the State of Kansas started "capping" LAVTR dollars and eventually quit appropriating LAVTR funds altogether by 2003. In dollars and cents, Derby has lost \$385,000 annually, which is equivalent to approximately 3 mills each year. Not coincidentally, in 2004 the City raised its levy 2.6 mills for fire protection services required for our growing community of some 22,000 people. Cities were to begin receiving a small portion of the LAVTR beginning July 1, 2009 but again this was eliminated by the 2009 Legislature to balance the state budget. Derby lost an estimated \$24,300 in the 2009 and 2010 budgets.

Fund Reporting

In 2011, the City began consolidating its fund balance reporting to comply with Government Accounting Standards Board statement #54 which provides clearer fund balance classifications. The City's Risk Management Reserve Fund and Law Enforcement Equipment Fund were consolidated into the General Fund in 2010. The Economic Development Reserve is being consolidated in 2011. The goal of the consolidation is to add clarity to the City's budgeting process by reducing the number of fund balances.

Summary

This budget provides resources for the City to accomplish our mission of creating vibrant neighborhoods, nurturing a strong business community, and preserving beautiful green spaces.

Given the recession, City staff will diligently monitor revenues and if needed, reduce expenditures mid-year as conditions warrant. In 2012, I expect the region to see greater signs of recovery, and the City's budget plan for 2013 will likely remain moderately conservative. With strong reserves and conservative financial practices, the City is poised for measured growth.

Through our shared commitment to excellence in providing public services, the City of Derby has positioned itself well for 2012 and beyond.

Respectfully Submitted,

Kathleen B. Sexton
City Manager

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Reader's Guide to the Budget Document

Thank you for your interest in City of Derby government. Elected leaders and City staff welcome your involvement. Aware, engaged citizens are the cornerstone of good local government. In reviewing this budget document, readers have the opportunity to educate themselves about and become involved in the organization that most directly affects the quality of life for the Derby community.

Why We Budget

The budget document is one of the City's most essential policy and operating tools. The budget document describes how the City of Derby plans to use its resources to meet the needs of the community. It is also a resource for citizens interested in learning more about the operation of their City government.

The City budget fulfills several functions:

- At its most basic level, the budget is an *accounting document*. It establishes the basic guidelines that the City uses to measure and control expenditures and to track its revenues.
- The budget also serves as an *operational guide*. It identifies work programs and goals to be achieved for each department or unit in the coming fiscal year.
- At the highest level, the budget is an important *policy document*. The annual budget process is the one time during the year when all City operations and processes are reviewed in a comprehensive manner. The City reviews the needs of the community, priorities, and goals and then matches resources against those needs, priorities, and goals. Resources are limited, so choices must be made. The annual budget reflects those choices.
- Finally, throughout all levels, the budget is a *communications tool*. It is one of the means that the City uses to explain the various demands, needs, constraints, resources, and opportunities it faces. It communicates the choices made and the direction in which the City is headed.

As readers review the information in this document, they will see elements of each of these aspects of a budget.

Making Sense of the Budget Document

The City of Derby's budget document is divided into 16 tabbed sections as summarized below. This structure is important because it gives you, the reader insight into the structure of the organization. Through the City's departments and programs, the reader can see how property and sales taxes, utility payments, and other fees flow through the organization to support the services that residents need and expect from the City.

The budget starts with several narrative sections, including the Manager's Message and the Reader's Guide. These sections provide a context for the numbers to follow.

The Financial Management section gives an organization-wide overview of the budget through units of measurement. Each figure—whether it represents dollars, people, or equipment—plays an important part in a service being provided to the community.

The capital improvement plan and equipment and vehicle replacement schedules. A more detailed explanation of each section follow, as do departmental budgets.

Manager's Message

This section contains the budget transmittal letter and budget highlights from the City Manager. It includes a discussion of the major policy issues that were considered and major changes from last year. It also discusses which future steps the City may take to address the financial outlook of the City.

Reader's Guide

This section provides an overview of the budget process and City information to help familiarize the reader with the City and its budget. The section includes the User's Guide to the Budget, Community Profile, City Information, Financial Policies & Practices, Summary of the Budget Process, and a Basis of Budgeting & Accounting. A Citywide organization chart orienting the reader to the structure and staffing behind City programs and services is also included.

Financial Management

The Financial Management section is designed to give the reader a view of the entire City budget. This section contains summary charts and information to provide a one-stop picture of the budget. These high-level summaries provide an easy reference for overall trends and conditions.

This section discusses the City's debt service and debt capacity as well as its financial forecast. A financial forecast projects City revenues and expenses for major operational areas of the City based on current conditions and expectations for the future. The City uses the forecast to identify future trends, anticipate needed corrective adjustments, and forecast the success of current financial efforts.

Capital Improvement Plan (CIP)

A CIP is a multi-year plan used to identify and coordinate public facility and project needs in a way that maximizes the return to the community. This planning of all City projects helps the City Council, staff and public make choices based on rational decision making rather than reacting to events as they occur.

The CIP commits resources to mature areas in our community and areas of new growth. The CIP presents major improvements that are viewed as most urgently needed and which can be funded from available revenue sources. The system of capital expenditure management is important because (1) the consequences of investments and capital projects extend far into the future (2) decisions to invest are often irreversible (3) these decisions significantly influence a community's ability to grow and prosper.

The CIP is an independent document from the annual budget. It contains information about major construction and capital acquisition projects that will be implemented in 2011 and 2012, plus projections of capital needs over the following four years. Essentially, out years of the CIP provide a roadmap guide the City in planning major projects and acquisitions.

The list of potential projects for inclusion in the CIP comes from a variety of sources, including departmental requests, plans for facility construction and renovation, long-term capital replacement programs, citizen requests, neighborhood plans and projects for which grant funds are available. These projects are reviewed for consistency with the City's Comprehensive Plan, which was last updated in 2006.

The CIP allows the community, through its City Council, to take a critical look at itself and identify what is good, what could be improved, what might be needed in the future and what opportunities might exist. Without this comprehensive approach, consideration and approval of capital improvements results in short-range, uncoordinated decision making. Optimal capital planning provides a process that considers all possible projects at the same time and produces a planning record that balances projects, funding sources and timing schedules, as well as plans of our community partners, especially the Derby Public Schools and the Derby Recreation Commission.

When department directors plan their CIP requests, anticipated operating costs and savings or revenue from the project are taken into consideration. For example, the biosolids system improvements at the Wastewater Treatment Plant reduced the risk of being assessed fines for non-compliance by state or federal environmental agencies. The same is true for the future nutrient removal project for the Wastewater Treatment Plant. The budget process allows the directors to incorporate savings or spending because of capital projects into their departmental budgets.

Department Summaries

The City's operating budget is organized by major program areas: Public Works, Community Development, Fire, Police, Operations, Finance and Administration. Each program area functions as a City department containing one or more budget units.

Public Works Department

This section includes budget appropriations and explanatory material for Parks, Streets, Motor Pool, Weld Shop, Wastewater and Water divisions. The Pavement Management Plan, which is a 10-year plan to enhance the maintenance of streets using a reclamite application and an eventual milling and overlay process to extend the life of the asphalt pavement, is also included in this section.

This section includes budget appropriations and explanatory material for the El Paso Water Company. Although its oversight and management have been gradually integrated into City operations since the City bought the company in 1999, due to IRS regulations the El Paso Water Company is still incorporated as an independent company.

Community Development Department

This section includes budget appropriations and explanatory material for the Engineering, Planning, Code Enforcement & Stormwater Management, and Building Trades divisions.

Police Department

This section includes budget appropriations and explanatory material for the Patrol and Records divisions. Because the emergency dispatching function will be

performed by Sedgwick County in 2012, the Police Department includes an expanded records department beginning in 2012, and the Communications division is phased out in 2011.

Fire and Rescue Department

This section includes budget appropriations and explanatory material for Fire & Rescue, which includes Emergency Management services.

Operations Department

This section includes budget appropriations and explanatory material for the Computer Systems Management, Facility Maintenance, Utility Services, and Fuel Management divisions.

Library

Though the Derby Public Library is a semi-autonomous entity from the City organization, the City provides most of the funding for the library under its taxing authority. Since there is not actually a “Library Department” within the City structure, those funds cannot be attributed to one department. The citizens of Derby voted to build a new Library to be funded by sales tax, and the building opening in November. On January 1, 2010, the library sales tax became effective upon the sunset of the aquatic park tax on December 31, 2009. As of 2010, many operating costs of the new facility are paid out of the library sales tax fund.

Finance Department

This section includes budget appropriations and explanatory material for Accounting, Debt Management, and Tort Liability.

Administration

This section includes budget appropriations and explanatory material for the City Manager’s Office, the Officials Division (Mayor and City Council), Human Resources, Public Information Officer, Municipal Court, Economic Development, City Attorney, Community Marketing, and Senior Services divisions. Also included are the Community Programs budget, Transient Guest Tax and the Special Alcohol Fund.

The Economic Development Reserve Fund is eliminated in 2011 but is included in the Administration section for history and comparison purposes.

The Transient Guest Tax, which was authorized by the City council in 2007, is also included. Derby’s first hotel, the Hampton Inn, opened in July 2009, and transient guest tax revenues have been collected since then. Under an incentive agreement with the developer, the City rebates transient guest taxes paid by guests of the Hampton Inn back to the hotel owner for a limited period of time.

Vehicle Replacement Plan

The Vehicle Replacement Plan provides information about the City’s purchase and replacement schedule for City vehicles. The Vehicle Replacement Plan anticipates the depreciation of City vehicles and recommends a replacement schedule based on mileage and age of the vehicle. The plan is reviewed annually, and changes are made based on

current fleet priorities. New vehicles shown in the equipment replacement plan don't appear on the vehicle replacement plan until they are scheduled for replacement. Since cycles of useful life for vehicles differ significantly from other equipment, it is necessary to track vehicle replacement in its own schedule to allow for optimal stewardship.

Equipment Replacement Plan

To provide City departments with working equipment, the budget includes an equipment replacement plan. The Equipment Replacement Plan section provides information about the City's purchase and replacement schedule for City resources. The Plan anticipates depreciation of City resources and minor assets and recommends a replacement schedule that allows for stewardship and responsive budgeting. Included in the plan are information technology hardware and major software systems, major office equipment, general depreciable infrastructure, and other items of significant value.

State Forms

The State Forms section includes forms required of the City of Derby by Kansas state statute to be submitted to the Sedgwick County Clerk each year by August 25. The County Clerk makes the levy calculations in November based upon the final valuations. The Clerk forwards them to the Kansas Division of Accounts & Reports.

Glossary of Terms

The Glossary of Terms provides an understanding of the jargon used in this document and the concepts discussed herein.

Derby: City & Community Profile

“A city set upon a hill cannot be hid and this is the very reason that Derby shines like a rising star as she sits upon her seven hills and looks westward across the broad fertile valley of the peerless Arkansas” [sic].

The Derby Darby (Vol. 1, No. 1)
April 22, 1910

Though this descriptive tribute to Derby was penned a century ago, the timeless homage still depicts the prosperous Derby community of today. Derby is a community soaring towards its future with a distinct identity, an historical legacy, and a promising future ensured by conscientious community leadership. Above all, Derby is a premier living choice and remains an attractive competitor for business and industry in a growing metropolitan area.

Where is Derby located?

Derby is located 3 miles southeast of Wichita, Kansas, in Sedgwick County.

How big is Derby?

After Wichita, Derby is the largest community in the Metropolitan Statistical Area (MSA) with an estimated population of 22,231. Derby has the 18th largest city population in Kansas.

What is Derby's identity?

Derby has a reputation for quality living, and for embracing progressiveness while maintaining the practical sensibility for which Kansas is known. Derby strives to be the community of choice in the Wichita metro area.

What are Derby's roots?

Originally established as the town of El Paso in 1869, officially incorporated in 1871, and renamed Derby in 1956, Derby's rapid growth has fueled its transition from a small bedroom community into a major metropolitan suburb. Since 1992, the City has more than doubled its land area from 2,960 acres to 6,155 acres.

The last 29 years in particular have been a period of meteoric growth for Derby. From 1982 until 2011, Derby has more than doubled in population from approximately 10,500 to 22,231. Of the twenty largest cities in Kansas, Derby is the third fastest growing. All the while, growth was managed with conscientious leadership that provided for the needs of a growing community. The potential for sustaining the growth trend is very optimistic, particularly in areas to the east where residential development continues to be planned.

Who lives in Derby?

Derby's amenities attract families, young professionals, and active seniors alike. Home to 22,231 residents, Derby boasts a median family income of \$74,081 and an average home value of \$136,000.

On average, a Derby household is made up of approximately 3 people (3.11). Nearly 39% of households have children under the age of 18. Meanwhile, almost 22% of the City's population has one household member who is at least 65 years of age. Indeed, Derby is a community that accommodates all age groups.

Who shops in Derby?

In addition to its own citizens, Derby pulls shoppers from surrounding communities of Mulvane, Winfield, Wellington, Arkansas City, and rural areas in south-central Kansas and north-central Oklahoma.

Derby also pulls a significant portion of shoppers from south Wichita. In a survey conducted in 2006 at two of Derby's major retailers, more than half of shoppers were from south Wichita. Derby forms a "golden triangle" with east and west Wichita for retail shopping.

Who works in Derby?

Derby supports more than 510 businesses, ranging from modest home-based businesses to large manufacturing companies like BRG Precision Products, manufacturer of custom digital electronic clocks and emergency messaging systems, and Mid Continent Controls, manufacturer of cabin management and in-flight entertainment systems for business jets. However, the City's economy is strongest in the construction industry, followed closely by retail, finance/insurance/real estate, and health-care related activities. Aircraft manufacturers Spirit AeroSystems, Cessna Aircraft, Hawker Beechcraft, and Boeing Integrated Defense Systems provide jobs for a significant portion of the community's residents, as does Derby Public Schools.

Derby's strong pattern of residential growth is attracting restaurants, retailers, and educational institutions as. In October 2008, a new shopping center known as Derby Marketplace opened featuring anchor retailers Target and Dillon's Marketplace, along with Petco, Hibbett Sports, Maurice's, Dress Barn, and other retailers and providers of various services. With nearly 600,000 square feet of retail space available, the Derby Marketplace will continue building as leases are signed with restaurants and additional retail shops. This growth resulted in increased City-wide sales tax revenue, which is devoted to the library project, and increased property tax revenue, which helps fund most other City services. In 2009, Hampton Inn opened in Derby, and future commercial development is expected along Rock Road, Patriot, and K-15 Highway, as well as in the Derby Business Park and the new Derby Corporate Park.

Derby's convenient proximity to McConnell Air Force Base, home to the 22nd Air Refueling Wing, the 184th Intelligence Wing (Kansas Air National Guard) and the 931st Air Refueling Group (Air Force Reserve), also has a significant effect on Derby's economy. Many Air Force families choose to live in Derby, as do a number of retirees.

Derby's ability to carve out a distinctive identity within the metro community has been a major factor in earning Derby its reputation as a great place to live, work, and play. In addition, its outstanding school system, community amenities, extensive park and trails system, City services, low crime rate, friendly atmosphere, and commitment to excellence have all helped Derby mature into a premier community.

What attractions does Derby offer?

In addition to shopping, Derby boasts attractive entertainment and venues. Rock River Rapids Aquatic Park is the premier water park in the region, covering 12 acres just off Derby's bustling Rock Road. Rock River Rapids boasts six water slides, a tree-house themed play area, and three pools including a zero-depth entry pool, a 603-foot long lazy river, and a 50-meter eight lane lap pool.

In addition, the urban-influenced Derby Skate Park is the newest and largest skate park in the metro area with a 9,000 sq. ft. flat deck and 9 major concrete deck structures of various shapes and sizes. The other primary element of the park is a deep bowl (four feet) with varied side slopes, including additional ramps, stairs and rails.

Derby is known for its lush, green landscape. Derby offers 24 beautifully landscaped parks, some passive for relaxation and reflection, most with playground equipment or sports facilities. Derby's most expansive park is High Park, offering lake fishing, soccer fields, softball diamonds, and winding walking paths. High Park's picturesque amphitheater is host to annual concerts and the community's 4th of July celebration. New in 2011, the City will host a national barbeque competition that is planned to draw competitors from around the Midwest.

In addition to the parks system, Derby's extensive 19-mile pedestrian and bike path system rivals any other in the state. By the end of 2011, 3 miles will be added to this extensive system, with future plans to connect to cities north and south of Derby.

Public Transportation became easier in 2008 with the Derby Dash. For a small fee, the Derby Dash provides residents bus transportation to wherever they want to go within the

city limits. The bus is fully accessible, inexpensive and easy to use. Senior Services is the dispatching agent for the Derby Dash.

How is Derby governed?

Representative and professional leadership are hallmarks of the City of Derby elected officials and staff.

Derby operates under the Mayor-Council-Manager form of government, a system that combines strong political leadership of elected officials with strong managerial experience of a professional city manager. In this form of government, Council members and the Mayor are leaders and policy makers elected to represent both their wards and the City as a whole by concentrating on policy issues that are responsive to the needs and wishes of residents.

The city manager is hired by the City Council and Mayor to carry out policies, oversee City operations, and ensure that the entire city is being served. The Governing Body establishes goals and policies which the staff executes under the supervision of the city manager.

What services does the City of Derby provide?

Led by the City Manager, a staff of approximately 173 FTE (full-time equivalent) employees ensures Derby citizens a full range of quality services. The following represent some of the primary services that the City directly provides to its citizens:

Building Inspection

Code Enforcement

Stream Maintenance

Economic Development

Emergency Management

Fire & Rescue

Street Maintenance

Municipal Court

Parks & Forestry

Water & Sewer

Professional City Management

Public Information

Community Marketing

Public Transportation (Derby Dash)

Entertainment & Cultural Programs

Senior Center

Geographic Information

Stormwater Management

Planning & Zoning

Police

What is El Paso Water Company?

The City is the sole shareholder of El Paso Water Company. The City purchased El Paso Water Company in 1999.

Although El Paso Water Company is legally an independent entity from the City due to IRS regulations, El Paso functions as a division of the Public Works department. Its management and oversight have been integrated into City operations with its revenue functioning as an enterprise fund for the City.

This means that while the water company produces revenue, the revenue is tied to the expenditures necessary to provide the service. Beyond that, dividends are paid monthly to the City. Dividends are used to support the infrastructure requirements of the water distribution system.

The City Council acts as the Board of Directors. The Mayor serves as Chairperson. The Council President acts as the Vice Chairperson. The City Attorney serves as Vice-President. The City Clerk/Finance Director fulfills the Secretary/Treasurer function.

In previous years, budgeting for the water company was typically done in November, since it's not statutorily required to be approved by August like the rest of the City's budget. For clarity to the public and in an attempt to save staff time doing budget work for one department separately from all others, the two budgeting processes are now done concurrently.

Community Statistical Overview

Derby Population (2010 census): 22,231

2012 Assessed Valuation: \$177,700,000 (estimate)
(0.6% increase from 2011)

2011 Taxation Profile

Total Property Tax Rate:	138.047 mills
City:	47.819 mills
Sedgwick County:	29.359 mills
USD 260 Derby Schools:	58.324 mills
State:	1.500 mills
El Paso Cemetery:	1.046 mills

Total Sales Tax Rate:	7.8%
State:	6.3%
County:	1.0%
City:	0.5%

2010 Ad Valorem Tax Levies for Surrounding Cities

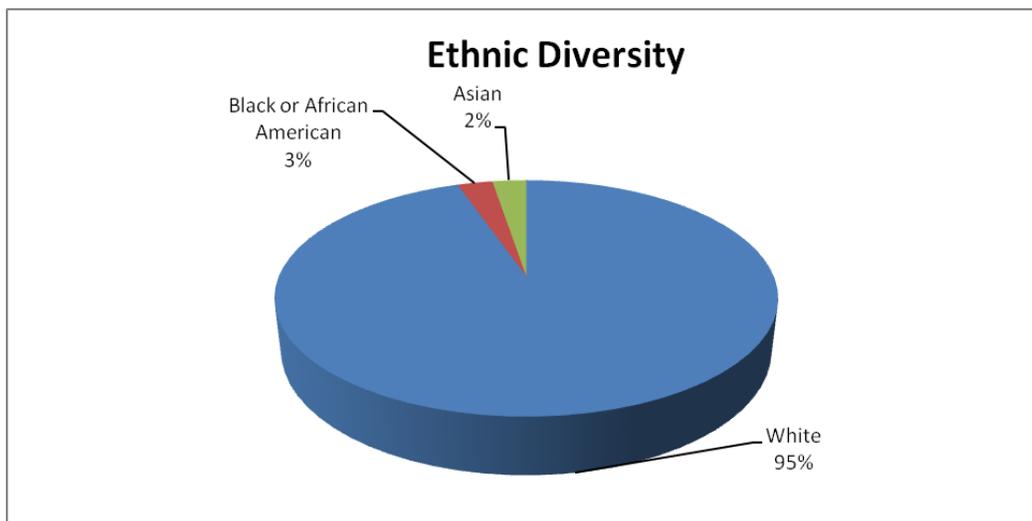
Levies for 2011 Budgets

Total Levy Within City		Total City Levy	
Winfield	185.924	Eastborough	57.944
Hutchinson	169.800	Winfield	56.746
Garden Plain	163.628	Cheney	55.116
Haysville	159.946	Mulvane	53.753
Augusta	159.007	Bentley	53.633
Andover	158.078	Garden Plain	49.347
Bentley	156.835	Valley Center	48.448
Cheney	151.890	Haysville	48.421
Maize	147.953	Derby	47.819
Bel Aire	147.946	Newton	43.880
Goddard	147.176	Maize	43.323
Eastborough	147.054	Hutchinson	41.450
Park City	146.558	Augusta	39.710
Mulvane	142.015	Bel Aire	39.050
Valley Center	140.956	Andover	38.555
Derby	136.993	Park City	37.396
Newton	133.930	Wichita	32.270
Wichita	120.550	Goddard	27.146

Resident Profile

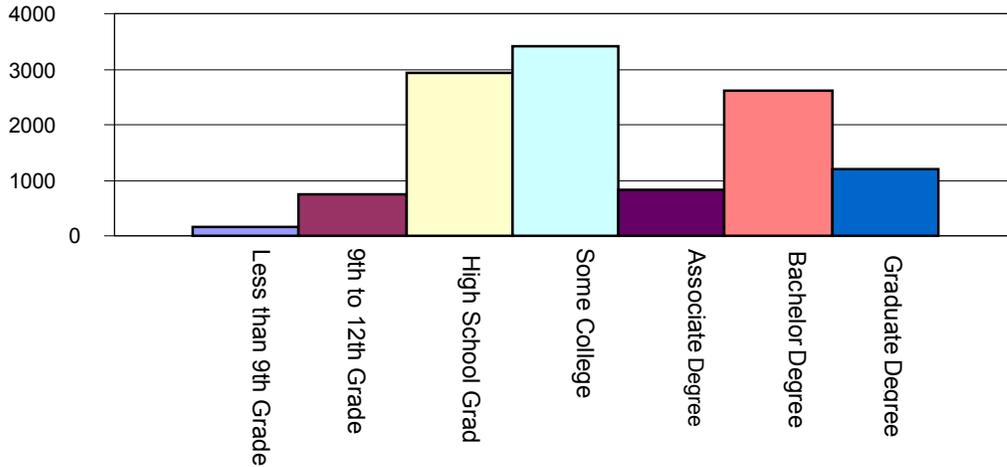
Median Age (2010 Census): 34.7 years

Median Family Income: \$74,081



Average Home Value (2010): \$136,000
 Average New Home Value (2010): \$154,624
 Housing Units (2010): 8,604

Educational Attainment



Elementary Schools: 8
 Public (6)
 Private (2)

Middle Schools: 3
 Public (1)
 Private (2)

High Schools: 1
 Public (1)

Universities & Colleges (in vicinity): 19

- Wichita State University
- Wichita State University South Campus (in Derby)
- University of Kansas School of Medicine – Wichita
- National Center for Aviation Training
- Friends University
- Newman University
- Butler Community College
- Cowley Community College
- Wichita Area Technical College
- Baker University
- Central Christian College
- Embry-Riddle Aeronautical University
- ITT Technical Institute
- Kansas State University – Division of Continuing Education
- National American University
- Southwestern College
- Tabor College
- University of Phoenix
- Vatterott College

Business & Industry

Number of Businesses: 510

Sedgwick County Unemployment: 7.9% (May 2011, KS Dept of Labor)

Top 10 Taxpayers

1. Derby Marketplace LC
2. The Greens at Derby (apartments)
3. Wal-Mart Real Estate Business Trust
4. Target Corporation
5. Dillon Companies
6. Lowe's Home Improvement
7. Kohl's Illinois Inc.
8. Kansas Gas & Electric-Westar Energy
9. Derby Land Development
10. Kansas Gas Service-Division of Oneok

Top 10 Largest Employers

<i>Employers</i>	<i>Product/Service</i>	<i>All Employees (FTE)</i>
USD #260	Education	1105
Wal-Mart	Retail	385
City of Derby	Government	169
Lowe's Home Improvement	Retail	160
Shared Svs (division of Wal-Mart)	Retail Support	145
Dillons	Grocery	130
Derby Health & Rehabilitation, LLC	Healthcare	99
Westview Manor	Senior Housing	76
Derby Recreation Commission	Recreation	85
Kohl's	Retail	64

Transportation

Railway Service: Burlington Northern Santa Fe (BNSF)

Air Service: Mid-Continent Airport (Wichita)

Distance to Major Highways:

Kansas Turnpike (I-35)	3 miles
I-135	4 miles
US 400/K-54	7 miles
K-15	0 miles (goes through Derby)

Summary of the Budget Process

The process and schedule that the City follows to prepare its annual budget complies with applicable statutes established by the State of Kansas. A fair, professional budget process is essential to good public service. Such a process involves input by the public, intense preparations by staff, multi-level reviews by the City Council, and the opportunity for public review and feedback. The process and calendar of events leading up to adoption of this budget are as follows:

Revenue Estimates**December 2010 – March 2011**

The Finance Department evaluates projections for non-tax revenues to be received in 2012. Staff considers both internal and external factors such as service expectations, new state/federal mandates, plans for legislative funding, and regional economic factors.

Governing Body Strategic Planning**April 2011**

Early in the year, the governing body reviews the strategic plans of several key departments. It also convenes its strategic planning session to establish immediate and long-term goals. Those goals inform the project priorities for departments and influence where resources are allocated during the budget process.

Departmental Operating Budget Requests**April 2011**

City departments prepare requests for budgets to maintain current service levels and add service enhancements addressing specific initiatives.

Long-term Planning**April 2011**

Departments prepare prioritized 5-year capital, vehicle and equipment plans. Departments also submit recommendations to amend the existing 2011 CIP, Vehicle Replacement, and Equipment Replacement Plans, if necessary. Public Works and Engineering staff updated the ten-year Pavement Management Plan, giving consideration to changes in asphalt conditions that have occurred the past year. Finance staff develops a five year cash flow projection for the General Fund.

Department Meetings**May 2011**

Finance staff compiles departmental requests and meets individually with departments concerning their requests. Based upon these meetings, the Finance Department makes recommendations to the City Manager on operating budgets, CIP, and equipment requests.

City Council Workshop**June 2011**

Department directors present their CIP and supplemental budget requests to the Council in a workshop format. The Council asks questions for understanding and advises the City Manager of areas of concern.

Citizen Comments**June - August 2011**

Citizens can view various preliminary budget documents online at the www.derbyweb.com. Once the Manager's Recommended Budget is presented in July, it is posted online and accessible to the public. Citizens have several opportunities to address the Council in open meetings and through personal contacts about any concerns, requests, or questions.

City Manager's Recommended Budget**July 2011**

The City Manager presents the Council with her recommended 2012 budget and 2012 – 2016 Capital Improvement Plan.

Derby Planning Commission Review**July 2011**

State law requires the planning commission to review the Capital Improvement Program for consistency with the Comprehensive Plan.

Public Hearing and Final Adoption of 2012 Budget

August 2011

A Public Hearing is held during a council meeting during which citizens may comment. The Council votes on approval of the 2012 Budget and 2012-2016 Capital Improvement Plan.

From Dreams to Dollars: Public Involvement in the Budget Process

Linking the Budget with the Strategic Plan

Throughout 2006, the City held an aggressive public input effort called Vision 2016, offering several focus groups and town hall meetings. The goal was to collect public ideas and comments on Derby as it was then and as it will ideally be in the following ten years. The vision provided by citizens through these focus groups and town hall meetings gave staff and elected leaders direction for goal-setting, decision-making, and planning processes. This includes the 2012 budget process. Each year, the City Council meets in a retreat setting to review and update its plan.

The key characteristics of a budget are to provide linkage with City goals or priorities. The City must be receptive to the needs of its citizenry and be proactive in the management of growth, development, and revitalization to promote a safe and vibrant environment throughout the community. The following six goals represent areas of strategic importance, which must be addressed in order for Vision 2016 to become a reality. These goals provide overall direction and serve as a basis for decisions during the budget process.

Each of the six goals set by the Council echo the public input from Vision 2016. Those goals and an update on each include:

1. Develop a marketing plan for the community.

This plan was completed in March 2009, and in January 2010, a Community Marketing Director was hired jointly with Derby Public Schools. Printed materials have begun to be updated, a community-wide mark of identification was developed, and a welcome center opened. A new fall festival with a barbeque theme is set to launch September 2011, and enhanced focus is being given to area realtors to ensure quality information is provided to potential residents.

2. Work to obtain All-America City status.

Criteria for the All-America City status were examined, and in 2010 the Council decided to abandon this goal in favor of enhanced focus on Community Marketing efforts. The decision was made based on the relative cost/benefit of the options.

3. Update the 1999 Park Master Plan.

Now that the Park Master Plan was completed in December 2008, staff are working with the Park & Urban Forestry Board as well as with our community partners, the Derby Recreation Commission and the Derby Public Schools, to implement its recommendations. Of note is the 2011 purchase of prime property

on Madison Avenue in the center of the City from St Mary Parish and School to be re-developed as a park.

4. Plan for services to seniors, especially housing.

In 2009, public transportation services were enhanced with expanded hours of operation. The Derby Dash provides transportation for all residents, and is particularly valued by seniors. The City Council also approved letters of intent to issue Industrial Revenue Bonds for a new skilled nursing facility and a memory care assisted living facility in Derby. In 2011, the Senior Center was expanded with the remodel of the former library space. Also in 2011, the Senior Center also became the first to be accredited in the State of Kansas.

5. Develop and implement a Performance Measurement system for City services.

New performance measures were implemented in 2008, are presented to the Council and the public in an annual report, and referenced in the 2010 budget document. The performance measures are evaluated and updated annually. The City will continue to use these performance measures to help evaluate processes and performance moving forward. Results will be shared with citizens and published in the annual city budget document and in an annual performance report.

6. Ensure future growth is sustainable and respects Derby's history.

City staff ensures all capital improvement projects and equipment purchases stay within the guidelines of this goal. Decisions about bike paths, recreation improvements, streets, water, sewer and storm water improvements are all made within the parameters of this goal.

These six goals captured the heart of Derby's service delivery and continue to influence the budgeting process.

The City of Derby has an important responsibility to its citizens to carefully account for public funds, manage its finances wisely, and plan for adequate funding of services desired by the public. The City's financial goals are broad, fairly timeless statements of the financial position the City seeks to attain. The City's overall financial goals are:

- Deliver quality services efficiently in an affordable, economical, and cost-effective basis, providing full value for each tax dollar.
- Maintain an adequate financial base to sustain a sufficient level of municipal services, thereby preserving the quality of life in the City of Derby.
- Have the ability to withstand local and regional economic shocks, or natural disasters, to adjust to changes in the service requirements of our community, and to respond to changes in federal and state priorities in funding as they affect the City's residents.
- Maintain a high bond credit rating to ensure the City's access to bond markets and provide assurance to taxpayers that the City government is well managed and financially sound.

These financial goals not only help the City enhance its financial health, but also enhance the image and credibility of the City with the public, bond rating agencies, and investors. The City achieves these goals through its strict adherence to financial management policies.

How do these priorities relate to the planning process for the budget?

City staff took each of the six goals along with the four financial management goals and developed concept papers that fleshed out the goal's implementation and tied preliminary costs to them. Expenses required to implement these goals were then provided in various departmental budgets. Departments also used the six goals to focus their supplemental requests and justify budget requests.

What other planning processes relate to the budget process?

The Capital Improvement Plan (CIP) is a long-term plan for purchases of land, improvements to existing facilities, and construction of streets, sewers, storm drains, park facilities, and other infrastructure and public facilities. This plan is a separate document from the annual budget although it is maintained along with the annual budget cycle. An update of the CIP is presented to the City Council alongside departmental supplemental budget requests in June. CIP information is included in the budget document to demonstrate effects on the budget from projects and purchases.

The Operating Budget is directly affected by approval of the Capital Improvement Plan. The Operating Budget must absorb the debt service costs of all bond issues related to the Capital Improvement Plan plus the operating and maintenance costs for each new facility or improvement. Generally, these increased costs for personnel services and contractual services must be borne by the property tax revenue, with the exception of wastewater improvement costs which are borne by sewer revenue and water improvements which are borne by water revenue.

In November 2009, the City's first formal debt management policy was adopted. Pursuant to the policy, the City shall strive for the following benchmarks:

- 20% maximum Statutory Direct Debt as a percentage of Assessed Valuation. Statutory Direct Debt as a percentage of Assessed Valuation is calculated with each debt issue and included in the Official Statement of each offering. Revenue bonds and bonds issued for the following projects shall be excluded from this calculation: (1) storm or sanitary sewer projects, (2) municipal utilities, and (3) improvements to the intersections of streets and alleys. In no case shall this ratio exceed the 30% maximum prescribed by state law. Currently, in 2011, the City's ratio is 21.85%.
- Rapid amortization of total debt (all general obligation and revenue bonds) with the objective of at least 60% over 10 years. Currently, in 2011, the City's rate is 78%.

The City shall review and consider the effect debt could have on the following:

- (1) Adherence to the Capital Improvement Plan.
- (2) Potential for increase in assessed valuation.

- (3) Potential for increase in sales tax revenue.
- (4) Mill levy required to service the Bond & Interest Fund annually.
- (5) Other factors as the City determines pertinent.

The ability to issue debt for capital improvements is very important to the City. In consultation with City's financial advisor, the current debt capacity calculations and CIP projects are reviewed periodically. There is a discussion of the City's short-term and long-term debt financing in this document that summarizes the impact of debt issuances on future debt capacity.

The 2011 CIP includes the purchase of the new park property previously owned by St. Mary Parish. The park will be developed over the next several years. The CIP also includes several important road and drainage projects, as well as improvements to the water and wastewater systems.

Another accomplishment was adoption of a formal fund balance policy in March 2010. The guidelines established by this policy determine the fund balances to be carried over at year end as fund reserves. The policy requires 15% for the General Fund; the recommended budget is just over 30%.

Strategic Planning

In 2007, City staff and the governing body held several strategic planning workshops to revise the mission for the organization and create a more comprehensive strategic plan. The old mission statement dated from 1995 and was approximately a half-page long and, because of its length, was not actively integrated into the day-to-day culture of the organization.

The purpose of revising the mission statement was to capture a phrase about the vision and values of the City that can be used every day by staffers and elected leaders as they conduct city business.

The outcome of this process was the development of both a vision and a mission, as well as a list of 11 values, as fully described on the following page. The strategic planning process helped get the nine members of the governing body and the staff on the same page in terms of focusing energy and having a foundation for sorting out which new ideas are to be implemented.

Since adopted in November 2007, the mission, vision, and values of the City have been communicated to employees and the public using several types of media. In addition, this strategic plan forms the foundation of a quarterly process whereby the City Council approves a list of priorities for the City Manager and her staff to work on.

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City of Derby Strategic Plan

Adopted by the City Council on November 13, 2007

Our **VISION** is to be a community where dreams take root and thrive.

Our **MISSION** is to create vibrant neighborhoods, nurture a strong business community, and preserve beautiful green spaces.

The Derby community **VALUES**:

Tradition, volunteerism, & partnerships: *The Derby community is built on rich traditions, volunteers who are committed to making Derby a great place to live, and the understanding that by working together as partners, more can be accomplished.*

Healthy living: *The Derby community is committed to providing a clean environment, recreational facilities, and opportunities for community engagement.*

Education & recreation for all ages: *The Derby community supports our schools, library, and opportunities for continued learning; provides superb recreational and senior facilities, and assists the recreation commission as they bring quality programs to our residents.*

Safety and stability: *Derby delivers police, fire, and rescue services to every part of the community. Good planning ensures stability in codes and community standards, as well as quality response to disasters.*

Opportunities to thrive: *The City strives to assist residents and businesses in reaching their full potential.*

Sustainable growth: *The long-term viability of our city depends on a strong and growing business community that provides the goods and services needed by the community, and thereby provides jobs for residents and tax revenue to support City services.*

Civic participation & leadership: *Derby has strong leaders willing to serve on civic boards and the City Council. As an important component of the Wichita metro area, Derby's leaders also recognize the importance of involvement in the regional community and in the state of Kansas.*

Progressive thinking: *Derby's elected and appointed officials join the staff in continually seeking creative ways to enhance the community.*

Stewardship of community assets: *Maintaining streets, drainage systems, and all types of community infrastructure is critical to keeping Derby an enjoyable place to live.*

Quality services equally available to all: *Derby provides quality services on a fair basis to all residents regardless of where they live or what their situation in life may be.*

Professional management of city operations: *City staff approach their work in a professional manner, ensuring that methods used will measure up well to peer review.*

How do departmental goals link with overall city goals?

The City of Derby is an inclusive teamwork effort among all departments and programs. No department is a silo unto itself. Therefore, each department does its part to help the City achieve its strategic goals.

Are there some short-term goals to help guide the City?

The City Manager focuses operational priorities around an evolving list of approximately 17 projects as set by quarterly approval from the City Council. The City Manager gives the Council a quarterly progress report, and the Council affirms the content and the ordering of the items. Department directors incorporate the cost of achieving these goals into their annual budgets.

City Council priorities, as updated August 23, 2011:

- 1 Identify Revenue Diversification strategies
- 2 Park Planning Task Force & Purchase of St. Mary's property
- 3 K-15 Frontage Road traffic management
- 4 West End Redevelopment & RR Crossing Closure
- 5 Quad Cities Area Planning
- 6 Fuel Station relocation
- 7 Explore Focused Work Week (4 x 10)
- 8 Plan for services to seniors
- 9 Policy re: developing large lots in City's area of influence
- 10 BZA process update
- 11 Develop land acquisition plan to meet future City needs
- 12 Comprehensive Plan - Implementation Actions
- 13 Amend Zoning Ordinance to make Derby attractive to Hospital development

In addition, the El Paso Water Company has the following priorities:

- 1 Water rate study
- 2 Marketing of water assets
- 3 Update Procedure Manual & Disconnect/reconnect fees

Performance Measures

In 2007, the City of Derby received a grant from the National Center for Civic Innovation out of New York City. The Trailblazer Grant Program is to encourage governments to involve the public in their performance measurement and reporting processes and produce more accessible and engaging reports.

This grant allowed the city to implement a program for 360 degree performance measures. The objectives of the program are to enhance accountability of municipal governments and to improve service delivery by sharing best practices between municipalities. The program will also provide taxpayers with useful information on service delivery and municipalities with a tool to improve those services over time.

The program requires municipalities to collect data to measure their performance. The measures cover a range of municipal services such as solid waste, sewage treatment, water treatment, roads, transit, fire, police, local government and land use planning.

The City of Derby has committed to excellence in service delivery and customer service. Performance measures will assist in the process of benchmarking and continuous improvement. However, establishment of a sound, consistent performance measures program will be a long-term process. This involves adapting accounting practices and implementing additional processes for tracking and collecting information. The primary objective at the current time is for internal year-to-year comparison.

Objectives of the program are to:

- Provide a tool to assess how well municipal services are delivered.
- Improve the way we measure the efficiency (cost per unit) and effectiveness (quality) of local services.
- Strengthen local accountability to taxpayers and promote greater understanding of municipal responsibilities by the taxpayer.

These objectives are met by conducting different focus groups. In August 2007, staff met with each of the following groups: city departments (director, supervisor and first line-level staff), city leaders, residents, senior citizens, youth group, local businesses, local contractors, and religious leaders. Two open houses were held, and staff produced an online survey for citizen input.

The performance measurements represent critical, measurable areas that the City deems important based on history, citizen comments and management. In addition to providing the City with performance measures, the 360 Performance Program will continue to be crucial to Derby in its strategic planning and budgetary processes. Each year since development, City staff have enhanced measurement efforts & administered an annual citizen survey.

City of Derby 2012 Budget Process Timetable

Jan. 28: Directors receive supplemental request forms and begin preparation of CIP and the Equipment Replacement Plan, and additions to the Vehicle Replacement Plan. Supplemental forms are required for requests for additional personnel, new programs, and capital equipment.

Feb.-May: Research cost reduction measures, monitor State legislative process and revenue estimates for 2011 and 2012.

Feb 7: Directors and appropriate staff receive budget worksheets. Directors use worksheets to provide recommendations for 2011 Revised Budget and 2012 Operating Budget.

Feb. 11: Directors return CIP requests to Finance Department. Changes to the approved CIP require a narrative explanation.

Feb 18: Directors return requests to amend the Vehicle Replacement Plan to Finance Department.

Feb 25: Directors return budget worksheets to Finance Department.

March 4: Directors return supplemental requests for personnel, programs and capital equipment to Finance Department.

Feb. 18-March 18: Finance staff prepares preliminary operating budgets and compiles supplemental requests. Directors meet individually with Finance Department to review budget worksheets and supplemental requests, ask questions, and make clarifications.

March 14-April 8: Directors meet with city manager to discuss needs and recommendations.

April 11-April 29: Directors give new changes to budget analyst.

June 1: Deliver departmental budget request notebook to City Council and post on the City's website.

June 7: City Council workshop.

June 14: Council receives citizen comments on the 2012 Budget in the Public Forum.

June 15: Estimates received from County Treasurer's office of miscellaneous taxes.

June 28: Council receives citizen comments on the 2012 Budget in the Public Forum.

July 1: Estimate received from County Clerk's office of the 2011 assessed valuation for the 2012 budget.

July 7: Planning Commission reviews CIP

July 7: Council receives Manager's recommended budget.

July 12: Manager presents recommended budget. Council will receive citizen comments on the 2012 Budget. City Council votes to authorize publication of Notice of Budget Hearing. (Must have time to post Notice in paper for ten days prior to hearing, this allows citizens time to state their issues.)

July 22: Submit Notice of Budget Hearing to *Derby Informer* for publication.

July 26: Council will receive citizen comments on the 2012 Budget.

July 27: Publish Notice of Budget Hearing in *Derby Informer* (Allows for ten days in paper prior to public hearing).

August 9: Conduct public hearing and adopt budget & CIP at council meeting (per state law, August 15 is last day hearing can be held).

August 25: Deadline to file adopted budget with the County Clerk (Approved budget must be submitted by this date).

NOTE: All dates in 2011

Basis of Budgeting & Accounting

The basis of budgeting refers to the conversions for recognition of costs and revenue in budget development and in establishing and reporting appropriations that are the legal authority to spend or collect revenues.

Basis of Accounting

Basis of accounting refers to the time at which revenues and expenditures or expenses are recognized in the accounts reported. Government funds (General Fund, Special Revenue, Capital Projects and Expendable Trust), expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets. Available means collectable within the current period expected to be collected within 60 days after year end and be used to pay liabilities of the current period. Proprietary funds such as the City's Enterprise (water and wastewater) are budgeted and reported on a full accrual basis of accounting. Under the full accrual basis, expenses are recorded at the time liabilities are incurred and revenues are recognized when they are obligated to the City.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this are general interest on general long-term obligations which are recognized when they are due. This exception is in conformity with generally accepted accounting principles.

Property tax revenues and sales tax receipts are considered measurable and available when collected and recognized as revenue at that time. Licenses, permits, fines, forfeitures, and other miscellaneous revenues are recorded when received in cash, because they are not measurable until they are received.

The City uses the modified accrual basis of accounting for all governmental funds other than Proprietary Funds. Under the modified accrual basis of accounting, revenues are recorded when subject to accrual, i.e. they are both measurable and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. For the Proprietary Funds the accrual basis of accounting is used.

The City complies with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34. Financial statements were first presented in the new format in 2003. The new statements focus on the government as a whole (government-wide) and the major individual funds. In future years, both perspectives (government-wide and major fund) broaden the basis for comparison (year-to-year or government to government) and enhance the City's accountability.

Basis of Budgeting

The City adopts an annual budget for the General Fund for which the level of expenditure may not legally exceed appropriations for each department or fund classified in the following categories: Personnel, Commodities, Contractual services, Capital outlays, and Debt service.

Proposed expenditure appropriations for all departments and operations of the City are prepared under the direction of the City Manager. The City Council may increase, decrease, or reject any item in the budget submitted by the City Manager, taking into consideration the recommendation of the City Manager.

Government funds (General Fund, Special Revenue, Capital Projects and Expendable Trust), expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

Proprietary funds such as the City's Enterprise (water and wastewater) are budgeted and reported on a full accrual basis of accounting. Under the full accrual basis, expenses are recorded at the time liabilities are incurred and revenues are recognized when they are obligated to the City

Each year the Finance Department projects revenues (income) for the upcoming year and projects revenues for the ensuing budget year as a part of the long-range financial plan. The first year is used as the basis for the annual operating budget.

The annual operating budget balances operating expenditures with operating revenues, provides for adequate funding for maintenance of equipment, and provides for all costs of personnel.

Derby's fiscal year runs from January 1 to December 31.

Non-budgeted funds

Kansas statutes require that all money raised by taxation and from all other revenue sources for the ensuing fiscal year be appropriated, or designated. This requirement does not allow for any non-appropriated (undesignated) fund balance on a budgetary basis. However, the law does permit an appropriation for unspecified purposes not to exceed 10% of the total amount of the budget. This practice follows principles of sound fiscal management and provides the opportunity to maintain appropriate fund balance reserves.

In addition, certain funds appear in the City's audited financial statements that do not appear in the budget. The City initiates numerous capital projects primarily related to infrastructure, sewers, streets, and drainage. These expenditures are paid through special assessments from property owners and/or bond proceeds. Each of these funds is specifically spelled out, reviewed by bond counsel and voted on by the City Council. These obligations are not subject to change or negotiation, so they are not included in the budget.

Which funds are appropriated?

All city or county funds are subject to the budget law and must be included in the budget document. City of Derby funds are appropriated except for capital projects governed by KSA 12-6816, Equipment reserve, CIP reserve and Law Enforcement Trust Fund.

What is a “Mill Levy?”

A mill is \$1 of tax for every \$1,000 of assessed value on real and personal property. The mill levy is recalculated every year and is based on the amount of property tax dollars needed to finance the City’s budget.

After the budget is adopted by the governing body, the City is required by the state to file the proper budget forms with the county clerk. These forms demonstrate compliance with tax limitation legislation.

The County Clerk calculates the annual mill levy by dividing the total revenue to be obtained from ad valorem taxes for each fund by the total assessed value located in a specific jurisdiction. Fund levies are aggregated to determine the total mill levy for a jurisdiction.

The County Treasurer then mails tax statements to property owners. One-half of the total tax bill is due in December, and the balance is due in May of the next year.

Taxes are levied in the previous year to finance the current budgets. For example, 2011 taxes are used to finance the 2012 budget.

What is assessed value?

The assessed (or taxable) value of property is a percentage of the property’s appraised fair market value. The County Appraiser’s office determines the fair market value of property and sets the appraised value. The appraised value is then multiplied by an assessment rate that is based on the function of the property. The following calculation is used to establish the assessed valuation.

Real Estate

Residential:	Multi-family, urban or rural	11.5%
Agricultural:	Value based on use or production	30.0%
Vacant lots:		12.0%
Commercial:	For industrial purposes, and buildings and improvements to agricultural land	25.0%

Personal Property

Residential: Mobile Homes	11.5%
Mineral Leases: Oil production over 5 barrels/day and natural gas production under 100 mcf/day	25.0%
Public Utility: Inventory, except railroad	33.0%
Commercial and Industrial machinery, less depreciation	25.0%
Farm machinery, merchant/manufacturer inventories, and livestock	Exempt

Statutory Budget Requirements

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special revenue funds (unless exempted by a specific statute), debt service funds, and enterprise funds. Statute requires the budget to *balanced*, meaning that estimated expenditures equal estimated actual and estimated revenues.

All budgets are prepared using the modified accrual basis further modified by the encumbrance method of accounting – that is, commitments evidenced by documents such as purchase orders and contracts in addition to disbursements and accounts payable are all recorded as expenditures although the actual funds have yet to be released to the billing source.

Furthermore, the statutes provide for the following sequence and timetable in adoption of budgets:

- a. Preparation of budget for the succeeding calendar year on or before August 1st of each year.
- b. Publication of proposed budget on or before August 5th of each year.
- c. A minimum of 10 days notice of public hearing, published in official newspaper, on or before August 5th of each year.
- d. Public hearing on or before August 15th of each year.
- e. Adoption of final budget on or before August 25th of each year.

Amending the Budget

Supplemental appropriations and transfer among budget categories occasionally modify original appropriations. In order to amend the budget, the proposed amendment must appear in the official City newspaper at least 10 days prior to a public hearing.

Citizens also may address the City Council prior to the hearing. After the hearing the Council may then vote to amend the budget. Approved amendments are then submitted to the State Division of Accounts & Reports for record.

Public Participation

Additionally, Kansas law requires the opportunity for public input and participation throughout the budget process. All budget meetings and City Council meetings are open to the public and are advertised as such.

Citizen participation in local government need not be limited to the budget process. It is the right of all citizens to participate in the governing organizations that affect them. Among other avenues, citizens may wish to become involved through their elected representative(s), by attending public meetings, or directly by giving input, serving on an advisory board, committee, or the governing body.

Funds

What is a fund?

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories-government funds and proprietary funds. A description of each fund is located in the Financial Management section of this budget.

Government Funds

Most of the City's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. The governmental funds balance provide a detail short-term view that helps one determine whether there are more or fewer financial resources that can be spent in the near future to the City's programs.

Proprietary Funds

Services for which the City charges customers a fee are generally reported in the proprietary funds. The sewer and water utility and aquatic park fund comprise the proprietary funds for the City of Derby.

Derby Financial Policies

Balanced Budget

Policy: As required by statute, the City will adopt a balanced budget.

A balanced budget is defined as the following: When a government's total revenues equal its total outlays in a fiscal year. State law requires all local governments to operate with a balanced budget for funds that levy a tax. The City of Derby's 2012 budget is a balanced budget for all City funds, including those that do not levy a tax, except for two funds. The Sales Tax Revenue fund and Wastewater fund have debt service and reserve accounts in

conjunction with outstanding bond issues which are exempt from budget law and expenses are not anticipated.

GASB

Policy: Derby will comply with GASB Statement No. 54.

The City of Derby will begin compliance with the new fund balance reporting standards for the 2011 calendar year. Compliance will require additional disclosures for fund balance in the 2011 Comprehensive Annual Financial Report.

Policy: Derby will comply with GASB Statement No. 34.

Beginning with the year ended December 2003, the City changed its accounting policy related to financial statement presentation to comply with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34. The primary accounting change, other than presentation, was the capitalization of all capital assets and recording depreciation therein and recording long-term debt obligations. The new statements focus on the government as a whole (government-wide) and the major individual funds.

Capitalization Threshold

Policy: Capital Assets include a capitalization threshold of \$1,000 for equipment and \$25,000 for buildings and structures.

An extensive database of city equipment inventory is maintained by staff (GIS) for insurance and control purposes. This collaboration provides for compliance with GASB No. 34.

Reserves Management

Policy: Resolution 3-2010 Adopted March 2010

The City has a policy to promote the stability of the General Fund. The cash balance should be 15% of General Fund expenditures. Staff will strive to retain this healthy fund balance but realizes that a slower than anticipated growth in the tax base or a prolonged economic downturn may result in the use of this General Fund balance in the future.

Debt Management

Policy: Resolution 38-2009 adopted November 2009

Statutorily, the State of Kansas requires municipalities to stay below 30% of assessed valuation on non-exempt debt. Derby's policy is to stay at or below 20% of non-exempt debt. This is a challenging goal for a community growing as fast as Derby, because the City assumes debt for the construction of infrastructure for residential additions. A positive implication is that a large part of Derby's current debt is offset by special assessments on private property owners.

Following a vote of support by the public, in 2003 the Council chose to exceed 20% to issue financing for construction of the aquatic park, and in October 2007 the voters approved issuance of debt related to the construction of a new library. Both of these projects have resulted in this ratio exceeding the 20% threshold and will cause it to continue above the 20% threshold for some time.

Cash Purchase

Policy: Purchase of large capital equipment with cash is preferred.

Derby had typically purchased large capital equipment with a lease-purchase arrangement in the past rather than purchasing outright. The purpose of this practice was to keep more cash liquid in the event of unplanned circumstances, and cash in reserve was earning a lower interest rate than the rate the city would pay in a lease-purchase arrangement. In 2005, the Council gave direction to staff that it would like to see Derby pay outright for large pieces of capital equipment to reduce interest costs.

Investment Management

Policy: In process

City staff is in process of developing an investment policy to be considered by the City Council for its formal adoption. The policy will formalize investment procedures and strategies that are guided by state statutes. Completion is anticipated in 2012.

Derby Financial Practices

The values relied upon in preparing this budget were *stewardship* and *prudent debt management*.

Good stewardship by a public entity means using tax dollars in fair, equitable, and efficient ways. We must examine: Is the City charging fees at fair and appropriate levels to cover costs? Are we taking care of our assets? Above all, stewardship is about treating public tax revenue with the same conscientiousness as if it were the funds of our own personal households. At its core, this is the role of a public servant.

Prudent debt management also means ensuring that debt for public projects is issued only when appropriate. Debt should ideally be issued only for projects with benefit to future residents. As residents of the future use the services, residents of the future should incur the debt service responsibility. Likewise, it is fair and appropriate to pay cash for those projects and assets that are of immediate benefit to current residents.

These values reflect community values of fairness in taxation and good stewardship of resources. In combination with other policies, these values encourage development to pay for itself – benefiting everyone.

In the process of providing quality financial services for the City of Derby, staff will:

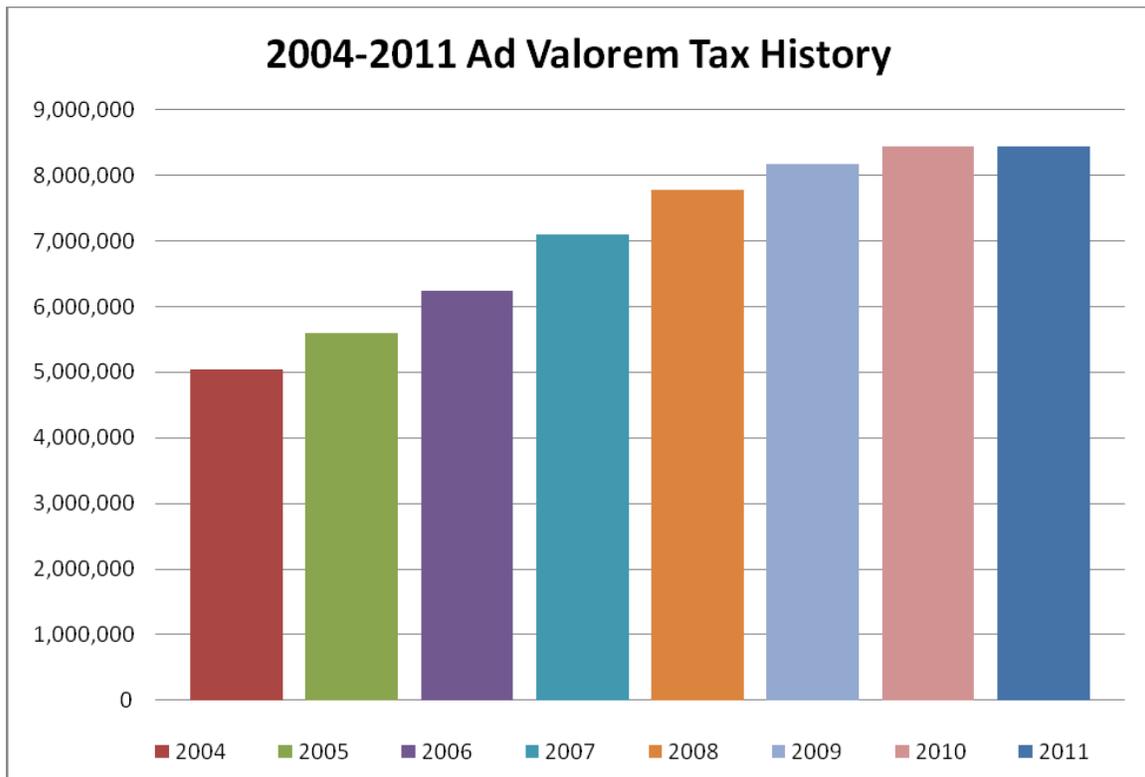
- Provide accurate and timely financial information to the City Manager and City Council.
- Follow generally accepted accounting principles.
- Ensure the purchasing and bid process is open and fair and provides all interested vendors an opportunity to participate.
- Ensure the City purchases quality and correct products and services at the best possible price and that they are delivered in a timely manner.

- Ensure the City is in compliance with all local, state, and federal regulations in regards to financial management.
- Gather information necessary to provide accurate revenue and expenditure forecasts for the budget process.
- Coordinate the City budget process including the Capital Improvement Plan and Equipment Purchase Plan.
- Coordinate City debt management in cooperation with bond counsel to stay within established debt limits and maintain the City's ability to finance needed projects.
- Manage cash to provide the City with adequate liquid assets in the event of an emergency.
- Maximize investment income to the greatest extent possible while focusing on low-risk financial instruments.
- Provide quality payroll and benefit services for all City employees.
- Promptly pay authorized invoices.
- Work with insurance providers to manage claims against the City and protect City assets.
- Promote a low-risk service environment by promoting safety and health awareness.

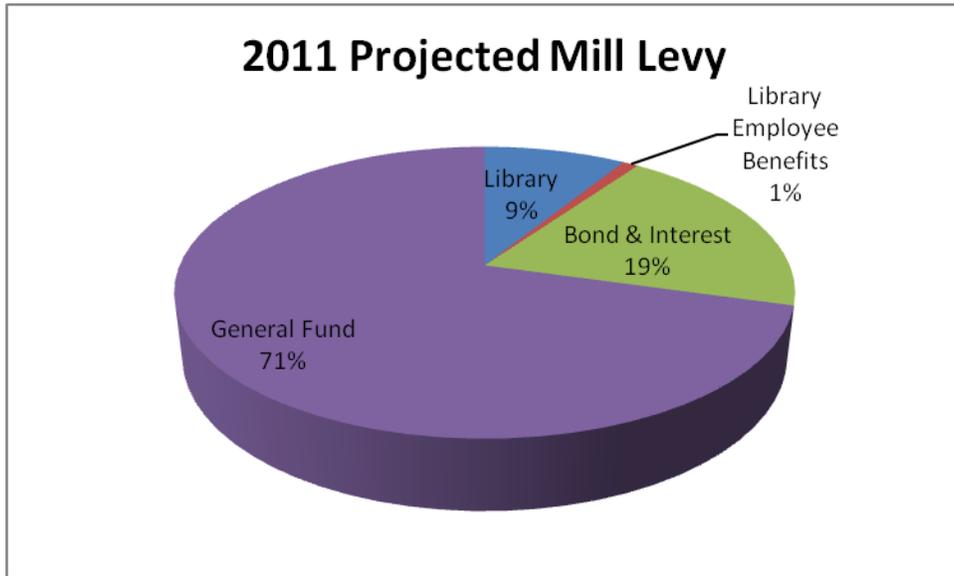
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Budget Facts

2011 Assessed Valuation	\$177,700,000
2010 Assessed Valuation	\$176,645,078
% increase over 2010	0.6%
Ad Valorem Tax Levy 2011	\$8,440,750
Ad Valorem Tax Levy 2010	\$8,448,036
Difference in Property Tax Levied	-\$7,286
% Difference in Property Tax Levied	- 0.1%
2011 Mill Levy	47.5
2010 Mill Levy	47.818
Difference in Mill Levy (reduced)	-0.318



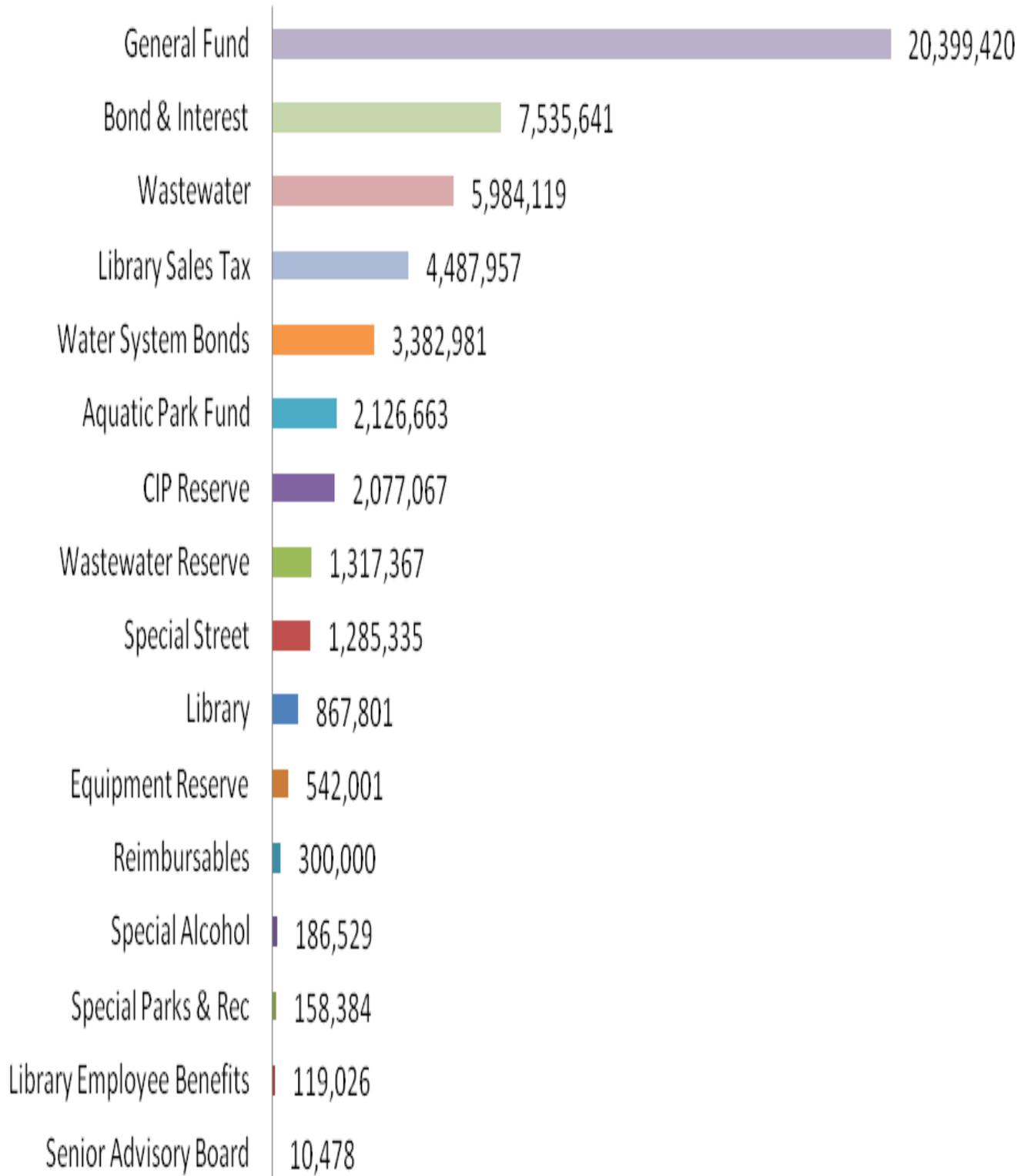
Budget Facts



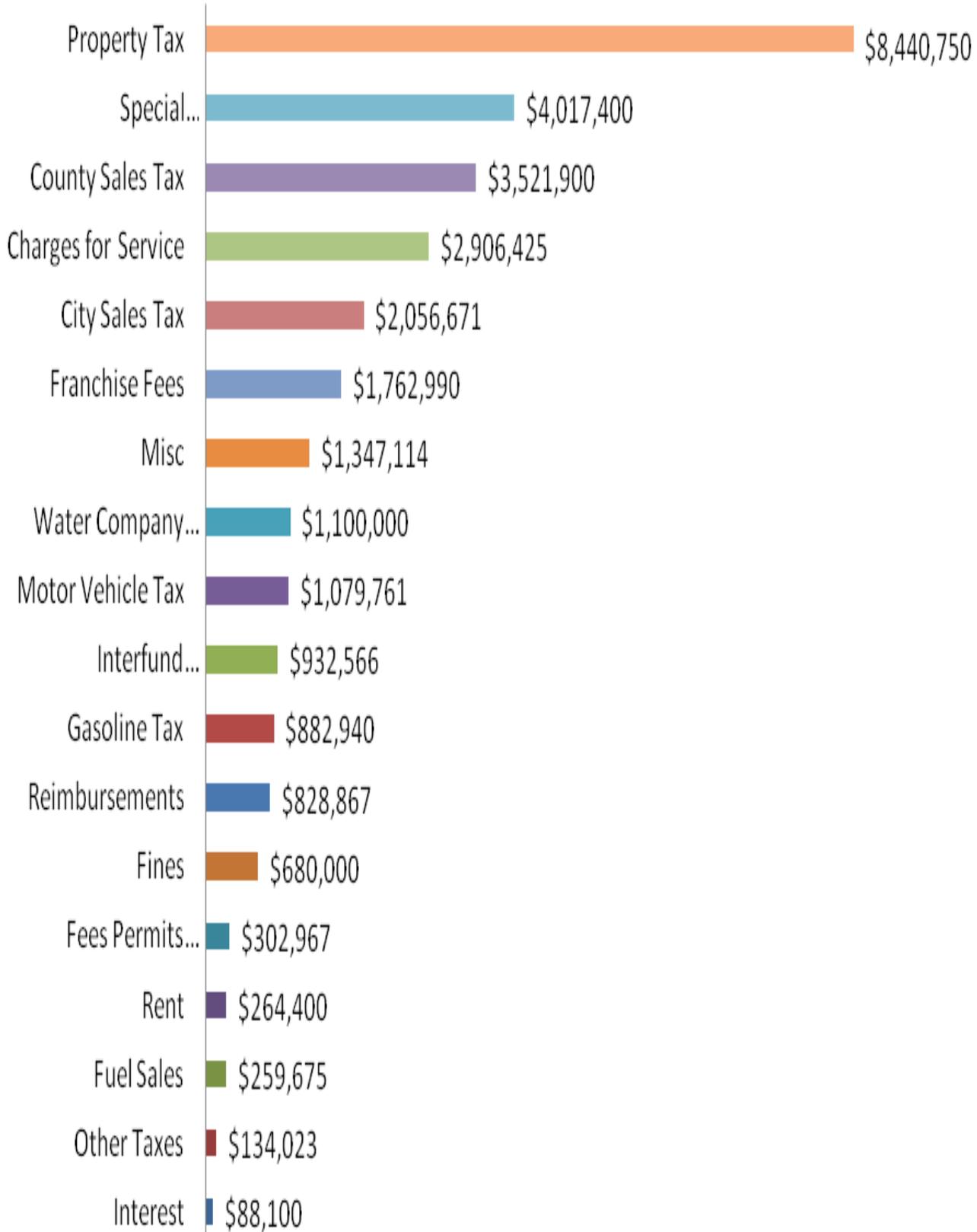
Fund	Taxes Levied	Mill Levy
General	\$5,961,721	33.549
Bond & Interest	\$1,650,124	9.286
Library	\$748,066	4.210
Library Employee Benefits	\$80,839	0.455
TOTAL	\$8,440,750	47.500

General Fund Revenue						
REVENUE	Line #	2009	2010	2011	2011	2012
SOURCES	100	Actual	Actual	Budget	Revised	Budget
Ad valorem tax	4000	5,680,399	5,548,397	5,361,600	5,371,812	5,732,424
Machinery Exemption Reimbursement	4001	22,899	0	0	0	0
Motor vehicle tax	4030	830,075	802,989	790,998	725,871	703,789
Rental car excise tax	4035	9,970	8,851	9,630	8,800	8,800
Delinquent tax	4040	101,431	112,410	50,000	66,420	68,000
RV tax	4045	8,803	8,956	8,472	6,997	7,727
16/20M vehicle tax	4046	1,780	1,955	1,662	1,287	1,162
Carryover	4050	6,593,649	6,236,954	5,577,522	7,800,661	6,002,500
Wellness Program Reimbursement	4070	28,175	25,511	26,000	26,350	26,350
Local sales tax	4141	3,271,028	3,331,590	3,140,187	3,436,000	3,521,900
State: City connecting links	4151	25,398	25,416	25,555	25,555	25,555
Alcohol tax	4161	44,778	49,120	45,485	45,860	48,334
Business/Contractor Licenses	4202	63,636	74,180	55,000	68,000	68,000
Pet Licenses	4203	3,530	3,640	4,000	3,580	3,580
Vehicle Impound fees	4204	765	150	0	0	0
False Alarm Fees	4206	3,770	3,840	3,800	2,254	2,254
Fireworks Stand Permit	4208	75,000	60,000	60,000	75,000	75,000
Bldg trades permits	4212	312,028	221,774	175,000	208,567	208,567
Occupancy permits	4213	4,925	3,825	5,000	3,825	3,825
Franchise--electric	4222	704,670	820,666	876,695	868,550	919,228
Franchise--telephone	4223	117,279	119,461	81,109	84,000	73,000
Franchise--gas	4224	340,214	341,624	355,010	283,262	283,262
Franchise--water	4225	120,697	136,536	140,000	140,000	145,000
Franchise--video	4226	245,867	248,708	260,453	260,000	265,000
Franchise - trash & recycling	4227		64,574	60,615	77,500	77,500
Police reports (copies)	4323	4,070	3,662	4,100	3,442	3,442
Payment in Lieu of Tax	4341		6,808	2,335	2,335	0
Zoning/Land Use Fees	4352	36,842	4,170	8,000	9,379	9,379
Lot Split Application Fee	4353		500		500	500
Interest income	4502	111,455	28,878	75,000	30,000	30,000
Other	4600	29,616	23,970	35,000	35,000	35,000
Reimbursements	4610	91,197	326,172	5,000	80,000	80,000
Reimbursement-Cap Proj	4611	350,000	450,000	350,000	350,000	350,000
Water Co. Office Rent	4612	9,600	8,800	9,600	10,200	9,600
Sr Center County Grant	4700	80,000	80,000	115,000	115,000	115,000
Transportation Services [1]		53,447	46,022	51,200	52,200	52,200
Senior Services Activities [1]		57,312	34,249	56,000	24,000	25,000
Reimbursables[1]	4600.18	250,474	263,107	300,000	300,000	300,000
Park Revenues[1]	4600.12	22,199	15,353	23,000	15,000	15,000
Insurance recovery [1]	4015	18,154	6,071	30,000	30,000	30,000
Court Fines [1]	4800.17	564,032	663,088	625,000	680,000	680,000
Transient Guest Tax [1]		0	44,791	54,133	60,000	70,000
Fuel payments/reimbursements [1]	4010.09	151,384	197,210	200,409	257,359	259,675
Lot Sale Proceeds/Eco Devo [1]					31,492	31,492
Community Marketing [1]					32,375	32,375
Sub-total		20,440,548	20,453,978	19,057,570	21,708,433	20,399,420
Transfer from Economic Dev. Reserve					235,486	
Grand Total		20,440,548	20,453,978	19,057,570	21,943,919	20,399,420
[1] revenue of sub-account						

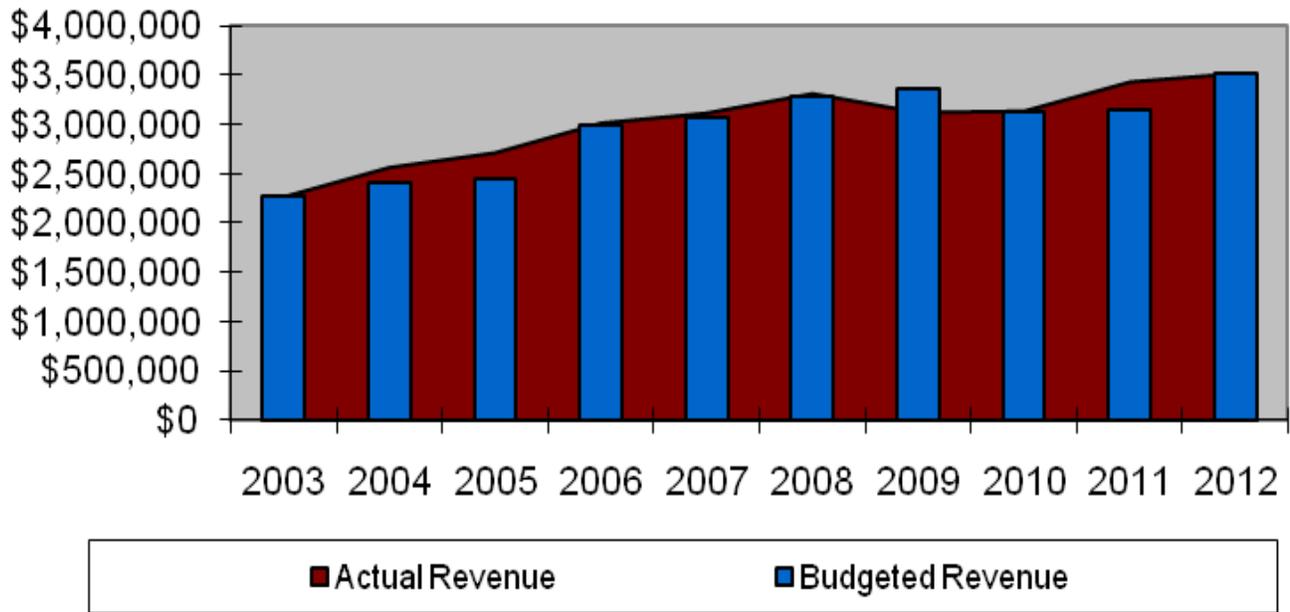
Revenue by Fund



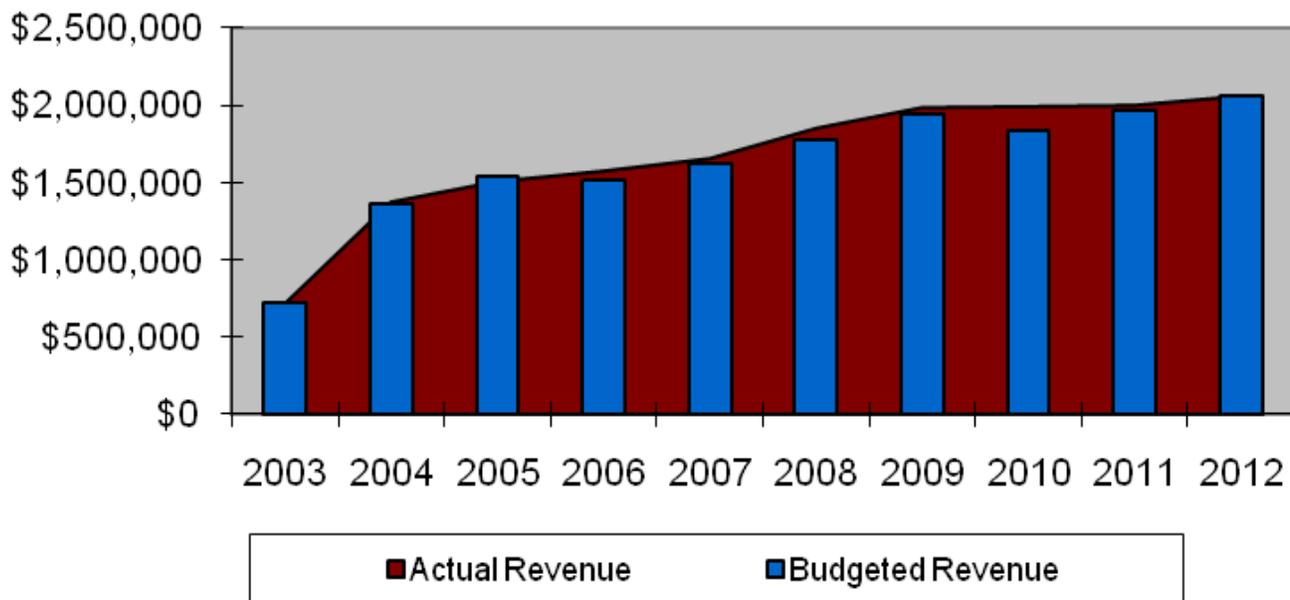
2012 Revenue Sources (all funds)



Derby's Share of County One Cent Retail Sales Tax



Derby's 1/2 Cent Retail Sales Tax



Revenue Projection Assumptions

- **Property Tax.** Property tax revenue is expected to fall slightly from \$8,448,036 in 2011 to \$8,440,750 in 2012 due to growth in assessed valuation of property from new growth and development in the city along with the reduction in mill levy. This budget uses a projected mill levy of 47.5 mills, which is 0.3 mills lower than the prior year. The assessed valuation as of July 1st is used as a basis for the forecast of property tax revenue adjusted for estimated appeals. A graph of Ad Valorem tax levy history can be found on page 36.
- **Fund Balance.** Fund balance, which is essentially the cash carryover from the prior year, for all funds decreased from \$20,849,635 in 2011, to a projected \$10,965,922 in 2012. This decrease is partially created by budgeted cash carryovers.
- **Special Assessments.** Special assessments are estimated to decrease from \$4,265,160 to \$4,017,400. Assessments are levied to pay for infrastructure in developing areas throughout the city. The decrease in assessments in 2012 is the result of the moderation of demand for extension of sewer lines, water lines and streets to new housing additions. The Finance Department tracks outstanding assessment issues and compares with estimates provided by the County Clerk.
- **Sales Tax.** Derby receives sales tax revenue from two different levies, a Sedgwick County 1% sales tax and a Derby city-wide ½% sales tax. A combination of factors is used in developing estimates for sales tax revenue. The primary factor affecting sales tax revenue projections is uncertainty of the effect of the national recession and workforce reductions on consumer spending. County-wide sales tax revenue in the General Fund is estimated to increase 3% from \$3,140,187 budgeted in 2011 to \$3,521,900 budgeted in 2012.

At year-end 2009, the ½-cent sales tax dedicated to the aquatic park sunset six years ahead of schedule. This means in 2010 and future years, the ½-cent sales tax revenue is designated solely for the Library Sales Tax Revenue Fund. Proceeds dedicated to the Library Sales Tax Revenue Fund are expected to increase slightly from \$1,963,000 in 2011 to \$2,056,671 in 2012. A graph of 5 year trend can be found on page 50.

- **Fines and Forfeitures.** The majority of this revenue comes from Municipal Court services. Total court cases usually rise each year partially as a result of increased population and commercial businesses but mostly are a reflection of how many police officer positions are filled during the year. Staff estimates a 2.5% increase from \$663,088 in 2010 to \$680,000 budgeted in 2012.
- **Franchise Fees.** Staff develops estimates of franchise fees based on trends from current receipts and projected changes to the corresponding utility rates. Total franchise fees are expected to decrease slightly to a total of \$1,762,990 due to lower projections of the cost of natural gas. As residents trend away from home

phone lines (wired/land lines), the telephone franchise tax revenue will continue to slowly decline also.

- **Building Trades Permits.** Derby has enjoyed strong commercial and residential building for several years. The 2011 budget anticipated revenue not to exceed \$175,000, however the revised results showed the actual number closer to \$208,000. In 2012, the City is anticipating similar activity of \$208,000. The fee resolution has been updated each year but with minor adjustments to fees, so the permit revenue is primarily sensitive to the volume of building activity.

Building permits are issued to qualified individuals and companies to do repairs, remodels, new construction or demolitions. The cost of permits is based on the estimated cost of the project or a set fee, depending on the type of project. The bulk of permit revenue is from building permits. All construction in the city must be issued a permit based on the cost of construction.

License revenue arises from the City's regulation of certain activities (e.g., plumber, electrician). A person or organization pays a license fee to engage in the activity for a specified period. There are also fees for business licenses, pet licenses and specialized services. The most common licenses and permits are electrical and plumbing. A complete fee structure is available in the Municipal Code on the city's website at www.derbyweb.com.

Revenues are shown in graph format on pages 47-49. The first chart lists the General Fund revenue, broken down by each area in which monies are received. The next chart shows department revenue and where that revenue comes from, for example, grants, special assessments or taxes. The line graphs show the amount of revenue in 2012 for each fund, followed by the total amounts of revenue by revenue type. These charts should help readers understand where the revenue comes from, and how it is applied to the budget.

Expenditures Projection Assumptions

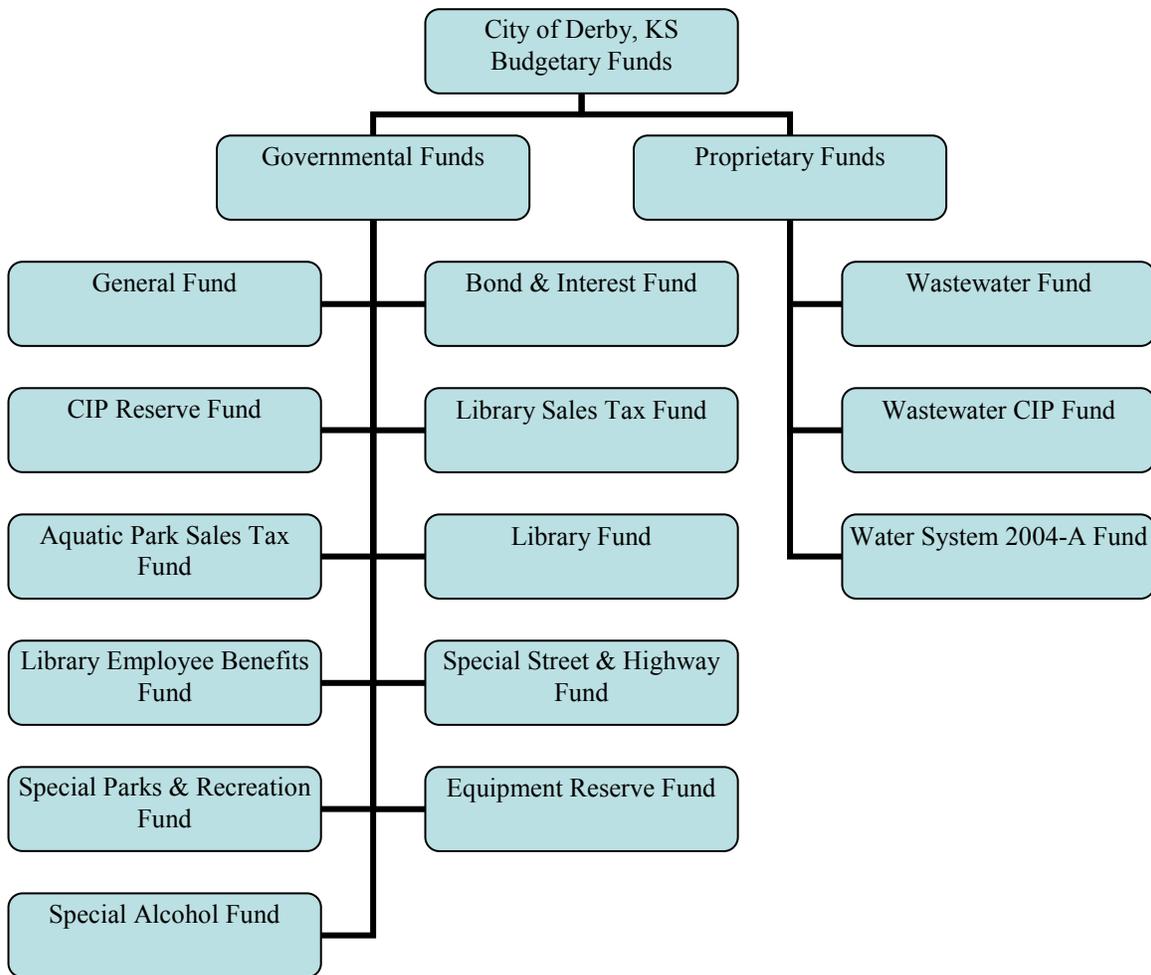
- **Staffing.** Staffing will increase from 163 to 165 full-time employees in 2012. The recommended budget includes five new employees: two firefighters and one each in Finance, Human Resources, and Community Marketing. Nine dispatch positions were eliminated. A station officer and five police records positions were added. In addition, part-time staffing will decrease from 26 to 25 in 2012. The reduction to the Police department is 4.5 FTE. The overall net increase to the City is a 0.5 FTE increase.
- **Employer Health and Dental Contributions.** Health and dental insurance costs are budgeted to increase by 6% in 2012 due to increasing costs for service. In fall 2011, the City will consider the option of moving from a fully insured to a self-funded plan to control longer-term costs.

- **Maintenance and Operations Costs.** The City is continually adding and maintaining new streets, sewer lines, park land and other infrastructure. Fuel cost in the 2011 revised budget is forecast to climb above 2010 levels. For 2012, a 2% increase from 2011 has been budgeted. Fuel price changes are felt especially hard in the Police Department because it easily logs the most miles of any department.
- **Equipment.** The 2012 budget reflects a large decrease in equipment spending. In 2012, the City continued the five-year replacement plans for all equipment, including vehicles. Projecting replacement costs for five years allows the city to help plan and project future expenses more accurately. In 2012, major equipment purchases include Radio Replacements for Police, Fire, and Public Works (\$172,000), a Pump Truck for Wastewater (\$48,000), and a Community Education SUV for the Police Department (\$34,500).
- **Capital Projects.** Total capital improvement spending decreases from \$9,952,097 in 2011 to \$6,447,200 in 2012. General Fund CIP decreases from \$924,000 in 2011 to \$470,000 in 2012. In 2013, the CIP decreases to \$2,480,000 and increases to \$11,707,000 in 2014, most of which will be bonded. The City's capital spending in 2011 was higher than expected due to several large projects, and the delaying of many projects from 2010. In 2012, the level of expenditures represents a return to more normal CIP spending.
- **Debt Service.** Debt service in the Bond and Interest Fund will decrease from a budgeted \$7,861,143 in 2011 to \$7,353,641 in 2012. The decrease in debt service is due primarily to the pay-off of several long-term bonds for infrastructure, along with the smaller debt issues from recent years.

Major Funds:

The City maintains the following funds used to provide City services:

- General Fund
- Bond and Interest Fund
- Sales Tax Revenue Fund (Aquatic Park)
- Library Sales Tax Revenue Fund
- Special Street and Highway Fund
- Wastewater Fund
- Water System 2004-A Fund
- Library Fund
- Library Employee Benefits Fund
- Wastewater CIP Reserve
- Special Parks & Recreation Fund
- Special Alcohol Fund
- Equipment Reserve
- CIP Reserve



General Fund (Governmental Fund)

The General Fund is the largest City fund and pays for the majority of basic municipal functions. The City Council is asked to approve a \$20,399,420 General Fund budget for 2012, up 7% from the \$19,057,570 budgeted in 2011. The General Fund collects all general revenues and pays the majority of City salaries. The City has a reserve policy that the General Fund balance should be at least 15% of expenditures. The City’s projected 2013 General Fund beginning fund balance will be \$4,947,430.

Bond and Interest Fund (Governmental Fund)

This fund is used to make principal and interest payments to retire City debt. Total expenditures are budgeted at \$7,356,281. The largest revenue sources are special assessments against private property (\$4,017,400), ad valorem tax (\$1,586,658), motor vehicle tax (\$258,119), reimbursement from Wastewater (\$322,981), and Derby Recreation Center rent (\$254,800).

Sales Tax Revenue Fund (Governmental Fund)

The sales tax revenue fund pays for operating expenses for the Rock River Rapids aquatic park. User fees are the primary source of operating funds, but the reserve account can be used to pay any operating deficit. The sales tax revenue that funded the construction of the aquatic park sunset on December 31, 2009. The fund balance is projected to remain

constant with a moderate decrease from \$1,986,536 to \$1,806,852 due to the accumulation of sales tax in the bond redemption account in 2010.

Library Sales Tax Revenue Fund (Governmental Fund)

The Library Sales Tax Revenue Fund was established in 2008 for construction of a new \$7.0 million library. The proceeds of temporary notes were used for construction and were retired with General Obligation Sales Tax Bonds in 2010. Beginning January 1, 2010, a ½ cent city-wide sales tax became effective as the aquatic park sales tax sunset. A total of \$2,056,671 is expected to be generated from the ½ cent sales tax in 2012. Expenditures in 2012 are debt service (\$1,064,623), personnel costs (\$163,304), contractual (\$148,735), capital outlay (\$50,000), and commodities (\$9,200). Kansas Statutes limit special purpose sales taxes to 10 years, so the library ½ cent tax will sunset no later than December 31, 2019.

Special Street and Highway Fund (Governmental Fund)

The revenue for this fund is from a portion of the state gasoline tax. These monies are required by statute to be used specifically for construction and rehabilitation of City roadways. Total spending is budgeted at \$1,285,335. The City expects to receive \$882,940 in gasoline tax revenue in 2012, approximately a 2% decrease from 2010. Because lawmakers occasionally mention repeal of the gasoline tax; therefore the City of Derby is watching this revenue and staying apprised of any changes in the law.

Prior to 2012, the Special Street and Highway Fund included the personnel, commodities, and contractual expenses related to the Streets Division of the Public Works Department. These expenditures were moved to the General Fund in 2012. The 2012 Special Street and Highway Fund budget includes the Streets CIP and the Pavement Management Plan, which were previously included in the General Fund. The overall expenditures remain unchanged; the change in accounting was part of an effort to simplify budgeting and reporting of personnel.

Wastewater Fund (Proprietary Fund)

The Wastewater Fund is a revenue fund supported by fees and charges for services by the Wastewater utility. This fund pays for all wages and operating expenses of the utility, making this fund an enterprise fund. Total revenue for the Wastewater Fund in 2012 is \$6,768,764 including \$3,720,103 in cash carryover from 2011. The carryover is budgeted because of the Fund Balance policy and the expenses related to multi-year CIP projects, such as the bio-solids project, the Southeast Interceptor, and the SCADA system.

Water System 2004-A Fund (Proprietary Fund)

This fund pays for improvements to the water system and debt service on the General Obligation Refunding Bond Series 2004-A. The City receives dividends from El Paso Water Company as the primary source of revenue for this fund, making this an enterprise fund. Cash carryover into 2012 is projected at \$1,718,986 and includes a depreciation and replacement account of \$750,000 for emergency repairs and replacement of equipment. Total current revenues for the fund in 2012 are projected at \$1,673,022, and total expenditures are projected at \$1,789,760.

Other Fund Descriptions. The city also has a number of other funds used for special circumstances. These are not included in any of the major funds. These funds are broken out into four categories:

Tax Levy Funds

Library (Governmental Fund)

This fund is used to account for the operations of the Library, funded primarily by property tax. The majority of this fund goes towards salaries. Prior to 2009, the Library Fund received a \$35,000 stipend from the General Fund. Beginning in 2009, the mill levy for the library fund was increased by \$35,000, eliminating the transfer of funds from the General Fund. Operation of the new library is supplemented by the ½ cent city-wide retail sales tax which began in 2010 and will continue through 2012.

Library Employee Benefits (Governmental Fund)

This fund is used to pay health and dental benefits for the library employees and to pay the employer's portion of social security and other payroll taxes.

Reserve Funds

CIP Reserve Fund (Governmental Fund)

This fund is used for expenditures for the Capital Improvement Plan and emergency projects once approved by the City Council.

Economic Development Reserve Fund (Governmental Fund)

This fund paid for Community Marketing in 2010 and was available for economic development incentives or programs for many years. Beginning in 2011, the fund was closed and the proceeds transferred to the General Fund. This consolidation is part of the City's efforts to reduce the number of funds and to report a more understandable fund balance as required by GASB Statement 54.

Wastewater Reserve (Proprietary Fund)

This fund will be used for Wastewater capital improvements. It receives its revenue from sewer connection fees and interest income, therefore is also an Enterprise Fund.

Miscellaneous Dedicated Funds

Special Alcohol Fund (Governmental Fund)

This fund receives its revenue from liquor taxes. Expenditures are for alcohol and drug abuse prevention programs such as DARE and School Resource Officers, as well as treatment and intervention programs.

Special Parks and Recreation Fund (Governmental Fund)

This fund receives its revenue from state liquor taxes; expenditures are used for park equipment and capital improvements.

Miscellaneous General Fund Accounts

Insurance Recovery (Governmental Fund)

Insurance reimbursements that the City receives due to accidents and the corresponding expenditure to repair/replace the damaged property are recorded in this account.

Reimbursables (Governmental Fund)

This account is used to record receipt and the corresponding payment of various reimbursements the city receives. The account is made up of receipts from court-related fees and other general reimbursements.

Capital Reserve Contingency (Governmental Fund)

This account sets aside the minimum cash carryover for the following year (2013) along with expenditures for community events and activities.

Transient Guest Tax (Governmental Fund)

This account receives transient guest tax receipts from a 6% guest tax. Under an agreement with the city's first hotel, a portion or possibly all of the guest tax collected by this hotelier will be paid back as a rebate.

Fund Balance Analysis

Fund Balance Policy and Objectives

Fund balance is an important indicator of the City's financial position. Adequate fund balances must be maintained to allow the City to continue providing services to the community in case of economic downturns or unexpected emergencies or natural disasters. The City continues to maintain strong reserves and carryover for unforeseen circumstances, whether of a financial nature or a natural disaster.

The City reserves, in combination with consistent adherence to financial policies and management practices, proved to be big factors in the 2008 upgrade of the City's bond rating by Standard & Poor's from an A+ to AA-. In early 2010, the City of Derby adopted an official fund balance policy with the intent of stabilizing fund balance limits. The key elements of the policy are outlined below.

From Resolution 03-2010:

Section 1. Policy Objectives. The objective of this policy is to establish responsible reserve limits on City funds to maintain the strong financial standing of the City. The intent is to ensure that adequate reserves exist to fund operations by providing sufficient working capital. The policy allows the City to maintain financial flexibility in the event of unforeseen shortfalls from municipal revenue sources, protect against uncollected taxes, and reduce the effects of cutbacks in distributions from the state and federal governments.

GFOA recommends governments maintain a fund balance of no less than 5 percent to 15 percent of revenues, or one to two months of operating expenditures. In addition, during credit reviews, national rating agencies pay close attention to the condition of the general fund and the potential volatility of revenue supporting annual expenditures. Credit rating agencies favor policies that explicitly designate one to two months of operating expenditures for reserve.

Section 2. General Fund. *The general fund is the primary operating fund of the City that accounts for the majority of City operating revenues and expenditures. The City should budget for current-year general fund revenues to be sufficient to finance current-year expenditures.*

Due to the volatility of some of the major revenue sources, the City shall maintain a minimum unreserved general fund reserve of 15 percent of the actual expenditures.

If the general fund balance becomes non-compliant with the adopted parameters, budgeted revenues will be greater than budgeted expenditures in subsequent years to bring the general fund balance into compliance with this policy.

Section 3. Bond and Interest Fund. *The City shall maintain a reserve of 10 percent of actual expenditures, less inter-fund transfers which are included in the transferring fund's expenditures.*

Section 4. Wastewater Fund. *The City shall maintain a wastewater fund reserve of 15 percent of actual expenditures.*

Section 5. Water Fund. *The City shall maintain a reserve of 15 percent of actual expenditures in the surplus account of the water revenue bond fund. In addition, the debt service account year-end carryover will comply with the water bond covenants.*

Section 6. Library Fund and Library Employee Benefits Fund. *The City shall maintain a reserve of 5 percent of the total wages budgeted for the following year in the library fund. This percentage is based on one payroll that will be paid prior to the receipt of City tax revenue in the following year. The reserve in the library employee benefits fund of 5% shall be based upon total actual expenditures of the fund.*

Section 7. Library Sales Tax Revenue Fund. *The source of revenue for this fund is a city-wide ½ cent retail sales tax that can only be used to service debt incurred to construct, equip, operate and maintain the Derby Public Library. Within this fund are the several accounts prescribed by the bond resolution. Year-end carryover in the debt service account shall comply with bond covenants. A reserve equal to 15 percent of the next year's anticipated operational expenditures shall be maintained in the operations account.*

Section 8. Aquatic Park Sales Tax Revenue Fund. *The source of revenue for this fund is the net revenue from operation of the Rock River Rapids Aquatic Park. A reserve account exists to supplement the operation and maintenance of the aquatic park when operating*

revenue is insufficient to meet obligations. The balance in this fund shall be at least equal to the amount the City has contracted to pay to its contract manager for the next year.

Section 9. Other Funds. *There is no mandatory reserve requirement for the following funds:*

- a. *CIP reserve fund*
- b. *Economic development reserve fund*
- c. *Equipment reserve fund*

These funds are not subject to state budget law, and carryover amounts should be based on future need.

Section 10. Responsibility for Policy. *The primary responsibility for maintaining and complying with this policy rests with the Director of Finance for the City. The Director of Finance shall*

- a. *Identify and monitor the predictability and volatility of revenue and expenditure streams and the likelihood of meeting the targeted ending cash reserves covered under the provisions of this policy.*
- b. *Ensure the targeted cash reserves do not “build” over the course of the annual budgeting process and, if applicable, notify the City Manager promptly when it appears excess funds may be accumulating.*

Fund Balance Activity

Following are Statements of Projected Revenues, Expenditures and Changes in Fund Balance for the years 2010, 2011 and 2012. Most of the City’s funds are presented as balanced budgets, meaning the fund balance at year-end 2012 is projected to diminish to zero. When a fund balance diminishes to zero, the percentage change in fund balance is a negative 100%. Funds that contain reserves or debt service accounts requiring carryover reflect fund balances at the end of 2012.

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Statement of Projected Revenues, Expenditures and Changes in Fund Balance for 2010

	General Fund	Bond & Interest	Aquatic Sales Tax Revenue	Library Sales Tax Revenue	Special Street	Wastewater	Water Systems Bond 2004A	LEFT	Law Enf Equipment	Library	Library Employee Benefits	Special Alcohol	Special Parks and Rec	Capital Improvement Reserve	Economic Development Reserve	Equipment Reserve	Wastewater Reserve Capital Improvement	Derby Senior Activity Board	Totals
Beginning Fund Balance	6,553,085	524,334	2,342,738	301,992	627,790	5,131,116	2,321,989	11,578	1,506	27,072	11,510	152,936	94,070	2,826,594	259,253	471,679	1,389,675	-	23,048,917
Revenues:																			
Taxes	6,490,366	1,718,237	-	-	897,839	-	-	-	97,927	801,372	85,525	49,120	57,799	-	-	-	-	-	10,198,185
Sales tax	3,331,590	-	-	2,077,970	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,331,590
Fines, forfeitures, fees, permits, etc.	3,130,711	266,555	-	-	-	2,726,861	-	-	-	-	-	-	-	-	-	-	76,300	-	6,200,427
Interest	28,878	10,313	5,325	1,684	-	26,756	7,786	12	-	-	-	-	-	-	-	-	4,547	-	83,617
Special assessments	-	3,946,741	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,946,741
Transfers from other funds	-	728,143	-	-	-	123,103	112,683	-	-	-	10,000	-	-	150,000	75,000	50,000	-	-	1,248,929
Miscellaneous	928,230	138,945	350,996	7,267,880	313	121,338	1,151,078	-	32,914	17,794	550	-	-	92,250	52,591	-	693,168	17,732	3,597,899
Total revenues	13,909,775	6,808,934	356,321	9,347,534	898,152	2,998,058	1,271,547	12	130,841	819,166	96,075	49,120	57,799	242,250	127,591	50,000	774,015	17,732	37,954,922
Resources Available	20,462,860	7,333,268	2,699,059	9,649,526	1,525,942	8,129,174	3,593,536	11,590	132,347	846,238	107,585	202,056	151,869	3,068,844	386,844	521,679	2,163,690	17,732	61,003,839
Expenditures:																			
Administration	3,027,337	-	-	-	-	-	-	-	-	-	-	48,191	-	-	-	-	-	5,446	3,080,974
Law Enforcement	2,989,925	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,989,925
Finance	868,378	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	868,378
Operations	1,375,422	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,375,422
Economic Development	171,100	-	-	-	-	-	-	-	-	-	-	-	-	-	39,381	-	-	-	210,481
Community Development	717,265	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	717,265
Public Works	939,544	-	327,605	186,479	828,323	1,135,288	512,791	-	-	-	-	-	-	-	-	-	511,830	-	4,255,381
Fire Department	888,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	888,800
Debt payments	360,596	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	360,596
Law Department	420,452	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	420,452
Miscellaneous	259,116	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	259,116
Contingencies	32,703	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,703
Library operations	-	-	-	-	-	-	-	-	-	806,517	105,459	-	-	-	-	-	-	-	911,976
Transfers out	-	-	-	44,326	-	656,178	112,683	-	14,360	10,000	-	-	-	-	71,965	-	123,103	-	988,289
Equipment	133,325	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	133,325
Debt service:																			
Principal	-	4,255,000	-	7,150,000	-	355,000	515,000	-	-	-	-	-	-	-	-	-	-	-	5,125,000
Interest, commissions, etc.	-	2,665,875	-	124,539	-	295,512	306,178	-	-	-	-	-	-	-	-	-	-	-	3,267,565
Capital outlay, project costs, etc.	478,236	-	288,079	304,222	24,256	402,548	47,412	-	117,987	-	-	-	50,679	909,466	40,012	29,077	-	-	2,387,752
Total expenditures	12,662,199	6,920,875	615,684	7,809,566	852,579	2,844,526	1,494,064	-	132,347	816,517	105,459	48,191	50,679	909,466	151,358	29,077	634,933	5,446	36,082,966
Fund balance, ending	7,800,661	412,393	2,083,375	1,839,960	673,363	5,284,648	2,099,472	11,590	-	29,721	2,126	153,865	101,190	2,159,378	235,486	492,602	1,528,757	12,286	24,920,873
Percent Fund Balance Change	1,247,576	(111,941)	(259,363)	1,537,968	45,573	153,532	(222,517)	12	(1,506)	2,649	(9,384)	929	7,120	(667,216)	(23,767)	20,923	139,082	12,286	1,871,956
	19%	-21%	-11%	509%	7%	3%	-10%	0%	-100%	10%	-82%	1%	8%	-24%	-9%	4%	10%	10000%	8%

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Statement of Projected Revenues, Expenditures and Changes in Fund Balance for 2011

	General Fund	Bond & Interest	Aquatic Sales Tax Revenue	Library Sales Tax Revenue	Special Street	Wastewater	Water Systems Bond 2004A	LEFT	Library	Library Employee Benefits	Special Alcohol	Special Parks and Rec	Capital Improvement Reserve	Economic Development Reserve	Equipment Reserve	Wastewater Reserve Capital Improvement	Derby Senior Activity Board	Totals
Beginning Fund Balance	7,800,661	412,393	2,083,375	1,839,960	673,363	5,284,648	2,099,472	11,590	29,721	2,126	153,865	101,190	2,159,378	235,486	492,602	1,528,757	12,286	24,920,873
Revenues:																		
Taxes	6,243,802	2,354,344	-	-	890,340	-	-	-	809,731	87,959	45,860	45,860	-	-	-	-	-	10,477,896
Sales tax	3,436,000	-	-	1,996,768	-	-	-	-	-	-	-	-	-	-	-	-	-	3,436,000
Fines, forfeitures, fees, permits, etc.	2,767,859	-	200,000	-	-	2,952,325	-	-	-	-	-	-	-	-	-	93,000	-	6,013,184
Interest	30,000	15,000	10,500	5,000	-	27,500	11,100	-	-	-	-	-	-	-	-	7,000	-	101,100
Special assessments	-	4,142,375	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,142,375
Transfers from other funds	585,438	664,937	-	-	-	188,812	-	-	21,674	-	-	-	570,000	-	460,000	-	-	2,490,861
Miscellaneous	1,080,159	358,262	385,356	-	-	1,039,956	1,707,250	-	18,261	627	-	-	243,500	-	-	2,376,748	6,000	7,216,119
Total revenues	14,143,258	7,534,918	595,856	2,001,768	890,340	4,208,593	1,718,350	-	827,992	110,260	45,860	45,860	813,500	-	460,000	2,476,748	6,000	35,879,303
Resources Available	21,943,919	7,947,311	2,679,231	3,841,728	1,563,703	9,493,241	3,817,822	11,590	857,713	112,386	199,725	147,050	2,972,878	235,486	952,602	4,005,505	18,286	60,800,176
Expenditures:																		
Administration	4,771,018	-	-	-	-	-	-	-	-	-	61,486	-	-	-	-	-	13,808	4,846,312
Law Enforcement	3,084,282	-	-	-	-	-	-	11,590	-	-	-	-	-	-	-	-	-	3,095,872
Finance	532,174	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	532,174
Operations	1,384,318	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,384,318
Community Development	836,146	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	836,146
Public Works	1,236,372	-	259,811	-	811,309	1,363,535	576,787	-	-	-	-	-	-	-	-	2,599,326	-	6,847,140
Fire Department	938,657	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	938,657
Debt payments	351,483	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	351,483
Law Department	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	330,000	200	353,356	-	-	103,102	-	-	-	-	-	-	-	-	-	-	-	786,658
Contingencies	60,026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,026
Library operations	-	-	-	1,320,027	-	-	-	-	811,038	106,767	-	-	-	-	-	-	-	917,805
Transfers out	930,000	-	-	-	-	664,937	-	-	21,674	-	-	-	-	235,486	410,600	188,812	-	2,451,509
Equipment	485,943	-	-	-	-	17,500	-	-	-	-	-	-	-	-	-	-	-	503,443
Debt service:																		
Principal	-	5,020,000	-	-	-	390,000	535,000	-	-	-	-	-	-	-	-	-	-	5,945,000
Interest, commissions, etc.	-	2,240,943	-	-	-	220,466	290,728	-	-	-	-	-	-	-	-	-	-	2,752,137
Capital outlay, project costs, etc.	1,001,000	-	63,400	61,037	358,517	2,865,000	755,000	-	-	-	-	62,000	1,215,880	-	-	-	-	6,320,797
Total expenditures	15,941,419	7,261,143	676,567	1,381,064	1,169,826	5,624,540	2,157,515	11,590	832,712	106,767	61,486	62,000	1,215,880	235,486	410,600	2,788,138	13,808	39,950,541
Fund balance, ending	6,002,500	686,168	2,002,664	2,460,664	393,877	3,868,701	1,660,307	-	25,001	5,619	138,239	85,050	1,756,998	-	542,002	1,217,367	4,478	20,849,635
Percent Fund Balance Change	(1,798,161) -23%	273,775 66%	(80,711) -4%	620,704 34%	(279,486) -42%	(1,415,947) -27%	(439,165) -21%	(11,590) -100%	(4,720) -16%	3,493 164%	(15,626) -10%	(16,140) -16%	(402,380) -19%	(235,486) -100%	49,400 10%	(311,390) -20%	(7,808) -64%	(4,071,238) -16%

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Statement of Projected Revenues, Expenditures and Changes in Fund Balance for 2012

	General Fund	Bond & Interest	Aquatic Sales Tax Revenue	Library Sales Tax Revenue	Special Street	Wastewater	Water Systems Bond 2004A	Library	Library Employee Benefits	Special Alcohol	Special Parks and Rec	Capital Improvement Reserve	Equipment Reserve	Wastewater Reserve Capital Improvement	Derby Senior Activity Board	Totals
Beginning Fund Balance	6,002,500	686,168	2,002,664	2,460,664	393,877	3,868,701	1,660,307	25,001	5,619	138,239	85,050	1,756,998	542,002	1,217,367	4,478	20,849,635
Revenues:																
Taxes	6,586,991	1,957,916	-	-	882,940	-	-	825,759	89,019	48,334	48,334	-	-	-	-	10,439,293
Sales tax	3,521,900	-	-	2,056,671	-	-	-	-	-	-	-	-	-	-	-	3,521,900
Fines, forfeitures, fees, permits, etc.	2,817,537	-	70,000	-	-	2,952,325	-	-	-	-	-	-	-	93,000	-	5,932,862
Interest	30,000	15,000	10,500	5,000	-	27,500	11,100	-	-	-	-	-	-	7,000	-	101,100
Special assessments	-	4,017,400	-	-	-	-	-	-	-	-	-	-	-	-	-	4,017,400
Transfers from other funds	350,000	322,981	-	-	-	-	-	-	23,883	-	-	220,000	-	-	-	916,864
Miscellaneous	1,090,492	356,816	32,000	-	-	68,836	1,653,280	18,261	627	-	25,000	-	-	-	6,000	3,251,312
Total revenues	14,396,920	6,670,113	112,500	2,061,671	882,940	3,048,661	1,664,380	844,020	113,529	48,334	73,334	220,000	-	100,000	6,000	30,242,402
Resources Available	20,399,420	7,356,281	2,115,164	4,522,335	1,276,817	6,917,362	3,324,687	869,021	119,148	186,573	158,384	1,976,998	542,002	1,317,367	10,478	51,092,037
Expenditures:																
Administration	4,886,134	-	-	-	-	-	-	-	-	150,273	-	-	-	-	6,000	5,042,407
Law Enforcement	3,106,019	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,106,019
Finance	594,962	-	-	-	-	-	-	-	-	-	-	-	-	-	-	594,962
Operations	1,419,698	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,419,698
Community Development	914,688	-	-	-	-	-	-	-	-	-	-	-	-	-	-	914,688
Public Works	1,901,487	-	259,811	-	-	1,314,639	582,780	-	-	-	-	-	-	4,300	-	4,063,017
Fire Department	1,116,839	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,116,839
Debt payments	328,859	-	-	-	-	-	-	-	-	-	-	-	-	-	-	328,859
Miscellaneous	330,000	200	-	-	-	108,611	-	-	-	-	-	-	-	-	-	438,811
Contingencies	5,006,704	618,627	-	-	-	-	-	-	-	-	-	-	-	-	-	5,625,331
Library operations	-	-	-	1,385,862	-	-	-	845,137	119,148	-	-	-	-	-	-	964,285
Transfers out	-	-	-	-	-	322,981	-	23,884	-	-	-	-	-	-	-	346,865
Equipment	229,030	-	-	-	-	-	-	-	-	36,300	-	-	172,000	-	-	437,330
Debt service:																
Principal	-	4,770,000	-	-	-	405,000	550,000	-	-	-	-	-	-	-	-	5,725,000
Interest, commissions, etc.	-	1,967,454	-	-	-	209,790	273,340	-	-	-	-	-	-	-	-	2,450,584
Capital outlay, project costs, etc.	565,000	-	60,000	50,000	1,276,817	3,299,401	383,640	-	-	-	119,000	411,700	-	-	-	6,115,558
Total expenditures	20,399,420	7,356,281	319,811	1,435,862	1,276,817	5,660,422	1,789,760	869,021	119,148	186,573	119,000	411,700	172,000	4,300	6,000	40,126,115
Fund balance, ending	(0)	-	1,795,353	3,086,473	-	1,256,940	1,534,927	-	-	-	39,384	1,565,298	370,002	1,313,067	4,478	10,965,922
Percent Fund Balance Change	(6,002,500)	(686,168)	(207,311)	625,809	(393,877)	(2,611,761)	(125,380)	(25,001)	(5,619)	(138,239)	(45,666)	(191,700)	(172,000)	95,700	-	(9,883,713)
	-100%	-100%	-10%	25%	-100%	-68%	-8%	-100%	-100%	-100%	-54%	-11%	-32%	8%	0%	-47%

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Short-Term & Long-Term Debt Financing & Future Debt Capacity

Derby is growing at a moderate yet steady pace, so infrastructure to new growth areas is required on a continual basis. At the same time, reinvestment needs to be made into the existing infrastructure to ensure that systems operate at optimum levels.

Annual budget constraints do not allow the required investment in new and remedial infrastructure on an annual basis using cash. Therefore, the City uses financial alternatives to coordinate infrastructure with new growth and ensure remedial needs are addressed.

The primary method of financing major infrastructure upgrades and new construction is issuance of long-term bonds. These bonds come in the form of General Obligation, Revenue, and Special Assessment bonds. The City has also used Certificates of Participation, a form of lease-to-purchase, to finance the cost of new facilities.

According to state law, Kansas cities of the Second Class may issue longer-term debt not to exceed 30 percent of total assessed valuation. However, such projects as sanitary sewer and water lines, and certain intersection improvements do not count against the total “debt lid.” For purposes of debt financing, the value of personal property and motor vehicles is counted with real estate property values to calculate total assessed valuation. In Derby’s case, this total valuation equals \$202,436,429 based on actual fair market value of tangible property of \$1,435,220,413 as of June 1, 2011. In gross terms, taking the total assessed value of property times the 30% debt lid limit, Derby can legally issue debt equivalent to \$60,730,929. When projects exempt from the debt lid are subtracted from the total, Derby’s outstanding general obligation debt currently totals \$44,233,869.

Derby has outstanding debt of \$79,660,000, but exempt projects reduce the direct debt to \$44,233,869, meaning that Derby has additional debt capacity of \$16,497,060. Derby operated for many years under an unofficial policy that direct debt as a percentage of Assessed Valuation should not exceed 20%. In November 2009, the City Council adopted a debt management policy which made formal this 20% benchmark. Currently, direct debt as a percentage of Assessed Valuation equals 21.85%, which is technically out of compliance with the 20% benchmark but still within the limits of state law. The Council chose to exceed the 20% limit to issue financing for projects authorized by the voters.

In Nov. 2002, the voters authorized establishment of a ½% citywide retail sales tax to pay for the debt service and operation of an aquatic park (\$7,000,000). Prior to issuance of the aquatic park debt, Derby’s direct debt as a percentage of Assessed Valuation was 14.67% (July 1, 2002). In October 2007, the voters again authorized a ½% citywide retail sales tax to pay the debt service and operation of a new library which was completed in fall 2009 at a cost of \$7,300,000. The aquatic park bonds were defeased and the aquatic park sales tax sunset December 31, 2009. The library sales tax became effective January 1, 2010, and bonds were issued June 1, 2010 to finance the library. The direct debt as a percentage of Assessed Valuation declined substantially once the aquatic park bonds were defeased. The library sales tax bonds have a rapid repayment schedule of only

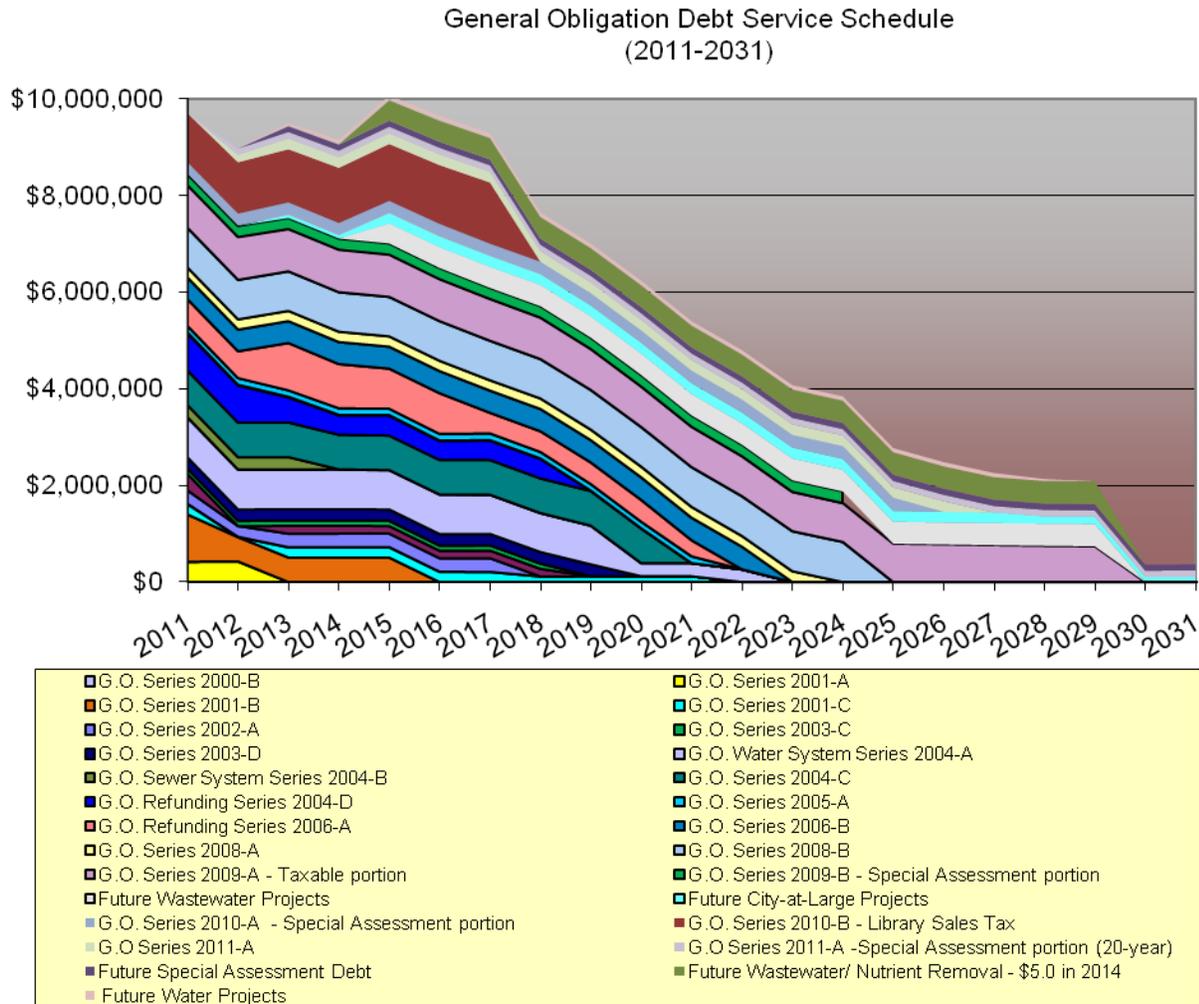
seven years which will further aid in the reduction of the ratio of direct debt as a percentage of Assessed Valuation.

Debt Summary (as of June 1, 2011)

Estimated Actual Fair Market Value of Tangible Property	\$1,435,220,413
Equalized Assessed Valuation of Tangible Valuation for Computation of Bonded Debt Limitations	\$202,436,429
(Assessed value of all tangible taxable property as of August 25, 2010)	
Legal limitation of Bonded Debt ¹	\$60,730,929
Outstanding General Obligation debt and temporary notes as of June 1, 2011.....	\$79,660,000
Debt Exempt from debt limit calculation.....	\$35,426,131
Net Debt against debt limit capacity.....	\$44,233,869
Additional debt capacity	\$16,497,060
Overlapping Debt.....	\$6,517,074
Direct debt per capita (Population = 22,158).....	\$3,595
Direct and overlapping debt per capita	\$3,889
Direct debt as a percentage of Assessed Valuation	39.35%
Direct & overlapping debt as a percentage of Assessed Valuation	42.56%
Statutory direct debt as a percentage of Assessed Valuation.....	21.85%

¹K.S.A. 10-301 *et seq.*

The following graphs illustrate the City's plan to stabilize annual debt service payments. The graphs illustrate the aggressive repayment of the City's outstanding general obligation bonds. Total debt service equals \$98 million (including interest) over the entire amortization period of the bonds.



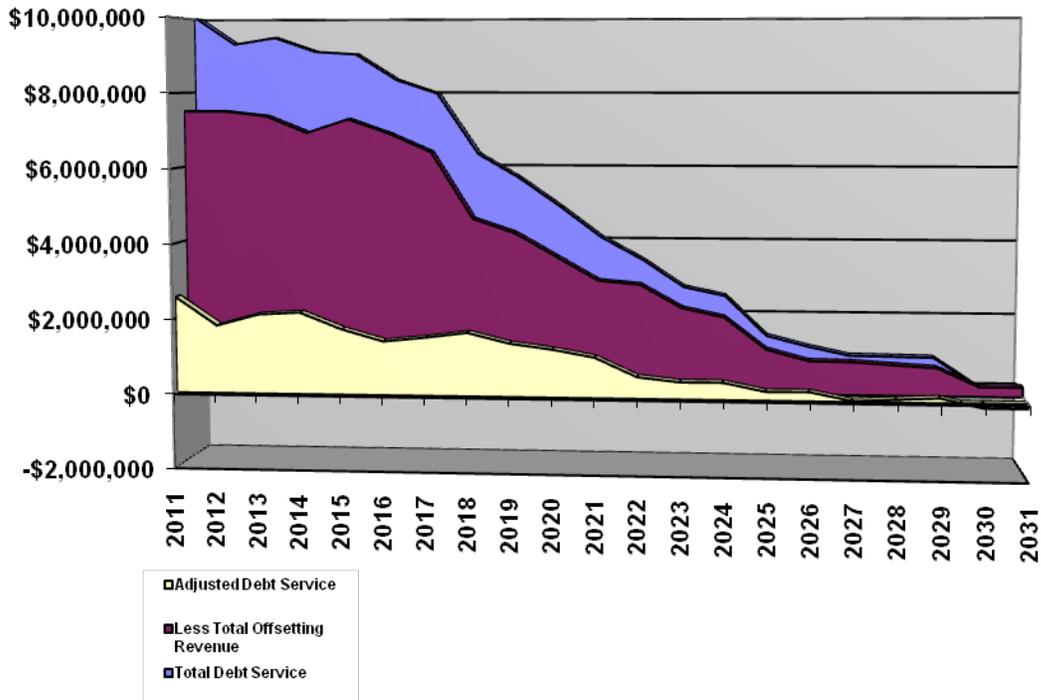
Projects in the 2011 and 2012 Capital Improvement Plan (CIP) that require long term financing are included in the chart above. The 2011 project is shown as G.O. Series 2011-A since the financing process will occur in August for reconstruction of Meadlowlark Street, a major arterial on the east side of Derby. Projects in the 2012 CIP and beyond are shown as future projects. Future projects consist of two street reconstruction projects on the west side of Derby totaling \$1.015 million which will enhance traffic safety. The anticipated funding source for repayment of the debt service is ad valorem taxes. Two small water projects totaling \$1.018 million would install booster pumps in the meter station in 2012 and replace small diameter pipes in 2013. The final

major project is a \$5.0 million wastewater nutrient removal project in 2014. The anticipated funding source for the water and sewer projects is fees charged to all users of the systems.

The chart above also contains a projection of special assessment projects for which temporary financing is planned in 2012.

The next chart shows the level of offsetting revenues that are paid in through special assessments, DRC rent payments, inter-fund transfers, and dividend transfers from El Paso Water Company. Dividends received from El Paso Water Company are a reimbursement for principal and interest paid out of the City's Water Revenue Bond Fund.

General Obligation Bonds Adjusted Debt Service Compared to Total Debt Service

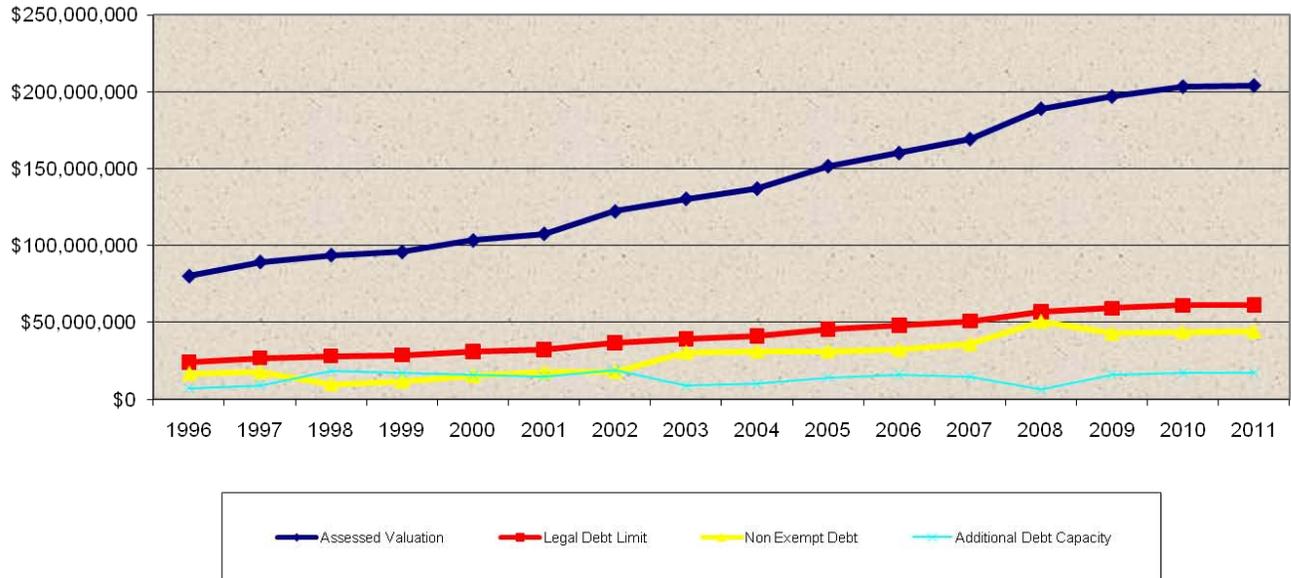


While the estimated offsetting revenues total \$77.7 million, the outstanding City-at-large portion of the total debt service is \$20.81 million. Another key consideration is that debt amortization is rapid, with 78% of the principal to be retired within 10 years.

Pursuant to the Debt Management policy, the City Council will receive a fiscal impact statement of projects in the CIP to be funded with long-term debt. The adjusted debt service in the chart above shows that future debt associated with CIP projects should not require an increase in the existing debt service levy.

The next chart indicates the additional debt capacity available to the City as of June 1, 2011. The City has more than \$16 million in debt capacity and will annually pay approximately \$6 million in principal in 2012 and beyond. Presently, there is additional debt capacity to cover the future debt in connection with projects in the Capital Improvement Plan.

General Obligation Debt Capacity



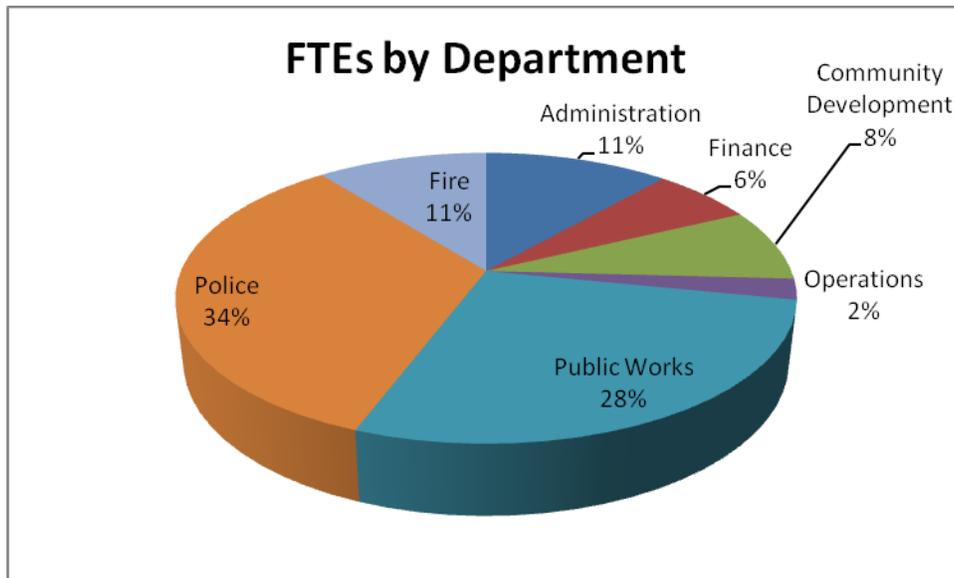
A notable accomplishment in 2008 was the change in the City’s underlying bond rating by Standard & Poor’s from A+ to AA- based upon consistently strong financial performance. This rating was reaffirmed in October 2010.

What's a Full-time Equivalent (FTE)?

Part-time employees hours vary. Some work 10 hours per week, some work 30 hours per week. While most City part-time employees work roughly half-time, it is important to measure all authorized positions with the same base measure.

For example, a position authorized to work 20 hours per week is half-time, or 0.5 FTE. Those who are authorized for 30 hours per week are 0.75 FTE. By converting all authorized part-time positions to Full-time Equivalents, the City is able to establish the total number of employees without skewing the total.

In 2012, 25 part-time positions equate to 8 full-time equivalents.

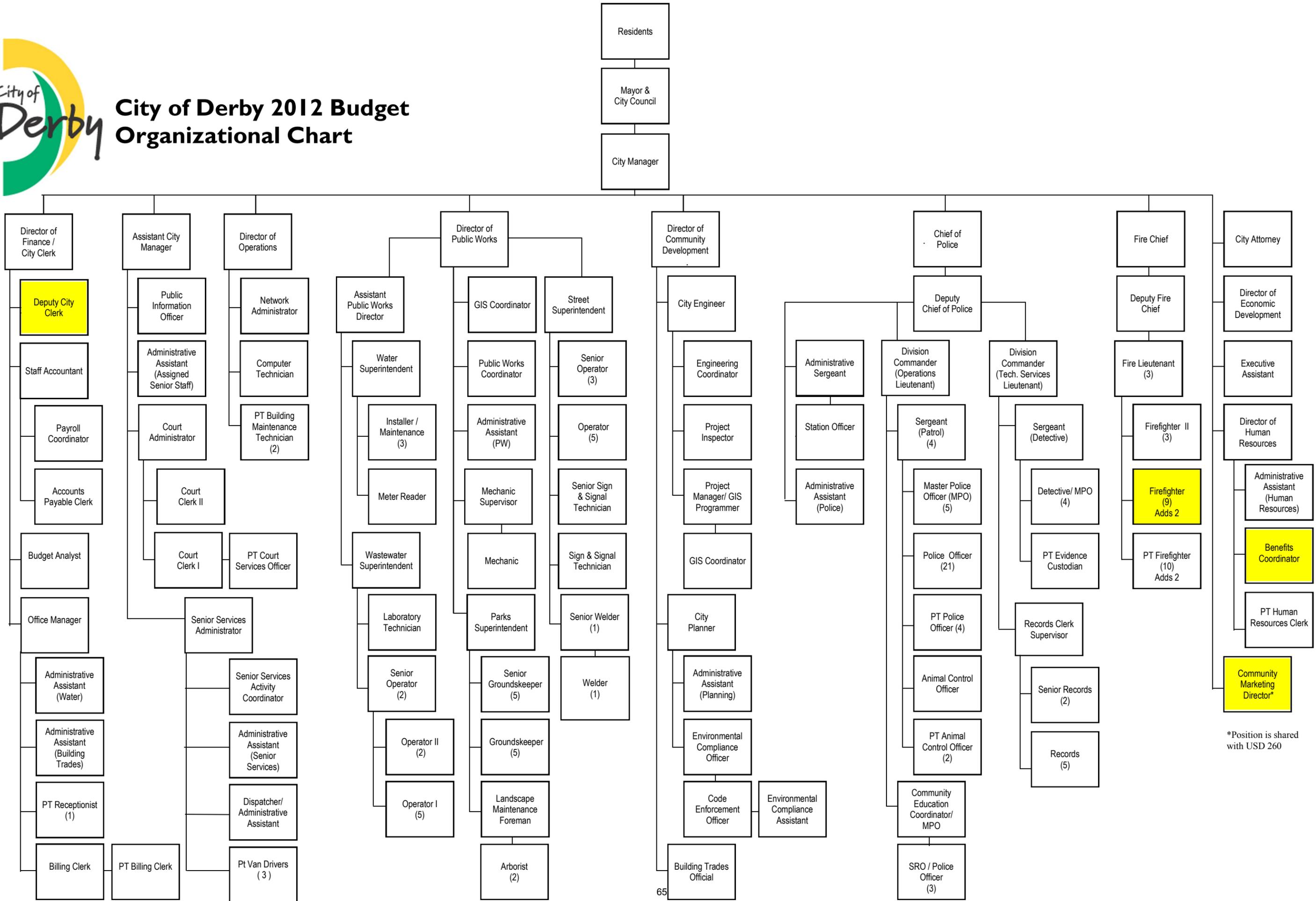


Authorized Staffing

Department	2010 Full-Time	2010 Part-Time	2011 Full-Time	2011 Part-Time	2012 Full-Time	2012 Part-Time
Administration	16	5	16	5	18	5
Police	54	9	58	9	55	6
Finance	9	2	10	2	11	2
Operations	3	2	3	2	3	2
Fire	14	8	15	8	17	10
Public Works	38	0	50	0	50	0
Community Development	23	0	11	0	12	0
Library	9	17	10	17	10	17
TOTAL	166	43	173	43	175	40



City of Derby 2012 Budget Organizational Chart



*Position is shared with USD 260

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Capital Improvement Plan

2012-2016

The City of Derby's Capital Improvement Plan (CIP) is a planning document that outlines the expenditures plan for future capital projects and the corresponding revenues to pay for those expenditures. The CIP is a financial planning document, not a commitment for spending. All construction costs are estimates and are reviewed and further refined each year. Spending authorization is given only at the time the City Council formally adopts the proposed budget, and at that time funds are only appropriated for the following fiscal year. Each project is individually approved by City Council prior to awarding a bid. Information is shown in subsequent years to provide the most comprehensive snapshot for the next five years of all the known future capital projects for the City of Derby.

The CIP is an independent document from the annual budget. It contains information about major construction and capital acquisition projects that will be implemented from 2011 to 2016. Essentially, the CIP is a roadmap that guides the City in planning major projects and acquisitions.

What is the definition of a CIP project?

Projects that are shown in the CIP are generally defined as any construction (or reconstruction/replacement) of major infrastructure such as streets, parks, facilities, storm water drainage, sidewalks, intersections, water, sewer and wastewater. In most cases, the total construction cost of each of these assets is included in the City's inventory of capital infrastructure assets and other City-owned property. The criteria for ranking CIP projects include but are not limited to:

Is the project required to ensure the health and safety of the citizens, as the result of a legal mandate, or to maintain compliance with the City's plan?

Is there money available to operate project after completion if needed?

Is the project needed soon for City growth?

Is the project needed for other City plans and standards?

Does the project complete or provide part of the basic infrastructure (example: linking a road segment)?

Are there other reasons to construct the project (example: Council priority, timing or funding opportunity, public demand)?

How do projects get in the CIP?

The list of potential projects for inclusion in the CIP comes from a variety of sources, including departmental requests, plans for facility construction and renovation, long-term capital replacement programs, citizen requests, neighborhood plans and projects for which grant funds are available. These projects are reviewed for consistency with the City's Comprehensive Plan and City Council's priorities.

The Derby Comprehensive Plan overview

The core principle embedded in the Derby Comprehensive Plan is to maintain and enhance the health, safety and welfare of our community during times of change and to promote our ideals and values as changes occur. The Comprehensive Plan is specific to Derby, and it recognizes the features that make our community distinctive. The Plan is a combination of common sense and vision, and provides principles for sustaining the health, vitality, and rich quality of life that characterizes our community.

Quality of Life

Neighborhoods and a family atmosphere are two of Derby's greatest strengths, and their conservation is fundamental to the Comprehensive Plan. The Derby community has easy access to parks, hike and bike trails, recreational opportunities, art, library services, and schools which are truly major assets that enhance the quality of life for all residents. Providing a strong, vibrant cultural and arts environment will take citizens beyond everyday concerns, add to their quality of life and support the city's economic base. The Plan acknowledges these elements and commits us to use access to quality of life assets as a decision-making criterion.

Community Form and Identity

Excellent planning systems create a framework for sustainable development. Excellent planning and urban design create a unique city that is physically unified and beautiful. A "healthy" Derby community of the future will consist of a well designed realm of vibrant neighborhoods, parks, and schools within walking distance of shops, civic services, jobs, and transportation. Our healthy community characteristics will include an interconnected mix of land uses, ample green space, and building designs that reflect Derby's local culture and harmonize with the natural environment. Future development will be guided by the central goal of building a "community."

Neighborhood Livability

Derby is a community of neighborhoods. Preservation of Derby's older neighborhoods is a high priority to maintain a vibrant healthy community in the future. Well-planned new neighborhoods will create an identifiable community in which to attain a sense of belonging, forge common goals and work together. The measures that will make our neighborhoods and our city more livable include:

- Neighborhood *identity*: Residents of our neighborhoods will identify with one another and will be proud of working together and doing their share in making Derby a better place.
- Housing *choice*: A variety of housing types, offering choices in various price ranges will be provided in neighborhoods throughout Derby.
- Neighborhood *preservation*: Our existing neighborhoods will be preserved and maintained for future generations.
- Neighborhood *connections*: Our neighborhoods will be designed to be livable and to help make physical and social connections between people.

Environmental Stewardship

Open space, clean air and water, natural resources, and energy are valuable assets of our community which we will use judiciously and manage wisely for the benefit of present and future generations. Conservation areas, floodplains, green spaces, and parks define our community's urban landscape and help to create linkages between our neighborhoods, schools, and nearby business and employment centers. The Comprehensive Plan recognizes the importance of these elements for Derby's future and endorses creative integration of natural systems into developments.

Economic Opportunity

Derby must have a sustainable tax base to provide quality services to residents and will target investments where they will be most effective and where they will achieve the City's vision. The Comprehensive Plan recognizes that local and global economic forces have a direct effect on local employment and quality of life. We will challenge ourselves to identify our competitive role and provide employment opportunities for our citizens.

Well-Connected Community

The design and maintenance of the City's transportation and infrastructure systems create a framework for sustainable development. The community has a shared responsibility to design and maintain a quality public realm, including a balanced transportation system and public spaces. Improved access for residents, employees, and customers; reduced congestion on major roadways; choice among modes of travel include vehicles, bicycles, and pedestrians; and environmental protection are objectives of a balanced transportation system.

Strong Partnerships and Leadership

Our community governance will be responsive and creative to connect and stimulate cooperation between governments, citizens, businesses, and community organizations. We will join with other communities in the metropolitan area to address the challenges of building on the region's strengths and addressing its challenges through a collective response.

**2012-2016 Capital Improvement Plan
All Fund Expenditures**

Spending by Type

	2011	2012	2013	2014	2015	2016
Drainage Projects	101,000	220,000	300,000	175,000	225,000	225,000
Facilities Projects	441,000	285,000	380,000	1,875,000	275,000	275,000
Parks Projects	934,400	459,000	265,000	280,000	90,000	186,000
Sidewalk Projects	959,000	215,000	90,000	90,000	90,000	90,000
Street Projects	4,096,697	1,778,200	327,000	3,382,000	700,130	285,250
Wastewater Projects	2,665,000	2,515,000	650,000	5,475,000	475,000	625,000
Water Projects	755,000	975,000	468,000	430,000	50,000	50,000

2011 CIP Total

9,952,097

2012 CIP Total

6,447,200

2013 CIP Total

2,480,000

2014 CIP Total

11,707,000

2015 CIP Total

1,905,130

2016 CIP Total

1,736,250

Spending by Source

	2011	2012	2013	2014	2015	2016
General Obligation Bond	4,807,000	2,795,000	418,000	5,790,000	-	-
State/Federal Grants	1,145,000	1,274,000	108,000	1,979,761	-	-
General Fund	924,000	570,000	780,000	740,000	610,000	706,000
Special Park and Recreation Fund	62,000	119,000	27,000	-	-	-
Water Company Dividends	755,000	375,000	50,000	90,000	50,000	50,000
Wastewater CIP	-	-	150,000	-	-	-
CIP Reserve	1,215,880	411,700	50,000	2,040,239	-	-
Wastewater Fund	665,000	400,000	500,000	475,000	475,000	625,000
Special Street	58,517	473,500	327,000	562,000	750,130	335,250
Special Assessments	-	29,000	-	-	-	-
Aquatic Park Sales Tax/Fee Revenue	13,400	-	-	10,000	-	-
Economic Development Reserve	39,300	-	-	-	-	-
Benefit District	235,000	-	20,000	20,000	20,000	20,000
USD 260	32,000	-	-	-	-	-
Community Foundation	-	-	50,000	-	-	-
Total CIP Spending	9,952,097	6,447,200	2,480,000	11,707,000	1,905,130	1,736,250

**2012-2016 Capital Improvement Plan
General Fund Expenditures**

Note: The following table outlines funding designated from the City's regular operating budget. The remainder of the CIP is funded by borrowing money and paying it over time (General Obligation Bonds or Revenue Bonds), grants, and special revenue sources designated for specific projects.

	2011	2012	2013	2014	2015	2016
Drainage Projects	101,000	220,000	300,000	175,000	225,000	225,000
Facilities Projects	284,000	285,000	380,000	275,000	275,000	275,000
Parks Projects	39,000	30,000	80,000	270,000	90,000	186,000
Sidewalk Projects	249,000	35,000	20,000	20,000	20,000	20,000
Street Projects	251,000	-	-	-	-	-
2011 CIP Total	924,000					
2012 CIP Total		570,000				
2013 CIP Total			780,000			
2014 CIP Total				740,000		
2015 CIP Total					610,000	
2016 CIP Total						706,000

Capital Improvement Plan 2012-2016

Facilities

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Public Works Fuel Station Construction	X							\$125,000	GO Bond
Land Acquisition	X							\$100,000	GF-CIP
Miscellaneous Facilities Improvements	X							\$75,000	GF-CIP
Community LED Signage Plan - DHS	X							\$43,000	GF-CIP
								\$32,000	USD 260
Police/Court Addition Design	X							\$60,000	GF-CIP
Police Shooting Range Berm Design	X							\$6,000	GF-CIP
								\$441,000	2011 Total
								\$284,000	GF Total
Land Acquisition		X						\$100,000	GF-CIP
Miscellaneous Facilities Improvements		X						\$75,000	GF-CIP
Fire Station 2 Remodel		X					NEW	\$30,000	GF-CIP
Police Shooting Range Improvements		X					NEW	\$80,000	GF-CIP
								TBD	Haysville
								TBD	Wesley Security
								TBD	Mulvane
								\$285,000	2012 Total
								\$285,000	GF Total
Land Acquisition			X					\$100,000	GF-CIP
Miscellaneous Facilities Improvements			X					\$75,000	GF-CIP
Community LED Signage Plan - 2nd			X				2012	\$75,000	GF-CIP
Fire Station 3 Design			X				2012	\$130,000	GF-CIP
Police/Court Addition Construction			X				2012	TBD	GF- CIP
								\$380,000	2013 Total
								\$380,000	GF Total
Land Acquisition				X				\$100,000	GF-CIP
Miscellaneous Facilities Improvements				X				\$100,000	GF-CIP
Community LED Signage Plan - 3rd				X			2013	\$75,000	GF-CIP
Fire Station 3 Construction (NW)				X			2013	\$1,600,000	CIP Reserve
								\$1,875,000	2014 Total
								\$275,000	GF Total
Land Acquisition					X			\$100,000	GF CIP
Miscellaneous Facilities Improvements					X			\$100,000	GF-CIP
S. K-15 Gateway Construction					X		2010	TBD	GF-CIP
					X		2010	TBD	KDOT Grant
Community LED Signage Plan - 4th					X		2014	\$75,000	GF-CIP
								\$275,000	2015 Total
								\$275,000	GF Total
Land Acquisition						X		\$100,000	GF CIP
Miscellaneous Facilities Improvements						X		\$100,000	GF-CIP
Community LED Signage Plan - 5th						X	2015	\$75,000	GF-CIP
Fire Station 4 Design						X	2015	TBD	GF-CIP
								\$275,000	2016 Total
								\$275,000	GF Total
Fire Station 4 Construction (SE)							X	TBD	GF-CIP

Capital Improvement Plan 2012-2016

Facilities

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Yearly Totals								\$441,000	2011
								\$285,000	2012
								\$380,000	2013
								\$1,875,000	2014
								\$275,000	2015
								\$275,000	2016
Total 5-Year Facilities Projects								\$3,531,000	

Future Impact on Operating Budget:

The new fuel station will reduce unnecessary miles to and from the existing station (near Fire Station 1). The Police & Courts building is approaching capacity and the City plans to design the necessary addition in preparation for construction when necessary. By including an estimate of miscellaneous facility improvements, the City is able to address repairs and maintenance costs throughout the budget year without waiting for the new budget process to allocate funds.

The Fire Station 3 design project allows the City to improve its fire response service delivery in the northwest areas of town. The Fire Station 2 remodel project will enhance the existing space by reducing the space used by EMS and expanding the weight room. Some additional facilities maintenance and utilities will be necessary; however, the projects are necessary as the City grows. The Police Shooting Range Improvements are necessary because the current state of the range does not meet the industry-standard NRA guidelines for berm height. Without a firing range, the Police Department would not train as often as they historically have and the training would require user fees at other area shooting ranges. Phase 2 of the Community Signage plan will place LED marquee signage along major trafficways to share information and announcements about community events. The remaining miscellaneous facility improvements and land acquisition plans represent annual expenditures for maintenance of City facilities and response to City growth.

Capital Improvement Plan 2012-2016

Storm Water Drainage

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Southeast, Woodland Valley, Farborough Estates Design	X						2010	\$36,000	GF-CIP
Erosion Control	X							\$15,000	GF-CIP
Storm Sewer Repair - Park Place Court	X							\$50,000	GF-CIP
								\$101,000	2011 Total
								\$101,000	GF Total
Southeast Channel Construction		X					2010	\$100,000	GF-CIP
Buckner Ditch & Culvert Improvements		X						\$70,000	GF-CIP
Storm Sewer Repair		X						\$50,000	GF-CIP
								\$220,000	2012 Total
								\$220,000	GF Total
Woodland Valley Construction			X				2011	\$200,000	GF-CIP
Erosion Control			X					\$50,000	GF-CIP
Storm Sewer Repair			X					\$50,000	GF-CIP
								\$300,000	2013 Total
								\$300,000	GF Total
Oakwood Valley Construction				X			2012	\$50,000	GF-CIP
Erosion Control				X				\$50,000	GF-CIP
Storm Sewer Repair				X				\$75,000	GF-CIP
								\$175,000	2014 Total
								\$175,000	GF Total
Drainage Improvements					X			\$100,000	GF-CIP
Erosion Control					X			\$50,000	GF-CIP
Storm Sewer Repair					X			\$75,000	GF-CIP
								\$225,000	2015 Total
								\$225,000	GF Total
Drainage Improvements						X		\$100,000	GF-CIP
Erosion Control						X		\$50,000	GF-CIP
Storm Sewer Repair						X		\$75,000	GF-CIP
								\$225,000	2016 Total
								\$225,000	GF Total
Trail Creek from Kay to Britain							X		
Yearly Total								\$101,000	2011
								\$220,000	2012
								\$300,000	2013
								\$175,000	2014
								\$225,000	2015
								\$225,000	2016
Total 5-Year Drainage Projects								\$1,246,000	

Future Impact on Operating Budget:

These projects will reduce maintenance costs associated with continually repairing existing infrastructure. The projects for 2011 and 2012 are paid from the General fund as cash on hand, therefore causing no future impact on the budget by incurring debt. These improvements will allow the City to enhance drainage systems by performing major maintenance as needs are identified.

Capital Improvement Plan 2012-2016

Parks									
Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Rock River Rapids Entry Cover	X							\$13,400	Rock River Rapids
River Park & St Mary Property Park Design	X							\$65,000	CIP Reserve
ADA Compliance Projects	X							\$24,000	GF-CIP
St Mary's Land Purchase	X						NEW	\$750,000	CIP Reserve
St. Mary's Property - winterization	X						NEW	\$5,000	CIP Reserve
High Park Electrical System Upgrade	X						NEW	\$62,000	Special Parks
Garrett Park Back Fence Field #3	X							\$15,000	GF-CIP
								\$934,400	2011 Total
								\$39,000	GF Total
High Park Master & Business Plans		X						\$50,000	Special Parks
ADA Compliance Projects		X						\$35,000	Special Parks
Stone Creek Fishing Dock - Materials Only		X						\$15,000	GF-CIP
River Park Development		X						TBD	CIP Reserve
								TBD	KDHE Grant
St. Mary's Property - Enhancements		X					NEW	\$285,000	CIP Reserve
								TBD	KDWP Grant
High Park N Playground crumb rubber Grant Split		X						\$34,000	Special Parks
								\$25,000	KDHE Grant
Skate Park Fence Extension		X					NEW	\$15,000	GF-CIP
								\$339,000	2012 Total
								\$30,000	GF Total
Garrett Park Master Plan			X				2012	\$30,000	GF-CIP
River Park & St Mary Property Park Development			X				NEW	TBD	CIP Reserve
								\$50,000	Comm. Foundation
ADA Compliance Projects			X					\$50,000	GF-CIP
Stone Creek Bike Path (East to Triple Creek Dr.) Grant Split			X					\$27,000	Special Parks
								\$108,000	KDWP Grant
								\$265,000	2013 Total
								\$80,000	GF Total
High Park Ball Field Lighting Replacement				X				\$150,000	GF-CIP
Garrett Park Light Pole Replacement #1 & #2				X				\$120,000	GF-CIP
High Park/Garrett Park Re-Development				X			NEW	TBD	GF-CIP
River Park & St Mary Property Park Development				X			NEW	TBD	CIP Reserve
								TBD	KDHE Grant
Rock River Rapids New Feature Design				X			2012	\$10,000	Rock River Rapids
4-plex Sports Complex Ball fields with Concession, Press Boxes & Parking				X				TBD	GF-CIP
								\$280,000	2014 Total
								\$270,000	GF Total
High Park Play Equipment Replacement					X		2014	\$30,000	GF-CIP
Dog Park Development					X		NEW	TBD	Special Parks
Garrett Park light pole replacement #3					X			\$60,000	GF-CIP
								\$90,000	2015 Total
								\$90,000	GF Total

Capital Improvement Plan 2012-2016

Parks									
Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Hand Park Plan and bridge design						X	2011	\$26,000	GF-CIP
Nature Trail Planning & Development						X	2015	\$160,000	GF-CIP
								TBD	KDHE Grant
Construct 2 Outdoor Volleyball Courts						X	NEW	TBD	Special Parks
High Park/Garrett Park Re-Development						X	NEW	TBD	GF-CIP
Rock River Rapids New Feature Const.						X	2013	TBD	Rock River Rapids
								\$186,000	2016 Total
								\$186,000	GF Total
RRR Perimeter Wall Alterations							X	Unknown	Rock River Rapids
English Park ADA Enhancements							X	TBD	TBD
Yearly Totals								\$287,490	2011
								\$934,400	2012
								\$265,000	2013
								\$280,000	2014
								\$90,000	2015
								\$186,000	2016
Total 5-Year Park Projects								\$2,094,400	Total

Future Impact on Operating Budget:

The 2011 Parks CIP is focused on small enhancement projects in effort to maintain the quality of Derby Parks. Improvements to Rock River Rapids will increase customers, and in turn increase revenue. Park improvements help keep Derby one of the top places to live in Kansas, attracting people to move into the city, eventually generating revenue.

The 2012 Parks CIP is focused on several large enhancements to the park at the former St. Mary’s property and the River Park (located at the City’s old Public Works yard). Smaller improvements are also planned for several other areas, including High Park and Stone Creek.

Capital Improvement Plan 2012-2016

Bike Paths/Sidewalks

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Phase 6 Bike Path Construction (James-Woodlawn to Buckner)	X						2010	\$155,000	GF-CIP
(Woodlawn-Market to Woodlawn Park)								\$660,000	KDOT Grant
Phase 6 Bike Path Construction (Woodlawn - Woodlawn Park to Tall Tree)	X						2010	\$94,000	GF-CIP
Sidewalk Repair and Replacement	X							\$50,000	Special Street
								\$959,000	2011 Total
								\$249,000	GF Total
Phase 9 Bike Path (James St. from Glen Hills to High Park)		X						\$35,000	GF-CIP
Sidewalk Repair and Replacement		X						\$101,000	KDOT Grant
								\$29,000	Spec. Assessment
								\$50,000	Special Street
								\$215,000	2012 Total
								\$35,000	GF Total
Sidewalk Repair and Replacement Priority Sidewalk			X					\$50,000	Special Street
			X					\$20,000	GF-CIP
								\$20,000	Benefit District
								\$90,000	2013 Total
								\$20,000	GF Total
Sidewalk Repair and Replacement Priority Sidewalk				X				\$50,000	Special Street
				X				\$20,000	GF-CIP
								\$20,000	Benefit District
								\$90,000	2014 Total
								\$20,000	GF Total
Sidewalk Repair and Replacement Priority Sidewalk					X			\$50,000	Special Street
					X			\$20,000	GF-CIP
								\$20,000	Benefit District
								\$90,000	2015 Total
								\$20,000	GF Total
Phase 10 Bike Path (Buckner/Oliver from Patriot to 47th)							X		
Phase 11 Bike Path (Rock Road from Derby to Mulvane)							X		
Yearly Totals								\$959,000	2011
								\$215,000	2012
								\$90,000	2013
								\$90,000	2014
								\$90,000	2015
								\$90,000	2016
Total 5-Year Bike Path/Sidewalk Projects								\$1,534,000	

Future Impact on Operating Budget:

Sidewalk repair and replacement will reduce signs of aging and improve quality of life by rendering the sidewalks more accessible. The Bike Path project is in accordance with the City's overall Bike Path plan and is paid for partially by Kansas Department of Transportation.

Capital Improvement Plan 2012-2016

Streets/Intersections									
Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Alley Reconstruction (West of K-15, Main/Madison)	X						2010	\$180,000	GF-CIP
(East of K-15, Kay to Pittman)							2010		
(East of K-15, Pittman to Washington)									
Madison Avenue Land Acquisition & Utility Relocations (Buckner to Water)	X						2010	\$71,000	GF-CIP
Wayfinding Signage - Installation	X						2010	\$39,300	GF-Eco Devo
								\$0	Build Am. Bonds
								\$8,517	Special Street
Meadowlark (Rock Rd. to ECL) Land Acquisition & Design	X						2010	\$92,580	CIP Reserve
Nelson Drive Design (@ Patriot)	X						NEW	\$93,300	CIP Reserve
Buckner (Kay to SCL) Construction	X							\$602,000	Build Am. Bonds
Meadowlark (Rock Rd. to ECL) Construction	X							\$1,680,000	GO Bond
								\$885,000	Build Am. Bonds
								\$235,000	Benefit District
Madison Ave (DHS to High Park) Design	X							\$210,000	CIP Reserve
								\$4,096,697	2011 Total
								\$251,000	GF Total
Street Reconstruction - Design Water (Cherry to Kay)		X					2011	\$70,000	Special Street
Kay (K-15 to West of Water)									
Buckner (Kay to Washington)									
Madison Avenue Construction (Buckner to Water)		X					2010	\$413,000	KDOT - EC DEV
								\$565,000	GO Bond
								\$250,000	KDOT - Sec. 130
Street Reconstruction: Tamarisk (Woodlawn to Sandhill)		X						\$353,500	Special Street
Wahoo Cir. (Tamarisk to Cul-de-sac)									
Burr Hill Road (Birchwood to Burning Tree)									
Nelson Drive Design (@ Red Powell & Meadowlark)		X						\$126,700	CIP Reserve
								\$1,778,200	2012 Total
								\$0	GF Total
Alley Reconstruction (West of K15, Market to Washington)			X				2012	\$50,000	Special Street
Street Reconstruction Emma (Georgie to Kokomo)			X					\$227,000	Special Street
Westview (Lincoln to Pleasantview)									
Kokomo (Kay to Washington)									
Madison Avenue (DHS to High Park) Land Acquisition			X					\$50,000	CIP Reserve
Nelson Drive - Land Acquisition @ Patriot			X				NEW	TBD	TBD
Nelson Drive - Construction @ Red Powell			X				NEW	TBD	TBD
								\$327,000	2013 Total
								\$0	GF Total
Madison Avenue (DHS to High Park)				X				\$1,979,761	KDOT
								\$440,239	CIP Reserve
Meadowlark & Woodlawn - Construct Intersection & Install Left Turn Lane				X			2012	\$450,000	GO Bond
Nelson Drive - Construction @ Patriot				X			NEW	TBD	TBD
Street Reconstruction Carolyn (Brook Forest to Oak Forest)				X			NEW	\$512,000	Special Street
Blue Spruce & Blue Spruce Ct. (Brook Forest to Cul-de-sac)									
Redbud Ct. (Brook Forest to Cul-de-sac)									
								\$3,382,000	2014 Total
								\$0	GF Total

Capital Improvement Plan 2012-2016

Streets/Intersections									
Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Alley Reconstruction					X		2014	\$50,000	Special Street
Nelson Drive - Land Acquisition @ Meadowlark					X		NEW	TBD	
River St. (Market to Madison) Widen & Reconstruction					X		2012	\$250,000	Special Street
Street Reconstruction					X		NEW	\$400,130	Special Street
Partridge (Sharon to Kay)									
Sharon Ct. (Partridge to Cul-de-sac)									
Osage (South of Madison 900')									
								\$700,130	2015 Total
								\$0	GF Total
Alley Reconstruction						X	NEW	\$50,000	Special Street
Nelson Drive - Construction @ Meadowlark						X	NEW	TBD	TBD
Street Reconstruction						X	NEW	\$235,250	Special Street
Nelson Drive (Walnut to Buckner)									
Louisa (Derby to Westview)									
Washington (Georgie to Alley)									
								\$285,250	2016 Total
								\$0	GF Total
K-15 & Patriot (Right Lane to K15 Northbound) Intersection							X	TBD	Special Street
Madison Avenue Streetscape							X	Unknown	GO Bond
(K15 to Woodlawn)							X	Unknown	KDOT Grant
McIntosh (Madison to Meadowlark) Construction							X	\$830,000	GO Bond
Street Reconstruction							X	TBD	Special Street
Water (Cherry to Kay)									
Kay (K-15 to W of Water)									
Buckner (Kay to Washington)									
Yearly Totals								\$4,096,697	2011
								\$1,778,200	2012
								\$327,000	2013
								\$3,382,000	2014
								\$700,130	2015
								\$285,250	2016
Total 5-Year Street Projects								\$10,569,277	Total

Future Impact on Operating Budget:

Rebuilding and widening of South Buckner Street, the construction of Madison Avenue, and the widening of Meadowlark Blvd. will render our main streets better able to handle increasing traffic flow of our growing city. The Buckner project will be financed using Build America Bonds, and the remaining projects will be paid through state & federal grants, General Obligation bonds or the General Fund CIP budget. Debt service on the bonds will be in future years from tax revenues in the Bond and Interest Fund. Madison Avenue construction is being paid mostly from state grants, relieving the City of part of the cost of the much needed crossing over the BNSF railroad to the Derby Business Park. The street construction projects along with the Pavement Management Plan will reduce annual street maintenance costs in the long run. The City is finding that many bids are coming in lower than expected, allowing for more projects to be completed. The Nelson Drive project is the result of the TEAP study completed in early 2011. The project will begin with design of all three intersections and phased construction.

Capital Improvement Plan 2012-2016

Wastewater

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Phase 3 S.E. Interceptor Construction (Rock Rd to Madison)	X						2010	\$1,515,000	Build Am Bond
SCADA system	X						2010	\$485,000	Grant
Treatment Plant Improvements	X							\$300,000	WW
Collection System Improvements	X							\$140,000	WW
								\$225,000	WW
								\$2,665,000	2011 Total
Phase 3 S.E. Interceptor Construction (cont.) (Rock Rd to Madison)								\$1,630,000	Build Am Bond
Treatment Plant Improvements		X						\$485,000	Grant
Collection System Improvements		X						\$150,000	WW
								\$250,000	WW
								\$2,515,000	2012 Total
Wastewater Shop Building			X				NEW	\$65,000	WW
Nutrient Removal Design			X					\$150,000	WW CIP
Treatment Plant Improvements			X					\$160,000	WW
Collection System Improvements			X					\$275,000	WW
								\$650,000	2013 Total
Nutrient Removal Construction				X				\$5,000,000	Revenue Bond
Treatment Plant Improvements				X				\$175,000	WW
Collection System Improvements				X				\$300,000	WW
								\$5,475,000	2014 Total
Treatment Plant Improvements					X			\$175,000	WW
Collection System Improvements					X			\$300,000	WW
								\$475,000	2015 Total
Phase 4 SE Interceptor Design						X	2014	\$150,000	WW
Treatment Plant Improvements						X		\$175,000	WW
Collection System Improvements						X		\$300,000	WW
								\$625,000	2016 Total
Phase 4 SE Interceptor Construction							X	\$5,000,000	GO Bond
Yearly Totals								\$2,665,000	2011
								\$2,515,000	2012
								\$650,000	2013
								\$5,475,000	2014
								\$475,000	2015
								\$625,000	2016
Total 5-Year Wastewater Projects								\$12,405,000	

Future Impact on Operating Budget:

The new Southeast interceptor will enable future residential construction, in turn bringing revenue from property taxes. An enhanced SCADA system will enable the Wastewater plant to run more effectively and efficiently. The collection system and treatment plant improvements are annual maintenance. Maintenance of the plant is critical to avoiding large, unplanned expenses.

Capital Improvement Plan 2012-2016

Water System

Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Control Valve (Beau Jardin & James)	X						2010	\$40,000	Water Dividends
16" Nelson Drive Loop Construction	X							\$665,000	Water Dividends
Emergency Line Repairs	X							\$50,000	Water Dividends
								\$755,000	2011 Total
High Park Loop & Control Valve		X						\$325,000	Water Dividends
Emergency Line Repairs		X						\$50,000	Water Dividends
Install Booster pumps in pump station		X						\$600,000	Bonds
								\$975,000	2012 Total
North Woodlawn/55th St. Loop			X					\$418,000	Bonds
Emergency Line Repairs			X					\$50,000	Water Dividends
								\$468,000	2013 Total
Upgrade Distribution System (replace small diameter pipes)				X				\$340,000	Bonds
Control Valve (Meadowlark & Triple Creek)				X			2013	\$40,000	Water Dividends
Emergency Line Repairs				X				\$50,000	Water Dividends
								\$430,000	2014 Total
Emergency Line Repairs					X			\$50,000	Water Dividends
								\$50,000	2015 Total
Emergency Line Repairs						X		\$50,000	Water Dividends
								\$50,000	2016 Total
Secondary Connection to Wichita Water							X	TBD	Water Dividends
Yearly Totals								\$755,000	2011
								\$975,000	2012
								\$468,000	2013
								\$430,000	2014
								\$50,000	2015
								\$50,000	2016
Total 5-Year Water Projects								\$2,728,000	

Future Impact on Operating Budget:

The Nelson Drive loop project will allow more businesses to be on city water and will enhance fire protection in this industrial district. Current water rates take into consideration these new projects so the water utility can be self-sufficient without assistance from the general fund.

Capital Reserves & Contingencies						
100 200 405		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
8247	General Fund Capital Contingencies	63,152	32,703	85,269	60,000	35,000
8300	Miscellaneous - Cash Reserve	-	-	2,400,000	-	4,925,425
Total Contractual		63,152	32,703	2,485,269	60,000	4,960,425
9012	Transfer to Capital Reserve Fund	-	-	470,000	470,000	120,000
9009	Economic Development Bus. Reserves	75,000	75,000	75,000	-	-
9011	Transfer to Equipment Reserve Fund	50,000	50,000	460,000	460,000	-
Total Transfers		125,000	125,000	1,005,000	930,000	120,000
		188,152	157,703	3,490,269	990,000	5,080,425
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Budget Worksheet						
Capital Improvement Plan Reserve						
		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
700 800 805						
4050	Carryover	3,361,758	2,826,594	2,941,314	2,159,379	1,756,999
4240	Land Acquisition Transfer	150,000	150,000	150,000	100,000	100,000
4999	Transfer from General Fund	-	-	470,000	470,000	120,000
4610	Capital Project Reimbursement	-	250	-	243,500	-
4867	Grant Reimbursement	-	92,000	-	-	-
	Total Revenue	3,511,758	3,068,844	3,561,314	2,972,879	1,976,999
	Street Improvements (will be bonded)				303,300	126,700
8319	Meadowlark Design (Rock Rd. to ECL)	13,860	137,060	-	92,580	-
8317	Public Works & Parks Facility Design	125,798	-	-	-	-
8318	Water/Sewer Mains to Corporate Park	549,985	-	-	-	-
8713	City Hall Remodel Design	-	577,728	-	-	-
8714	Senior Center Remodel	-	194,677	-	-	-
	St. Mary's Land Acquisition	-	-	-	750,000	-
	St. Mary's Park Development	-	-	-	70,000	285,000
	River Park Development	-	-	-	-	TBD
	Total Expenditures	689,643	909,465	-	1,215,880	411,700
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

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Equipment Replacement Plan

2012-2016

Department	Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Police	2011 Supplemental New Police Beat (Patrol Cars/Associated Equip.)	X							\$75,854	General Fund
									\$4,146	LETF
Police	Moving Radar (4)	X							\$7,954	General Fund
Police	Firearm Replacement (16)	X							\$4,144	LETF
Police	Tasers (3)	X							\$3,300	LETF
Police	Tasers (7)	X							\$7,700	General Fund
Public Works	Riding Mower 60"	X							\$8,837	General Fund
Public Works	Riding Mower 48"	X							\$7,800	General Fund
Fire	Hose, Protective Equip	X							\$28,798	General Fund
Fire	Fire Equipment Replacements	X							\$15,000	General Fund
Police/Fire/PW	Radio Replacement	X							\$140,000	Equip. Reserve
Operations	Building System Improvements	X							\$20,000	General Fund
Operations	Copier Program	X							\$10,000	General Fund
Operations	Computer Replacement	X							\$66,000	General Fund
Water	Signal Transmitters for Meters	X							\$15,000	Water Operations
Police/Courts	Software Replacement	X							\$270,600	Equip. Reserve
									\$247,943	GF
									\$410,600	Equip. Reserve
									\$11,590	LETF
									\$15,000	Water
									\$685,133	2011 Total
Operations	Building System Improvements		X						\$20,000	General Fund
Operations	Computer Replacement		X						\$66,000	General Fund
Operations	Copier Replacement		X						\$13,500	General Fund
Police	Mobile Video Recorder (3)		X						\$13,800	General Fund
Police	Firearm Replacement (16)		X						\$4,800	General Fund
Police	Taser Replacement (3)		X						\$3,300	General Fund
Police	Portable Radios (4)		X						\$12,800	General Fund
Police	Gunshot Trauma Kits		X						\$3,689	General Fund
Police	Cell Phone Software (1)		X						\$4,500	General Fund
Community Dev.	GPS Equipment		X						\$22,000	General Fund
Fire	Personal Protective Equip. (7)		X						\$13,630	General Fund
Fire	Fire Equipment Replacements		X						\$15,000	General Fund
Fire	Q82 - Fire Hose		X						\$11,200	General Fund
Fire	4-Gas Monitor (Station 2)		X						\$3,000	General Fund
Police/Fire/PW	Radio Replacement		X						\$152,000	Equip. Reserve
Water	Signal Transmitters for Meters		X						\$15,000	Water Operations
									\$207,219	GF
									\$152,000	Equip. Reserve
									\$15,000	Water
									\$374,219	2012 Total
Operations	Building System Improvements			X					\$20,000	General Fund
Operations	Computer Replacement			X					\$66,000	General Fund
Operations	Copier Replacement			X					\$15,000	General Fund
Public Works	Front End Loader			X					\$150,000	General Fund
Police	Mobile Video Recorder (3)			X					\$15,000	General Fund
Police	Firearm Replacement (16)			X					\$5,000	General Fund
Police	Taser Replacement (3)			X					\$3,300	General Fund
Police	Patrol Car Cages (5)			X					\$7,500	General Fund
Police	Light Bar (3)			X					\$4,000	General Fund
Police	Patrol Car Equipment Consoles (5)			X					\$3,000	General Fund
Fire	Fire Equipment Replacements			X					\$15,000	General Fund
Fire	Personal Protective Equip. (7)			X					\$14,990	General Fund
Fire	Q82 Nozzles (7)			X					\$7,000	General Fund
Fire	E82 Fire Hose			X					\$12,360	General Fund
Water	Signal Transmitters for Meters			X					\$15,000	Water Operations
									\$338,150	GF
									\$15,000	Water
									\$353,150	2013 Total

Equipment Replacement Plan

2012-2016

Department	Project Description	2011	2012	2013	2014	2015	2016	Future	Estimated Cost	Funding Source
Operations	Copier Replacement				X				\$15,000	General Fund
Operations	Computer Replacement				X				\$66,000	General Fund
Operations	Building System Improvements				X				\$20,000	General Fund
Police	Mobile Video Recorder (3)				X				\$15,000	General Fund
Police	Tasers (3)				X				\$3,300	General Fund
Police	Mobile CAD Terminal (4)				X				\$14,000	General Fund
Police	Patrol Car Cages (3)				X				\$4,500	General Fund
Police	Light Bar (3)				X				\$6,000	General Fund
Police	Patrol Car Equipment Consoles (3)				X				\$1,800	General Fund
Fire	Fire Equipment Replacements				X				\$15,000	General Fund
Fire	Personal Protective Equip. (7)				X				\$16,500	General Fund
Fire	E82 Nozzles (7)				X				\$9,300	General Fund
Fire	4-Gas Monitor (Station 1)				X				\$3,300	General Fund
Water	Signal Transmitters for Meters				X				\$15,000	Water Operations
									\$189,700	GF
									\$15,000	Water
									\$204,700	2014 Total
Operations	Copier Replacement					X			\$15,000	General Fund
Operations	Computer Replacement					X			\$66,000	General Fund
Operations	Building System Improvements					X			\$20,000	General Fund
Police	Mobile Video Recorder (3)					X			\$15,000	General Fund
Police	Moving Radar (4)					X			\$8,800	General Fund
Police	Tasers (3)					X			\$3,300	General Fund
Police	New Portable Radios (4)					X			\$12,000	General Fund
Police	Mobile CAD Terminals (4)					X			\$14,000	General Fund
Police	Patrol Car Cages (5)					X			\$7,500	General Fund
Police	Light Bars (2)					X			\$4,000	General Fund
Police	Data Radio Modem (6)					X			\$18,600	General Fund
Police	Detective Interview Recording Equip. (1)					X			\$12,000	General Fund
Police	Patrol Car Equipment Consoles (5)					X			\$3,000	General Fund
Fire	Fire Equipment Replacements					X			\$15,000	General Fund
Fire	Personal Protective Equip. (7)					X			\$18,150	General Fund
Fire	SCBA Total Replacement (42)					X			\$231,000	General Fund
Water	Signal Transmitters for Meters					X			\$15,000	Water Operations
									\$463,350	GF
									\$15,000	Water
									\$478,350	2015 Total
Operations	Copier Replacement							X	\$15,000	General Fund
Operations	Computer Replacement							X	\$66,000	General Fund
Operations	Building System Improvements							X	\$20,000	General Fund
Fire	Fire Equipment Replacements							X	\$15,000	General Fund
Police	Moving Radar (4)							X	\$8,800	General Fund
Police	Ballistic Vests (17)							X	\$11,900	General Fund
Police	Data Radio Modem (6)							X	\$18,600	General Fund
Water	Signal Transmitters for Meters							X	\$15,000	Water Operations
									\$155,300	GF
									\$15,000	Water
									\$170,300	Future Total
									\$285,181	2010
									\$685,133	2011
									\$374,219	2012
									\$353,150	2013
									\$204,700	2014
									\$478,350	2015
									\$170,300	Future
Total 5-Year Plan									\$2,551,033	

Equipment Reserve						
		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
710 800 710						
4050	Carryover	578,053	471,679	538,204	492,601	542,001
4999	Transfer from General Fund	50,000	50,000	460,000	460,000	-
	Total Revenue	628,053	521,679	998,204	952,601	542,001
8105	Radio Replacement	-	-	140,000	140,000	152,000
8120	Software Replacements	139,849	29,078	270,600	270,600	-
	Fire Equipment	-	-	-	-	-
	Total Expenditures	139,849	29,078	410,600	410,600	152,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

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Vehicle Replacement Plan (2012-2016)

		2011	2012	2013	2014	2015	2016			
Public Works	Light Duty Pick-up	X							15,500	WW
Public Works	1/2 Ton Pick Up (Water)	X							20,000	Water
Fire	Rescue Chassis	X							125,000	GF
Police	Patrol Car 9	X							25,500	GF
Police	Patrol Car 10	X							25,500	GF
Police	Staff Car (Detective 2)	X							19,000	GF
									\$195,000	GF Total
									\$15,500	WW Total
									\$20,000	Water
									\$230,500	2011 Total
Public Works	3/4 Ton Pick-up (Streets)		X						25,500	GF
Public Works	Pump Truck (Wastewater)		X						48,000	WW
Police	Community Education SUV		X						34,500	Special Alcohol
									\$25,500	GF Total
									\$48,000	WW Total
									\$73,500	2012 Total
Public Works	3/4 Ton Pick-up (Parks)			X					26,000	GF
Public Works	10 Ton Dump Truck (repl. 3 1/2 Ton) (Streets)			X					120,000	GF
Public Works	3/4 Ton Pick-up 4x4 (Streets)			X					26,000	GF
Public Works	3/4 Ton Pick-up (Wastewater)			X					26,000	WW
Public Works	1/2 Ton Pick-up (Water)			X					20,000	Water
Police	Patrol Car 11			X			2012		30,000	GF
Police	Patrol Car 12			X			2012		30,000	GF
Police	Patrol Car 13			X			2012		30,000	GF
Police	Patrol Car 14			X			2012		30,000	GF
Admin	Derby Dash			X			2014		\$14,000	GF
									\$56,000	Grant
									\$306,000	GF
									\$0	Equip. Reserve
									\$56,000	Grant
									\$20,000	Water
									\$26,000	WW Total
									\$408,000	2013 Total
Fire	Fire Chief's Vehicle				X				40,000	GF
Public Works	Vactor Combo Unit (Wastewater)				X				400,000	WW
Police	Patrol Car 1				X		2013		30,500	GF
Police	Patrol Car 2				X		2013		30,500	GF
Police	Patrol Car 3				X		2013		30,500	GF
Police	Patrol Car 4				X		2013		30,500	GF
Police	Patrol Car 5				X				30,500	GF
Police	Staff Car (Detective 1)				X				20,500	GF
Police	Crime Scene Vehicle				X				100,000	Grant
Police	Multi-purpose Vehicle				X				70,000	GF
Police	Animal Control Pick-up				X		2016		21,500	GF
									304,500	GF
									100,000	Grant
									400,000	WW Total
									804,500	2014 Total

Vehicle Replacement Plan (2012-2016)

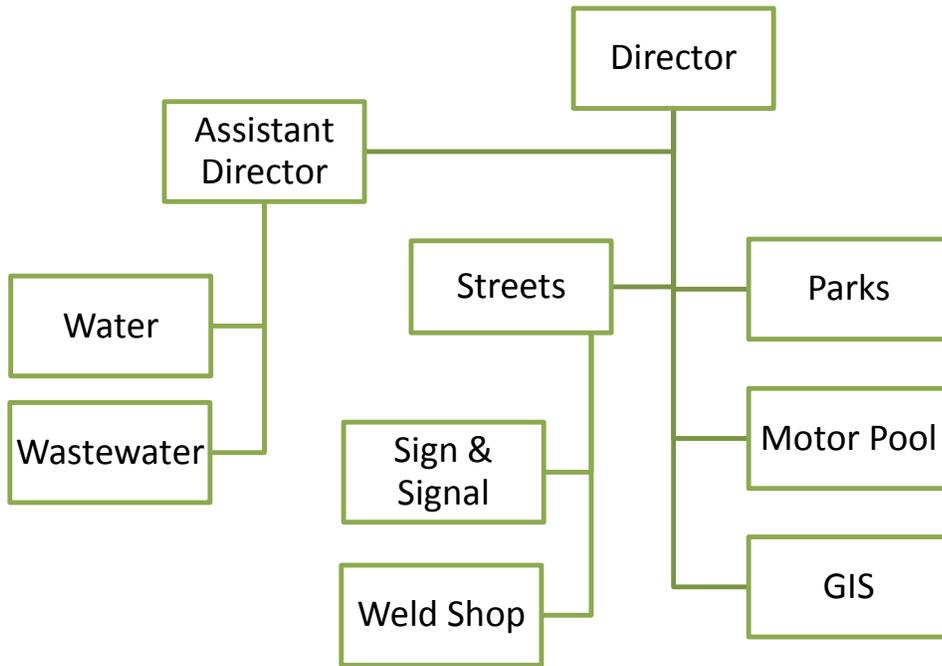
		2011	2012	2013	2014	2015	2016			
Comm. Dev.	Explorer					X			40,000	GF
Fire	Pumper Truck					X		2013	575,000	Equip. Reserve
Fire	Fire Squad 2 - Chassis only					X			80,000	GF
Public Works	Dump Truck (Parks)					X		2012	137,000	GF
Public Works	3/4 ton Pick-up (Parks)					X			27,000	GF
Public Works	1 Ton Flat Bed 4x4 Diesel (Water)					X			40,000	Water
Public Works	Televising Van (Wastewater)					X			25,000	WW
Police	Patrol Car 6					X		2014	31,000	GF
Police	Patrol Car 7					X		2014	31,000	GF
Police	Patrol Car 8					X		2014	31,000	GF
Police	Patrol Car 9					X			31,000	GF
									408,000	GF
									575,000	Equip. Reserve
									40,000	Water
									25,000	WW Total
									1,048,000	2015 Total
Comm. Dev.	Zoning Inspection Truck						X	2013	16,500	GF
Finance	City Hall Trip Car						X		40,000	GF
Public Works	Public Works Trip Car						X		40,000	GF
Public Works	Bucket Truck (Streets)						X		75,000	GF
Public Works	Pick-up Supercab 4X4 (Parks)						X		27,500	GF
Police	Patrol Car 10						X	2015	27,500	GF
Police	Patrol Car 11						X		27,500	GF
Police	Patrol Car 12						X		27,500	GF
Police	Patrol Car 13						X		27,500	GF
									186,500	GF Total
									186,500	2016 Total
									Totals	
									\$230,500	2011
									\$73,500	2012
									\$408,000	2013
									\$804,500	2014
									\$1,048,000	2015
									\$186,500	2016
Total 5-Year Plan									\$2,035,500	

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Overview

Eight divisions comprise the Public Works Department. These include Park Maintenance, Street Maintenance, Motor Pool, Sign & Signal, GIS, Weld Shop and the Water and Wastewater Utilities. The entire department relies on the talents and abilities of 49 full-time staff members. These divisions provide the majority of infrastructure and utility maintenance and repairs throughout the community, including snow removal and emergency assistance.



Mission

Consistently and effectively manage the infrastructure, equipment and recreational facilities in the City of Derby. We strive to provide a safe and friendly environment and an enjoyable atmosphere at all public facilities for the citizens of Derby.

Public Works

Department Summary by Division

Department	2010 Actual	2011 Revised	2012 Budget
Parks	761,372	820,092	850,722
Rock River Rapids	615,684	676,567	319,811
Special Street Fund	852,579	1,169,826	1,276,818
Streets	11,063	190,923	805,316
Motor Pool	119,342	113,135	115,426
Weld Shop	100,751	112,223	114,023
Wastewater	2,844,526	5,773,138	5,660,423
Wastewater CIP	634,933	2,788,138	4,300
Water Bond Fund	1,494,064	2,157,515	1,789,760
Department of Public Works	7,434,313	13,801,556	10,936,600



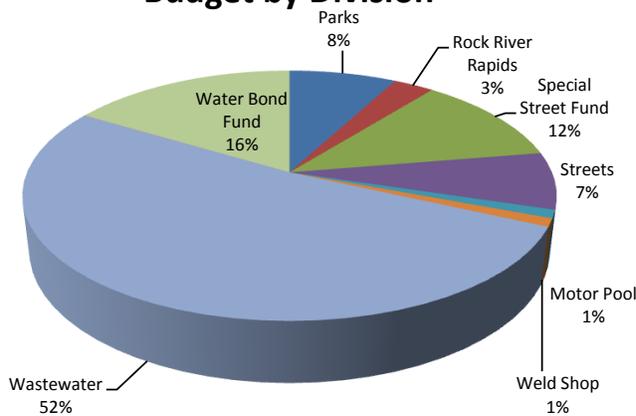
Department Locator

- Community Development
- ⇒ Public Works
- Operations
- Fire & Rescue
- Police
- Library
- Finance
- Administration

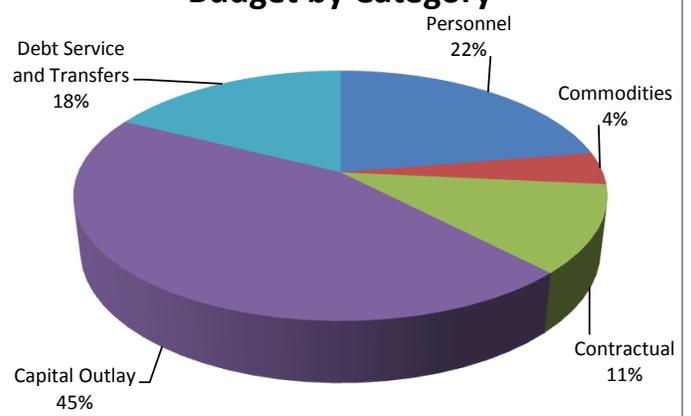
Department Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	2,317,442	2,387,921	2,392,292
Commodities	348,394	471,793	447,175
Contractual	1,027,014	1,546,833	1,208,191
Capital Outlay	1,496,919	6,538,478	4,779,118
Debt Service and Transfers	2,244,545	2,207,933	1,873,422
Total	7,434,313	13,152,958	10,700,198

2012 Public Works Department Budget by Division



2012 Public Works Department Budget by Category



Department Overview

The Parks Division maintains the grounds and facilities at all City-owned properties, as well as the bike path system throughout the community. The Parks Division maintains 309 acres of parks in 29 different locations including Rock River Rapids, the Derby Skate Park and an 18 hole competition Disc Golf Course.

Budget Summary by Category

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	533,703	528,119	547,552
Commodities	66,319	94,072	95,570
Contractual	161,350	197,900	207,600
Total	761,372	820,092	850,722

Performance Measurement

√ 95% of designated right-of-ways were mowed and maintained.

√ 100% of all playground equipment was inspected.

√ 100% of employees were trained at least monthly.

Mission

Provide well-maintained facilities, safe and enjoyable parks and open space for use by the citizens of Derby, ensure adequate flow and velocity of storm waters traveling through the City of Derby, and reduce the threat of damage to life and property by storm water.

Goals

- Keep the parks in good condition and work to ensure citizen satisfaction.
- Decrease the opportunities for earthen stream channel erosion problems.

Citizen Survey

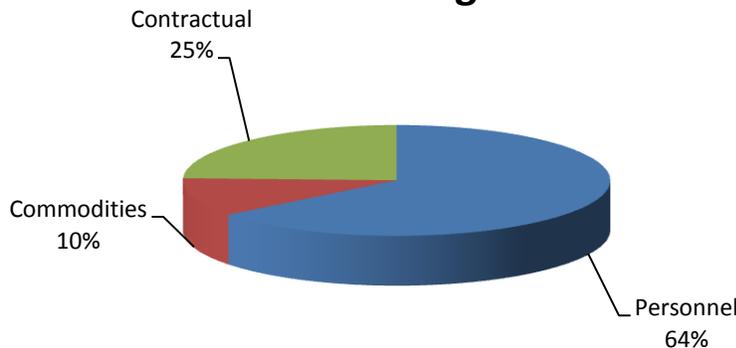
√ 86% of respondents believe the division fulfills their recreational needs.

√ 83% felt the parks were maintained at a good or excellent level.

√ 77% believe their recreational expectations are met by the City's park facilities and hike/bike paths.

√ 100% of respondents attended at least one of the Park Department's special events this year.

**Parks
2012 Budget**



Division Locator

- Public Works Department
- ⇒ Parks
 - Rock River Rapids
 - Streets
 - Motor Pool
 - Weld Shop
 - Wastewater
 - Water Company

Public Works-Parks						
100 120 270						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	482,836	518,377	527,768	518,211	537,644
5002	Overtime	5,778	6,076	5,900	5,900	5,900
5004	Termination Fees	6,199	3,343	-	-	-
5012	Longevity	4,474	4,008	4,500	4,008	4,008
5013	Lump Sum	800	1,300	-	-	-
5007	1 time performance pay		599			
	Total Personnel	500,087	533,703	538,168	528,119	547,552
6002	Operating Supplies	17,179	14,018	17,000	17,000	17,350
6004	Miscellaneous Tools	5,887	4,462	6,000	6,000	6,000
6005	Trees & Shrubs	7,765	1,728	8,000	8,000	8,000
6012	Chemicals & Fertilizer	7,282	5,859	10,000	10,000	10,000
6110	Fuel	25,186	36,957	33,000	47,822	48,970
6351	Uniforms	3,819	3,295	7,000	5,250	5,250
	Total Commodities	67,118	66,319	81,000	94,072	95,570
7005	Pre-Employment Physical	475	503	600	600	600
7040	Subscriptions	11	59	100	100	100
7041	Dues and memberships	1,261	971	1,400	1,400	1,400
7050	Meetings/seminars	4,583	6,878	10,700	8,000	10,700
7220	Professional Fees/contracts	10,070	2,367	24,300	24,300	24,300
7225	Mulching/Grinding	15,000	15,000	20,000	20,000	25,000
7755	Seasonal Contract Wages	26,000	26,000	26,000	26,000	26,000
7420	Ball Field Maintenance	11,131	9,217	10,000	10,000	10,000
7430	Soccer Field Maintenance	3,605	2,717	3,500	3,500	3,500
7440	Park Maintenance	60,265	43,677	47,000	47,000	47,000
7450	Concession Stand Maintenance	4,001	2,751	3,000	3,000	4,000
7520	Equipment Maintenance	43,873	32,987	36,000	36,000	36,000
7521	Vehicle Maintenance	10,265	10,067	10,000	10,000	10,000
7522	Public Events	-	8,156	8,000	8,000	9,000
	Total Contractual Service	190,541	161,350	200,600	197,900	207,600
	Total Capital Outlay					
	Public Works-Parks	757,745	761,372	819,768	820,092	850,722
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Public Works Director	30%	30%
Public Works Coordinator	40%	40%
Parks Superintendent	100%	100%
Senior Groundskeeper (4)	100%	100%
Landscape Maintenance Foreman	100%	100%
Arborist (2)	100%	100%
Administrative Asst.	25%	25%
Groundskeeper (5)	100%	100%
Asst Public Works Dir.	25%	25%

Budget Worksheet						
Special Park & Recreation Fund						
		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
240 120 310						
4050	Projected Budget Carryover	93,433	94,070	28,809	101,190	85,050
4161	State Alcohol Program	44,778	49,120	45,485	45,860	48,334
4614	KDHE Crumb Rubber Grant	9,580	8,679	0	0	25,000
	Total Revenues	147,791	151,869	74,294	147,050	158,384
7820	Special Fund Expenditures	0	0	15,615	0	0
8307	High Park Crumb Rubber Grant	37,146	0	0	0	34,000
8309	Hand Park Capital Improvements	9,945	5,520	0	0	0
8310	High Park Improvements	6,630	13,612	0	62,000	50,000
8308	Garrett Park Improvements	0	16,637	0	0	0
8260	ADA Compliance Projects	0	9,390	50,000	0	35,000
8209	All other Parks - Improvements	0	5,520	0	0	0
	Total	53,721	50,679	65,615	62,000	119,000
	Special Park & Recreation Fund	53,721	50,679	65,615	62,000	119,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Rock River Rapids

Overview

Rock River Rapids completed its eighth successful season of operation in 2011. Rock River Rapids is a regional aquatic facility that offers a shallow play pool, a lap pool, and a lazy river. The lazy river also includes a plunge area for four water slides. The facility has two shelters that can be rented for parties or other social events. Four handicap-accessible areas provide for water-proof wheelchairs to enter the water. The park hosts many exercise programs through the Derby Recreation Commission. In 2010, average daily attendance was 1141 during public swimming hours. Ticket prices remain affordable at \$8.00 ages 3-17, and \$9.00 for ages 18 and older. The success of Rock River Rapids is the cohesive management and communication between the City of Derby Parks Superintendent and the aquatics staff of the Derby Recreation Commission.

Mission

Provide a well maintained, safe and exciting aquatic recreational facility for the citizens of Derby and our regional customers.

Goals

- Provide a safe recreational environment.
- Maintain the water park in good condition to ensure citizen satisfaction.



Division Locator
Public Works Department
Parks
▣ Rock River Rapids
Streets
Motor Pool
Weld Shop
Wastewater
Water Company



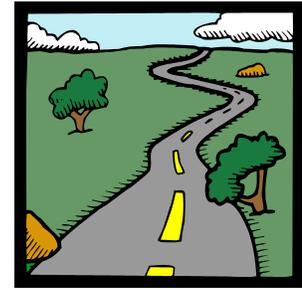
		Sales Tax Revenue Fund				
		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
Rock River Rapids						
Line #	Line Item					
760 503 501						
	Debt Service Account					
4050	Projected Budget Carryover	343,608	-	-	-	-
4141	City Aquatic Retail Sales Tax	362,554	-	-	-	-
4502	Interest Income	2,507	-	-	-	-
	Total Debt Service Revenues	708,669	-	-	-	-
7710	Bond Principal	535,000	-	-	-	-
7720	Interest Expense	173,669	-	-	-	-
	Total Debt Service Expenditures	708,669	-	-	-	-
760 503 502						
	Reserve Account					
4050	Projected Budget Carryover	1,500,000	1,611,048	1,624,402	1,280,893	1,570,849
4141	City Aquatic Retail Sales Tax	111,048	-	-	-	-
4996	Transfer from Another Account	-	-	-	353,356	-
	Total Reserve Account Revenues	1,611,048	1,611,048	1,624,402	1,634,249	1,570,849
7011	Pool Painting	-	55,700	-	-	-
7220	Professional Fees/Contracts	-	11,902	-	-	-
8000	Emergency Equipment Repair/Replmnt	-	-	50,000	50,000	50,000
8300	Boiler Replacement	-	262,553	-	-	-
8300	Capital Projects - CIP	-	-	13,400	13,400	-
	Total Reserve Account Expenditures	-	330,155	63,400	63,400	50,000
760 503 503						
	Operations Account					
4050	Projected Budget Carryover	170,736	118,456	342,141	176,096	140,485
4141	City Aquatic Retail Sales Tax	51,052	-	-	-	-
4520	RRR Net Revenue DRC REIMBURSE	239,816	266,770	200,000	200,000	70,000
4502	Interest Income	517	-	500	500	500
4515	Concession Revenue	18,741	18,169	20,000	20,000	20,000
4600	Other Revenue	-	3,185	-	-	-
4610	Reimbursements	-	51,051	-	-	-
	Total Operation Revenue	480,861	457,631	562,641	396,596	230,985
7011	Maintenance	84,062	70,681	70,000	70,000	70,000
7013	Marketing	13,000	14,471	15,000	15,000	15,000
7014	Management Fee	89,317	96,366	92,889	96,366	96,366
7015	Loss Reimbursement	50,000	50,000	50,000	50,000	50,000
7016	Other - Special Events- Promotions	10,000	10,000	10,000	10,000	10,000
7020	Security - Derby Police Department	13,692	11,164	14,000	11,200	11,200
7220	Professional Fees	2,700	900	800	900	900
7310	Liability & Property Insurance	5,954	2,427	2,500	2,645	2,645
7645	DRC Operating Expense After Season	28	-	-	-	-
8249	Special Assessments	51,052	25,526	-	-	-
8310	Capital Projects	42,600	-	47,000	-	-
	Total Operations Expenditures	362,405	281,535	302,189	256,111	256,111

Sales Tax Revenue Fund		2009	2010	2011	2011	2012
Rock River Rapids		Actual	Actual	Budget	Revised	Budget
Line #	Line Item					
760 503 509	Operations - Interest Sub-Account					
4050	Projected Budget Carryover	242,183	259,877	259,877	265,202	275,202
4502	Interest Earnings	17,694	5,325	10,000	10,000	10,000
	Interest Sub-Account Revenue	259,877	265,202	269,877	275,202	285,202
8300	Capital Projects	-	-	10,000	-	10,000
	Interest Sub-Account Expenditures	-	-	10,000	-	10,000
760 503 516	Sponsorship Program					
4050	Projected Budget Carryover	-	-	-	7,827	16,127
4600	Other Revenue	-	11,821	14,000	12,000	12,000
4502	Interest Earnings	43	-	-	-	-
	Sponsorship Program Revenue	43	11,821	14,000	19,827	28,127
8100	Professional Services	11,540	3,994	3,700	3,700	3,700
8100	Sponsorship Program Expenses	11,540	3,994	3,700	3,700	3,700
760 503 508	Bond Redemption Account					
4050	Projected Budget Carryover	4,231,121	353,356	-	353,356	-
4141	City Aquatic Retail Sales Tax	1,438,460	-	-	-	-
4502	Interest Income	37,976	-	-	-	-
	Bond Redemption Account Revenue	5,707,557	353,356	-	353,356	-
7715	Bond Redemption - Principal & Interest	5,026,575	-	-	-	-
7716	Bond Redemption - Spec Assessments	311,245	-	-	-	-
7905	Cost of Issuance	16,381	-	-	-	-
9001	Transfer to Another Account	-	-	-	353,356	-
	Bond Redemption Expenditures	5,354,201	-	-	353,356	-
	Summary of Revenue & Expenditures:					
4050	Projected Carryover	6,499,144	2,342,737	2,226,420	2,083,374	2,002,663
4141	City Aquatic Retail Sales Tax	1,963,113	-	-	-	-
4502	Interest Income	58,378	5,325	10,000	10,500	10,500
4520	DRC Net Revenue	239,816	266,770	200,000	200,000	70,000
4515	Concession	18,741	18,169	20,000	20,000	20,000
4600	Other Revenue	-	54,236	-	353,356	-
4800	Sponsorship Revenue	-	11,821	14,000	12,000	12,000
	Total Fund Revenues	8,779,191	2,699,058	2,470,420	2,679,230	2,115,163
7XXX	Contractual Services - Operations	268,753	323,611	255,189	256,111	256,111
7XXX	Debt - Principal/ Interest/Commission	6,062,870	-	-	-	-
7XXX	Bond Redemption Expenditure	-	-	-	353,356	-
8XXX	Capital Outlay	93,652	288,079	120,400	63,400	60,000
8100	Sponsorship Program Expenses	11,540	3,994	3,700	3,700	3,700
	Total Fund Expenditures	6,436,815	615,684	379,289	676,567	319,811
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Division Overview

The Special Street & Highway Fund is established to accumulate proceeds from the Special City County Highway Fund tax distributions (gasoline taxes). Monies are required by statute to be used specifically for construction and rehabilitation of the city's roads. The Special Street and Highway budget now reflects revenues, personnel expenditures, and all the contractual and capital outlay expenditures. The Streets Division is responsible for inspecting, monitoring, and repairing more than 269 lane miles of streets, alleys and other access ways.

The Streets Division also maintains more than 187 miles of curb and gutter and more than 19 miles of Hike & Bike trails throughout the community. Another aspect of the Streets Division is Sign and Signal Maintenance. This incorporates the inspection and repair of more than 3,000 signs, 16 signalized intersections, and 4 signaled school crossings, pavement markings and banner installation. This Division provides logistical support for all community functions such as parades, block parties, and the Derby Days Festival as well as snow and ice removal



Goals

- Administer the Pavement Management Plan.
- Provide safe work environment for all employees.
- Regularly inspect roads for damage and repairs.

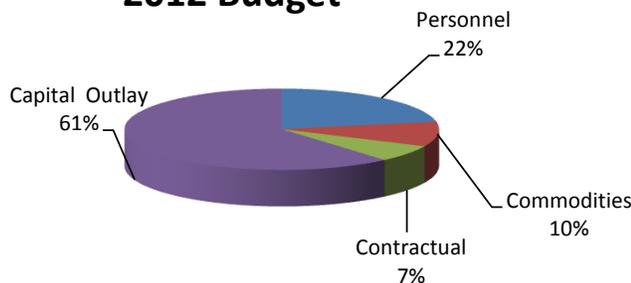
Special Street Fund	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	474,201	449,459	-
Commodities	155,235	205,300	-
Contractual	110,259	156,550	-
Capital Outlay	112,884	358,517	1,276,818
Total	852,579	1,169,826	1,276,818

General Fund	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	-	-	458,301
Commodities	-	-	206,465
Contractual	-	-	140,550
Capital Outlay	884,974	190,923	-
Total	884,974	190,923	805,316

Performance Measurement

- √ 100% of the pavement sealing program was accomplished.
- √ 90% of the annual maintenance on primary and secondary streets was accomplished.
- √ 100% of staff received monthly safety training.

**Street Division
2012 Budget**



Division Locator

- Public Works
- Parks
- Rock River Rapids
- ⇨ Streets
- Motor Pool
- Weld Shop
- Wastewater
- Water Company

Public Works-Special Street Fund						
200 120 300						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
4050	Projected Cash Carryover	516,770	627,790	490,782	673,364	393,878
4100	Gasoline Tax - County	267,258	287,552	287,470	283,050	278,100
4101	Gasoline Tax -State	562,583	610,287	611,760	607,290	604,840
4600	Other Revenues	-	313	-	-	-
	Total Revenue	1,346,611	1,525,942	1,390,012	1,563,704	1,276,818
5001	Wages-Salary	410,722	417,712	451,887	442,091	-
5002	Overtime	4,779	4,840	3,500	5,000	-
5005	Seasonal Wages	47,534	48,000	48,000	-	-
5012	Longevity	2,368	2,263	2,368	2,368	-
5013	Lump Sum	500	400	-	-	-
5007	One Time Performance Pay	-	986	-	-	-
	Total Personnel	465,903	474,201	505,755	449,459	-
6002	Operating Supplies	19,891	11,773	22,000	22,000	-
6004	Miscellaneous Tools	5,029	4,860	5,000	5,000	-
6005	Traffic Signal Supplies	17,305	16,136	17,000	17,000	-
6110	Fuel	22,425	28,157	30,000	36,800	-
6111	Street Signs	38,662	20,197	40,000	40,000	-
6120	Street Materials	64,098	70,896	80,000	80,000	-
6351	Uniforms	2,737	3,216	6,000	4,500	-
	Total Commodities	170,146	155,235	200,000	205,300	-
7004	Street Striping	43,308	44,308	44,000	28,000	-
7005	Pre-Employment Physical	95	1,030	600	600	-
7040	Subscriptions	11	149	150	150	-
7041	Dues and Memberships	532	982	700	700	-
7050	Meetings/Seminars	692	2,381	6,000	6,000	-
7220	Professional Fees/Contracts	1,216	24,256	1,200	1,200	-
7755	Seasonal Contract Labor				55,900	-
7520	Equipment Maintenance	28,486	32,066	40,000	56,000	-
7521	Vehicle Maintenance	8,431	5,087	8,000	8,000	-
	Total Contractual Service	82,772	110,259	100,650	156,550	-
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Public Works-Special Street Fund						
200 120 300						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
8500	Miscellaneous	-	-	270,610	-	176,497
8200	Construction Projects (CIP)	-	-	-	8,517	423,500
8210	Pavement Rehab	-	98,477	300,000	300,000	626,821
8240	Sidewalk Repair/Replacement (CIP)	-	14,407	25,000	50,000	50,000
	Total Capital Outlay	-	112,884	595,610	358,517	1,276,818
	Special Street & Highway	718,821	852,579	1,402,015	1,169,826	1,276,818
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Public Works Director	30%	30%
Street Superintendent	100%	100%
Public Works Coordinator	45%	45%
Street Operator (5)	100%	100%
Senior Street Operator (3)	100%	100%
Sign and Signal Technician	100%	100%
Senior Sign & Signal Technician	100%	100%
Administrative Assistant	25%	25%
Asst Public Works Dir	25%	25%

Public Works-Street Maintenance from General Fund						
100 120 250						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	0	0	0	0	450,933
5002	Overtime	0	0	0	0	0
5004	Termination Fees	0	0	0	0	5,000
5005	Seasonal Wages	0	0	0	0	0
5012	Longevity	0	0	0	0	0
5013	Lump Sum	0	0	0	0	2,368
5007	One Time Performance Pay	0	0	0	0	0
	Total Personnel	0	0	0	0	458,301
6002	Operating Supplies	0	0	0	0	22,000
6004	Miscellaneous Tools	0	0	0	0	5,000
6005	Traffic Signal Supplies	0	0	0	0	17,000
6110	Fuel	0	0	0	0	37,965
6111	Street Signs	0	0	0	0	40,000
6120	Street Materials	0	0	0	0	80,000
6138	Reclamite	0	0	0	0	
6351	Uniforms	0	0	0	0	4,500
	Total Commodities	0	0	0	0	206,465
7004	Street Striping	0	0	0	0	28,000
7005	Pre-Employment Physical	0	0	0	0	600
7040	Subscriptions	0	0	0	0	150
7041	Dues and Memberships	0	0	0	0	700
7050	Meetings/Seminars	0	0	0	0	6,000
7220	Professional Fees/Contracts	0	0	0	0	1,200
7025	Seasonal Contract Labor	0	0	0	0	55,900
7242	Equipment Rental	0	0	0	0	
7520	Equipment Maintenance	0	0	0	0	40,000
7521	Vehicle Maintenance	0	0	0	0	8,000
7526	Slurry Seal Contracting	0	0	0	0	
	Total Contractual Service	0	0	0	0	140,550
8210	Pavement Management - Rehab	884,974	11,063	490,949	490,923	0
	Portion paid out of Special Street	0		(300,000)	(300,000)	0
	ARRA Grant - Madison Resurfacing	0		0	0	0
	Total Capital Outlay	884,974	11,063	190,949	190,923	0
	Street Maintenance	884,974	11,063	190,949	190,923	805,316
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: 2009 was the first year of the Pavement Management Plan, which moved to the Special Street Fund in 2012.
 In 2012, the street division expenditures moved to the General Fund.

Salary Splits	2011	2012
Public Works Director	0%	30%
Street Superintendent	0%	100%
Public Works Coordinator	0%	45%
Street Operator (5)	0%	100%
Senior Street Operator (3)	0%	100%
Sign and Signal Technician	0%	100%
Senior Sign & Signal Tech	0%	100%
Administrative Assistant	0%	25%
Asst Public Works Dir	0%	25%

PAVEMENT MANAGEMENT PLAN
Based on 2011 Ratings

Basic Assumptions:		Rating #8.5-#11 - New Construction Ratings #7 - #8 - Reclamite at 3 years and 8 years. Ratings #5 - #6 - Crack Sealing - Separate Funding - Not Included in this Estimate Ratings #3.5 to 4.5 - Mill & Overlay Ratings #1 - #3 - Reconstruction - Listed as specific projects in CIP - Not Included in this Estimate										
UNIT PRICES (per S.Y.)	Reclamite (5% inflation/yr.) Mill & Overlay (5% inflation/yr.) Reconstruction (5% inflation/yr.) (Used on CIP Projects)	\$0.65 \$15.00 \$42.00	\$0.68 \$15.75 \$44.10	\$0.72 \$16.54 \$46.31	\$0.75 \$17.36 \$48.62	\$0.79 \$18.23 \$51.05	\$0.83 \$19.14 \$53.60	\$0.87 \$20.10 \$56.28	\$0.91 \$21.11 \$59.10	\$0.96 \$22.16 \$62.05	\$1.01 \$23.27 \$65.16	
YEAR		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Notes:
2011 MILL & OVERLAY (22,833 S.Y.)		\$342,495										
2012 MILL & OVERLAY (33,500 S.Y.)			\$527,625									
2013 MILL & OVERLAY (32,600 S.Y.)				\$539,204								
2014 MILL & OVERLAY (32,500 S.Y.)					\$564,200							
2015 MILL & OVERLAY (28,400 S.Y.)						\$517,732						
2016 - 2020 MILL & OVERLAY (27,600 S.Y./Year)							\$528,264	\$554,760	\$582,636	\$611,616	\$642,252	1/5 remaining streets per year
MAINTENANCE OF 2008 MILL & OVERLAY 11,453 S.Y. Reclamite		\$7,445					\$27,908					
MAINTENANCE OF 2009 MILL & OVERLAY 21,853 S.Y. Reclamite			\$14,860					\$34,931				
MAINTENANCE OF 2011 MILL & OVERLAY 22,833 S.Y. Reclamite					\$17,125				\$21,920			
MAINTENANCE OF 2012 MILL & OVERLAY 33,500 S.Y. Reclamite						\$26,465					\$33,835	
MAINTENANCE OF 2013 MILL & OVERLAY 32,600 S.Y. Reclamite							\$27,058					Reclamite again in 2021
MAINTENANCE OF 2014 MILL & OVERLAY 32,500 S.Y. Reclamite								\$28,275				Reclamite again in 2022
MAINTENANCE OF 2015 MILL & OVERLAY 28,400 S.Y. Reclamite									\$25,844			Reclamite again in 2023
MAINTENANCE OF 2016 - 2020 MILL & OVERLAY 27,600 S.Y. Reclamite/Year										\$26,496	\$27,876	
ONGOING RECLAMITE PROGRAM (REPEATS OF PREVIOUS PROGRAMS)												
2011 & 20 15,967 S.Y.		\$10,379					\$75,766					Re-treat 2006 Streets
2012 & 20 2,252 S.Y.			\$1,532					\$90,074				Re-treat 2007 Streets
2013 & 2018 93, S.Y.				\$67,180					\$84,908			Re-treat 2008 Streets
2014 & 2019 115, S.Y.					\$86,851					\$111,169		Re-treat 2009 Streets
2015 & 2020 172, S.Y.						\$136,485					\$174,494	Re-treat 2010 Streets
MAINTENANCE OF NEWLY IDENTIFIED STREETS (7.0, 7.5, 8 RATINGS)												
203,000 S.Y. Streets previously improved in 1994-2008, but not yet in Reclamite Prog. 138,030 S.Y. in 2011		\$89,719										
64,970 S.Y. in 2012			\$44,180									
MAINTENANCE OF FUTURE NEW RESIDENTIAL STREETS (NEW SUBDIVISIONS)												
30,000 S.Y./Year Reclamite Residential Streets (@3 years)					\$22,500	\$23,700	\$24,900	\$26,100	\$27,300	\$28,800	\$30,300	
(@8 years)										\$28,800	\$30,300	
MAINTENANCE OF RECENT & FUTURE CIP PROJECTS (Reclamite 3 & 8 Years After Project)												
62,900 S.Y. Reclamite of 2008 Rock Rd. (James to Patriot)		\$40,885					\$52,207					
56,800 S.Y. Reclamite of 2009 Rock Rd. (James to Chet Smith)			\$38,624					\$49,416				
36,800 S.Y. Reclamite of 2010 Madison (K-15 to Rock Rd.)				\$26,496					\$33,488			
19,700 S.Y. Reclamite of 2010 Buckner (K-15 to Meadowlark)				\$14,184					\$17,927			
1,600 S.Y. Reclamite of 2011 Madison (Buckner to Water St.)					\$1,200					\$1,536		
11,200 S.Y. Reclamite of 2011 Buckner (Kay to South City Limits)					\$8,400					\$10,752		
35,300 S.Y. Reclamite of 2011 Meadowlark (Rock Rd. to East City Limit)					\$26,475					\$33,888		
5,200 S.Y. Reclamite of 2012 River St. (Market to Madison)						\$4,108					\$5,252	
7,200 S.Y. Reclamite of 2012 Reconstructions (Tamarisk, Wahoo Cir., Burr Hill)						\$5,688					\$7,272	
5,000 S.Y. Reclamite of 2013 Reconstructions (Emma, Westview, Kokomo)							\$4,150					Reclamite again in 2021
10,500 S.Y. Reclamite of 2014 Reconstruction (Carolyn, Blue Spruce, Blue Spruce Ct., Red Bud)								\$9,135				Reclamite again in 2022
25,300 S.Y. Reclamite of 2014 Madison (DHS to High Park)								\$25,301				Reclamite again in 2022
7,800 S.Y. Reclamite of 2015 Reconstruction (Partridge, Sharon Ct., Osage)									\$7,098			Reclamite again in 2023
4,400 S.Y. Reclamite of 2016 Reconstruction (Nelson Dr., Louisa, Washington)										\$4,224		Reclamite again in 2024
9,600 S.Y. Reclamite of 2017 Reconstruction (Water, Kay, Buckner)											\$9,696	Reclamite again in 2025
Total Cost		\$490,923	\$626,821	\$647,064	\$726,751	\$714,178	\$740,253	\$817,992	\$779,201	\$879,201	\$961,277	

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Motor Pool

Division Overview

The Motor Pool Division is responsible for maintenance of all vehicles and fuel powered equipment for all departments within the City. Potential new vehicles and equipment are evaluated for compatibility to existing equipment and value to the organization. Over 150 vehicles and pieces of equipment are serviced and repaired each year. This division also provides service for the vehicles from the Derby Recreation Commission.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	100,212	91,466	90,361
Commodities	15,670	15,744	19,290
Contractual	3,460	5,925	5,775
Total	119,342	113,135	115,426

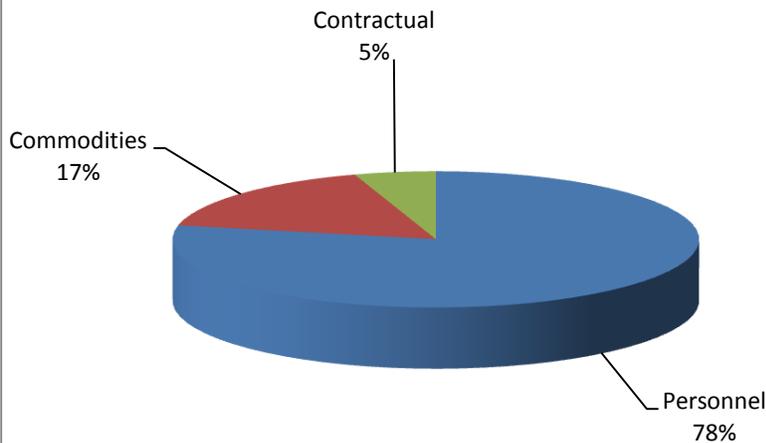
Mission

Ensure that all City owned vehicles and equipment are operating at peak efficiency and to reduce lost time and breakdowns through preventative maintenance.

Goals

- Reduce the downtime for vehicles by 5%.
- Enter records of maintenance in the database with 3 days of work completed.
- Reduce time spent on parts runs by 5%.
- Hold 3 education sessions for vehicle & equipment operators on proper preventative maintenance procedures for the various type of vehicles/equipment.

Motor Pool 2012 Budget



Division Locator

Public Works
Parks
Rock River Rapids
Streets
⇒ Motor Pool
Weld Shop
Wastewater
Water Company

Public Works-Motor Pool						
100 120 280						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	94,596	97,755	105,316	89,949	89,761
5002	Overtime	623	69	625	600	600
5007	One Time Performance pay	405	521	-	504	-
5012	Longevity	1,815	1,817	1,815	413	-
5013	Lump Sum	600	50	-	-	-
	Total Personnel	98,039	100,212	107,756	91,466	90,361
6002	Operating Supplies	10,812	10,966	10,000	10,000	10,000
6004	Miscellaneous Tools	2,838	2,607	3,000	3,000	6,500
6110	Fuel	1,158	1,502	3,000	1,944	1,990
6351	Uniforms	639	595	800	800	800
	Total Commodities	15,447	15,670	16,800	15,744	19,290
7005	Pre-Employment Physical	-	111	-	150	-
7040	Subscriptions	11	1,499	1,550	1,700	1,700
7041	Dues and Memberships	18	-	75	75	75
7050	Meetings/seminars	102	722	1,000	1,000	1,000
7220	Professional Fees/contracts	4,161	515	2,200	1,000	1,000
7520	Equipment Maintenance	568	18	1,000	1,000	1,000
7521	Vehicle Maintenance	562	595	1,000	1,000	1,000
	Total Contractual Service	5,422	3,460	6,825	5,925	5,775
	Equipment Maintenance	118,907	119,342	131,381	113,135	115,426
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director Of PW	10%	10%
Mechanic Supervisor	100%	100%
Mechanic	100%	100%
PW Coordinator	10%	10%

Division Overview

The Weld Shop Division of Public Works assists the Parks and Street crews in managing public facilities and equipment. The Weld Shop currently maintains two full-time positions and provides services to all departments in the City as well as to the Derby Recreation Commission.

Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	84,912	91,738	93,538
Commodities	15,211	19,000	19,000
Contractual	628	1,485	1,485
Total	100,751	112,223	114,023

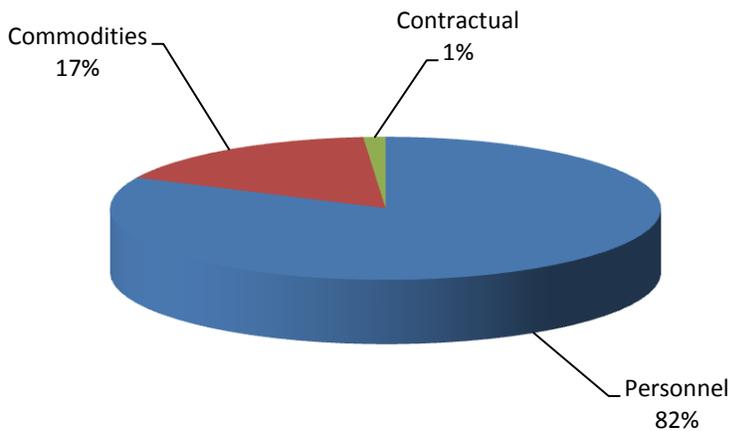
Mission

Provide mechanical and metal fabrication support to customers to ensure the highest standards of usability and safety are met.

Goals

- Improve ability to respond to needs throughout the community.
- Regularly inspect equipment and facilities to identify areas in need of repair before they become problems.
- Provide safe work environment.

**Weld Shop
2012 Budget**



Division Locator

- Public Works
 - Parks
 - Rock River Rapids
 - Streets
 - Motor Pool
 - ⇒ Weld Shop
 - Wastewater
 - Water Company

Public Works-Weld Shop						
100 120 260						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	84,957	83,586	91,460	89,959	91,759
5002	Overtime	460	50	350	500	500
5012	Longevity	1,229	1,217	1,229	1,229	1,229
5013	Lump Sum	-	50	-	50	50
5007	One Time Performance Pay	-	9	-		
	Total Personnel	86,646	84,912	93,039	91,738	93,538
6002	Operating Supplies	15,581	11,857	15,000	15,000	15,000
6004	Miscellaneous Tools	1,344	3,041	3,000	3,000	3,000
6351	Uniforms	401	313	1,000	1,000	1,000
	Total Commodities	17,326	15,211	19,000	19,000	19,000
7005	Pre-Employment Physical	-	111	-	-	-
7040	Subscriptions	11	-	60	60	60
7041	Dues and Memberships	173	-	125	125	125
7050	Meetings/seminars	92	2	300	300	300
7520	Equipment Maintenance	-	488	500	500	500
7521	Vehicle Maintenance	-	27	500	500	500
	Total Contractual Service	276	628	1,485	1,485	1,485
	Total Capital Outlay					
	Equipment Maintenance	104,248	100,751	113,524	112,223	114,023
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Public Works Director	10%	10%
Public Works Coordinator	5%	5%
Welder	100%	100%
Senior Welder	100%	100%

Division Overview

Wastewater staff are responsible for maintaining and servicing more than 600,000 feet of sewer pipe and maintaining more than 2,800 manholes. Aggressive maintenance has resulted in several benefits to Derby residents: Citizens experience very few blockages and flooding, and Derby’s insurer considers Derby a low risk, which helps reduce insurance premiums. The entire sewer main collection system is mapped by GIS, which allows staff to identify the history of all pieces of the sewer collection system.

The Wastewater Division is also responsible for operation and maintenance of the City’s Wastewater Treatment Facility. This facility is designed for 2.5 million gallons of flow per day, with expansion capabilities to handle flows well into the future. This modern and efficient facility historically meets or exceeds all KDHE and EPA requirements.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	675,534	739,221	706,470
Commodities	63,614	117,828	86,629
Contractual	396,140	506,486	521,540
Capital Outlay	402,548	2,382,500	3,063,000
Debt Service & Transfers	1,306,690	1,378,505	1,046,382
Total	2,844,526	5,124,540	5,424,021

Mission

Ensure efficient and cost effective collection and treatment of the City's Wastewater.

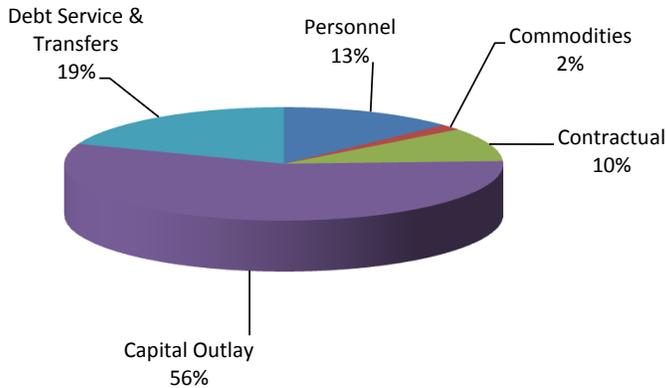
Goals

- Clean and televise the entire collection system at least once every five years.
- Map and analyze the storm water sewer system to identify improvements that can be made.
- Meet or exceed all KDHE and EPA treatment parameters.
- Provide safety education for employees.

Division Locator

- Public Works Department
 - Parks
 - Rock River Rapids
 - Streets
 - Motor Pool
 - Weld Shop
 - ⇒ Wastewater
 - Water Company

**Wastewater
2012 Budget**



Wastewater						
600 140 200		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
Revenues - Operations Account						
4050	Projected Carryover	677,325	812,617	746,988	1,153,054	1,327,587
4302	Customer Penalties	-	654	-	650	650
4310	Bad Debt Recovery	-	130	-	130	130
4312	Sewer Connection Fees	54,750	32,700	25,000	40,000	40,000
4313	Sewer Tap Fees	1,500	-	-	-	-
4332	Charges for Services	1,057,340	2,688,256	2,843,871	2,906,425	2,906,425
4333	State Set-off collections	5,587	5,121	6,000	5,120	5,120
4502	Interest Income	7,022	4,030	7,500	7,500	7,500
4555	Fuel Transfer Revenue	-	-	-	-	-
4600	Other Revenues	1,138	300	-	-	-
4610	Reimbursements	1,428	29,359	-	1,500	1,500
4870	Infrastructure surcharge	248,855	-	-	-	-
4875	Debt service payment	788,040	-	-	-	-
Total Operations Revenue		2,842,984	3,573,167	3,629,359	4,114,379	4,288,912
Debt Service Account		-				
Revenues						
600 140 501						
4050	Projected Carryover	54,816	189,609	128,130	131,497	56,017
4502	Interest Income	2,420	4,030	2,000	5,000	5,000
4996	Transfer from Operations	400,000	373,822	375,820	375,820	725,200
4999	Transfer from Capital Imp. Fund	-	123,103	188,812	188,812	-
	Grant Reimbursement	-	91,679	68,456	68,456	67,336
Total Debt Service Revenues		457,236	782,243	763,218	769,585	853,553
Expenditures						
7010	Printing	-	234	-	-	-
7710	Bond Principal	205,000	355,000	390,000	390,000	405,000
7720	Interest Expense	62,627	295,512	220,465	220,466	209,790
	State Revolving Loan Repayment	-	-	103,102	103,102	108,611
Total Debt Service Expenditures		267,627	650,746	713,567	713,568	723,401
Debt Service Depreciation Account						
Revenues						
600 140 504						
4050	Projected Carryover	100,000	100,000	100,000	100,000	100,000
4502	Interest Income	0	0	0	0	0
Depreciation Account Revenue		100,000	100,000	100,000	100,000	100,000
Expenditures						
9000	Transfer to Debt Service Account	0		0	0	0
600 140 200 Wastewater Operations						
5001	Wages-Salary	454,788	462,198	495,205	499,122	463,204
5002	Overtime	5,262	6,912	5,000	7,000	7,000
5003	Standby Pay		3,322		0	0
5004	Termination Fees	0	123	0	0	0
5005	Seasonal Wages	0	0	2,200	2,200	2,200
5007	One Time Performance Pay	295	1,029	0	0	0
5012	Longevity	5,212	5,491	5,491	5,491	5,491
5013	Lump Sum	0	550	0	0	0

Wastewater						
600 140 200		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5110	FICA-Employer's Cost	28,781	29,359	30,703	31,445	29,182
5111	FICA medical-Employer's Cost	6,761	6,867	7,180	7,237	6,716
5120	KPERS-Employer's Cost	26,829	32,890	38,328	37,185	34,509
5122	ICMA-Employer's Cost	20,711	20,077	23,940	23,940	23,941
5130	KS. Unemploy. Insure-Employer's Cost	550	612	4,209	4,243	3,937
5131	Workers comp-Employer's Cost	9,106	9,562	10,515	9,725	9,725
5240	Health Insurance-Employer's Cost	95,472	89,301	103,230	103,230	111,488
5241	Dental insurance-Employer's Cost	8,098	7,241	8,404	8,404	9,076
5244	Wellness Program			0		
	Total Personnel	661,865	675,534	734,405	739,221	706,470
6002	Operating Supplies	40,423	34,486	48,000	43,000	43,000
6110	Fuel	14,410	14,859	12,000	16,728	17,129
6220	Polymers	9,363	10,701	48,600	53,600	22,000
6351	Uniforms	1,358	3,568	4,500	4,500	4,500
	Total Commodities	65,554	63,614	113,100	117,828	86,629
7005	Pre-Employment Physical	286	579	150	300	150
7010	Printing	659	141	300	300	300
7041	Dues and Memberships	325	1,241	1,480	1,480	1,480
7050	Meetings/Seminars	1,513	1,595	3,000	3,000	3,000
7220	Professional Fees and Contracts	11,518	1,773	13,100	66,540	79,500
7250	Billing Collection Fees	64,020	67,140	70,000	70,550	72,760
7280	Testing and Laboratory	20,107	20,824	30,000	25,000	25,000
7310	Liability & Property Insurance	13,454	6,490	6,815	15,466	15,500
7400	Building Maintenance	7,743	6,068	12,000	12,000	12,000
7520	Equipment Maintenance	58,538	75,225	75,000	75,000	75,000
7521	Vehicle Maintenance	6,894	1,944	4,200	4,200	4,200
7610	Water	21,737	26,858	18,000	18,000	18,000
7620	Gas	30,441	22,150	37,000	37,000	37,000
7630	Electric	167,969	160,518	170,000	170,000	170,000
7651	Cable - Fiber	-	2,990	-	4,800	4,800
7619	One Call System	-	370	2,850	2,850	2,850
	Total Contractual Service	405,205	395,906	443,895	506,486	521,540
8100	New Equipment	45,590	45,821	11,200	17,500	48,000
8120	Infrastructure - Collection (CIP)	18,456	196,531	225,000	225,000	250,000
8122	Infrastructure - Treatment (CIP)	18,143	12,707	140,000	140,000	150,000
8400	Miscellaneous - Cash reserve	367	0	500,000	0	500,000
	Total Capital Outlay	82,556	255,059	876,200	382,500	948,000
9000	Transfer to Bond & Interest	413,179	656,178	664,937	664,937	322,981
9010	Transfer to Sewer P&I Account	400,000	373,822	375,820	375,820	725,200
	Total Transfers	813,179	1,030,000	1,040,757	1,040,757	1,048,181
600 518 501 Project Account- G.O. Bond 2009-						
	Revenues					
4050	Projected Carryover	0	4,028,890	3,042,890	3,900,097	2,236,499
4067	Grant Reimbursement	-	-	970,000	970,000	-
4502	Interest Income	-	18,696	8,000	15,000	15,000
	Bond Proceeds	4,030,000	-	-	-	-

Wastewater						
600 140 200		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4999	Transfer from Capital Imp. Fund	-	2,215,413	-	-	-
	Total Debt Service Revenues	4,030,000	6,262,999	4,020,890	4,885,097	2,251,499
	Expenditures					
1600	Construction in Progress	-	2,215,413	-	-	-
8235	Land Acquisitions	-	147,489	-	-	-
8300	Capital Outlay	1,110	-	4,020,890	2,000,000	2,115,000
9999	Transfer to Capital Reserve Fund				648,598	236,402
	Total Debt Service Expenditures	1,110	2,362,902	4,020,890	2,648,598	2,351,402
	Summary of Revenue & Expenditures:					
4050	Projected Carryover	832,141	5,131,116	4,018,008	5,284,648	3,720,103
4XXX	Charges for Services	2,094,234	2,689,040	2,843,871	2,907,205	2,907,205
43XX	Sewer Connection Fees	56,250	32,700	25,000	40,000	40,000
4333	State Set-off Collections	5,587	5,121	6,000	5,120	5,120
4502	Interest Income	9,442	26,756	17,500	27,500	27,500
	ARRA Reimbursement	-	91,679	68,456	68,456	67,336
	Bond Proceeds	4,030,000	-	-	-	-
	Other Reimbursements	2,566	29,659	970,000	971,500	1,500
4520	Transfer from Capital Imp. Fund	-	123,103	188,812	188,812	-
	Total Fund Revenues	7,030,220	8,129,174	8,137,647	9,493,241	6,768,764
6XXX	Concession/Gift Shop Merchandise					
5XXX	Personnel	661,865	675,534	734,405	739,221	706,470
6XXX	Commodities	65,554	63,614	113,100	117,828	86,629
7XXX	Contractual Services	407,214	396,140	443,895	506,486	521,540
7XXX	Debt Service - Principal & Interest	267,627	650,512	713,567	713,568	723,401
8XXX	Capital Outlay	83,666	402,548	4,897,090	2,382,500	3,063,000
9XXX	Transfer to Construction Fund	-	-	-	648,598	236,402
9XXX	Transfer to Bond & Interest Fund	413,179	656,178	664,937	664,937	322,981
	Total Fund Expenditures	1,899,105	2,844,526	7,566,994	5,773,138	5,660,423
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: Free service runs out in Aug. 2010. Cost will continue to increase in 2011 and will remain split with El Paso.

Salary Splits	2011	2012
Director of Public Works	10%	10%
Laboratory Technician	100%	100%
Wastewater Superintendent	100%	100%
Operator I (5)	100%	100%
Operator II (2)	100%	100%
Senior Operators (2)	100%	100%
Asst. Public Works Dir	25%	25%
Administrative Assistant	25%	25%
Environmental Compliance Officer	50%	35%
Asst. Compliance Officer	25%	0%

Budget Worksheet						
Wastewater Capital Improvement Fund						
		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
630 140 205						
4050	Carryover	1,519,295	1,389,675	1,466,427	1,528,757	1,217,367
4070	Sewer Connections	127,750	76,300	83,333	93,000	93,000
4502	Interest Income	10,423	4,547	7,000	7,000	7,000
	Revolving Loan Reimbursement	-	166,540	-	1,364,418	-
	ARRA Reimbursement	-	526,628	-	1,012,330	-
	Total Revenue	1,657,468	2,163,690	1,556,760	4,005,505	1,317,367
7220	Professional Fees/Contracts	-	4,323	-	4,300	4,300
7230	Consulting Engineer	267,793	196,209	-	10,810	-
8100	Phase 3 Interceptor	-	60	-	-	-
8300	Bio-Solids Improvements (Construction)	-	311,238	-	2,284,216	-
	Transfer to Sewer Utility System		-		-	-
	SCADA System	-	-	-	300,000	-
9000	Transfer to Wastewater Fund	-	123,103	188,812	188,812	-
	Total Expenditures	267,793	634,933	188,812	2,788,138	4,300
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Water Company

Overview

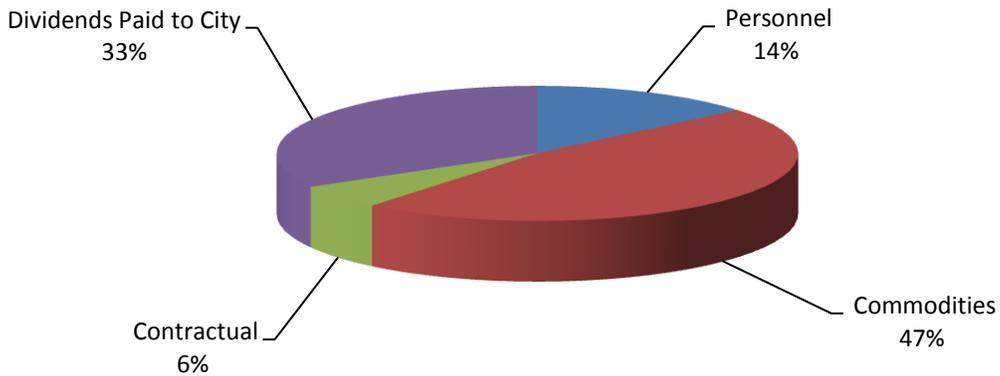
The El Paso Water Company purchases, supplies and distributes high quality water to the City of Derby. The Public Works Water Division is responsible for management and maintenance of the underground water distribution infrastructure. This division also manages the El Paso Water Treatment Facility and the City's well fields.



Mission

The El Paso Water Company is dedicated to providing a safe, high quality water supply to the City of Derby.

2012 Water Company Budget



Water System Bonds 2004-A		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
770 504 501 - Debt Service Account						
Revenues						
4050	Projected Carryover	142,589	147,998	148,998	149,180	150,290
4502	Interest Income	4,378	1,176	1,000	1,100	1,100
4601	Dividends	734,595	708,501	825,738	825,738	813,755
4996	Transfer from Surplus Account	85,113	112,683	-	-	-
	Total Revenues	966,675	970,358	975,736	976,018	965,145
Expenditures						
7710	Bond Principal	500,000	515,000	535,000	535,000	550,000
7720	Bond Interest	318,677	306,178	290,728	290,728	273,340
7730	Commission	-	-	10	-	-
	Total Debt Service Expenditures	818,677	821,178	825,738	825,728	823,340
770 504 503 - Operations Account						
Revenues						
4050	Projected Carryover	(49,692)	(52,376)	1,571	(90,975)	-
4301	Water Sales	-	(273)	-	-	-
4305	Service Connection Fee	-	940	-	-	-
4610	Expense Reimbursement	430,584	442,577	549,016	620,262	561,920
	Total Revenues	380,892	390,868	550,587	529,287	561,920
5001	Wages-Salary	291,658	286,501	345,596	335,032	341,732
5002	Overtime	10,150	12,165	14,000	14,500	12,300
5003	Standby Pay	-	1,575	-	1,600	1,600
5004	Termination Fees	-	2,846	-	2,500	2,500
5007	One Time Performance Pay	838	749	500	500	500
5012	Longevity	4,431	4,477	5,600	4,477	4,477
5013	Lump Sum	1,041	-	1,000	-	-
5025	Seasonal Wages		9,356		-	-
5110	FICA-Employer's Cost	18,413	18,144	21,427	20,772	21,190
5111	FICA Medical-Employer's Cost	4,306	4,243	5,011	4,858	4,955
5120	KPERS-Employer's Cost	24,126	20,492	27,220	24,960	25,460
5122	ICMA-Employer's Cost	9,640	9,484	10,215	9,500	9,501
5130	KS. Unemploy. Insure-Employer's Cost	302	352	2,938	2,848	1,162
5131	Workers comp-Employer's Cost	-	11,888	13,077	6,971	6,791
5240	Health Insurance-Employer's Cost	51,896	61,660	62,399	54,400	58,752
5241	Dental insurance-Employer's Cost	4,294	4,948	5,034	5,000	5,150
	Total Payroll Expenditures	421,097	448,880	514,016	487,917	496,070
6002	Supplies	4,123	20,482	4,500	4,500	4,500
6110	Fuel	8,047	11,863	11,700	15,350	15,720
	Total Commodities	12,170	32,345	16,200	19,850	20,220
7005	Pre Employment Physical	-	447	-	600	600
7007	Bank Service Charges	-	726	-	1,280	12,130
7010	Printing	-	(555)	-	300	300
7755	Seasonal Wages	-	-	18,800	18,800	19,100
7220	Professional Fee and Contracts	-	-	-	540	13,500
	Total Contractual Services	-	618	18,800	21,520	45,630
	Total Operations Expenditures	433,268	481,843	549,016	529,287	561,920

Water System Bonds 2004-A		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
770 504 504 Depreciation Account						
Revenues						
4050	Projected Carryover	750,000	750,000	750,000	750,000	750,000
Total Revenues		750,000	750,000	750,000	750,000	750,000
Expenditures						
9001	Transfer to Surplus Account	-	-	-	-	-
770 504 507 Surplus & System Enhancement Account						
Revenues						
4050	Projected Carryover	1,545,581	1,476,367	1,234,261	1,291,934	818,696
4502	Interest Income	19,899	6,610	10,000	10,000	10,000
4601	Dividends	-	-	447,262	319,262	286,245
Total Revenues		1,565,480	1,482,977	1,691,523	1,621,196	1,114,941
Expenditures						
7010	Printing/Legal Publication	-	-	-	-	-
7041	KMU Dues	4,000	541	4,541	500	500
7061	REAP Water	-	4,000	-	4,000	4,000
7220	Professional Fees and Contracts	-	23,165	-	35,000	25,000
7230	Consulting Engineer	-	3,242	-	-	-
7220	Rural Water District #3 Contracts	-	-	-	8,000	-
8124	Software Replacement	-	47,412	-	-	-
8301	Capital Projects	-	-	690,000	755,000	375,000
9001	Transfer to Debt Service Account	85,113	112,683	-	-	-
Surplus Account Expenditures		89,113	191,043	694,541	802,500	404,500
Summary of Revenue & Expenditures:						
4050	Projected Carryover	2,388,477	2,321,989	2,134,830	2,100,139	1,718,986
4502	Interest Income	24,277	7,786	11,000	11,100	11,100
4601	Dividends	734,595	708,501	1,273,000	1,145,000	1,100,000
4610	Payroll Reimbursement	430,584	442,577	549,016	620,262	561,920
4996	Inter-Fund Transfers	85,113	113,350	-	-	-
Total Fund Revenues		3,663,046	3,594,203	3,967,846	3,876,501	3,392,006
5xxxx	Payroll Expenditures	421,097	448,880	514,016	487,917	496,070
6xxxx	Commodities	12,170	32,345	16,200	19,850	20,220
7710/7720	Debt Service	818,677	821,178	825,738	825,728	823,340
7xxxx	Contractual Services	4,000	31,566	23,341	69,020	75,130
8xxxx	Capital Projects	-	47,412	690,000	755,000	375,000
9001	Inter-Fund Transfers	85,113	112,683	-	-	-
Total Fund Expenditures		1,341,058	1,494,064	2,069,295	2,157,515	1,789,760
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits		
Public Works	2011	2012
Public Works Director	10%	10%
Asst. Public Works Director	25%	25%
Water Superintendent	100%	100%
Admin. Assistant	25%	25%
Installer/Maint (3)	100%	100%
Meter Reader	100%	100%
Finance	2011	2012
Billing Clerk	100%	100%
Administrative Assistant	100%	100%
Billing Clerk PT (1)	100%	100%
Receptionist PT (1)	100%	100%
Office Manager	50%	50%

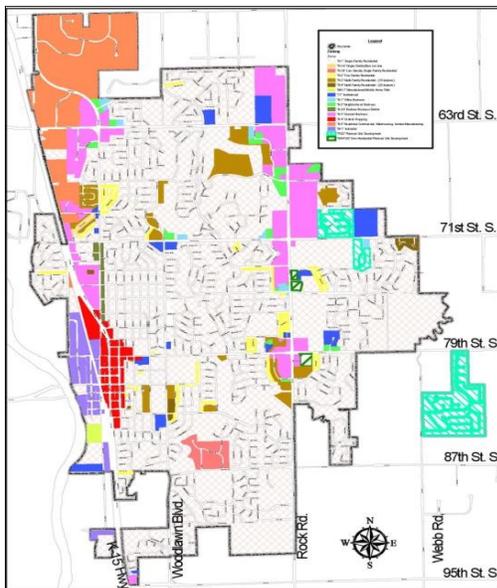
El Paso Water Company Operations - Cash Basis Budget						
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
301	Water Sales	2,422,063	3,009,667	3,469,400	3,250,440	3,282,945
302/303	Customer Penalties & Standby Charges	28,555	31,212	32,300	33,709	34,046
304	Connection & Moving Charges	165,635	157,095	194,505	169,663	171,359
310	Bad Debt Recoveries	2,445	2,866	2,500	3,095	3,126
315	Grave Excavation	3,200	100	500	100	100
318-320	Tower Space Rent	77,994	78,248	82,700	79,000	79,000
321	Fire Hydrant Rental	37,745	39,121	40,240	42,250	42,250
322	Sewer Billing Charges	69,258	67,137	75,600	72,508	73,233
	Projected Cash Carryover	381,730	340,489	368,838	304,912	252,444
460	Other Income	42,723	53,385	5,000	57,656	58,232
	Total Revenue	3,231,348	3,779,320	4,271,583	4,013,333	3,996,735
401	Contract Labor	441,967	441,960	532,816	494,048	518,684
	Total Personnel	441,967	441,960	532,816	494,048	518,684
400	Wichita Water Purchase	1,353,979	1,502,235	1,713,200	1,622,414	1,638,638
406/407	Water Treatment Supplies/Testing	6,244	9,916	12,400	11,000	11,000
432	Office Supplies & Postage	65,648	60,120	72,356	61,000	61,000
	Total Commodities	1,425,871	1,572,271	1,797,956	1,694,414	1,710,638
403	Electricity	12,773	16,367	12,800	17,000	17,000
405	Truck Expense	10,557	14,737	30,000	35,000	18,000
408	Rentals	14,300	14,300	14,300	14,300	14,300
410	Other Utilities	4,774	5,146	4,800	4,800	4,800
411	Insurance	18,282	20,164	18,300	19,200	19,200
415	Wells, Pump & Equip Maintenance	20,291	21,725	25,000	22,000	22,000
416	Mains - Maintenance	7,134	19,745	25,000	25,000	25,000
417	Meters - Maintenance	8,590	12,595	7,500	7,500	7,500
418	Tools & Equipment Maintenance	4,756	7,864	12,000	12,500	13,500
425	Bad Debt Expense	343	(174)	350	350	350
430	Office Equipment Maintenance	5,968	368	6,000	6,000	6,000
431	Office Equipment Lease or Rental	8,119	6,267	8,200	8,200	8,200
433	Professional Fees	11,922	21,929	27,000	27,000	27,000
434	Dues & Subscriptions	1,587	4,039	3,719	3,000	3,000
435/439	Miscellaneous	4,257	8,874	5,000	3,000	3,000
441	Other Taxes - Special Assessments	4,170	27	4,170	4,170	4,170
451	Professional Training	720	1,735	5,000	5,000	5,000
455	Bank Service Charges	6,177	12,619	13,000	12,700	12,700
	Total Contractual Service	145,301	188,327	222,639	228,945	212,945
	Total Expenses	2,013,139	2,202,558	2,553,411	2,417,406	2,442,267
	Capitalized Meters & Equipment	254,572	194,591	122,526	198,483	202,452
	Dividends Paid to City of Derby	734,595	708,501	1,273,000	1,145,000	1,100,000
	Total Cash Basis Budget	3,002,306	3,105,650	3,948,937	3,760,889	3,744,719
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

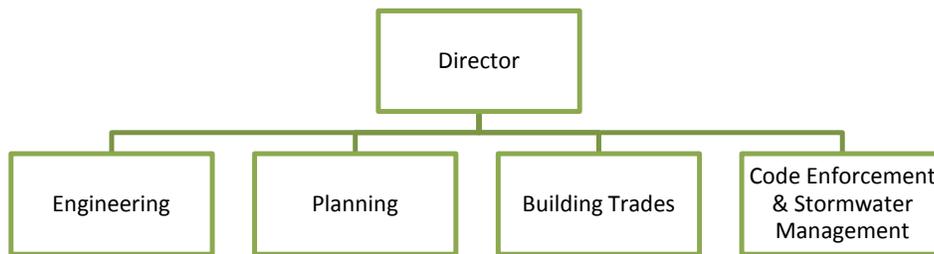
Note: This is a cash budget to be used for management purposes. This document is not intended for external reporting purposes.

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Overview

The Community Development Department comprises traditional engineering functions plus planning, code enforcement, and building inspection. The department has overseen several major projects in the past few years including the reconstruction of Buckner Avenue and continuing commercial development. The department is involved with all aspects of the City’s growth including residential and commercial construction. Major projects in 2011 include completing the biosolids handling improvements at the Wastewater Treatment Plant, and the Phase 6 bike path. Major projects in 2012 include the Phase 3 Southeast Interceptor and construction of Madison Avenue from Buckner west to Water Street.

Mission

Ensure the City can accommodate anticipated growth and physical development at the highest standards and at the lowest possible cost to the citizens of Derby.

Performance Measurement

- √ Met the goal of annually reviewing 20% of standard construction specifications.
- √ Entered all project data within 30 days of receiving.
- √ Provided all building inspections within one business day.
- √ Processed items through the Planning Commission, as scheduled, 100% of the time.

Citizen Survey

- √ 63% of the respondents give the City community planning function a fair or good rating. This compares to 66% from the 2009 survey and 66% in the 2008 survey who rated this function as excellent or good.
- √ 87% of respondents rated their satisfaction with traffic flow as excellent or good.

Community Development

Department Summary

Department Summary by Division

Division	2010 Actual	2011 Revised	2012 Budget
Engineering	234,271	300,176	446,721
GIS	146,059	111,704	0
Planning	109,310	124,607	153,730
Code Enforcement & Stormwater Management	145,632	146,410	174,383
Building Trades	166,058	153,249	139,855
Community Development Total	801,330	836,147	914,688



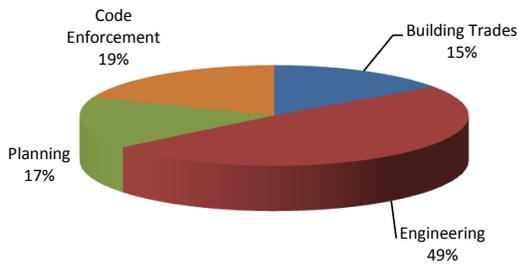
Department Locator

- ⇒ Community Development
- Public Works
- Operations
- Fire & Rescue
- Police
- Library
- Finance
- Economic Development

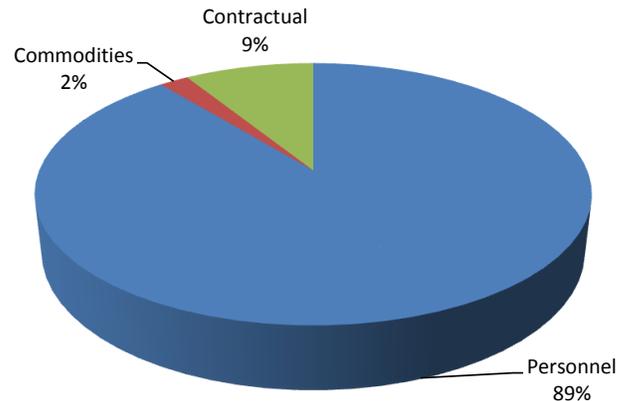
Department Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	713,652	749,743	815,753
Commodities	16,142	18,436	19,542
Contractual	71,536	67,968	79,393
Total	801,330	836,147	914,688

2012 Community Development Budget by Division



2012 Community Development Budget by Category



Division Overview

The Engineering Division is responsible for in-house design of projects and review of consultant design for CIP and subdivision projects. The division maintains and updates the City's standard specifications and details, prepares contract documents and specification manuals, administers construction of most infrastructure projects, and submits projects for consideration of outside funding from various sources. The division is also involved in planning and cost estimation of future projects for inclusion in the City's Capital Improvement Plan (CIP) and the City's Geographic Information Systems (GIS) which maintains up-to-date records of the city's infrastructure as well as parcel-related data such as plats, zoning, jurisdictional boundaries and addressing. The GIS personnel also generate graphics for City Council, Planning Commission, and other meetings.

Engineering - Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	225,867	290,416	413,913
Commodities	4,034	5,100	7,000
Contractual	4,370	4,660	25,808
Total	234,271	300,176	446,721

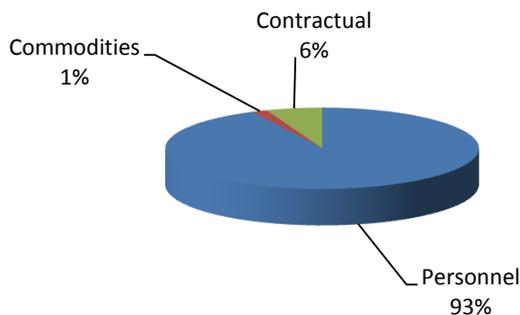
GIS - Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	127,674	90,591	0
Commodities	1,880	1,375	0
Contractual	16,505	19,738	0
Total	146,059	111,704	0

Combined Engineering Budget Totals

Engineering/GIS Total	2010 Actual	2011 Revised	2012 Budget
	380,330	411,881	446,721

2012 Engineering Division Budget



Mission

Provide technical expertise in planning, design and construction of infrastructure projects.

Goals

- Keep up-to-date on ever-changing technology to assure cost effective construction practices.
- Review all plans in a timely manner to streamline the development process.
- Ensure Derby development is relevant, planned and authorized.
- Complete data entry for all projects within 2 weeks of project completion.
- Accurate field engineering to minimize or eliminate change orders.
- Develop a Review Checklist for infrastructure design plans.
- Review and adopt new stormwater manual consistent with Wichita and Sedgwick County.

Division Locator

Community Development Department
 ⇨ Engineering
 Planning
 Code Enforcement &
 Stormwater Management
 Building Trades

Budget Worksheet

Engineering						
Line #	Line Item	2009	2010	2011	2011	2012
100 140 170		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	220,249	222,525	260,169	288,585	412,082
5007	One Time Performance Pay	935	1,496	-		
5012	Longevity	1,639	1,831	1,639	1,831	1,831
5013	Lump Sum	490	15	-	-	-
	Total Personnel	223,313	225,867	261,808	290,416	413,913
6002	Operating Supplies	5,143	4,034	5,100	5,100	7,000
6110	Fuel	-	-	-	-	-
	Total Commodities	5,143	4,034	5,100	5,100	7,000
7210	Information & Recording Fees	509	1,072	1,000	1,000	1,200
7010	Printing	62	69	370	370	400
7030	Travel Expense	1,874	216	400	400	500
7041	Dues and Memberships	380	568	490	490	1,120
7050	Meetings/seminars	1,795	1,814	2,000	2,000	2,200
7220	Professional Fees/contracts	3,975	38	3,600	-	-
7520	Equipment Maintenance	-	567	400	400	1,180
7521	Vehicle Maintenance	633	26	100	-	-
	Total Contractual Service	9,229	4,370	8,360	4,660	25,808
	Engineering	237,685	234,271	275,268	300,176	446,721
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director of Community Development	85%	25%
City Engineer	100%	100%
Engineering Coordinator	100%	100%
GIS Coordinator	100%	100%
Project Inspector	0%	100%
Project Manager/GIS Programmer	0%	100%
Administrative Assistant	15%	0%

Beginning in 2012, the GIS division and a portion of the Mapping & Inspection division is included with Engineering.

Budget Worksheet						
GIS						
100 140 220		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	123,490	125,616	134,781	90,591	-
5007	One Time Performance Pay	1,479	78	-	-	-
5012	Longevity	1,888	1,980	1,888	-	-
5013	Lump Sum	500	-	-	-	-
	2011 Supplemental		-	10,500	-	-
	Total Personnel	127,357	127,674	136,669	90,591	-
6002	Operating Supplies	1,927	1,880	1,375	1,375	-
	Total Commodities	1,927	1,880	1,375	1,375	-
7040	Subscriptions	120	-	120	-	-
7041	Dues and Memberships	426	485	430	430	-
7050	Meetings/Seminars	-	29	-	-	-
7320	Computer/Software Support	18,713	15,991	18,400	19,208	-
7520	Equipment Maintenance	495	-	-	100	-
	Total Contractual Service	19,754	16,505	18,950	19,738	-
	GIS	149,038	146,059	156,994	111,704	-
		2009 Revised	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
GIS Coordinator	100%	0%
Project Manager/GIS Programmer	100%	0%

Note: Merged GIS into Engineering in 2012.

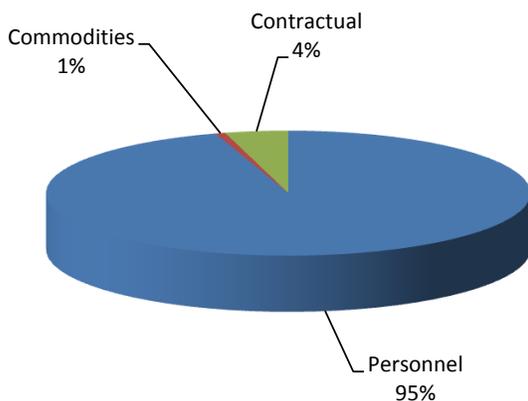
Division Overview

The Planning Division is responsible for regulatory review of zoning and subdivision issues to assure compliance with the City’s Comprehensive Plan. Recent major accomplishments include several amendments to the City’s Zoning Ordinance, including the addition of a new B-2A Buckner Business District; extensive changes to the zoning ordinance regarding signs, accessory structures, and building additions; amendments to the subdivision regulations regarding vacation of rights-of-way, easements and access control and updating design standards for future parkways.

Budget Summary by Category

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	96,801	117,632	146,250
Commodities	1,529	1,000	1,000
Contractual	10,980	5,975	6,480
Total	109,310	124,607	153,730

2012 Planning Budget



Mission

Timely and accurately process regulatory land use cases, provide consistent interpretations of the Zoning Ordinance and Subdivision Regulations, and promote comprehensive planning to achieve land development that complements and maximizes the City’s existing and future transportation system, housing supply, land uses, utility networks, recreational facilities, and schools.

Goals

- Update and amend zoning regulations regarding medical uses and parking requirements.
- Re-publish zoning regulations incorporating all recent zoning amendments.
- Develop tracking system for ordinances, orders, and resolutions to ensure proper publication.

Division Locator

Community Development Department
 Engineering
 ⇨ Planning
 Code Enforcement &
 Stormwater Management
 Building Trades

Budget Worksheet

Planning						
100 140 190						
Line #	Line Item	2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget
5001	Wages-Salary	97,093	96,520	118,589	117,530	146,148
5004	Termination Fees	685	-	-	-	-
5007	1 Time Performance Pay	100	114	-	-	-
5012	Longevity	106	102	106	102	102
5013	Lump Sum	20	65	-	-	-
	Total Personnel	98,004	96,801	118,695	117,632	146,250
6002	Operating Supplies	1,048	1,529	1,000	1,000	1,000
	Total Commodities	1,048	1,529	1,000	1,000	1,000
7005	Pre-Employment Physical	-	133	-	-	-
7010	Printing	4,292	6,088	4,000	4,000	4,200
7030	Travel Expense	8	25	25	100	200
7040	Subscriptions	278	165	165	165	180
7050	Meetings/Seminars	54	-	210	210	400
7220	Professional Fees/Contracts	1,980	4,569	1,500	1,500	1,500
	Total Contractual Service	6,612	10,980	5,900	5,975	6,480
	Planning	105,664	109,310	125,595	124,607	153,730
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director of Community Dev	10%	25%
City Planner/Zoning Admin.	100%	100%
Administrative Assistant	10%	0%
Administrative Assistant	65%	100%

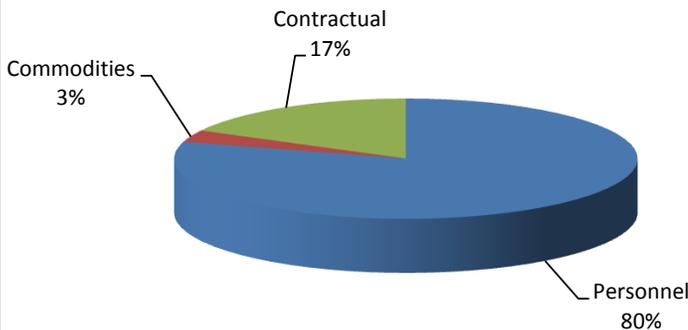
Division Overview

The Code Enforcement and Stormwater Management Division is responsible for enforcement of all nuisance abatement regulations as defined in the Municipal Code including tall grass and weeds, bulky waste, inoperable vehicles, and trash service for implementation and enforcement of the City's Stormwater Management regulations required by KDHE and EPA.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	112,897	120,471	138,663
Commodities	4,081	5,319	5,589
Contractual	28,654	20,620	30,130
Total	145,632	146,410	174,383

2012 Code Enforcement & Stormwater Management Budget



Mission

Maintain the natural beauty of the City, preserve property values and provide for the health and safety of the citizens through fair, consistent, and equitable interpretation and enforcement of the Municipal Code.

Goals

- Develop a tracking system to ensure all abatement charges are received by the City from the contractor in a timely manner, paid by the City, and filed against the appropriate property.
- Complete the FEMA Community Rating System Application
- Complete training for all City employees in regard to Stormwater Maintenance regulations.
- Develop a protocol for responding to environmental events.

Division Locator

Community Development Department
 Engineering
 Planning
 ⇨ Code Enforcement & Stormwater Management
 Building Trades

Budget Worksheet						
Code Enforcement & Stormwater Management						
100 140 210		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	112,033	112,152	121,285	120,471	138,663
5002	Overtime	0	0	440	0	0
5004	Termination Fees	4,792	0	0	0	0
5007	One Time Performance Pay	69	0	0	0	0
5012	Longevity	677	675	677	0	0
5013	Lump Sum	140	70	0	0	0
	Total Personnel	117,711	112,897	122,402	120,471	138,663
6002	Operating Supplies	2,438	1,825	2,400	2,400	2,600
6110	Fuel	1,933	2,256	2,400	2,919	2,989
	Total Commodities	4,371	4,081	4,800	5,319	5,589
7010	Printing	0	0	6,400	0	0
7030	Travel Expense	568	0	600	600	700
7041	Dues and Memberships	90	290	200	200	200
7050	Meetings/seminars	515	994	1,000	1,000	1,100
7054	Home Owner Rehab Program	192,579	58,216	240,000	138,420	207,630
7056	Home Rehab Reimbursement	(179,284)	(32,406)	(180,000)	(120,000)	(180,000)
7220	Professional Fees/Contracts	450	1,125	1,000	0	0
7521	Vehicle Maintenance	2,379	435	345	400	500
	Total Contractual Service	17,298	28,654	69,545	20,620	30,130
	Code Enforcement & Stormwater Management	139,380	145,632	196,747	146,410	174,383
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director of Community Development	0%	25%
Code Enforcement Officer	100%	100%
Administrative Assistant	70%	0%
Administrative Assistant	20%	0%
Environmental Comp Officer	50%	65%
Assistant Environ Compliance	75%	100%

Division Overview

This division reviews residential and commercial building permit applications including architectural plans and specifications, along with on-site inspection to assure compliance with all building codes and policies. This division also coordinates with Planning to ensure compliance with requirements and conditions established by the Planning Commission during Site Plan Review. This division provides technical support to the Board of Construction, Trades, and Appeals regarding construction issues, interpretation of the codes, and contractor licensure issues.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	150,413	130,632	116,927
Commodities	4,618	5,642	5,953
Contractual	11,027	16,975	16,975
Total	166,058	153,249	139,855

Mission

Ensure that all residential and commercial construction complies with the minimum requirements of all policies and applicable building codes thereby providing for the health, safety, and well-being of the public.

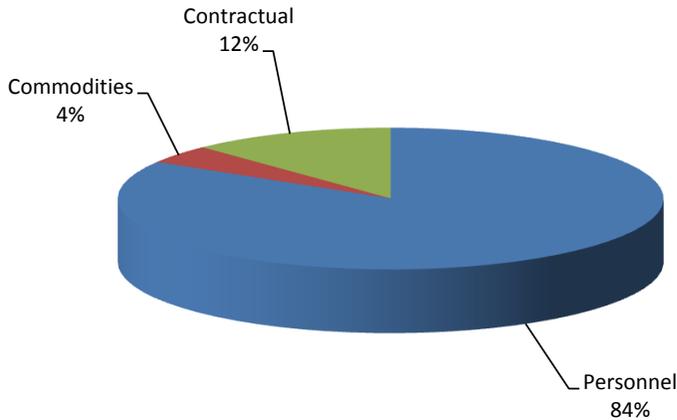
Goals

- Develop a procedure for coordinating all commercial building projects with Derby Fire Department (plan review and inspection).
- Review all commercial projects with Planning Division to ensure compliance with Site Plan Review requirements.

Division Locator

Community Development Department
 Engineering
 Planning
 Code Enforcement &
 Stormwater Management
 ⇒ Building Trades

2012 Building Trades Budget



Budget Worksheet						
Building Trades						
Line #	Line Item	2010	2010	2011	2011	2012
100 140 180		Budget	Actual	Budget	Revised	Budget
5001	Wages-Salary	144,211	139,152	147,473	130,632	116,927
5002	Overtime	19,000	7,592	19,000	-	-
5007	One time Performance Pay	-	2,568	-	-	-
5012	Longevity	1,200	1,101	1,032	-	-
5013	Lump Sum	-	-	-	-	-
	Total Personnel	164,411	150,413	167,505	130,632	116,927
6002	Operating Supplies	2,500	1,031	1,000	1,000	1,200
6110	Fuel	5,470	3,587	5,470	4,642	4,753
	Total Commodities	7,970	4,618	6,470	5,642	5,953
7010	Printing	110	75	110	75	75
7041	Dues and Memberships	110	-	100	100	100
7050	Meetings/seminars	300	-	300	300	300
7220	Professional Fees/contracts	30,000	10,679	15,000	15,000	15,000
7521	Vehicle Maintenance	1,500	273	1,500	1,500	1,500
	Total Contractual Service	32,020	11,027	17,010	16,975	16,975
	Building Trades	204,401	166,058	190,985	153,249	139,855
		2010 Budget	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director of Community Dev	5%	25%
Engineering Coordinator	15%	0%
GIS Coordinator	30%	0%
Project Inspector	100%	0%
Building Trades Admin. Asst.	20%	0%
Building Trades Official	100%	100%

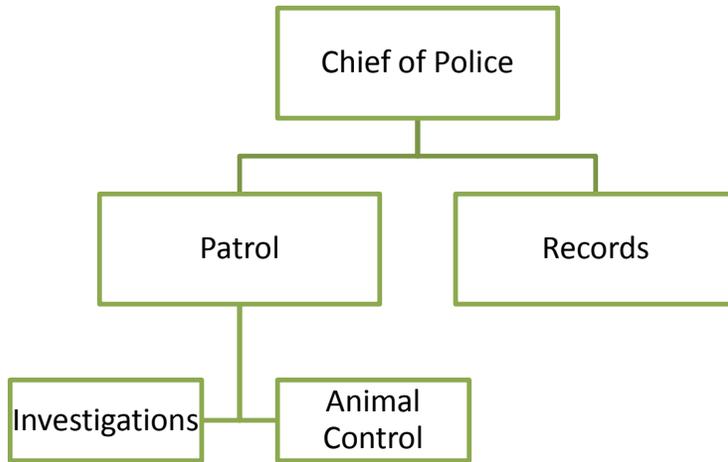
Project Inspector and GIS Coordinator moved to Engineering Division in 2012.

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Mission

To protect life and property, respect human rights, enhance quality of life and maintain a safe and secure community. We will blend both traditional and community policing approaches as we provide ethical and professional public safety services to the citizens we serve.

Overview

During 2010 the Police Department recorded the following trends from the previous year: 1% increase in Part I offenses; 1% decrease in traffic accidents; 1% increase in traffic citations; and a 3% increase in calls for service. In 2012 the Police Department will focus on community policing, crime trends, traffic safety, maintaining timely and effective response to calls within a growing geographical area, and ensuring our resources are deployed in such a manner to promote community safety.

Department Summary by Division			
Division	2010 Actual	2011 Revised	2012 Budget
Patrol	2,579,256	2,680,036	2,737,686
Communications	410,669	404,245	0
Records	0	0	403,122
Total	2,989,925	3,084,281	3,140,807

Department Summary by Category			
Category	2010 Actual	2011 Revised	2012 Budget
Personnel	2,655,659	2,666,293	2,605,400
Commodities	208,619	249,557	314,806
Contractual	125,647	168,431	220,602
Total	2,989,925	3,084,281	3,140,807

Performance Measurement

- √ 87% of all calls were responded to in 5 minutes or less.
- √ The department held 12 monthly employee safety training sessions.
- √ The department conducted 12 community education sessions.

Department Locator

- Community Development
- Public Works
- Operations
- Fire & Rescue
- ⇒ Police
- Library
- Finance
- Administration

Citizen Survey

√ 94% of respondents felt reasonably safe or very safe in their neighborhoods.

√ 35% responded that they received adequate response for their situation; most respondents didn't have an encounter with police services.

√ 92% of respondents felt the department was reasonably or very visible.

Patrol Division

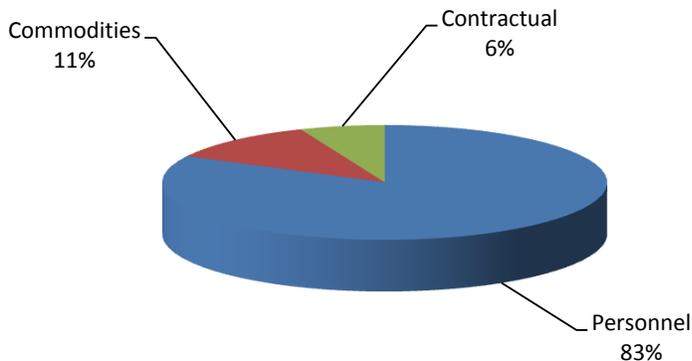
Division Overview

Ensuring that Derby remains a safe and secure community is a top priority for the Police Department. Through the community policing approach, we form vital partnerships with citizens, business owners, schools, churches and community groups to work together to ensure safety and quality of life for our community. Police are responsible for the investigation of crimes, traffic safety, accident investigation, animal control and community education. We strive to be proactive in preventing crime and traffic concerns.

In 2011, a number of goals were accomplished. Additional police officers were hired to allow for the creation of a 10-hour work shift and the creation of a new 4th police beat. This will ensure our continued rapid response as the city grows geographically and in population. Officers assigned to the Patrol Division maintained an average response time to calls of 2.21 minutes, with 68% of calls receiving a response in 1 minute or less.

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	2,282,592	2,301,249	2,258,872
Commodities	203,037	243,975	309,212
Contractual	93,627	134,813	169,602
Total	2,579,256	2,680,036	2,737,686

2012 Police Budget



Mission

Provide police protection services to all residents and visitors of Derby.

Goals

- Reduce the number of traffic accidents by directing enforcement and education towards areas with high volumes of traffic.
- Continue developing and implementing plans for improved patrol and response to calls within a growing geographical area.
- Improve efficiency and safety through training and equipment maintenance and replacement plans.
- Take advantage of grants and other funding opportunities in support of local needs.

Division Locator

Police Department
⇒ Police
Communications
Records

Budget Worksheet						
100.110.103	Police Department-Patrol					
Line #	Line Item	2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	2,084,859	2,164,857	2,319,148	2,252,857	2,203,540
5002	Overtime	123,325	118,721	105,000	118,721	122,283
5003	Standby Pay	-	3,170	-	-	-
5004	Termination Fees	-	29,377	-	-	-
5005	Shift Differential	9,057	8,701	13,000	11,641	14,519
5006	Special Duty Pay	8,600	9,100	11,330	9,500	10,000
5007	One Time Performance Pay	3,404	7,861	5,200	5,200	5,200
5012	Longevity	20,406	19,869	20,066	18,030	18,030
5013	Lump Sum Bonus	400	910	-	-	-
5014	Police Services Reimbursement	(18,162)	(11,610)	(19,110)	(42,200)	(42,200)
5015	SRO/Aquatic Park Reimbursement	(70,716)	(68,364)	(76,000)	(72,500)	(72,500)
	2011 Supplemental New Police Beat		-	218,400		
	Total Personnel	2,161,172	2,282,592	2,597,034	2,301,249	2,258,872
6002	Operating Supplies	20,138	23,198	19,000	21,642	20,267
6003	Patrol Supplies	12,292	12,284	13,000	13,542	14,173
6010	Investigation supplies	9,289	8,162	12,000	8,162	8,162
6110	Fuel	64,918	95,540	107,500	123,629	183,960
6130	Range Supplies	8,851	10,004	8,800	8,800	14,450
6350	Training fees and materials	14,109	14,950	15,200	15,200	15,200
6351	Uniforms	34,370	34,665	40,000	48,000	48,000
	2011 Supplemental New Police Beat			8,000		
6352	Special Operations Equipment	-	4,234	5,000	5,000	5,000
	Total Commodities	163,968	203,037	228,500	243,975	309,212
7005	Pre-Employment Physical	4,633	11,925	4,500	4,500	4,500
7010	Printing	1,921	1,985	1,921	2,834	2,834
7040	Subscriptions	288	383	300	300	300
7041	Dues and Memberships	2,432	3,457	2,582	2,582	2,582
7050	Meetings and Seminars	2,926	88	3,000	3,000	3,000
7121	Animal Care	5,499	5,847	6,000	5,197	5,197
7122	Reimbursement Animal Care	(1,550)	(675)	(1,500)	(700)	(700)
7131	Crime Prevention	2,552	2,792	3,000	3,000	3,000
7220	Professional Fees and Contracts	12,514	2,456	8,050	2,500	2,500
7231	Software Purchase	3,250	-	3,250	3,250	3,250
7500	Computer Maintenance	311	350	300	350	350
7520	Equipment Maintenance	10,468	10,472	15,000	11,000	11,000
7521	Vehicle Maintenance	36,788	23,676	37,000	37,000	37,000
7615	Detention Center	46,329	28,771	50,000	50,000	50,000
7616	Detention Medical Expenses	4,436	2,100	10,000	10,000	10,000
	2012 Supplemental Requests - Equip.					34,789
	2011 Revised Supp. Request - Equip.				7,700	
	Total Contractual Service	132,796	93,627	143,403	134,813	169,602
	Patrol Division	2,457,936	2,579,256	2,968,937	2,680,036	2,737,686
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012	Salary Splits	2011	2012
Chief	100%	100%	Administrative Assistant	100%	100%
Deputy Chief	100%	100%	PT Evidence Custodian	100%	100%
Lieutenants (2)	100%	100%	Animal Control Officer	100%	100%
Sergeants (6)	100%	100%	PT Animal Control Officer	100%	100%
Detectives (4)	100%	100%	Records Supervisor	100%	0%
MPO's (6)	100%	100%	Records Clerks (2)	100%	0%
Police Officer (24)	100%	100%	Note: All records personnel moved to the Records division in the 2012 budget.		
PT Police Officer (4)	100%	100%			
Station Officer (1)	0%	100%			

Division Overview

The Communications Division was responsible for receiving calls for service, dispatching the appropriate field units, facilitating communication between emergency service personnel and citizens and providing information necessary to fulfill the requirements of the call. The division is made up of a Communication Supervisor and eight dispatchers.

Effective January 1, 2012, Sedgwick County will provide emergency dispatching services for the City of Derby, and the remaining communications employees will merge into the new Records Division to add capacity to maintain various non-emergency communications functions.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	373,067	365,045	0
Commodities	5,582	5,582	0
Contractual	32,020	33,618	0
Total	410,669	404,245	0

Mission

Serve as a first point of citizen contact for emergency services and to coordinate delivery of those services in a safe and timely manner.

Goals

- Increase accuracy and timeliness in call-taking and dispatching functions.
- Update records management software to improve efficiency and reliability.

Division Locator

Police Department
Police
⇒ Communications
Records

Budget Worksheet						
Police Department-Communications						
100.110.110		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	298,659	345,671	406,282	322,165	-
5002	Overtime	38,248	19,195	34,000	34,000	-
5004	Termination Fees	580	275	39,000	-	-
5005	Shift Differential	2,579	3,310	3,500	3,500	-
5012	Longevity	2,806	2,880	2,891	2,880	-
	One time performance bonus	2,036	1,736	3,800	2,500	-
	Total Personnel	344,908	373,067	489,473	365,045	-
6002	Operating Supplies	4,349	3,219	4,200	3,219	-
6350	Training Fees and materials	1,485	1,349	2,000	1,349	-
6351	Uniforms	798	1,014	1,200	1,014	-
	Total Commodities	6,631	5,582	7,400	5,582	-
7005	Pre-Employment Physical	2,005	501	800	800	-
7040	Subscriptions	-	-	300	300	-
7041	Dues and Memberships	697	871	700	871	-
7210	Bonds	200	400	150	300	-
7220	Professional Fees and Contracts	16,922	24,307	25,000	25,000	-
7500	Computer Maintenance Expense	39	-	400	400	-
7520	Equipment Maintenance	5,048	3,294	3,300	3,300	-
7600	Teletype Expense	2,647	2,647	3,000	2,647	-
	Total Contractual Service	27,559	32,020	33,650	33,618	-
	Communications Division	379,098	410,669	530,523	404,245	-
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Dispatch Supervisor (1)	100%	0%
Dispatchers (8)	100%	0%
Dispatchers Part Time (3)	100%	0%

Note: Emergency dispatching will be performed by Sedgwick County in 2012. Other functions performed by Communications will be performed by the new Records Division.

Division Overview

The Records Division is responsible for maintaining all police records and providing information to citizens, courts and other organizations. Records staff will enter all police cases into the records management system.

In 2012, this section will become a 24/7 operation (replacing the former day-shift only operation) with additional duties including monitoring a radio channel to assist officers with non-emergency dispatch functions such as warrant and drivers license checks and other requests made by police officers. Customer service will remain a top priority for the Records Division as it has daily interaction with citizens.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	0	0	346,528
Commodities	0	0	5,594
Contractual	0	0	51,000
Total	0	0	403,122

*Records division previously part of the Patrol division.

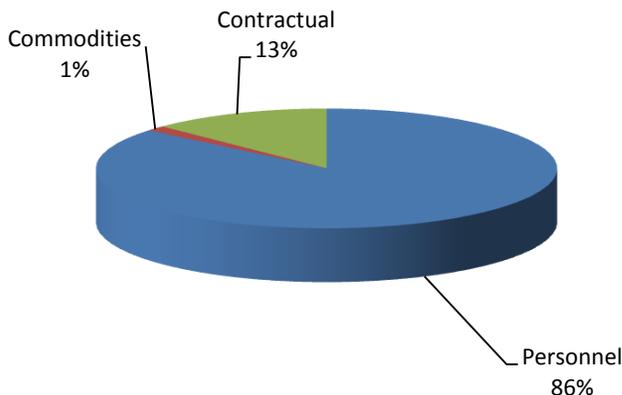
Mission

Record and preserve police records in a accurate and professional manner while providing outstanding customer service.

Goals

- Establish a training program to train new employees in the Records section.
- Maintain high standards for accuracy in data entry as well as dissemination of police records.
- Achieve a high degree of proficiency with the new police Records Management System (RMS).

2012 Records Budget



Division Locator

Police Department
 Police
 Communications
 ⇨ Records

Budget Worksheet		
Police Department - Records		
100.110.110		2012
Line #	Line Item	Budget
5001	Wages-Salary	309,648
5002	Overtime	28,000
5005	Shift Differential	3,500
5012	Longevity	2,880
	One time performance bonus	2,500
	Total Personnel	346,528
6002	Operating Supplies	4,594
6350	Training Fees and materials	1,000
	Total Commodities	5,594
7005	Pre-Employment Physical	800
7210	Bonds	300
7220	Professional Fees and Contracts	41,500
7500	Computer Maintenance Expense	400
7520	Equipment Maintenance	5,000
7600	Teletype Expense	3,000
	Total Contractual Service	51,000
	Records Division	403,122
		2012 Budget

Salary Splits	2012
Records Supervisor (1)	100%
Senior Records Clerk (2)	100%
Record Clerk (5)	100%

The records division is new in 2012.

Budget Worksheet						
	Law Enforcement Trust Fund					
		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
300 110 460						
4050	Cash Carryover	11,553	11,578	11,590	11,590	0
4502	Interest	25	12	0		
	Total Revenues	11,578	11,590	11,590	11,590	0
7820	Police Equipment	0	0	7,444	11,590	0
	Total Expenditures	0	0	7,444	11,590	0
	Law Enforcement Trust Fund	11,578	11,590	4,146	0	0
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

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Fire & Rescue Department

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Overview

The Derby Fire and Rescue Department consists of 17 full-time, 10 paid part-time and 23 volunteer firefighters. The department responds to all types of calls for the residents of Derby, ranging from structure fires, vehicle fires and rescues, high and low angle rescues, water rescues, haz-mat, lost people and first response medical calls. The department also has a yearly fire inspection schedule for all places of business, assembly and day care facilities.

Derby Firefighters train extensively combining at least two training nights a month for volunteer firefighters, monthly EMS training for EMTs along with the daily activity and training that full-time staff is involved in.

Medical first response makes up 70% of requests for assistance and is primarily provided by the career staff. EMS services are provided by Sedgwick County EMS.

Mission

To serve our community by providing life safety, property conservation, public education, fire prevention and to progressively perform the duties of the fire service with integrity and honor.

Budget Summary by Category

	2010 Actual	2011 Revised	2012 Budget
Personnel	658,082	821,029	995,733
Commodities	52,815	61,350	62,995
Contractual	47,829	56,278	58,111
Capital Outlay	15,917	-	-
Total	774,643	938,657	1,116,839

Performance Measurement

- √ 82% of all calls were responded to within 4 minutes.
- √ There were 9 structural fires per 1,000 citizens.
- √ There were 2 commercial/industrial fires per 1,000 structures.

Citizen Survey

- √ 85% of respondents felt the department was reasonably or very visible.
- √ 90% of respondents felt reasonably or very safe with these services.
- √ Of respondents who had an opinion, 76% felt the department provided an adequate response to emergencies.

Goals

- Respond to all calls within the City limits within 4 minutes at least 90% of the time.
- Educate all K-2nd grade students in fire safety fundamentals each year.
- Maintain a record of zero fire fatalities.
- Maintain an ISO rating of 3 or less.

Budget Worksheet						
Fire and Rescue						
100 160 370		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	659,062	719,315	734,488	827,897	869,150
5020	Safer Grant Reimbursement	(145,621)	(114,158)	(66,518)	(66,518)	(43,987)
5002	Overtime	65,123	45,175	60,000	52,000	53,550
5006	Volunteer Wages	7,500	7,500	7,500	7,500	7,500
5012	Lump Sum	-	150	-	150	150
		3,422	100	-	-	-
	2012 Supplemental					109,370
	Total Personnel	589,486	658,082	735,470	821,029	995,733
6002	Operating Supplies	10,482	11,421	11,380	11,380	11,600
6110	Fuel	12,892	14,558	16,250	19,780	21,205
6350	Training Fees & Materials	9,964	5,910	6,815	6,315	6,315
6351	Uniforms	18,421	20,926	24,025	23,875	23,875
		51,759	52,815	58,470	61,350	62,995
7005	Pre-Employment Physical	1,464	2,650	6,300	6,300	6,300
7010	Printing	-	299	850	500	500
7030	Travel Expense	129	763	500	500	750
7040	Subscriptions	147	107	170	128	128
7041	Dues and Memberships	582	911	1,120	1,050	1,050
7050	Meetings/Seminars	4,286	8,541	9,800	8,750	9,000
7220	Professional Fees and Contracts	2,094	3,083	1,585	3,100	3,183
7300	Insurance Program	5,204	5,206	5,000	5,000	5,000
7520	Equipment Maintenance	23,036	16,124	19,200	19,200	19,200
7521	Vehicle Maintenance	7,991	9,968	7,750	7,750	9,000
7620	Siren Maintenance*	2,885	177	8,000	4,000	4,000
	Total Contractual Service	47,818	47,829	60,275	56,278	58,111
8100	New Equipment (miscellaneous)	15,036	15,917	15,000	-	-
	Total Capital Outlay	15,000	15,917	15,000	-	-
	Fire and Rescue Operations	704,063	774,643	869,215	938,657	1,116,839
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Fire Chief	100%	100%
Deputy Fire Chief	100%	100%
Lieutenants (3)	100%	100%
Firefighter II (3)	100%	100%
Firefighter (9)	100%	100%
PT Firefighter (10)	100%	100%

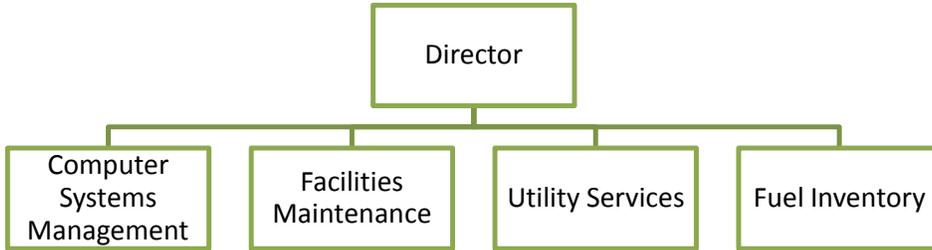
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Overview

The Operations Department’s primary responsibility is to provide for the upkeep of computer systems and facilities for all departments within the City. Personnel continually pursue more efficient methods of completing these tasks and/or assisting employees in completing their tasks.

Mission

Provide a highly productive work environment by maintaining all City-owned equipment and facilities in proper working order, and continually seeking better methods and equipment for completing assigned tasks.

Performance Measurement

- √ Maintain 98% “up time” for computers.
- √ Provide backup for critical data within three working days.
- √ 100% of all carpets are cleaned annually.

"Clean, beautiful facilities."
~2010 Citizen Survey~

"I have yet to see a dirty facility in Derby."

~2010 Citizen Survey~

Citizen Survey

√ 65% of respondents felt the maintenance and cleanliness of City-operated facilities were excellent or good.

Operations

Department Summary

Department Summary by Division

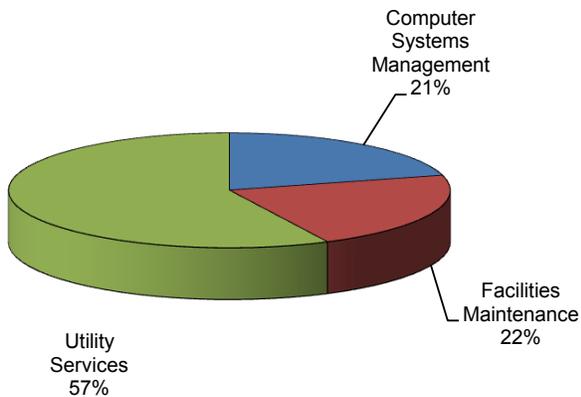
Department	2010 Actual	2011 Revised	2012 Budget
Computer Systems Management	188,268	230,857	237,124
Facilities Maintenance	221,966	241,050	249,195
Utility Services	595,006	635,052	652,704
Fuel Inventory	217,249	277,359	280,675
Department of Operations	1,222,489	1,384,318	1,419,698

Department Summary by Category

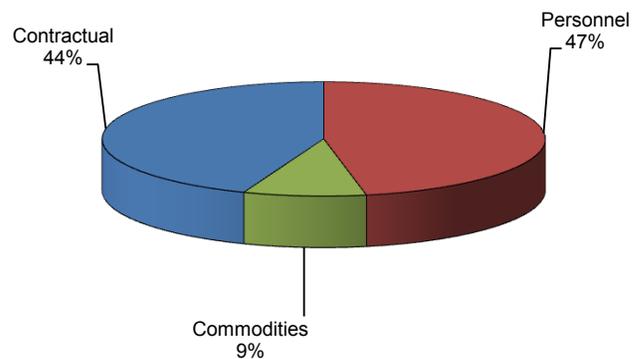
Category	2010 Actual	2011 Revised	2012 Budget
Personnel	206,749	223,814	228,209
Commodities	39,175	41,800	43,400
Contractual	164,310	206,293	214,710
Utility Services	595,006	635,052	652,704
Fuel Inventory	217,249	277,359	280,675
Total	1,222,489	1,384,318	1,419,698

<u>Department Locator</u>	
	Community Development
	Public Works
⇒	Operations
	Fire & Rescue
	Police
	Library
	Finance
	Administration

2012 Operations Budget by Division



2012 Operations Budget by Category



Division Overview

The Computer Systems Management Division is responsible for all aspects of the computer system for all departments within the City. Potential new software and hardware is evaluated for compatibility to existing systems and value to the organization. Approximately 20% of equipment is replaced each year with older units being moved to non-critical positions to reduce replacement costs. Continual updates are required for the specialized software, as well as work station software to keep the City as productive as possible.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	147,700	153,957	156,974
Commodities	9,143	9,200	9,800
Contractual	31,425	67,700	70,350
Total	188,268	230,857	237,124

Mission

Provide an electronic information system that enables all City departments to produce their required output, through the use of current software and equipment technology. This requires continuous maintenance and evaluation to assure efficient performance.

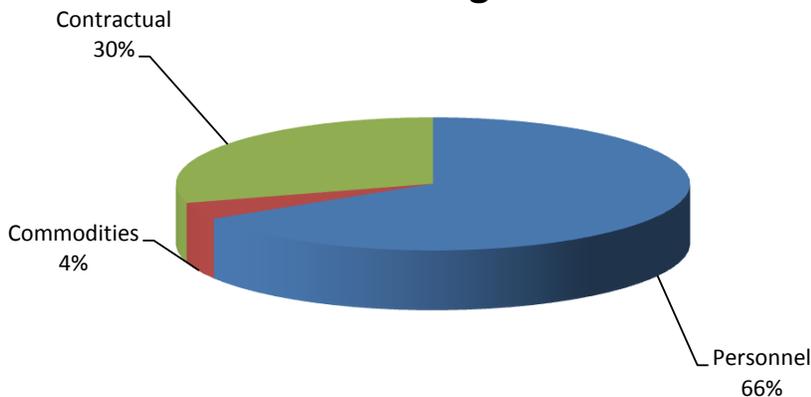
Goals

- Maintain 98% "up time" for computers.
- Provide backup for critical data within 3 working days 100% of the time.
- Maintain minimal time spent on virus attacks.
- Maintain minimal time spent on spam E-mails.

Division Locator

Operations Department
 ⇨ Computer Systems Management
 Facilities Maintenance
 Utility Services
 Fuel Inventory

Computer Systems Management 2012 Budget



Budget Worksheet						
Computer Systems Management						
100 130 320		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	142,379	144,390	152,579	150,857	153,874
5002	Overtime	667	1,676	-	2,000	2,000
5007	One Time Performance Pay	198	524	-	-	-
5012	Longevity	1,057	1,110	1,100	1,100	1,100
5013	Lump Sum	400	-	400	-	-
	Total Personnel	144,701	147,700	154,079	153,957	156,974
6002	Operating Supplies	6,682	9,143	9,800	9,200	9,800
	Total Commodities	6,682	9,143	9,800	9,200	9,800
7005	Pre-Employment Physical	-	-	-	-	250
7010	Printing	-	69	-	100	100
7030	Travel Expense	-	-	400	-	400
7041	Dues and Memberships	-	-	100	100	100
7050	Meetings/Seminars	4,167	168	200	-	1,500
7220	Professional Fees and Contracts	46,919	30,321	53,000	50,000	50,000
7520	Equipment Maintenance	-	867	17,500	17,500	18,000
	Total Contractual Service	51,086	31,425	71,200	67,700	70,350
	Computer Systems Management	202,468	188,268	235,079	230,857	237,124
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Director of Operations	50%	50%
Computer Technician	100%	100%
Network Administrator	100%	100%

Division Overview

The Facilities Maintenance Division is responsible for maintenance of most building areas for all departments within the City. More than 125,000 square feet of office/commercial space is maintained by a cleaning contractor under this division. Using the contractor reduced daily cleaning costs. As the buildings continue to age, additional professional services will be needed for repairs, etc. Two part-time positions provide for room set-up, custodial emergencies, painting, and minor remodel/repair projects.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	59,049	69,857	71,235
Commodities	30,032	32,600	33,600
Contractual	132,885	138,593	144,360
Total	221,966	241,050	249,195

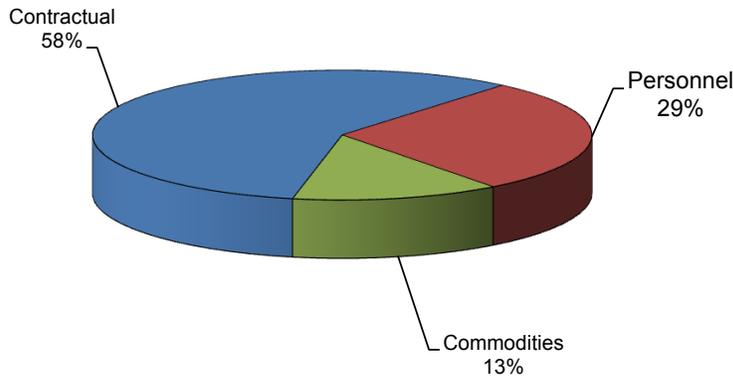
Mission

Provide facilities in a clean, pristine condition that enables all City departments to produce their required output through the use of modern facilities. This requires continuous maintenance and evaluation to assure efficient performance.

Goals

- Review contractor performance to assure conditions of their contract are met.
- Provide room setup as requested 98% of the time.
- Keep all maintenance/service rooms neat and orderly 98% of the time.

**Facilities Maintenance
2012 Budget**



Division Locator

- Operations Department
 - Computer Systems Management
 - ⇒ Facilities Maintenance
 - Utility Services
 - Fuel Inventory

Budget Worksheet						
Operations-Facilities Maintenance						
100 130 330		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	153,142	57,655	72,060	68,887	70,265
5002	Overtime	-	-	400	400	400
5004	Termination Fees	31	-	200	-	-
5007	One Time Performance Pay	198	524	-	-	-
5012	Longevity	1,216	570	1,216	570	570
5013	Lump Sum	-	300	-	-	-
	Total Personnel	154,587	59,049	73,876	69,857	71,235
6002	Operating Supplies	26,661	29,567	31,000	31,000	32,000
6110	Fuel	415	431	800	800	800
6351	Uniforms	228	34	800	800	800
	Total Commodities	27,304	30,032	32,600	32,600	33,600
7205	Custodial Services	26,370	76,038	74,869	85,353	90,000
7005	Pre-Employment Physical/ Testing	306	155	120	240	360
7220	Professional Fees and Contracts	48,512	56,692	51,000	51,000	52,000
7520	Equipment Maintenance	429	-	1,000	1,000	1,000
7521	Vehicle Maintenance	5	-	1,000	1,000	1,000
	Total Contractual Service	75,621	132,885	127,989	138,593	144,360
	Facilities Maintenance	257,512	221,966	234,465	241,050	249,195
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

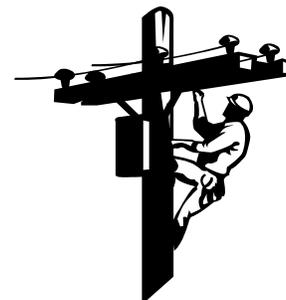
Salary Splits	2011	2012
Director of Operations	50%	50%
PT Bldg Maintenance Tech (2)	100%	100%

Utility Services

Operations

Account Overview

Utility Services is not categorized as a division, as there are no employees charged to it. This function falls under the responsibility of the Director of Operations, who is responsible for monitoring all expenses within this account.



Budget Summary by Category

Category	2009 Actual	2010 Revised	2011 Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	595,006	635,052	652,704
Total	595,006	635,052	652,704

Division Locator

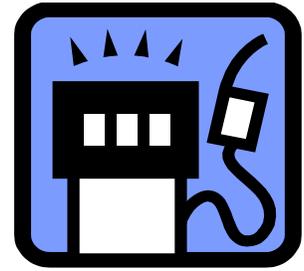
Operations Department
 Computer Systems Mgmt
 Facilities Maintenance
 ⇨ Utility Services
 Fuel Inventory

Operations-Utility Services		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
100 130 340						
7150	Fire Hydrant Maintenance	37,745	39,095	42,000	42,000	42,000
7610	Water	27,909	45,769	45,000	47,000	47,000
7620	Gas	40,460	42,348	75,000	55,052	56,704
7630	Electricity	188,515	185,486	270,000	186,000	186,000
7640	Telephone	37,669	36,500	51,000	40,000	40,000
7650	Street Lighting	181,560	200,459	240,000	220,000	235,000
7651	Cable - Fiber	-	45,349	43,363	45,000	46,000
	Total Contractual	513,858	595,006	766,363	635,052	652,704
	Utility Service Division	513,858	595,006	766,363	635,052	652,704

Fuel Inventory

Division Overview

The Fuel Inventory account is monitored by the Director of Operations, who is responsible to ensure sufficient quantities of fuel are available to support City needs. Fuel is also purchased by the City for other entities, including USD 260 and the Derby Recreation Commission, who then reimburse the City for the cost of the fuel.



Revenues Allocated to Fuel Inventory Fund

Description	2010 Actual	2011 Revised	2012 Budget
Fuel Purchase USD 260	187,762	245,029	247,235
Fuel Purchase DRC	9,448	12,330	12,441
Total	197,210	257,359	259,675

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	192,586	277,359	280,675
Total	192,586	277,359	280,675

Division Locator

Operations Department
 Computer Systems Management
 Facilities Maintenance
 Utility Services
 ⇨ Fuel Inventory

Operations-Fuel Inventory					
	2009	2010	2011	2011	2012
Line Item	Actual	Actual	Budget	Revised	Budget
Fuel purchases by USD # 260	144,558	187,762	191,373	245,029	247,235
Fuel purchases by DRC	6,826	9,448	17,000	12,330	12,441
Total Revenue	151,384	197,210	208,373	257,359	259,675
Fuel Inventory	0	1,394	0	0	0
KS tax refund to others	8,638	18,645	11,435	20,000	21,000
Cost of Fuel sold	151,384	197,210	200,409	257,359	259,675
Total Expenses	160,021	217,249	211,844	277,359	280,675

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Derby Public Library

Overview

Since moving into the new facility in late 2009, the Library has seen an increase in the use of its materials and services. In particular, the number of patrons using the wireless internet, online databases, and the library website continues to grow. In response to this demand for access to new technologies, the library has increased the scope of its technology services. Cypress Resume builder, a new database, aids patrons in writing resumes and cover letters. Overdrive Audiobooks enable patrons to check out and download digital books for use on their MP3 players.

In addition to focusing on technology services, the Library has worked to improve its status as a recreation and entertainment destination for the community. The library provides several spaces for meetings and events that are in frequent use by various community groups. The Gathering Space Gallery showcases the work of Kansas artists through the partnership of the library and the Derby Arts Council.

Library programming has increased as well, providing community entertainment and culture. Patrons have enjoyed a variety of author visits, musical performances, and other events throughout the year. The Joyful Page Turners Book Club has been meeting monthly for ten years and continues to develop, welcoming new members. The Summer Reading Program continues to provide entertainment opportunities for families and encourage reading for all age groups.

The programming and technology services now being offered by the Derby Library will help fulfill its mission of meeting the cultural, informational, educational and recreational needs of patrons and truly make the library the Community Living Room of Derby.

Since the beginning of 2011, use of the Derby Library website has already increased by 61%. Correspondingly, more web-based services are being offered. Patrons can now request room reservations, genealogy research, Interlibrary Loans, and microfilm online. More online services are being added on a regular basis.

Library Budget Summary	2010*	2011	2012
Library Sales Tax Fund	7,841,686	1,381,064	1,435,862
Library Fund	816,517	832,712	869,021
Library Employee Benefits Fund	105,458	106,767	119,148
Total	8,763,661	2,320,543	2,424,031

* 2010 included expenditures related to construction financing.



Mission

The mission of the Derby Public Library is to provide quality materials and services which fulfill recreational, educational, informational and cultural needs of the entire community in an atmosphere that is welcoming, respectful and professional.

Citizen Survey:

"The Library is great!"
~ 2010 Citizen Survey

"The new Library is state of the art!"
~ 2010 Citizen Survey

Library Sales Tax Fund						
780.00	Derby Public Library	2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
780 501 501						
	Debt Service Account					
4050	Projected Budget Carryover	3,247	(112,808)	395,430	210,971	181,462
4141	City Library Retail Sales Tax	-	395,430	798,317	822,267	1,060,099
4502	Interest Income	-	-	500	500	500
4996	Transfer from Project Account	-	-	-	164,533	-
	Total Debt Service Revenues	3,247	282,622	1,194,247	1,198,271	1,242,060
7710	Bond Principal	-	-	825,000	825,000	945,000
7720	Interest Expense	116,055	41,745	191,810	191,809	119,623
7740	Temp Note Payment	-	29,906	-	-	-
	Total Debt Service Expenditures	116,055	71,651	1,016,810	1,016,809	1,064,623
780 501 503						
	Operations Account					
4050	Projected Budget Carryover	-	-	-	-	33,878
4141	City Library Retail Sales Tax	-	230,805	327,278	337,096	347,209
	Total Operations Revenue	-	230,805	327,278	337,096	381,087
5001	Wages-Salary	-	57,982	115,676	132,765	137,520
	2011 Supplemental	-	-	38,788	-	-
5004	Termination Fees	-	-	200	-	-
5012	Longevity	-	-	-	-	-
5013	Lump Sum	-	-	100	-	-
5131	Work Comp Insurance	-	-	-	1,135	1,150
	Benefits	-	7,971	18,217	23,646	24,634
	Total Personnel	-	65,953	172,982	157,546	163,304
6002	Operating Supplies	-	9,122	12,000	9,200	9,200
6110	Fuel	-	-	280	-	-
6351	Uniforms	-	-	800	-	-
	Total Commodities	-	9,122	13,080	9,200	9,200
7205	Custodial Services	-	39,360	39,500	39,500	39,500
7005	Pre-Employment Physical	-	-	250	250	250
7011	Maintenance Expense	-	-	10,000	10,000	10,000
7220	Professional Fees and Contracts	-	854	3,000	900	900
7521	Vehicle Maintenance	-	-	200	-	-
7610	Water	-	9,923	6,000	10,000	12,000
7620	Gas	-	7,072	15,000	9,000	9,000
7630	Electricity	-	43,043	50,000	50,000	60,000
7640	Telephone	-	1,620	2,400	1,800	2,000
7651	Cable - Fiber	-	2,645	2,885	2,885	2,885
7310	Insurance Premium	-	6,887	7,000	12,137	12,200
	Total Contractual Service	-	111,404	136,235	136,472	148,735
9001	Transfer Reimbursement to General Fund	-	44,326	-	-	-
	Total Operations Expenditures	-	230,805	322,297	303,218	321,239
780 501 502						
	Reserve Account					
4050	Projected Budget Carryover	-	-	1,192,180	1,453,419	2,245,324
4141	City Library Retail Sales Tax	-	1,451,735	837,405	837,405	649,363
4502	Interest Income	-	1,684	4,500	4,500	4,500
	Total Reserve Revenue	-	1,453,419	2,034,085	2,295,324	2,899,187
8000	Emergency Repair/Replacement	-	-	50,000	50,000	50,000
	Total Reserve Expenditures	-	-	50,000	50,000	50,000
780 501 506						

	Project Account/Cost of Issuance					
4050	Projected Budget Carryover	1,375,204	414,800	-	175,570	-
4141	City Library Retail Sales Tax	-	-	-	-	-
4502	Interest Income	8,313	-	-	-	-
4512	Bond Proceeds	-	7,300,000	-	-	-
4522	Temporary Note Proceeds	4,125,000	-	-	-	-
	Total Project Account Revenue	5,508,517	7,714,800	-	175,570	-
7230	Consulting Engineer	65,561	-	-	-	-
7740	Temporary Note Redemption	-	7,150,000	-	-	-
7905	Note/Bond Issuance Costs	19,638	85,008	-	-	-
8300	Capital Outlay - Construction Cost	5,008,518	304,222	-	11,037	-
9002	Transfer to CIP Reserve Fund	-	-	-	-	-
9005	Transfer to Debt Service Account	-	-	-	164,533	-
	Total Project Account Expenditures	5,093,717	7,539,230	-	175,570	-
	Summary of Revenue & Expenditures:					
4050	Projected Carryover	1,890,394	301,992	1,587,610	1,839,960	2,460,664
4141	City Library Retail Sales Tax	-	2,077,970	1,963,000	1,996,768	2,056,671
4502	Interest Income	8,313	1,684	4,500	5,000	5,000
4512	Bond Proceeds	-	7,300,000	-	-	-
4522	Temporary Note Proceeds	4,125,000	-	-	-	-
	Total Fund Revenues	6,023,707	9,681,646	3,555,110	3,841,728	4,522,335
5XXX	Personnel	-	65,953	172,982	157,546	163,304
6XXX	Commodities	-	9,122	13,080	9,200	9,200
7XXX	Contractual Services	201,254	7,418,063	1,153,045	1,153,281	1,213,358
8XXX	Capital Outlay	5,008,518	304,222	50,000	61,037	50,000
9001	Transfer Reimbursement to General Fund	-	44,326	-	-	-
	Total Fund Expenditures	5,209,772	7,841,686	1,389,107	1,381,064	1,435,862
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Library Fund (Property Tax)						
330 220 430		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4000	Ad Valorem Tax	665,861	691,283	717,844	708,772	719,294
4001	Machinery Exemption Reimbursement	2,684	-	-	-	-
4030	Motor Vehicle Tax	90,903	93,907	97,262	88,998	94,229
4035	Rental Car Excise Tax	1,090	1,038	1,000	1,000	1,000
4040	Delinquent Tax	11,459	13,073	5,000	10,046	10,046
4045	Recreational Vehicle Tax	964	1,048	1,042	863	1,035
4046	16/20M Vehicle Tax	194	214	204	52	156
4050	Projected Budget Carryover	28,410	27,071	31,772	29,720	25,000
4341	Payment in Lieu of Tax	-	810	261	261	261
4600	Other Revenue - Credit Card Reimbursement	8	17,794	18,050	18,000	18,000
	Total Revenue	801,573	846,238	872,435	857,712	869,021
5001	Wages-Salary	484,219	489,037	515,033	497,960	523,157
	Total Personnel	484,219	489,037	515,033	497,960	523,157
7301	Reimbursable Credit Card Exp.	13,467	14,059	18,000	18,000	18,000
7302	Reimbursement of Card Expense	(13,036)	-	-	-	-
7825	Library Board Appropriation	279,853	303,421	309,622	295,078	303,981
9000	Transfer to Library Employee Benefits	10,000	10,000	29,780	21,674	23,883
	Total Contractual Service	290,283	327,480	357,402	334,752	345,864
	Library Board Pass Through	774,501	816,517	872,435	832,712	869,021
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget
	Mill Levy	4.207	4.220	4.220	4.220	4.210
	Total Levy with Employee Benefit Fund	4.660	4.675	4.675	4.675	4.665

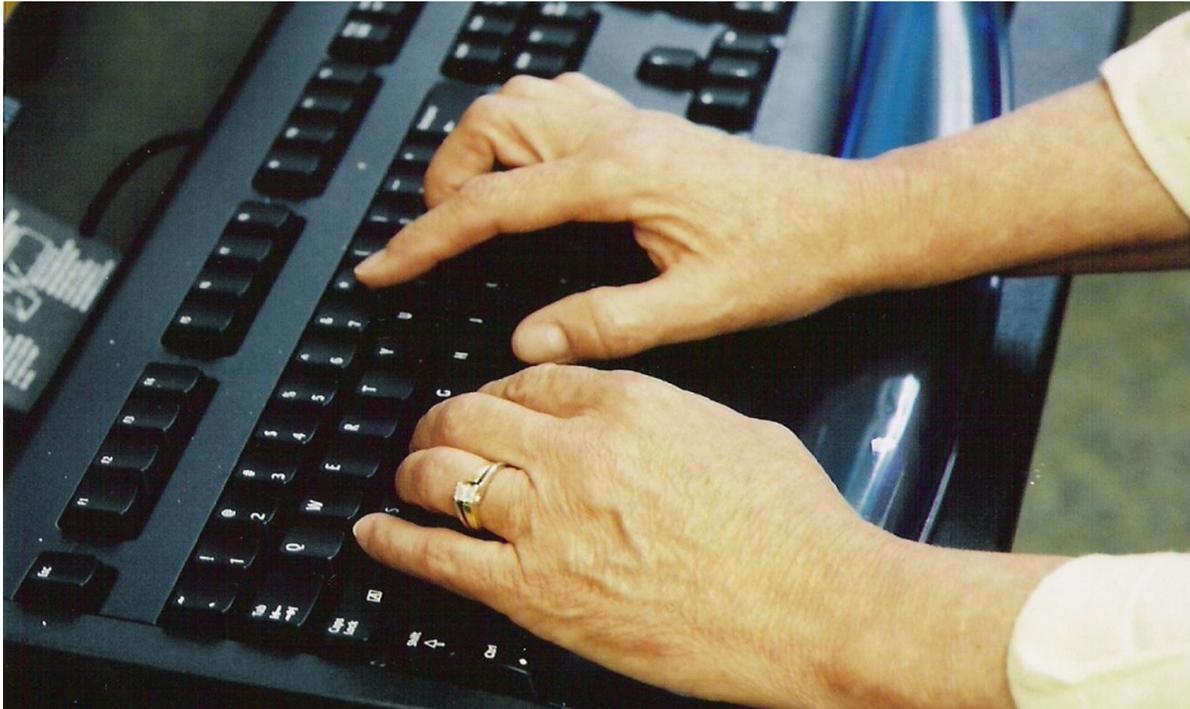
*Library stipend no longer transferred from General Fund in 2009 but added to the mill levy.

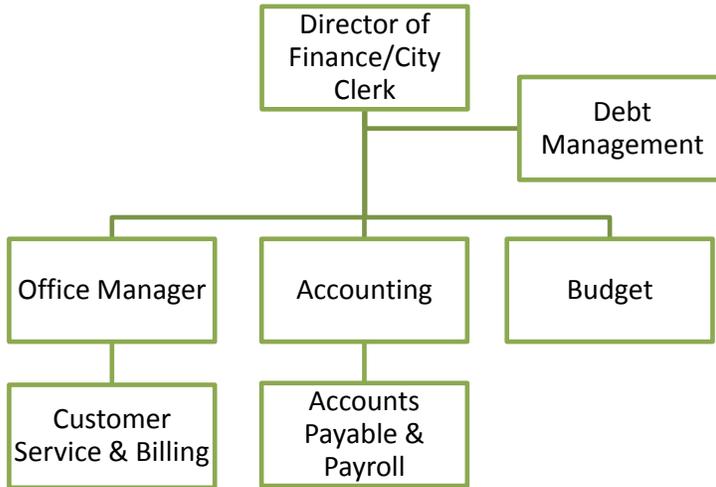
Library Employee Benefits (Property Tax)						
340 220 440		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4000	Ad Valorem Tax	71,700	73,628	77,357	77,391	77,730
4001	Machinery Exemption Reimbursement	289	-	-	-	-
4030	Motor Vehicle Tax	10,368	10,132	10,351	9,453	10,154
4035	Rental Car Excise Tax	124	112	100	100	100
4040	Delinquent Tax	1,275	1,429	500	907	907
4045	Recreational Vehicle Tax	110	113	111	92	111
4046	16/20M Vehicle Tax	22	24	22	16	17
4050	Projected Budget Carryover	9,270	11,509	2,642	2,126	5,619
4070	Wellness Program Reimbursement	900	550	600	600	600
4999	Transfer from Library Fund	10,000	10,000	29,780	21,674	23,883
4341	Payment in Lieu of Tax		87	27	27	27
	Total Revenue	104,059	107,584	121,490	112,386	119,148
5110	FICA	29,415	29,662	31,932	30,876	31,494
5111	FICA medical	6,879	6,937	7,468	7,221	7,365
5120	KPERS	25,480	31,994	38,057	34,133	35,762
5130	KS unemployment	484	631	4,378	3,981	1,715
5240	Health insurance	27,878	32,758	35,856	27,368	38,724
5241	Dental insurance	2,413	3,251	3,576	2,962	3,862
5244	Wellness program	-	225	223	225	225
5245	Miscellaneous		-		-	-
	Total Personnel	92,549	105,458	121,490	106,767	119,148
	Library Employee Benefits	92,549	105,458	121,490	106,767	119,148
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget
	Mill Levy	0.453	0.455	0.455	0.455	0.455

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Overview

Finance encompasses a very diverse scope of services, including accounting, payroll, accounts payable and budget. More than a third of the finance budget is devoted to debt management.



Mission

Prudently manage the financial and human resources of the City to provide information and support to staff, citizens, and organizations of the City.

Performance Measurement

√ The City of Derby received the “Distinguished Budget Presentation” award from GFOA for 2010.

√ Standard & Poor’s affirmed the City’s bond rating from A+ to AA– based on consistently strong financial performance.

√ Conducted 100% of the targeted number of city-wide safety training classes.

√ Zero significant deficiencies reported in the annual audit.

" Our taxes are fair and the city seems to be very mindful of spending."
~2010 Citizen Survey~

" The city is fiscally responsible and a good steward for taxpayers money."
~2010 Citizen Survey~

Department Summary by Division

Division	2010 Actual	2011 Revised	2012 Budget
Accounting	374,940	405,562	468,345
Debt Management	359,719	351,483	328,859
Bond & Interest	6,920,875	7,261,143	7,356,281
Tort Liability	176,131	30,000	30,000
Reimbursables & Recoveries	227,467	330,000	330,000
Department of Finance	8,059,132	8,378,188	8,513,485

Department Summary by Category

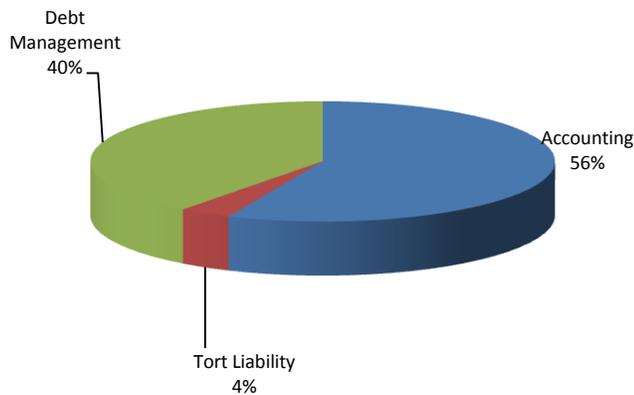
Category	2010 Actual	2011 Revised	2012 Budget
Personnel	284,106	299,813	360,592
Commodities	12,390	12,484	12,488
Contractual	7,762,636	8,065,891	8,140,405
Total	8,059,132	8,378,188	8,513,485



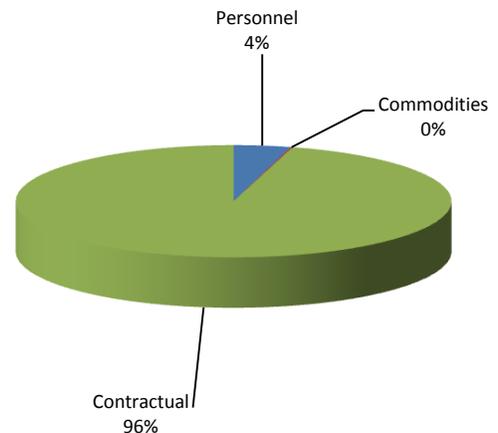
Department Locator

- Community Development
- Public Works
- Operations
- Fire & Rescue
- Police
- Library
- ⇒ Finance
- Administration

2012 Finance Budget by Division



2012 Finance Budget by Category



Division Overview

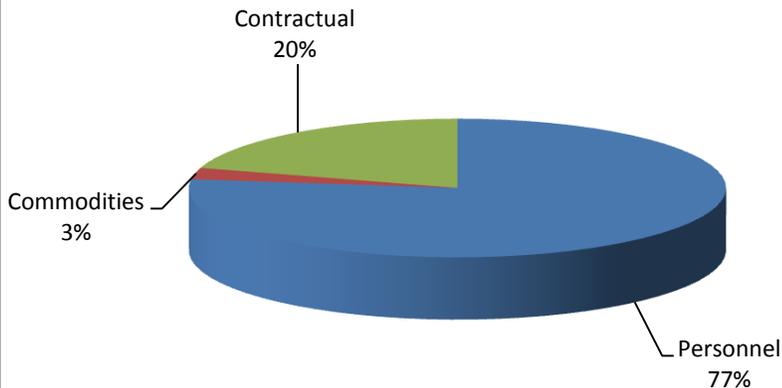
The Accounting Division is responsible for payroll, accounts payable and receivable, monthly accounting and budgeting for all funds, purchasing and bid specifications.

The most significant accomplishment was the receipt of the Distinguished Budget Presentation Award by the Government Finance Officers' Association for the past six years, from 2005 through 2010. The department also received the Award for Excellence in Financial Reporting for the preparation of the Comprehensive Annual Financial Report in both 2008 & 2009.

Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	284,106	299,813	360,592
Commodities	12,390	12,484	12,488
Contractual	78,444	93,265	95,265
Total	374,940	405,562	468,345

2012 Accounting Division Budget



Mission

Follow Generally Accepted Accounting Procedures (GAAP) to account for all revenues, expenditures, and investment of the taxpayers' money so as to be prudent stewards of public funds.

Goals

- Establish, regulate, and consistently reevaluate purchasing policies to ensure that the City is in compliance with all applicable laws and regulations.
- Implement a joint citizen/staff driven, performance measure program for all city departments.
- Draft a budget document that serves as a policy statement, financial plan, operations guide and communications device.
- Communicate with all departments to ensure both accountability and comprehension of budgetary limits.

Division Locator

Finance Department
 ⇨ Accounting
 Tort Liability
 Debt Management

Budget Worksheet						
Finance						
100 150 130		2009	2010	2011	2011	2012
Line #		Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	276,908	281,226	300,315	298,198	304,162
5002	Overtime	832	-	800	-	-
5007	One Time Performance Pay	-	695	-	-	-
5012	Longevity	1,735	1,615	1,800	1,615	1,615
5013	Lump Sum	100	570	-	-	-
	2012 Supplemental - Dep. City Clerk					54,815
	Total Personnel	279,575	284,106	302,915	299,813	360,592
6002	Operating Supplies	16,455	12,093	16,500	12,100	12,100
6110	Fuel	192	297	300	384	388
	Total Commodities	16,647	12,390	16,800	12,484	12,488
7005	Pre-Employment Physical	172	671	-	675	675
7007	Bank Service Charges	6,567	8,182	7,500	8,200	8,200
7010	Printing	5,871	10,964	7,000	11,000	11,000
7030	Travel Expense	121	924	3,090	3,650	4,350
7041	Dues and Memberships	730	645	1,000	1,000	1,000
7050	Meetings/Seminars	1,864	1,035	4,440	2,260	1,880
7220	Professional Fees and Contracts	50,363	56,023	86,000	66,180	67,860
7300	Programming Expenses	-	-	4,000	-	-
7521	Vehicle Maintenance	33	-	300	300	300
	Total Contractual Service	65,720	78,444	113,330	93,265	95,265
	Finance	361,942	374,940	433,045	405,562	468,345
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
City Clerk/Finance Director	100%	100%
Payroll Clerk	100%	100%
Accounts Payable Clerk	100%	100%
Budget Analyst	100%	100%
Accountant/Treasurer	100%	100%
Office Manager	50%	50%
Deputy City Clerk	0%	100%
Administrative Asst. (Bldg. Trades)	80%	100%

Division Overview

The Debt Management division of the Finance Department is managed by the Finance Director, who is responsible for coordination of the sale of City's debt issuances. Debt shown in the General Fund includes Certificates of Participation (COP), a form of lease to purchase, which is primarily used to finance the cost of new facilities. Debt payments shown on the Bond & Interest Fund page are general obligation bonds.

Maintaining a positive bond rating has been a major focus, thereby lowering the interest cost of debt financed projects. Since 2008, the City's underlying bond rating from Standard & Poor's has been AA- based upon consistently strong financial performance.

Debt Management is primarily accounted for in the Bond & Interest Fund.

In November 2009 the City's first formal debt policy was adopted. Pursuant to the policy, the City shall strive to maintain a 20% maximum statutory direct debt as a percentage of assessed valuation. For more on the City's Debt policy, please see the Readers Guide section of this document.

General Fund Budget Summary

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	359,719	351,483	328,859
Total	359,719	351,483	328,859

Bond & Interest Fund Budget Summary

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	6,920,875	7,261,143	7,356,281
Total	6,920,875	7,261,143	7,356,281

Mission

Achieve the most financially prudent source of financing for projects of the City.

Goals

- Secure proper financing for capital improvement projects.
- Ensure City compliance with the fund balance policy.

Division Locator

Finance Department
 Accounting
 ⇨ Debt Management
 Tort Liability

Budget Worksheet

General Fund-Debt Management						
Line #	Line Item	2009	2010	2011	2011	2012
100 150 160		Actual	Actual	Budget	Revised	Budget
8407	2005-1 (High Park) COP	117,516	117,810	114,155	112,155	93,375
8408	2005-2 (City Hall/Senior Center)	242,698	241,909	239,928	239,328	235,484
	Total Contractual	360,214	359,719	354,083	351,483	328,859
	General Fund Debt Management	360,214	359,719	354,083	351,483	328,859
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: The 2001-A and 2001-B issues were refinanced in 2005 and will be paid in full in 2015.

Bond & Interest Fund						
510 500 501		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4000	Ad Valorem Tax	974,490	1,467,546	1,966,373	1,967,802	1,586,658
4001	Machinery Exemption Reimbursement	3,929	-	-	-	-
4020	Special Assessments	3,269,222	3,946,741	4,265,160	4,142,375	4,017,400
4030	Motor Vehicle Tax	141,040	137,708	206,086	182,398	258,119
4035	Rental Car Excise Tax	1,691	1,518	1,600	1,600	1,600
4040	Delinquent Tax	85,689	108,278	50,000	200,528	108,278
4045	Recreational Vehicle Tax	1,496	1,536	2,207	1,813	2,834
4046	16/20M Vehicle Tax	301	332	433	203	427
4050	Projected Carryover	669,747	524,335	260,543	412,393	686,168
4372	Recreation Commission Rent	931,266	262,425	254,200	254,200	254,800
4502	Interest Income	25,076	10,313	15,000	15,000	15,000
4067	ARRA Reimbursement - 2009A Series	-	138,945	103,732	103,732	102,016
4600	Other Revenues	-	4,128	-	-	-
4603	Transfer from Eco Devo Reserve	71,965	71,965	71,965	-	-
4999	Transfer Revenue from Wastewater	413,179	656,178	664,937	664,937	322,981
4341	Payment in Lieu of Tax		1,318	330	330	-
	Total Revenue	6,589,090	7,333,266	7,862,566	7,947,311	7,356,281
7710	G.O. Bond Principal	4,325,000	4,255,000	5,020,000	5,020,000	4,770,000
7720	G.O. Bond Interest	1,739,697	2,665,862	2,240,943	2,240,943	1,967,454
7730	Commissions	59	13	200	200	200
7800	Cash Reserve	-	-	600,000	-	618,627
	Total Contractual	6,064,756	6,920,875	7,861,143	7,261,143	7,356,281
	Bond & Interest Fund	6,064,756	6,920,875	7,861,143	7,261,143	7,356,281
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

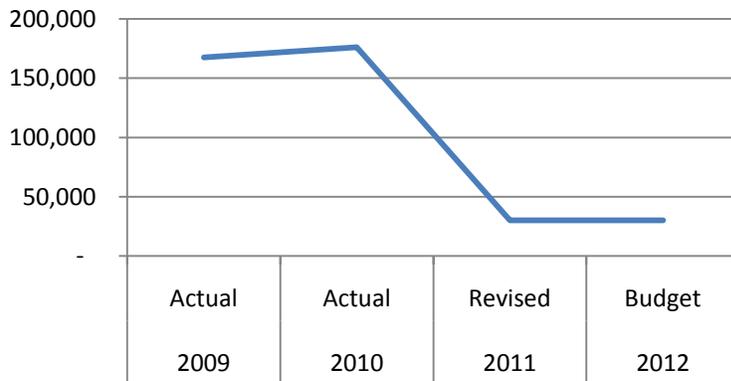
Division Overview

The Tort Liability Division is responsible for the protection of City assets against property liability, and losses. This division oversees all aspects of the property and liability program, procures property, vehicle and liability insurance, processes claims, reviews contracts that require insurance, and reviews facility upgrades for the health and safety of employees and citizens. In January 2011, the City changed insurance companies. Traveler's Insurance is now the current City insurer.

Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Expenditure	176,131	30,000	30,000
Total	176,131	30,000	30,000

Liability Insurance Coverage Cost



Mission Statement

Provide professional and ethical insurance management services which will preserve the human, financial, and physical assets of the City.

Goals

- Provide protection from incidental losses through loss control techniques.
- Minimize long-term costs through activities related to identification, prevention, and management of loss exposure.
- Reduce exposure by promoting safety and health awareness.

Division Locator

Finance Department
 Accounting
 Debt Management
 ⇒ Tort Liability

Budget Worksheet						
	Finance- Special Tort Liability					
100 150 140		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
7310	Liability Insurance Coverage	167,468	176,131	195,668	30,000	30,000
	Total Expenditure	167,468	176,131	195,668	30,000	30,000
	Special Tort Liability	167,468	176,131	195,668	30,000	30,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Budget Worksheet						
	Insurance Recoveries					
100 180 415		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4015	Insurance reimbursement	18,154	6,071	30,000	30,000	30,000
4014	Insurance Lien Proceeds					
	Total Revenue	18,154	6,071	30,000	30,000	30,000
7415	Insurance Lien reimbursement	-				
7440	Property repair and replacement	9,019	1,552	30,000	30,000	30,000
	Total Expenses	9,019	1,552	30,000	30,000	30,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Budget Worksheet						
	Reimbursables					
100.180.420		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
	Reimbursements	250,474	263,108	300,000	300,000	300,000
	Reimbursement-related Expenditures	221,316	225,915	300,000	300,000	300,000
	Total Expenses	221,316	225,915	300,000	300,000	300,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

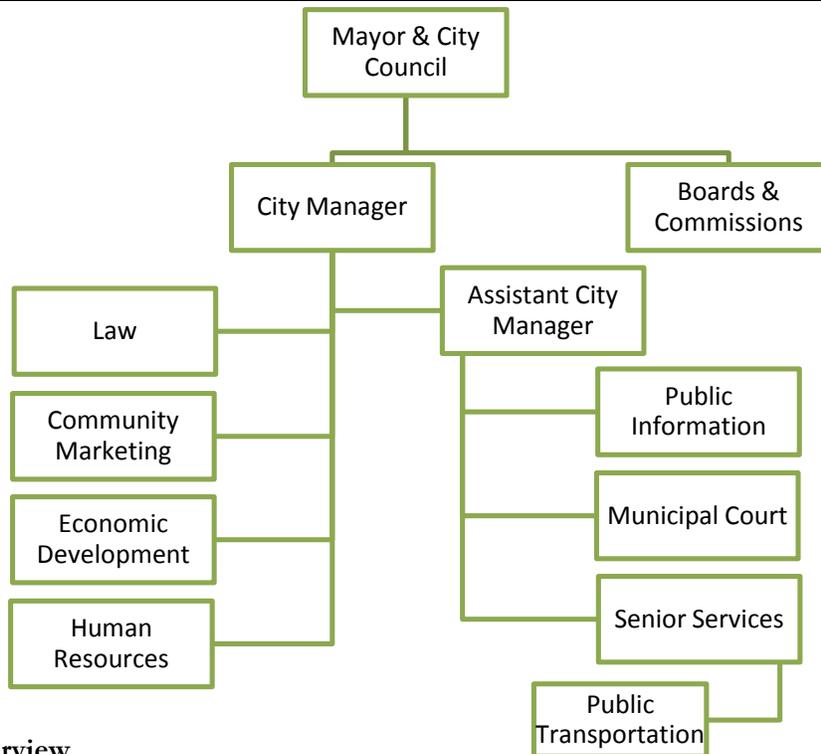
Note: This account has been established to provide for the timing differences between receipts and expenditures which are to be reimbursed in the General Fund.

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Mission

Provide high-quality services to all residents of the City of Derby as efficiently as possible and implement all policies as directed by the Council.

Overview

The City Council is responsible for setting policy for the City of Derby, and the City Manager is charged with implementing and enforcing these policies. The City Manager is responsible for all City departments which collectively provide services to the public.



Department Summary by Division

Division	2010 Actual	2011 Revised	2012 Budget
City Manager	326,766	340,665	347,179
Officials	19,257	25,232	25,332
Human Resources	126,733	157,653	198,513
Employee Benefits	2,635,721	2,985,490	3,087,166
Risk Management	11,241	19,485	19,694
Public Information	77,865	89,302	136,632
Municipal Court	193,814	217,578	220,894
Senior Center	160,007	175,745	176,323
Senior Memorials & Activities	33,591	24,000	25,000
Senior Center Advisory Board	5,446	13,808	6,000
Public Transportation	61,649	76,256	77,179
City Attorney	226,641	205,134	199,659
Economic Development	93,235	172,321	96,384
Transient Guest Tax	44,477	59,400	69,300
Community Marketing	0	116,991	105,395
Community Programs	75,510	105,791	101,885
Special Alcohol Fund	48,191	61,486	186,573
Total	4,016,442	4,679,060	4,790,650



Division Summary by Category

City Manager	2010 Actual	2011 Revised	2012 Budget
Personnel	301,430	318,223	324,414
Commodities	3,315	4,000	4,000
Contractual	22,022	18,442	18,765
Total	326,766	340,665	347,179

Officials	2009 Actual	2010 Revised	2011 Budget
Personnel	10,800	12,000	15,600
Commodities	1,214	1,725	1,300
Contractual	7,242	11,507	8,432
Total	19,257	25,232	25,332

Department Locator
Community Development
Public Works
Operations
Fire & Rescue
Police
Library
Finance
⇒ Administration

Performance Measurement

- √ 98% of vacancies were filled within 50 days.
- √ 100% of new hires completed orientation within their first three days.
- √ All City employees completed harassment training during the year.
- √ All Supervisors attended an ethics seminar.
- √ 86% of respondents rate the City's leadership as excellent or good.

Budget Worksheet						
City Manager's Office						
100 100 010		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	290,796	299,433	317,556	316,783	322,974
5007	One Time Performance Pay	-	557	-	-	-
5012	Longevity	1,362	1,440	1,362	1,440	1,440
5016	Car Allowance	500	-	-	-	-
5013	Lump Sum	2,215	-	-	-	-
	Total Personnel	294,872	301,430	318,918	318,223	324,414
6002	Operating Supplies	3,403	3,315	4,100	4,000	4,000
	Total Commodities	3,403	3,315	4,100	4,000	4,000
7010	Printing	525	-	100	100	100
7030	Travel Expense	4,893	(267)	7,100	5,000	6,000
7040	Subscriptions	699	446	680	680	680
7041	Dues and Memberships	5,162	3,398	3,951	4,167	4,210
7050	Meetings/Seminars	3,982	3,397	3,150	3,495	2,775
7220	Professional Fees and Contracts	-	15,047	5,000	5,000	5,000
7521	Vehicle Maintenance	85	-	-		
	Total Contractual Service	15,347	22,022	19,981	18,442	18,765
	City Manager Division	313,622	326,766	342,999	340,665	347,179
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
City Manager	100%	100%
Executive Assistant	100%	100%
Admin Assistant	100%	100%
Assistant City Manager	100%	100%

Budget Worksheet						
Officials						
100 100 020		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	6,000	10,800	15,600	12,000	15,600
	Total Personnel	6,000	10,800	15,600	12,000	15,600
6015	Supplies-Governing Body	608	510	900	900	1,300
6006	Supplies-Planning Commission	276	65	100	100	-
6008	Supplies-Park & Urban Forestry	383	331	350	350	-
6009	Supplies-All Other Boards & Commissions	368	308	375	375	-
	Total Commodities	1,634	1,214	1,725	1,725	1,300
7031	Travel -Governing Body	3,965	958	6,678	4,300	5,200
7042	Dues/Memberships-Governing Body	250	995	1,132	1,132	1,132
7043	Dues/Memberships-Planning Comm.	-	-	200	200	-
7052	Meetings/Seminars-Governing Body	1,351	1,689	1,500	2,275	2,100
7064	Council Stipend		3,600	-	3,600	-
	Total Contractual Service	5,566	7,242	9,510	11,507	8,432
	Officials Division	13,200	19,257	26,835	25,232	25,332
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: In 2010, wages increased due to a new city policy to compensate city council members \$100 per month. The Mayor's salary remains at \$6,000 per year.

Human Resources

Administration

Division Overview

Human Resources is responsible for developing and managing personnel administration and functions. Responsibilities include compliance with labor laws, benefits administration, training and development, compensation and classification, employee relations, and policy development.

Division Summary by Category

Human Resources	2010 Actual	2011 Revised	2012 Budget
Personnel	113,219	132,793	173,253
Commodities	4,883	5,000	5,000
Contractual	8,631	19,860	20,260
Total	126,733	157,653	198,513

Employee Benefits	2010 Actual	2011 Revised	2012 Budget
Contractual	2,635,721	2,985,490	3,087,166
Total	2,635,721	2,985,490	3,087,166

Risk Management	2010 Actual	2011 Revised	2012 Budget
Personnel	5,765	10,425	10,634
Commodities	385	400	400
Contractual	5,091	8,660	8,660
Total	11,241	19,485	19,694



Mission

Provide leadership and services to maximize the potential and ability of employees and promote employee success.

Goals

- Ensure compliance with all applicable labor laws and provide a positive work environment.
- Provide a competitive compensation and benefit package.
- Provide valuable training and development opportunities provided to employees.
- Periodically review personnel policies and procedures and make recommend updates as needed.
- Safeguard City property & liability through loss control techniques.
- Reduce loss exposure through safety and health awareness promotion.

Division Locator

- Administration
- ⇒ Human Resources
 - Public Information
 - Court Services
 - Senior Services
 - Transportation
 - City Attorney
 - Economic Development
 - Community Marketing

Budget Worksheet						
Human Resources						
100 100 050		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	92,395	112,700	117,086	113,013	115,273
5002	Overtime	-	39	-	-	-
5012	Longevity	466	480	480	480	480
	2012 Supplemental - Coordinator	-	-	-	19,300	57,500
	Total Personnel	92,861	113,219	117,566	132,793	173,253
6002	Operating Supplies	2,023	2,282	2,500	2,500	2,500
6200	In-House Training	-	210	-	-	-
6201	Employee Events	-	2,391	2,500	2,500	2,500
	Total Commodities	2,023	4,883	5,000	5,000	5,000
7005	Pre-Employment Physical	146	-	-	-	-
7030	Travel Expense	368	667	1,455	400	800
7040	Subscriptions	332	-	460	460	460
7041	Dues and Memberships	1,520	2,035	2,015	2,100	2,100
7050	Meetings/Seminars	983	1,119	1,450	1,450	1,450
7060	Training Programs	3,600	-	7,500	7,000	7,000
7220	Professional Fees/Contracts	7,263	3,409	600	3,450	3,450
7610	Educational Stipends Reimbursement	2,432	1,401	7,000	5,000	5,000
	Total Contractual	16,645	8,631	20,480	19,860	20,260
	Human Resources	111,529	126,733	143,046	157,653	198,513
		2009 Revised	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Human Resources Director	85%	85%
Administrative Assistant	100%	100%
PT Human Resources Clerk	100%	100%
Benefits Coordinator	100%	100%

Budget Worksheet						
Employee Benefits						
Line #		2009	2010	2011	2011	2012
100 100 030		Actual	Actual	Budget	Revised	Budget
	Line Item					
5110	FICA	398,075	409,545	416,579	453,671	457,983
5111	FICA Medical	93,526	96,277	97,426	106,100	107,109
5120	KPERS	209,898	258,131	317,824	342,029	343,137
5121	KP&F	361,821	357,470	380,680	422,281	430,329
5122	ICMA-RC	132,592	130,667	166,230	137,200	144,060
5123	KPERS Retired Employers Cost	3,109	3,204	3,434	3,364	3,532
5130	KS unemployment insurance	6,653	8,825	57,112	24,879	25,115
5131	Workers Compensation	115,081	136,193	148,039	147,326	147,326
5240	Health Insurance	1,003,683	1,076,655	1,156,829	1,146,638	1,221,169
5241	Dental Insurance	86,020	89,487	95,025	95,304	101,498
5243	Section 125 (cafeteria plan)	3,762	4,014	4,058	4,094	4,176
5244	Wellness program	39,433	36,144	42,600	39,000	39,000
5004	Termination Fees	-	-	30,000	30,000	30,000
5013	Lump Sum	-	-	6,000	6,000	6,000
	Holiday Payout	-	29,109	30,915	27,605	26,730
	Total Contractual	2,453,653	2,635,721	2,952,750	2,985,490	3,087,166
	Total Expenditures	2,453,653	2,635,721	2,952,750	2,985,490	3,087,166
		2009 Actual	2010 Budget	2010 Revised	2011 Budget	2012 Budget

Budget Worksheet						
Risk Management						
100 150 150		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	6,318	5,735	10,275	10,425	10,634
5013	Lump Sum	-	30	-	-	-
	Total Personnel	6,318	5,765	10,275	10,425	10,634
6002	Operating Supplies	426	385	500	400	400
	Total Commodities	426	385	500	400	400
7040	Subscriptions	-	117	117	120	120
7041	Dues and Memberships	85	(50)	45	85	85
7050	Meetings/Seminars	-	804	300	805	805
7060	Safety Training	1,345	2,524	4,000	2,600	2,600
7065	Safety Programs	20	1,696	2,350	1,700	1,700
7070	Video Productions	-	-	1,550	1,550	1,550
7220	Professional Fees/Contracts	-	-	1,800	1,800	1,800
	Total Contractual Service	1,450	5,091	10,162	8,660	8,660
	Risk Management	8,194	11,241	20,937	19,485	19,694
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2,012
Human Resources Manager	15%	15%

Division Overview

The Public Information Division is responsible for official City communications with the media, general public and employees. This includes interaction with local television, radio and print outlets to ensure consistency and accuracy of the information reported. Coordination of public information presented on Derby Channel 7 is a key activity, including the development of videos, broadcasting the City Council meetings and other City proceedings. Staff also coordinates internal communications for the City and its 165 employees.

In 2012, staff will continue to focus on the Derby Horizon, the City's community newsletter. This tool provides direct communication to residents about current topics of interest. Staff will also concentrate on the City website, managing content and providing daily maintenance. The number of visitors to the websites will also be tracked on a monthly basis.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	50,644	52,302	53,340
Commodities	3,925	4,750	4,500
Contractual	23,296	32,250	78,792
Total	77,865	89,302	136,632

Mission

Communicate information to citizens regarding community issues and facilitate the communication of information regarding city services by working with the media, responding to questions about city issues, and providing the media with positive information about city services and projects.

Goals

- Distribute 12 employee newsletters.
- Publish three annual quality community newsletters.
- Enhance the City and community portal websites and track website traffic.

Division Locator

- Administration
- Human Resources
- Risk Management
- Public Information
- Court Services
- Senior Services
- Transportation
- City Attorney
- Economic Development
- Community Marketing

Citizen Survey

√ Nearly 66% of respondents report using the community portal web site to get community information. This is a huge increase from 2008, when 75% indicated they had never used www.derbyks.com.



Budget Worksheet						
Public Information						
100 100 040		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	47,632	49,024	51,882	51,882	52,920
5012	Longevity	390	420	390	420	420
5013	Lump Sum	300	1,200	-	-	-
	Total Personnel	48,322	50,644	52,272	52,302	53,340
6002	Operating Supplies	2,892	3,925	3,500	4,000	4,500
	Total Commodities	2,892	3,925	4,250	4,750	4,500
7005	Pre-Employment Physical					
7006	Worker's Comp Claim					
7010	Printing	3,675	5,203	6,105	7,000	7,000
7030	Travel Expense	93	153	1,000	600	500
7041	Dues and Memberships	520	750	800	800	800
7050	Meetings/Seminars	92	337	800	350	350
7220	Professional Fees/Contracts	492	409	6,500	6,500	2,500
7225	Public Information Expense	16,623	16,444	17,000	17,000	17,500
	2012 Supplemental Web Design	-	-	-	-	40,000
	2012 Supplemental Web Streaming	-	-	-	-	10,142
		-	-	-		
	Total Contractual Service	21,494	23,296	32,205	32,250	78,792
	Public Information Division	72,708	77,865	88,727	89,302	136,632
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Public Information Officer	100%	100%

Division Overview

Municipal court is responsible for preparing and processing all court orders and records necessary to expeditiously and fairly adjudicate complaints. Staff duties include organizing and scheduling court dockets, scheduling appearances and trials, processing procedural and dispositive court orders, monitoring execution of sentences imposed by the Court, and submitting required reports to the State of Kansas.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	105,893	112,178	114,394
Commodities	7,590	8,100	8,200
Contractual	80,331	97,300	98,300
Total	193,814	217,578	220,894

Performance Measurement

√ 95% of the time, dispositions were reported to the State of Kansas within 10 days.

√ All defendants were contacted within 30 days of failure to comply with dispositions.



Mission

Adjudicate all alleged violations of City ordinances promptly, fairly and in accordance with the rules of criminal procedure; maintain complete and accurate records of all cases coming before municipal court; and assure judgments are consistent with procedural and appellate rights, executed fully and promptly.

Goals

- Monitor the various types of cases coming before the court to assure that judicial resources are allocated appropriately.
- Monitor time required to adjudicate cases and adjust docketing and related procedures to assure timely administration of justice.
- Track individual cases to assure compliance with speedy trial rules.
- Coordinate with police department to assure that docketing practices do not unduly interfere with officer work schedules or otherwise unnecessarily burden the department.

Division Locator

- Administration
 - Human Resources
 - Public Information
 - ⇒ Court Services
 - Senior Services
 - Transportation
 - City Attorney
 - Economic Development
 - Community Marketing

Budget Worksheet						
Municipal Court						
100 100 070		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	101,333	104,513	112,033	110,798	113,014
5012	Longevity	1,288	1,380	1,288	1,380	1,380
5013	Lump Sum	-				
	Total Personnel	102,621	105,893	113,321	112,178	114,394
6002	Operating Supplies	7,594	7,590	7,500	8,100	8,200
	Total Commodities	7,594	7,590	7,500	8,100	8,200
7005	Pre-Employment Physical	36	-	-	-	-
7010	Printing	385	412	-	-	-
7030	Travel Expense	586	-	400	400	400
7040	Subscriptions	50	-	200	200	200
7041	Dues and Memberships	165	50	200	200	200
7050	Meetings/Seminars	2,107	30	250	250	250
7055	Refunds	224	1,931	250	500	500
7220	Professional Fees/Contracts	38,096	31,470	41,750	48,550	48,550
7520	Equipment Maintenance	54	-	-	-	-
7860	Attorney Payment	44,125	46,425	45,000	47,000	48,000
7865	Witness Payment	183	13	200	200	200
	Total Contractual Service	86,011	80,331	88,250	97,300	98,300
	Municipal Court	196,225	193,814	209,071	217,578	220,894
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Court Administrator	100%	100%
Court Clerk	100%	100%
Court Clerk	50%	50%
Court Service Officer (PT)	100%	100%

Senior Services

Administration

Division Overview

The Senior Services Division is the foundation for a continuum of care for older adults that encourages independence and wellness by offering a wide range of care services, health screenings, education, recreation, and social programs.

The Senior Center plans and coordinates activities especially designed for its patrons. In addition to on-site activities, the center has programs for homebound seniors, including a reassurance calling program, daily transportation to and from the center, and meals. The center is a state of the art facility with a technology lab and fitness room, and is on the leading edge in providing programmed health services, as well as recreational and educational programming. The Center provides opportunities for social interaction, self-esteem building, and physical and mental stimulation. Senior Services runs the Derby Dash, providing public transportation to all Derby citizens.

Budget Summary by Category			
Category	2010 Actual	2011 Revised	2012 Budget
Personnel	139,598	147,793	150,730
Commodities	4,883	6,152	6,168
Contractual	15,526	21,800	19,425
Total	160,007	175,745	176,323

Mission

Enhance the lives of aging adults by providing information and assistance utilizing the skills and abilities of Senior Services participants for the benefit of the community, and providing a sense of fellowship and belonging to all patrons.

Goals

- Maintain an attractive facility for senior citizens.
- Publish a newsletter to inform seniors about activities at Senior Services.
- Emphasize service delivery and community involvement for seniors.

Performance Measurement

- The Senior Center has a 98% customer satisfaction rating.



Division Locator

Administration

- Human Resources
- Public Information
- Court Services
- ⇒ Senior Services
- Transportation
- City Attorney
- Economic Development
- Community Marketing

Budget Worksheet						
Senior Services						
100 100 080		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	130,921	138,440	146,428	146,885	149,822
5012	Longevity	812	908	1,056	908	908
5013	Lump Sum	200	250	-	-	-
	Total Personnel	131,933	139,598	147,484	147,793	150,730
6002	Operating Supplies	4,472	4,379	10,200	5,500	5,500
6110	Fuel	466	504	750	652	668
	Total Commodities	4,939	4,883	10,950	6,152	6,168
7005	Pre-Employment Physical	-	21	-	-	-
7010	Printing	11,722	11,009	6,150	12,200	12,200
7030	Travel Expense	-	-	250	1,225	250
7040	Subscriptions	273	395	300	300	300
7041	Dues and Memberships	210	348	225	300	300
7050	Meetings/Seminars	246	260	1,000	1,000	1,000
7220	Professional Fees and Contracts	980	-	-	1,400	-
7300	Programming Expenses	1,405	3,000	1,500	3,000	3,000
7320	Computer/ Software Support	-	-	1,200	1,200	1,200
7520	Equipment Maintenance	150	65	175	175	175
7521	Vehicle Maintenance	4,087	428	1,000	1,000	1,000
	Total Contractual Service	19,073	15,526	11,800	21,800	19,425
	Senior Services Division	155,945	160,007	170,234	175,745	176,323
		2009 Revised	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Senior Services Administrator	85%	85%
Administrative Assistant	100%	100%
Senior Services Activity Coordinator	100%	100%
Dispatch/Scheduler/Admin Asst	50%	50%

Division Overview

The City bus service, equipped with accommodations for special needs of the elderly and the disabled, provides low-cost public transportation for the City of Derby. This service enables persons to be less dependent on others for a basic need--transportation. Destinations may include the local grocery stores, banks, post office, medical facilities, Senior Center, and other locations as determined by the needs of patrons.

The weekday bus route is demand-response (curb-to-curb) and runs within the city limits only. Transportation will be available for pick-up service from 8:00 a.m. and drop off until 4:30 p.m. Monday through Friday. The office receives calls Monday through Friday between 8:00 a.m. and 3:30 p.m.



Mission

Provide safe, accessible and affordable transportation to all residents of the city to enhance access to programs, services and activities which will improve their quality of life and help maintain their lifestyle.

Goals

- Improve the mobility of people throughout the city by providing efficient, effective, convenient, accessible, and safe mode of transportation to employment, education, medical, recreation and other desired destinations.

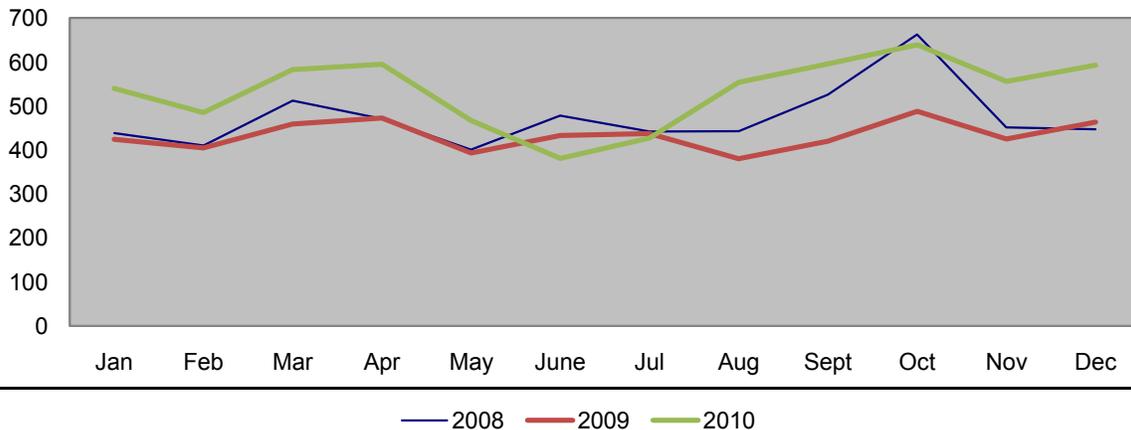
Division Locator

- Administration
- Human Resources
- Public Information
- Court Services
- Senior Services
- ☞ Transportation
- City Attorney
- Economic Development
- Community Marketing

Budget Summary by Category

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	48,941	59,544	60,730
Commodities	9,640	11,863	12,100
Contractual	3,068	4,850	4,350
Total	61,649	76,256	77,179

Derby Dash Usage



Budget Worksheet						
Transportation						
100 100 090		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4620	Grant Reimbursement Revenue	42,679	33,390	40,000	40,000	40,000
4209	Ride Card Sales	8,773	11,382	10,000	11,000	11,000
4880	Transportation Donations/Memorial	1,995	1,250	1,200	1,200	1,200
	Total Revenue	53,447	46,022	51,200	52,200	52,200
5001	Wages-Salary	42,663	48,355	61,535	59,308	60,494
5012	Longevity	143	236	384	236	236
5013	Lump Sum	-	350	-	-	-
	Total Personnel	42,807	48,941	61,535	59,544	60,730
6002	Operating Supplies	926	2,018	1,500	2,000	2,000
6110	Fuel	5,163	7,622	8,000	9,863	10,100
	Total Commodities	6,090	9,640	9,500	11,863	12,100
7005	Pre-Employment Physical	408	241	-	200	200
7010	Printing	552	886	1,000	1,000	1,000
7030	Travel Expense	150	200	200	200	200
7041	Dues and Memberships	75	290	150	150	150
7050	Meetings/Seminars	180	125	200	300	300
7300	Programming Expenses	239	51	500	500	500
7520	Equipment Maintenance	404	130	-	-	-
7521	Vehicle Maintenance	1,842	1,145	2,000	2,500	2,000
	Total Contractual Service	3,851	3,068	4,050	4,850	4,350
	Finance Transportation Division	52,747	61,649	75,085	76,256	77,179
		2009 Actual	2010	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Dispatch/Scheduler/Admin Asst	50%	50%
Transportation PT (3 Drivers)	100%	100%
Senior Services Administrator	15%	15%

Budget Worksheet						
Senior Activities Memorials						
100 100 100		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4400	Activity Receipts	56,852	33,124	55,000	23,000	24,000
4880	Memorials-Senior Center	460	1,125	1,000	1,000	1,000
4xxx	Subtotal	57,312	34,249	56,000	24,000	
	Total Revenue	57,312	34,249	56,000	24,000	25,000
7051	Activity Expenditures	45,787	32,368	54,000	23,000	24,000
8180	Memorials Expenditure	4,850	1,223	1,000	1,000	1,000
	Total Contractual Service	50,637	33,591	55,000	24,000	25,000
	Senior Activities/Memorials	50,637	33,591	55,000	24,000	25,000
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

*This sub account is a revolving fund, showing revenues for specific Senior Services, and the payments made to provide

Budget Worksheet						
Senior Services Advisory Board Fund						
		2010	2010	2011	2011	2012
		Budget	Actual	Budget	Revised	Budget
Line#	Line Item					
270 100 095						
4050	Cash Carryover	0	0	5,700	12,286	4,478
4401	Board Contributions	0	14,394	7,000	6,000	6,000
4600	Other Revenue		3,338	0	0	0
	Total Revenue	0	17,732	12,700	18,286	10,478
7059	Board Expenditures	0	5,446	14,700	13,808	6,000
	Total Expenditures	0	5,446	14,700	13,808	6,000
		2010 Budget	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: The contributions from the DSAC Board are the proceeds from the monthly Biscuits & Gravy breakfast. Auction Receipts for the chairs will show in line 4600. Activity began in this fund in 2010.

Division Overview

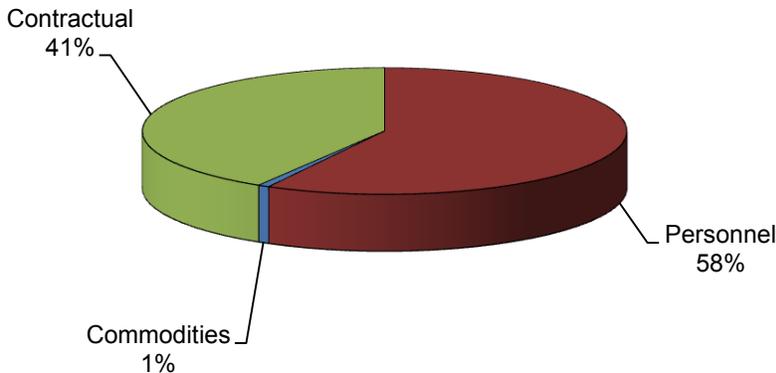
The City Attorney serves as chief legal counsel to all City boards, commissions, instrumentalities, officers and employees. Duties include attending meetings of the City Council and other subordinate boards and commissions; representing the City and its officers and employees in judicial and administrative proceedings; preparing contracts, ordinances, resolutions and other legal instruments necessary to support and defend official actions; advising City staff on a wide variety of municipal law issues; liaison with other governmental units and agencies; and acting as supervisor over the City Prosecutor.

The City Attorney also assesses the need for, works with, and coordinates the work of outside counsel handling litigation and other matters requiring specific expertise.

Budget Summary by Category

Category	2010	2011	2012
	Actual	Revised	Budget
Personnel	107,504	113,384	115,634
Commodities	1,444	1,450	1,500
Contractual	117,693	90,300	82,525
Total	226,641	205,134	199,659

2012 City Attorney Budget



Mission

Provide comprehensive, timely, accurate legal advice and representation to enable City departments and elected and appointed officials to aggressively formulate and timely implement municipal policies.

Goals

- Develop procedures for timely and orderly acquisition of property necessary to support municipal activities.
- Prepare and present ordinances, resolutions and contracts designed to achieve the objectives of the City Council and staff.
- Vigorously advocate the City's position when representing the City's interests in judicial and administrative proceedings.

Division Locator

Administration
 Human Resources
 Public Information
 Court Services
 Senior Services
 Transportation
 ⇒ City Attorney
 Economic Development
 Community Marketing

Budget Worksheet						
City Attorney						
100 170 380		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	87,252	89,013	94,642	112,485	114,735
5012	Longevity	840	855	840	899	899
	Total Personnel	88,092	89,868	95,482	113,384	115,634
6002	Operating Supplies	984	937	950	1,450	1,500
	Total Commodities	984	937	950	1,450	1,500
7005	Pre-Employment Physical	-	-	-	-	125
7010	Printing	-	69	100	400	400
7030	Travel Expense	56	653	200	300	300
7040	Subscriptions	2,025	1,047	3,200	3,750	3,750
7041	Dues and Memberships	715	1,050	800	1,100	1,100
7050	Meetings/Seminars	481	152	500	700	1,800
7220	Professional Fees/Contracts	41,300	81,660	25,000	51,000	41,000
7520	Equipment Maintenance	39	-	50	50	50
7899	Prosecution Expense				33,000	34,000
	Total Contractual Service	44,616	84,631	29,850	90,300	82,525
	City Attorney	133,692	175,436	126,282	205,134	199,659
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
City Attorney	95%	100%
City Prosecutor	0%	100%
Court Clerk	0%	50%

Note: Prior to 2011 Revised Budget, the City Prosecutor had its own budget worksheet. The expenditures are now reflected as part of the City Attorney budget for simplicity.

Budget Worksheet						
City Prosecutor						
100 170 390		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	17,197	17,591	18,880	-	-
5012	Longevity	44	45	44	-	-
	Total Personnel	17,241	17,636	18,924	-	-
6002	Operating Supplies	428	507	-	-	-
	Total Commodities	428	507	-	-	-
7010	Printing	-	202	300	-	-
7030	Travel Expense	-	203	300	-	-
7040	Subscriptions	417	-	450	-	-
7041	Dues and Memberships	-	225	-	-	-
7220	Professional Fees/Contracts	-	-	1,000	-	-
7899	Prosecution Expense	30,970	32,432	33,000	-	-
	Total Contractual Service	31,387	33,062	35,050	-	-
	Prosecutor	49,056	51,205	53,974	-	-
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
City Attorney	5%	0%
Court Clerk	50%	0%

Note: Prosecutor expenditures moved to City Attorney budget for 2011 Revised.

Division Overview

Economic Development is responsible for enhancing the economic base of the community through business retention and attraction activities as well as housing initiatives, while undertaking marketing efforts that will continue to expand the residential and commercial offerings.

Budget Summary by Category

Category	2010 Actual	2011 Revised	2012 Budget
Personnel	74,888	76,107	77,620
Commodities	377	400	400
Contractual	17,970	95,814	18,364
Capital (Economic Development Reserve)	151,358	235,486	-
Transient Guest Tax	44,791	59,400	69,300
Total	289,384	467,207	165,684

Budget Summary by Division/Fund

Division/Fund	2010 Actual	2011 Revised	2012 Budget
General Fund	93,235	172,321	96,384
Economic Development Reserve	151,358	235,486	-
Transient Guest Tax	44,791	59,400	69,300
Total	289,384	467,207	165,684

Performance Measures

√ Building permits, residential and commercial, increased 11% over last year.



Mission:

Attract new industrial and commercial development in Derby; assist existing businesses with their retention and expansion needs; attract new residents to the community; and network with other economic development agencies for the benefit of the community.

Goals:

- Increase number of registered businesses by 3%.
- Increase number of Economic Development contacts by 3%.

Division Locator

- Administration
 - Human Resources
 - Public Information
 - Court Services
 - Senior Services
 - Transportation
 - City Attorney
 - ⇒ Economic Development
 - Community Marketing

Citizen Survey

√ 57% of respondents reported receiving adequate information about the City.

√ 73% of respondents moved to Derby because of a job or because they perceive it to be a small town.

√ Nearly 45% of the respondents work in the city limit of Wichita. This is an increase from 37% in 2008.

√ 70% of survey respondents have lived in Derby for at least 10 years.

Budget Worksheet						
Economic Development						
100 190 230		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
5001	Wages-Salary	70,762	74,468	76,805	75,687	77,200
5012	Longevity	404	420	404	420	420
	Total Personnel	71,166	74,888	77,209	76,107	77,620
6002	Operating Supplies	1,023	377	700	400	400
	Total Commodities	1,023	377	700	400	400
7020	Pre-Employment Physical		106			
7010	Printing	1,650	1,787	4,000	1,500	1,500
7030	Travel Expense	1,968	990	1,500	1,250	1,500
7040	Subscriptions	-	32	50	530	530
7041	Dues and Memberships	470	1,643	1,250	1,250	1,200
7042	REAP Membership	4,564	4,434	4,434	4,434	4,434
7050	Meetings/Seminars	2,106	1,480	2,000	1,750	2,200
7220	Professional Fees/Contracts	6,684	7,498	4,000	45,800	7,000
8271	Community Signage	-	-	-	39,300	-
	Total Contractual Service	17,442	17,970	17,234	95,814	18,364
	Economic Development	89,631	93,235	95,143	172,321	96,384
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Salary Splits	2011	2012
Economic Development Director	100%	100%

Note: Prior to 2012, the Economic Development Reserve was Fund 690. An annual cash carryover was budgeted. Beginning with the 2012 budget, the ED Reserve is merged with the Economic Development operating budget, and no cash carry-over is budgeted for individual divisions within the General Fund. The Community Signage & Professional Fees lines were transferred to the General Fund.

Budget Worksheet						
Economic Development Reserve						
Line #	Line Item	2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget
690 190 240						
4050	Lot Sale Proceeds	23,632	52,591	-	-	-
4999	Transfer from General Fund	75,000	75,000	75,000	-	-
4050	Carryover	255,639	259,253	202,555	235,486	-
4600	Other Income ¹	-	-	1,200	-	-
4602	Donation-Community Market	-	-	-	-	-
	Total Revenue	354,271	386,844	278,755	235,486	-
7063	Community Marketing	23,053	39,381	49,925	-	-
8271	Community Signage ²	-	4,803	43,000	-	-
7220	Professional Fees	-	11,000	35,100	-	-
8269	Wayfinding Design & Installation	-	24,209	-	-	-
8300	Capital Projects	-	-	78,765	-	-
	Total Capital Outlay	23,053	79,393	206,790	-	-
9015	Transfer to Bond and Interest	71,965	71,965	71,965	-	-
90xx	Transfer to General Fund	-	-	-	235,486	-
	Total Transfers	71,965	71,965	71,965	235,486	-
	Total Expenditures	95,018	151,358	278,755	235,486	-
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Notes: Revenue from advertising fees for Buckner Business District Banners will be deposited here in 2011 and 2012.
Wayfinding signage changed to Community Signage in 2011; 2011 includes the City's share of community LED sign at DHS.
This Reserve Fund will be closed at the end of 2011.

Budget Worksheet						
Transient Guest Tax						
100.190.245		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Revised	Budget
Line#	Line Item					
4142	Transient Guest Tax Receipts	19,726	44,791	54,133	60,000	70,000
	Total Revenue	19,726	44,791	54,133	60,000	70,000
7723	Guest Tax Transfer- Derby Hotel	19,726	44,477	54,133	59,400	69,300
	Total Expenditures	19,726	44,477	54,133	59,400	69,300
	Transient Guest Tax	19,726	44,791	54,133	59,400	69,300
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

ntals of 30 days or less at The Greens & The Fairways. Assumed 1%.

Division Overview

Community Marketing is a new division led by the Community Marketing Director, a position shared with Derby Public Schools. Focused on drawing in the resources of the community to gain new retirees, families, students, teachers, visitors and more to Derby, Community Marketing directs efforts involving the city, school district, chamber of commerce, library, DRC and community foundation.

Some successful efforts to date include the branding of the community through professional marketing materials, wayfinding signs and the Welcome Center. Outreach has included potential visitors, McConnell Air Force Base, and realtors. Visitors, as well as new residents and students, directly affect budgets positively through the tax base as well as per pupil allotments through the school district. We strive to demonstrate why Derby is “The Place to Be.”

Budget Summary by Category

	2010	2011	2012
Category	Actual	Revised	Budget
Personnel	-	24,664	77,097
Commodities	-	12,500	9,200
Contractual	39,381	79,827	19,098
Total	39,381	116,991	105,395

Budget Summary by Division

	2010	2011	2012
Category	Actual	Revised	Budget
Community Marketing	39,381	71,616	65,520
Fall Event	-	45,375	39,875
Total	39,381	116,991	105,395

Mission

Join together community partners to educate, recruit, and entice individuals and families to the Derby community as the community of choice in the metro area.

Goals

- Implement a successful National Bar-B-Que event that will bring new visitors to the community.

- Create five new educational marketing documents that describe the services and benefits of Derby.

- Create a program and training that enables citizens to become a part of the process for recruiting individuals and families to Derby.

Division Locator

Administration
 Human Resources
 Risk Management
 Public Information
 Court Services
 Senior Services
 Transportation
 City Attorney
 Economic Development
 ⇒ Community Marketing

Budget Worksheet						
Community Marketing						
100.195.225			2010	2011	2011	
Line #	Line Item		Actual	Budget	Revised	
					2012	
					Budget	
5001	Wages-Salary				24,664	77,097
	Total Personnel		-	-	24,664	77,097
6002	Operating Supplies				3,500	200
	Total Commodities		-	-	3,500	200
	Community Marketing		39,381	49,925		
7010	Printing				3,000	6,000
7013	Advertising & Marketing				9,805	9,750
7041	Dues and Memberships				1,500	1,500
7050	Meetings/Seminars				960	960
7220	Professional Fees/Contracts				1,200	100
7896	Derby Schools (Salary & Benefits)				22,591	(33,887)
	2011 and 2012 Supplemental Requests				4,396	3,800
	Total Contractual Service		39,381	49,925	43,452	(11,777)
	Community Marketing		39,381	49,925	71,616	65,520
			2010 Actual	2011 Budget	2011 Revised	2012 Budget

Note: The Community Marketing expenditures were included in the Economic Development Reserve prior to the 2011R Budget.

Budget Worksheet						
Community Marketing - Events						
100.195.065		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4602	Donations - Community Marketing				30,500	25,000
4400	Activity Receipts				7,375	7,375
	Total Revenues	-	-	-	37,875	32,375
6002	Operating Supplies				6,000	6,000
6010	Postage				3,000	3,000
	Total Commodities	-	-	-	9,000	9,000
7010	Printing				3,000	3,000
7220	Professional Fees/Contracts				500	500
7242	Equipment Rental				2,500	2,500
7013	Advertising & Marketing				14,175	8,675
7523	Public Events				16,200	16,200
	Total Contractual Service	-	-	-	36,375	30,875
	Community Marketing - Events	-	-	-	45,375	39,875
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Notes: The 2011 Adopted Budget included \$5,000 for a "New Community Festival" as part of the "Community Programs" worksheet.

With the addition of a Community Marketing Division, this has moved to the Community Marketing - Events worksheet for the National Bar-B-Que Derby event.

The event was also approved for an ACE Grant in 2011 of \$2,500. The event will be further funded through donations, both financial and in-kind.

Budget Worksheet						
Community Programs						
100 100 060		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
7226	Art, Culture & Entertainment Grants	5,900	5,300	8,000	12,000	12,000
7227	Public Safety Education	21,557	9,633	15,300	15,300	9,700
7243	Fireworks Display	9,468	9,944	13,891	13,891	14,585
7244	Grant Writer Services/Community	30,000	30,000	30,000	30,000	30,000
7245	Derby Days Contribution	3,608	3,058	5,000	5,000	5,000
7246	VFW/American Legion Independence Day	-	600	600	600	600
7893	New Community Festival	N/A	N/A	5,000	-	-
8273	Winter Light Displays	-	16,975	29,000	29,000	30,000
	Total Contractual	70,533	75,510	106,791	105,791	101,885
	Community Programs	70,533	75,510	106,791	105,791	101,885
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

Budget Worksheet						
Special Alcohol Fund						
290 210 425		2009	2010	2011	2011	2012
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4050	Projected Budget Carryover	152,475	152,936	144,190	153,865	138,239
4161	State Alcohol Program	44,778	49,120	45,485	45,860	48,334
	Total Revenues	197,253	202,056	189,675	199,725	186,573
290 210 425						
7820	Special Fund Expenditures		-	136,775	-	55,203
	Treatment Programs				20,000	50,000
7829	DHS Student Services (2009 Supplemental)	35,000	35,000	35,000	-	-
7840	DARE	5,635	9,670	8,750	6,965	10,595
7830	DARE Officer Training	700	-	3,150	1,000	1,000
7831	DARE Prevention Program	3,075	3,521	6,000	33,521	33,475
	Total Contractual	44,410	48,191	189,675	61,486	150,273
8100	New Equipment	-	-	-	-	36,300
	Total Capital Outlay	-	-	-	-	36,300
	Special Alcohol Fund	44,410	48,191	189,675	61,486	186,573
		2009 Actual	2010 Actual	2011 Budget	2011 Revised	2012 Budget

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Glossary of Terms

Accrual: An accounting method which reports income when earned and expenses when incurred as opposed to cash basis accounting which reports income when received and expenses when paid. In Derby, accrual is used for Proprietary Funds.

Activity: Specific of distinguishable type of work performed by a component of government for the purpose of accomplishing a function for which the government is responsible.

ADSAP: - Alcohol Drug Safety Action Program. This money is, maintained by the state. We are required by statute to have the program. Funds are earmarked for specific alcohol and drug related expenses.

Administrative: Pertaining to management and carrying out of laws and functions, as opposed to legislative and judicial.

Adopted Budget: The budget that is amended and approved by the City Council. The adopted budget becomes effective January 1.

Ad Valorem Tax: A tax levied on the assessed value of real and personal property (also referred to as the property tax).

Agency and Trust Funds: Funds established to account for cash and other assets held by a municipality as agent or trustee. Such funds are not assets of the municipality but, through the operation of law or by agreement, the municipality is responsible for their accountability.

Allocation of Funds: To set aside funds for a specific purpose or program.

Amendment: A change or addition which changes the meaning or scope of an original formal document. Often these are laws or regulations. However, plans or specifications can also be amended.

Amortization: The gradual elimination of a liability in regular payments over a specified period of time. Such payments must be sufficient to cover both principal and interest.

Appraised Value: The market value of real property, personal property, and utilities as determined by the County Appraiser.

Appropriation: Expenditure authority approved by the governing body with specific limitations as to the amount, purpose, and time.

Assessed Value: The official value placed on real estate, personal property, and utilities as a basis for levying taxes. The value is determined by applying a mathematical factor to the appraised value. The value is also determined by the property classification; residential real estate is assessed at 11.5%.

Assessment: The value placed on an item of real or personal property for property tax purposes. The rate of tax times the value equals the amount of tax levied on the property. Also a special tax levied on the property within a special assessment district.

Assets: Property owned by the City which has monetary value.

Audit: An examination of the financial activities of an agency and the report based on such examination.

Balanced Budget: When a government's total revenues (money that it takes in) equals its total outlays (spending) in a fiscal year.

Basis of Accounting: The method used to determine when revenues and expenditures are recognized for budgetary purposes.

Balanced Budget: By statute, cities in Kansas are required to submit a balanced budget to the State. The City of Derby's budget is considered balanced when revenues plus unencumbered cash equals expenditures in all appropriated funds for a fiscal year.

Bond: Process for the long-term borrowing of funds. Derby uses bonds to finance large capital projects. Lenders, the purchasers of the bonds, are repaid the principal amount in annual installments and accrued interest semi-annually.

Budget: A plan of financial operation including an estimate of proposed expenditures for a given period and proposed means of financing them. In Kansas, counties, cities, townships, and most special districts use the calendar year as the budget period.

Budget Adoption: A formal process by which the budget is approved by the governing body.

Budget Amendment: The legal means by which an adopted budget may be increased. The Budget may only be increased with revenues other than ad valorem taxes. The amendment process follows similar steps as the budget adoption.

Budget Calendar: Schedule of key dates or milestones followed by City departments in the preparation, review, and administration of the budget.

Budget Message: Opening section of the budget which provides the City Council and public with a general summary of the most important aspects of the budget, changes from current and previous fiscal years, and recommendations of the City Manager.

Budget Publication: A legal step towards formal budget adoption. To meet legal requirements, the public must be notified of budget proposals via local print media.

Capital Expenditures: Funds used to acquire or improve long-term assets. The dollar value threshold for capital expenditures is \$1,000 for equipment and \$25,000 for buildings and structures.

Capital Improvement Plan (CIP): A long-term plan for expenditures which result in the acquisition of land, improvements to existing facilities, and construction of streets, sewers, storm drains, park facilities, and other infrastructure and public facilities.

Capital Outlay: Fixed assets which have a value of \$300 or more and have a useful economic lifetime of more than one year.

Capital Reserve Funding: Established to account for resources legally set aside for anticipated capital expenditures, including construction, purchase or replacement of, or addition to, municipal buildings, equipment, machinery, motor vehicles or other capital assets.

Carryover: Established funds have carryover listed as a revenue source. This indicates the balance of unspent funds brought forward from the end of one fiscal year to the beginning of the next. This practice follows principles of sound fiscal management.

Certification: A formal, written declaration that certain facts are true or valid.

Certification of Participation (COP) Certificates of Participation are defined as lease financing agreements in the form of tax exempt securities similar to bonds.

City Manager: The chief administrator of a municipality in the council-manager form of government, appointed by the Council as the City's chief executive officer.

City of the Second Class: Kansas statute provides for three classifications of cities based on population size. Classification of cities originally helped establish the powers and duties of each incorporated city. However, now all cities in Kansas have the same powers as a result of the Constitutional Home Rule Amendment passed in July 1961 (see also Home Rule). Though classifications have remained in statute and in municipal culture as a historical remnant, they serve as a general reference tool for the size of a city.

Comprehensive Plan: A generalized, coordinated land use policy statement of the governing body of a city consisting of maps and descriptive text covering objectives, principles and standards used to develop the plan. A comprehensive plan must include a plan, scheme, or design for (at least) the following elements: land use; housing; capital facilities; utilities; natural resource lands and critical areas.

Commodities: Supplies required by the municipality in order to perform the services to its citizens.

Contractual Services: Costs of services provided by external entities.

Council: Elected officials of a city who set the general policies under which the city operates. Members are elected by ward. The Mayor is not a member of the City Council but along with the Council members forms the Governing Body.

Council President: The Council member elected by fellow members of the City Council to serve in the temporary absence of the Mayor.

Debt Service: The annual payments required to support debt issues including interest and principal.

Defeasance: The process to authorize the retirement of bonds prior to the originally anticipated end date.

Department: A functionally similar group of city divisions, such as the Public Works & Parks Department which contains the Divisions of Parks, Forestry, & Stream, Special Street & Highway, Motor Pool, and Weld Shop Divisions. The City's Departments are headed by a single Department Director who reports directly to the City Manager.

Depreciation: A non-cash expense that reduces the value of an asset as a result of wear and tear, age, or obsolescence. Most assets lose their value over time (i.e. they depreciate) and must be replaced once the end of their useful life is reached.

Disbursement: The actual payout of fund; expenditure.

Division: An organizational unit that is functionally unique in the delivery of services. A Division may contain one or more programs.

DRC: The Derby Recreation Center. The DRC delivers recreational programs and maintains the local recreation center. The DRC is governed by a board with members appointed by the local school board and the City Council. Personnel and operating costs are paid through the school mill levy. The recreation center's main building is owned by the City of Derby, and debt payment for that facility is paid in the form of rent from the DRC.

Employee Benefits: Social Security, retirement, unemployment compensation, and health/life/dental insurance for eligible employees paid by the City of Derby through the payroll process.

Encumbrance: Moneys not yet paid out but which are dedicated to a specific expense for goods or services being received or already received.

Enterprise Fund: Governmental activities that can be operated most like a commercial business are referred to as enterprise activities and are accounted for in enterprise funds. Derby's enterprise activities

include water and sanitary sewer utilities and the aquatic park. Expenditures are matched with revenue from service charges to ensure the program is self-supporting.

Equipment Reserve Fund: A long-range plan for expenditures which result in the acquisition of depreciable items of significant cost (i.e. major office equipment, information technology, etc.).

Expenditure: An outlay of cash for the purpose of acquiring an asset or providing a service.

Fees: General term used for any charge levied by local government in connection with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include building permits, fines, and user charges.

Fiscal Year: Period used for accounting year. The City of Derby has a fiscal year of January 1 through December 31.

FTE: Abbreviation for Full Time Equivalent. Staffing levels are measured in FTE's to give a consistent comparison from year to year. In most cases, an FTE is one full-time position filled for the entire year; however, in some instances an FTE may consist of several part-time positions.

Franchise: A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Fund: An independent fiscal and accounting entity for recording expenditures and revenues, comparable to an individual bank account. Funds are established for specific activities and are subject to special limitations.

Fund Balance: *See Carryover*

General Fund: The fund that accounts for all revenues and expenditures which are not accounted for in specific purpose funds. It finances the ordinary operations of the City.

General Obligation Bond: A financial instrument giving borrowing power to a municipality, based upon pledging of taxing power to retire the debt and pay interest.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity.

Governing Body: The elected officials of the City including the mayor plus Council members.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue fund, debt service fund, capital projects fund, and permanent funds.

Grant: A monetary contribution by a government or an organization to financially support a particular function or purpose.

Home Rule: The ability of cities to govern themselves independently from the state government. Cities must still abide by state laws. Kansas passed the Home Rule Amendment to the state constitution in 1961.

Interest: Fee charged by the lender to a borrower for use of borrowed money.

Investment Income: Interest earned on public funds being held until expended. Investments can only be made in instruments specified by state law.

K-15: Kansas Highway 15 is a major north/south arterial through Derby.

KDOT- Kansas Department of Transportation

LAVTR- Local Ad Valorem Tax Reduction

Levy: A compulsory collection of monies or the imposition of taxes. The total amount of taxes, special assessments, or service charges imposed by a government to support governmental activities.

Line Item: The most detailed unit of budgetary expenditures listed in the City of Derby budgets. Line items are tracked by four-digit object codes.

Mayor: Elected leader of the Governing Body tasked with building consensus among Council members, presiding over meetings of the Governing Body, assisting the City Council in setting goals and policies, serving as an ambassador and defender of the community, nominating persons to serve on boards and committees, and then appointing them after Council approval. Together, the Mayor and City Council form a policy-development team. The Mayor is the only member of the Governing Body who is elected at-large.

Mill: A monetary unit used to express the property tax rate. One mill is equivalent to one-thousandth of a dollar, or \$1 of tax per \$1,000 of assessed value.

Modified Accrual: An accounting method which reports revenues when they are subject to accrual, i.e. both measurable and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. In Derby, modified accrual is used for all funds other than Proprietary Funds.

Motor Vehicle Tax: The County Appraiser is required to determine the value of motor vehicles and place them within statutorily prescribed classifications. The value of a motor vehicle is multiplied by the assessment rate of 20% to produce the tax value. The County Treasurer is required to collect the tax and distribute it among all taxing subdivisions including the City of Derby.

MSA: Abbreviation for a Metropolitan Statistical Area. A geographic unit comprised of one or more counties around a central city or urbanized area with 50,000 or more population. Contiguous counties are included if they have close social and economic links with the area's population nucleus. Also known as a standard metropolitan statistical area (SMSA).

Operating Budget: A one-year budget approved by the City Council that includes appropriations for direct services to the public including wages and benefits, materials and services, and equipment. Excluded from the operating budget are capital improvement projects, debt service requirements, transfers, and reserves.

Ordinance: An enforceable law or statute enacted by a city, town or county. See Resolution.

Performance Measure: A quantitative means of assessing the efficiency and effectiveness of services performed by departments and divisions.

Principal: The amount borrowed or the amount borrowed which remains unpaid.

Public Hearing: A meeting or portion of a meeting set up to give members of the public a chance to speak on a particular subject such as the proposed annual budget. Kansas requires cities to hold at least two public hearings prior to the adoption of the budget.

Recommended Budget: City budget developed by the City Manager and submitted to the City Council for its deliberation.

Reserved Fund Balance: Those portions of fund balances that are not appropriable for expenditure or that are legally segregated for a specific future use.

Resolution: An act that is typically less formal than an ordinance, expressing the opinion or mind of the governing body, and generally dealing with matters of a special or temporary character or setting policy.

Revenue: A source of income which finances governmental operations.

Revenue Bonds: Bonds issued by a municipality to be paid exclusively from the revenue derived from the operation of a utility. K.S.A. 10-1201.

SRO- School Resource Officer- A police officer assigned to the Derby School for drug and violence education and prevention

Sinking Fund: Established to account for the accumulation of money providing for the retirement of bonds and the payment of interest. See also Defeasance.

Special Assessments: Charges assessed against property in a special district formed to pay for specific capital improvements such as streets, sewers, curbs, and gutters. While charges are normally assessed on the basis of the square footage of the lot, charges alternatively may be assessed against the value of the lot, or on the basis of both lot square footage and value.

Special District: A designated geographic area in which a tax is levied to pay for specific capital improvements such as streets, sewers, curbs and gutters.

Special Revenue Funds: Funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Tax Year: The calendar year in which ad valorem taxes are levied to finance the following calendar year budget. For example, taxes levied in 2007 finance the 2008 budget.

Taxable Valuations: Valuations set upon real estate or other property by a government as the basis for levying taxes.

Vehicle Replacement Fund: A long-range plan for expenditures which result in the acquisition of vehicles.

16/20 Vehicle Tax: The State of Kansas collects tax on larger vehicles and distributes a portion to cities. The revenue is collected in the City's general fund.

Computation to Determine Limit for 2012

	Amount of Levy
1. Total Tax Levy Amount in 2011 Budget	+ \$ <u>8,448,036</u>
2. Debt Service Levy in 2011 Budget	- \$ <u>2,045,028</u>
3. Tax Levy Excluding Debt Service	\$ <u>6,403,008</u>
 2011 Valuation Information for Valuation Adjustments:	
4. New Improvements for 2011:	+ <u>3,593,815</u>
5. Increase in Personal Property for 2011:	
5a. Personal Property 2011	+ <u>2,169,667</u>
5b. Personal Property 2010	- <u>2,428,877</u>
5c. Increase in Personal Property (5a minus 5b)	+ <u>0</u>
	(Use Only if > 0)
6. Valuation of annexed territory for 2011	
6a. Real Estate	+ <u>0</u>
6b. State Assessed	+ <u>0</u>
6c. New Improvements	- <u>0</u>
6d. Total Adjustment (Sum of 6a, 6b, and 6c)	+ <u>0</u>
7. Valuation of Property that has Changed in Use during 2011	<u>0</u>
8. Total Valuation Adjustment (Sum of 4, 5c, 6d & 7)	<u>3,593,815</u>
9. Total Estimated Valuation July 1, 2011	<u>177,700,000</u>
10. Total Valuation less Valuation Adjustment (9 minus 8)	<u>174,106,185</u>
11. Factor for Increase (8 divided by 10)	<u>0.02064</u>
12. Amount of Increase (11 times 3)	+ \$ <u>132,168</u>
13. Maximum Tax Levy, excluding debt service, without an Ordinance (3 plus 12)	\$ <u>6,535,176</u>
14. Debt Service in this 2012 Budget	<u>1,650,124</u>
15. Maximum levy, including debt service, without an Ordinance (13 plus 14)	<u>8,185,300</u>

If the 2012 budget includes tax levies exceeding the total on line 15, you must adopt an ordinance to exceed this limit, publish the ordinance, and attach a copy of the published ordinance to this budget.

Allocation of Motor, Recreational, 16/20M Vehicle Tax & Slider

Budgeted Fund for 2011	Budget Tax Levy Amt for 2010	Allocation for Year 2012			
		MVT	RVT	16/20M Veh	Slider
General	5,576,000	703,789	7,727	1,162	0
Debt Service	2,045,028	258,119	2,834	427	0
Law Enforcement & Fire					
Library	746,559	94,229	1,035	156	0
Library Employee Benef	80,449	10,154	111	17	0
TOTAL	8,448,036	1,066,291	11,707	1,762	0

County Treas Motor Vehicle Estimate	<u>1,066,291</u>			
County Treasurers Recreational Vehicle Estimate		<u>11,707</u>		
County Treasurers 16/20M Vehicle Estimate			<u>1,762</u>	
County Treasurers Slider Estimate				<u>0</u>
Motor Vehicle Factor	<u>0.12622</u>			
Recreational Vehicle Factor		<u>0.00139</u>		
16/20M Vehicle Factor			<u>0.00021</u>	
Slider Factor				<u>0.00000</u>

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1, 2011	Date Due		Amount Due 2011		Amount Due 2012	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
Series 2001-A	6/1/01	12/1/21	3.55-5.25	6,865,000	795,000	6/1 12/1	12/1	36,595	385,000	19,270	410,000
Series 2001-B	6/1/01	12/1/15	3.8-5.5	9,790,000	2,645,000	6/1 12/1	12/1	135,230	845,000	88,755	415,000
Series 2001-C	11/1/01	12/1/21	3.85-5.0	2,350,000	140,000	6/1 12/1	12/1	5,670	140,000	-	-
Series 2002-A	5/15/02	12/1/17	3.05-5.0	2,925,000	420,000	6/1 12/1	12/1	17,015	205,000	8,815	215,000
Series 2002-B	11/5/02	12/1/18	1.75-5.0	4,800,000	0	6/1 12/1	12/1	-	-	-	-
Series 2003-C	5/15/03	12/1/18	2.8-3.75	1,215,000	745,000	6/1 12/1	12/1	25,875	85,000	23,325	85,000
Series 2003-D	12/1/03	12/1/19	3.0-4.4	2,580,000	1,780,000	6/1 12/1	12/1	71,317	170,000	65,536	175,000
Series 2004-A	4/15/04	12/1/22	1.1-5.0	9,455,000	6,325,000	6/1 12/1	12/1	290,728	535,000	273,340	550,000
Series 2004-B	4/15/04	12/1/13	1.1-3.6	3,255,000	720,000	6/1 12/1	12/1	24,875	230,000	17,400	240,000
Series 2004-C	12/1/04	12/1/20	2.2-4.75	7,470,000	5,660,000	6/1 12/1	12/1	252,287	465,000	233,688	485,000
Series 2004-D	12/1/04	12/1/18	2.2-4.75	6,315,000	3,440,000	6/1 12/1	12/1	147,587	620,000	122,788	645,000
Series 2005-A	12/1/05	12/1/21	3.55-5.0	1,470,000	1,200,000	6/1 12/1	12/1	45,825	90,000	42,630	95,000
Series 2006-A	5/15/06	12/1/21	3.55-4.25	6,380,000	5,505,000	6/1 12/1	12/1	219,167	335,000	206,605	350,000
Series 2006-B	12/1/06	12/1/22	3.55-5.0	4,925,000	4,335,000	6/1 12/1	12/1	163,716	285,000	152,316	295,000
Series 2008-A	5/15/08	12/1/23	3.0-4.0	2,410,000	2,210,000	6/1 12/1	12/1	79,935	130,000	74,735	140,000
Series 2008-B	12/1/08	12/1/24	3.8-4.35	8,670,000	8,580,000	6/1 12/1	12/1	352,255	470,000	333,455	485,000
Series 2009-A	8/1/09	12/1/29	1.75-6.0	10,255,000	9,950,000	6/1 12/1	12/1	491,965	405,000	483,865	250,000
Series 2009-B	8/1/09	12/1/24	2.0-3.9	2,680,000	2,575,000	6/1 12/1	12/1	82,710	145,000	79,810	150,000
Series 2010-A	6/1/10	12/1/25	2.0-3.75	3,020,000	3,020,000	6/1 12/1	12/1	136,163	115,000	89,075	170,000
Series 2010-B	6/1/10	12/1/17	.65-2.55	7,300,000	7,300,000	6/1 12/1	12/1	191,809	825,000	119,623	945,000
Series 2010-C	10/15/10	12/1/21	2.0-2.8	3,985,000	3,985,000	6/1 12/1	12/1	98,861	330,000	81,060	305,000
Total G.O. Bonds					71,330,000			2,869,585	6,810,000	2,516,090	6,405,000
Revenue Bonds:											
Total Revenue Bonds					0			0	0	0	0
Other:											
Series 2010-1	9/15/2010	9/15/12	1	3,460,000	3,460,000						
Total Other					3,460,000			0	0	0	0
Total Indebtedness					74,790,000			2,869,585	6,810,000	2,516,090	6,405,000

City of Derby

FUND PAGE - GENERAL

Adopted Budget General	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Resources Available:	20,983,604	21,943,919	14,666,996
Expenditures:			
ADMINISTRATION	1,086,433	1,726,126	1,729,670
LAW ENFORCEMENT	2,989,925	3,084,282	3,106,019
FINANCE	551,071	532,174	594,957
COMMUNITY DEVELOPMENT	801,328	836,146	914,688
PUBLIC WORKS	994,442	1,236,373	1,901,488
OPERATIONS	1,222,491	1,384,318	1,419,698
FIRE & RESCUE	774,643	938,657	1,116,839
LAW	226,641	0	0
ECONOMIC DEVELOPMENT	93,235	0	0
0	0	0	0
0		0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
Subtotal detail (Should agree with detail)	8,740,209	9,738,076	10,783,359
Cash Reserve			4,971,708
Employee Benefits	2,635,721	2,985,491	3,087,164
Transient Guest Tax	44,791	59,400	69,300
Capital Equipment	134,202	485,943	229,030
Capital Improvements	701,525	1,001,000	565,000
Insurance Recovery	1,552	30,000	30,000
Reimbursables	195,913	300,000	300,000
Capital Reserve/Contingencies	94,311	60,026	35,000
Debt Service:			
Principal	300,000	305,000	295,000
Interest & Fiscal Charges	59,719	46,483	33,859
Transfer to ED Reserve	75,000	0	0
Transfer to Equipment Reserve	50,000	460,000	0
Transfer to Capital Improvement Reserve	150,000	470,000	
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	13,182,943	15,941,419	20,399,420
Unencumbered Cash Balance Dec 31	7,800,661	6,002,500	XXXXXXXXXXXXXXXXXXXX
2010/2011 Budget Authority Amount:	18,420,850	19,057,570	XXXXXXXXXXXXXXXXXXXX
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	20,399,420
		Tax Required	5,732,424
Delinquent Comp Rate:	0.040		229,297
Amount of 2011 Ad Valorem Tax			5,961,721

City of Derby

2012

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
General Fund - Detail Page 1	2010	2011	2012
Expenditures:			
ADMINISTRATION			
Salaries	776,290	1,059,412	1,173,446
Contractual	274,308	541,101	472,856
Commodities	35,835	56,313	52,368
Capital Outlay	0	69,300	31,000
Total	1,086,433	1,726,126	1,729,670
LAW ENFORCEMENT			
Salaries	2,655,659	2,663,794	2,605,400
Contractual	125,647	166,431	185,813
Commodities	208,619	254,057	314,806
Capital Outlay			
Total	2,989,925	3,084,282	3,106,019
FINANCE			
Salaries	284,106	299,813	360,592
Contractual	254,575	219,877	221,877
Commodities	12,390	12,484	12,488
Capital Outlay			
Total	551,071	532,174	594,957
COMMUNITY DEVELOPMENT			
Salaries	713,650	751,117	815,753
Contractual	71,536	67,968	79,393
Commodities	16,142	17,061	19,542
Capital Outlay			
Total	801,328	836,146	914,688
PUBLIC WORKS			
Salaries	718,827	711,324	1,189,752
Contractual	165,438	205,310	371,410
Commodities	99,114	128,816	340,326
Capital Outlay	11,063	190,923	0
Total	994,442	1,236,373	1,901,488
OPERATIONS			
Salaries	206,749	223,814	228,209
Contractual	759,318	841,345	867,414
Commodities	256,424	319,159	324,075
Capital Outlay			
Total	1,222,491	1,384,318	1,419,698
FIRE & RESCUE			
Salaries	658,082	821,029	995,733
Contractual	47,829	56,278	58,111
Commodities	52,815	61,350	62,995
Capital Outlay	15,917		
Total	774,643	938,657	1,116,839
LAW			
Salaries	107,504	0	0
Contractual	117,693	0	0
Commodities	1,444	0	0
Capital Outlay			
Total	226,641	0	0
Page 1 - Total	8,646,974	9,738,076	10,783,359

City of Derby

2012

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
General Fund - Detail Page 2	2010	2011	2012
Expenditures:			
ECONOMIC DEVELOPMENT			
Salaries	74,888	0	0
Contractual	17,970	0	0
Commodities	377	0	0
Capital Outlay			
Total	93,235	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Salaries			
Contractual			
Commodities			
Capital Outlay			
Total	0	0	0

Page 2 -Total	93,235	0	0
Page 1 -Total	8,646,974	9,738,076	10,783,359
Grand Total	8,740,209	9,738,076	10,783,359

(Note: Should agree with general sub-totals.)

City of Derby

2012

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Debt Service	2010	2011	2012
Unencumbered Cash Balance Jan 1	524,334	412,393	686,168
Receipts:			
Ad Valorem Tax	1,467,546	1,967,802	xxxxxxxxxxxxxxxx
Delinquent Tax	108,278	200,528	108,278
Motor Vehicle Tax	137,708	182,398	258,119
Recreational Vehicle Tax	1,536	1,813	2,834
16/20M Vehicle Tax	332	203	427
Slider			0
Specials Assessments	3,946,741	4,142,375	4,017,400
Reimbursement from ARRA	138,945	103,732	102,016
Transfers from Other Funds	729,461	664,937	322,981
Interest on Idle Funds	10,313	15,000	15,000
Miscellaneous	268,074	256,130	256,400
Does miscellaneous exceed 10% Total Rec			
Total Receipts	6,808,934	7,534,918	5,083,455
Resources Available:	7,333,268	7,947,311	5,769,623
Expenditures:			
Bond Principal	4,255,000	5,020,000	4,770,000
Bond Interest	2,665,862	2,240,943	1,967,454
Commissions	13	200	200
Neighborhood Revitalization Rebate			
Miscellaneous			618,627
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	6,920,875	7,261,143	7,356,281
Unencumbered Cash Balance Dec 31	412,393	686,168	xxxxxxxxxxxxxxxx
2010/2011 Budget Authority Amount:	7,524,269	7,861,143	xxxxxxxxxxxxxxxx
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	7,356,281
		Tax Required	1,586,658
Delinquent Comp Rate:	0.040		63,466
Amount of -1 Ad Valorem Tax			1,650,124

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Law Enforcement & Fire	2010	2011	2012
Unencumbered Cash Balance Jan 1	1,506	0	0
Receipts:			
Ad Valorem Tax	70,873	0	xxxxxxxxxxxxxxxx
Delinquent Tax	2,894		
Motor Vehicle Tax	23,414		
Recreational Vehicle Tax	261		
16/20M Vehicle Tax	53		
Slider	0		
Rental Car Excise Tax	259		
In Lieu of Taxes (IRB)	172		
Grant Reimbursements			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	97,926	0	0
Resources Available:	99,432	0	0
Expenditures:			
Police Equipment	81,415	0	0
Fire Equipment	36,572		
Grant Reimbursements	(32,915)		
To close out fund:			
Transfer to General Fund	14,360		
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	99,432	0	0
Unencumbered Cash Balance Dec 31	0	0	xxxxxxxxxxxxxxxx
2010/2011 Budget Authority Amount:	99,206	0	xxxxxxxxxxxxxxxx
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	0
		Tax Required	0
Delinquent Comp Rate:	0.040		0
Amount of -1 Ad Valorem Tax			0

Page No.

City of Derby

2012

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget Library	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1	27,071	29,720	25,000
Receipts:			
Ad Valorem Tax	691,283	708,772	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	13,073	10,046	10,046
Motor Vehicle Tax	93,907	88,998	94,229
Recreational Vehicle Tax	1,048	863	1,035
16/20M Vehicle Tax	214	52	156
Slider	0		0
Rental Car Excise Tax	1,038	1,000	1,000
Payment in Lieu of Taxes	810	261	261
Interest on Idle Funds			
Miscellaneous	17,794	18,000	18,000
Does miscellaneous exceed 10% Total Rec			
Total Receipts	819,167	827,992	124,727
Resources Available:	846,238	857,712	149,727
Expenditures:			
Personnel	489,037	497,960	523,157
Library Board Appropriation	303,421	295,078	303,981
Transfer to Library Employee Benefits Fund	10,000	21,674	23,883
Neighborhood Revitalization Rebate			
Miscellaneous	14,060	18,000	18,000
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	816,518	832,712	869,021
Unencumbered Cash Balance Dec 31	29,720	25,000	xxxxxxxxxxxxxxxxxxx
2010/2011 Budget Authority Amount:	830,455	872,435	xxxxxxxxxxxxxxxxxxx
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	869,021
		Tax Required	719,294
Delinquent Comp Rate:	0.040		28,772
Amount of 2011 Ad Valorem Tax			748,066

Adopted Budget

Library Employee Benefits	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1	11,509	2,126	5,619
Receipts:			
Ad Valorem Tax	73,628	77,391	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	1,429	907	907
Motor Vehicle Tax	10,132	9,453	10,154
Recreational Vehicle Tax	113	92	111
16/20M Vehicle Tax	24	16	17
Slider	0	0	0
Payment in lieu of tax	87	27	27
Rental Car Excise Tax	112	100	100
Transfer from Library Fund	10,000	21,674	23,883
Interest on Idle Funds			
Miscellaneous	550	600	600
Does miscellaneous exceed 10% Total Rec			
Total Receipts	96,075	110,260	35,799
Resources Available:	107,584	112,386	41,418
Expenditures:			
Employee Benefits	105,458	106,767	119,148
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	105,458	106,767	119,148
Unencumbered Cash Balance Dec 31	2,126	5,619	xxxxxxxxxxxxxxxxxxx
2010/2011 Budget Authority Amount:	107,360	121,490	xxxxxxxxxxxxxxxxxxx
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	119,148
		Tax Required	77,730
Delinquent Comp Rate:	0.040		3,109
Amount of 2011 Ad Valorem Tax			80,839

Page No.

City of Derby

2012

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Highway	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1	627,790	673,363	393,877
Receipts:			
State of Kansas Gas Tax	610,287	607,290	604,840
County Transfers Gas	287,552	283,050	278,100
Interest on Idle Funds			
Miscellaneous	313		
Does miscellaneous exceed 10% Total Rec			
Total Receipts	898,152	890,340	882,940
Resources Available:	1,525,942	1,563,703	1,276,817
Expenditures:			
Personnel	474,201	449,459	
Commodities	155,235	205,300	
Contractual	110,259	156,550	
Capital Outlay	112,884	358,517	1,276,817
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	852,579	1,169,826	1,276,817
Unencumbered Cash Balance Dec 31	673,363	393,877	0
2010/2011 Budget Authority Amount:	1,186,700	1,409,915	

Adopted Budget

Special Park & Recreation	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1	94,070	101,190	85,050
Receipts:			
State Alcohol Program	49,120	45,860	48,334
KDHE Crumb Rubber Grant	8,679		25,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	57,799	45,860	73,334
Resources Available:	151,869	147,050	158,384
Expenditures:			
Capital Improvements	50,679	62,000	119,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	50,679	62,000	119,000
Unencumbered Cash Balance Dec 31	101,190	85,050	39,384
2010/2011 Budget Authority Amount:	185,853	65,615	

City of Derby

2012

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Special Drug & Alcohol	2010	2011	2012
Unencumbered Cash Balance Jan 1	152,936	153,865	138,239
Receipts:			
	49,120	45,860	48,334
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	49,120	45,860	48,334
Resources Available:	202,056	199,725	186,573
Expenditures:			
Special Fund Expenditures			55,203
Community Programs	35,000	20,000	50,000
DARE	9,670	7,965	11,595
DARE Prevention	3,521	33,521	33,475
Capital Outlay			36,300
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	48,191	61,486	186,573
Unencumbered Cash Balance Dec 31	153,865	138,239	0
2010/2011 Budget Authority Amount:	198,145	189,675	

Adopted Budget

	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Wastewater	2010	2011	2012
Unencumbered Cash Balance Jan 1	5,131,116	5,284,648	3,720,103
Receipts:			
Charges for Services	2,726,861	2,952,325	2,952,325
Grant Reimbursements	121,338	1,039,956	68,836
Transfer from WW Capital Improvement	123,103	188,812	0
Interest on Idle Funds	26,756	27,500	27,500
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	2,998,058	4,208,593	3,048,661
Resources Available:	8,129,174	9,493,241	6,768,764
Expenditures:			
Personnel	675,534	739,221	706,470
Commodities	63,614	117,828	86,630
Contractual	396,140	506,486	521,539
Capital Outlay	402,548	2,382,500	3,063,000
Debt Service	650,512	713,568	723,401
Transfers to Bond & Interest Fund	656,178	664,937	322,981
Transfers to Construction Fund		648,598	236,402
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	2,844,526	5,773,138	5,660,423
Unencumbered Cash Balance Dec 31	5,284,648	3,720,103	1,108,341
2010/2011 Budget Authority Amount:	3,933,610	7,863,040	

City of Derby

2012

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Aquatic Park Sales Tax	2010	2011	2012
Unencumbered Cash Balance Jan 1	2,342,737	2,083,374	2,002,663
Receipts:			
City Aquatic Retail Sales Tax	0		
DRC Net Revenue	266,770	200,000	70,000
Concessions & Sponsorships	29,990	32,000	20,000
Reimbursements	54,237	0	12,000
Interest on Idle Funds	5,325	10,500	10,500
Miscellaneous		0	0
Does miscellaneous exceed 10% Total Rec			
Total Receipts	356,322	242,500	112,500
Resources Available:	2,699,059	2,325,874	2,115,163
Expenditures:			
Contractual	323,611	256,111	256,111
Debt Service	0	0	60,000
Capital Outlay	288,078	63,400	3,700
Sponsorship Program Expenses	3,996	3,700	
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	615,685	323,211	319,811
Unencumbered Cash Balance Dec 31	2,083,374	2,002,663	1,795,352
2010/2011 Budget Authority Amount:	6,381,241	379,289	

Adopted Budget

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Economic Development Reserve	2010	2011	2012
Unencumbered Cash Balance Jan 1	259,253	235,486	0
Receipts:			
Transfer from the General Fund	75,000		
Lot Sale Proceeds	52,591		
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	127,591	0	0
Resources Available:	386,844	235,486	0
Expenditures:			
Community Marketing	39,381		
Community Signage	4,803		
Professional Fees	11,000		
Wayfinding Design & Installation	24,209		
Capital Projects	0		
Transfer to Bond & Interest	71,965		
Transfer to General Fund		235,486	
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	151,358	235,486	0
Unencumbered Cash Balance Dec 31	235,486	0	0
2010/2011 Budget Authority Amount:	286,830	278,755	

City of Derby

2012

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Water System Bond 2004-A	2010	2011	2012
Unencumbered Cash Balance Jan 1	2,321,989	2,100,139	1,718,986
Receipts:			
Dividends	708,501	1,145,000	1,100,000
Payroll Reimbursement	442,577	620,262	553,280
Inter-Fund Transfers	113,350	0	0
Interest on Idle Funds	7,786	11,100	11,100
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,272,214	1,776,362	1,664,380
Resources Available:	3,594,203	3,876,501	3,383,366
Expenditures:			
Personnel	448,880	487,917	496,070
Commodities	32,345	19,850	20,220
Contractual	31,566	69,020	66,490
Capital	47,412	755,000	383,640
Interfund-Transfers	112,683	0	0
Debt Service	821,178	825,728	823,340
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,494,064	2,157,515	1,789,760
Unencumbered Cash Balance Dec 31	2,100,139	1,718,986	1,593,606
2010/2011 Budget Authority Amount:	1,950,252	2,069,295	

See Tab C

Adopted Budget

Adopted Budget	Prior Year Actual	Current Year Estimate	Proposed Budget Year
Library Sales Tax	2010	2011	2012
Unencumbered Cash Balance Jan 1	301,992	1,839,960	2,460,664
Receipts:			
Library Sales Tax	2,077,970	1,996,768	2,056,671
Bond Proceeds	7,300,000		
Interest on Idle Funds	1,684	5,000	5,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	9,379,654	2,001,768	2,061,671
Resources Available:	9,681,646	3,841,728	4,522,335
Expenditures:			
Personnel	65,953	157,546	163,304
Commodities	9,122	9,200	9,200
Contractual	268,063	1,153,281	1,213,358
Capital	304,222	61,037	50,000
Transfer to General Fund	44,326		
Bond Payments	7,150,000		
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	7,841,686	1,381,064	1,435,862
Unencumbered Cash Balance Dec 31	1,839,960	2,460,664	3,086,473
2010/2011 Budget Authority Amount:	921,456	1,389,107	

See Tab A

City of Derby

2012

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Senior Services Advisory Board	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1		12,286	4,478
Receipts:			
Board Contributions	14,394	6,000	6,000
Auction Receipts	3,338		
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	17,732	6,000	6,000
Resources Available:	17,732	18,286	10,478
Expenditures:			
Board Expenditures	5,446	13,808	6,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	5,446	13,808	6,000
Unencumbered Cash Balance Dec 31	12,286	4,478	4,478
2010/2011 Budget Authority Amount:	7,000	14,700	

Adopted Budget

0	Prior Year Actual 2010	Current Year Estimate 2011	Proposed Budget Year 2012
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	0	0	0
Expenditures:			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	0
Unencumbered Cash Balance Dec 31	0	0	0
2010/2011 Budget Authority Amount:	0	0	

City of Derby

NON-BUDGETED FUNDS (A)
(Only the actual budget year for 2010 is to be shown)

2012

Non-Budgeted Funds-A

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Wastewater CIP		Equipment Reserve		Capital Improvement Reserve		Capital Projects Fund		Law Enforcement Trust Fund		Total
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		
Cash Balance Jan 1	1,389,675	Cash Balance Jan 1	471,679	Cash Balance Jan 1	2,822,115	Cash Balance Jan 1	7,922,862	Cash Balance Jan 1	11,578	12,617,909
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Sewer Connections	76,300	Transfer from GF	50,000	Transfer from GF	150,000	Interest	5,079	Interest	12	
Interest Income	4,547			Reimbursements	250	Temp Notes Issued/Bond	3,460,000			
				CDBG Reimbursement	92,000	Bonds Issued	7,152,110			
Total Receipts	80,847	Total Receipts	50,000	Total Receipts	242,250	Total Receipts	10,617,189	Total Receipts	12	10,990,298
Resources Available:	1,470,522	Resources Available:	521,679	Resources Available:	3,064,365	Resources Available:	18,540,051	Resources Available:	11,590	23,608,207
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
		Software Replacement	29,078	Meadowlark Design	137,060	Debt Service	4,740,736			
				City Hall Remodel	772,406	Capital Outlay	5,295,209			
						Refunding Payment	4,099,291			
						Transfers to General Fu	450,000			
Total Expenditures	0	Total Expenditures	29,078	Total Expenditures	909,466	Total Expenditures	14,585,236	Total Expenditures	0	15,523,780
Cash Balance Dec 31	1,470,522	Cash Balance Dec 31	492,601	Cash Balance Dec 31	2,154,899	Cash Balance Dec 31	3,954,815	Cash Balance Dec 31	11,590	8,084,427 **
										8,084,427 **

**Note: These two block figures should agree.

City of Derby

NON-BUDGETED FUNDS (B)
(Only the actual budget year for 2010 is to be shown)

2012

Non-Budgeted Funds-B

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Risk Management Reserve										
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		Total
Cash Balance Jan 1	15,000	Cash Balance Jan 1		15,000						
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Total Receipts	0	Total Receipts	0	Total Receipts	0	Total Receipts	0	Total Receipts	0	0
Resources Available:	15,000	Resources Available:	0	15,000						
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Transfers Out	15,000									
Total Expenditures	15,000	Total Expenditures	0	15,000						
Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	0
										0

**Note: These two block figures should agree.

NOTICE OF BUDGET HEARING

2012

The governing body of
City of Derby
will meet on August 9, 2011 at 6:30 PM at City Hall, 611 Mulberry, Derby, Kansas for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2012 Expenditures and Amount of 2011 Ad Valorem Tax establish the maximum limits of the 2012 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2010		Current Year Estimate for 2011		Proposed Budget for 2012		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2011 Ad Valorem Tax	Estimate Tax Rate *
General	13,182,943	35.890	15,941,419	31.566	20,399,420	5,961,721	33.549
Debt Service	6,920,875	6.157	7,261,143	11.577	7,356,281	1,650,124	9.286
Law Enforcement & Fire	99,432	1.049	0	0.000	0	0	0.000
Library	816,518	4.207	832,712	4.220	869,021	748,066	4.210
Library Employee Benefits	105,458	0.453	106,767	0.455	119,148	80,839	0.455
Special Highway	852,579		1,169,826		1,276,817		
Special Park & Recreation	50,679		62,000		119,000		
Special Drug & Alcohol	48,191		61,486		186,573		
Wastewater	2,844,526		5,773,138		5,660,423		
Aquatic Park Sales Tax	615,685		323,211		319,811		
Economic Development Reserve	151,358		235,486				
Water System Bond 2004-A	1,494,064		2,157,515		1,789,760		
Library Sales Tax	7,841,686		1,381,064		1,435,862		
Senior Services Advisory Board	5,446		13,808		6,000		
Wastewater CIP	0						
Equipment Reserve	29,078						
Capital Improvement Reserve	909,466						
Capital Projects Fund	14,585,236						
Law Enforcement Trust Fund	0						
Risk Management Reserve	15,000						
Totals	50,568,220	47.756	35,319,575	47.818	39,538,116	8,440,750	47.500
Less: Transfers	1,659,932		3,139,507		1,153,266		
Net Expenditure	48,908,288		32,180,068		38,384,850		
Total Tax Levied	8,165,289		8,448,036		xxxxxxxxxxxxxxxxxxx		
Assessed Valuation	170,919,924		176,645,078		177,700,000		
Outstanding Indebtedness, January 1,	<u>2009</u>		<u>2010</u>		<u>2011</u>		
G.O. Bonds	63,460,000		66,005,000		71,330,000		
Revenue Bonds	0		0		0		
Other	6,840,000		11,570,000		3,460,000		
Lease Purchase Principal	1,860,000		1,565,000		1,265,000		
Total	72,160,000		79,140,000		76,055,000		

*Tax rates are expressed in mills

/s/ Jean Epperson
City Official Title: City Clerk