

2013

City of Derby, Kansas

Approved Budget

August 14, 2012



August 31, 2012

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

Enclosed is the Fiscal Year 2013 Approved Budget, the seventh 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 2013 budget includes a provision to maintain the mill levy at 47.34 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 \$33,754,455, which is a 1.07% decrease from estimated 2012 expenditures of \$34,118,407.

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, 2012. Please contact me with questions at your convenience.

Respectfully submitted,

Kathleen B. Sexton
City Manager

City of Derby
City Manager's Office

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

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**City of Derby
Kansas**

For the Fiscal Year Beginning

January 1, 2012

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Executive Director

Derby
City Council
2012-2013



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Randy White



Mayor Dion Avello



Ward II:
Vaughn Nun
Heath Horyna



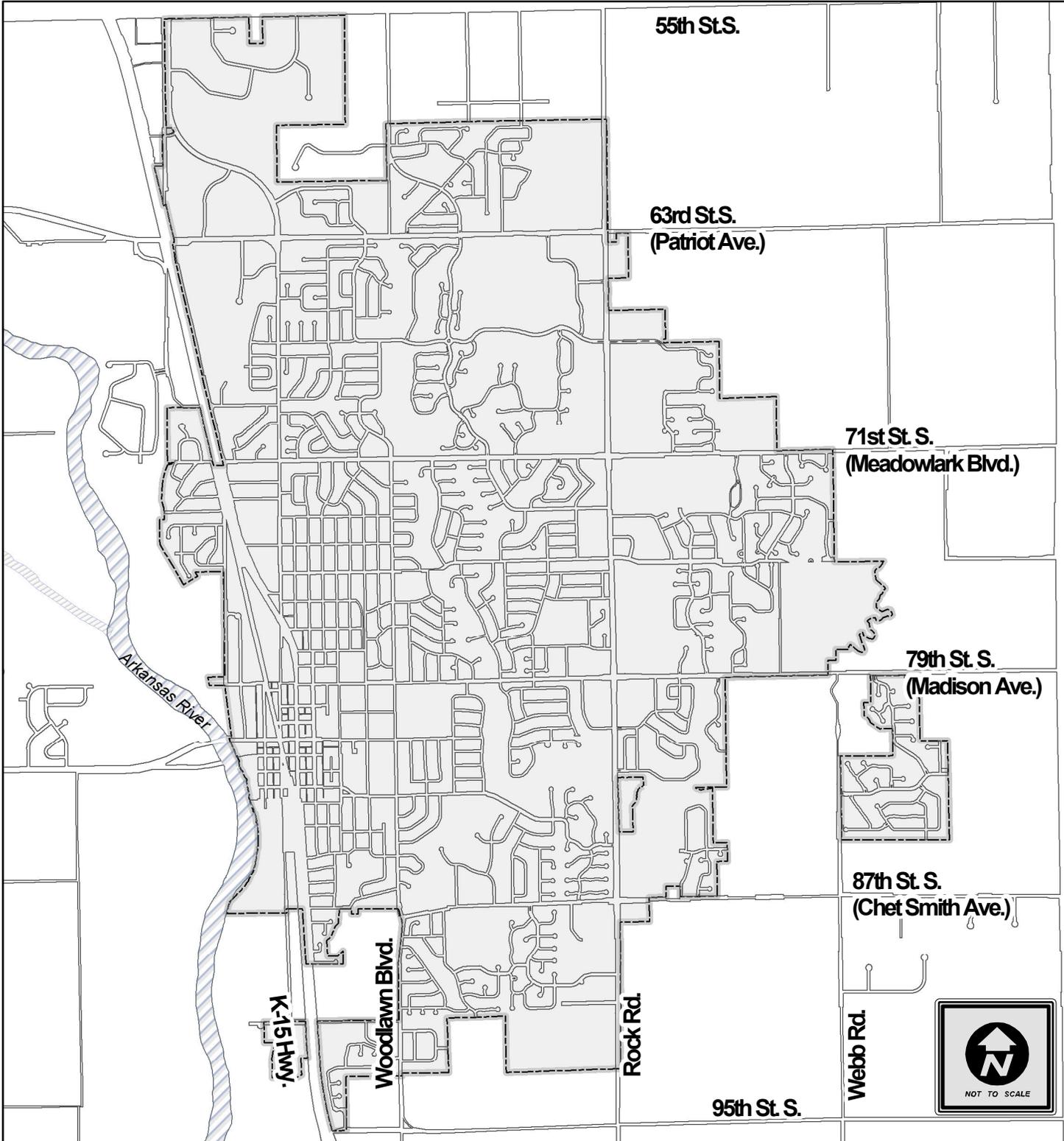
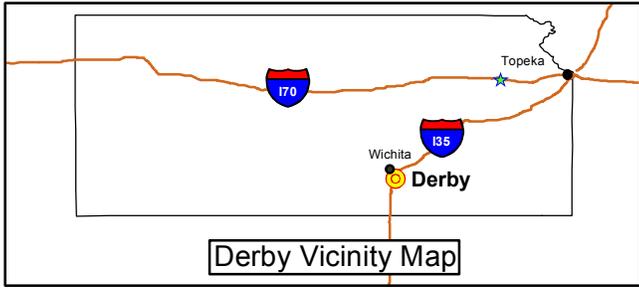
Ward III:
Cheryl Bannon
Chuck Warren



Ward IV:
Tom Haynes
Mark Staats



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



CITY OF DERBY
 SEDGWICK COUNTY, KANSAS

Legend

Derby City Limits

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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 2013 was developed by staff with input from the governing body as informed by the public. It includes departmental operating budgets, a five-year (2013-2017) Capital Improvement Plan (CIP), Financial Plan, Vehicle Replacement Plan, and Equipment Replacement Plan, and a ten-year Pavement Management Plan.

Overview of the 2013 Budget

The 2013 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; however, the recession continues to pressure the City's revenue sources. This budget invests in the infrastructure, people, and equipment necessary to meet the needs of an expanding, maturing community. This is the eighth year in a row that the City will maintain or lower the mill levy.

The operating budget for all funds, not including reserves, fund transfers and bond proceeds, is \$33,754,455. This budget is slightly lower than the 2012 Revised Budget and includes minimal staffing changes.

Capital Improvement Plan (CIP)

In 2012 and 2013, the City will make major investments in improving infrastructure to accommodate maturing neighborhoods and to prepare for construction of a new middle school on North Rock Road. The CIP is budgeted for \$16,449,500 in 2012 and \$3,717,000 in 2013.

The CIP can be best characterized as "realistic." The 2013 CIP balances the needs of the growing 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 than to rehabilitate or reconstruct dilapidated infrastructure. The CIP reflects this philosophy.

Several major projects will begin in 2012 and conclude construction in 2013:

- Construction of Madison Avenue (Buckner west to Water): \$1,366,900
- Derby Recreation Center Remodel: \$3,500,000

Following are major projects included in the 2013 CIP:

Stormwater Management

- Woodland Valley Drainage: \$200,000

Facilities

- The Venue at Madison Avenue Central Park building remodel: \$1,500,000

Streets/Intersections

- Nelson Drive & Red Powell Intersection Construction: \$100,000
- Rock Road Design (Patriot to New Derby Middle School): \$140,000

Wastewater

- Design of Nutrient Removal System: \$150,000

Water System

- High Park Loop & Control Valve: \$325,000

Major improvements anticipated in years 2014-2017 of the CIP include:

- Significant development of new parks, including Madison Avenue Central Park, Warren Riverview Park, and a new 4-plex of ball fields.
- Improve Nelson Drive intersections at Patriot and Meadowlark.
- Upgrade Wastewater Treatment Plant for Nutrient Removal.
- Widen & Reconstruct Madison Avenue East (Derby High School east to High Park).

Staffing Changes

The 2012 budget was approved by the Council with 165 full-time and 25 part-time positions. The focus for staffing in the 2013 budget is to maintain the current level of staffing while economizing by reducing overtime and encouraging 36-hour workweeks. The 2013 Budget includes 166 full-time and 23 part-time positions. The only change proposed is to convert two vacant part-time police officer positions into one full-time position due to persistent inability to attract qualified candidates to the part-time roles.

Vehicle and Equipment Replacement Plans

The City annually develops a vehicle replacement plan and an equipment replacement plan. The 2013 vehicle replacement plan is pared back to \$227,600. The equipment replacement plan is targeted for \$313,550 in 2013 to accommodate the maintenance cycle and to meet growing needs. The plan includes:

- Three Police Patrol Cars and One Staff Car - \$112,000
- Derby Dash Replacement - \$69,600 (80% is grant funded)
- Two Public Works Pick-up Trucks - \$46,000

What's the Forecast? Revenue Projections for 2013

The City Council has historically stressed the importance of conservative fiscal policy, which often requires that staff "err on the side of caution." Generally, revenues are projected lower than actual receipts. The finance department has a goal to estimate revenue within 2% of actual. This strategy was used in preparing the 2013 budget.

Sound financial footing was maintained throughout 2010, 2011 and into 2012 with a balanced plan of conservative revenue estimates and measured expenditure requests. Heading into 2013, the City is in a strong financial position. During late 2011 and early

2012, finance staff developed a five-year projection for revenues and expenditures. Although based on multiple assumptions, this projection guided staff in balancing the 2013 budget while also poising the City for success in future years.

Outside agencies have recognized the City for its excellent financial practices. 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 February 2012. The City has also earned the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the past eight years, as well as the Excellence in Financial Reporting Award for the 2008, 2009, & 2010 Comprehensive Annual Financial Reports.

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 2.5% in 2012 and 2013 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 no change in the mill levy of 47.34 mills. At this rate, the City will receive \$8,539,968 in property taxes in 2013.

Diversifying Revenue Sources

Going forward, the City will continue to explore alternative revenue sources to relieve pressure on the property tax and to ensure revenue to sustain core city services. 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 position.

The 2013 Budget includes a new Stormwater Utility with a \$3/month fee per residential lot and fees for non-residential lots calculated based on their impervious surface. The Stormwater Utility will address increasing demands for drainage improvements, stream maintenance, and flood control.

Summary

This budget provides resources for the City to accomplish our mission while also adhering to the strong tradition of sustainable fiscal policy and financial management. Given the recession, City staff will diligently monitor revenues and if needed, reduce expenditures mid-year as conditions warrant. In 2013, I expect the region to see greater signs of recovery, and the City's financial plan for 2014 remains moderately conservative. Through our shared commitment to excellence in providing public services, the City of Derby has positioned itself well for 2013 and beyond.

Respectfully Submitted,

Kathleen B. Sexton
City Manager

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Reader's Guide to the Budget Document

Elected leaders and City staff welcome the reader's involvement in City of Derby government. 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

The City of Derby's budget document is divided into 16 tabbed sections as summarized below. This structure gives you 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 that 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.

A detailed explanation of each section follows, 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. The 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 of construction and infrastructure 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 presents major improvements that are most urgently needed and funded from available and proposed 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 2012 and 2013, plus projections of capital needs over the following four years. Essentially, out-years of the CIP provide a roadmap to 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 annually by the Planning Commission for consistency with the City's Comprehensive Plan (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 nutrient removal design project for the Wastewater Treatment Plant in 2013. 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, Engineering & Planning, 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 the Parks, Streets, Motor Pool, Weld Shop, Code Enforcement, Stormwater, 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 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, El Paso is still incorporated as an independent company.

Planning & Engineering Department

This section includes budget appropriations and explanatory material for the Engineering, Planning, and Building Trades divisions.

Police Department

This section includes budget appropriations and explanatory material for the Patrol and Records divisions. Because in 2012 the emergency dispatching function began to be performed by Sedgwick County, the Police Department includes an expanded records department beginning in 2012.

Fire & 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, and Utility Services divisions.

Library

The Derby Public Library is a semi-autonomous entity from the City organization, and the City provides most of the funding for the library under its property & sales tax authority. On January 1, 2010, the half-cent library sales tax (voter-approved) became effective upon sunset of the aquatic park tax. As of 2010, many operating costs of the new facility are paid out of the library sales tax fund. The sales tax is set to expire in 2017.

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.

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. Since cycles of useful life for vehicles differ significantly from other equipment, vehicle replacement is tracked on in its own schedule to allow for optimal stewardship.

Equipment Replacement Plan

The Equipment Replacement Plan section provides information about the City's purchase schedule for software, hardware, & various types of equipment. The Plan anticipates depreciation of City resources and minor assets and recommends a replacement schedule that allows for stewardship and responsive budgeting.

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 more than a century ago, the timeless homage still depicts the prosperous Derby community of today. Derby is a community soaring towards its future with a clear mission ensured by conscientious community leadership. Above all, Derby is a premier living choice and remains an attractive competitor for businesses 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 more than doubled in population from approximately 10,500 to 22,231. Of the 20 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 residents, Derby pulls shoppers from surrounding communities of Mulvane, Winfield, Wellington, Arkansas City, South Wichita, and rural areas in south-central Kansas and north-central Oklahoma. In a 2006 survey conducted 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. The City's economy is strongest in construction, retail, finance/insurance/real estate, and health-care related activities. Aircraft manufacturers Spirit AeroSystems, Cessna Aircraft, and Hawker Beechcraft provide jobs for a significant portion of the community's residents, as does Derby Public Schools.

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 currently, 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 bike paths 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.

The Derby Skate Park is the newest and largest skate park in the metro area with a 9,000 sq. ft. flat deck and nine 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 concerts, the community's 4th of July celebration, and the annual national Bar-be-que Derby, which draws competitors from around the Midwest.

In addition to the parks system, Derby's extensive 25-mile pedestrian and bike path system rivals any other in the state. 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 175 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

Civil Engineering

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 & Festivals

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.

Community Statistical Overview

Derby Population (2010 census): 22,231

2012 Assessed Valuation: \$180,400,000 (estimate)
(1.2% increase from 2012)

2012 Taxation Profile

Total Property Tax Rate:	138.047 mills
City:	47.340 mills
Sedgwick County:	29.428 mills
USD 260 Derby Schools:	57.631 mills
State:	1.500 mills
El Paso Cemetery:	1.040 mills

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

2012 Ad Valorem Tax Levies for Surrounding Cities
 Levies for 2012 Budgets

Total Levy Within City

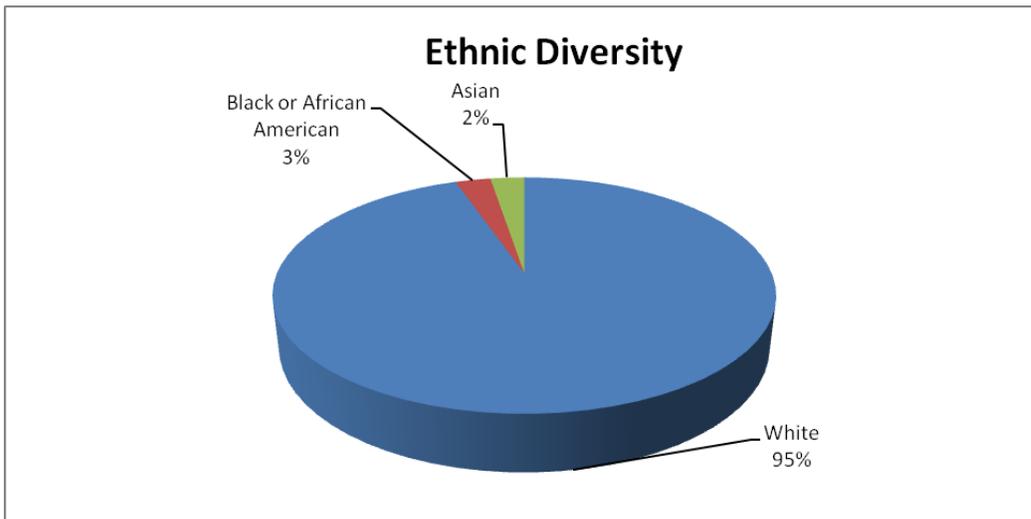
Winfield	186.421
Hutchinson	165.022
Garden Plain	163.702
Haysville	161.032
Andover	159.104
Bentley	157.893
Augusta	156.986
Bel Aire	156.482
Cheney	152.442
Park City	149.963
Eastborough	149.388
Maize	149.373
Goddard	147.511
Valley Center	145.195
Mulvane	142.015
Newton	140.188
Derby	136.332
Wichita	120.906

Total City Levy

Eastborough	59.999
Winfield	56.466
Cheney	55.126
Mulvane	53.753
Bentley	53.690
Valley Center	51.173
Garden Plain	50.075
Haysville	48.436
Derby	47.340
Bel Aire	46.118
Newton	45.540
Maize	43.132
Hutchinson	41.412
Augusta	39.826
Andover	38.549
Park City	37.791
Wichita	32.360
Goddard	28.114

Resident Profile

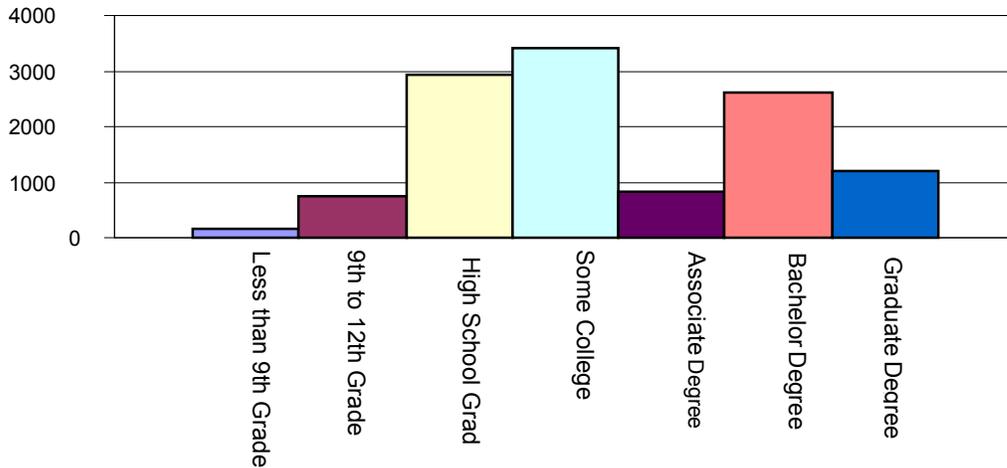
Median Age (2010 Census): 34.7 years
 Median Family Income: \$74,081



Housing in Derby

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 (in vicinity): 19, including Wichita State University South Campus

Business & Industry

Number of Businesses: 510
 Sedgwick County Unemployment: 7.9% (May 2012, KS Dept of Labor)

Top 10 Taxpayers

- 1 Derby Marketplace LC
- 2 Wal-Mart Real Estate Business Trust
- 3 The Greens at Derby
- 4 Dillons Companies
- 5 Target Corporation
- 6 Kansas Gas & Electric - A Westar Energy Co.
- 7 Lowes Home Centers Inc.
- 8 Kohl's Illinois Inc
- 9 Fairways at Derby LP
- 10 Kansas Gas Service - A Division of Oneok

Top 10 Largest Employers

<i>Employers</i>	<i>Product/Service</i>	<i>All Employees (FTE)</i>
USD #260	Education	1,070
Wal-Mart	Retail	381
Dillons	Retail	188
City of Derby	Government	175
Wal-Mart Financial Services	Retail Support	145
Lowe's Home Improvement	Retail	120
Derby Health & Rehabilitation, LLC	Healthcare	99
Derby Recreation Commission	Recreation/Fitness	92
Kohl's	Retail	80
Westview Manor	Skilled Nursing	74

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 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 2011 – March 2012

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 2012

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 2012

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

Long-term Planning

April 2012

Departments prepare prioritized 5-year capital, vehicle and equipment plans. Departments also submit recommendations to amend the existing 2012 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 2012**

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 2012**

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 2012**

Citizens can view various preliminary budget documents online at 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 2012**

The City Manager presents the Council with her recommended 2013 budget and 2013 – 2017 Capital Improvement Plan.

Derby Planning Commission Review**July 2012**

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

Public Hearing and Final Adoption of 2013 Budget**August 2012**

A Public Hearing is held during a council meeting during which citizens may comment. The Council votes on approval of the 2013 Budget and 2013-2017 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 should 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 2013 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 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 the following January, 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. An annual barbeque competition and fall festival began in September 2011, and enhanced focus was given to area realtors to ensure quality information is provided to potential residents. In 2012, a new winter festival will launch as “December in Derby.”

2. Work to obtain All-America City status.

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

3. Update the 1999 Park Master Plan.

The Park Master Plan was updated in 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, the Derby Dash public transportation services were enhanced with expanded hours of operation. In 2011, the Senior Center was expanded with the remodel of the former library space, and the Senior Center also became the first to be accredited in the State of Kansas. Options for senior housing have expanded greatly with the opening of Derby Health & rehab, Glen Carr House (memory care assisted living), Avita Senior Living (assisted living), and several independent senior living options.

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 are referenced in the annual budget document. The performance measures are evaluated and updated annually. The City uses these performance measures to evaluate processes and performance.

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

City staff ensures that capital improvement projects and equipment purchases stay within the guidelines of this goal. Decisions about bike paths, recreation

improvements, streets, water, sewer and stormwater improvements are all made with financial & environmental sustainability in mind.

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

The City of Derby carefully accounts for public funds, manages its finances wisely, and plans 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 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.
- Withstand local and regional economic shocks or natural disasters, adjust to changes in the service requirements of our community, and respond to changes in federal and state priorities in funding as they affect the City.
- Maintain a high 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.

Which 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 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) stormwater 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 2012, the City's ratio is 19.14%.
- Rapid amortization of total debt (all general obligation and revenue bonds) with the objective of at least 60% over 10 years. Currently, in 2012, the City's rate is 74%.

The City shall review and consider the effect that 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 the City's financial advisor, the current debt capacity calculations and CIP projects are reviewed periodically. A discussion of the City's short-term and long-term debt financing in this document summarizes the impact of debt issuances on future debt capacity.

In March 2010, a fund balance policy established guidelines to determine the fund balances to be carried over at year-end as fund reserves. The policy requires 15% for the General Fund; the 2013 budget is just over 30%.

Strategic Planning

In 2007, the governing body overhauled the City's vision, mission, and values. 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. The plan is reviewed annually during a City Council retreat.

Since adopted, 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.

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 functions as a team and provides recognition for cross-departmental cooperative efforts. No department is a silo unto itself; each 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 operations around an evolving list of approximately 17 priorities 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 April 10, 2012:

- 1 Identify Revenue Diversification strategies
- 2 Develop proposal for a Stormwater Utility
- 3 K-15 Frontage Road traffic management
- 4 Madison Avenue Central Park Master Plan & Warren Riverview Park Development
- 5 Quad Cities Area Planning
- 6 West End Redevelopment & RR Crossing Closure
- 7 ORAB consider dandelion height
- 8 BZA process update
- 9 Overhaul both websites
- 10 Research & develop plan to prohibit animal waste in neighbor's yard
- 11 Plan for services to seniors
- 12 Policy re: developing large lots in City's area of influence
- 13 Develop land acquisition plan to meet future City needs
- 14 Comprehensive Plan - Implementation Actions
- 15 Amend Zoning Ordinance to make Derby attractive to Hospital development

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

- 1 Update Water Conservation Plan
- 2 Marketing of water assets

Performance Measures

In 2007, the City of Derby received a grant from the National Center for Civic Innovation. The Trailblazer Grant Program encouraged 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 to provide a tool to improve those services over time.

The City of Derby is committed to excellence in service delivery and customer service. Performance measures assist in 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.

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 2013 Budget Process Timetable

Jan. 19:*Budget Kick-off Meeting*

Directors, Assistant Directors, and Administrators receive supplemental request forms and begin preparing updates to CIP, Vehicle Replacement Plan, and Equipment 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 2012 and 2013.

Feb 2: Directors and appropriate staff receive budget worksheets. Directors use worksheets to provide recommendations for 2012 Revised Budget and 2013 Operating Budget.

Feb. 9: Directors return CIP requests to Finance Department. Changes to the approved CIP require a narrative explanation.

Feb 16: Directors return requests to amend the Vehicle Replacement Plan to Finance Department.

Feb 23: Directors return supplemental requests for personnel, programs and capital equipment to Finance Department.

March 1: Directors return budget worksheets to Finance Department.

Feb. 24-March 8: 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 12-April 5: Directors meet with City Manager to discuss needs and recommendations.

May 17: Management Team meets to discuss supplemental requests and CIP Workshop items.

May 30: Deliver departmental budget request notebook to City Council and post on the City's website.

June 5: City Council workshop.

June 12: Council receives citizen comments on the 2013 Budget in the Public Forum.

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

June 26: Council receives citizen comments on the 2013 Budget in the Public Forum.

July 2: Estimate received from County Treasurer of the 2012 assessed valuation for the 2013 budget.

July 5: Planning Commission reviews CIP

July 5: Deliver City Manager's Recommended Budget to City Council.

July 10: City Manager presents recommended budget. Council receives citizen comments on the 2013 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 24: Council receives citizen comments on the 2013 Budget in the public forum.

July 26: Submit Notice of Budget Hearing to *Derby Informer* for publication.

August 1: Publish Notice of Budget Hearing in *Derby Informer* (allows for ten days in paper prior to public hearing).

August 14: Council conducts public hearing and adopts budget & CIP (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 2012

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 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 *balance*, 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

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

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 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 2013 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 began compliance with the new fund balance reporting standards in 2011. Compliance required additional disclosures for fund balance in the 2011 Comprehensive Annual Financial Report.

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

Beginning in 2003, the City changed its accounting policy related to financial statement presentation to comply with provisions of Governmental Accounting Standards Board (GASB) Statement No. 34. The primary accounting change was the capitalization of all capital assets and recording depreciation therein and recording long-term debt obligations. The 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 complies with GASB No. 34.

Reserves Management

Policy: General Fund cash balance should be at least 15% of expenditures (resolution 3-2010).

Staff strives to retain a healthy fund balance and 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 Stay below 20% of non-exempt debt (Resolution 2-2012).

This is a challenging goal for a community growing as fast as Derby, because the City assumes debt for 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. Statutorily, the State of Kansas requires municipalities to stay below 30% of assessed valuation on non-exempt debt.

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 but due to the rapid payment schedule of the library debt, the ratio is now below 20% at 19.14%.

Cash Purchase

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

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. Previously, Derby had

typically purchased large capital equipment with a lease-purchase arrangement 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.

Investment Management

Policy: In process

City staff is in process of developing an investment policy to be considered by the City Council for adoption. The policy will formalize investment procedures and strategies that are guided by state statutes. Completion is anticipated in 2013.

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:

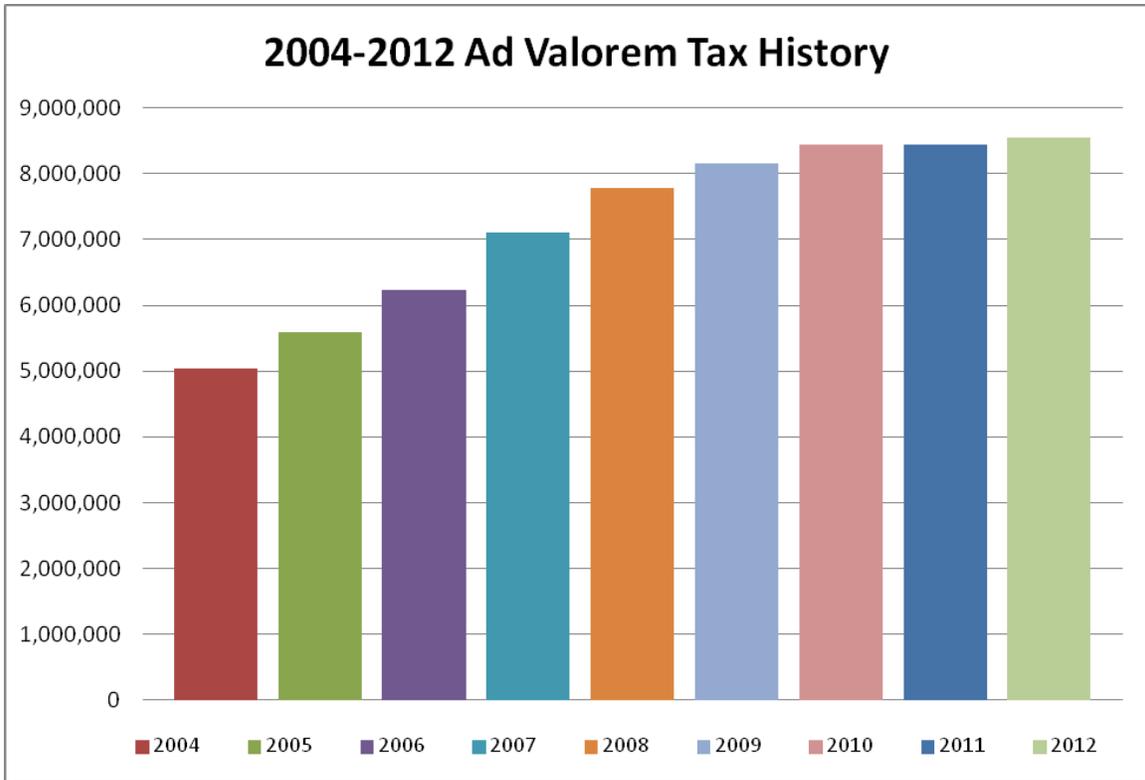
- Provide accurate and timely financial information to the City Manager and City Council.
- Follow generally accepted accounting principles.
- Ensure the purchasing and bid process is open and fair and provides all interested vendors an opportunity to participate.
- Ensure the City purchases quality 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.

- 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 wellness awareness.

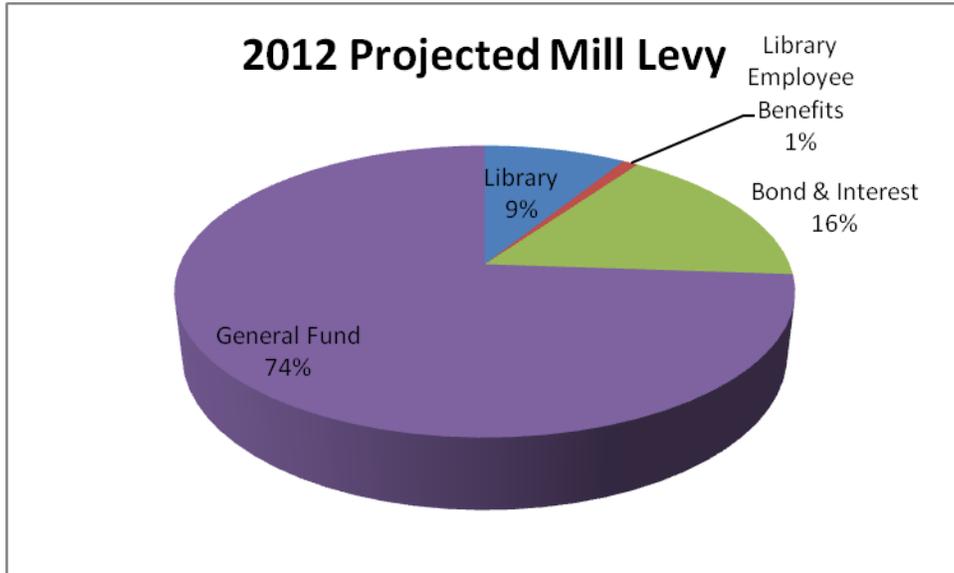
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Budget Facts

2012 Assessed Valuation	\$180,400,000
2011 Assessed Valuation	\$178,301,641
% increase over 2011	1.2%
Ad Valorem Tax Levy 2012	\$8,539,968
Ad Valorem Tax Levy 2011	\$8,440,750
Difference in Property Tax Levied	\$99,218
% Difference in Property Tax Levied	1.12%
2012 Mill Levy	47.34
2011 Mill Levy	47.34
Difference in Mill Levy	0.00

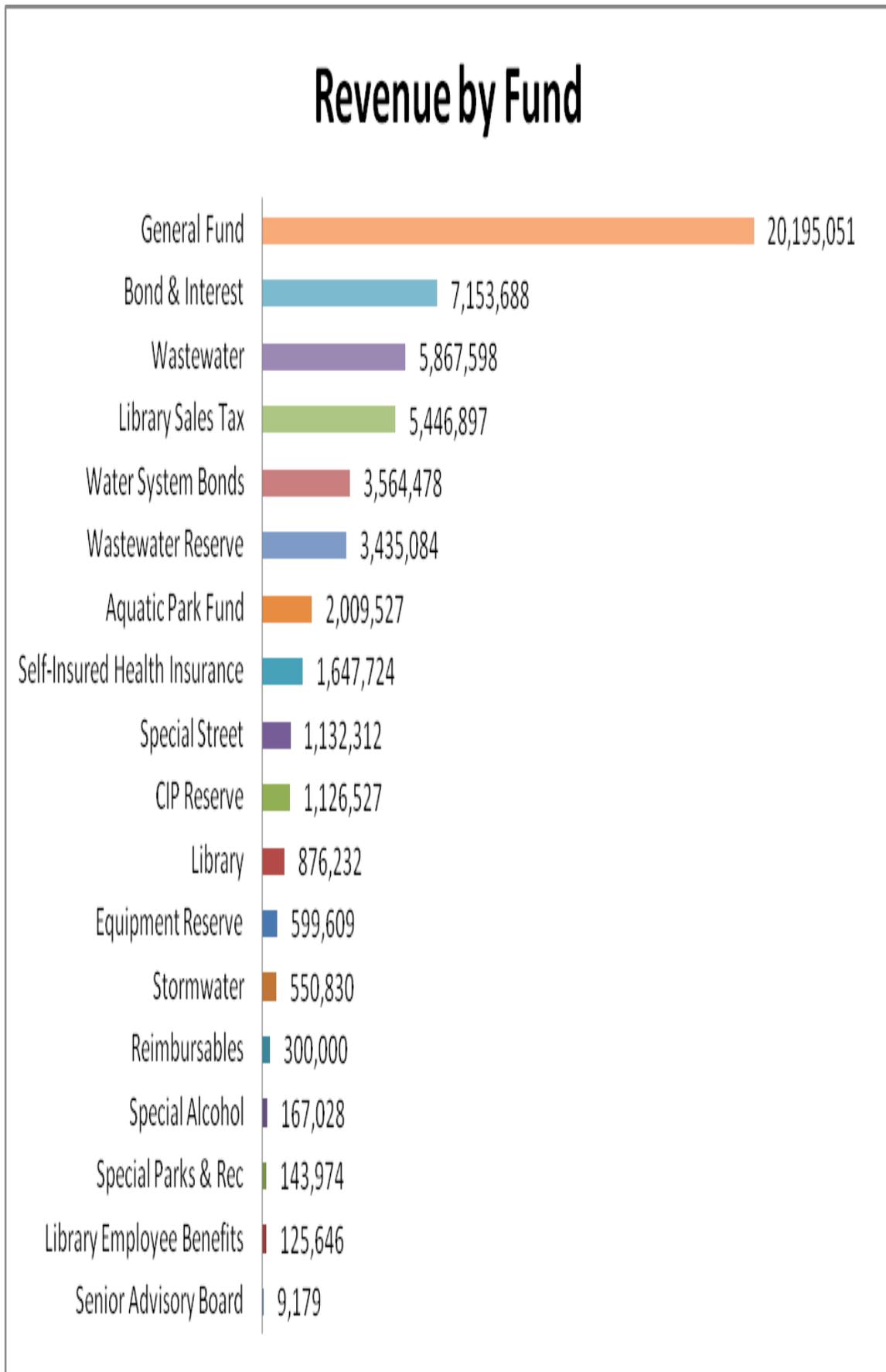


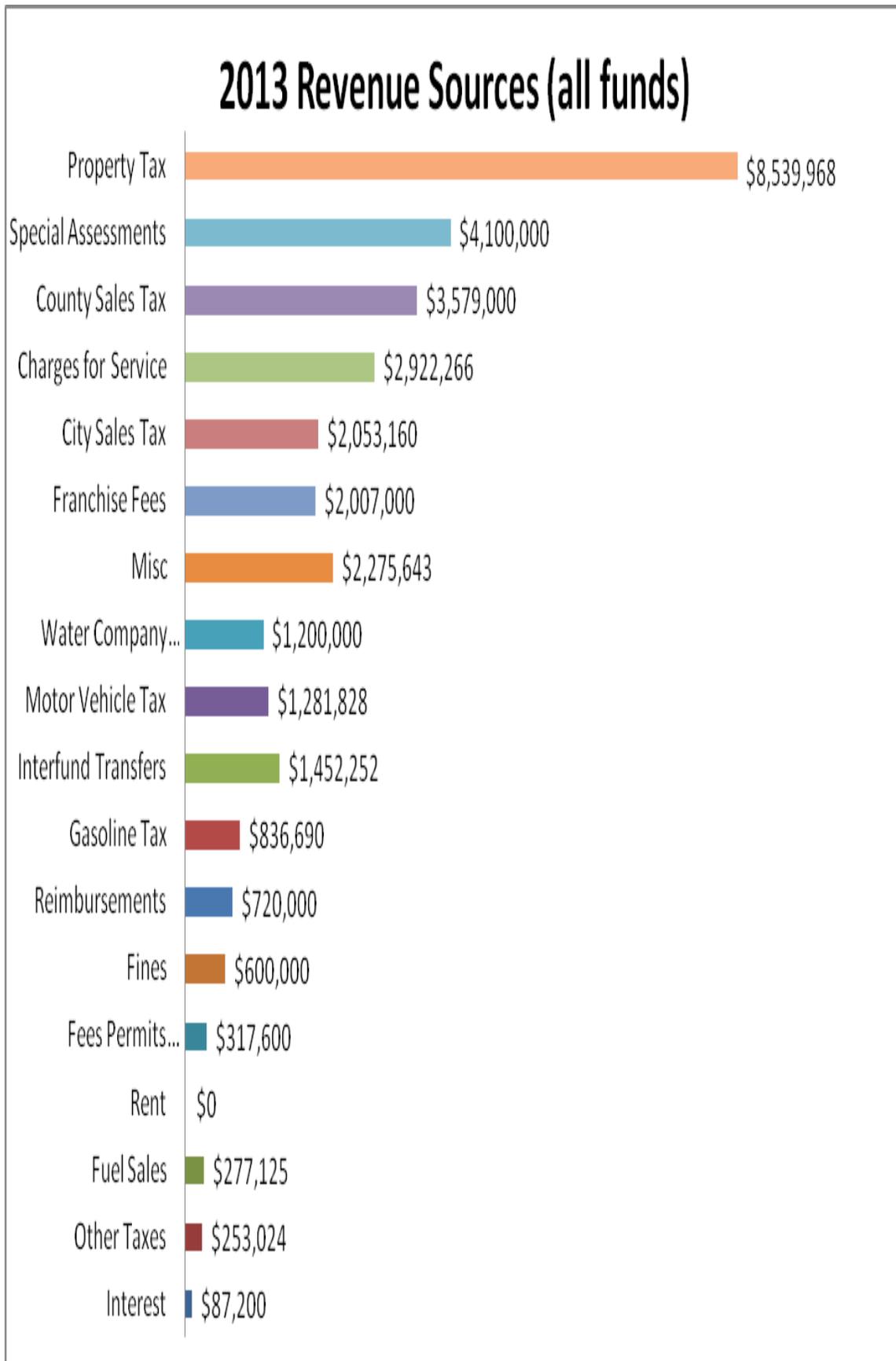
Budget Facts

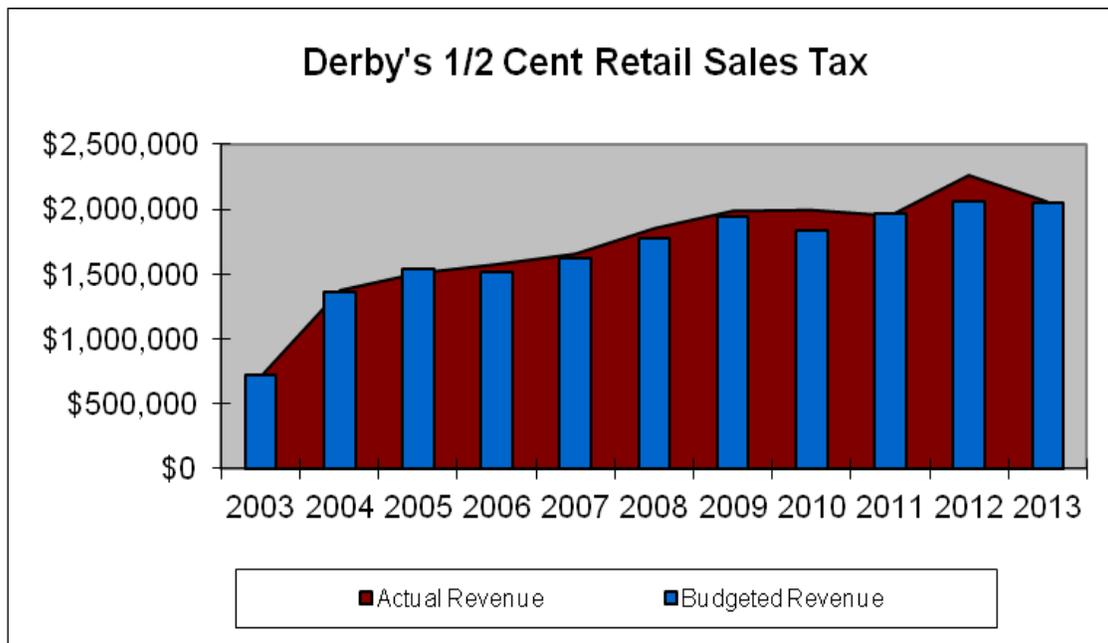
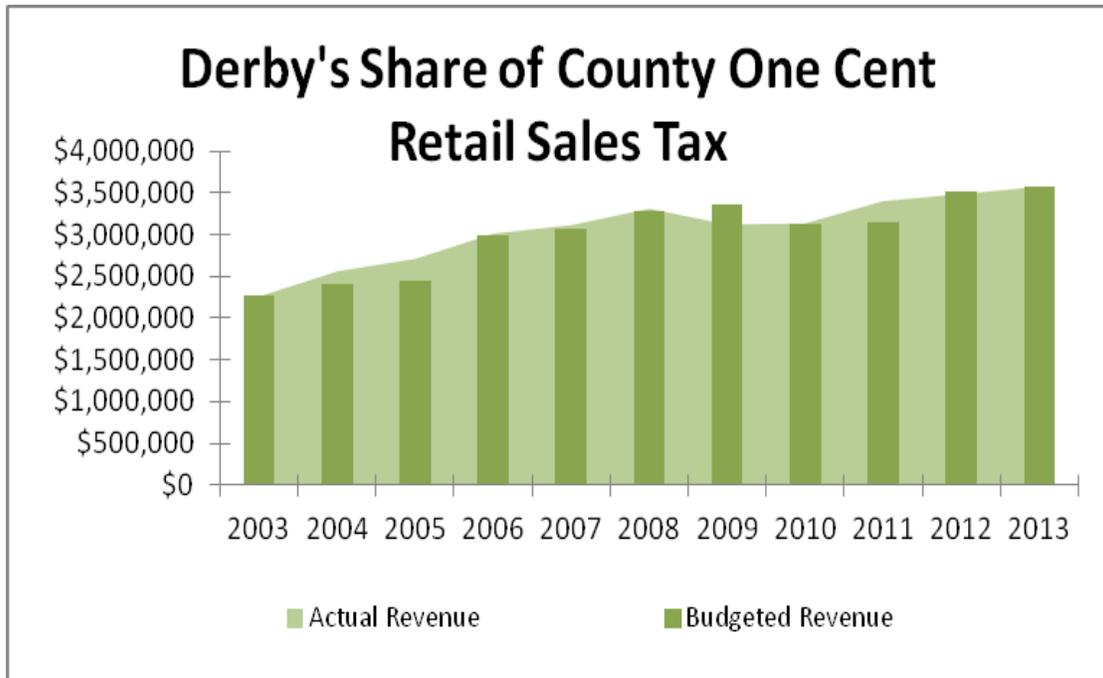


Fund	Taxes Levied	Mill Levy
General	\$6,310,451	34.980
Bond & Interest	1,391,021	7.711
Library	756,694	4.195
Library Employee Benefits	81,802	0.453
TOTAL	\$8,539,968	47.339

General Fund Revenue						
REVENUE	Line #	2010	2011	2012	2012	2013
SOURCES	100	Actual	Actual	Budget	Revised	Budget
Ad valorem tax	4000	5,548,397	5,391,199	5,732,424	5,799,129	6,067,741
Machinery Exemption Reimbursement	4001	0	0	0	-	-
Motor vehicle tax	4030	802,989	775,430	703,789	762,108	748,253
Rental car excise tax	4035	8,851	10,557	8,800	11,500	8,800
Delinquent tax	4040	112,410	59,177	68,000	146,848	68,000
RV tax	4045	8,956	8,026	7,727	7,260	7,783
16/20M vehicle tax	4046	1,955	1,381	1,162	1,195	1,231
Carryover	4050	6,236,954	7,800,661	6,002,500	6,281,943	5,131,110
Wellness Program Reimbursement	4070	25,511	27,141	26,350	30,000	30,000
Local sales tax	4141	3,331,590	3,407,200	3,521,900	3,492,000	3,579,000
State: City connecting links	4151	25,416	25,416	25,555	25,416	25,416
Alcohol tax	4161	49,120	50,824	48,334	48,334	52,345
Business/Contractor Licenses	4202	74,180	92,370	68,000	60,000	60,000
Pet Licenses	4203	3,640	4,150	3,580	4,000	4,000
Vehicle Impound fees	4204	150	0	0	-	-
False Alarm Fees	4206	3,840	2,350	2,254	2,350	2,350
Fireworks Stand Permit	4208	60,000	82,500	75,000	67,500	60,000
Bldg trades permits	4212	221,774	225,641	208,567	190,000	190,000
Occupancy permits	4213	3,825	3,600	3,825	3,600	3,600
Franchise–electric	4222	820,666	876,581	919,228	920,000	966,000
Franchise–telephone	4223	119,461	139,650	73,000	142,000	154,000
Franchise–gas	4224	341,624	305,700	283,262	260,000	337,000
Franchise–water	4225	136,536	190,901	145,000	200,000	210,000
Franchise–video	4226	248,708	246,853	265,000	243,000	272,000
Franchise - trash & recycling	4227	64,574	61,815	77,500	65,000	68,000
Police reports (copies)	4323	3,662	3,093	3,442	3,000	3,000
Payment in Lieu of Tax	4341	6,808	0	0	-	-
Zoning/Land Use Fees	4352	4,170	6,286	9,379	6,000	6,000
Lot Split Application Fee	4353	500	1,750	500	500	500
Interest income	4502	28,878	32,706	30,000	30,000	30,000
Other	4600	28,034	17,167	35,000	20,000	28,500
Reimbursements	4610	326,172	480,340	80,000	70,000	70,000
Reimbursement-Cap Proj	4611	450,000	350,000	350,000	350,000	350,000
Water Co. Office Rent	4612	8,800	10,400	9,600	9,600	9,600
Sr Center County Grant	4700	80,000	115,000	115,000	115,000	115,000
Transportation Services [1]		46,022	67,945	52,200	52,200	107,500
Senior Services Activities [1]		34,249	19,131	25,000	17,000	17,000
Reimbursables[1]	4600.18	263,107	313,217	300,000	300,000	300,000
Park Revenues[1]	4600.12	15,353	50,980	15,000	20,000	20,000
Holiday Light Donations [1]	4643	0	5,798	0	-	-
Insurance recovery [1]	4015	6,071	30,755	30,000	30,000	30,000
Court Fines [1]	4800.17	669,382	573,782	680,000	600,000	600,000
Transient Guest Tax [1]		44,791	96,688	70,000	100,000	100,000
Fuel payments/reimbursements [1]	4010.09	197,210	261,235	259,675	269,100	277,125
Lot Sale Proceeds/Eco Devo [1]			0	31,492	-	-
Community Marketing [1]			45,539	32,375	77,454	77,454
Sub-total		20,464,336	22,270,935	20,399,420	20,833,037	20,188,308
Transfer from Economic Dev. Reserve			235,485			
Transfer from Risk Mgmt. Fund		15,000				
Transfer from Law Enf. & Fire Equip.		14,360				
Transfer from Library (Reimbursement)		44,326				
Grand Total		20,538,022	22,506,420	20,399,420	20,833,037	20,188,308
[1] revenue of sub-account						







Revenue Projection Assumptions

- **Property Tax.** Property tax revenue is expected to rise slightly from \$8,440,750 in 2012 to \$8,539,968 in 2013 due to growth in assessed valuation of property from new growth and development in the city. This budget uses a projected mill levy of 47.34 mills, which is even with the prior year. The assessed valuation as of July 1st, adjusted for estimated appeals, is used as a basis for the forecast of property tax revenue.

- **Fund Balance.** Fund balance, which is essentially the cash carryover from the prior year, for all funds increased from \$20,174,220 in 2012, to a projected \$21,848,628 in 2013. Most of the increase is included in special funds with dedicated revenue sources.

- **Special Assessments.** Budgeted special assessments are estimated to increase from \$4,017,400 to \$4,100,000. Assessments are levied to pay for infrastructure in developing areas throughout the city. 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 on-going recession on consumer spending. County-wide sales tax revenue in the General Fund is estimated to increase 2.5% from \$3,521,900 budgeted in 2012 to \$3,579,000 budgeted in 2013.

At year-end 2009, the ½-cent sales tax dedicated to the aquatic park sunset six years ahead of schedule. Beginning in 2010, the ½-cent sales tax revenue is designated solely for the Library Sales Tax Revenue Fund. Graphs of the ten-year trend can be found on the previous pages.

- **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 relatively flat fines and forfeitures.

- **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 increase slightly to a total of \$2,007,000 due to lower projections of the cost of natural gas.

- **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 slightly lower activity of \$190,000. 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 2013 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 165 to 166 full-time employees in 2012. The recommended budget includes a conversion of two vacant part-time police officer positions into one full-time position. There is no increase in the City's full-time equivalent (FTE) positions.
- **Employer Health and Dental Contributions.** Health and dental insurance costs are budgeted to increase by 5% in 2013 due to increasing costs for service. The City is still monitoring the results of the transition to a self-insured health plan. More information about the potential savings will be available for the 2014 budget.
- **Maintenance and Operations Costs.** The City is continually adding and maintaining new streets, sewer lines, park land and other infrastructure. This requires additional materials and supplies to provide maintenance.
- **Fuel Costs.** Fuel cost in the 2012 revised budget is forecast to climb above 2011 levels. For both 2012 and 2013, a 3% increase from the prior year 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.** For 2013, the City continued the five-year replacement plan for all equipment, including vehicles. Projecting replacement costs for five years helps plan for future expenses more accurately.
- **Capital Projects.** The Capital Improvement Plan includes decreased spending in 2013. This is driven primarily by several multi-year projects that are being completed in 2012.

- **Debt Service.** Debt service in the Bond and Interest Fund will decrease by \$172,213. The decrease in debt service is due primarily to the pay-off of several long-term bonds for infrastructure, along with smaller debt issues in recent years.

Financial Plan

Beginning with the 2013 Budget, staff developed a five-year financial plan for the General Fund and Special Street Fund. These two funds record most of the operating activity for the City, other than the water, wastewater, and stormwater management activity in utility funds.

The financial plan, a summary of which is presented on the next several pages, includes a report of the 2009-2011 actual expenditures, 2012 revised budget, 2013 approved budget, and a forecast of revenues and expenditures through 2017.

Financial Plan: Revenue Assumptions

Property Taxes

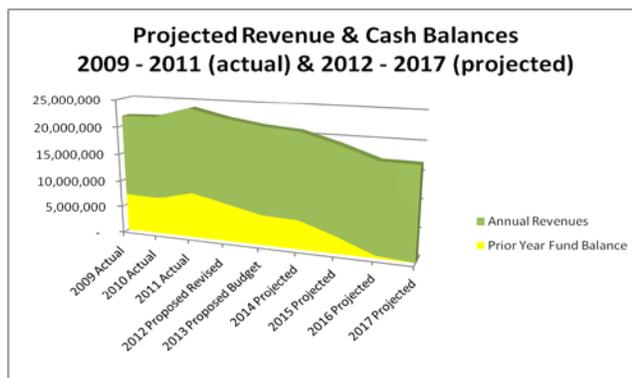
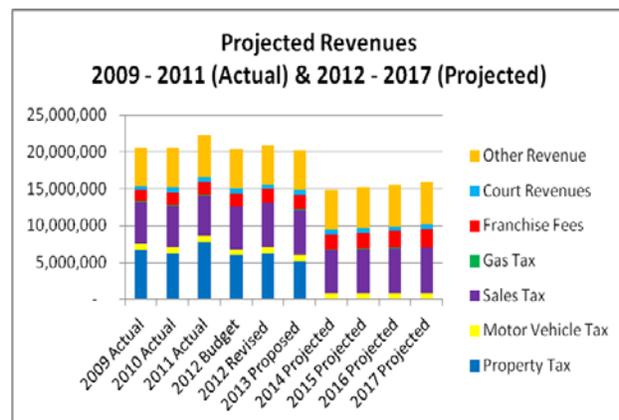
Property taxes are expected to remain relatively flat. Our assumptions include a uniform delinquency rate and steady, but very small, growth. The projection assumes a 2% annual increase each year after 2013.

Sales Taxes

Because prices are rising (April 2012 CPI-U was 2.7%) and the goods sold in Derby are relatively inelastic, 2.5% sales tax growth is projected each year (2013 and beyond). This assumes that Derby will maintain its current retail base and not add any new “big box” retailers.

Other Revenues

Fees, Permits, Licenses, etc. are projected to remain steady. This does not reflect any potential change in residential growth with the addition of the new policy on 20-year specials. Court fees have steadily increased over the past few years, so this is a conservative estimate.



Gasoline Tax is projected according to the 2013 League of Kansas Municipalities estimates. Revenue has fluctuated significantly over the past four years, with both increases and decreases. This projection assumes that 2014 – 2017 will have the same annual revenues as currently projected for 2013.

Grants. The projection does not include any expectation of getting grants that haven’t

already been approved. Staff actively applies for grants.

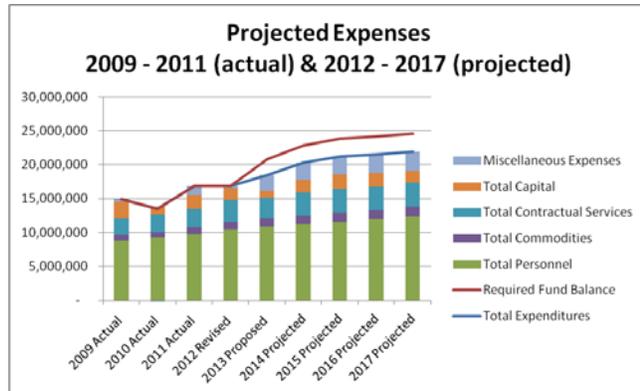
Financial Plan: Personnel Expenditure Assumptions

Wages and Payroll Taxes

Wages and payroll taxes are budgeted to increase 3% annually.

KPERS

The employer contribution for KPERS is assumed to increase annually for the growth in wages and in accordance with rate increases approved by the 2012 legislature.



Health Insurance

Health insurance is projected to increase 5% in 2013 and 3% annually beginning in 2014.

ICMA Voluntary Employer Match

The plan eliminates the City’s matching contribution to the voluntary 457(b) retirement program in 2014 and thereafter.

KP&F, Unemployment Insurance, and Worker’s Compensation Insurance

The remaining benefits are assumed to increase annually by 5%.

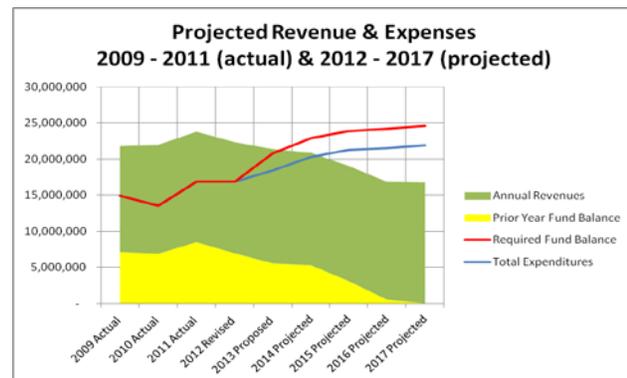
Financial Plan: Commodities and Contractual Expenditure Assumptions

Tort Liability

The projection assumes a 5% annual increase in liability insurance for 2013 – 2017.

Utilities

Utilities are projected to increase by 6% annually based on historical data from 2004 to 2011 actual expenditures.



Fuel

The Energy Information Administration projects annual increases of approximately 3% for both gasoline and diesel fuel through 2030, which is included in our assumptions.

Remaining Operating Expenses

Operating expenses (other than those individually listed) have reflected a 3% average annual increase over the past three years. The projection includes 3% increases for each year.

Financial Plan: Future Outlook**Fund Balance Policy**

Management is dedicated to ensuring that the City positions itself to meet the fund balance requirement in future budgets. The policy, adopted by the City Council in 2010, requires a 15% minimum reserve in the General Fund. Although the out-years of the five-year plan appear to violate this policy, efforts are already underway to make adjustments to ensure the policy is met.

Closing the Gap

Along with bringing the budget and projections in line with the Fund Balance Policy, the City will work to identify new revenue streams and additional cost-saving measures to help close the gap between revenues and expenditures. One such measure is the proposed elimination of the City's matching contribution to the voluntary retirement program beginning in 2014.

As part of the 2013 budget process, staff identified opportunities for revenue diversification and increased efficiency. The financial plan introduced at the 2013 Budget Workshop (June 2012) presented a potential \$600,000 shortfall in 2014. The financial plan included in this approved budget document (August 2012) presents a *balanced budget* in 2014 and a significantly lower deficit in future years.

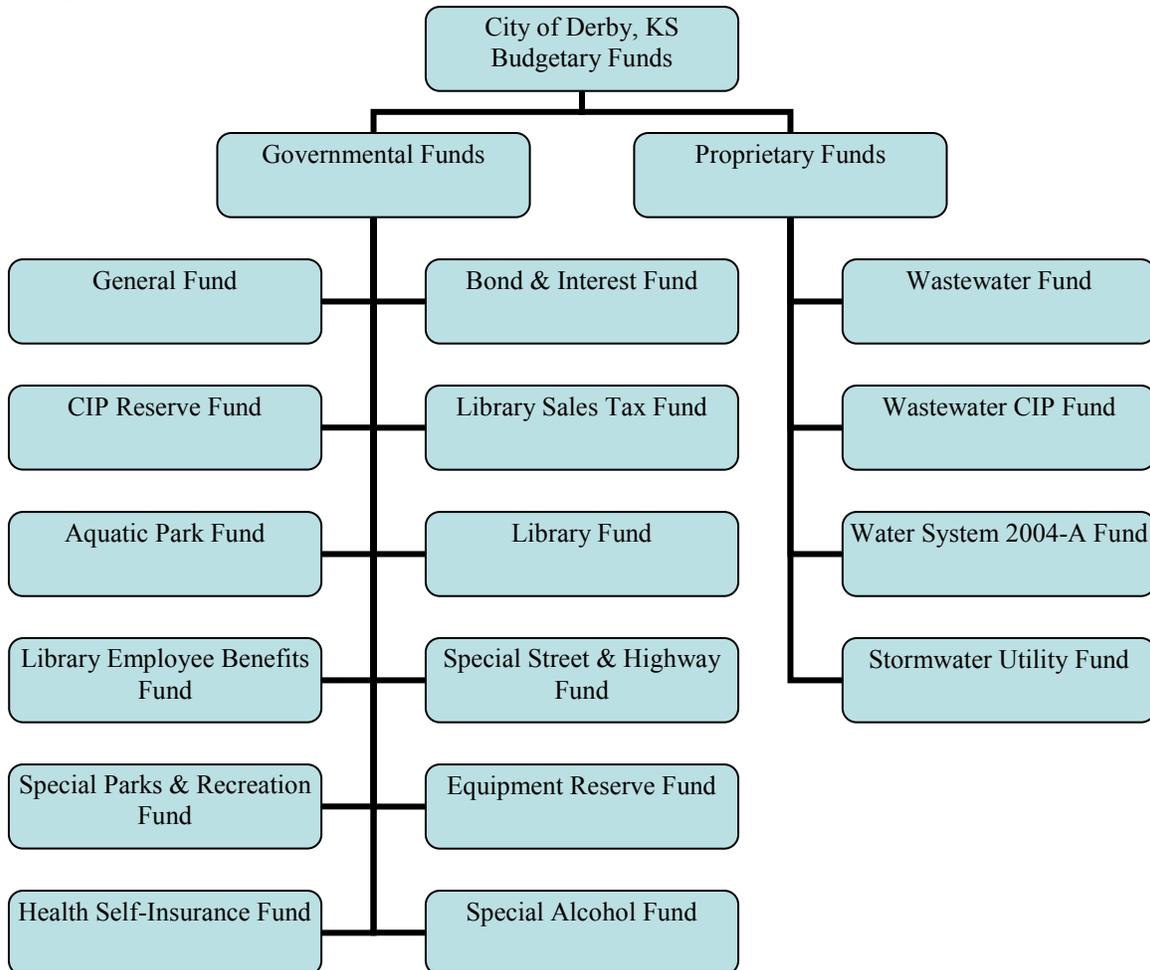
**General Fund and Special Street Fund
Five-year Projection
2009 - 2017**

Category	2009 Actual Amounts	2010 Actual Amounts	2011 Actual Amounts	2012 Proposed Revised Budget	2013 Proposed Budget	2014	2015	2016	2017
Prior Year Fund Balance	(7,110,419)	(6,864,744)	(8,474,025)	(6,926,281)	(5,401,732)	(5,176,802)	(3,107,546)	(643,866)	1,650,176
Annual Revenues	(14,692,443)	(15,125,534)	(15,326,339)	(15,382,404)	(15,893,888)	(15,645,153)	(16,014,245)	(16,395,193)	(16,788,434)
Base Revenues	(21,802,862)	(21,990,278)	(23,800,364)	(22,308,685)	(21,295,620)	(20,821,955)	(19,121,792)	(17,039,060)	(15,138,258)
Personnel	6,420,665	6,651,064	6,938,313	7,413,679	7,633,731	7,862,743	8,098,625	8,341,584	8,591,831
Benefits - Payroll Taxes	496,856	505,822	523,232	560,654	577,890	595,227	613,084	631,476	650,420
Benefits - Retirement	708,895	749,472	809,403	908,965	1,003,013	942,178	972,700	1,004,646	1,038,085
Benefits - Health & Dental	1,092,230	1,166,142	1,223,020	1,321,480	1,381,193	1,452,291	1,527,086	1,605,774	1,688,559
Benefits - Wellness, Lump Sum, Termination Fees	164,918	185,177	254,671	294,342	303,113	282,597	293,458	304,829	316,736
Total Personnel	8,883,564	9,257,677	9,748,638	10,499,120	10,898,940	11,135,035	11,504,953	11,888,308	12,285,632
Total Commodities	756,791	838,392	1,003,550	1,122,944	1,180,271	1,233,176	1,288,543	1,346,490	1,407,139
Total Contractual Services	2,128,942	2,217,849	2,404,749	2,851,085	2,832,804	2,938,645	3,049,054	3,164,248	3,284,458
Debt (COP's)	360,214	359,719	353,216	332,859	234,650	241,160	236,830	-	-
Debt for Parks	-	-	-	-	-	300,000	300,000	300,000	300,000
Operating Expenses Subtotal	12,129,511	12,673,637	13,510,153	14,806,008	15,146,665	15,848,017	16,379,379	16,699,046	17,277,229
Equipment Replacement	123,651	138,591	230,340	138,419	87,290	189,700	466,550	177,000	193,800
Capital Improvement Plan	1,298,907	826,366	1,338,780	993,800	148,000	888,500	887,000	872,000	611,000
Veterans Memorial	-	-	27,901	-	-	-	-	-	-
Pavement Management Plan	884,974	109,539	153,621	719,526	626,063	643,192	679,996	597,690	688,768
Vehicle Replacement Plan	101,148	15,763	238,735	-	81,600	120,000	40,000	318,500	269,000
Total Capital	2,408,680	1,090,260	1,989,378	1,851,745	942,953	1,841,392	2,073,546	1,965,190	1,762,568
Contingencies/Miscellaneous	124,956	(522,643)	(155,448)	29,200	29,200	25,000	25,000	25,000	25,000
Transfers Out	275,000	275,000	1,530,000	220,000	-	-	-	-	-
Reserve Required	-	-	-	-	2,312,513	2,474,657	2,662,189	2,706,232	2,741,404
Miscellaneous Expenses	399,956	(247,643)	1,374,552	249,200	2,341,713	2,499,657	2,687,189	2,731,232	2,766,404
Total Expenditures (A)	14,938,147	13,516,254	16,874,083	16,906,953	18,431,331	20,189,066	21,140,115	21,395,468	21,806,202
Budget (Surplus)/Deficit (A)	(6,864,714)	(8,474,024)	(6,926,280)	(5,401,732)	(2,864,289)	(632,889)	2,018,323	4,356,408	6,667,944
Ending Cash Balance (A)	6,864,714	8,474,024	6,926,280	5,401,732	5,176,802	3,107,546	643,866	(1,650,176)	(3,926,539)
Actual Reserve % (A)	45.95%	62.70%	41.05%	31.95%	32.12%	17.54%	3.48%	-8.83%	-20.60%
	2009 Actual Amounts	2010 Actual Amounts	2011 Actual Amounts	2012 Proposed Revised Budget	2013 Proposed Budget	2014	2015	2016	2017

Major Funds

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

- General Fund
- Bond and Interest Fund
- Aquatic Park Fund
- Library Sales Tax Revenue Fund
- Special Street and Highway Fund
- Health Self-Insurance Fund (new in 2012)
- Stormwater Utility Fund (new in 2013)
- 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 \$20,192,508 General Fund budget for 2012, down 1% from the \$20,399,420 budgeted in 2012. 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 \$7,153,621. The largest revenue sources are special assessments against private property, ad valorem tax, motor vehicle tax, reimbursement from Wastewater, and Derby Recreation Center rent.

Aquatic Park Fund (Governmental Fund)

The Aquatic Park 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 construction of the aquatic park sunset on December 31, 2009. The fund balance is projected to remain constant into the near future.

Library Sales Tax Revenue Fund (Governmental Fund)

The Library Sales Tax Revenue Fund was established in 2008 for construction of a new \$7.3 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 \$2,053,160 is expected to be generated from the ½ cent sales tax in 2013. Kansas Statutes limit special purpose sales taxes to 10 years, so the library ½ cent tax will sunset no later than December 31, 2019. Staff projects a possible early sunset due to the growth of the City's sales tax base.

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 2013 spending is budgeted at \$1,132,312. The City expects to receive \$836,690 in gasoline tax revenue in 2013, approximately a 2% decrease from 2012.

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. Beginning in 2012, the 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.

Stormwater Fund (Proprietary Fund)

The City Council is considering the creation of a Stormwater Utility. This recommended budget includes the stormwater expenses in a Stormwater Fund, which is proposed as an enterprise fund.

The revenues of the Stormwater Fund (primarily user fees) would be available to fund stormwater management efforts and infrastructure needs.

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 2013 is \$5,867,598 including \$3,021,822 in cash carryover from 2012. 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 2013 is projected at \$1,696,003 and includes a depreciation and replacement account of \$750,000 for emergency repairs and replacement of equipment. Total current revenues for the fund in 2013 are projected at \$1,868,475, and total expenditures are projected at \$2,596,906.

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. Operation of the new library is supplemented by the ½ cent city-wide retail sales tax which began in 2010 and could continue through 2019.

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 approved by the City Council.

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.

Health Self-Insurance Fund (Governmental Fund)

The City transitioned to a partially self-funded health insurance program on January 1, 2012. Health insurance-related expenses, fees, and claims are accounted for in the Health Self-Insurance Fund.

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, all of the guest tax collected by this hotelier will be paid back as a rebate for up to 10 years.

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, 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. Key elements of the policy are outlined below (Resolution 3-2010):

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 2011, 2012 and 2013. 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 2013.

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

	<u>General Fund</u>	<u>Bond & Interest</u>	<u>Aquatic Sales Tax Revenue</u>	<u>Library Sales Tax Revenue</u>	<u>Special Street</u>	<u>Wastewater</u>	<u>Water Systems Bond 2004A</u>	<u>LEFT</u>	<u>Library</u>	<u>Library Employee Benefits</u>	<u>Special Alcohol</u>	<u>Special Parks and Rec</u>	<u>Capital Improvement Reserve</u>	<u>Economic Development Reserve</u>	<u>Equipment Reserve</u>	<u>Wastewater Reserve Capital Improvement</u>	<u>Derby Senior Activity Board</u>	<u>Totals</u>
Beginning Fund Balance	7,728,375	412,393	2,083,285	1,839,960	673,363	5,284,648	2,100,139	11,590	29,720	2,126	153,865	101,190	2,154,900	235,486	532,127	1,528,757	12,286	24,920,873
Revenues:																		
Taxes	6,247,253	2,316,990	-	-	856,063	-	-	-	825,669	88,970	50,824	50,823	-	-	-	-	-	10,436,592
Sales tax	3,407,200	-	-	1,944,741	-	-	-	-	-	-	-	-	-	-	-	-	-	3,407,200
Fines, forfeitures, fees, permits, etc.	2,617,231	-	280,958	-	-	2,793,978	72,438	-	-	-	-	-	-	-	-	80,150	-	5,844,755
Interest	32,706	8,103	17,118	6,145	-	6,819	5,593	12	-	-	-	-	-	-	-	3,182	-	73,533
Special assessments	-	4,250,155	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,250,155
Transfers from other funds	585,486	664,937	-	-	-	-	-	-	21,674	-	-	-	849,218	-	960,000	-	-	3,081,315
Miscellaneous	1,949,266	362,468	3,908	-	-	209,814	1,492,156	-	22	1,138	-	-	-	-	-	2,163,325	6,628	6,188,725
Total revenues	14,839,142	7,602,653	301,984	1,950,886	856,063	3,010,611	1,570,187	12	825,691	111,782	50,824	50,823	849,218	-	960,000	2,246,657	6,628	35,233,161
Resources Available	22,567,517	8,015,046	2,385,269	3,790,846	1,529,426	8,295,259	3,670,326	11,602	855,411	113,908	204,689	152,013	3,004,118	235,486	1,492,127	3,775,414	18,914	60,154,034
Expenditures:																		
Administration	3,803,617	-	-	-	-	-	-	-	-	-	45,365	-	-	-	-	-	13,235	3,862,217
Law Enforcement	3,038,229	-	-	-	-	-	-	8,191	-	-	-	-	-	-	-	-	-	3,046,420
Finance	795,480	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	795,480
Operations	1,503,575	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,503,575
Community Development	645,889	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	645,889
Public Works	1,005,432	-	259,304	-	876,570	1,232,312	635,367	-	-	-	-	-	-	-	-	-	-	4,008,985
Fire Department	962,159	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	962,159
Debt payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Law Department	356,617	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	356,617
Miscellaneous	419,944	41	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	419,985
Contingencies	23,600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,600
Library operations	-	-	-	254,641	-	-	-	-	790,764	99,068	-	-	-	-	-	-	-	889,832
Transfers out	1,530,000	-	-	-	-	664,937	-	-	21,674	-	-	-	-	235,486	-	136,030	-	2,588,127
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt service:																		
Principal	305,000	5,060,000	-	825,000	-	390,000	535,000	-	-	-	-	-	-	-	-	-	-	6,290,000
Interest, commissions, etc.	48,216	2,013,896	-	191,809	-	261,829	290,728	-	-	-	-	-	-	-	-	-	-	2,614,669
Capital outlay, project costs, etc.	1,847,816	-	12,938	11,037	8,517	85,800	37,865	-	-	-	-	61,968	889,792	-	432,548	-	-	3,377,244
Total expenditures	16,285,574	7,073,937	272,242	1,282,487	885,087	2,634,878	1,498,960	8,191	812,438	99,068	45,365	61,968	889,792	235,486	432,548	136,030	13,235	32,667,286
Fund balance, ending	6,281,943	941,109	2,113,027	2,508,359	644,339	5,660,381	2,171,366	3,411	42,973	14,840	159,324	90,045	2,114,326	-	1,059,579	3,639,384	5,679	27,450,085
	(1,446,432)	528,716	29,742	668,399	(29,024)	375,733	71,227	(8,179)	13,253	12,714	5,459	(11,145)	(40,574)	(235,486)	527,452	2,110,627	(6,607)	2,529,212
Percent Fund Balance Change	-19%	128%	1%	36%	-4%	7%	3%	-71%	45%	598%	4%	-11%	-2%	-100%	99%	138%	-54%	10%

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	LEFT	Library	Library Employee Benefits	Special Alcohol	Special Parks and Rec	Capital Improvement Reserve	Equipment Reserve	Wastewater Reserve Capital Improvement	Health Self-Insurance Fund	Derby Senior Activity Board	Totals
Beginning Fund Balance	6,281,943	941,109	2,113,027	2,508,359	644,339	5,660,381	2,171,366	3,411	42,973	14,837	159,324	90,045	2,114,326	1,059,579	3,639,384	-	5,679	27,450,082
Revenues:																		
Taxes	6,876,374	1,910,041	-	-	831,310	-	-	-	824,609	88,894	48,334	48,334	-	-	-	-	-	10,627,896
Sales tax	3,492,000	-	-	2,255,746	-	-	-	-	-	-	-	-	-	-	-	-	-	3,492,000
Fines, forfeitures, fees, permits, etc.	2,450,000	-	70,000	-	-	2,792,007	-	-	-	-	-	-	-	-	93,000	-	-	5,405,007
Interest	30,000	15,000	500	6,645	-	25,000	3,200	-	-	-	-	-	-	-	7,000	-	-	80,700
Special assessments	-	4,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,100,000
Transfers from other funds	350,000	322,981	-	-	-	-	-	-	20,000	-	-	-	220,000	-	-	-	-	912,981
Miscellaneous	1,352,720	413,182	32,000	-	-	971,510	1,888,843	-	18,261	627	-	25,000	-	-	-	1,599,732	6,000	6,307,875
Total revenues	14,551,094	6,761,204	102,500	2,262,391	831,310	3,788,517	1,892,043	-	842,870	109,521	48,334	73,334	220,000	-	100,000	1,599,732	6,000	31,589,118
Resources Available	20,833,037	7,702,313	2,215,527	4,770,750	1,475,649	9,448,898	4,063,409	3,411	885,843	124,358	207,658	163,379	2,334,326	1,059,579	3,739,384	1,599,732	11,679	59,039,200
Expenditures:																		
Administration	4,923,653	-	-	-	-	-	-	-	-	-	56,675	-	-	-	-	1,599,732	8,500	6,588,560
Law Enforcement	3,287,875	-	-	-	-	-	-	3,411	-	-	-	-	-	-	-	-	-	3,287,875
Finance	714,228	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	714,228
Operations	1,429,725	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,429,725
Community Development	811,167	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	811,167
Public Works	1,966,727	-	256,000	-	-	1,335,991	694,066	-	-	-	-	-	-	-	4,300	-	-	4,257,084
Fire Department	1,020,574	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,020,574
Debt payments	332,859	-	-	-	-	108,615	-	-	-	-	-	-	-	-	-	-	-	441,474
Miscellaneous	330,000	200	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	430,200
Contingencies	29,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	29,200
Library operations	-	-	-	267,392	-	-	-	-	841,587	113,390	-	-	-	-	-	-	-	954,977
Transfers out	220,000	-	-	-	-	322,981	-	-	20,000	-	-	-	-	-	-	-	-	562,981
Equipment	113,419	-	-	-	-	-	-	-	-	-	36,300	-	-	282,970	-	-	-	432,689
Debt service:																		
Principal	-	4,975,000	-	945,000	-	405,000	550,000	-	-	-	-	-	-	-	-	-	-	5,930,000
Interest, commissions, etc.	-	1,687,468	-	119,623	-	209,790	273,340	-	-	-	-	-	-	-	-	-	-	2,170,598
Capital outlay, project costs, etc.	522,500	-	52,500	50,000	1,205,027	4,044,700	850,000	-	-	-	-	71,750	1,229,800	-	300,000	-	-	8,276,277
Total expenditures	15,701,927	6,662,668	308,500	1,382,015	1,205,027	6,427,077	2,367,406	3,411	861,587	113,390	92,975	71,750	1,229,800	282,970	404,300	1,599,732	8,500	38,719,624
Fund balance, ending	5,131,110	1,039,645	1,907,027	3,388,735	270,622	3,021,821	1,696,003	-	24,256	10,968	114,683	91,629	1,104,526	776,609	3,335,084	-	3,179	21,919,308
Percent Fund Balance Change	(1,150,833)	98,536	(206,000)	880,376	(373,717)	(2,638,560)	(475,363)	(3,411)	(18,717)	(3,869)	(44,641)	1,584	(1,009,800)	(282,970)	(304,300)	-	(2,500)	(5,530,774)
	-18%	10%	-10%	35%	-58%	-47%	-22%	-100%	-44%	-26%	-28%	2%	-48%	-27%	-8%	0%	-44%	-20%

Statement of Projected Revenues, Expenditures and Changes in Fund Balance for 2013

	General Fund	Bond & Interest	Aquatic Sales Tax Revenue	Library Sales Tax Revenue	Special Street	Stormwater Management	Wastewater	Water Systems Bond 2004A	Library	Library Employee Benefits	Special Alcohol	Special Parks and Rec	Capital Improvement Reserve	Equipment Reserve	Wastewater Reserve Capital Improvement	Health Self-Insurance Fund	Derby Senior Activity Board	Totals
Beginning Fund Balance	5,131,110	1,039,645	1,907,027	3,388,735	270,622	-	3,021,821	1,696,003	24,256	10,968	114,683	91,629	1,104,526	776,609	3,335,084	-	3,179	21,919,308
Revenues:																		
Taxes	7,054,153	1,667,813	-	-	836,690	-	-	-	829,012	89,589	52,345	52,345	-	-	-	-	-	10,581,947
Sales tax	3,579,000	-	-	2,053,160	-	-	-	-	-	-	-	-	-	-	-	-	-	3,579,000
Fines, forfeitures, fees, permits, etc.	2,627,000	-	70,000	-	-	550,830	2,829,266	-	-	-	-	-	-	-	93,000	-	-	6,170,096
Interest	30,000	15,000	500	5,000	-	-	15,000	3,200	-	-	-	-	-	-	7,000	-	-	70,700
Special assessments	-	4,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,100,000
Transfers from other funds	350,000	326,663	-	-	-	-	-	-	24,110	-	-	-	22,000	-	-	-	-	722,773
Miscellaneous	1,412,845	4,500	32,000	-	-	-	1,510	1,865,275	18,264	629	-	-	-	-	-	1,679,791	6,000	5,020,814
Total revenues	15,052,998	6,113,976	102,500	2,058,160	836,690	550,830	2,845,776	1,868,475	847,276	114,328	52,345	52,345	22,000	-	100,000	1,679,791	6,000	32,303,490
Resources Available	20,184,108	7,153,621	2,009,527	5,446,895	1,107,312	550,830	5,867,597	3,564,478	871,532	125,296	167,028	143,974	1,126,526	776,609	3,435,084	1,679,791	9,179	54,222,798
Expenditures:																		
Administration	5,088,136	-	-	-	-	-	-	-	-	-	137,028	-	-	-	-	1,679,791	9,179	6,914,134
Law Enforcement	3,464,116	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,464,116
Finance	723,106	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	723,106
Operations	1,464,805	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,464,805
Community Development	730,876	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	730,876
Public Works	2,043,260	-	316,097	-	-	90,539	1,343,833	706,775	-	-	-	-	-	-	4,300	-	-	4,504,804
Fire Department	1,070,259	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,070,259
Debt payments	234,650	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	234,650
Miscellaneous	330,000	200	-	-	-	-	217,230	-	-	-	-	-	-	-	-	-	-	547,430
Contingencies	4,794,010	663,166	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,457,176
Library operations	-	-	-	282,069	-	-	-	-	846,061	125,296	-	-	-	-	-	-	-	1,253,426
Transfers out	-	-	-	-	-	-	326,663	-	25,471	-	-	-	-	-	-	-	-	352,134
Equipment	142,890	-	-	-	-	-	-	-	-	-	30,000	-	177,000	-	-	-	-	349,890
Debt service:																		
Principal	-	4,985,000	-	990,000	-	-	420,000	645,000	-	-	-	-	-	-	-	-	-	7,040,000
Interest, commissions, etc.	-	1,505,255	-	110,173	-	-	192,265	274,090	-	-	-	-	-	-	-	-	-	2,081,783
Capital outlay, project costs, etc.	98,000	-	125,000	50,000	1,107,312	460,291	1,005,000	971,041	-	-	-	143,974	540,000	-	150,000	-	-	4,650,618
Total expenditures	20,184,108	7,153,621	441,097	1,432,242	1,107,312	550,830	3,504,991	2,596,906	871,532	125,296	167,028	143,974	540,000	177,000	154,300	1,679,791	9,179	40,839,207
Fund balance, ending	-	-	1,568,430	4,014,653	-	-	2,362,606	967,572	-	-	-	-	586,526	599,609	3,280,784	-	-	13,383,591
	(5,131,110)	(1,039,645)	(338,597)	625,918	(270,622)	-	(659,215)	(728,431)	(24,256)	(10,968)	(114,683)	(91,629)	(518,000)	(177,000)	(54,300)	-	(3,179)	(8,535,717)
Percent Fund Balance Change	-100%	-100%	-18%	18%	-100%	0%	-22%	-43%	-100%	-100%	-100%	-100%	-47%	-23%	-2%	0%	-100%	-39%

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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 in 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 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 \$204,182,967 based on actual fair market value of tangible property of \$1,455,290,923 as of March 15, 2012. In gross terms, taking the total assessed value of property times the 30% debt lid limit, Derby can legally issue debt of \$61,254,890. When projects exempt from the debt lid are subtracted from the total, Derby's outstanding general obligation debt currently totals \$39,077,714. Derby has outstanding debt of \$69,865,000, but exempt projects reduce the direct debt to \$39,077,714, meaning that Derby has additional debt capacity of \$22,177,176.

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 19.14% which is in compliance with the 20% benchmark.

The Council has historically chosen to exceed the 20% limit to issue financing for projects authorized by the voters. For example, the voters authorized establishment of a ½% citywide retail sales tax to pay for the debt service and operation of an aquatic park in November 2002. Issuance of those bonds resulted in Derby's direct debt as a percentage of Assessed Valuation rising above the 20% threshold.

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 in 2010 to finance the library. The library sales tax bonds have a rapid repayment schedule of only eight years

which has hastened the reduction of the ratio of direct debt as a percentage of Assessed Valuation. Issuance of future debt to finance the projects in the Capital Improvements Plan should be accomplished without exceeding the 20% threshold.

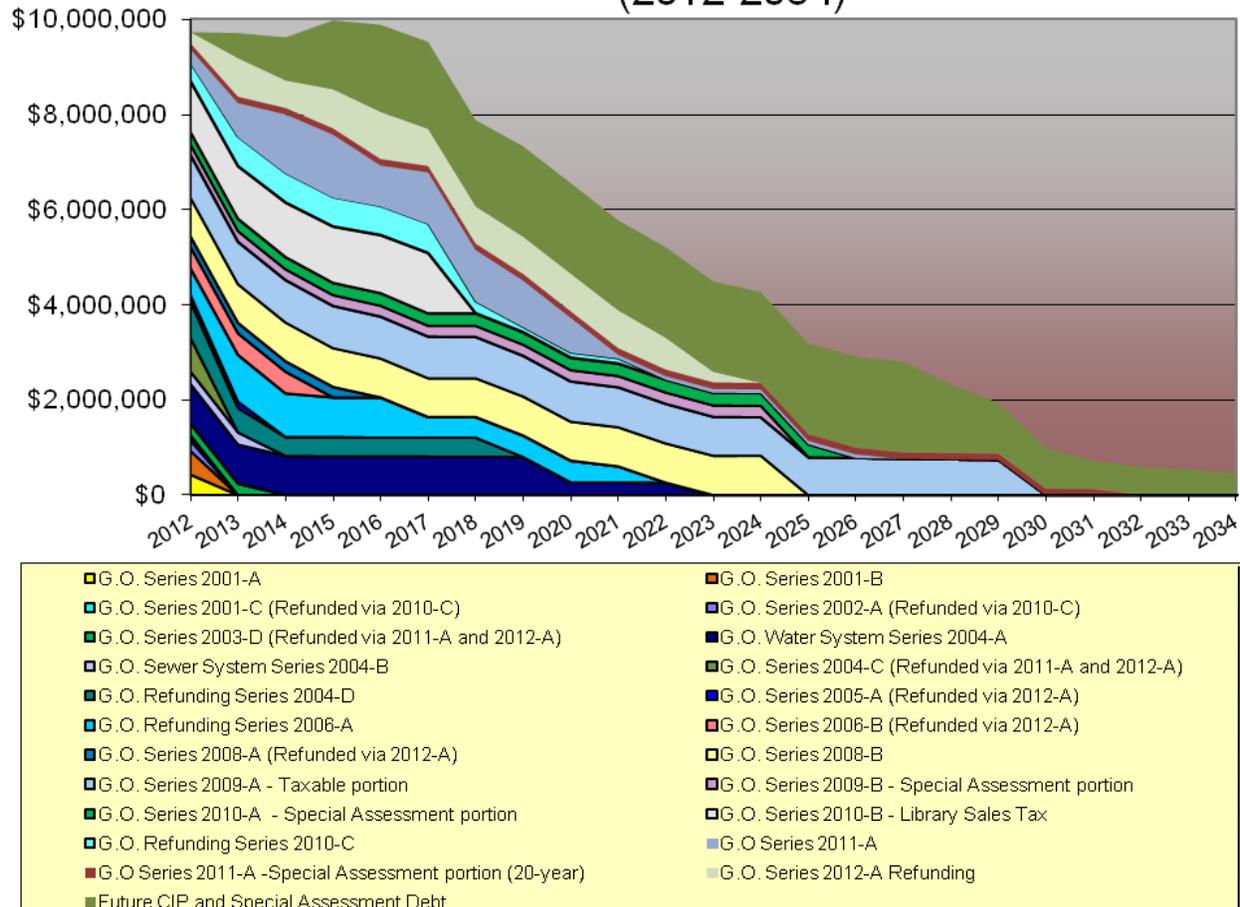
Debt Summary (as of March 15, 2012)

Estimated Actual Fair Market Value of Tangible Property	\$1,455,290,923
Equalized Assessed Valuation of Tangible Valuation for Computation of Bonded Debt Limitations	\$204,182,967
(Assessed value of all tangible taxable property as of August 25, 2011)	
Legal limitation of Bonded Debt ¹	\$61,254,890
Outstanding General Obligation debt and temporary notes as of June 1, 2012.....	\$69,865,000
Debt Exempt from debt limit calculation.....	\$30,787,286
Net Debt against debt limit capacity	\$39,077,714
Additional debt capacity	\$22,177,176
Overlapping Debt.....	\$5,355,585
Direct debt per capita (Population = 22,158).....	\$3,149
Direct and overlapping debt per capita	\$3,395
Direct debt as a percentage of Assessed Valuation	34.22%
Direct & overlapping debt as a percentage of Assessed Valuation	36.84%
Statutory direct debt as a percentage of Assessed Valuation.....	19.14%

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 \$117 million (including interest) over the entire amortization period of the bonds. This chart also includes \$24 million of future debt to be issued to finance projects in the City's five-year CIP.

General Obligation Debt Service Schedule (2012-2034)



Projects in the Capital Improvement Plan (CIP) that require long-term financing are included in the chart above. Projects in the 2013 CIP and beyond are shown as future projects. Future projects consist of three street reconstruction projects totaling \$3.0 million which will enhance traffic safety.

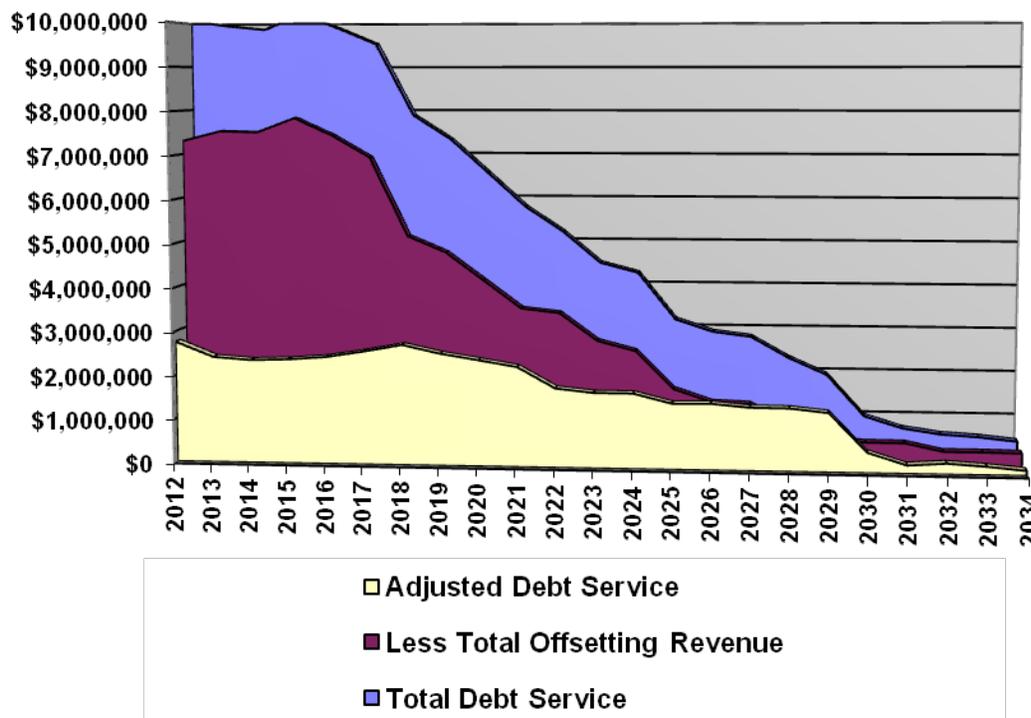
In 2012, renovation of the Derby Recreation Center (DRC) is slated to begin at an estimated cost of \$3.5 million, followed in 2013 by renovation of a school gym at Madison Avenue Central Park into an events center named The Venue. Due to anticipated growth of the city, a third fire station is planned to be constructed in 2015 at a cost of \$1.6 million. In 2015, construction of a park on the site of the old public works facility on the Arkansas River for \$2.7 million will allow users to enjoy the beauty of the river and create Derby’s first riverside park named Warren Riverview Park. The anticipated funding source for repayment of the above mentioned debt service is ad valorem taxes.

A small water project in 2014 will replace small diameter pipes in the city’s system. 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 previous chart also contains a projection of special assessment projects for which temporary financing is planned in 2012 and 2013.

The next chart shows the level of offsetting revenues that are paid 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

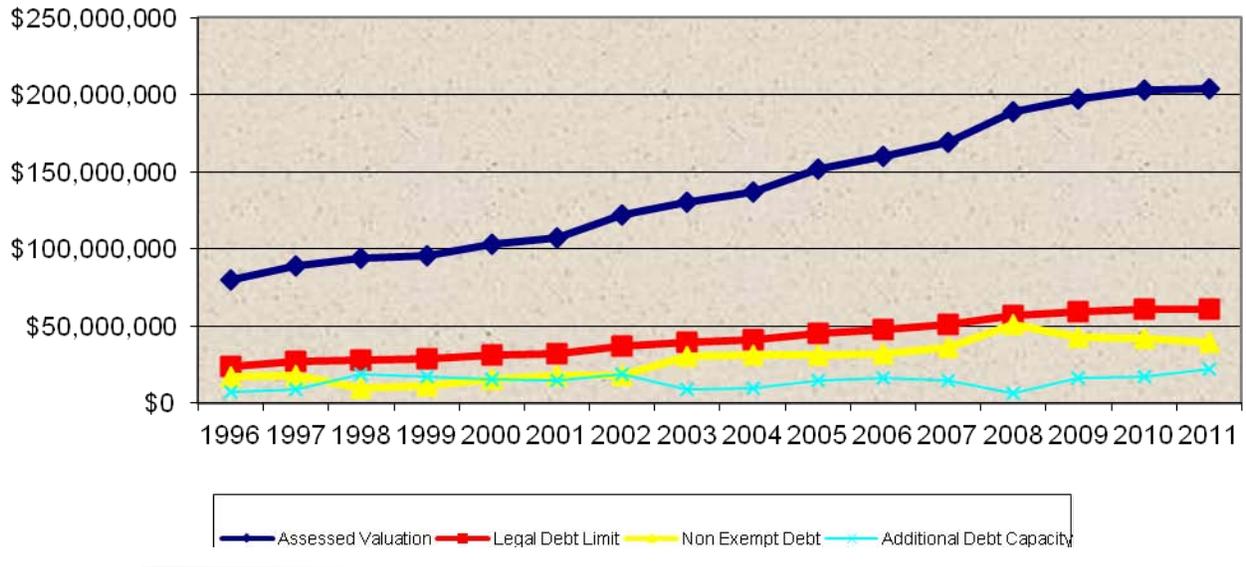


While the estimated offsetting revenues total \$78.8 million, the outstanding City-at-large portion of the total debt service is \$38.5 million. Again, this presentation includes approximately \$24 million in future debt split between offsetting revenues and city-at-large debt. Another key consideration is that debt amortization is expected to continue at a rapid pace with an estimated 74% 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 previous chart shows that future debt associated with CIP projects should not require an increase in the existing debt service levy.

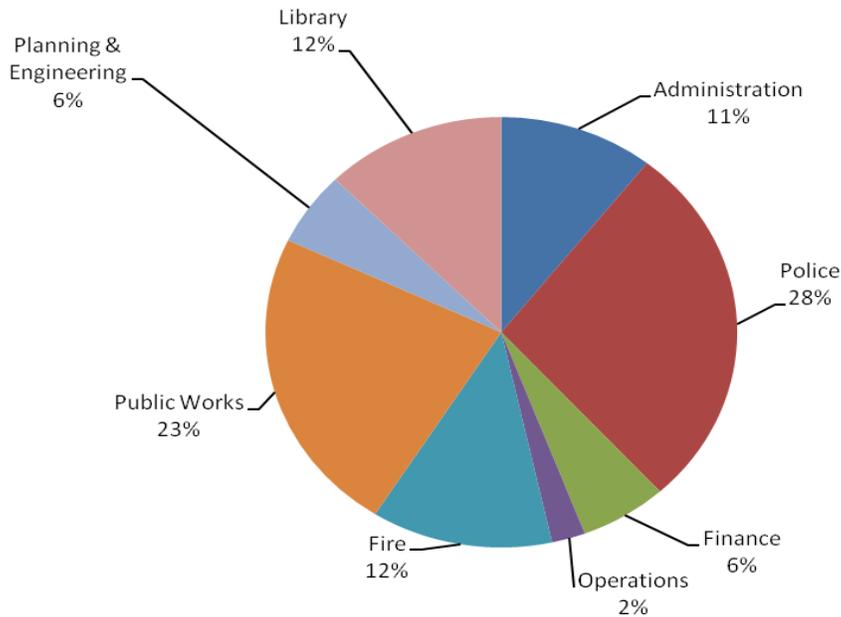
The next chart indicates the additional debt capacity available to the City as of June 1, 2012. The City has more than \$22 million in debt capacity and will annually pay approximately \$6 million in principal in 2012 and beyond. Presently, there is additional debt capacity to cover the future debt in connection with projects in the Capital Improvement Plan.

Additional 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 February 2012.

2013 Staffing Plan

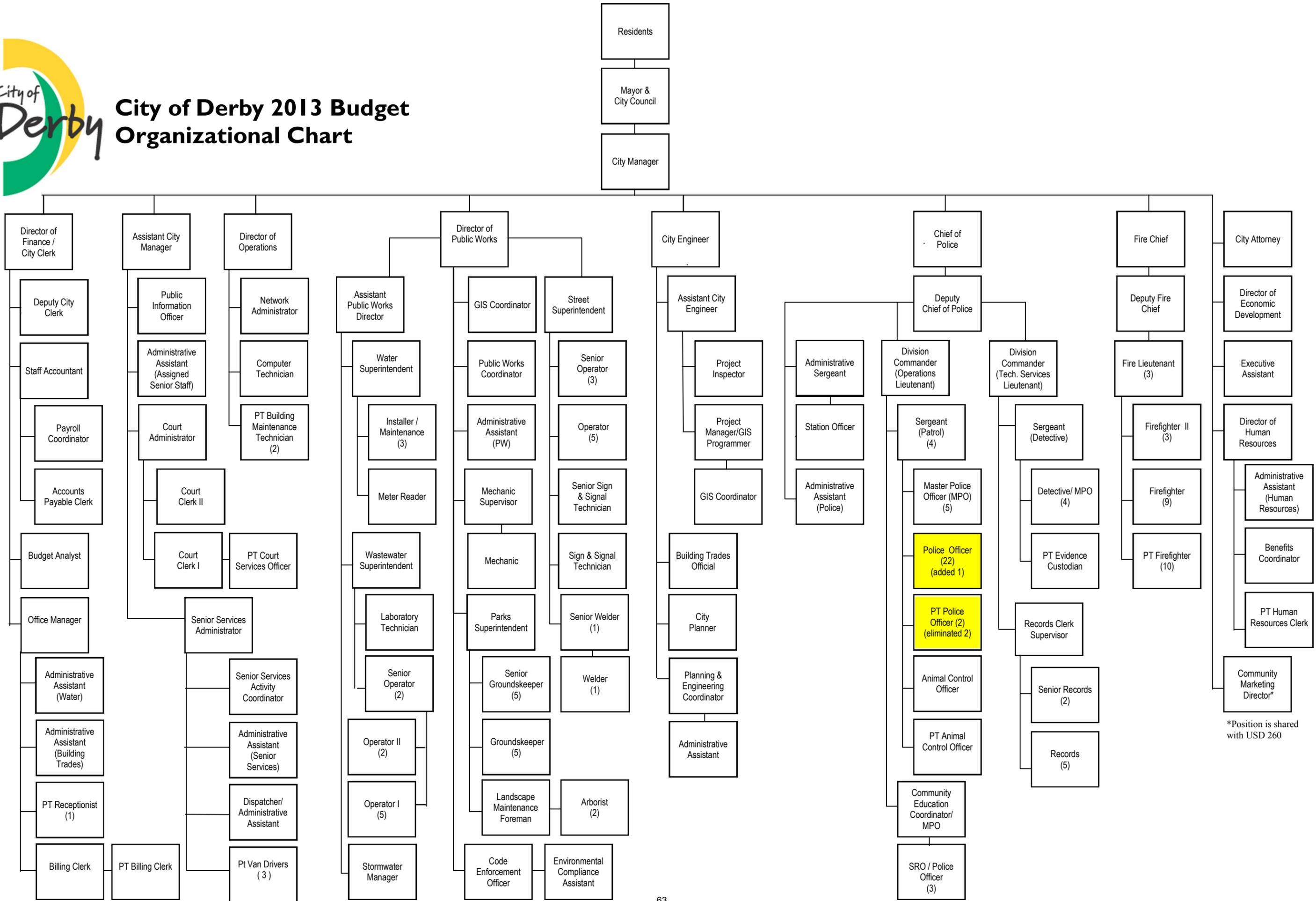


Authorized Staffing

Department	2011 Full-Time	2011 Part-Time	2012 Full-Time	2012 Part-Time	2013 Full-Time	2013 Part-Time
Administration	16	5	18	5	18	5
Police	58	9	55	6	56	4
Finance	10	2	11	2	11	2
Operations	3	2	3	2	3	2
Fire	15	8	17	10	17	10
Public Works	50	0	50	0	53	0
Planning & Engineering	11	0	12	0	9	0
Library	10	17	10	17	10	17
TOTAL	173	43	175	40	176	38



City of Derby 2013 Budget Organizational Chart



*Position is shared with USD 260

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Capital Improvement Plan 2013-2017

The Capital Improvement Plan (CIP) outlines the expenditures 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. 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 budget, and at that time funds are only appropriated for the following fiscal year. Each project is 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 2012 to 2017. 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, stormwater, 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:

1. Is the project required to ensure the health and safety of citizens, as the result of a legal mandate, or to maintain compliance with the City's plan?
2. Is there money available to operate the project after completion, if needed?
3. Is the project needed soon for City growth?
4. Is the project needed for other City plans and standards?
5. Does the project complete or provide part of the basic infrastructure (example: linking a road segment)?
6. 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. Department Directors submit CIP Addition Requests as part of the annual budgeting process. These requests are reviewed by the Finance Department and City Manager. These projects are reviewed for consistency with the City's Comprehensive Plan and City Council's priorities.

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, bike paths, recreational opportunities, art, library services, and schools, which are major assets that enhance the quality of life for residents. Providing a strong, vibrant recreational and arts environment takes citizens beyond everyday concerns, adds to their quality of life, and supports 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 include an interconnected mix of land uses, ample green space, and building designs that reflect Derby's culture and harmonize with the natural environment. Future development will be guided by the central goal of building "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 create an identifiable community in which to attain a sense of belonging, forge common goals and work together. The measures that make our neighborhoods and our city more livable include:

- Neighborhood *identity*: Residents of our neighborhoods identify with one another and will be 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 are provided in neighborhoods throughout Derby.

- Neighborhood *preservation*: Our neighborhoods are preserved and maintained for future generations.
- Neighborhood *connections*: Our neighborhoods are 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 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 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 provide 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; choice among modes of travel include vehicles, bicycles, and pedestrians; and environmental protection are objectives of our transportation system.

Strong Partnerships and Leadership

Our community governance is responsive and creative to connect and stimulate cooperation between governments, citizens, businesses, and community organizations.

We join with other communities in the metropolitan area to build on the region's strengths and address its challenges.

**2013-2017 Capital Improvement Plan
All Fund Expenditures**

Spending by Type

	2012	2013	2014	2015	2016	2017
Facilities Projects	3,989,050	1,575,000	1,040,000	1,775,000	175,000	175,000
Stormwater Management Projects	275,000	270,000	195,000	225,000	225,000	225,000
Parks Projects	386,750	109,000	3,700,000	2,910,000	3,526,000	170,000
Sidewalk Projects	215,000	50,000	90,000	90,000	90,000	90,000
Street Projects	5,370,700	663,000	1,953,500	3,150,200	601,000	156,000
Wastewater Projects	4,815,000	675,000	5,475,000	475,000	625,000	475,000
Water Projects	1,398,000	375,000	478,000	460,000	50,000	50,000

2012 CIP Total

16,449,500

2013 CIP Total

3,717,000

2014 CIP Total

12,931,500

2015 CIP Total

9,085,200

2016 CIP Total

5,292,000

2017 CIP Total

1,341,000

Spending by Source

	2012	2013	2014	2015	2016	2017
General Obligation Bond	11,191,900	1,600,000	10,818,000	5,115,000	3,500,000	-
State/Federal Grants	1,721,000	25,000	-	2,163,200	-	-
General Fund	558,300	98,000	435,000	837,000	822,000	511,000
Special Park and Recreation Fund	71,750	84,000	-	30,000	-	-
Water Company Dividends	675,000	375,000	200,000	120,000	50,000	50,000
Wastewater CIP	300,000	150,000	-	-	-	-
CIP Reserve	829,800	540,000	-	-	-	-
Wastewater Fund	400,000	525,000	615,000	475,000	625,000	475,000
Special Street	392,000	50,000	453,500	50,000	50,000	50,000
Special Assessments	29,000	-	-	-	-	-
Aquatic Park Fund	2,500	-	110,000	-	-	10,000
Benefit District	185,000	-	20,000	20,000	20,000	20,000
USD 260	32,250	-	-	-	-	-
Community Foundation	-	-	50,000	-	-	-
Stormwater Utility	-	270,000	195,000	225,000	225,000	225,000
Other Local Governments	61,000	-	-	50,000	-	-
Total CIP Spending	16,449,500	3,717,000	12,931,500	9,085,200	5,292,000	1,341,000

**2013-2017 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.

	2012	2013	2014	2015	2016	2017
Facilities Projects	220,800	75,000	265,000	125,000	175,000	175,000
Stormwater Management Projects	272,500	-	-	-	-	-
Parks Projects	30,000	-	150,000	180,000	26,000	160,000
Sidewalk Projects	35,000	-	20,000	20,000	20,000	20,000
Street Projects	-	23,000	-	512,000	601,000	156,000
2012 CIP Total	558,300					
2013 CIP Total		98,000				
2014 CIP Total			435,000			
2015 CIP Total				837,000		
2016 CIP Total					822,000	
2016 CIP Total						511,000

Capital Improvement Plan 2013-2017

Facilities									
Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Public Works Fuel Station Construction	X						2011	\$175,000	GO Bond
Community LED Signage Plan - DHS	X						2011	\$35,800	GF-CIP
								\$32,250	USD 260
DRC Remodel	X							\$3,500,000	Notes/Bonds
Miscellaneous Facilities Improvements	X							\$75,000	GF-CIP
Fire Station 2 Remodel	X							\$30,000	GF-CIP
Police Shooting Range Land Acquisition, Design & Improvements	X							\$80,000	GF-CIP
								\$30,000	Haysville
								\$1,000	Wesley Security
								\$30,000	Mulvane
								\$3,989,050	2012 Total
								\$220,800	GF Total
Miscellaneous Facilities Improvements		X						\$75,000	GF-CIP
The Venue Building Remodel		X						\$1,500,000	Notes/Bonds
								\$1,575,000	2013 Total
								\$75,000	GF Total
Miscellaneous Facilities Improvements			X					\$75,000	GF-CIP
Fire Station 3 Design			X				2013	\$130,000	GF-CIP
Police/Court Addition Design			X				2011	\$60,000	GF-CIP
Community LED Signage Plan - 2nd			X				2013	\$75,000	Aquatic Park
Fiber Optic Network connections between City Facilities			X					\$350,000	GO Bond
								\$35,000	Library
								\$35,000	Aquatic Park
								\$140,000	Wastewater
								\$140,000	Water
								\$1,040,000	2014 Total
								\$265,000	GF Total
Miscellaneous Facilities Improvements				X				\$100,000	GF-CIP
Community LED Signage Plan - 3rd				X			2014	\$25,000	GF-CIP
								\$50,000	Other Local Gov'ts
Fire Station 3 Construction (NW)				X			2014	\$1,600,000	GO Bond
								\$1,775,000	2015 Total
								\$125,000	GF Total
Miscellaneous Facilities Improvements					X			\$100,000	GF-CIP
Police/Court Addition Construction					X			TBD	GF- CIP
Community LED Signage Plan - 4th					X		2015	\$75,000	GF-CIP
								\$175,000	2016 Total
								\$175,000	GF Total
Miscellaneous Facilities Improvements						X		\$100,000	GF-CIP
Community LED Signage Plan - 5th						X	2016	\$75,000	GF-CIP
								\$175,000	2017 Total
								\$175,000	GF Total
Fire Station 4 Design & Construction (SE)							X	TBD	GF-CIP
S. K-15 Gateway Construction							X	TBD	GF-CIP
							X	TBD	KDOT Grant
Yearly Totals								\$3,989,050	2012
								\$1,575,000	2013
								\$1,040,000	2014
								\$1,775,000	2015
								\$175,000	2016
								\$175,000	2017
Total 5-Year Facilities Projects								\$8,729,050	

Capital Improvement Plan 2013-2017

Stormwater Management

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Southcrest, Woodland Valley Design	X						2011	\$36,000	GF-CIP
Storm Sewer Repair - Park Place Court	X						2011	\$50,000	GF-CIP
Erosion Control	X							\$6,500	GF-CIP
								\$2,500	Aquatic Park
Southcrest Channel Construction	X							\$100,000	GF-CIP
Buckner Ditch & Culvert Improvements	X							\$70,000	GF-CIP
Storm Sewer Repair	X							\$10,000	GF-CIP
								\$275,000	2012 Total
								\$272,500	GF Total
Woodland Valley Land Acquisition & Construction		X						\$200,000	Stormwater Utility
Erosion Control		X						\$10,000	Stormwater Utility
Storm Sewer Repair		X						\$10,000	Stormwater Utility
Spring Creek Watershed Study		X						\$50,000	Stormwater Utility
								TBD	Sedgwick County
								\$270,000	2013 Total
								\$270,000	Stormwater Total
Oakwood Valley Construction			X					\$70,000	Stormwater Utility
Erosion Control			X					\$50,000	Stormwater Utility
Storm Sewer Repair			X					\$75,000	Stormwater Utility
								\$195,000	2014 Total
								\$195,000	Stormwater Total
Drainage Improvements				X				\$100,000	Stormwater Utility
Erosion Control				X				\$50,000	Stormwater Utility
Storm Sewer Repair				X				\$75,000	Stormwater Utility
								\$225,000	2015 Total
								\$225,000	Stormwater Total
Drainage Improvements					X			\$100,000	Stormwater Utility
Erosion Control					X			\$50,000	Stormwater Utility
Storm Sewer Repair					X			\$75,000	Stormwater Utility
								\$225,000	2016 Total
								\$225,000	Stormwater Total
Drainage Improvements						X		\$100,000	Stormwater Utility
Erosion Control						X		\$50,000	Stormwater Utility
Storm Sewer Repair						X		\$75,000	Stormwater Utility
								\$225,000	2017 Total
								\$225,000	Stormwater Total
Trail Creek from Kay to Britain							X		Stormwater Utility
Yearly Total:								\$275,000	2012
								\$270,000	2013
								\$195,000	2014
								\$225,000	2015
								\$225,000	2016
								\$225,000	2017
Total 5-Year Drainage Projects								\$1,415,000	

Capital Improvement Plan 2013-2017

Parks									
Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
ADA Compliance Projects	X							\$35,000	Special Parks
High Park Soccer & Practice Fields Redevelopment	X							\$36,750	Special Parks
Stone Creek Fishing Dock - Materials Only	X							\$15,000	GF-CIP
Madison Avenue Central Park & Warren Riverview Park Demolition	X							\$285,000	CIP Reserve
								TBD	KDWP Grant
Skate Park Fence Extension	X							\$15,000	GF-CIP
								\$386,750	2012 Total
								\$30,000	GF Total
High Park N Playground crumb rubber		X						\$34,000	Special Parks
Grant Split								\$25,000	KDHE Grant
Warren Riverview Park Abatement & Design		X						TBD	CIP Reserve
Garrett Park ADA Building Alterations		X						\$50,000	Special Parks
Madison Avenue Central Park Design		X						TBD	CIP Reserve
								\$109,000	2013 Total
								\$0	GF Total
High Park Ball Field Lighting Replacement			X					\$150,000	GF-CIP
Madison Avenue Central Park Development			X					\$3,500,000	Sales Tax Bond
								TBD	KDWP Grant
Madison Corridor Enhancement (K-15 to Central Park)			X					TBD	GO Bond
								TBD	KDOT Grant
Warren Riverview Park Development			X					\$50,000	Comm. Foundation
								\$3,700,000	2014 Total
								\$150,000	GF Total
Warren Riverview Park Construction				X				\$2,700,000	GO Bond
High Park Play Equipment Replacement				X				\$30,000	Special Parks
Garrett Park Light Pole Replacement #3				X				\$60,000	GF-CIP
Garrett Park Light Pole Replacement #1 & #2				X				\$120,000	GF-CIP
								\$2,910,000	2015 Total
								\$180,000	GF Total
Hand Park Plan and bridge design					X			\$26,000	GF-CIP
								TBD	KDHE Grant
Construct 2 Outdoor Volleyball Courts at High Park					X			TBD	Special Parks
4-plex Sports Complex Ballfields with Concession, Press Box, & Parking					X			\$3,500,000	Sales Tax Bond
								\$3,526,000	2016 Total
								\$26,000	GF Total
Rock River Rapids New Feature Design						X		\$10,000	Aquatic Park
Dog Park Development						X		TBD	Special Parks
Nature Trail Planning & Development						X		\$160,000	GF-CIP
								\$170,000	2017 Total
								\$160,000	GF Total
English Park ADA Enhancements							X	TBD	TBD
Yearly Totals								\$386,750	2012
								\$109,000	2013
								\$3,700,000	2014
								\$2,910,000	2015
								\$3,526,000	2016
								\$170,000	2017
Total 5-Year Park Projects								\$10,801,750	Total

Capital Improvement Plan 2013-2017

Bike Paths/Sidewalks

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Phase 9 Bike Path (James St. from Glen Hills to High Park)	X							\$35,000	GF-CIP
								\$101,000	KDOT Grant
								\$29,000	Spec. Assessment
Sidewalk Repair and Replacement	X							\$50,000	Special Street
								\$215,000	2012 Total
								\$35,000	GF Total
Sidewalk Repair and Replacement		X						\$50,000	Special Street
								\$50,000	2013 Total
								\$0	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
Sidewalk Repair and Replacement Priority Sidewalk					X			\$50,000	Special Street
					X			\$20,000	GF-CIP
								\$20,000	Benefit District
								\$90,000	2016 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	2017 Total
								\$20,000	GF Total
Phase 10 Bike Path (Buckner/Oliver from Patriot to 47th)							X	TBD	
Phase 11 Bike Path (Rock Road from Derby to Mulvane)							X	TBD	
Market Street (Skatepark to Warren Riverview Park)							X	TBD	
Yearly Totals								\$215,000	2012
								\$50,000	2013
								\$90,000	2014
								\$90,000	2015
								\$90,000	2016
								\$90,000	2017
Total 5-Year Bike Path/Sidewalk Projects								\$625,000	

Capital Improvement Plan 2013-2017

Streets/Intersections

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Nelson Drive Design (@ Patriot)	X						2011	\$93,300	CIP Reserve
Meadowlark (Rock Rd. to ECL) Construction								\$1,652,000	GO Bond
								\$1,100,000	Build Am. Bonds
								\$185,000	Benefit District
Madison Ave (DHS to High Park) Design	X						2011	\$139,500	CIP Reserve
Street Reconstruction - Design	X							\$50,000	Special Street
Water (Cherry to Kay)									
Kay (K-15 to West of Water)									
Buckner (Kay to Washington)									
Madison Avenue Construction	X							\$650,000	KDOT - EC DEV
(Buckner to Water)								\$716,900	GO Bond
Madison Avenue Land Acquisition & Utility Relocations	X						2011	\$180,000	GO Bond
(Buckner to Water)									
Street Reconstruction	X							\$342,000	Special Street
Emma (Georgie to Kokomo)									
Osage (S of Madison 900')									
Louisa (Derby to Westview)									
Nelson Drive (Walnut to Buckner)									
Rock Road (Patriot to New DMS) Study	X							\$40,000	CIP Reserve
Nelson Drive & Red Powell Intersection Design	X							\$22,000	CIP Reserve
Street Projects Land Acquisition	X							\$250,000	CIP Reserve
								\$5,370,700	2012 Total
								\$0	GF Total
Nelson Drive & Meadowlark Intersection Design		X					2012	\$100,000	CIP Reserve
Street Projects Land Acquisition		X						\$300,000	CIP Reserve
Woodlawn Bridge Deck Repairs		X						\$23,000	GF-CIP
Rock Road (Patriot to new DMS) Design		X						\$140,000	CIP Reserve
Nelson Drive - Construction @ Red Powell		X						\$100,000	GO Bond
								\$663,000	2013 Total
								\$23,000	GF Total
Meadowlark & Woodlawn - Construct Intersection			X					\$450,000	GO Bond
& Install Left Turn Lane									
Nelson Drive - Construction @ Patriot			X					\$1,100,000	GO Bond
Alley Reconstruction			X					\$50,000	Special Street
(West of K15, Market to Washington)									
Rock Road (Patriot to new DMS) Construction			X					TBD	GO Bond
Street Reconstruction:			X					\$353,500	Special Street
Tamarisk (Woodlawn to Sandhill)									
Wahoo Cir. (Tamarisk to Cul-de-sac)									
Burr Hill Road (Birchwood to Burning Tree)									
								\$1,953,500	2014 Total
								\$0	GF Total
Madison Avenue (DHS to High Park)				X				\$2,163,200	KDOT
Street Projects Land Acquisition					X			\$475,000	GO Bond
Street Reconstruction:				X			2014	TBD	CIP Reserve
Carolyn (Brook Forest to Oak Forest)								\$512,000	General Fund
Blue Spruce & Blue Spruce Cir. (Brook Forest to Cul-de-sac)									
Redbud Ct. (Brook Forest to Cul-de-sac)									
								\$3,150,200	2015 Total
								\$512,000	GF Total
Nelson Drive - Construction @ Meadowlark					X			TBD	TBD
River St. (Market to Madison) Widen & Reconstruction					X			\$250,000	General Fund
Street Reconstruction:					X		2015	\$351,000	General Fund
Partridge (Sharon to Kay)									
Sharon Ct. (Partridge to Cul-de-sac)									
Kokomo (Kay to Washington)									
								\$601,000	2016 Total
								\$601,000	GF Total
Street Reconstruction:						X	2016	\$156,000	General Fund
Westview (Lincoln to Pleasantview)									
Washington (Georgie to Alley)									
								\$156,000	2017 Total
								\$156,000	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)									

Capital Improvement Plan 2013-2017

Streets/Intersections

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Yearly Totals								\$5,370,700	2012
								\$663,000	2013
								\$1,953,500	2014
								\$3,150,200	2015
								\$601,000	2016
								\$156,000	2017
Total 5-Year Street Projects								\$11,894,400	Total

Capital Improvement Plan 2013-2017

Wastewater

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Phase 3 S.E. Interceptor Construction (Rock Rd to Madison)	X						2011	\$3,145,000	Build Am Bond
SCADA system	X						2011	\$970,000	Grant
Treatment Plant Improvements	X							\$300,000	WW CIP
Collection System Improvements	X							\$150,000	WW
								\$250,000	WW
								\$4,815,000	2012 Total
Wastewater Shop Building		X						\$90,000	WW
Nutrient Removal Design		X						\$150,000	WW CIP
Treatment Plant Improvements		X						\$160,000	WW
Collection System Improvements		X						\$275,000	WW
								\$675,000	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			\$150,000	WW
Treatment Plant Improvements					X			\$175,000	WW
Collection System Improvements					X			\$300,000	WW
								\$625,000	2016 Total
Treatment Plant Improvements					X			\$175,000	WW
Collection System Improvements					X			\$300,000	WW
								\$475,000	2017 Total
Phase 4 SE Interceptor Construction							X	\$5,000,000	GO Bond
Yearly Totals								\$4,815,000	2012
								\$675,000	2013
								\$5,475,000	2014
								\$475,000	2015
								\$625,000	2016
								\$475,000	2017
Total 5-Year Wastewater Projects								\$12,540,000	

Capital Improvement Plan 2013-2017

Water System

Project Description	2012	2013	2014	2015	2016	2017		Estimated Cost	Funding Source
Control Valve (Beau Jardin & James)	X						2011	\$80,000	Water Dividends
16" Nelson Drive Loop Construction	X							\$545,000	Water Dividends
Distribution System Improvements	X							\$50,000	Water Dividends
Install Booster pumps in pump station	X							\$723,000	Bonds
								\$1,398,000	2012 Total
High Park Loop & Control Valve		X						\$325,000	Water Dividends
Distribution System Improvements		X						\$50,000	Water Dividends
								\$375,000	2013 Total
North Woodlawn/55th St. Loop			X					\$418,000	Bonds
Meadowlark & Triple Creek Control Valve Design			X					\$10,000	Water Dividends
Distribution System Improvements			X					\$50,000	Water Dividends
								\$478,000	2014 Total
Meadowlark & Triple Creek Control Valve Construction				X			2014	\$70,000	Water Dividends
Upgrade Distribution System (replace small diameter pipes)				X				\$340,000	Bonds
Distribution System Improvements				X				\$50,000	Water Dividends
								\$460,000	2015 Total
Distribution System Improvements					X			\$50,000	Water Dividends
								\$50,000	2016 Total
Distribution System Improvements					X			\$50,000	Water Dividends
								\$50,000	2017 Total
Secondary Connection to Wichita Water							X	TBD	Water Dividends
Yearly Totals								\$1,398,000	2012
								\$375,000	2013
								\$478,000	2014
								\$460,000	2015
								\$50,000	2016
								\$50,000	2017
Total 5-Year Water Projects								\$2,811,000	

Capital Reserves & Contingencies						
100 200 405		2010	2011	2012	2012	2013
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
8247	General Fund Capital Contingencies	32,703	23,600	35,000	29,200	29,200
8300	Miscellaneous - Cash Reserve	-	-	4,925,425	-	4,771,752
Total Contractual		32,703	23,600	4,960,425	29,200	4,800,952
9012	Transfer to Capital Reserve Fund	-	470,000	120,000	220,000	-
9009	Economic Development Bus. Reserves	75,000	-	-	-	-
9011	Transfer to Equipment Reserve Fund	50,000	960,000	-	-	-
Total Transfers		125,000	1,430,000	120,000	220,000	-
		157,703	1,453,600	5,080,425	249,200	4,800,952
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget

Budget Worksheet						
Capital Improvement Plan Reserve						
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget
700 800 805						4775752
4050	Carryover	2,822,116	2,154,901	1,756,999	2,114,327	1,104,527
4240	Land Acquisition Transfer	150,000	100,000	100,000	100,000	-
4999	Transfer from General Fund	-	470,000	120,000	120,000	-
4610	Capital Project Reimbursement	250	279,218	-	-	22,000
4867	Grant Reimbursement	92,000	-	-	-	-
	Total Revenue	3,064,366	3,004,119	1,976,999	2,334,327	1,126,527
	Street Improvements (will be bonded)	-	5,725	126,700	-	-
8319	Meadowlark Design (Rock Rd. to ECL)	137,060	65,230	-	-	-
8713	City Hall Remodel	577,728	235	-	-	-
8714	Senior Center Remodel	194,677	-	-	-	-
8329	Nelson Drive Intersection - Meadowlark	-	-	-	-	100,000
8329	Nelson Drive Intersection - Patriot	-	-	-	93,300	-
	Nelson Drive Intersection - Red Powell	-	-	-	22,000	-
	Madison Avenue (DHS to High Park)	-	-	-	139,500	-
	Rock Road (Patriot to New DMS)	-	-	-	40,000	140,000
	Land Acquisition	-	751,272	-	650,000	300,000
	Madison Avenue Central Park Development	-	33,665	285,000	285,000	TBD
	Warren River-view Park Development	-	33,665	TBD	TBD	TBD
	Total Expenditures	909,465	889,792	411,700	1,229,800	540,000
		2010 Actual	2011 Revised	2012 Budget	2012 Revised	2013 Budget

2014 Beginning Balance	586,527
Warren Riverview Park	TBD
Madison Ave. Central Park	TBD
2014 Reimbursements from Bond Issue	
MAC Park (2011/2012 Expenses)	350,000
MAC and Warren Park (2013, 2014 Expenses)	TBD
Nelson @ Patriot (2012 Expenses)	93,300
Rock Road (Patriot to New DMS) (2012, 2013 Expenses)	290,000
Rock Road (Patriot to New DMS) (2013 Design)	140,000
Madison (DHS to High Park) (2012, 2013 Expenses)	189,500
2014 Ending Balance	1,649,327

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Equipment Replacement Plan (2013 - 2017)

Department	Project Description	2012	2013	2014	2015	2016	2017	Future	Estimated Cost	Funding Source
Operations	Building System Improvements	X							\$20,000	General Fund
Operations	Computer Replacement	X							\$66,000	Equip. Reserve
Operations	Copier Replacement	X						2011/12	\$23,500	Equip. Reserve
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	Taser Purchases (7)	X						2011	\$7,700	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	Equip. Reserve
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
Streets	Front End Loader Repair	X							\$25,000	Special Street
Water	Mobile Network Access Equipment	X							\$5,400	Water Operations
Water	Signal Transmitters for Meters	X							\$15,000	Water Operations
									\$113,419	GF
									\$111,500	Equip. Reserve
									\$25,000	Special Street
									\$20,400	Water
									\$270,319	2012 Total
Operations	Building System Improvements		X						\$20,000	General Fund
Operations	Computer Replacement		X						\$66,000	Equip. Reserve
Operations	Copier Replacement		X						\$15,000	Equip. Reserve
Police	Mobile Video Recorder (3)		X						\$15,000	General Fund
Police	Firearm Replacement (16)		X						\$5,000	General Fund
Police	Taser Replacement (3)		X						\$3,400	LETf
Police	Patrol Car Cages (3)		X						\$4,500	General Fund
Police	Light Bar (3)		X						\$4,000	General Fund
Police	Patrol Car Equipment Consoles (3)		X						\$1,800	General Fund
Police	Cold Storage Refrigerator (Evidence)		X						\$5,000	GF - PSFF
Police	Stalker Radar Replacement		X						\$2,500	GF - PSFF
Police	Digital Fingerprint System		X						\$30,000	GF - PSFF
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	GF - PSFF
Fire	Replacement Nozzles - Q82		X						\$7,000	GF - PSFF
Water	Signal Transmitters for Meters		X						\$15,000	Water Operations
Wastewater	Televising Camera		X						\$70,000	Wastewater
									\$144,150	GF
									\$81,000	Equip. Reserve
									\$3,400	LETf
									\$70,000	Wastewater
									\$15,000	Water
									\$313,550	2013 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	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
Senior Services	Fitness Equipment			X					\$4,900	General Fund
Water	Signal Transmitters for Meters			X					\$15,000	Water Operations
									\$189,700	GF
									\$15,000	Water
									\$204,700	2014 Total

Equipment Reserve							
		2010	2011	2012	2012	2013	2014
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	Plan
710 800 710							
						4775752	
4050	Carryover	511,204	532,127	542,001	1,059,579	776,609	5,375,361
4999	Transfer from General Fund	50,000	960,000	-	-	-	-
	Total Revenue	561,204	1,492,127	542,001	1,059,579	5,552,361	5,375,361
8105	Radio Replacement	-	293,074	152,000	-	-	-
8120	Software Replacements	29,078	139,474	-	171,470	-	-
	Equipment Replacement Plan	-	-	-	111,500	81,000	-
	Vehicle Replacement Plan	-	-	-	-	96,000	235,500
	Total Expenditures	29,078	432,548	152,000	282,970	177,000	235,500
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2014 Plan

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Vehicle Replacement Plan (2013-2017)

Department	Vehicle	2012	2013	2014	2015	2016	2017	Plan	Est. Cost	Funding Source
Public Works	3/4 Ton Pick-up (Streets)	X							25,500	Special Street
Public Works	Pump Truck (Wastewater)	X							48,000	WW
Public Works	Light Duty Pick-up (Env. Compliance)	X						2011	16,000	WW
Police	Community Education SUV	X							34,500	Special Alcohol
									\$0	GF Total
									\$25,500	Special Street
									\$34,500	Special Alcohol
									\$64,000	WW Total
									\$124,000	2012 Total
Public Works	3/4 Ton Pick-up 4x4 (Streets)		X						26,000	Special Street
Public Works	1/2 Ton Pick-up (Water)		X						20,000	Water
Police	Patrol Car 11		X						30,000	Equip. Reserve
Police	Patrol Car 12		X						30,000	Equip. Reserve
Police	Patrol Car 13		X						30,000	Special Alcohol
Police	Staff Car		X					2014	22,000	Equip. Reserve
Admin	Derby Dash		X						\$14,000	Equip. Reserve
									\$55,600	Grant
									\$96,000	Equip. Reserve
									26,000	Special Street
									30,000	Special Alcohol
									\$20,000	Water
									\$55,600	Grant
									\$227,600	2013 Total
Public Works	3/4 Ton Pick-up (Parks)			X				2013	26,000	Equip. Reserve
Public Works	10 Ton Dump Truck (Streets)			X				2013	120,000	Special Street
Public Works	Vactor Combo Unit (Wastewater)			X					400,000	WW
Public Works	3/4 Ton Pick-up (Parks)			X					27,000	Equip. Reserve
Public Works	1 Ton Flat Bed 4x4 Diesel (Water)			X					40,000	Water
Police	Patrol Car 14			X				2013	30,000	Equip. Reserve
Police	Patrol Car 1			X					30,000	Equip. Reserve
Police	Patrol Car 2			X					30,500	Equip. Reserve
Police	Patrol Car 3			X					30,500	Equip. Reserve
Police	Crime Scene Vehicle			X					40,000	Equip. Reserve
Police	Animal Control Pick-up			X					21,500	Equip. Reserve
									235,500	Equip. Reserve
									120,000	Special Street
									40,000	Water
									400,000	WW Total
									795,500	2014 Total
Public Works	1/2 Ton Pick-up (Water)				X				30,000	Water
Public Works	Bucket Truck (Streets)				X				75,000	Special Street
Fire	Chief's Vehicle				X			2014	40,000	GF
Police	Patrol Car 4				X			2014	31,000	Equip. Reserve
Police	Patrol Car 5				X			2014	31,000	Equip. Reserve
Police	Patrol Car 6				X				31,000	Equip. Reserve
Police	Patrol Car 7				X				31,000	Equip. Reserve
Police	Patrol Car 8				X				31,000	Equip. Reserve
Police	Patrol Car 9				X				31,000	Equip. Reserve
									186,000	Equip. Reserve
									75,000	Special Street
									40,000	GF
									30,000	Water
									331,000	2015 Total
Public Works	Code Enforcement Pick-up					X			16,500	GF
Public Works	1/2 Ton Pickup (Streets)					X			25,000	Special Street
Police	Staff Car					X			22,000	GF
Police	Staff Car					X			22,000	GF
Comm. Dev.	1/2 Ton Pick-up (Inspector)					X		2015	40,000	GF
Fire	Fire Squad 2 - Chassis only					X			80,000	GF
Fire	Pumper Truck 83					X		2015	575,000	GF
Police	Patrol Car 10					X			32,000	GF
Police	Patrol Car 11					X			32,000	GF
Police	Patrol Car 12					X			32,000	GF
Police	Patrol Car 13					X			32,000	GF
									883,500	GF Total
									25,000	Special Street
									908,500	2016 Total

Vehicle Replacement Plan (2013-2017)

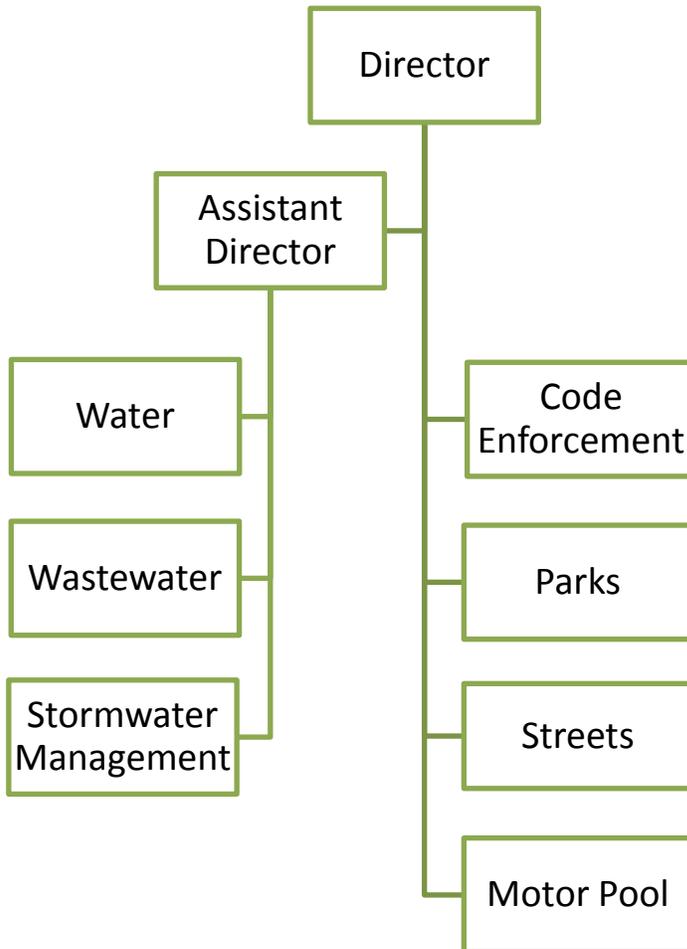
Department	Vehicle	2012	2013	2014	2015	2016	2017	Plan	Est. Cost	Funding Source
Public Works	3/4 Ton Pick-up (Wastewater)						X	2013	27,000	WW
Public Works	Dump Truck (Parks)						X	2015	137,000	GF
Public Works	1/2 Ton Pick-up (Water)						X		30,000	Water
Public Works	Pick-up Supercab 4X4 (Parks)						X		32,000	GF
Public Works	1 Ton Pick-up (Parks)						X		40,000	Water
Public Works	3/4 Ton Pick-up (WW)						X		29,500	WW
Public Works	Televising Van (Wastewater)						X	2016	25,000	WW
Public Works	3/4 Ton Pick-up (Streets)						X		37,000	Special Street
Police	Patrol Car 14						X		33,000	GF
Police	Patrol Car 1						X		33,000	GF
Police	Patrol Car 2						X		33,000	GF
Police	Patrol Car 3						X		33,000	GF
									301,000	GF Total
									70,000	Water Total
									37,000	Special Street
									81,500	WW Total
									489,500	2017 Total
									Totals	
									\$124,000	2012
									\$227,600	2013
									\$795,500	2014
									\$331,000	2015
									\$908,500	2016
									\$489,500	2017
Total 5-Year Plan									\$1,896,600	

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Mission

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

Overview

Ten divisions comprise the Public Works Department. These include Park Maintenance, Street Maintenance, Motor Pool, Sign & Signalization, GIS, Weld Shop, Water Utility, Wastewater Utility, Stormwater Management and Code Enforcement. The entire department relies on the talents and abilities of 51 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.

As of April 2012, Code Enforcement moved from the Community Development Department to report to the Assistant City Manager. At a date to be determined in 2013, Code Enforcement will transition to Public Works.

Public Works

Performance Measures

Performance Measurement

Parks Division

- √ 95% of designated right-of-ways mowed and maintained
- √ 100% of playground equipment inspected
- √ 100% of employees trained at least monthly

Streets Division

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

Wastewater Utility

- √ 20% of sanitary sewer system lines cleaned annually
- √ Responded to 75% of sewer backups within 30 minutes of notification, 100% within 45 minutes
- √ 100% of staff received monthly training

Water Utility

- √ 100% of all radio read transmitters purchased were installed
- √ Achieved water variance of 1.24% (Goal is no more than 5%)
- √ 100% of staff received monthly training

Stormwater Utility

- √ 100% of documented BMP's inspected
- √ 100% of sewer connections and repairs inspected

NOTE: Because the stormwater division is new, it is difficult to present 2011 performance measures. Although work was completed, it was not recorded separately. Additional information will be available going forward.

2011 Citizen Survey

93% of respondents noted the condition of Derby's streets as good or mainly good. This compares to 90% and 89% for the two previous years.

For 85% of respondents, the City of Derby always, frequently, or sometimes fulfills their recreational needs. In 2010, this was 86%; in 2009; 87%, and in 2008; 82%.

"We really like High Park."

"I love to take walks in the parks and around my neighborhood and ride my bike all over town. Great sidewalks and nice side streets."

"We love the bike paths."

Parks Division

Division Overview

The Parks Division maintains the grounds and facilities at all City-owned properties, as well as the hike and bike system throughout the community. The division maintains 335 acres of parks in 31 locations, including Rock River Rapids, the Derby Skate Park and an 18 hole, competition Disc Golf Course.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	551,997	588,134	605,427
Commodities	83,945	93,620	97,990
Contractual	161,250	204,270	201,109
Capital Outlay			
Total	797,192	886,024	904,526

Summary by Category	2011	2012	2013
Special Parks Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	-	-	-
Capital Outlay	61,968	71,750	143,974
Total	61,968	71,750	143,974



Mission

Provide well-maintained facilities, safe and enjoyable parks and beautiful open spaces for use by the citizens of Derby.

Goals

- Keep the parks in good condition and work to ensure citizen satisfaction.
- Provide ADA accessible features and improvements to the park system to meet the needs of all members of the community.

Budget Worksheet									
100 120 270	Public Works Parks								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
5001	Wages-Salary	518,377	534,954	537,644	577,124	594,417	8%	3%	
5002	Overtime	6,076	8,694	5,900	8,500	8,500	-2%	0%	
5004	Termination Fees	3,343	2,846	-	-	-	-100%	0%	
5012	Longevity	4,008	2,508	4,008	2,510	2,510	0%	0%	
5013	Lump Sum	1,300	800	-	-	-	-100%	0%	
5007	1 time performance pay	599	2,195	-	-	-	-100%	0%	
	Total Personnel	533,703	551,997	547,552	588,134	605,427	7%	3%	
6002	Operating Supplies	14,018	16,926	17,350	17,350	17,350	3%	0%	
6004	Miscellaneous Tools	4,462	6,319	6,000	6,000	6,000	-5%	0%	
6005	Trees & Shrubs	1,728	747	8,000	4,000	8,000	435%	100%	Transplanted in 2011 rather than purchasing.
6012	Chemicals & Fertilizer	5,859	5,850	10,000	10,000	10,000	71%	0%	Drought affected 2011 purchases. Except increased costs in 2012.
6110	Fuel	36,957	50,745	48,970	52,270	53,840	3%	3%	
6351	Uniforms	3,295	3,358	5,250	4,000	2,800	19%	-30%	2012 is a full replacement year.
	Total Commodities	66,319	83,945	95,570	93,620	97,990	12%	5%	
7005	Pre-Employment Testing	503	600	600	600	600	0%	0%	
7030	Travel				6,790	3,744		-45%	
7040	Subscriptions	59	-	100	100	100	100%	0%	
7041	Dues and memberships	971	1,026	1,400	1,400	1,400	36%	0%	
7050	Meetings/seminars	6,878	6,322	10,700	3,580	3,465	-43%	-3%	
7220	Professional Fees/contracts	2,367	3,337	24,300	5,500	5,500	65%	0%	
7225	Mulching/Grinding	15,000	-	25,000	25,000	25,000	100%	0%	Program was delayed in 2011 to allow for seasonal employee cost.
7755	Seasonal Contract Wages	26,000	44,800	26,000	44,800	44,800	0%	0%	
7420	Ball Field Maintenance	9,217	8,061	10,000	10,000	10,000	24%	0%	
7430	Soccer Field Maintenance	2,717	3,331	3,500	3,500	3,500	5%	0%	
7440	Park Maintenance	43,677	42,894	47,000	47,000	47,000	10%	0%	
7450	Concession Stand Maintenance	2,751	826	4,000	3,000	3,000	263%	0%	
7520	Equipment Maintenance	32,987	30,546	36,000	36,000	36,000	18%	0%	
7521	Vehicle Maintenance	10,067	9,513	10,000	10,000	10,000	5%	0%	
7522	Public Events	8,156	5,823	9,000	7,000	7,000	20%	0%	
	Park- Grill Expenses		4,171						
	Total Contractual Service	161,350	161,250	207,600	204,270	201,109	27%	-2%	
	Public Works-Parks	761,372	797,192	850,722	886,024	904,526	11%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
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%
GIS Coordinator	100%	50%

Budget Worksheet									
240 120 310	Special Park & Recreation Fund								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
4050	Projected Budget Carryover	94,070	101,190	85,050	90,045	91,629	-11%	2%	
4161	State Alcohol Program	49,120	50,823	48,334	48,334	52,345	-5%	8%	
4614	KDHE Crumb Rubber Grant	8,679	0	25,000	25,000	0	#DIV/0!	-100%	
	Total Revenues	151,869	152,013	158,384	163,379	143,974	7%	-12%	
7820	Special Fund Expenditures	0	0	0	0	59,974	0%	100%	
8307	High Park Crumb Rubber Grant	0	0	34,000	0	34,000	0%	100%	
8309	Hand Park Capital Improvements	5,520	0	0	0	0	0%	0%	
8310	High Park Improvements	13,612	61,968	50,000	36,750	0	-41%	-100%	
8308	Garrett Park Improvements	16,637	0	0	0	0	0%	0%	
8260	ADA Compliance Projects	9,390	0	35,000	35,000	50,000	100%	43%	Completing 2011 projects in 2012, Garrett Park Building improvements in 2013.
8209	All other Parks - Improvements	5,520	0	0	0	0	0%	100%	
	Total	50,679	61,968	119,000	71,750	143,974	16%	101%	
	Special Park & Recreation Fund	50,679	61,968	119,000	71,750	143,974	16%	101%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Division Overview

Rock River Rapids completed its ninth successful season of operation in 2012. 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 2011, average daily attendance was 1,070 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 communications 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.

Summary by Category	2011	2012	2013
Aquatic Park Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	259,304	256,000	316,097
Capital Outlay	12,938	52,500	125,000
Total	272,242	308,500	441,097



Budget Worksheet									
Rock River Rapids Aquatic Park									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
760 503 502	Reserve Account								
4050	Projected Budget Carryover	1,611,048	1,280,893	1,570,849	1,611,463	1,561,463	26%	-3%	
4996	Transfer from Another Account	-	353,356	-	-	-	-100%	#DIV/0!	
	Total Reserve Account Revenues	1,611,048	1,634,249	1,570,849	1,611,463	1,561,463	-1%	-3%	
7011	Pool Painting	55,700	-	-	-	-	0%	0%	
7220	Professional Fees/Contracts	11,902	9,848	-	-	-	-100%	0%	
8000	Emergency Equipment Repair/Replmnt	-	12,938	50,000	50,000	50,000	286%	0%	
8300	Boiler Replacement	262,553	-	-	-	-	0%	0%	
	Total Reserve Account Expenditures	330,155	22,786	50,000	50,000	50,000	119%	0%	
760 503 503	Operations Account								
4050	Projected Budget Carryover	118,456	176,097	140,485	214,967	53,167	22%	-75%	
4520	RRR Net Revenue DRC REIMBURSE	266,770	271,208	70,000	70,000	70,000	-74%	0%	
4502	Interest Income	-	-	500	500	500	100%	0%	
4515	Concession Revenue	18,169	17,118	20,000	20,000	20,000	17%	0%	
4600	Other Revenue	3,185	-	-	-	-	0%	0%	
4610	Reimbursements	51,051	-	-	-	-	0%	0%	
	Total Operation Revenue	457,631	464,423	230,985	305,467	143,667	-34%	-53%	
7011	Maintenance	70,681	63,253	70,000	65,000	122,500	3%	88%	
7013	Marketing	14,471	15,000	15,000	15,000	15,000	0%	0%	
7014	Management Fee	96,366	96,257	96,366	97,000	97,000	1%	0%	
7015	Loss Reimbursement	50,000	50,000	50,000	50,000	50,000	0%	0%	
7016	Other - Special Events- Promotions	10,000	7,815	10,000	8,000	8,000	2%	0%	
7020	Security - Derby Police Department	11,164	12,887	11,200	13,000	13,000	1%	0%	
7220	Professional Fees	900	1,600	900	1,600	1,600	0%	0%	
7310	Liability & Property Insurance	2,427	2,644	2,645	2,700	2,700	2%	0%	
	Stormwater					2,597	0%	100%	
8249	Special Assessments	25,526	-	-	-	-	0%	0%	
	Total Operations Expenditures	281,535	249,456	256,111	252,300	312,397	1%	24%	
760 503 509	Operations - Interest Sub-Account								
4050	Projected Budget Carryover	259,877	265,112	275,202	269,020	266,520	1%	-1%	
4502	Interest Earnings	5,235	3,908	10,000	-	-	-100%	0%	
	Interest Sub-Account Revenue	265,112	269,020	285,202	269,020	266,520	0%	-1%	
8300	Capital Projects	-	-	10,000	2,500	75,000	0%	0%	
	Interest Sub-Account Expenditures	-	-	10,000	2,500	75,000	0%	0%	
760 503 516	Sponsorship Program								
4050	Projected Budget Carryover	-	7,827	16,127	17,577	25,877	125%	47%	
4600	Other Revenue	11,821	9,750	12,000	12,000	12,000	23%	0%	
	Sponsorship Program Revenue	11,821	17,577	28,127	29,577	37,877	68%	28%	
8100	Professional Services	3,994	-	3,700	3,700	3,700	100%	0%	
8100	Sponsorship Program Expenses	3,994	-	3,700	3,700	3,700	100%	0%	

Budget Worksheet									
Rock River Rapids Aquatic Park									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
760 503 508	Bond Redemption Account								
4050	Projected Budget Carryover	353,356	353,356	-	-	-	-100%	0%	
	Bond Redemption Account Revenue	353,356	353,356	-	-	-	-100%	0%	
9001	Transfer to Another Account	-	353,356	-	-	-	-100%	0%	
	Bond Redemption Expenditures	-	353,356	-	-	-	-100%	0%	
	Summary of Revenue & Expenditures:								
4050	Projected Carryover	2,342,737	2,083,285	2,002,663	2,113,027	1,907,027	1%	-10%	
4502	Interest Income	5,235	3,908	10,500	500	500	-87%	0%	
4520	DRC Net Revenue	266,770	271,208	70,000	70,000	70,000	-74%	0%	
4515	Concession	18,169	17,118	20,000	20,000	20,000	17%	0%	
4600	Other Revenue	3,185	-	-	-	-	0%	0%	
4800	Sponsorship Revenue	11,821	9,750	12,000	12,000	12,000	23%	0%	
4XXX	Transfers In	-	353,356	-	-	-			
	Total Fund Revenues	2,647,917	2,738,625	2,115,163	2,215,527	2,009,527	-19%	-9%	
7XXX	Contractual Services - Operations	349,137	259,304	256,111	252,300	312,397	-3%	24%	
8XXX	Capital Outlay	262,553	12,938	50,000	52,500	125,000	306%	138%	
8100	Sponsorship Program Expenses	3,994	-	3,700	3,700	3,700	100%	0%	
9XXX	Transfer Expense	-	353,356	-	-	-	-100%	0%	
	Total Fund Expenditures	615,684	625,598	309,811	308,500	441,097	-51%	43%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Division Overview

The Special Street 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 budget now reflects revenues, personnel expenditures, and all contractual and capital outlay expenditures. The Streets Division is responsible for inspecting, monitoring, and repairing more than 300 lane miles of streets, alleys and other access ways.

The Streets Division maintains more than 187 miles of curb and gutter and more than 22 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 4,200 signs, 17 signalized intersections, and 4 signaled school crossings, pavement markings and banner installation. This division provides logistical support for community functions such as parades, block parties, and the Derby Days Festival as well as snow and ice removal.

Mission

Efficiently manage and maintain the City's roadway system to provide for the safe and convenient movement of traffic and pedestrians.

Goals

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

Summary by Category	2011	2012	2013
Special Street Fund	Actual	Revised	Budget
Personnel	440,886		
Commodities	166,549		
Contractual	108,484		
Capital Outlay	169,169	1,180,026	1,132,312
Total	885,088	1,180,026	1,132,312

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel		512,676	527,802
Commodities	1,071	206,500	208,500
Contractual	120	150,850	150,850
Capital Outlay	-		
Total	1,191	870,026	887,152



Budget Worksheet									
200 120 300	Public Works Special Street Fund								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
4050	Projected Cash Carryover	627,790	673,364	393,878	644,338	295,622	-4%	-54%	
4100	Gasoline Tax - County	287,552	267,863	278,100	258,990	260,000	-3%	0%	
4101	Gasoline Tax -State	610,287	588,199	604,840	572,320	576,690	-3%	1%	
4600	Other Revenues	313	-	-	-	-	0%	0%	
	Total Revenue	1,525,942	1,529,426	1,276,818	1,475,648	1,132,312	-4%	-23%	
5001	Wages-Salary	417,712	430,325	-	-	-	-100%	0%	
5002	Overtime	4,840	4,838	-	-	-	-100%	0%	
5012	Longevity	2,263	2,388	-	-	-	-100%	0%	
5013	Lump Sum	400	200	-	-	-	-100%	0%	
5007	One Time Performance Pay	986	3,135	-	-	-	-100%	0%	
	Total Personnel	474,201	440,886	-	-	-	-100%	0%	
6002	Operating Supplies	11,773	13,249	-	-	-	-100%	0%	
6004	Miscellaneous Tools	4,860	4,113	-	-	-	-100%	0%	
6005	Traffic Signal Supplies	16,136	14,173	-	-	-	-100%	0%	
6110	Fuel	28,157	37,998	-	-	-	-100%	0%	
6111	Street Signs	20,197	40,785	-	-	-	-100%	0%	
6120	Street Materials	70,896	53,863	-	-	-	-100%	0%	
6351	Uniforms	3,216	2,368	-	-	-	-100%	0%	
	Total Commodities	155,235	166,549	-	-	-	-100%	0%	
7004	Street Striping	44,308	3,373	-	-	-	-100%	0%	
7005	Pre-Employment Testing	1,030	331	-	-	-	-100%	0%	
7040	Subscriptions	149	-	-	-	-	0%	0%	
7041	Dues and Memberships	982	892	-	-	-	-100%	0%	
7050	Meetings/Seminars	2,381	2,713	-	-	-	-100%	0%	
7220	Professional Fees/Contracts	24,256	1,426	-	-	-	-100%	0%	
7755	Seasonal Contract Labor	55,900	53,109	-	-	-	-100%	0%	
7520	Equipment Maintenance	32,066	35,908	-	-	-	-100%	0%	
7521	Vehicle Maintenance	5,087	10,732	-	-	-	-100%	0%	
	Total Contractual Service	110,259	108,484	-	-	-	-100%	0%	

Budget Worksheet									
200 120 300	Public Works Special Street Fund								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
8100	New Equipment	-	-	-	25,000	26,000	100%	4%	
8500	Miscellaneous	-	-	176,497	-	430,249	0%	0%	
8200	Construction Projects (CIP)	-	8,517	423,500	385,500	-	4426%	-100%	
8210	Pavement Rehab	98,477	153,619	626,821	719,526	626,063	368%	-13%	
8240	Sidewalk Repair/Replacement (CIP)	14,407	7,033	50,000	50,000	50,000	611%	0%	
	Total Capital Outlay	112,884	169,169	1,276,818	1,180,026	1,132,312	598%	-4%	
	Special Street & Highway	852,579	885,088	1,276,818	1,180,026	1,132,312	33%	-4%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
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%

**PAVEMENT MANAGEMENT PLAN
BASED ON 2011 RATINGS**

Basic Assumptions:			Rating #8.5-#11 - New Construction										Notes:
			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			\$0.63	\$0.65	\$0.67	\$0.69	\$0.71	\$0.73	\$0.75	\$0.77	\$0.80	\$0.82	
(per S.Y.)	Reclamite (3% inflation/yr.)		\$15.75	\$16.22	\$16.71	\$17.21	\$17.73	\$18.26	\$18.81	\$19.37	\$19.95	\$20.55	
	Mill & Overlay (3% inflation/yr.)		\$44.10	\$45.42	\$46.79	\$48.19	\$49.63	\$51.12	\$52.66	\$54.24	\$55.86	\$57.54	
	Reconstruction (3% inflation/yr.) (Used on CIP Projects)												
	YEAR		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Notes:
MILL & OVERLAY													
2012 MILL & OVERLAY (33,500 S.Y.)			\$527,625										
2013 MILL & OVERLAY (32,600 S.Y.)				\$528,854									
2014 MILL & OVERLAY (32,500 S.Y.)					\$543,048								
2015 MILL & OVERLAY (28,400 S.Y.)						\$488,777							
2016 - 2020 MILL & OVERLAY (27,600 S.Y./Year)							\$489,259	\$503,936	\$519,055	\$534,626	\$550,665		
2021 MILL & OVERLAY (ASSUMED 30,000 S.Y.)													
MAINTENANCE OF 2008 MILL & OVERLAY													
11,453	S.Y.	Reclamite					\$8,121					\$732,900	
MAINTENANCE OF 2009 MILL & OVERLAY													
21,853	S.Y.	Reclamite	\$13,767					\$15,960					
MAINTENANCE OF 2011 MILL & OVERLAY													
22,833	S.Y.	Reclamite			\$15,261					\$17,691			
MAINTENANCE OF 2012 MILL & OVERLAY													
33,500	S.Y.	Reclamite				\$23,062					\$26,735		
MAINTENANCE OF 2013 MILL & OVERLAY													
32,600	S.Y.	Reclamite					\$23,116					\$26,797	
MAINTENANCE OF 2014 MILL & OVERLAY													
32,500	S.Y.	Reclamite						\$23,736					Reclamite again in 2022
MAINTENANCE OF 2015 MILL & OVERLAY													
28,400	S.Y.	Reclamite							\$21,364				Reclamite again in 2023
MAINTENANCE OF 2016 - 2020 MILL & OVERLAY													
27,600	S.Y.	Reclamite/Year								\$21,385	\$22,027	\$22,687	
ONGOING RECLAMITE PROGRAM (REPEATS OF PREVIOUS PROGRAMS)													
2012 & 201	67,222	S.Y.	\$42,350					\$49,095					Re-treat 2007 Streets
2013 & 201	93,306	S.Y.		\$60,546					\$70,190				Re-treat 2008 Streets
2014 & 201	115,801	S.Y.			\$77,398					\$89,725			Re-treat 2009 Streets
2015 & 202	172,766	S.Y.				\$118,935					\$137,879		Re-treat 2010 Streets
2016 & 202	15,967	S.Y.					\$11,322					\$13,125	Re-treat 2011 Streets
MAINTENANCE OF FUTURE NEW RESIDENTIAL STREETS (NEW SUBDIVISIONS)													
30,000	.Y./Year	Reclamite Residential Streets (@3 years)				\$20,653	\$21,272	\$21,910	\$22,568	\$23,245	\$23,942	\$24,660	
		(@8 years)									\$23,942	\$24,660	
MAINTENANCE OF RECENT & FUTURE CIP PROJECTS (Reclamite 3 & 8 Years After Project)													
62,900	S.Y.	Reclamite of 2008 Rock Rd. (James to Patriot)					\$44,601						
56,800	S.Y.	Reclamite of 2009 Rock Rd. (James to Chet Smith)	\$35,784					\$41,483					
36,800	S.Y.	Reclamite of 2010 Madison (K-15 to Rock Rd.)		\$23,880					\$27,683				
19,700	S.Y.	Reclamite of 2010 Buckner (K-15 to Meadowlark)		\$12,783					\$14,819				
11,200	S.Y.	Reclamite of 2011 Buckner (Kay to South City Limits)			\$7,486					\$8,678			
32,500	S.Y.	Reclamite of 2012 Meadowlark (Rock Rd. to East City Limit)				\$22,374					\$25,937		
1,600	S.Y.	Reclamite of 2012 Madison (Buckner to Water St.)				\$1,101					\$1,277		
7,400	S.Y.	Reclamite of 2012 Reconstructions (Emma, Osage, Louisa, Nelson)				\$5,094						\$6,083	
8,500	S.Y.	Reclamite of 2014 Meadowlark/Woodlawn Intersection						\$6,208					Reclamite again in 2022
8,000	S.Y.	Reclamite of 2014 Nelson Drive / Patriot						\$5,843					Reclamite again in 2022
21,000	S.Y.	Reclamite of 2014 Rock Road (Patriot to new DMS)						\$15,337					
7,200	S.Y.	Reclamite of 2014 Reconstructions (Tamarisk, Wahoo Cir., Burr Hill)						\$5,258			\$7,272		
10,500	S.Y.	Reclamite of 2015 Reconstruction (Carolyn, Blue Spruce, Blue Spruce Ct., Red Bud)							\$7,899				Reclamite again in 2022
25,300	S.Y.	Reclamite of 2015 Madison (DHS to High Park)							\$19,032				Reclamite again in 2022
5,200	S.Y.	Reclamite of 2015 River St. (Market to Madison)							\$3,912				Reclamite again in 2023
6,900	S.Y.	Reclamite of 2016 Reconstruction (Partridge, Sharon Ct., Kokomo)								\$5,346			Reclamite again in 2023
2,900	S.Y.	Reclamite of 2017 Reconstruction (Westview, Washington)									\$2,314		Reclamite again in 2024
7,500	S.Y.	Reclamite of 2016 Nelson Drive / Meadowlark								\$5,811			Reclamite again in 2024
Total Cost			\$619,526	\$626,063	\$643,192	\$679,996	\$597,690	\$688,768	\$706,520	\$706,508	\$821,990	\$850,913	
Adjustment from 05/30/2012 version			\$7,294	\$21,001	\$33,384	\$57,171	\$75,900	\$133,677	\$102,893	\$118,069	\$161,709	\$34,168	

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Budget Worksheet									
100.120.250	Public Works Street Maintenance								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
5001	Wages-Salary	0	0	450,933	505,276	520,402	100%	3%	
5002	Overtime	0	0	5,000	5,000	5,000	100%	0%	
5012	Longevity	0	0	2,368	2,400	2,400	100%	0%	
	Total Personnel	0	0	458,301	512,676	527,802	100%	3%	
6002	Operating Supplies	0	189	22,000	22,000	22,000	100%	0%	
6004	Miscellaneous Tools	0	0	5,000	5,000	5,000	100%	0%	
6005	Traffic Signal Supplies	0	0	17,000	17,000	17,000	100%	0%	
6110	Fuel	0	0	37,965	38,000	40,000	100%	5%	
6111	Street Signs	0	149	40,000	40,000	40,000	100%	0%	
6120	Street Materials	0	0	80,000	80,000	80,000	100%	0%	
6351	Uniforms	0	733	4,500	4,500	4,500	100%	0%	
	Total Commodities	0	1,071	206,465	206,500	208,500	100%	1%	
7004	Street Striping	0	0	28,000	44,000	44,000	100%	0%	
7005	Pre-Employment Testing	0	0	600	600	600	100%	0%	
7030	Travel	0	0	0	0	0	0%	0%	
7040	Subscriptions	0	0	150	150	150	100%	0%	
7041	Dues and Memberships	0	91	700	1,000	1,000	100%	0%	
7050	Meetings/Seminars	0	0	6,000	0	0	100%	0%	
7220	Professional Fees/Contracts	0	0	1,200	1,200	1,200	100%	0%	
7025	Seasonal Contract Labor	0	0	55,900	55,900	55,900	100%	0%	
7520	Equipment Maintenance	0	0	40,000	40,000	40,000	100%	0%	Front end loader repair moved to SS
7521	Vehicle Maintenance	0	29	8,000	8,000	8,000	100%	0%	
	Total Contractual Service	0	120	140,550	150,850	150,850	100%	0%	
8210	Pavement Management - Rehab	11,063	0	0	0	0	0%	0%	
	Portion paid out of Special Street	0	0	0	0	0	0%	0%	
	ARRA Grant - Madison Resurfacing	0	0	0	0	0	0%	0%	
	Total Capital Outlay	11,063	0	0	0	0	0%	0%	
	Street Maintenance	11,063	1,191	805,316	870,026	887,152	100%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget			

Salary Splits	2012	2013
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 Tech	100%	100%
Administrative Assistant	25%	25%
Asst Public Works Dir	25%	25%
GIS Coordinator	0%	50%

Weld Shop

Public Works

Division Overview

The Weld Shop 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 the City as well as to the Derby Recreation Commission.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	92,008	95,124	97,886
Commodities	19,836	19,000	18,500
Contractual	1,247	1,535	1,335
Capital Outlay	-	-	-
Total	113,091	115,659	117,721

Mission

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

Goals

- Regularly inspect equipment and facilities to identify areas in need of repair before they become problems.
- Provide safe work environment.



Budget Worksheet									
100.120.260	Public Works Weld Shop								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
5001	Wages-Salary	83,586	89,110	91,759	92,124	94,886	3%	3%	
5002	Overtime	50	528	500	500	500	-5%	0%	
5012	Longevity	1,217	1,236	1,229	1,300	1,300	5%	0%	
5013	Lump Sum	50	-	50	-	-	0%	0%	
5007	One Time Performance Pay	9	1,134	-	1,200	1,200	6%	0%	
	Total Personnel	84,912	92,008	93,538	95,124	97,886	3%	3%	
6002	Operating Supplies	11,857	16,743	15,000	15,000	15,000	-10%	0%	
6004	Miscellaneous Tools	3,041	2,992	3,000	3,000	3,000	0%	0%	
6351	Uniforms	313	101	1,000	1,000	500	890%	-50%	2012 is a full replacement year.
	Total Commodities	15,211	19,836	19,000	19,000	18,500	-4%	-3%	
7005	Pre-Employment Testing	111	3	-	-	-	-100%	0%	
7030	Travel				200	-		-100%	Miscellaneous local travel
7040	Subscriptions	-	-	60	60	60	100%	0%	
7041	Dues and Memberships	-	250	125	175	175	-30%	0%	
7050	Meetings/seminars	2	25	300	100	100	300%	0%	Miscellaneous local training
7220	Professional Fees	-	181	-	-	-	-100%	0%	
7520	Equipment Maintenance	488	442	500	500	500	13%	0%	
7521	Vehicle Maintenance	27	346	500	500	500	45%	0%	
	Total Contractual Service	628	1,247	1,485	1,535	1,335	23%	-13%	
	Total Weld Shop	100,751	113,091	114,023	115,659	117,721	2%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Public Works Director	10%	10%
Public Works Coordinator	5%	5%
Welder	100%	100%
Senior Welder	100%	100%

Motor Pool

Division Overview

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

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	71,087	68,688	110,009
Commodities	15,576	19,180	16,852
Contractual	5,673	7,150	7,000
Capital Outlay	-	-	-
Total	92,336	95,018	133,861

Mission

Ensure that City-owned vehicles and equipment operate at peak efficiency and reduce lost time and breakdowns through preventative maintenance.

Goals

- Enter records of maintenance in the database with 3 days of work completed.
- Hold 3 education sessions for vehicle & equipment operators on proper preventative maintenance procedures for the various type of vehicles and equipment.



Budget Worksheet									
100.120.280	Public Works Motor Pool								
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
5001	Wages-Salary	97,755	66,251	89,761	68,688	110,009	4%	60%	
5002	Overtime	69	608	600	-	-	-100%	0%	
5004	Termination Fees	-	2,293	-	-	-	-100%	0%	
5007	One Time Performance pay	521	676	-	-	-	-100%	0%	
5012	Longevity	1,817	959	-	-	-	-100%	0%	
5013	Lump Sum	50	300	-	-	-	-100%	0%	
	Total Personnel	100,212	71,087	90,361	68,688	110,009	-3%	60%	
6002	Operating Supplies	10,966	10,473	10,000	11,000	11,000	5%	0%	
6004	Miscellaneous Tools	2,607	2,575	6,500	5,000	3,000	94%	-40%	Scanner purchase in 2012.
6110	Fuel	1,502	2,311	1,990	2,380	2,452	3%	3%	
6351	Uniforms	595	217	800	800	400	269%	-50%	2012 is a full replacement year.
	Total Commodities	15,670	15,576	19,290	19,180	16,852	23%	-12%	
7005	Pre-Employment Testing	111	3	-	150	-	4900%	-100%	New employee in 2012.
7040	Subscriptions	1,499	1,608	1,700	1,700	1,700	6%	0%	
7030	Travel				200	200	100%	0%	Miscellaneous local travel
7041	Dues and Memberships	-	250	75	100	100	-60%	0%	
7050	Meetings/seminars	722	740	1,000	800	800	8%	0%	Miscellaneous local training
7220	Professional Fees/contracts	515	2,232	1,000	2,200	2,200	-1%	0%	
7520	Equipment Maintenance	18	365	1,000	1,000	1,000	174%	0%	
7521	Vehicle Maintenance	595	475	1,000	1,000	1,000	111%	0%	
	Total Contractual Service	3,460	5,673	5,775	7,150	7,000	26%	-2%	
	Total Motor Pool	119,342	92,336	115,426	95,018	133,861	3%	41%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Director Of PW	10%	10%
Mechanic Supervisor	100%	100%
Mechanic	100%	100%
PW Coordinator	10%	10%

Division Overview

The Code Enforcement 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. Prior to April 2012, this division also provided stormwater management services. However, the stormwater function transitioned to the Public Works department in April 2012 to facilitate a more integrated approach to stormwater management. As part of Public Works, the Stormwater management function is better able to interact with other divisions involved in stormwater management and infrastructure maintenance.

The Code Enforcement division began reporting to the Assistant City Manager in April 2012 as part of the transition of stormwater management to Public Works. The code enforcement division will be included in the Department of Public Works beginning January 1, 2013. The 2011 Actual and 2012 Revised amounts included below are included in the Community Development Department's budget and the 2013 Budget amounts are included in Public Works.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	122,088	171,359	118,579
Commodities	4,652	4,906	3,350
Contractual	9,599	38,300	13,550
Capital Outlay	-	-	-
Total	136,339	214,565	135,479

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.

Budget Worksheet									
Code Enforcement									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 140 210		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	112,152	120,630	138,664	74,345	76,562	-38%	3%	
5004	Termination Fees	-	117	-	-	-	-100%	0%	
5007	One Time Performance Pay	-	293	-	300	300	2%	0%	
5012	Longevity	675	738	-	740	740	0%	0%	
5013	Lump Sum	70	310	-	-	-	-100%	0%	
	Total Personnel	112,897	122,088	138,664	75,385	77,602	-38%	3%	
6002	Operating Supplies	1,825	1,831	2,600	2,000	1,350	9%	-33%	
6110	Fuel	2,256	2,821	2,989	2,906	2,000	3%	-31%	
	Total Commodities	4,081	4,652	5,589	4,906	3,350	5%	-32%	
7030	Travel Expense	-	293	700	1,000	700	242%	-30%	KACE, plus training for Certified Floodplain Administrator
7041	Dues and Memberships	290	200	200	200	200	0%	0%	
7050	Meetings/seminars	994	969	1,100	1,400	800	44%	-43%	
7054	Home Owner Rehab Program	58,216	7,445	207,630	325,000	74,655	4265%	-77%	
7056	Home Rehab Reimbursement	(32,406)	-	(180,000)	(290,000)	(63,605)	100%	-78%	
7220	Professional Fees/Contracts	1,125	-	-	-	-	0%	0%	
7521	Vehicle Maintenance	435	692	500	700	800	1%	14%	
	Total Contractual Service	28,654	9,599	30,130	38,300	13,550	299%	-65%	
	Code Enforcement	145,632	136,339	174,383	118,591	94,502	-13%	-20%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Salary Splits	2012	2013
Director of Community Development	25%	0%
Code Enforcement Officer	100%	100%
Environmental Comp Officer	65%	0%
Assistant Environ Compliance	100%	100%
Community Development Coordinator	25%	0%
Administrative Assistant	25%	0%

Division Overview

The Stormwater Division is responsible for identifying concerns within the city’s stormwater system, developing maintenance protocols for long-term preservation of stormwater infrastructure, and ensuring compliance with the Federal Clean Water Act. The Stormwater Division is responsible for implementation of the city’s stormwater management regulations required by KDHE and the EPA and for providing public outreach and education.

In November 2011, City staff began gathering information about stormwater management programs. Creation of a stormwater utility was considered by the City Council as part of the 2013 budget process during the summer of 2012.

The Stormwater Utility is effective January 1, 2013. Derby residents and property owners will be billed beginning in February 2013. Existing water and/or sewer customers will be billed for stormwater on their monthly utility bills. Other customers will be billed semi-annually in June and December.

Mission

Ensure compliance with federal, state and local stormwater regulations while maintaining stormwater infrastructure.

Goals

- Train City employees on stormwater maintenance regulations.
- Develop an annual creek and infrastructure inspection plan.
- Develop a stormwater infrastructure maintenance plan.

Summary by Category	2011	2012	2013
Stormwater Fund	Actual	Revised	Budget
Personnel			86,629
Commodities			1,550
Contractual			2,360
Capital Outlay			460,291
Total			550,830

* The stormwater management function was included in the Code Enforcement and other budgets prior to 2013.

Budget Worksheet									
Stormwater Management Utility									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
		Actual	Actual	Budget	Revised	Budget	Change	Change	
4050	Projected Carryover	-	-	-	-	-	0%	100%	
	Stormwater Utility Fee	-	-	-	-	550,830.00	0%	100%	
4502	Interest Income	-	-	-	-	-	0%	100%	
	Total Revenue	-	-	-	-	550,830.00	0%	100%	
5001	Wages-Salary	-	-	-	-	60,545	0%	100%	Used average salary for each position included below.
5110	FICA	-	-	-	-	3,754	0%	100%	
5111	FICA Med	-	-	-	-	878	0%	100%	
5120	KPERS	-	-	-	-	5,413	0%	100%	
5122	ICMA-RC	-	-	-	-	2,808	0%	100%	
5130	Unemp	-	-	-	-	206	0%	100%	
5131	Work Comp	-	-	-	-	950	0%	100%	
5240	Health	-	-	-	-	11,200	0%	100%	
5241	Dental	-	-	-	-	875	0%	100%	
	Total Personnel	-	-	-	-	86,629	0%	100%	
6002	Operating Supplies	-	-	-	-	650	0%	100%	
6110	Fuel	-	-	-	-	900	0%	100%	Average fuel use for Env. Comp. Officer
6351	Uniforms	-	-	-	-	475	0%	100%	
	Total Commodities	-	-	-	-	1,550	0%	100%	
7010	Printing	-	-	-	-	400	0%	100%	Public education materials
7030	Travel Expense	-	-	-	-	300	0%	100%	Two stormwater conferences annually
7041	Dues and Memberships	-	-	-	-	200	0%	100%	
7050	Meetings/seminars	-	-	-	-	500	0%	100%	Training, certifications
7220	Professional Fees/Contracts	-	-	-	-	60	0%	100%	
7520	Equipment Maintenance	-	-	-	-	450	0%	100%	
7521	Vehicle Maintenance	-	-	-	-	450	0%	100%	Environmental Compliance Officer Vehicle
	Total Contractual Service	-	-	-	-	2,360	0%	100%	

8200	Capital Projects (CIP)	-	-	-	-	270,000	0%	100%	
8400	Miscellaneous	-	-	-	-	190,291	0%	100%	Per fund balance policy
	Total Capital Outlay	-	-	-	-	460,291	0%	100%	
	Stormwater Management Utility	-	-	-	-	550,830	0%	100%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Salary Splits	2012	2013
Environmental Compliance Officer	0%	80%
Parks Groundskeeper	0%	50%

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 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 segments 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.

Summary by Category	2011	2012	2013
Wastewater Fund	Actual	Revised	Budget
Personnel	695,075	701,646	706,794
Commodities	111,941	126,655	126,199
Contractual	425,296	507,690	510,840
Capital Outlay & Debt	1,402,494	5,091,086	2,161,158
Total	2,634,806	6,427,077	3,504,991

Summary by Category	2011	2012	2013
Wastewater CIP Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	-	-	-
Capital Outlay	136,030	304,300	154,300
Total	136,030	304,300	154,300

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.

Budget Worksheet									
Public Works Wastewater									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
600 140 501	Debt Service Account								
4050	Projected Carryover	189,609	131,497	56,017	60,282	60,282	-54%	0%	
4502	Interest Income	4,030	307	5,000	5,000	5,000	1529%	0%	
4996	Transfer from Operations	373,822	375,820	725,200	718,405	824,495	91%	15%	
4999	Transfer from Capital Imp. Fund	123,103	136,030	-	-	-	0%	0%	
	Grant Reimbursement	91,679	68,457	67,336	-	-	0%	0%	
	Total Debt Service Revenues	782,243	712,111	797,536	783,687	889,777	10%	14%	
7010	Printing	234	-	-	-	-	0%	0%	
7710	Bond Principal	355,000	390,000	405,000	405,000	420,000	4%	4%	
7720	Interest Expense	295,512	261,829	209,790	209,790	192,265	-20%	-8%	
	State Revolving Loan Repayment	-	-	108,611	108,615	217,230	100%	0%	
	Total Debt Service Expenditures	650,746	651,829	723,401	723,405	829,495	11%	15%	
600 140 504	Debt Service Depreciation Account								
4050	Projected Carryover	100,000	100,000	100,000	100,000	100,000	0%	0%	
4502	Interest Income	0	0	0	0	0	0%	0%	
	Depreciation Account Revenue	100,000	100,000	100,000	100,000	100,000	0%	0%	
600 140 200	Operations Account								
4050	Projected Carryover	812,617	1,153,054	1,327,587	1,596,084	1,553,225	38%	-3%	
4302	Customer Penalties	654	27,268	650	20,000	20,000	-27%	0%	
4310	Bad Debt Recovery	130	-	130	100	100	100%	0%	
4312	Sewer Connection Fees	32,700	34,350	40,000	40,000	50,000	16%	25%	
4332	Charges for Services	2,688,256	2,725,907	2,906,425	2,725,907	2,753,166	0%	1%	
4333	State Set-off collections	5,121	6,453	5,120	6,000	6,000	-7%	0%	
4502	Interest Income	4,030	2,522	7,500	5,000	5,000	98%	0%	
4600	Other Revenues	300	5,320	-	10	10	-100%	0%	
4610	Reimbursements	29,359	7	1,500	1,500	1,500	100%	0%	
	Total Operations Revenue	3,573,167	3,954,881	4,288,912	4,394,601	4,389,001	11%	0%	
5001	Wages-Salary	462,198	465,008	463,204	468,835	466,986	1%	0%	
5002	Overtime	6,912	10,769	7,000	8,000	8,000	-26%	0%	
5003	Standby Pay	3,322	9,409	0	0	0	-100%	0%	
5004	Termination Fees	123	224	0	0	0	-100%	0%	
5007	One Time Performance Pay	1,029	3,047	0	3,050	3,050	0%	0%	
5012	Longevity	5,491	4,657	5,491	4,700	4,700	1%	0%	
5013	Lump Sum	550	1,720	0	0	0	-100%	0%	
5110	FICA-Employer's Cost	29,359	29,988	29,182	29,068	28,953	-3%	0%	
5111	FICA medical-Employer's Cost	6,867	7,013	6,716	6,798	6,771	-3%	0%	
5120	KPERS-Employer's Cost	32,890	37,116	34,509	34,928	37,592	-6%	8%	
5122	ICMA-Employer's Cost	20,077	13,109	23,941	14,000	12,000	7%	-14%	
5130	KS. Unemploy. Insure-Employer's Cost	612	8,969	3,937	1,648	1,641	-82%	0%	
5131	Workers comp-Employer's Cost	9,562	6,080	9,725	9,619	10,100	58%	5%	
5240	Health Insurance-Employer's Cost	89,301	91,030	111,488	112,000	118,000	23%	5%	
5241	Dental insurance-Employer's Cost	7,241	6,936	9,076	9,000	9,000	30%	0%	
	Total Personnel	675,534	695,075	704,270	701,646	706,794	1%	1%	
6002	Operating Supplies	34,486	30,814	43,000	41,000	41,000	33%	0%	

Budget Worksheet									
Public Works Wastewater									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
6110	Fuel	14,859	17,626	17,129	18,155	18,699	3%	3%	
6220	Polymers	10,701	61,358	22,000	63,000	63,000	3%	0%	One tote = \$3,704. We are currently using one tote every three weeks (17 totes per year * \$3,704 = \$62,968)
6351	Uniforms	3,568	2,143	4,500	4,500	3,500	110%	-22%	
	Total Commodities	63,614	111,941	86,629	126,655	126,199	13%	0%	
7005	Pre-Employment Testing	579	520	150	300	300	-42%	0%	
7010	Printing	141	383	300	300	300	-22%	0%	
7041	Dues and Memberships	1,241	879	1,480	820	820	-7%	0%	
7030	Travel				1,850	1,850	100%	0%	
7050	Meetings/Seminars	1,595	1,687	3,000	760	760	-55%	0%	
7055	Refunds	-	1,977		-	-	-100%	0%	
7220	Professional Fees and Contracts	1,773	19,150	79,500	75,000	75,000	292%	0%	
7250	Billing Collection Fees	67,140	66,669	72,760	72,760	72,760	9%	0%	
7280	Testing and Laboratory	20,824	21,774	25,000	25,000	25,000	15%	0%	
7310	Liability & Property Insurance	6,490	15,466	15,500	13,000	14,000	-16%	8%	
7400	Building Maintenance	6,068	12,501	12,000	12,000	12,000	-4%	0%	
7520	Equipment Maintenance	75,225	41,708	75,000	60,000	59,500	44%	-1%	
7521	Vehicle Maintenance	1,944	4,516	4,200	4,200	3,750	-7%	-11%	
7610	Water	26,858	24,463	18,000	24,000	24,000	-2%	0%	
7620	Gas	22,150	30,279	37,000	36,000	36,000	19%	0%	
7630	Electric	160,518	181,712	170,000	180,000	180,000	-1%	0%	
7651	Cable - Fiber	2,990	-	4,800	-	-	0%	0%	
	Stormwater					3,100	0%	100%	
7619	One Call System	370	1,612	2,850	1,700	1,700	5%	0%	
7755	Seasonal Wages	-	-	2,200	-	-	0%	0%	
	Total Contractual Service	395,906	425,296	523,740	507,690	510,840	19%	1%	
8100	New Equipment	45,821	20,388	48,000	64,000	70,000	214%	9%	
8120	Infrastructure - Collection (CIP)	196,531	32,166	250,000	250,000	275,000	677%	10%	
8122	Infrastructure - Treatment (CIP)	12,707	33,174	150,000	150,000	160,000	352%	7%	
8400	Miscellaneous - Cash reserve	0	0	500,000	0	500,000	0%	100%	Per policy.
	Total Capital Outlay	255,059	85,728	948,000	464,000	1,005,000	441%	117%	
9000	Transfer to Bond & Interest	656,178	664,937	322,981	322,981	326,663	-51%	1%	
9010	Transfer to Sewer P&I Account	373,822	375,820	725,200	718,405	824,495	91%	15%	
	Total Transfers	1,030,000	1,040,757	1,048,181	1,041,386	1,151,158	0%	11%	
	Operations Expenditures	2,420,113	2,358,797	3,310,820	2,841,376	3,499,991			

Budget Worksheet									
Public Works Wastewater									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
600 518 501	Project Account- G.O. Bond 2009-								
4050	Projected Carryover	4,028,890	3,900,097	2,236,499	3,904,015	1,308,315	0%	-66%	
4067	Grant Reimbursement	-	-	-	970,000	-	100%	-100%	
4502	Interest Income	18,696	3,990	15,000	15,000	5,000	100%	-67%	
4999	Transfer from Capital Imp. Fund	2,215,413	-	-	-	-	0%	0%	
	Project Account Revenues	6,262,999	3,904,087	15,000	4,889,015	1,313,315	25%	-73%	
1600	Construction in Progress	2,215,413	-	-	-	-	0%	0%	
7010	Printing	-	72	-	-	-	-100%	0%	
7710	Bond Principal	-	-	-	-	-	#DIV/0!	0%	
7720	Interest Expense	-	-	-	-	-	#DIV/0!	0%	
8235	Land Acquisitions	147,489	-	-	-	-	0%	0%	
8300	Capital Outlay	-	-	2,351,401	3,580,700	-	100%	-100%	
	Project Account Expenditures	2,362,902	72	2,351,401	3,580,700	-	4973094%	-100%	
	Summary of Revenue & Expenditures:								
4050	Projected Carryover	5,131,116	5,284,648	3,720,103	5,660,381	3,021,822	7%	-47%	
4XXX	Charges for Services	2,694,161	2,759,628	2,912,325	2,752,007	2,779,266	0%	1%	
43XX	Sewer Connection Fees	32,700	34,350	40,000	40,000	50,000	16%	25%	
4502	Interest Income	22,726	6,819	27,500	25,000	15,000	267%	-40%	
	Grant Reimbursement				970,000				
	ARRA Reimbursement	91,679	68,457	67,336	-	-	100%	0%	
	Other Reimbursements & Revenue	29,659	5,327	1,500	1,510	1,510	-72%	0%	
4520	Transfer from Capital Imp. Fund	2,338,516	136,030	-	-	-	0%	0%	
	Total Fund Revenues	10,340,557	8,295,259	6,768,764	9,448,898	5,867,598	14%	-38%	
5XXX	Personnel	675,534	695,075	704,270	701,646	706,794	1%	1%	
6XXX	Commodities	63,614	111,941	86,629	126,655	126,199	13%	0%	
7XXX	Contractual Services	395,906	425,296	523,740	507,690	510,840	19%	1%	
7XXX	Debt Service - Principal & Interest	650,746	651,829	723,401	723,405	829,495	11%	15%	
8XXX	Capital Outlay	402,548	85,728	3,299,402	4,044,700	1,005,000	4618%	-75%	
9XXX	Transfer to Bond & Interest Fund	656,178	664,937	322,981	322,981	326,663	-51%	0%	
	Total Fund Expenditures	2,844,526	2,634,806	5,660,423	6,427,076	3,504,991	144%	-45%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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

2,362,606

Salary Splits	2012	2013
Director of Public Works	10%	10%
Laboratory Technician	100%	100%
Wastewater Superintendent	100%	100%
Operator I (5)	100%	100%
Operator II (2)	100%	10%
Senior Operators (2)	100%	100%
Asst. Public Works Dir	25%	25%
Administrative Assistant	25%	25%
Environmental Compliance Officer	35%	20%

Budget Worksheet						
630 140 205	Wastewater Capital Improvement Fund					
		2010	2011	2012	2012	2013
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
4050	Carryover	1,389,675	1,528,757	1,217,367	3,639,384	3,335,084
4070	Sewer Connections	76,300	80,150	93,000	93,000	93,000
4502	Interest Income	4,547	3,182	7,000	7,000	7,000
	Revolving Loan Reimbursement	166,540	989,953	-	-	-
	ARRA Reimbursement	526,628	1,173,372	-	-	-
	Total Revenue	2,163,690	3,775,414	1,317,367	3,739,384	3,435,084
7220	Professional Fees/Contracts	4,323	-	4,300	4,300	4,300
7230	Consulting Engineer	196,209	-	-	-	-
8100	Phase 3 Interceptor	60	-	-	-	-
8300	Bio-Solids Improvements (Construction)	311,238	-	-	-	-
	Nutrient Removal System	-	-	-	-	150,000
	Transfer to Sewer Utility System	-	-	-	-	-
	SCADA System	-	-	-	300,000	-
9000	Transfer to Wastewater Fund	123,103	136,030	-	-	-
	Total Expenditures	634,933	136,030	4,300	304,300	154,300
		2010 Actual	2011 Budget	2012 Budget	2012 Revised	2013 Budget

Division 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.

Summary by Category	2011	2012	2013
Water Fund	Actual	Revised	Budget
Personnel	467,413	490,502	507,774
Commodities	22,763	23,249	23,751
Contractual	145,191	180,315	175,250
Capital Outlay & Debt	863,593	1,673,340	1,890,131
Total	1,498,960	2,367,406	2,596,906

Summary by Category	2011	2012	2013
Water Company	Actual	Revised	Budget
Personnel	440,894	527,102	544,374
Commodities	1,968,080	1,820,377	2,054,296
Contractual	207,581	248,675	248,675
Capital Outlay	-	-	-
Total	2,616,555	2,596,154	2,847,345

NOTE: Some expenses are paid for by the Water Fund and reimbursed by the Water Company. Those are reflected in both totals.



Mission

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

Goals

- Implement vehicle internet access to provide faster customer service.
- Develop a meter replacement plan.
- Meet and exceed all water system regulation requirements.
- Provide a safe working environment for employees.

Budget Worksheet									
Public Works Water Bonds Fund									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
770 504 501 - Debt Service Account									
4050	Projected Carryover	147,998	149,180	150,290	149,986	227,746	1%	52%	
4502	Interest Income	1,176	796	1,100	1,100	1,100	100%	0%	
4601	Dividends	708,501	825,738	813,755	900,000	900,000	9%	0%	
4996	Transfer from Surplus Account	112,683	-	-	-	-	0%	0%	
	Debt Service Revenues	970,358	975,714	965,145	1,051,086	1,128,846	8%	7%	
7710	Bond Principal	515,000	535,000	550,000	550,000	645,000	3%	17%	
7720	Bond Interest	306,178	290,728	273,340	273,340	274,090	-6%	0%	
	Debt Service Expenditures	821,178	825,728	823,340	823,340	919,090	0%	12%	
770 504 503 - Operations Account									
4050	Projected Carryover	(52,376)	(90,975)	-	(35,942)	-	-60%	-100%	
4301	Water Revenue Collected	(273)	(179)	-	-	-	0%	0%	
4305	Service Connection Fee	940	(60)	-	-	-	-100%	0%	
4302	Customer Penalties	-	(10)	-	-	-	0%	0%	
4320	Tower Rental	-	25,634	-	-	-	0%	0%	
4321	Fire Hydrant Maintenance	-	(5,892)	-	-	-	0%	0%	
4322	Sewer Billing Charges	-	52,485	-	-	-	0%	0%	
4600	Other Revenues	-	12	-	-	-	0%	0%	
4610	Expense Reimbursement	442,577	583,085	561,920	688,843	665,275	18%	-3%	
	Operations Revenues	390,868	564,100	561,920	652,901	665,275	16%	2%	
5001	Wages-Salary	286,501	321,312	341,732	327,404	337,191	2%	3%	2012 personnel costs include timing differences related to 2011 year-end payroll.
5002	Overtime	12,165	12,364	12,300	12,300	12,300	-1%	0%	
5003	Standby Pay	1,575	4,419	1,600	4,500	4,500	2%	0%	
5004	Termination Fees	2,846	4,490	2,500	2,500	2,500	-44%	0%	
5007	One Time Performance Pay	749	1,472	500	1,480	1,480	1%	0%	
5012	Longevity	4,477	2,410	4,477	2,410	2,410	0%	0%	
5013	Lump Sum	-	1,200	-	-	-	0%	0%	
5025	Seasonal Wages	9,356	-	-	-	-	0%	0%	
5110	FICA-Employer's Cost	18,144	19,517	21,190	20,299	20,906	4%	3%	
5111	FICA Medical-Employer's Cost	4,243	4,565	4,955	4,747	4,889	4%	3%	
5120	KPERS-Employer's Cost	20,492	22,964	25,460	24,392	25,121	6%	3%	
5122	ICMA-Employer's Cost	9,484	6,029	9,501	6,100	6,100	1%	0%	
5130	KS. Unemploy. Insure-Employer's Cost	352	2,690	1,162	2,783	2,866	3%	3%	
5131	Workers comp-Employer's Cost	11,888	6,971	6,791	7,365	7,700	6%	5%	
5240	Health Insurance-Employer's Cost	61,660	52,769	58,752	52,769	58,046	0%	10%	
5241	Dental insurance-Employer's Cost	4,948	4,241	5,150	4,453	4,765	5%	7%	
	2012R/2013 Supplemental Personnel	-	-	-	17,000	17,000	100%	0%	
	Total Personnel	448,880	467,413	496,070	490,502	507,774	5%	4%	
6002	Supplies	20,482	6,502	4,500	6,500	6,500	0%	0%	
6110	Fuel	11,863	16,261	15,720	16,749	17,251	3%	3%	
	Total Commodities	32,345	22,763	20,220	23,249	23,751	2%	2%	
7005	Pre Employment Testing	447	371	600	600	600	62%	0%	
7007	Bank Service Charges	726	15,287	12,130	20,000	20,000	31%	0%	online payment processing
7010	Printing	(555)	57,198	300	60,000	60,000	5%	0%	
7041	Dues & Memberships	-	211	-	250	250	18%	0%	
7310	Property & Liability Insurance	-	2,584	-	2,800	2,800	8%	0%	
7755	Seasonal Wages	-	29,006	19,100	36,600	36,600	26%	0%	
7220	Professional Fee and Contracts	-	5,209	13,500	13,500	13,500	159%	0%	
	2012R Supplemental Mobile Network Access	-	-	-	5,400	-	100%	-100%	
	Total Contractual Services	618	109,866	45,630	139,150	133,750	27%	-4%	
	Operations Expenditures	481,843	600,042	561,920	652,901	665,275	9%	2%	

Budget Worksheet									
Public Works Water Bonds Fund									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
770 504 504 Depreciation Account									
Revenues									
4050	Projected Carryover	750,000	750,000	750,000	750,000	750,000	0%	0%	
	Depreciation Account Revenues	750,000	750,000	750,000	750,000	750,000	0%	0%	
770 504 507 Surplus & System Enhancement Account									
4050	Projected Carryover	1,476,367	1,291,934	818,696	1,307,322	718,257	1%	-45%	
4502	Interest Income	6,610	4,797	10,000	2,100	2,100	-56%	0%	
4600	Other Income	-	448	-	-	-	0%	0%	
4601	Dividends	-	83,333	286,245	300,000	300,000	260%	0%	
	Surplus Account Revenues	1,482,977	1,380,512	1,114,941	1,609,422	1,020,357	17%	-37%	
7041	KMU Dues	541	472	500	500	500	6%	0%	
7061	REAP Water	4,000	5,719	4,000	5,665	6,000	-1%	6%	
7220	Professional Fees and Contracts	23,165	29,134	25,000	35,000	35,000	20%	0%	
7230	Consulting Engineer	3,242	-	-	-	-	0%	0%	
8124	Software Replacement	47,412	-	-	-	-	0%	0%	
8301	Capital Projects	-	37,865	375,000	850,000	375,000	2145%	-56%	
9001	Transfer to Debt Service Account	112,683	-	-	-	-	0%	0%	
8400	Miscellaneous	-	-	-	-	596,041	0%	100%	Per Policy
	Surplus Account Expenditures	191,043	73,190	404,500	891,165	1,012,541	1118%	14%	
Summary of Revenue & Expenditures:									
4050	Projected Carryover	2,321,989	2,100,139	1,718,986	2,171,366	1,696,003	0%	-22%	
4301	Water Revenue Collected	667	71,990	-	-	-	-	-	
4502	Interest Income	7,786	5,593	11,100	3,200	3,200	-43%	0%	
4600	Other Income	-	448	-	-	-	-	-	
4601	Dividends	708,501	909,071	1,100,000	1,200,000	1,200,000	32%	0%	
4610	Payroll Reimbursement	442,577	583,085	561,920	688,843	665,275	18%	-3%	
4996	Inter-Fund Transfers	112,683	-	-	-	-	0%	0%	
	Total Fund Revenues	3,593,536	3,670,326	3,392,006	4,063,409	3,564,478	11%	-12%	
5xxxx	Personnel	448,880	467,413	496,070	490,502	507,774	5%	4%	
6xxxx	Commodities	32,345	22,763	20,220	23,249	23,751	2%	2%	
7xxxx	Contractual	31,566	145,191	75,130	180,315	175,250	24%	-3%	
7710/7720	Debt Service	821,178	825,728	823,340	823,340	919,090	0%	12%	
8xxxx	Capital Projects	47,412	37,865	375,000	850,000	971,041	2145%	14%	
9001	Inter-Fund Transfers	112,683	-	-	-	-	0%	0%	
	Total Fund Expenditures	1,494,064	1,498,960	1,789,760	2,367,406	2,596,906	58%	10%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits		2012	2013
Public Works			
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			
Billing Clerk		100%	100%
Administrative Assistant		100%	100%
Billing Clerk PT (1)		100%	100%
Receptionist PT (1)		100%	100%
Office Manager		50%	50%

1,602,246 1,696,003 967,572

Budget Worksheet									
El Paso Water Company Operations - Cash Basis Budget									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	
		Actual	Actual	Budget	Revised	Budget	% Change	% Change	Explanation
4050	Projected Cash Carryover	340,489	304,912	252,444	425,683	431,513	40%	1%	
4301	Water Sales	3,009,667	3,592,632	3,282,945	3,575,484	3,861,523	0%	8%	
4302	Customer Penalties & Standby Charges	31,212	-	34,046	32,000	32,000	0%	0%	
4305	Connection & Moving Charges	157,095	144,664	171,359	145,000	145,000	0%	0%	
4310	Bad Debt Recoveries	2,866	520	3,126	500	500	-4%	0%	
	Grave Excavation	100	-	100	-	-	0%	0%	
4318-4320	Tower Space Rent	78,248	82,744	79,000	91,000	91,000	10%	0%	
4321	Fire Hydrant Maintenance	39,121	39,695	42,250	43,000	43,000	8%	0%	
4322	Sewer Billing Charges	67,137	77,787	73,233	70,000	70,000	-10%	0%	
4300	Other Income	53,385	12	58,232	50,000	50,000	416567%	0%	
	Total Revenue	3,779,320	4,242,966	3,996,735	4,432,667	4,724,536	4%	7%	
7756	Contract Labor	441,960	440,894	518,684	527,102	544,374	20%	3%	2012 personnel costs include timing differences related to 2011 year-end payroll.
	Total Personnel	441,960	440,894	518,684	527,102	544,374	20%	3%	
7251	Wichita Water Purchase	1,502,235	1,885,857	1,638,638	1,799,377	2,033,296	-5%	13%	
6014/7280	Water Treatment Supplies/Testing	9,916	2,578	11,000	11,000	11,000	327%	0%	
6011	Office Supplies & Postage	60,120	79,645	61,000	10,000	10,000	-87%	0%	
6002	Operating Supplies	-	-	-	10,000	9,000	100%	0%	New line items in new accounting system. Expenses were included in other lines prior to 2012 Revised.
	Fuel	-	-	-	16,000	16,000	100%	0%	New line items in new accounting system. Expenses were included in other lines prior to 2012 Revised.
6351	Uniforms	-	249	2,225	2,225	1,225	100%	-45%	New line items in new accounting system. Expenses were included in other lines prior to 2012 Revised.
	Total Commodities	1,572,271	1,968,080	1,710,638	1,820,377	2,054,296	-8%	13%	
7007	Bank Service Charges	12,619	14,885	12,700	16,000	16,000	7%	0%	
7008	Bad Debt Expense	(174)	(316)	350	-	-	-100%	0%	
7013	Marketing	-	77	-	-	-	-	-	
7030	Travel	1,735	1,899	5,000	875	875	-54%	0%	Broken into separate lines for travel and training.
7041	Dues & Subscriptions	4,039	1,873	3,000	2,200	2,200	17%	0%	
7050	Meetings/Seminars	-	1,899	-	1,700	1,700	100%	0%	
7215	Information and Recording Fees	-	40	-	50	50	200%	0%	
7216	Rentals	14,300	14,300	14,300	14,300	14,300	0%	0%	
7220	Professional Fees	21,929	24,868	27,000	27,000	27,000	9%	0%	
7310	Insurance	20,164	19,582	19,200	19,200	19,200	-2%	0%	OneBeacon Cost
7516	Office Equipment Maintenance	368	2,535	6,000	6,000	6,000	137%	0%	
7517	Wells, Pump & Equip Maintenance	21,725	9,800	22,000	22,000	22,000	124%	0%	This is set aside for major pump issues and communication issues with the equipment
7518	Mains - Maintenance	19,745	29,550	25,000	25,000	25,000	-15%	0%	Maintaining same level for hydrant replacements and Locate payments
7519	Meters - Maintenance	12,595	7,855	7,500	8,000	8,000	2%	0%	

Budget Worksheet									
El Paso Water Company Operations - Cash Basis Budget									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	
		Actual	Actual	Budget	Revised	Budget	% Change	% Change	Explanation
7520	Tools & Equipment Maintenance	7,864	21,042	13,500	5,500	5,500	-74%	0%	Combined with 404 and purchase of new locating equipment in 2012
7521	Vehicle Maintenance	14,737	17,797	18,000	4,000	4,000	-78%	0%	Moved fuel to its own line.
7610	Water	-	3,354	-	3,600	3,600	7%	0%	
7620	Gas	-	433	-	1,200	1,200	177%	0%	
7630	Electricity	16,367	21,048	17,000	17,000	17,000	-19%	0%	
7640	Telephone		321	-	350	350	9%	0%	
7876	Other Taxes - Special Assessments	27	3,723	4,170	-	-	-100%	0%	
7877	Miscellaneous	8,874	11,016	3,000	3,000	3,000	-73%	0%	
	Other Utilities	5,146	-	4,800	-	-	0%	0%	Moved gas and water to separate lines.
	Office Equipment Lease or Rental	6,267	-	8,200	-	-	0%	0%	
	Billing Services	-	-	-	70,000	70,000	100%	0%	Billing costs moved to new line from 6011.
7660	One Call System	-	-	-	1,700	1,700	100%	0%	
	Total Contractual Service	188,327	207,581	212,945	248,675	248,675	20%	0%	
	Total Expenses	2,202,558	2,616,555	2,442,267	2,596,154	2,847,345	-1%	10%	
	Capitalized Meters & Equipment	194,591	291,657	202,452	205,000	210,000	-30%	2%	
	Dividends Paid to City of Derby	708,501	909,071	1,100,000	1,200,000	1,200,000	32%	0%	
	Total Cash Basis Budget	3,105,650	3,817,283	3,744,719	4,001,154	4,257,345	5%	6%	
		2010 Actual	2011 Budget	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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

Fuel Inventory

Public Works

Fuel Inventory Overview

The Fuel Inventory account is monitored by the Director of Public Works, 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 Derby Public Schools and the Derby Recreation Commission, which then reimburse the City for the cost of the fuel.

Beginning in 2013, this function will be included in the Department of Public Works.

Fuel Inventory						
100 130 330		2010	2011	2012	2012	2013
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
Revenue						
	Fuel Purchases - USD 260	187,762	249,984	247,235	257,500	265,225
	Fuel Purchases -DRC	9,448	11,252	12,441	11,600	11,900
		197,210	261,236	259,676	269,100	277,125
Expenses						
	Fuel Transfers	1,394	64	0	1,500	1,500
	KS tax refund to others	18,645	25,183	21,000	26,000	26,800
	Cost of Fuel sold	197,210	261,236	259,676	269,100	277,125
		217,249	286,483	280,676	296,600	305,425



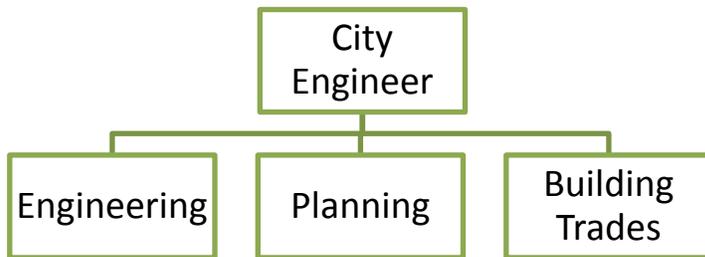
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Mission

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.

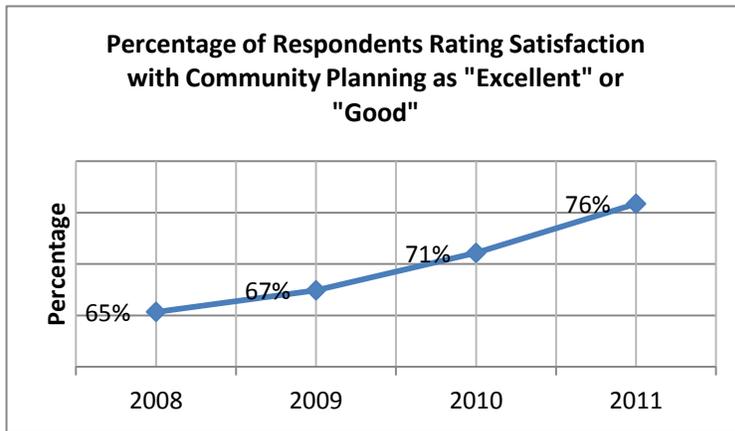
Overview

This department (formerly known as Community Development) comprises traditional engineering functions plus planning and building inspection. The department has overseen several major projects in the past few years including 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, reconstruction of Meadowlark Boulevard east of Rock Road, and construction of Madison Avenue from Buckner west to Water Street. The department is involved with all aspects of the City's growth including residential and commercial construction.



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.



2011 Citizen Survey

"The town is really growing; it is an exciting place to live with much professional planning."

"I want Derby to grow!"

"It's good to see a lot of new business, a lot of choices."

"I enjoy living in a growing community."

Department Goals

- Complete the FEMA Community Rating System Application.
- Review and adopt new stormwater manual consistent with Wichita and Sedgwick County.

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 involved in planning and cost estimation of future projects for inclusion in the City’s Capital Improvement Plan (CIP). The division oversees 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. GIS personnel also generate graphics for City Council, Planning Commission, and other meetings.

Engineering	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	410,407	331,253	328,667
Commodities	5,498	4,000	4,000
Contractual	28,988	29,250	33,250
Capital Outlay	-	-	-
Total	444,893	364,503	365,917

* GIS merged with Engineering in 2012.

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 plans in a timely manner to streamline the development process.
- Ensure development is relevant, planned and constructed to modern specifications.
- Complete GIS data entry within 2 weeks of project completion.
- Utilize the review process and field engineering to minimize or eliminate change orders.
- Develop a Plan Review Checklist for infrastructure design plans.

Budget Worksheet									
Engineering									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 140 170		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	222,525	213,974	412,082	445,685	388,806	108%	-13%	
5002	Overtime	-	377	-	500	500	33%	0%	
5007	One Time Performance Pay	1,496	3,263	-	3,300	3,300	1%	0%	
5012	Longevity	1,831	1,145	1,831	1,200	1,200	5%	0%	
5013	Lump Sum	15	170	-	-	-	-100%	0%	
	Total Personnel	225,867	218,929	413,913	450,685	393,806	106%	-13%	
6002	Operating Supplies	4,034	3,592	7,000	4,000	4,000	11%	0%	
	Total Commodities	4,034	3,592	7,000	4,000	4,000	11%	0%	
7005	Pre-Employment Physical	-	49	-	-	-	-100%	0%	
7210	Information & Recording Fees	1,072	534	1,200	1,000	1,000	87%	0%	
7010	Printing	69	390	400	400	400	3%	0%	
7030	Travel Expense	216	259	500	1,500	1,500	479%	0%	
7041	Dues and Memberships	568	70	1,120	500	500	614%	0%	
7050	Meetings/seminars	1,814	1,748	2,200	1,750	1,750	0%	0%	
7220	Professional Fees/contracts	38	6,160	-	3,000	7,000	-51%	133%	
7320	Software Maintenance	-	-	19,208	20,000	20,000	100%	0%	
7520	Equipment Maintenance	567	-	1,180	600	600	100%	0%	
7521	Vehicle Maintenance	26	9	-	500	500	5456%	0%	
	Total Contractual Service	4,370	9,219	25,808	29,250	33,250	217%	14%	
	Engineering	234,271	231,740	446,721	483,935	431,056	109%	-11%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Salary Splits	2012	2013
Director of Community Development	25%	0%
City Engineer	100%	75%
Community Development Coordinator	100%	50%
Administrative Assistant	0%	50%
GIS Coordinator	100%	100%
Project Inspector	100%	100%
Project Manager/GIS Programmer	100%	100%
Assistant City Engineer	0%	100%

Budget Worksheet									
GIS									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 140 220		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	125,616	188,528	-	-	-	-	-	
5007	One Time Performance Pay	78	854	-	-	-	-	-	
5012	Longevity	1,980	2,096	-	-	-	-	-	
	Total Personnel	127,674	191,478	-	-	-	-	-	
6002	Operating Supplies	1,880	1,906	-	-	-	-	-	
	Total Commodities	1,880	1,906	-	-	-	-	-	
7041	Dues and Memberships	485	135	-	-	-	-	-	
7050	Meetings/Seminars	29	23	-	-	-	-	-	
7320	Computer/Software Support	15,991	19,611	-	-	-	-	-	
7520	Equipment Maintenance	-	-	-	-	-	-	-	
	Total Contractual Service	16,505	19,769	-	-	-	-	-	
	GIS	146,059	213,153	-	-	-	-	-	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Note: GIS expenditures were merged into the Engineering Division beginning with the 2012 Budget.

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 and Subdivision Regulations regarding signs, on-site storage, and lot splits; site plan and design review of several commercial developments including restaurants, churches, retail, medical, and auto repair; review of site plan criteria; ongoing development of the Sedgwick County-Quad Cities Joint Area Plan; and citizen involvement regarding future West End improvements.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	113,927	98,139	92,947
Commodities	1,082	1,100	1,100
Contractual	4,127	4,710	4,510
Capital Outlay	-	-	-
Total	119,136	103,949	98,557



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

- Complete and implement the recommendations of the Sedgwick County-Quad Cities Joint Area Plan.
- Develop R-1C Zoning District to address land use and lifestyles in large lot suburban developments.

Budget Worksheet									
Planning									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 140 190		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	96,520	113,571	146,148	97,809	92,617	-14%	-5%	
5007	1 Time Performance Pay	114	213	-	215	215	1%	0%	
5012	Longevity	102	113	102	115	115	2%	0%	
5013	Lump Sum	65	30	-	-	-	-100%	0%	
	Total Personnel	96,801	113,927	146,250	98,139	92,947	-14%	-5%	
6002	Operating Supplies	1,529	1,082	1,000	1,100	1,100	2%	0%	
	Total Commodities	1,529	1,082	1,000	1,100	1,100	2%	0%	
7005	Pre-Employment Physical	133	-	-	200	-	100%	-100%	
7010	Printing	6,088	3,179	4,200	3,200	3,200	1%	0%	
7030	Travel Expense	25	137	200	200	200	46%	0%	
7040	Subscriptions	165	165	180	-	-	-100%	0%	
7041	Dues and Memberships	-	210	-	210	210	0%	0%	
7050	Meetings/Seminars	-	96	400	400	400	317%	0%	
7220	Professional Fees/Contracts	4,569	340	1,500	500	500	47%	0%	
	Total Contractual Service	10,980	4,127	6,480	4,710	4,510	14%	-4%	
	Planning	109,310	119,136	153,730	103,949	98,557	-13%	-5%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Salary Splits	2012	2013
Director of Community Dev	25%	0%
City Engineer	0%	25%
City Planner	100%	100%
Administrative Asst.	25%	25%
Community Development Coordinator	25%	25%

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 City ordinances.

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 City Council and the Board of Construction, Trades, and Appeals regarding construction issues, interpretation of the codes, and contractor licensure issues. The division also reviews and updates building & trade codes and enforces minimum housing code.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	140,749	109,204	112,131
Commodities	4,865	5,071	5,217
Contractual	13,056	13,875	13,575
Capital Outlay	-	-	-
Total	158,670	128,150	130,923



Mission

Ensure 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

- Coordinate plan review and inspection of commercial building projects with Derby Fire & Rescue Department.
- Review all commercial projects with City Planner to ensure compliance with Site Plan Review requirements.
- Provide public education regarding the various codes.

Budget Worksheet									
Building Trades									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 140 180		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	139,152	129,275	116,927	74,546	76,769	-42%	3%	
5002	Overtime	7,592	6,571	-	6,500	6,500	-1%	0%	
5007	One time Performance Pay	2,568	3,732	-	3,500	3,500	-6%	0%	
5012	Longevity	1,101	1,081	-	1,200	1,200	11%	0%	
5013	Lump Sum	-	90	-	-	-	-100%	0%	
	Total Personnel	150,413	140,749	116,927	85,746	87,969	-39%	3%	
6002	Operating Supplies	1,031	136	1,200	200	200	47%	0%	
6110	Fuel	3,587	4,729	4,753	4,871	5,017	3%	3%	
	Total Commodities	4,618	4,865	5,953	5,071	5,217	4%	3%	
7010	Printing	75	71	75	75	75	6%	0%	
7030	Travel Expense	-	-	-	450	450	100%	0%	
7041	Dues and Memberships	-	-	100	250	250	100%	0%	
7050	Meetings/seminars	-	313	300	600	300	92%	-50%	
7220	Professional Fees/contracts	10,679	11,170	15,000	11,000	11,000	-2%	0%	
7521	Vehicle Maintenance	273	1,502	1,500	1,500	1,500	0%	0%	
	Total Contractual Service	11,027	13,056	16,975	13,875	13,575	6%	-2%	
	Building Trades	166,058	158,670	139,855	104,692	106,761	-34%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

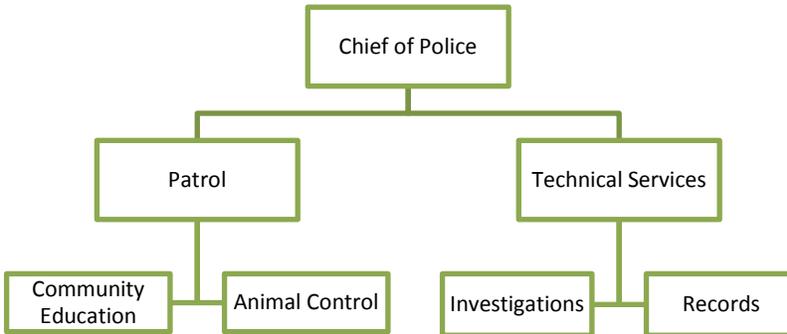
Salary Splits	2012	2013
Director of Community Dev	25%	0%
Building Trades Official	100%	100%
Community Development Coordinator	25%	25%
Administrative Assistant	25%	25%

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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 2011, the Police Department recorded the following trends from the previous year: 4% decrease in Part I offenses; 5% decrease in traffic accidents; 1% decrease in traffic citations; and a 0.5% 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.

Performance Measurement

- √ 85% of all calls were reponded to in 5 minutes or less.
- √ All officers attend safety, community policing, and customer service training annually.
- √ Conducted 35 community education sessions and 9 Child ID events.

Citizen Survey

88% of respondents felt reasonably safe or very safe in their neighborhoods.

Of respondents who had an encounter with police services, 96% responded that they received adequate response for their situation.

"I've never been disappointed in a police response."

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 (implemented March 2012) 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 2.02 minutes, with 64% of calls receiving a response in 1 minute or less.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	2,354,162	2,449,037	2,538,315
Commodities	231,020	293,362	339,603
Contractual	103,714	147,060	170,060
Capital Outlay	-	-	-
Total	2,688,896	2,889,459	3,047,978



Mission

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

Goals

- Implement an effective traffic safety plan with the objective of reducing the number of persons injured in traffic accidents.
- Develop a strategy to maximize the effectiveness of officers during periods of shift overlap.
- 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.

Budget Worksheet									
100.110.105	Police Department-Patrol								
Line #	Line Item	2010	2011	2012	2012	2013	% Change	% Change	Explanation
		Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	2,164,857	2,293,277	2,203,540	2,411,558	2,502,064	5%	4%	
5002	Overtime	118,721	114,476	122,283	92,860	92,860	-19%	0%	New officers, changing shifts, and turnover.
5003	Standby Pay	3,170	7,646	-	-	-	-100%	0%	
5004	Termination Fees	29,377	4,651	-	-	-	-100%	0%	
5005	Shift Differential	8,701	9,845	14,519	14,519	14,591	47%	0%	Same as wages.
5006	Special Duty Pay	9,100	9,525	10,000	9,800	9,800	3%	0%	
5007	One Time Performance Pay	7,861	18,422	5,200	18,000	18,000	-2%	0%	
5012	Longevity	19,869	16,038	18,030	17,000	17,000	6%	0%	
5013	Lump Sum Bonus	910	1,095	-	-	-	-100%	0%	
5014	Police Services Reimbursement	(11,610)	(43,326)	(42,200)	(42,200)	(43,000)	-3%	2%	
5015	SRO/Aquatic Park Reimbursement	(68,364)	(77,487)	(72,500)	(72,500)	(73,000)	-6%	1%	
	Total Personnel	2,282,592	2,354,162	2,258,872	2,449,037	2,538,315	4%	4%	
6002	Operating Supplies	23,198	13,903	20,267	19,000	19,000	37%	0%	New officers, additional supplies requirements.
6003	Patrol Supplies	12,284	12,733	14,173	14,175	14,175	11%	0%	New officers, additional supplies requirements.
6010	Investigation supplies	8,162	8,234	8,162	8,170	8,170	-1%	0%	
6110	Fuel	95,540	127,625	183,900	164,317	211,558	29%	29%	Market expectations + 25% more fuel due to new shift schedule.
6130	Range Supplies/Expenses	10,004	7,738	14,450	11,500	14,500	49%	26%	2011 was low due to logistical complications related to using off-site shooting range.
6350	Training fees and materials	14,950	12,523	15,200	15,200	15,200	21%	0%	New officers, additional supplies requirements.
6351	Uniforms	34,665	43,687	48,000	56,000	52,000	28%	-7%	New officers and addition of summer uniforms.
6352	Special Operations Equipment	4,234	4,577	5,000	5,000	5,000	9%	0%	
	Total Commodities	203,037	231,020	309,152	293,362	339,603	27%	16%	
7005	Pre-Employment Physical	11,925	4,337	4,500	4,500	4,500	4%	0%	
7010	Printing	1,985	3,411	2,834	5,915	5,915	73%	0%	Increased requirements for legal publications and printing. Includes STO, which was paid for by Finance in 2011.
7039	Legal Publications	-	-	-	-	-	0%	0%	
7040	Subscriptions	383	219	300	300	300	37%	0%	
7041	Dues and Memberships	3,457	3,232	2,582	3,470	3,470	7%	0%	
7050	Meetings and Seminars	88	2,388	3,000	3,000	3,000	26%	0%	
7121	Animal Care	5,847	8,438	5,197	10,000	10,000	19%	0%	Fees are expected to increase.
7122	Reimbursement Animal Care	(675)	(1,225)	(700)	(1,225)	(1,225)	0%	0%	
7131	Crime Prevention	2,792	1,560	3,000	3,000	3,000	92%	0%	Addition of Citizen Police Academy class in 2012.

7220	Professional Fees and Contracts	2,456	2,066	2,500	2,500	17,500	21%	600%	Software maintenance, drug testing, etc.
7231	Software Purchase	-	-	3,250	3,250	3,250	100%	0%	Crime documentation software, cell phone extraction device software, upgrades.
7500	Computer Maintenance	350	258	350	350	350	36%	0%	
7520	Equipment Maintenance	10,472	9,134	11,000	11,000	11,000	20%	0%	
7521	Vehicle Maintenance	23,676	37,390	37,000	41,000	49,000	10%	20%	Changes in shift schedules may affect vehicle maintenance; vehicles are also aging.
7615	Detention Center	28,771	32,307	50,000	50,000	50,000	55%	0%	
7616	Detention Medical Expenses	2,100	199	10,000	10,000	10,000	4925%	0%	
	2012 Supplemental Requests - Equipment		-	34,789	-	-	0%	0%	
	Total Contractual Service	93,627	103,714	169,602	147,060	170,060	42%	16%	
	Patrol Division	2,579,256	2,688,896	2,737,626	2,889,459	3,047,978	7%	5%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	201200%	201300%	

Salary Splits	2012	2013
Chief	100%	100%
Deputy Chief	100%	100%
Lieutenants (2)	100%	100%
Sergeants (6)	100%	100%
Detectives (4)	100%	100%
MPO's (6)	100%	100%
Police Officer (24)	100%	100%
Police Officer Part Time (4)	100%	100%
Station Officer (1)	100%	100%
Administrative Secretary (1)	100%	100%
Evidence Custodian Part Time (1)	100%	100%
Animal Control Officer (1)	100%	100%
Animal Control Officer Part Time (1)	100%	100%

Division Overview

The Records Division maintains all police records and provides information to citizens, courts and other organizations. Records staff enter all police cases into the records management system.

In 2012, this division became 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 remains a top priority for the Records Division as it has daily interaction with citizens.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	-	346,916	362,038
Commodities	-	6,000	6,000
Contractual	-	45,500	48,100
Capital Outlay	-	-	-
Total	-	398,416	416,138

*Records division previously part of the Police division.

Mission

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

Goals

- Establish a training program to train new Records employees.
- 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).

Budget Worksheet						
Police Department - Records						
100.110.110		2012	2012	2013	% Change	Explanation
Line #	Line Item	Budget	Revised	Budget	2013	
5001	Wages-Salary	309,648	337,416	347,538	3%	
5002	Overtime	28,000	3,000	8,000	167%	
5005	Shift Differential	3,500	3,500	3,500	0%	
5012	Longevity	2,880	3,000	3,000	0%	
	One time performance bonus	2,500	-	-	0%	
	Total Personnel	346,528	346,916	362,038	4%	
6002	Operating Supplies	4,594	5,000	5,000	0%	
6350	Training Fees and materials	1,000	1,000	1,000	0%	
	Total Commodities	5,594	6,000	6,000	0%	
7005	Pre-Employment Physical	800	800	800	0%	
7210	Bonds	300	300	300	0%	
7220	Professional Fees and Contracts	41,500	35,000	36,000	3%	
7500	Computer Maintenance Expense	400	400	400	0%	
7520	Equipment Maintenance	5,000	6,000	5,000	-17%	
7600	Teletype Expense	3,000	3,000	5,600	87%	Increase in teletype monthly expense
	Total Contractual Service	51,000	45,500	48,100	6%	
	Records Division	403,122	398,416	416,138	4%	
		2012 Budget	2012 Revised	2013 Budget	2013	

Salary Splits	2012	2013
Records Supervisor (1)	100%	100%
Senior Records Clerk (2)	100%	100%
Record Clerk (5)	100%	100%

The Records division expands in 2012. The budget is loosely based upon the needs of the previous Communications division with a few adjustments.

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 was made up of a Communication Supervisor and eight dispatchers.

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

Mission

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

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	324,935	-	-
Commodities	3,249	-	-
Contractual	21,148	-	-
Capital Outlay	-	-	-
Total	349,332	-	-

Budget Worksheet									
Police Department-Communications									
100.110.110		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	345,671	285,216	-	-	-	-100%	0%	
5002	Overtime	19,195	26,835	-	-	-	-100%	0%	
5004	Termination Fees	275	4,043	-	-	-	-100%	0%	
5005	Shift Differential	3,310	2,382	-	-	-	-100%	0%	
5007	One-time Performance Pay	1,736	2,810	-	-	-	-100%	0%	
5012	Longevity	2,880	2,644	-	-	-	-100%	0%	
	Lump sum	-	1,005	-	-	-	-100%	0%	
	Total Personnel	373,067	324,935	-	-	-	-100%	0%	
6002	Operating Supplies	3,219	2,818	-	-	-	-100%	0%	
6350	Training Fees and materials	1,349	398	-	-	-	-100%	0%	
6351	Uniforms	1,014	33	-	-	-	-100%	0%	
	Total Commodities	5,582	3,249	-	-	-	-100%	0%	
7005	Pre-Employment Physical	501	-	-	-	-	0%	0%	
7041	Dues and Memberships	871	50	-	-	-	-100%	0%	
7210	Bonds	400	150	-	-	-	-100%	0%	
7220	Professional Fees and Contracts	24,307	17,241	-	-	-	-100%	0%	
7520	Equipment Maintenance	3,294	338	-	-	-	-100%	0%	
7600	Teletype Expense	2,647	3,369	-	-	-	-100%	0%	
	Total Contractual Service	32,020	21,148	-	-	-	-100%	0%	
	Communications Division	410,669	349,332	-	-	-	-100%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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

The communications function will be moved completely to Sedgwick County in 2012.

Budget Worksheet									
Law Enforcement Trust Fund									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
300 110 460									
4050	Cash Carryover	11,578	11,590	-	3,400	-	-71%	-100%	
4502	Interest	12	-	-	-	-	0%	0%	
	Total Revenues	11,590	11,590	-	3,400	-	-71%	-100%	
7820	Police Equipment	-	8,190	-	3,400	-	-58%	-100%	
	Total Expenditures	-	8,190	-	3,400	-	-58%	-100%	
	Law Enforcement Trust Fund	-	8,190	-	3,400	-	-58%	-100%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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Fire & Rescue Department

Department Overview

Overview

The Derby Fire and Rescue Department consists of 17 full-time, 8 part-time and 21 volunteer firefighters. The department responds to all types of calls, 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 in which full-time staff is involved.

Medical first response makes up 64% of requests for assistance and is primarily provided by career staff. EMS services are provided by Sedgwick County EMS.

Mission

Provide life safety, property conservation, public education, and fire prevention, and perform the duties of the fire service with integrity and honor.

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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Fire & Rescue			
Personnel	751,059	907,844	956,929
Commodities	66,047	61,950	61,950
Contractual	56,859	50,780	51,380
Capital Outlay	1,039		
Total	875,004	1,020,574	1,070,259

Fire & Rescue Department

Performance Measures

Performance Measurement

- √ 82% of all calls were responded to within 4 minutes.
- √ There were 9 structural fires per 1,000 citizens.
- √ There were 1.6 commercial/industrial fires per 1,000 structures.

- √ 94% of Citizen Survey responses indicated that they feel either very safe or reasonably safe because of the Fire & Rescue Department.
- √ Of those with an opinion, 99% of Citizen Survey responses indicated that the Fire Department has an adequate response time.

2011 Citizen Survey

"Their response time is awesome."

"Excellent!"

"Very professional."



Budget Worksheet									
Fire and Rescue									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 160 370		Actual	Actual	Budget	Revised	Budget	Change	Change	
5001	Wages-Salary	719,315	778,343	869,150	869,844	894,240	12%	3%	
5020	Safer Grant Reimbursement	(114,158)	(87,156)	(43,987)	(23,350)	-	-73%	-100%	
5002	Overtime	45,175	47,108	53,550	53,550	54,889	14%	3%	
5004	Termination Fees	-	4,628	-	-	-	-100%	0%	
5006	Volunteer Wages	7,500	7,500	7,500	7,500	7,500	0%	0%	
5007	One Time Performance Pay	-	47	-	-	-	-100%	0%	
5012	Longevity	-	289	150	300	300	4%	0%	
5013	Lump Sum	250	300	-	-	-	-100%	0%	
	2012 Supplemental		-	109,370	-	-	0%	0%	
	2013 Supplemental					-	0%	100%	
	Total Personnel	658,082	751,059	995,733	907,844	956,929	21%	5%	
6002	Operating Supplies	11,421	12,506	11,600	11,600	11,600	-7%	0%	
6110	Fuel	14,558	21,302	21,205	21,350	21,350	0%	0%	
6350	Training Fees & Materials	5,910	9,172	6,315	5,800	5,800	-37%	0%	
6351	Uniforms	20,926	23,067	23,875	23,200	23,200	1%	0%	
		52,815	66,047	62,995	61,950	61,950	-6%	0%	
7005	Pre-Employment Physical	2,650	5,250	6,300	5,250	5,250	0%	0%	
7010	Printing	299	563	500	500	500	-11%	0%	
7030	Travel Expense	763	1,149	750	4,300	4,300	274%	0%	
7040	Subscriptions	107	120	128	130	130	8%	0%	
7041	Dues and Memberships	911	746	1,050	850	850	14%	0%	
7050	Meetings/Seminars	8,541	4,303	9,000	3,350	3,350	-22%	0%	
7220	Professional Fees and Contracts	3,083	2,821	3,183	3,200	3,200	13%	0%	
7300	Insurance Program	5,206	4,593	5,000	5,000	5,000	9%	0%	
7520	Equipment Maintenance	16,124	21,846	19,200	19,200	19,600	-12%	2%	
7521	Vehicle Maintenance	9,968	11,357	9,000	9,000	9,200	-21%	2%	
7620	Siren Maintenance*	177	4,111	4,000	-	-	-100%	0%	
	Total Contractual Service	47,829	56,859	58,111	50,780	51,380	-11%	1%	
8100	New Equipment (miscellaneous)	15,917	1,039	-	-	-	-100%	0%	
	Total Capital Outlay	15,917	1,039	-	-	-	-100%	0%	
	Fire and Rescue Operations	774,643	875,004	1,116,839	1,020,574	1,070,259	17%	5%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

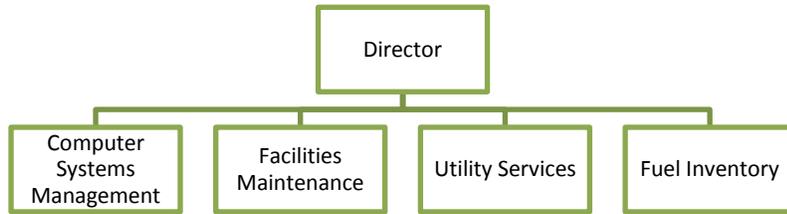
Salary Splits	2012	2013
Fire Chief	100%	100%
Deputy Fire Chief	100%	100%
Lieutenants (3)	100%	100%
Firefighter II (3)	100%	100%
Firefighter (9)	100%	100%
PT Firefighter (10)	100%	100%

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Overview

The 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.

Performance Measurement

- √ Maintain 98% "up time" for computers.
- √ Clean 100% of carpets annually.
- √ Provide backup for critical data within three working days.

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.

Citizen Survey

Of those with an opinion, 94% of respondents felt the maintenance and cleanliness of City-operated facilities were excellent or good.

"The buildings are clean and a great image for the city."

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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	152,680	134,367	138,271
Commodities	10,922	11,000	11,000
Contractual	49,732	64,050	65,050
Capital Outlay	-	-	-
Total	213,334	209,417	214,321

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.
- Spend minimal time spent on virus attacks.
- Spend minimal time spent on spam e-mails.

Budget Worksheet									
Computer Systems Management									
100 130 320		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actuals	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	144,390	149,349	153,874	130,967	134,871	-12%	3%	
5002	Overtime	1,676	656	2,000	1,000	1,000	52%	0%	
5007	One Time Performance Pay	524	1,365	-	1,300	1,300	-5%	0%	
5013	Lump Sum	-	200	-	-	-	0%	0%	
5012	Longevity	1,110	1,110	1,100	1,100	1,100	-1%	0%	
	Total Personnel	147,700	152,680	156,974	134,367	138,271	-12%	3%	
6002	Operating Supplies	9,143	10,922	9,800	11,000	11,000	1%	0%	
	Total Commodities	9,143	10,922	9,800	11,000	11,000	1%	0%	
7005	Pre-Employment Physical	-	-	250	250	250	100%	0%	
7010	Printing	69	15	100	100	100	567%	0%	
7030	Travel Expense	-	-	400	400	400	100%	0%	Miscellaneous local training
7041	Dues and Memberships	-	-	100	-	-	100%	0%	
7050	Meetings/Seminars	168	-	1,500	1,500	1,500	100%	0%	Miscellaneous local training
7220	Professional Fees and Contracts	30,321	33,380	50,000	43,800	44,800	31%	2%	
7520	Equipment Maintenance	867	16,337	18,000	18,000	18,000	10%	0%	
	Total Contractual Service	31,425	49,732	70,350	64,050	65,050	29%	2%	
	Computer Systems Management	188,268	213,334	237,124	209,417	214,321	-2%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Director of Operations	50%	50%
Operations Technician	80%	80%
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. As buildings 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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	68,005	96,160	98,944
Commodities	41,088	33,785	33,814
Contractual	139,475	143,400	143,400
Capital Outlay	-	-	-
Total	248,568	273,345	276,158

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.

Budget Worksheet									
Operations-Facilities Maintenance									
100 130 330		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	57,655	66,070	70,265	93,760	96,544	42%	3%	
5002	Overtime	-	-	400	400	400	100%	0%	
5007	One Time Performance Pay	524	1,366	-	1,400	1,400	2%	0%	
5012	Longevity	570	569	570	600	600	5%	0%	
5013	Lump Sum	300	-	-	-	-	0%	0%	
	Total Personnel	59,049	68,005	71,235	96,160	98,944	41%	3%	
6002	Operating Supplies	29,567	39,641	32,000	32,000	32,000	-19%	0%	
6110	Fuel	431	956	800	985	1,014	3%	3%	
6351	Uniforms	34	491	800	800	800	63%	0%	
	Total Commodities	30,032	41,088	33,600	33,785	33,814	-18%	0%	
7205	Custodial Services	76,038	85,353	90,000	90,000	90,000	5%	0%	
7005	Pre-Employment Physical/ Testing	155	399	360	400	400	0%	0%	
7220	Professional Fees and Contracts	56,692	53,256	52,000	52,000	52,000	-2%	0%	
7520	Equipment Maintenance	-	127	1,000	500	500	294%	0%	
7521	Vehicle Maintenance	-	340	1,000	500	500	47%	0%	
	Total Contractual Service	132,885	139,475	144,360	143,400	143,400	3%	0%	
	Facilities Maintenance	221,966	248,568	249,195	273,345	276,158	10%	1%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Director of Operations	50%	50%
Operations Technician	20%	20%
PT Bldg Maintenance Tech (2)	100%	100%

Utility Services

Operations

Utilities Services

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.

Operations-Utility Services						
100 130 340		2010	2011	2012	2012	2013
Line #	Line Item	Actual	Actual	Budget	Revised	Budget
7150	Fire Hydrant Maintenance*	39,095	39,695	42,000	40,000	40,000
7610	Water	45,769	66,363	47,000	66,363	66,363
7620	Gas	42,348	43,120	56,704	45,000	45,000
7630	Electricity	185,486	204,625	186,000	205,000	205,000
7640	Telephone	36,500	35,893	40,000	37,000	37,000
7650	Street Lighting	200,459	204,023	235,000	205,000	205,000
7651	Cable - Fiber	45,349	51,826	46,000	52,000	52,000
	Total	595,006	645,545	652,704	650,363	650,363

* Fire hydrant maintenance is an annual payment to the El Paso Water Company to test and maintain the fire hydrants throughout the City.

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With the construction of a new library building in 2009, the Library has a state of the art facility able to meet the growing demands of the Derby community. 164,000 people visited the Library in 2011 and more than 25,000 cardholders reside in Derby and the surrounding area. To better meet the needs of this robust patron base, the library has implemented new programs and services which give patrons more ways to use the library.

In December 2011, the Library and several other libraries in Kansas joined together to start the Sunflower eLibrary. Library cardholders can now download ebooks to their Kindles, Nooks and other devices without leaving the comfort of their homes. Since titles automatically return themselves when they are due, there is no need to worry about late materials or overdue fees.

December also marked the first annual Santa's Village at the Library, a cooperative effort of the Derby Arts Council and the Library. More than 1,000 people came to write letters to Santa, have their pictures taken with Santa, see the model trains, listen to stories and make a craft. A variety of other services have been added to help the Library better meet the needs of the community. Public fax and notary services are now available, and a new digital microfilm reader has been added for genealogical research. The library also purchased access to Transparent Language Online, which offers lessons in more than 80 foreign languages, and Law Depot, which guides the user through creation of legal forms such as a power of attorney or living will.

Library programming continues to expand with the addition of fall and spring adult program series. These augment the popular monthly book club, frequent art receptions by the Derby Arts Council, and the already robust selection of teen and child programs.

Collections continue to expand as the library has more than 100,000 books, audio books, DVDs, magazines and CDs available for checkout. Video games were also added to the collection in 2011, and patrons can check out games for their Wii, xBox 360, or Playstation 3. For convenience, holds on library materials and renewals can now be done online through the library's catalog.

Library hours recently expanded on Fridays and Sundays. Current hours are as follows:

Monday - Thursday	9:00 - 8:30
Friday	9:00 - 6:00
Saturday	9:00 - 5:00
Sunday	1:00 - 5:00

780.00	Library Sales Tax Fund	2010	2011	2012	2012	2013	% Change	% Change	Explanation
	Derby Public Library	Actual	Actual	Budget	Revised	Budget	2012	2013	
Line #	Line Item								
780 501 501	Debt Service Account								
4050	Projected Budget Carryover	(112,808)	210,971	181,462	152,019	109,198	-28%	-39%	
4141	City Library Retail Sales Tax	395,430	793,324	1,060,099	1,021,301	1,041,727	29%	2%	
4502	Interest Income	-	-	500	500	500	100%	0%	
4996	Transfer from another account		164,533	-	-	-	-100%	0%	
	Total Debt Service Revenues	282,622	1,168,828	1,242,061	1,173,820	1,151,425	0%	-2%	
7710	Bond Principal	-	825,000	945,000	945,000	990,000	15%	5%	
7720	Interest Expense	41,745	191,809	119,623	119,623	110,173	-38%	-9%	
7740	Temp Note Payment	29,906	-	-	-	-	0%	0%	
	Total Debt Service Expenditures	71,651	1,016,809	1,064,623	1,064,623	1,100,173	5%	3%	
780 501 503	Operations Account								
4050	Projected Budget Carryover	-	-	33,878	(22,508)	6,875	100%	427%	
4141	City Library Retail Sales Tax	230,805	232,132	347,209	296,775	55,009	28%	-440%	
	Total Operations Revenue	230,805	232,132	381,087	274,267	61,883	18%	-343%	
5001	Wages-Salary	57,982	97,058	137,520	95,660	100,435	-1%	5%	
5131	Work Comp Insurance		-	1,150	1,232	1,294	100%	5%	
	Benefits	7,971	17,899	24,634	18,250	19,250	2%	5%	
	Total Personnel	65,953	114,957	163,304	115,142	120,979	0%	5%	
6002	Operating Supplies	9,122	5,334	9,200	5,400	5,400	1%	0%	
	Total Commodities	9,122	5,334	9,200	5,400	5,400	1%	0%	
7205	Custodial Services	39,360	39,600	39,500	40,000	40,000	1%	0%	
7005	Pre-Employment Physical	-	-	250	250	250	100%	0%	
7011	Maintenance Expense	-	-	10,000	10,000	10,000	100%	0%	
7220	Professional Fees and Contracts	854	12,568	900	13,000	13,000	3%	0%	
7610	Water	9,923	8,992	12,000	9,000	9,500	0%	5%	Anticipated increases
7620	Gas	7,072	7,928	9,000	8,000	8,500	1%	6%	Anticipated increases
7630	Electricity	43,043	49,196	60,000	50,000	55,000	2%	9%	Anticipated increases
7640	Telephone	1,620	1,080	2,000	1,200	1,500	11%	20%	Anticipated increases, based on 2010 and 2011 actual
7651	Cable - Fiber	2,645	2,849	2,885	2,900	3,000	2%	3%	Anticipated increases
	Stormwater					1,816	0%	100%	
7310	Insurance Premium	6,887	12,136	12,200	12,500	13,125	3%	5%	Anticipated increases
	Total Contractual Service	111,404	134,349	148,735	146,850	155,691	9%	6%	
9001	Transfer Reimbursement to General Fund	44,326	-	-	-	-	0%	0%	
	Total Operations Expenditures	230,805	254,640	321,239	267,392	282,070	5%	5%	
780 501 502	Reserve Account								

780.00	Library Sales Tax Fund	2010	2011	2012	2012	2013	% Change	% Change	Explanation
	Derby Public Library	Actual	Actual	Budget	Revised	Budget	2012	2013	
Line #	Line Item								
4050	Projected Budget Carryover	-	1,453,419	2,245,324	2,378,849	3,272,665	64%	27%	
4141	City Library Retail Sales Tax	1,451,735	919,285	649,363	937,671	956,424	2%	2%	
4502	Interest Income	1,684	6,145	4,500	6,145	4,500	0%	-37%	
	Total Reserve Revenue	1,453,419	2,378,849	2,899,187	3,322,665	4,233,589	40%	22%	
8000	Emergency Repair/Replacement	-	-	50,000	50,000	50,000	100%	0%	
	Total Reserve Expenditures	-	-	50,000	50,000	50,000	100%	0%	
780 501 506	Project Account/Cost of Issuance								
4050	Projected Budget Carryover	414,800	175,570	-	-	-	-100%	0%	
4512	Bond Proceeds	7,300,000	-	-	-	-	0%	0%	
	Total Project Account Revenue	7,714,800	175,570	-	-	-	-100%	0%	
7740	Temporary Note Redemption	7,150,000	-	-	-	-	0%	0%	
7905	Note/Bond Issuance Costs	85,008	-	-	-	-	0%	0%	
8300	Capital Outlay - Construction Cost	304,222	11,036	-	-	-	-100%	0%	
9005	Transfer to Debt Service Account	-	164,534	-	-	-	-100%	0%	
	Total Project Account Expenditures	7,539,230	175,570	-	-	-	-100%	0%	
	Summary of Revenue & Expenditures:								
4050	Projected Carryover	301,992	1,839,960	2,460,664	2,508,360	3,388,737	36%	26%	
4141	City Library Retail Sales Tax	2,077,970	1,944,741	2,056,671	2,255,746	2,053,160	16%	-10%	
4502	Interest Income	1,684	6,145	5,000	6,645	5,000	8%	0%	
4512	Bond Proceeds	7,300,000	-	-	-	-	0%	0%	
	Total Fund Revenues	9,681,646	3,790,846	4,522,335	4,770,752	5,446,897	26%	12%	
5XXX	Personnel	65,953	114,957	163,304	115,142	120,979	0%	5%	
6XXX	Commodities	9,122	5,334	9,200	5,400	5,400	1%	0%	
7XXX	Contractual Services	111,404	134,349	148,735	146,850	155,691	9%	6%	
7XXX	Debt Service	7,306,659	1,016,809	1,064,623	1,064,623	1,100,173	5%	0%	
8XXX	Capital Outlay	304,222	11,036	50,000	50,000	50,000	353%	0%	
9001	Transfer Reimbursement to General Fund	44,326	-	-	-	-	0%	0%	
	Total Fund Expenditures	7,841,686	1,282,485	1,435,862	1,382,015	1,432,242	8%	4%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

330 220 430	Library Fund (Property Tax)	2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4000	Ad Valorem Tax	691,283	721,672	719,294	718,143	722,890	0%	1%	
4030	Motor Vehicle Tax	93,907	95,121	94,229	94,229	93,890	-1%	0%	
4035	Rental Car Excise Tax	1,038	1,298	1,000	1,000	1,005	-23%	1%	
4040	Delinquent Tax	13,073	6,235	10,046	10,046	10,096	61%	0%	
4045	Recreational Vehicle Tax	1,048	987	1,035	1,035	977	5%	-6%	
4046	16/20M Vehicle Tax	214	157	156	156	154	-1%	-1%	
4050	Projected Budget Carryover	27,071	29,721	25,000	42,975	24,258	45%	-44%	
4341	Payment in Lieu of Tax	810	198	261	261	262	32%	0%	
4600	Other Revenue - Credit Card Reimbursement	17,794	13,006	18,000	18,000	18,000	38%	0%	
	Total Revenue	846,238	868,395	869,021	885,845	871,532	2%	-2%	
5001	Wages-Salary	489,037	451,727	523,157	485,153	509,411	7%	5%	
5007	One Time Performance Pay	-	707	-	-	-	-100%	0%	
5245	Miscellaneous	-	-	-	-	25,471	0%	100%	per policy
	Total Personnel	489,037	452,434	523,157	485,153	534,882	7%	10%	
7301	Reimbursable Credit Card Exp.	14,059	11,312	18,000	18,000	18,000	59%	0%	
7825	Library Board Appropriation	303,421	340,000	303,981	338,434	294,540	0%	-13%	
9000	Transfer to Library Employee Benefits	10,000	21,674	23,883	20,000	24,110	-8%	21%	
	Total Contractual Service	327,480	372,986	345,864	376,434	336,650	1%	-11%	
	Library Board Pass Through	816,517	825,420	869,021	861,587	871,532	4%	1%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Mill Levy	4.220	4.220	4.210		
Total Levy with Employee Benefit Fund	4.675	4.675	4.665		

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

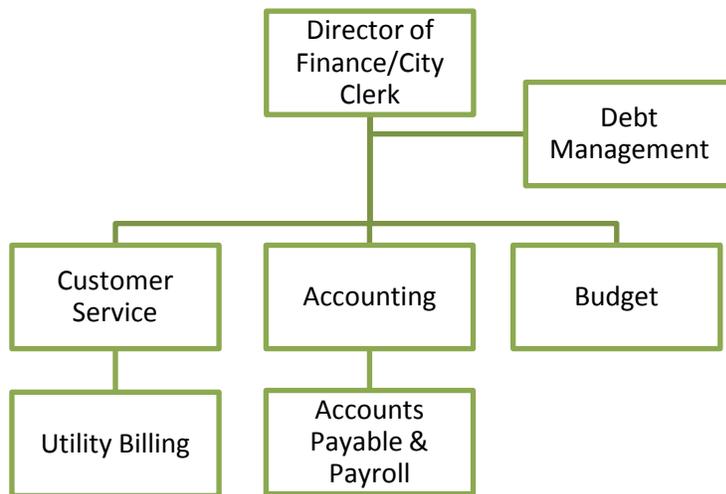
24,258

340 220 440	Library Employee Benefits (Property Tax)	2010	2011	2012	2012	2013	2012	2013	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	% Change	% Change	
4000	Ad Valorem Tax	73,628	77,801	77,730	77,605	78,307	0%	1%	
4030	Motor Vehicle Tax	10,132	10,135	10,154	10,154	10,146	0%	0%	
4035	Rental Car Excise Tax	112	138	100	100	101	-28%	0%	
4040	Delinquent Tax	1,429	752	907	907	912	21%	0%	
4045	Recreational Vehicle Tax	113	105	111	111	106	6%	-5%	
4046	16/20M Vehicle Tax	24	17	17	17	17	0%	0%	
4050	Projected Budget Carryover	11,509	2,126	5,619	14,837	10,968	598%	-26%	
4070	Wellness Program Reimbursement	550	1,138	600	600	603	-47%	0%	
4999	Transfer from Library Fund	10,000	21,674	23,883	20,000	24,110	-8%	21%	
4341	Payment in Lieu of Tax	87	21	27	27	27	29%	0%	
	Total Revenue	107,584	113,907	119,148	124,358	125,297	9%	1%	
5110	FICA	29,662	27,662	31,494	29,045	30,497	5%	5%	Increased payroll
5111	FICA medical	6,937	6,469	7,365	6,792	7,386	5%	9%	Increased payroll
5120	KPERS	31,994	32,003	35,762	33,805	35,708	6%	6%	Increased rate and payroll
5130	KS unemployment	631	3,752	1,715	1,801	1,891	-52%	5%	Increased payroll
5240	Health insurance	32,758	26,156	38,724	38,724	40,660	48%	5%	Changed employee usage
5241	Dental insurance	3,251	2,778	3,862	2,972	3,181	7%	7%	Anticipated increases
5244	Wellness program	225	250	225	250	263	0%	5%	
5245	Miscellaneous	-	-	-	-	5,711	0%	100%	per policy
	Total Personnel	105,458	99,070	119,147	113,390	125,296	14%	11%	
	Library Employee Benefits	105,458	99,070	119,147	113,390	125,296	14%	11%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	
	Mill Levy	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 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 2012.
- √ Standard & Poor’s affirmed the City’s bond rating of AA– based on consistently strong financial performance.
- √ Zero significant deficiencies reported in the annual audit.

2011 Citizen Survey

"The budget is in good shape."

"For what we pay in taxes, we have a lot of great things to show for it."

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 eight years, from 2005 through 2012. The department also received the Award for Excellence in Financial Reporting for the preparation of the Comprehensive Annual Financial Report since 2008.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	295,006	389,263	397,755
Commodities	13,246	13,400	13,400
Contractual	89,564	127,250	123,950
Capital Outlay	-	-	-
Total	397,816	529,913	535,105

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.

Budget Worksheet									
Finance		2010	2011	2012	2012	2013	2012	2013	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	Change	Change	
100 150 130									
5001	Wages-Salary	281,226	290,235	304,162	384,623	396,140	33%	3%	Includes Dep. City Clerk
5007	One Time Performance Pay	695	3,024	-	3,025	-	0%	-100%	
5012	Longevity	1,615	1,347	1,615	1,615	1,615	20%	0%	
5013	Lump Sum	570	400	-	-	-	-100%	0%	
	2012 Supplemental - Dep. City Clerk	-	-	54,815	-	-	0%	0%	
	Total Personnel	284,106	295,006	360,592	389,263	397,755	32%	2%	
6002	Operating Supplies	12,093	13,142	12,100	13,000	13,000	-1%	0%	
6110	Fuel	297	104	388	400	400	285%	0%	Moved Engineering vehicle to Finance
	Total Commodities	12,390	13,246	12,488	13,400	13,400	1%	0%	
7005	Pre-Employment Physical	671	-	675	450	450	10000%	0%	
7007	Bank Service Charges	8,182	11,108	8,200	12,000	12,000	8%	0%	
7010	Printing	10,964	10,497	11,000	10,000	10,000	-5%	0%	
7030	Travel Expense	924	2,180	4,350	4,000	2,500	83%	-38%	
7041	Dues and Memberships	645	1,025	1,000	850	500	-17%	-41%	
7050	Meetings/Seminars	1,035	2,007	1,880	3,150	1,700	57%	-46%	
7220	Professional Fees and Contracts	56,023	60,233	67,860	68,000	68,000	13%	0%	
7521	Vehicle Maintenance	-	2,514	300	1,300	1,300	-48%	0%	Moved Engineering vehicle to Finance
8249	Special Assessments				27,500	27,500	100%	0%	Prior to 2012, these were coded to a different line.
	Total Contractual Service	78,444	89,564	95,265	127,250	123,950	42%	-3%	
	Finance	374,940	397,816	468,345	529,913	535,105	33%	1%	
		2010 Actual	2011 Revised	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Salary Splits	2012	2013
Director of Finance/City Clerk	100%	100%
Deputy City Clerk	100%	100%
Accountant/Treasurer	100%	100%
Payroll Clerk	100%	100%
Accounts Payable Clerk	100%	100%
Budget Analyst	100%	100%
Office Manager	50%	50%
Administrative Asst. (Bldg. Trades)	100%	100%

Division Overview

The Debt Management Division is managed by the Finance Director, who is responsible for coordination of the sale of City 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.

In November 2009, the City's first formal debt policy was adopted. Pursuant to the policy, the City strives to maintain no more than 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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	353,216	332,859	234,650
Capital Outlay	-	-	-
Total	353,216	332,859	234,650

Summary by Category	2011	2012	2013
Bond & Interest Fund	Actual	Revised	Budget
Contractual	7,073,937	6,662,668	7,153,621
Total	7,073,937	6,662,668	7,153,621

Mission

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

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

Budget Worksheet									
General Fund Debt Management									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
100 150 160		Actual	Actual	Budget	Revised	Budget	Change	Change	
8407	2005-1 (High Park) COP	117,810	113,722	93,375	95,375	-	-16%	-100%	Debt retired in 2012.
8408	2005-2 (City Hall/Senior Center)	241,909	239,494	235,484	237,484	234,650	-1%	-1%	
	Total Contractual	359,719	353,216	328,859	332,859	234,650	-6%	-30%	
	General Fund Debt Management	359,719	353,216	328,859	332,859	234,650	-6%	-30%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

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

Budget Worksheet									
Bond & Interest Fund									
Line #	Line Item	2010	2011	2012	2012	2013	201200%	201300%	Explanation
510 500 501		Actual	Actual	Budget	Revised	Budget	Change	Change	
4000	Ad Valorem Tax	1,467,546	1,993,063	1,586,658	1,586,658	1,337,520	-20%	-16%	
4020	Special Assessments	3,946,741	4,250,155	4,017,400	4,100,000	4,100,000	-4%	0%	
4030	Motor Vehicle Tax	137,708	199,712	258,119	199,712	207,107	0%	4%	
4035	Rental Car Excise Tax	1,518	2,751	1,600	2,751	2,155	0%	-22%	
4040	Delinquent Tax	108,278	118,602	108,278	118,602	118,602	0%	0%	
4045	Recreational Vehicle Tax	1,536	2,088	2,834	2,088	2,088	0%	0%	
4046	16/20M Vehicle Tax	332	230	427	230	341	0%	48%	
4050	Projected Carryover	524,335	412,393	686,168	941,109	1,039,645	128%	10%	
4372	Recreation Commission Rent	262,425	254,200	254,800	254,800	-	0%	-100%	Bonds paid
4502	Interest Income	10,313	8,103	15,000	15,000	15,000	100%	0%	
4067	ARRA Reimbursement - 2009A Series	138,945	103,731	102,016	153,882	-	48%	-100%	2011 remaining + 2012
4600	Other Revenues	4,128	4,537	-	4,500	4,500	-1%	0%	
4603	Transfer from Eco Devo Reserve	71,965	-	-	-	-	0%	0%	
4999	Transfer Revenue from Wastewater	656,178	664,937	322,981	322,981	326,663	-51%	1%	
4341	Payment in Lieu of Tax	1,318	544	-	-	-	-100%	0%	
	Total Revenue	7,333,266	8,015,046	7,356,281	7,702,313	7,153,621	-4%	-7%	
7710	G.O. Bond Principal	4,255,000	5,060,000	4,770,000	4,975,000	4,985,000	-2%	0%	
7720	G.O. Bond Interest	2,665,862	2,013,896	1,967,454	1,687,468	1,505,255	-16%	-11%	
7730	Commissions	13	41	200	200	200	388%	0%	
7800	Cash Reserve	-	-	618,627	-	663,166	0%	100%	
	Total Contractual	6,920,875	7,073,937	7,356,281	6,662,668	7,153,621	-6%	7%	
	Bond & Interest Fund	6,920,875	7,073,937	7,356,281	6,662,668	7,153,621	-6%	7%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Division Overview

The Tort Liability Division is responsible for 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; and reviews contracts that require insurance.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	119,669	184,315	188,001
Capital Outlay	-	-	-
Total	119,669	184,315	188,001

Mission

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.

Budget Worksheet									
Special Tort Liability									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
		Actual	Actual	Budget	Revised	Budget	Change	Change	
100 150 140									
7310	Liability Insurance Coverage	176,131	119,669	126,612	184,315	188,001	54%	2%	
	Total Expenditure	176,131	119,669	126,612	184,315	188,001	54%	2%	
	Special Tort Liability	176,131	119,669	126,612	184,315	188,001	54%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Budget Worksheet									
Insurance Recoveries									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
		Actual	Actual	Budget	Revised	Budget	Change	Change	
100 180 415									
4015	Insurance reimbursement	6,071	30,755	30,000	30,000	30,000	-2%	0%	Historical Data
	Total Revenue	6,071	30,755	30,000	30,000	30,000	-2%	0%	
7440	Property repair and replacement	1,552	34,690	30,000	30,000	30,000	-14%	0%	Historical Data
	Total Expenses	1,552	34,690	30,000	30,000	30,000	-14%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

Budget Worksheet									
Reimbursables									
Line #	Line Item	2010	2011	2012	2012	2013	2012	2013	Explanation
		Actual	Actual	Budget	Revised	Budget	Change	Change	
100.180.420									
	Reimbursements	263,108	313,217	300,000	300,000	300,000	-4%	0%	
	Total Revenue	263,108	313,217	300,000	300,000	300,000	-4%	0%	
	Reimbursement-related Expenditures	225,915	266,732	300,000	300,000	300,000	12%	0%	
	Total Expenses	225,915	266,732	300,000	300,000	300,000	0%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012 Change	2013 Change	

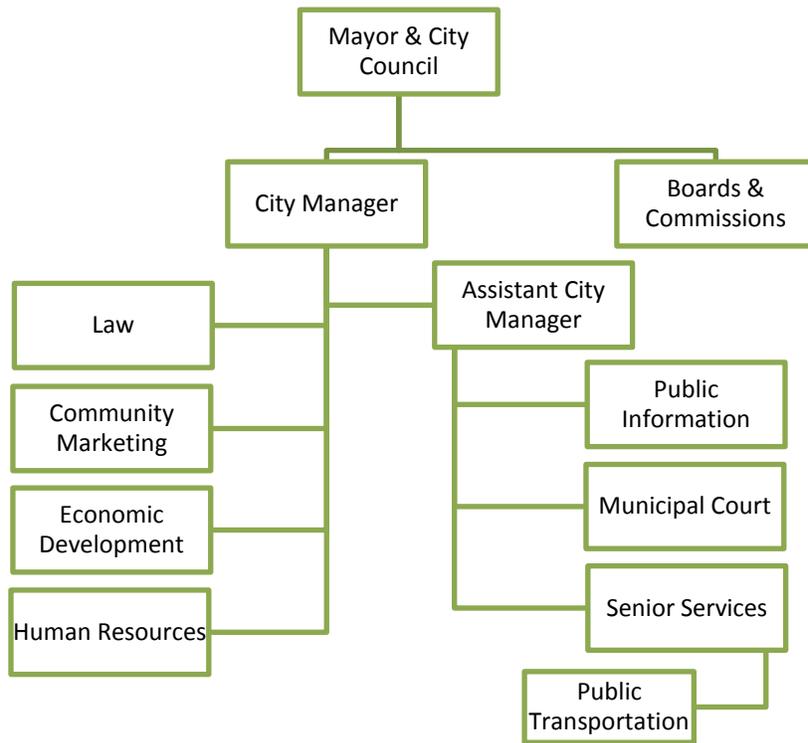
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Overview

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.

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.

2011 Citizen Survey

"Our community has maintained a 'small' town atmosphere but has still flourished."

"The City of Derby has a clean, updated family appearance when entering city limits. Bike trails, parks, maintenance, etc. is all well maintained.

Facilities, buildings, library, etc. are a priority. Good leadership makes this happen."

Division Overview

The City Manager is responsible for implementing and enforcing the policies enacted by the City Council. This includes all of the City Departments which collectively provide services to the public.

City Manager	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	310,942	312,193	321,154
Commodities	5,623	5,500	5,500
Contractual	11,593	23,030	21,346
Capital Outlay	-	-	-
Total	328,158	340,723	348,000

Officials	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	10,800	12,000	12,000
Commodities	1,715	1,300	1,300
Contractual	5,436	16,382	11,315
Capital Outlay	-	-	-
Total	17,951	29,682	24,615

Mission

Create vibrant neighborhoods, nurture a strong business community, and preserve beautiful green spaces.

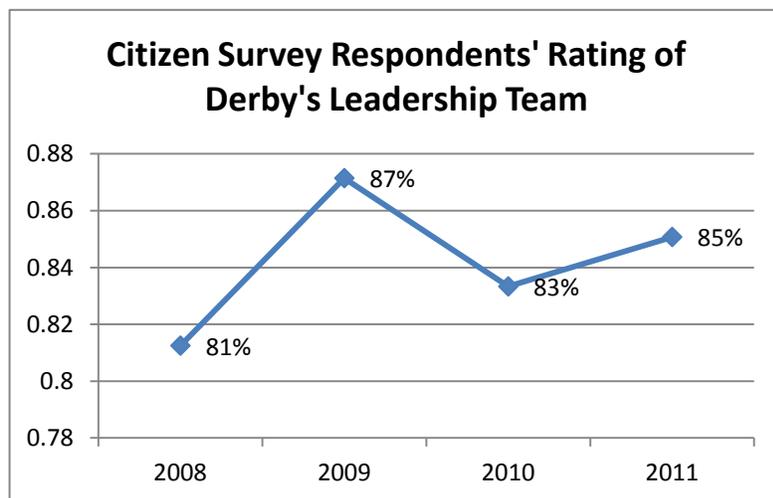
2011 Citizen Survey

"I like the bike paths, community events, and tree recycling."

"Our city has grown and advanced so much in recent years; the city manager has done a good job."

"The city council and city manager are always holding back projects to keep the budget in balance."

"Very clean, beautiful city with much progressive planning."



Budget Worksheet									
City Manager's Office									
100.100.010		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	299,433	305,775	322,974	310,593	319,554	2%	3%	
5004	Termination Fees		3,230	-	-	-	-100%	0%	
5007	One Time Performance Pay	557	436	-	500	500	15%	0%	
5012	Longevity	1,440	1,101	1,440	1,100	1,100	0%	0%	
5013	Lump Sum		400	-	-	-	-100%	0%	
	Total Personnel	301,430	310,942	324,414	312,193	321,154	0%	3%	
6002	Operating Supplies	3,315	5,623	4,000	5,500	5,500	-2%	0%	
	Total Commodities	3,315	5,623	4,000	5,500	5,500	-2%	0%	
7005	Pre-Employment Testing	-	119		150	150	26%	0%	
7010	Printing	-	15	100	100	100	567%	0%	
7030	Travel Expense	(267)	3,523	6,000	5,400	4,141	53%	-23%	
7040	Subscriptions	446	643	680	680	580	6%	-15%	
7041	Dues and Memberships	3,398	3,474	4,210	4,350	4,550	25%	5%	Increased ICMA and NLC dues
7050	Meetings/Seminars	3,397	3,194	2,775	3,100	2,575	-3%	-17%	
7220	Professional Fees and Contracts	15,047	625	5,000	5,000	5,000	700%	0%	Based on historical expectations
7062	League of Kansas Municipalities Dues				4,250	4,250	0%	0%	Moved from contingencies
	Total Contractual Service	22,022	11,593	18,765	23,030	21,346	99%	-7%	
	City Manager Division	326,766	328,158	347,179	340,723	348,000	4%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2011	2012	

Salary Splits	2012	2013
City Manager	100%	100%
Assistant City Manager	100%	100%
Executive Assistant	100%	100%
Administrative Assistant (Directors)	100%	100%

Budget Worksheet									
Officials									
100.100.020		2010	2011	2012	2012	2013	2012	2013	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	% Change	% Change	
5001	Wages-Salary	10,800	10,800	12,000	12,000	12,000	11%	0%	
	Total Personnel	10,800	10,800	12,000	12,000	12,000	11%	0%	
6015	Supplies-Governing Body	510	1,113	1,300	1,300	1,300	71%	0%	
6006	Supplies-Planning Commission	65	100	-	-	-	-65%	0%	Beginning in 2012, expenses are coded to the planning division
6008	Supplies-Park & Urban Forestry	331	350	-	-	-	-95%	0%	Beginning in 2012, expenses are coded to the parks division
6009	Supplies-All Other Boards & Commissions	308	152	-	-	-	-203%	0%	Beginning in 2012, expenses are coded to the 6015 line
	Total Commodities	1,214	1,715	1,300	1,300	1,300	5%	0%	
7031	Travel -Governing Body	958	182	5,200	5,400	1,180	2441%	-358%	Budget for two to attend NLC conference, LKM annual meeting, water conferences, and League Governing Body Institute.
7042	Dues/Memberships-Governing Body	995	1,032	1,132	1,182	1,335	18%	11%	
7052	Meetings/Seminars-Governing Body	1,689	622	2,100	1,950	950	42%	-105%	
7062	League of Kansas Municipalities Dues				4,250	4,250	0%	0%	Moved from contingencies
7064	Council Stipend	3,600	3,600	3,600	3,600	3,600	0%	0%	
	Total Contractual Service	7,242	5,436	12,032	16,382	11,315	168%	-45%	
	Officials Division	19,257	17,951	25,332	29,682	24,615	58%	-21%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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.

Human Resources	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	117,114	163,943	168,845
Commodities	5,419	5,300	5,300
Contractual	10,064	19,600	19,600
Capital Outlay	-	-	-
Total	132,597	188,843	193,745

Employee Benefits	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	-	-	-
Contractual	2,841,455	3,085,441	3,265,210
Capital Outlay	-	-	-
Total	2,841,455	3,085,441	3,265,210

Risk Management	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	10,933	-	-
Commodities	794	-	-
Contractual	117	6,305	6,305
Capital Outlay	-	-	-
Total	11,844	6,305	6,305

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.
- Analyze benefits annually and recommend changes as needed to competitive benefit program.
- Provide valuable training and development opportunities provided to employees.
- Periodically review personnel policies and procedures and make recommend updates as needed.
- Reduce loss exposure through safety and health awareness promotion.

Budget Worksheet									
Human Resources									
100.100.050		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	112,700	116,511	115,273	163,733	168,635	41%	3%	
5002	Overtime	39	-	-	-	-	0%	0%	
5004	Termination Fees	-	99	-	-	-	-100%	0%	
5012	Longevity	480	204	480	210	210	3%	0%	
5013	Lump Sum	-	300	-	-	-	-100%	0%	
	2012 Supplemental - Coordinator	-	-	57,500	-	-	0%	0%	
	Total Personnel	113,219	117,114	173,253	163,943	168,845	40%	3%	
6002	Operating Supplies	2,282	2,286	2,500	2,500	2,500	9%	0%	
6200	In-House Training	210	-	-	-	-	0%	0%	
6201	Employee Events	2,391	3,133	2,500	2,800	2,800	-11%	0%	
	Total Commodities	4,883	5,419	5,000	5,300	5,300	-2%	0%	
7005	Pre-Employment Testing	-	122	-	-	-	-100%	0%	
7030	Travel Expense	667	91	800	100	100	10%	0%	
7040	Subscriptions	-	199	460	200	200	1%	0%	
7041	Dues and Memberships	2,035	2,020	2,100	2,100	2,100	4%	0%	
7050	Meetings/Seminars	1,119	913	1,450	1,450	1,450	59%	0%	
7060	Training Programs	-	1,119	7,000	7,000	7,000	526%	0%	Promantek increased, added Zix Mail for secure health information
7220	Professional Fees/Contracts	3,409	3,606	3,450	3,750	3,750	4%	0%	
7610	Educational Stipends Reimbursement	1,401	1,994	5,000	5,000	5,000	151%	0%	
	Total Contractual	8,631	10,064	20,260	19,600	19,600	95%	0%	
	Human Resources	126,733	132,597	198,513	188,843	193,745	42%	3%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Human Resources Director	85%	100%
Benefits Coordinator	100%	100%
Administrative Assistant	100%	100%
PT Human Resources Clerk	100%	100%

Health Self-Insurance Fund							
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	Explanation
800.000.000							
4050	Carryover	-	-	-	-	-	
	Employee Premiums	-	-	-	221,549	232,626	
	City Premiums	-	-	-	1,378,183	1,447,092	
4999	Transfer from General Fund	-	-	-	-	-	
	Total Revenue	-	-	-	1,599,732	1,679,719	
	Self-Insurance Fees	-	-	-	297,965	312,863	
	Claims	-	-	-	1,098,815	1,153,756	
	Miscellaneous/Reserve	-	-	-	202,952	213,100	
	Total Expenditures	-	-	-	1,599,732	1,679,719	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	

Budget Worksheet									Explanation
Employee Benefits									
Line #		2010	2011	2012	2012	2013	2012	2013	
100.100.030		Actual	Actual	Budget	Revised	Budget	%Change	% Change	
	Line Item								
5110	FICA	409,545	423,620	457,983	454,347	468,355	7%	3%	
5111	FICA Medical	96,277	99,612	107,109	106,307	109,535	7%	3%	
5120	KPERS	258,131	286,088	343,137	338,000	372,250	18%	10%	
5121	KP&F	357,470	432,513	430,329	476,965	536,763	10%	13%	
5122	ICMA-RC	130,667	86,821	144,060	90,000	90,000	4%	0%	
5123	KPERS Retired Employers Cost	3,204	3,981	3,532	4,000	4,000	0%	0%	
5130	KS unemployment insurance	8,825	58,947	25,115	24,825	25,710	-58%	4%	
5131	Workers Compensation	136,193	151,389	147,326	157,717	165,603	4%	5%	
5240	Health Insurance	1,076,655	1,132,321	1,221,169	1,226,245	1,279,292	8%	4%	
5241	Dental Insurance	89,487	90,700	101,498	95,235	101,901	5%	7%	
5243	Section 125 (cafeteria plan)	4,014	2,416	4,176	2,600	2,600	8%	0%	
5244	Wellness program	36,144	41,919	39,000	42,000	42,000	0%	0%	
5004	Termination Fees	-	-	30,000	30,000	30,000	0%	0%	
5013	Lump Sum	-	-	6,000	6,000	6,000	0%	0%	
5008	Holiday Payout	29,109	31,128	26,730	31,200	31,200	0%	0%	
	Total Contractual	2,635,721	2,841,455	3,087,164	3,085,441	3,265,210	9%	6%	
	Total Expenditures	2,635,721	2,841,455	3,087,164	3,085,441	3,265,210	9%	6%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Budget Worksheet									
Risk Management									
100.150.150		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	5,735	10,897	10,634	-	-	-100%	0%	
5012	Longevity		36		-	-	0%	0%	
5013	Lump Sum	30		-	-	-	0%	0%	
	Total Personnel	5,765	10,933	10,634	-	-	-100%	0%	
6002	Operating Supplies	385	794	400	-	-	-100%	0%	
	Total Commodities	385	794	400	-	-	-100%	0%	
7040	Subscriptions	117	117	120	120	120	3%	0%	
7041	Dues and Memberships	(50)	-	85	85	85	100%	0%	
7050	Meetings/Seminars	804	-	805	-	-	0%	0%	
7060	Safety Training	2,524	-	2,600	2,600	2,600	0%	0%	
7065	Safety Programs	1,696	-	1,700	1,700	1,700	0%	0%	
7070	Video Productions	-	-	1,550	-	-	0%	0%	
7220	Professional Fees/Contracts	-	-	1,800	1,800	1,800	0%	0%	
	Total Contractual Service	5,091	117	8,660	6,305	6,305	0%	0%	
	Risk Management	11,241	11,844	19,694	6,305	6,305	-47%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Human Resources Director	15%	0%

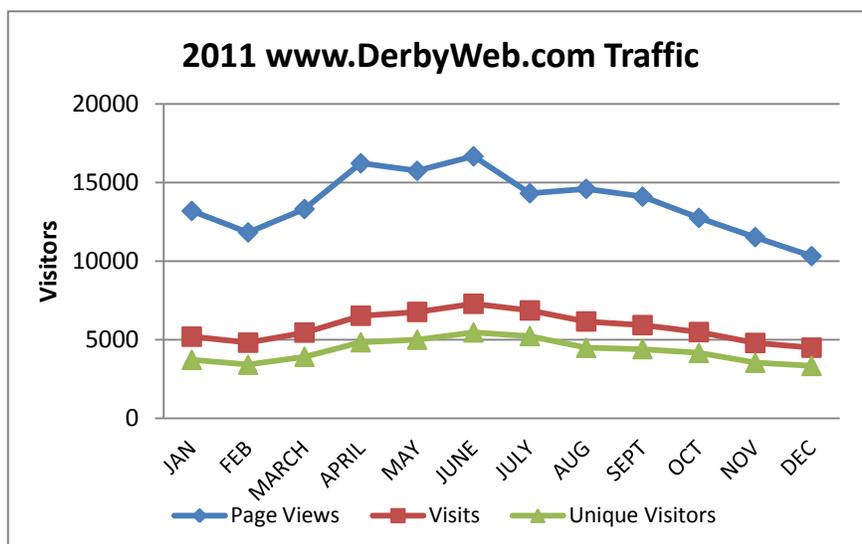
Human Resources Director salary moved to Human Resources budget.

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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	51,780	53,373	54,952
Commodities	2,725	4,000	4,000
Contractual	21,584	77,094	34,390
Capital Outlay	-	-	-
Total	76,089	134,467	93,342



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.

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		2010	2011	2012	2012	2012	%Change	%Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	49,024	51,441	52,920	53,023	54,602	3%	3%	
5012	Longevity	420	339	420	350	350	3%	0%	
5013	Lump Sum	1,200	-	-	-	-	-100%	0%	
	Total Personnel	50,644	51,780	53,340	53,373	54,952	3%	3%	
6002	Operating Supplies	3,925	2,068	4,500	4,000	4,000	93%	0%	Promotional and office supplies.
6210	Software upgrades	-	657	-	-	-	-100%	0%	Only upgrade every few years.
	Total Commodities	3,925	2,725	4,500	4,000	4,000	47%	0%	
7010	Printing	5,203	4,090	7,000	4,800	6,200	17%	29%	2012: 7 residential + 2 residential & business water bill inserts; 2013: 9 residential + 2 residential & business water bill inserts.
7030	Travel Expense	153	238	500	770	725	224%	-6%	KAPIO, PRSA
7041	Dues and Memberships	750	485	800	410	435	-15%	6%	KAPIO, NAGW, YPD, PRSA
7050	Meetings/Seminars	337	422	350	330	330	-22%	0%	KAPIO, PRSA
7220	Professional Fees/Contracts	409	1,540	2,500	62,784	14,700	3977%	-77%	2012: Newsletter design, logos, website redesign, webcasting; 2013: maintenance only.
7225	Public Information Expense	16,444	14,809	17,500	8,000	12,000	-46%	50%	2012: Two Horizon newsletters; 2013: Three Horizon newsletters.
	2012 Supplemental Web Design	-	-	40,000			-100%	0%	
	2012 Supplemental Web Streaming	-	-	10,142			-100%	0%	
	Total Contractual Service	23,296	21,584	78,792	77,094	34,390	257%	-55%	
	Public Information Division	77,865	76,089	136,632	134,467	93,342	77%	-31%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2012 Budget	2012	2013	

Salary Splits	2012	2013
Public Information Officer	100%	100%

Municipal Court

Division Overview

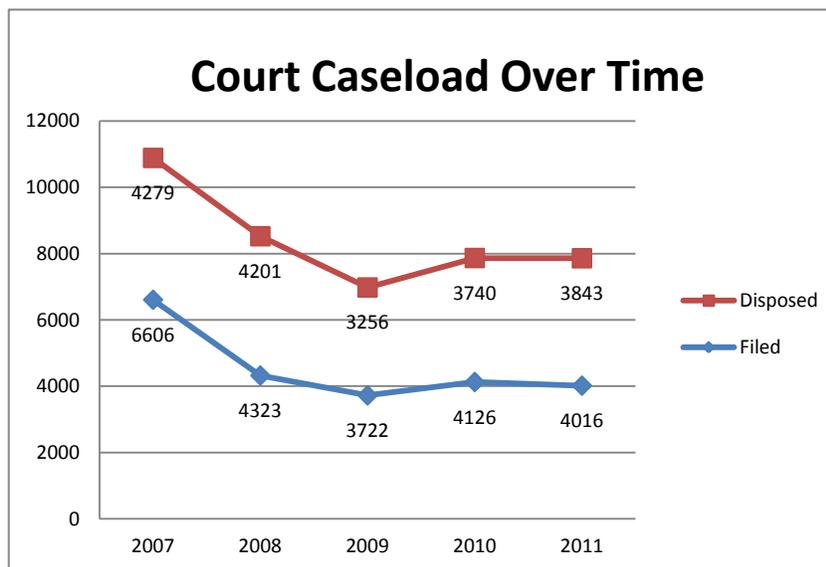
Municipal court is responsible for preparing and processing all court orders and records necessary to expeditiously and fairly adjudicate complaints. Staff duties include organizing and scheduling court dockets, scheduling appearances and trials, processing procedural and dispositive court orders, monitoring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

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	111,038	113,883	117,258
Commodities	6,998	8,200	8,200
Contractual	71,200	85,760	94,900
Capital Outlay	-	-	-
Total	189,236	207,843	220,358

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.

Budget Worksheet									
Municipal Court									
100.100.070		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	104,513	109,732	113,014	112,503	115,878	3%	3%	
5012	Longevity	1,380	1,306	1,380	1,380	1,380	6%	0%	
	Total Personnel	105,893	111,038	114,394	113,883	117,258	3%	3%	
6002	Operating Supplies	7,590	6,998	8,200	8,200	8,200	17%	0%	envelopes, toner paper, postage, filing supplies, printing, fine notification letters
	Total Commodities	7,590	6,998	8,200	8,200	8,200	17%	0%	
7010	Printing	412	-	-	-	-	0%	0%	expenses moved to line 6002
7030	Travel Expense	-	-	400	470	2,960	100%	530%	ADSAP funding moving to General Fund; these expenses were previously paid for by ADSAP.
7040	Subscriptions	-	-	200	140	140	100%	0%	Wichita Eagle for the lobby
7041	Dues and Memberships	50	75	200	150	200	100%	33%	Funding for the Kansas Municipal Probation Officers Association and the Kansas Municipal Judges Association were paid for by ADSAP in the past, now general fund.
7050	Meetings/Seminars	30	50	250	100	600	100%	500%	
7055	Refunds	1,931	1,281	500	1,200	1,200	-6%	0%	
7220	Professional Fees/Contracts	31,470	25,169	48,550	35,500	41,600	41%	17%	judge (26,000), interpreting (1,000), software maintenance (6,680)
7860	Attorney Payment	46,425	44,625	48,000	48,000	48,000	8%	0%	
7865	Witness Payment	13	-	200	200	200	100%	0%	
	Total Contractual Service	80,331	71,200	98,300	85,760	94,900	20%	11%	
	Municipal Court	193,814	189,236	220,894	207,843	220,358	10%	6%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Court Administrator	100%	100%
Court Clerk	100%	100%
Court Clerk	50%	50%
Court Service Officer (PT)	100%	100%

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 home-bound 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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	146,966	149,285	153,726
Commodities	6,225	5,520	5,620
Contractual	18,321	20,620	22,690
Capital Outlay	1,150		
Total	172,662	175,425	182,036

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.

Programs Held Annually	2009	2010	2011
Baseline Activities	51	51	52
Special Events	61	67	69
Educational Activities	110	110	115

2011 Citizen Survey

"The senior center is very clean, up to date and inviting."

Budget Worksheet									
Senior Services									
100.100.080		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	138,440	145,717	149,822	148,735	153,176	2%	3%	
5007	One Time Performance	-	701	-	-	-	-100%	0%	
5012	Longevity	908	548	908	550	550	0%	0%	
5013	Lump Sum	250	-	-	-	-	0%	0%	
	Total Personnel	139,598	146,966	150,730	149,285	153,726	2%	3%	
6002	Operating Supplies	4,379	5,129	5,500	4,850	4,950	-5%	2%	
6110	Fuel	504	1,096	668	670	670	-39%	0%	
	Total Commodities	4,883	6,225	6,168	5,520	5,620	-11%	2%	
7010	Printing	11,009	11,783	12,200	12,200	12,000	4%	-2%	Expect increase in printing/postage costs for newsletter
7030	Travel Expense	-	(78)	250	50	1,780	-164%	3460%	2013: funding requested for national conference; state conference no longer available.
7040	Subscriptions	395	248	300	250	250	1%	0%	
7041	Dues and Memberships	348	290	300	300	300	3%	0%	
7050	Meetings/Seminars	260	265	1,000	320	860	21%	169%	
7220	Professional Fees		1,965						
7300	Programming Expenses	3,000	2,903	3,000	3,000	3,000	3%	0%	
7320	Computer/ Software Support	-		1,200	1,800	1,800	100%	0%	Annual software maintenance
7520	Equipment Maintenance	65	766	175	1,700	1,700	122%	0%	Exercise equipment repairs
7521	Vehicle Maintenance	428	179	1,000	1,000	1,000	459%	0%	Vehicles aging
	Total Contractual Service	15,526	18,321	19,425	20,620	22,690	13%	10%	
8616	Computer Equipment	-	1,150	-	-	-			
	Total Capital	-	1,150	-	-	-	-	-	
	Senior Services Division	160,007	172,662	176,323	175,425	182,036	2%	4%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Senior Services Administrator	85%	85%
Administrative Assistant	100%	100%
Senior Services Activity Coordinator	100%	100%
Dispatch/Scheduler/Admin Asst	50%	50%

Budget Worksheet									
Senior Activities Memorials									
100.100.100		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4400	Activity Receipts	33,124	15,912	24,000	16,000	16,000	1%	0%	
4880	Memorials-Senior Center	1,125	3,220	1,000	1,000	1,000	-69%	0%	
	Total Revenue	34,249	19,132	25,000	17,000	17,000	-11%	0%	
7048	Activity Expenditures	32,368	13,455	24,000	16,000	16,000	19%	0%	
8180	Memorials Expenditure	1,223	3,852	1,000	1,000	1,000	-74%	0%	
	Total Contractual Service	33,591	17,307	25,000	17,000	17,000	-2%	0%	
	Senior Activities/Memorials	33,591	17,307	25,000	17,000	17,000	-2%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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

Budget Worksheet									
Senior Services Advisory Board Fund									
270.100.095		2010	2011	2012	2012	2013	% Change	% Change	Explanation
		Actual	Actual	Budget	Revised	Budget	2012	2013	
Line#	Line Item								
4050	Cash Carryover	0	12,286	4,478	5,679	3,179	-54%	-44%	
4401	Board Contributions	14,394	6,628	6,000	6,000	6,000	-9%	0%	
4600	Other Revenue	3,338	0	0			0%	0%	
	Total Revenue	17,732	18,914	10,478	11,679	9,179	-38%	-21%	
7820	Special Fund Expenditures	0	0	0	0	679			
7059	Board Expenditures	5,446	13,235	6,000	8,500	8,500	-36%	0%	
	Total Expenditures	5,446	13,235	6,000	8,500	9,179	-36%	8%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

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.

Public Transportation

Administration

Division Overview

The City bus service, equipped with accommodations for special needs of the elderly and 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 the patrons.

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

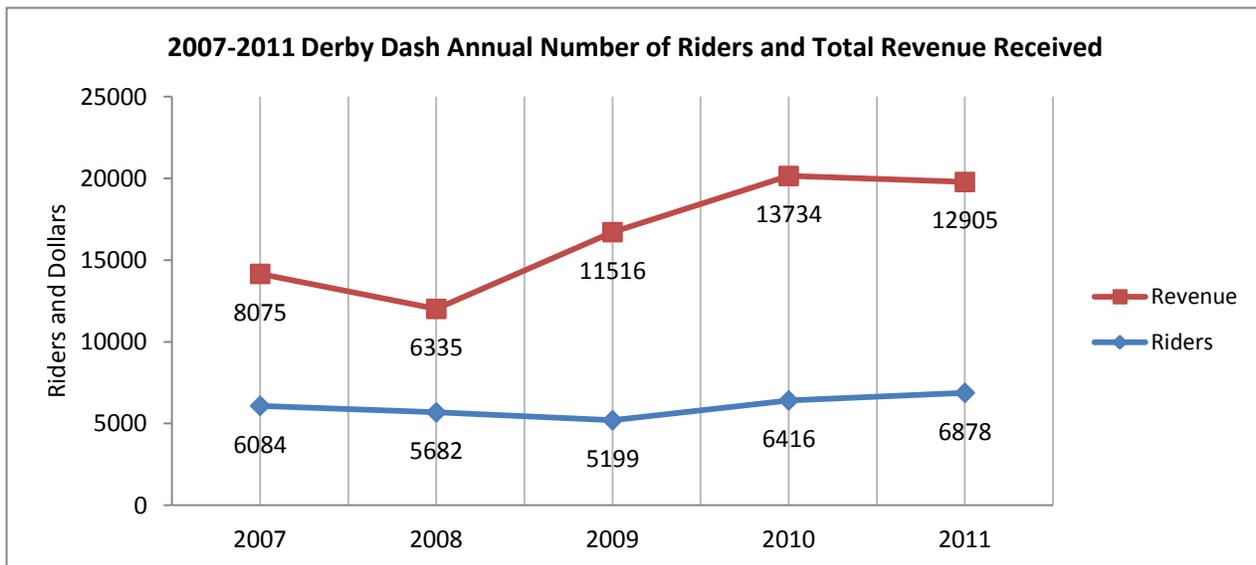
Mission

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.

Goal

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

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	51,945	62,008	63,856
Commodities	11,207	12,100	12,100
Contractual	4,359	5,150	5,150
Capital Outlay	577		
Total	68,088	79,258	81,106



Budget Worksheet									
Transportation									
100.100.090		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4620	Grant Reimbursement Revenue	33,390	56,399	40,000	40,000	95,300	-29%	138%	
4209	Ride Card Sales	11,382	9,316	11,000	11,000	11,000	18%	0%	
4880	Transportation Donations/Memorial	1,250	2,230	1,200	1,200	1,200	-46%	0%	
	Total Revenue	46,022	67,945	52,200	52,200	107,500	-23%	106%	
5001	Wages-Salary	48,355	51,239	60,494	61,613	63,461	20%	3%	
5004	Termination Fees	-	318	-	-	-	-100%	0%	
5007	1 Time Performance Pay	-	124	-	125	125	1%	0%	
5012	Longevity	236	264	236	270	270	2%	0%	
5013	Lump Sum	350	-	-	-	-	0%	0%	
	Total Personnel	48,941	51,945	60,730	62,008	63,856	19%	3%	
6002	Operating Supplies	2,018	1,540	2,000	2,000	2,000	30%	0%	
6110	Fuel	7,622	9,667	10,100	10,100	10,100	4%	0%	
	Total Commodities	9,640	11,207	12,100	12,100	12,100	8%	0%	
7005	Pre-Employment Testing	241	-	200	200	200	100%	0%	
7010	Printing	886	287	1,000	1,000	1,000	248%	0%	Brochures and ride cards
7030	Travel Expense	200	-	200	-	-	0%	0%	
7041	Dues and Memberships	290	-	150	150	150	100%	0%	Timing - 2011 payment made at end of 2010.
7050	Meetings/Seminars	125	140	300	300	300	114%	0%	
7300	Programming Expenses	51	109	500	500	500	359%	0%	Candy for parades, community event promotional items
7520	Equipment Maintenance	130	1,008	-	1,000	1,000	-1%	0%	
7521	Vehicle Maintenance	1,145	2,815	2,000	2,000	2,000	-29%	0%	
	Total Contractual Service	3,068	4,359	4,350	5,150	5,150	18%	0%	
8100	Equipment Purchase		577				0%	0%	
	Total Capital		577				0%	0%	
	Finance Transportation Division	61,649	68,088	77,179	79,258	81,106	16%	2%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Dispatch/Scheduler/Admin Asst	50%	50%
Transportation PT (3 Drivers)	100%	100%
Senior Services Administrator	15%	15%

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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	112,509	115,623	119,063
Commodities	270	1,000	1,000
Contractual	54,601	76,575	67,200
Capital Outlay			
Total	167,380	193,198	187,263

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.

Budget Worksheet									
City Attorney									Explanation
100.170.380		2010	2011	2012	2012	2013	% Change	% Change	
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	89,013	111,955	114,735	115,023	118,463	3%	3%	
5012	Longevity	855	554	899	600	600	8%	0%	
	Total Personnel	89,868	112,509	115,634	115,623	119,063	3%	3%	
6002	Operating Supplies	937	270	1,500	1,000	1,000	270%	0%	
	Total Commodities	937	270	1,500	1,000	1,000	270%	0%	
7005	Pre-Employment Testing	-	-	125	125	-	0%	-100%	
7010	Printing	69	390	400	400	400	3%	0%	
7030	Travel Expense	653	382	300	500	500	31%	0%	
7040	Subscriptions	1,047	3,070	3,750	3,750	4,000	22%	7%	
7041	Dues and Memberships	1,050	768	1,100	1,300	1,300	69%	0%	
7050	Meetings/Seminars	152	778	1,800	1,500	1,000	93%	-33%	
7220	Professional Fees/Contracts	81,660	18,791	41,000	35,000	25,000	86%	-29%	
7899	Prosecution Expense	-	30,422	34,000	34,000	35,000	12%	3%	
	Total Contractual Service	84,631	54,601	82,525	76,575	67,200	40%	-12%	
	City Attorney	175,436	167,380	199,659	193,198	187,263	15%	-3%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
City Attorney	100%	100%
Court Clerk	50%	50%

Note: Prior to the 2011 Revised Budget, the City Prosecutor expenditures were reflected in the City Prosecutor Division budget. The expenditures are now reflected as part of the City Attorney budget.

Budget Worksheet									
City Prosecutor									
100.170.390		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	17,591	-	-	-	-	0%	0%	
5012	Longevity	45	-	-	-	-	0%	0%	
	Total Personnel	17,636	-	-	-	-	0%	0%	
6002	Operating Supplies	507	-	-	-	-	0%	0%	
	Total Commodities	507	-	-	-	-	0%	0%	
7010	Printing	202	-	-	-	-	0%	0%	
7030	Travel Expense	203	-	-	-	-	0%	0%	
7040	Subscriptions	-	-	-	-	-	0%	0%	
7041	Dues and Memberships	225	-	-	-	-	0%	0%	
7050	Meetings/Seminars	-	-	-	-	-	0%	0%	
7220	Professional Fees/Contracts	-	-	-	-	-	0%	0%	
7899	Prosecution Expense	32,432	-	-	-	-	0%	0%	
	Total Contractual Service	33,062	-	-	-	-	0%	0%	
	Prosecutor	51,205	-	-	-	-	0%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
City Attorney	0%	0%
Court Clerk	0%	0%

Note: Prosecutor expenditures moved to City Attorney budget beginning with 2011 Revised Budget.

Economic Development

Administration

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.

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	75,223	77,200	79,490
Commodities	707	600	600
Contractual	41,328	20,420	22,770
Capital Outlay	-	-	-
Total	117,258	98,220	102,860

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.

Performance Measures

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

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.

Goals

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

Budget Worksheet									
Economic Development									
100.190.230									
Line #	Line Item	2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	% Change 2012	% Change 2013	Explanation
5001	Wages-Salary	74,468	74,897	77,200	76,680	78,970	2%	3%	
5007	One Time Performance Pay		84		100	100			
5012	Longevity	420	242	420	420	420	74%	0%	
	Total Personnel	74,888	75,223	77,620	77,200	79,490	3%	3%	
6002	Operating Supplies	377	707	400	600	600	-15%	0%	
	Total Commodities	377	707	400	600	600	-15%	0%	
7010	Printing	1,787	734	1,500	1,500	1,500	104%	0%	
7030	Travel Expense	990	223	1,500	1,500	1,250	573%	-17%	
7040	Subscriptions	32	479	530	530	530	11%	0%	
7041	Dues and Memberships	1,643	590	1,200	1,200	1,500	103%	25%	
7042	REAP Membership	4,434	4,490	4,434	4,490	4,490	0%	0%	
7050	Meetings/Seminars	1,480	3,193	2,200	2,200	2,500	-31%	14%	
7220	Professional Fees/Contracts	7,498	12,156	7,000	9,000	11,000	-26%	22%	
8271	Community Signage	-	19,463	-	-	-	-100%	0%	
	Total Contractual Service	17,970	41,328	18,364	20,420	22,770	-51%	12%	
	Economic Development	93,235	117,258	96,384	98,220	102,860	-16%	5%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
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									
690.190.240		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4050	Lot Sale Proceeds	52,591	-	-	-	-	0%	0%	
4999	Transfer from General Fund	75,000	-	-	-	-	0%	0%	
4050	Carryover	259,253	235,486	-	-	-	-100%	0%	
4600	Other Income ¹	-	-	-	-	-	0%	0%	
4602	Donation-Community Market	-	-	-	-	-	0%	0%	
							0%	0%	
	Total Revenue	386,844	235,486	-	-	-	-100%	0%	
7063	Community Marketing	39,381	-	-	-	-	0%	0%	
8271	Community Signage ²	4,803	-	-	-	-	0%	0%	
7220	Professional Fees	11,000	-	-	-	-	0%	0%	
8269	Wayfinding Design & Installation	24,209	-	-	-	-	0%	0%	
8300	Capital Projects	-	-	-	-	-	0%	0%	
	Total Capital Outlay	79,393	-	-	-	-	0%	0%	
9015	Transfer to Bond and Interest	71,965	-	-	-	-	0%	0%	
90xx	Transfer to General Fund	-	235,486	-	-	-	-100%	0%	
	Total Transfers	71,965	235,486	-	-	-	-100%	0%	
	Total Expenditures	151,358	235,486	-	-	-	-100%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Note: The Economic Development Reserve was combined with the Economic Development Division in 2012 in an effort to simplify the City's fund structure.

Budget Worksheet								
Transient Guest Tax								Explanation
100.190.245		2010	2011	2012	2012	2013		
		Actual	Actual	Budget	Revised	Budget	% Change	% Change
Line#	Line Item						2012	2013
4142	Transient Guest Tax Receipts	44,791	96,688	70,000	100,000	100,000	3%	0%*
	Total Revenue	44,791	96,688	70,000	100,000	100,000	3%	0%
7723	Guest Tax Transfer- Derby Hotel	44,477	139,763	69,300	99,000	99,000	-29%	0%
	Total Expenditures	44,477	139,763	69,300	99,000	99,000	-29%	0%
	Transient Guest Tax	44,477	139,763	69,300	99,000	99,000	-29%	0%
		2010 Actual	2011 Budget	2012 Budget	2012 Revised	2013 Budget	2012	2013

Note: Some incidental guest tax revenues may result from rentals of 30 days or less at The Greens & The Fairways. Assumed 1%.

The Transient Guest Tax was authorized by the City Council in 2007. 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.

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.”

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	18,932	13,553	15,233
Commodities	4,086	3,950	3,950
Contractual	39,733	30,729	29,597
Capital Outlay	-	-	-
Total	62,751	48,232	48,780

Summary by Category	2011	2012	2013
General Fund	Actual	Revised	Budget
Personnel	-	-	-
Commodities	801	6,000	6,000
Contractual	37,022	34,000	34,000
Capital Outlay	-	-	-
Total	37,823	40,000	40,000

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 successful events that bring new visitors to the community such as the National Bar-B-Que Derby and the December in Derby Festival.
- Create a community map with features that apply both to citizens of our community and visitors.
- Create five new educational marketing documents that describe the services and benefits of Derby.

Budget Worksheet									
Community Marketing									
100.195.225		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
5001	Wages-Salary	-	18,932	77,097	56,007	57,687	196%	3%	
	Derby Schools (Salary & Benefits)			(33,887)	(42,454)	(42,454)	100%	0%	
	Total Personnel	-	18,932	43,210	13,553	15,233	-28%	12%	
6002	Operating Supplies		4,086	200	3,950	3,950	-3%	0%	
	Total Commodities	-	4,086	200	3,950	3,950	-3%	0%	
*	Community Marketing*	39,381	-		-	-	0%	0%	
7010	Printing	-	-	6,000	4,500	6,500	100%	44%	
7013	Advertising & Marketing	-	8,299	9,750	14,750	14,750	78%	0%	
7030	Travel				3,349	487			
7041	Dues and Memberships	-	623	1,500	1,500	1,500	141%	0%	
7050	Meetings/Seminars	-	805	960	1,630	1,360	102%	-17%	
7220	Professional Fees/Contracts	-	5,804	100	5,000	5,000	-14%	0%	
7896	Derby Schools (Salary & Benefits)	-	24,202	-	-	-	-100%	0%	
	2011 and 2012 Supplemental Requests	-	-	3,800	-	-	0%	0%	
	Total Contractual Service	39,381	39,733	22,110	30,729	29,597	-23%	-4%	
	Community Marketing	39,381	62,751	65,520	48,232	48,780	-23%	1%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Salary Splits	2012	2013
Community Marketing Director	100%	100%

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		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4602	Donations - Community Marketing		20,600	25,000	15,000	15,000			
4400	Activity Receipts		13,795	7,375	20,000	20,000	45%	0%	
	Total Revenues	-	34,395	32,375	35,000	35,000	2%	0%	
6002	Operating Supplies		782	6,000	3,500	3,500	348%	0%	
6010	Postage		19	3,000	2,500	2,500	13058%	0%	Additional mailings for entry recruitment
	Total Commodities	-	801	9,000	6,000	6,000	649%	0%	
7010	Printing		-	3,000	3,000	3,000	100%	0%	Additional mailings for entry recruitment
7220	Professional Fees/Contracts		2,682	500	3,000	3,000	12%	0%	
7242	Equipment Rental		1,229	2,500	2,500	2,500	103%	0%	
7013	Advertising & Marketing		3,257	8,675	5,500	5,500	69%	0%	Additional signs/ads for entry recruitment
7523	Public Events		29,854	16,200	20,000	20,000	-33%	0%	Includes prizes, volunteer t-shirts, supplies.
	Total Contractual Service	-	37,022	30,875	34,000	34,000	-8%	0%	
	Community Marketing - Events	-	37,823	39,875	40,000	40,000	6%	0%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Note: 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		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4643	Holiday Light Donations	-	5,798	-	-	-	-100%	0%	
	Total Revenues	-	5,798	-	-	-	-100%	0%	
7226	Art, Culture & Entertainment Grants	5,300	9,500	12,000	23,820	23,820	151%	0%	more applications than anticipated
7227	Public Safety Education	9,633	8,819	9,700	10,627	11,480	21%	8%	
7243	Fireworks Display	9,944	10,508	14,585	15,730	16,575	50%	5%	Two public displays
7244	Grant Writer Services/Community Foundation	30,000	27,500	30,000	30,000	-	9%	-100%	2012 is last year of agreement
7245	Derby Days Contribution	3,058	3,000	5,000	-	-	-100%	0%	will apply for ACE grant beginning in 2012.
7246	VFW/American Legion Independence Day Parade	600	500	600	500	500	0%	0%	
7523	Public Events				11,085	14,285	100%	29%	Includes supplies and labor expenses of public events (previously coded to Public Works).
7893	Today In America		19,800						
8***	Public Safety Equipment					56,860			Digital Fingerprint System, Police/Fire Equipment Replacements
8273	Winter Light Displays	16,975	14,332	30,000	10,000	10,000	-30%	0%	
	Total Contractual	75,510	93,959	101,885	101,762	133,520	8%	31%	
	Community Programs	75,510	93,959	101,885	101,762	133,520	8%	31%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

Budget Worksheet									
Special Alcohol Fund									
290.210.245		2010	2011	2012	2012	2013	% Change	% Change	Explanation
Line #	Line Item	Actual	Actual	Budget	Revised	Budget	2012	2013	
4050	Projected Budget Carryover	152,936	153,865	138,239	159,324	114,683	4%	-28%	
4161	State Alcohol Program	49,120	50,824	48,334	48,334	52,345	-5%	8%	
	Total Revenues	202,056	204,689	186,573	207,658	167,028	1%	-20%	
7820	Special Fund Expenditures	-	-	55,203		77,078	0%	100%	Per policy
	Treatment Programs		-	50,000	10,000	20,000	100%	100%	
7829	DHS Student Services (2009 Supplemental)	35,000	-	-	-	-	0%	0%	Contract with Derby Schools not extended.
7840	DARE	9,670	9,277	10,595	12,200	8,950	32%	-27%	
7830	DARE Officer Training	-	4,268	1,000	1,000	1,000	-77%	0%	
7831	DARE Prevention Program	3,521	30,000	33,475	33,475	30,000	12%	-10%	
	Total Contractual	48,191	43,545	150,273	56,675	137,028	30%	142%	
8100	New Equipment	-	1,820	36,300	36,300	30,000	1895%	-17%	
	Total Capital Outlay	-	1,820	36,300	36,300	30,000	1895%	-17%	
	Special Alcohol Fund	48,191	45,365	186,573	92,975	167,028	105%	80%	
		2010 Actual	2011 Actual	2012 Budget	2012 Revised	2013 Budget	2012	2013	

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1,2012	Date Due		Amount Due 2012		Amount Due 2013	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
Series 2001-A	6/1/01	12/1/21	3.55-5.25	6,865,000	410,000	6/1 12/1	12/1	19,270	410,000	-	-
Series 2001-B	6/1/01	12/1/15	3.8-5.5	9,790,000	415,000	6/1 12/1	12/1	19,505	415,000	-	-
Series 2002-A	5/15/02	12/1/17	3.05-5.0	2,925,000	215,000	6/1 12/1	12/1	8,815	215,000	-	-
Series 2003-C	5/15/03	12/1/18	2.8-3.75	1,215,000	265,000	6/1 12/1	12/1	2,720	85,000	-	-
Series 2003-D	12/1/03	12/1/19	3.0-4.4	2,580,000	945,000	6/1 12/1	12/1	13,094	175,000	6,750	180,000
Series 2004-A	4/15/04	12/1/22	1.1-5.0	9,455,000	5,790,000	6/1 12/1	12/1	273,340	550,000	254,090	565,000
Series 2004-B	4/15/04	12/1/13	1.1-3.6	3,255,000	490,000	6/1 12/1	12/1	17,400	240,000	9,000	250,000
Series 2004-C	12/1/04	12/1/20	2.2-4.75	7,470,000	990,000	6/1 12/1	12/1	40,863	485,000	-	-
Series 2004-D	12/1/04	12/1/18	2.2-4.75	6,315,000	2,820,000	6/1 12/1	12/1	122,788	645,000	96,988	420,000
Series 2005-A	12/1/05	12/1/21	3.55-5.0	1,470,000	1,110,000	6/1 12/1	12/1	6,888	95,000	3,468	95,000
Series 2006-A	5/15/06	12/1/21	3.55-4.25	6,380,000	5,170,000	6/1 12/1	12/1	206,605	350,000	193,305	785,000
Series 2006-B	12/1/06	12/1/22	3.55-5.0	4,925,000	4,050,000	6/1 12/1	12/1	33,175	295,000	22,706	145,000
Series 2008-A	5/15/08	12/1/23	3.0-4.0	2,410,000	2,080,000	6/1 12/1	12/1	18,740	140,000	14,190	145,000
Series 2008-B	12/1/08	12/1/24	3.8-4.35	8,670,000	8,110,000	6/1 12/1	12/1	333,455	485,000	314,055	505,000
Series 2009-A	8/1/09	12/1/29	1.75-6.0	10,255,000	9,545,000	6/1 12/1	12/1	483,865	415,000	473,490	415,000
Series 2009-B	8/1/09	12/1/24	2.0-3.9	2,680,000	2,430,000	6/1 12/1	12/1	79,810	150,000	76,345	155,000
Series 2010-A	6/1/10	12/1/25	2.0-3.75	3,020,000	2,905,000	6/1 12/1	12/1	88,475	170,000	85,075	175,000
Series 2010-B	6/1/10	12/1/17	.65-2.55	7,300,000	6,475,000	6/1 12/1	12/1	119,623	945,000	110,173	990,000
Series 2010-C	10/15/10	12/1/21	2.0-2.8	3,985,000	3,655,000	6/1 12/1	12/1	81,060	305,000	74,960	540,000
Series 2011-A	6/1/2011	12/1/31	2.0-4.0	9,650,000	9,650,000	6/1 12/1	12/1	285,898	135,000	233,363	620,000
Series 2012-A	3/15/2012	12/1/23	0.25-1.9	7,585,000		6/1 12/1	12/1	56,293	170,000	78,738	725,000
Total G.O. Bonds					67,520,000			2,311,681	6,875,000	2,046,696	6,710,000
Revenue Bonds:											
Total Revenue Bonds					0			-	-	-	-
Other:											
Temp Series 2010-1								7,825	1,565,000		
Total Other					0			7,825	1,565,000	-	-
Total Indebtedness					67,520,000			2,319,506	8,440,000	2,046,696	6,710,000

City of Derby

2013

Adopted Budget General Fund - Detail Page 1	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Expenditures:			
Administration			
Salaries	1,018,153	1,115,515	1,148,031
Commodities	46,571	53,470	53,570
Contractual	546,927	633,427	618,783
Capital Outlay	21,575	35,800	0
Employee Benefits	2,841,484	3,085,441	3,265,209
Total	4,474,710	4,923,653	5,085,593
Community Development			
Salaries	787,172	709,955	652,324
Commodities	16,098	15,077	13,667
Contractual	55,771	86,135	64,885
Capital Outlay			
Total	859,041	811,167	730,876
Finance			
Salaries	295,007	389,263	397,755
Commodities	13,246	13,400	13,400
Contractual	209,234	311,565	311,951
Debt Payments (COP's)	353,216	332,859	234,650
Total	870,703	1,047,087	957,756
Operations			
Salaries	220,686	230,527	237,215
Commodities	338,492	341,385	350,239
Contractual	834,753	857,813	877,351
Fuel			
Total	1,393,931	1,429,725	1,464,805
Public Works			
Salaries	715,093	1,264,622	1,341,124
Commodities	122,278	338,300	341,842
Contractual	166,440	363,805	360,294
Capital Outlay	27,901		
Total	1,031,712	1,966,727	2,043,260
Police			
Salaries	2,679,098	2,795,953	2,900,353
Commodities	234,270	299,362	345,603
Contractual	124,861	192,560	218,160
Capital Outlay			
Total	3,038,229	3,287,875	3,464,116
Fire			
Salaries	751,058	907,844	956,929
Commodities	66,047	61,950	61,950
Contractual	56,859	50,780	51,380
Capital Outlay	1,039		
Total	875,003	1,020,574	1,070,259
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Page 1 - Total	12,543,329	14,486,808	14,816,665

City of Derby

2013

Adopted Budget General Fund - Detail Page 2	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Expenditures:			
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Salaries			
Commodities			
Contractual			
Capital Outlay			
Total	0	0	0
Page 2 -Total	0	0	0
Page 1 -Total	12,543,329	14,486,808	14,816,665
Grand Total	12,543,329	14,486,808	14,816,665

(Note: Should agree with general sub-totals.)

City of Derby

2013

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Debt Service	Actual for 2011	Estimate for 2012	Year for 2013
Unencumbered Cash Balance Jan 1	412,393	941,109	1,039,645
Receipts:			
Ad Valorem Tax	1,993,063	1,586,658	XXXXXXXXXXXXXXXXXX
Delinquent Tax	118,602	118,602	118,602
Motor Vehicle Tax	199,712	199,712	207,107
Recreational Vehicle Tax	2,088	2,088	2,155
16/20M Vehicle Tax	230	230	341
Special Assessments	4,250,155	4,100,000	4,100,000
Rental Car Excise Tax	2,751	2,751	2,155
Recreation Commission Rent	254,200	254,800	0
Payment in Lieu of Tax	544	0	0
Grant Reimbursement	103,731	153,882	0
Transfers In	664,937	322,981	326,663
Interest on Idle Funds	8,103	15,000	15,000
Miscellaneous	4,537	4,500	4,500
Does miscellaneous exceed 10% Total Rec			
Total Receipts	7,602,653	6,761,204	4,776,523
Resources Available:	8,015,046	7,702,313	5,816,168
Expenditures:			
Principal	5,060,000	4,975,000	4,985,000
Interest	2,013,896	1,687,468	1,505,255
Commissions	41	200	200
Reserve			663,233
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	7,073,937	6,662,668	7,153,688
Unencumbered Cash Balance Dec 31	941,109	1,039,645	XXXXXXXXXXXXXXXXXX
2011/2012 Budget Authority Amount:	7,861,143	7,356,281	XXXXXXXXXXXXXXXXXX
	Non-Appropriated Balance		
	Total Expenditure/Non-Appr Balance		7,153,688
	Tax Required		1,337,520
	Delinquent Comp Rate: 4.0%		53,501
	Amount of 2012 Ad Valorem Tax		1,391,021

Adopted Budget	Prior Year	Current Year	Proposed Budget
Library	Actual for 2011	Estimate for 2012	Year for 2013
Unencumbered Cash Balance Jan 1	29,720	42,975	24,258
Receipts:			
Ad Valorem Tax	721,672	718,143	XXXXXXXXXXXXXXXXXX
Delinquent Tax	6,235	10,046	10,096
Motor Vehicle Tax	95,121	94,229	93,890
Recreational Vehicle Tax	987	1,035	977
16/20M Vehicle Tax	157	156	154
Rental Car Excise Tax	1,298	1,000	1,005
Payment in lieu of tax	198	261	262
Interest on Idle Funds			
Miscellaneous	13,007	18,000	18,000
Does miscellaneous exceed 10% Total Rec			
Total Receipts	838,675	842,870	124,384
Resources Available:	868,395	885,845	148,642
Expenditures:			
Personnel	452,434	485,153	509,411
Commodities	0	0	0
Contractual	340,000	338,434	294,540
Transfers Out	21,674	20,000	24,110
Special Fund Expenditures			30,171
Neighborhood Revitalization Rebate			
Miscellaneous	11,312	18,000	18,000
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	825,420	861,587	876,232
Unencumbered Cash Balance Dec 31	42,975	24,258	XXXXXXXXXXXXXXXXXX
2011/2012 Budget Authority Amount:	872,435	869,021	XXXXXXXXXXXXXXXXXX
	Non-Appropriated Balance		
	Total Expenditure/Non-Appr Balance		876,232
	Tax Required		727,590
	Delinquent Comp Rate: 4.0%		29,104
	Amount of 2012 Ad Valorem Tax		756,694

Page No.

City of Derby

2013

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Library Employee Benefits	Actual for 2011	Estimate for 2012	Year for 2013
Unencumbered Cash Balance Jan 1	2,126	14,837	10,968
Receipts:			
Ad Valorem Tax	77,801	77,605	xxxxxxxxxxxxxxxx
Delinquent Tax	752	907	912
Motor Vehicle Tax	10,135	10,154	10,146
Recreational Vehicle Tax	105	111	106
16/20M Vehicle Tax	17	17	17
Rental Car Excise Tax	138	100	101
Payment in lieu of tax	21	27	27
Transfer In	21,674	20,000	24,110
Interest on Idle Funds			
Miscellaneous	1,138	600	603
Does miscellaneous exceed 10% Total Rec			
Total Receipts	111,781	109,521	36,022
Resources Available:	113,907	124,358	46,990
Expenditures:			
Personnel	99,070	113,390	119,585
Special Fund Expenditures			6,061
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	99,070	113,390	125,646
Unencumbered Cash Balance Dec 31	14,837	10,968	xxxxxxxxxxxxxxxx
2011/2012 Budget Authority Amount:	121,490	119,148	xxxxxxxxxxxxxxxx
Non-Appropriated Balance			
Total Expenditure/Non-Appr Balance			125,646
Tax Required			78,656
Delinquent Comp Rate:	4.0%		3,146
Amount of 2012 Ad Valorem Tax			81,802

Adopted Budget	Prior Year	Current Year	Proposed Budget
0	Actual for 2011	Estimate for 2012	Year for 2013
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
Ad Valorem Tax		0	xxxxxxxxxxxxxxxx
Delinquent Tax			
Motor Vehicle Tax			
Recreational Vehicle Tax			
16/20M Vehicle Tax			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	0	0	0
Expenditures:			
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	0
Unencumbered Cash Balance Dec 31	0	0	xxxxxxxxxxxxxxxx
2011/2012 Budget Authority Amount:	0	0	xxxxxxxxxxxxxxxx
Non-Appropriated Balance			
Total Expenditure/Non-Appr Balance			0
Tax Required			0
Delinquent Comp Rate:	4.0%		0
Amount of 2012 Ad Valorem Tax			0

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Highway	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	673,364	644,338	270,622
Receipts:			
State of Kansas Gas Tax	588,199	572,320	576,690
County Transfers Gas	267,863	258,990	260,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	856,062	831,310	836,690
Resources Available:	1,529,426	1,475,648	1,107,312
Expenditures:			
Personnel	440,886		
Commodities	166,549		
Contractual	108,484		
Capital	169,169	1,205,026	1,107,312
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	885,088	1,205,026	1,107,312
Unencumbered Cash Balance Dec 31	644,338	270,622	0
2011/2012 Budget Authority Amount:	1,409,915	1,276,817	

Adopted Budget

Special Park & Recreation	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	101,190	90,045	91,629
Receipts:			
Special Alcohol Tax	50,823	48,334	52,345
Crumb Rubber Grant		25,000	
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	50,823	73,334	52,345
Resources Available:	152,013	163,379	143,974
Expenditures:			
Capital	61,968	71,750	84,000
Special Fund Expenditures			59,974
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	61,968	71,750	143,974
Unencumbered Cash Balance Dec 31	90,045	91,629	0
2011/2012 Budget Authority Amount:	65,615	119,000	

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Drug & Alcohol	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	153,865	159,325	114,684
Receipts:			
Alcohol Tax	50,824	48,334	52,345
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	50,824	48,334	52,345
Resources Available:	204,689	207,659	167,029
Expenditures:			
DARE	45,364	82,975	69,950
Treatment Programs		10,000	20,000
Special Fund Expenditures			77,079
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	45,364	92,975	167,029
Unencumbered Cash Balance Dec 31	159,325	114,684	0
2011/2012 Budget Authority Amount:	189,675	186,573	

Adopted Budget

Wastewater	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	5,284,648	5,660,381	3,021,821
Receipts:			
Charges for Services	2,759,628	2,752,007	2,779,266
Connection Fees	34,350	40,000	50,000
Reimbursements	73,784	971,510	1,510
Transfers In	136,030		
Interest on Idle Funds	6,819	25,000	15,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	3,010,611	3,788,517	2,845,776
Resources Available:	8,295,259	9,448,898	5,867,597
Expenditures:			
Personnel	695,075	701,646	706,794
Commodities	111,941	126,655	126,199
Contractual	425,296	507,690	510,840
Capital	85,800	4,044,700	1,005,000
Debt Service	651,829	723,405	829,495
Transfers out	664,937	322,981	326,663
Special Fund Expenditures			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	2,634,878	6,427,077	3,504,991
Unencumbered Cash Balance Dec 31	5,660,381	3,021,821	2,362,606
2011/2012 Budget Authority Amount:	7,863,040	6,427,077	

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Aquatic Park Sales Tax	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	2,083,285	2,113,027	1,907,027
Receipts:			
Interest	3,908	500	500
Annual Revenue	271,208	70,000	70,000
Concessions	17,118	20,000	20,000
Sponsorships	9,750	12,000	12,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	301,984	102,500	102,500
Resources Available:	2,385,269	2,215,527	2,009,527
Expenditures:			
Contractual	259,304	252,300	312,397
Capital	12,938	52,500	125,000
Sponsorships		3,700	3,700
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	272,242	308,500	441,097
Unencumbered Cash Balance Dec 31	2,113,027	1,907,027	1,568,430
2011/2012 Budget Authority Amount:	379,289	319,811	

Adopted Budget

Economic Development Rsv.	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	235,486	0	0
Receipts:			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	235,486	0	0
Expenditures:			
Transfer Out	235,486		
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	235,486	0	0
Unencumbered Cash Balance Dec 31	0	0	0
2011/2012 Budget Authority Amount:	278,755	0	

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Water System Bond 2004-A	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	2,100,139	2,171,366	1,696,003
Receipts:			
Water Revenue Collected	71,990	0	0
Inter-fund Transfers		0	0
Dividends	909,071	1,200,000	1,200,000
Payroll Reimbursement	583,085	688,843	665,275
Interest on Idle Funds	5,593	3,200	3,200
Miscellaneous	448	0	
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,570,187	1,892,043	1,868,475
Resources Available:	3,670,326	4,063,409	3,564,478
Expenditures:			
Personnel	467,413	490,502	507,774
Commodities	22,763	23,249	23,751
Contractual	145,191	180,315	175,250
Capital	37,865	850,000	971,041
Debt Service	825,728	823,340	919,090
Transfers Out			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,498,960	2,367,406	2,596,906
Unencumbered Cash Balance Dec 31	2,171,366	1,696,003	967,572
2011/2012 Budget Authority Amount:	2,069,295	2,367,406	

Adopted Budget

Library Sales Tax	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	1,839,960	2,508,361	3,060,936
Receipts:			
City Library Sales Tax	1,944,741	2,028,360	2,079,069
Interest on Idle Funds	6,145	6,645	5,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,950,886	2,035,005	2,084,069
Resources Available:	3,790,846	4,543,366	5,145,005
Expenditures:			
Personnel	114,957	115,142	120,979
Commodities	5,334	5,400	5,400
Contractual	134,349	214,850	155,691
Capital	11,036	82,415	50,000
Debt Service	1,016,809	1,064,623	1,100,173
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,282,485	1,482,430	1,432,243
Unencumbered Cash Balance Dec 31	2,508,361	3,060,936	3,712,762
2011/2012 Budget Authority Amount:	1,389,107	1,435,862	

See Tab C

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Senior Services Advisory Board	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1	12,286	5,679	3,179
Receipts:			
Board Contributions	6,628	6,000	6,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	6,628	6,000	6,000
Resources Available:	18,914	11,679	9,179
Expenditures:			
Board Expenditures	13,235	8,500	8,500
Special Fund Expenditures			679
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	13,235	8,500	9,179
Unencumbered Cash Balance Dec 31	5,679	3,179	0
2011/2012 Budget Authority Amount:	14,700	8,500	

Adopted Budget

Health Self-Insurance Fund	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
Employee Premiums		221,549	232,626
Employer Premiums		1,378,183	1,447,093
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	1,599,732	1,679,719
Resources Available:	0	1,599,732	1,679,719
Expenditures:			
Self-Insurance Fees		297,965	312,863
Estimated Claims		1,098,815	1,153,756
Reserve for Claims		202,952	213,100
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	1,599,732	1,679,719
Unencumbered Cash Balance Dec 31	0	0	0
2011/2012 Budget Authority Amount:	0	1,599,732	

City of Derby

2013

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Stormwater Utility Fund	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
User Fees			550,830
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	550,830
Resources Available:	0	0	550,830
Expenditures:			
Personnel			86,629
Commodities			1,550
Contractual			2,360
Capital			460,291
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	550,830
Unencumbered Cash Balance Dec 31	0	0	0
2011/2012 Budget Authority Amount:	0	0	

Adopted Budget

0	Prior Year Actual for 2011	Current Year Estimate for 2012	Proposed Budget Year for 2013
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
2011/2012 Budget Authority Amount:	0	0	

City of Derby

NON-BUDGETED FUNDS (A)
(Only the actual budget year for 2011 is to be shown)

2013

Non-Budgeted Funds-A

(1) Fund Name: (2) Fund Name: (3) Fund Name: (4) Fund Name: (5) Fund Name:

Wastewater CIP		Equipment Reserve		CIP Reserve		Capital Projects Fund		Law Enforcement Trust Fund		
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		Total
Cash Balance Jan 1	1,528,757	Cash Balance Jan 1	492,601	Cash Balance Jan 1	2,159,379	Cash Balance Jan 1		Cash Balance Jan 1	11,590	4,192,327
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Sewer Connections	80,150	Transfers In	960,000	Transfers In	570,000					
Interest	3,182			Reimbursements	287,889					
Reimbursements	2,163,325									
Total Receipts	2,246,657	Total Receipts	960,000	Total Receipts	857,889	Total Receipts	0	Total Receipts	0	4,064,546
Resources Available:	3,775,414	Resources Available:	1,452,601	Resources Available:	3,017,268	Resources Available:	0	Resources Available:	11,590	8,256,873
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Contractual	0	Capital	392,204	Capital	889,792			Equipment	8,190	
Capital	0									
Transfers	136,030									
Total Expenditures	136,030	Total Expenditures	392,204	Total Expenditures	889,792	Total Expenditures	0	Total Expenditures	8,190	1,426,216
Cash Balance Dec 31	3,639,384	Cash Balance Dec 31	1,060,397	Cash Balance Dec 31	2,127,476	Cash Balance Dec 31	0	Cash Balance Dec 31	3,400	6,830,657 **
										6,830,657 **

**Note: These two block figures should agree.

Affidavit of Legal Publication

STATE OF KANSAS)
 ss.
 County of Sedgwick)

Monica Woolard, being first duly sworn, deposes and says:
 That he/she is Legal Manager of

The Derby Informer

a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County, Kansas, with a general paid circulation on a weekly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

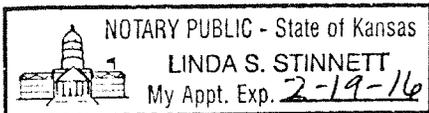
Said newspaper is a weekly published on Wednesdays, and has been so published continuously and uninterrupted in said county and state for a period of more than one year prior to the first publication of said notice, and has been admitted at the post office of Derby, Kansas, in said county as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for **1 week** the first publication thereof being made as aforesaid on the **1st** day of **August**, 2012, with subsequent publications being made on the following dates:

Monica Woolard

Subscribed and sworn to before me this 1st day of August, 2012.

Linda S. Stinnett
 Notary Public



Printer's Fee \$170.40
 Additional copies: \$ _____

Legal Publication

(Published in The Derby Informer on August 1, 2012)

State of Kansas
 City

NOTICE OF BUDGET HEARING

The governing body of
City of Derby
 will meet on August 14, 2012 at 6:30 PM at City Hall, 611 Mulberry Rd., Derby, KS 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, 611 Mulberry Rd., Derby, KS and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2013 Expenditures and Amount of 2012 Ad Valorem Tax establish the maximum limits of the 2013 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

2013

FUND	Prior Year Actual for 2011		Current Year Estimate for 2012		Proposed Budget Year for 2013		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2012 Ad Valorem Tax	Estimate Tax Rate *
General	16,224,467	31.566	15,701,927	33.436	20,188,308	6,310,451	34.980
Debt Service	7,073,937	11.577	6,662,668	9.255	7,153,688	1,391,021	7.711
Library	825,420	4.220	861,587	4.195	876,232	756,694	4.195
Library Employee Benefits	99,070	0.453	113,390	0.453	125,646	81,802	0.453
Special Highway	885,088		1,180,026		1,132,312		
Special Park & Recreation	61,968		71,750		143,974		
Special Drug & Alcohol	45,364		92,975		167,029		
Wastewater	2,634,878		6,427,077		3,504,991		
Aquatic Park Sales Tax	272,242		308,500		441,097		
Economic Development Rsv	235,486						
Water System Bond 2004-A	1,498,960		2,367,406		2,596,906		
Library Sales Tax	1,282,485		1,382,015		1,432,243		
Senior Services Advisory Bd	13,235		8,500		9,179		
Health Self-Insurance Fund			1,599,732		1,679,719		
Stormwater Utility Fund					550,830		
Reserve Funds	1,426,216						
Totals	32,578,816	47.818	36,777,553	47.339	40,002,154	8,539,968	47.339
Less: Transfers	1,996,611		1,012,981		700,773		
Net Expenditure	30,582,205		35,764,572		39,301,381		
Total Tax Levied	0		8,440,750		XXXXXXXXXXXXXXXXXXXX		
Assessed Valuation	0		178,301,641		180,400,000		
Outstanding Indebtedness:							
January 1,	2010		2011		2012		
G.O. Bonds	66,005,000		71,330,000		67,520,000		
Revenue Bonds	0		0		0		
Other	11,570,000		3,480,000		1,565,000		
Lease Purchase Principal	1,565,000		1,265,000		960,000		
Total	79,140,000		76,055,000		70,045,000		

*Tax rates are expressed in mills

Jean Epperson
 City Official Title: Director of Finance/City Clerk

Page No. _____

Affidavit of Legal Publication

STATE OF KANSAS)
ss.
County of Sedgwick)

Monica Woolard, being first duly sworn, deposes and says: That he/she is Legal Manager of

The Derby Informer

a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County, Kansas, with a general paid circulation on a weekly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

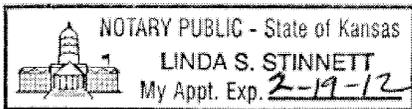
Said newspaper is a weekly published on Wednesdays, and has been so published continuously and uninterrupted in said county and state for a period of more than one year prior to the first publication of said notice, and has been admitted at the post office of Derby, Kansas, in said county as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 week the first publication thereof being made as aforesaid on the 16th day of July, 2008, with subsequent publications being made on the following dates:

Handwritten signature of Monica Woolard

Subscribed and sworn to before me this 16th day of July, 2008.

Handwritten signature of Linda S. Stinnett, Notary Public



Legal Publication
(Published in The Derby Informer on July 16, 2008)
ORDINANCE NO. 1945
AN ORDINANCE
ESTABLISHING A MAXIMUM
MILL LEVY FOR SUPPORT AND
OPERATION OF THE DERBY
PUBLIC LIBRARY.
WHEREAS, operations of the
Derby Public Library ("Library")
are currently funded by a four
mill ad valorem tax levy, a
\$35,000 annual stipend
authorized by Resolution no.
116-2001, and other non-tax
revenues; and
WHEREAS, in lieu of
providing such stipend, the City
finds it appropriate to establish
a maximum tax to be levied for
support and operation of the
Library so as to ensure it
remains capable of providing
the full range of library services
demanded by the community;
NOW THEREFORE, BE IT
ORDAINED by the
Governing Body of the City of
Derby, Kansas:
Section 1. The City is
hereby authorized to levy a tax
not to exceed 4.22 mills in
each year for support and
operation of the Derby Public
Library, exclusive of costs
authorized to be paid from the
Library employee benefit fund
and for which levy of a tax by
the City is otherwise authorized
by law.
Section 2. This ordinance
shall be effective from and after
its adoption and publication
once in the official City
newspaper.
ADOPTED BY THE
GOVERNING BODY this 8th
day of July, 2008.
Dion P. Avello, Mayor
ATTEST:
Jean Epperson, City Clerk
Approved as to form:
Philip H. Alexander, City
Attorney

Printer's Fee: \$41.18

Additional copies: \$

Affidavit of Legal Publication

STATE OF KANSAS)

ss.

County of Sedgwick)

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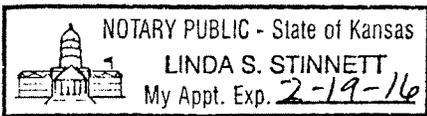
Said newspaper is a weekly published on Wednesdays, and has been so published continuously and uninterrupted in said county and state for a period of more than one year prior to the first publication of said notice, and has been admitted at the post office of Derby, Kansas, in said county as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 week the first publication thereof being made as aforesaid on the 22nd day of August, 2012, with subsequent publications being made on the following dates:

Monica Woolard (handwritten signature)

Subscribed and sworn to before me this 22nd day of August, 2012.

Linda S. Stinnett (handwritten signature) Notary Public



Printer's Fee \$40.47
Additional copies: \$

Legal Publication
Published in The Derby Informer on August 22, 2012)
Ordinance No. 2124
A N O R D I N A N C E
AUTHORIZING AN INCREASE
IN TAX REVENUES FOR THE
BUDGET YEAR 2013 FOR THE
CITY OF DERBY, KANSAS.
WHEREAS the City of Derby, Kansas ("City") must continue to provide services essential to the health, safety, and welfare of its citizens; and
WHEREAS, the cost of providing such services continues to increase; and
WHEREAS, the City prepared a proposed budget necessary to fund City services for the period January 1, 2013 through December 31, 2013, and has conducted a public hearing upon such budget, all as provided by law;
NOW THEREFORE, be it ordained by the Governing Body of the City:
1. After careful public deliberations and in order to maintain public services essential to the welfare of the citizens of City, it is determined to be necessary to budget property tax revenues to fund the 2013 budget in an amount exceeding that which was levied to fund the 2012 budget.
2. This ordinance shall take effect after publication once in the official City newspaper.
ADOPTED BY THE GOVERNING BODY this 14th day of August, 2012.
Dion P. Avello, Mayor
ATTEST:
Jean Epperson, City Clerk
Approved as to form:
Philip H. Alexander, City Attorney

**Amended
Certificate
For Calendar Year 2012**

To the Clerk of Sedgwick County, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Derby
certify that: (1) the hearing mentioned in the attached publication was held;(2) after the Budget Hearing this Budget was duly approved and adopted as the maximum expenditure for the various funds for the year.

		2012 Amended Budget			
Table of Contents:		Page No.	Amount of 2011 Tax that was Levied	Adopted 2012 Expenditures	Proposed Amended 2012 Expenditures
Fund	K.S.A.				
Wastewater				5,660,423	6,427,077
Water System Bond 2004-A				1,789,760	2,367,406
Senior Services Advisory Board				6,000	8,500
Health Self-Insurance Fund					1,599,732
0					
0					
Totals		xxxxxxxxxx	0	7,456,183	10,402,715
Summary of Amendments		0			

Attested date: _____

County Clerk

Assisted by: _____

Address: _____

Email: _____

Mark A. Hunt

Thomas J. Craig

Dean P. Cuvilla

Thomas W. Kays

Cliff A. B...

Travis H. H...

Ralph G. K...

Cliff A. B...

Governing Body

City of Derby

2012

Adopted Budget

Wastewater	2012 Adopted Budget	2012 Proposed Budget
Unencumbered Cash Balance January 1	3,720,103	5,660,381
Receipts:		
Ad Valorem Tax	0	
Delinquent Tax	0	
Motor Vehicle Tax	0	
Recreational Vehicle Tax	0	
16/20M Vehicle Tax	0	
Charges for Services	2,952,325	2,792,007
Grant Reimbursements	68,836	971,510
Interest on Idle Funds	27,500	25,000
Total Receipts	3,048,661	3,788,517
Resources Available:	6,768,764	9,448,898
Expenditures:		
Personnel	706,470	701,646
Commodities	86,630	126,655
Contractual	521,539	507,690
Capital Outlay	3,063,000	4,044,700
Debt Service	723,401	723,405
Transfers to Bond & Interest	322,981	322,981
Transfer to Construction Fund	236,402	
Total Expenditures	5,660,423	6,427,077
Unencumbered Cash Balance December 31	1,108,341	3,021,821

City of Derby

2012

Adopted Budget

Water System Bond 2004-A	2012 Adopted Budget	2012 Proposed Budget
Unencumbered Cash Balance January 1	1,718,986	2,171,366
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Dividends	1,100,000	1,200,000
Payroll Reimbursement	553,280	688,843
Inter-Fund Transfers		
Interest on Idle Funds	11,100	3,200
Total Receipts	1,664,380	1,892,043
Resources Available:	3,383,366	4,063,409
Expenditures:		
Personnel	496,070	490,502
Commodities	20,220	23,249
Contractual	66,490	180,315
Capital	383,640	850,000
Interfund Transfers		
Debt Service	823,340	823,340
Total Expenditures	1,789,760	2,367,406
Unencumbered Cash Balance December 31	1,593,606	1,696,003

2012

**Notice of Budget Hearing for Amending the
2012 Budget**

The governing body of
City of Derby

will meet on the day of August 14, 2012 at 6:30 PM at City Hall, 611 Mulberry Road, Derby, KS for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall, 611 Mulberry Road, Derby, KS and will be available at this hearing.

Summary of Amendments

Fund	2012 Adopted Budget			2012 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Wastewater			5,660,423	6,427,077
Water System Bond 2004-A			1,789,760	2,367,406
Senior Services Advisory Board			6,000	8,500
Health Self-Insurance Fund			0	1,599,732
0			0	0
0			0	0

Jean Epperson

Official Title: Director of Finance/City Clerk

Page No.

Affidavit of Legal Publication

STATE OF KANSAS)
) ss.
 County of Sedgwick)

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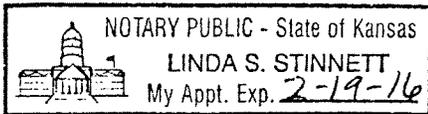
Said newspaper is a weekly published on Wednesdays, and has been so published continuously and uninterrupted in said county and state for a period of more than one year prior to the first publication of said notice, and has been admitted at the post office of Derby, Kansas, in said county as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for **1 week** the first publication thereof being made as aforesaid on the **1st** day of **August**, 2012, with subsequent publications being made on the following dates:

Monica Woolard

Subscribed and sworn to before me this 1st day of August, 2012.

Linda S. Stinnett
 Notary Public



Printer's Fee \$106.50
 Additional copies: \$ _____

Legal Publication

(Published in The Derby Informer on August 1, 2012)

State of Kansas
Amendment
2012

Notice of Budget Hearing for Amending the 2012 Budget
 The governing body of
City of Derby
 will meet on the day of August 14, 2012 at 6:30 PM at City Hall, 611 Mulberry Road, Derby, KS for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall, 611 Mulberry Road, Derby, KS and will be available at this hearing.

Summary of Amendments

Fund	2012 Adopted Budget			2012 Proposed Amended
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	Expenditures
Wastewater			5,660,423	6,427,077
Water System Bond 2004-A			1,789,760	2,367,406
Senior Services Advisory Board			6,000	8,500
Health Self-Insurance Fund			0	1,599,732
0			0	0
0			0	0

Jean Epperson
 Official Title: Director of Finance/City Clerk

Page No. _____

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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.

City of Derby

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

City of Derby

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.

City of Derby

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.