



---

## 2009 ANNUAL BUDGET

FY 2009  
Approved  
Budget

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

# CITY OF HUTCHINSON

---

## Council Members

Steve W. Cook, Mayor

Bill Arndt

Kay Peterson

Casey Stotts

Jim Haugen

## City Administrator

Gary D. Plotz

## City Finance Director

Jeremy J. Carter

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

# Table of Content

<hr/>		Liquor..... 102
BUDGET		Refuse..... 104
RESOLUTIONS	VII	Creekside..... 106
CHARTS AND GRAPHS	1	Water..... 108
FUND LEVEL DETAIL	9	Wastewater..... 110
CAPITAL PROJECTS FUND	27	Storm Water Utility..... 112
Capital Projects .....	28	<hr/>
Capital Detail: .....	29	EXP. TRUST FUND
<hr/>		Public Sites Trust .....
DEBT SERVICE FUNDS	31	INTERNAL SERVICE FUNDS
Debt Service Funds .....	32	Central Garage .....
<hr/>		Self Insurance..... 120
GENERAL FUND	35	<hr/>
Mayor & City Council .....	36	APPENDIX
Administration.....	38	Capital Equipment List .....
Elections .....	40	Compensation Plan.....
Finance.....	42	Budget & Tax Definitions .....
Motor Vehicle .....	44	<hr/>
Assessing .....	46	
Legal.....	48	
Planning.....	50	
Information Services.....	52	
Police.....	54	
Emergency Management .....	58	
Safety Committee .....	60	
Fire .....	62	
Protective Services.....	64	
Engineering .....	66	
Streets & Alleys .....	68	
City Hall.....	70	
Park/Recreation Administration	72	
Recreation.....	74	
Senior Citizen Center .....	76	
Civic Arena.....	78	
Park Department .....	80	
Recreation Building & Pool.....	82	
Event Center .....	84	
Evergreen Building.....	86	
Library .....	88	
Cemetery .....	90	
Debt Service.....	92	
Airport .....	94	
Unallocated General Expense .	96	
Revenue Department .....	98	
<hr/>		
ENTERPRISE FUNDS	101	

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



---

FY 2009

# Budget Resolutions

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

**CITY OF HUTCHINSON  
HUTCHINSON, MINNESOTA**

Date: December 9<sup>th</sup>, 2008

Resolution Number: 13501

Motion by Council Member: Haugen

Seconded by Council Member: Stotts

**CERTIFYING 2008  
PAYABLE 2009 PROPERTY TAX LEVY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINSON, MINNESOTA,

THAT A FINAL NET tax levy for the Special Taxing District, **HUTCHINSON ECONOMIC DEVELOPMENT AUTHORITY** for 2009 is hereby set in the amount of \$155,145.

The City of Hutchinson established a special taxing district for the purpose of Hutchinson Economic Authority (Hutchinson EDA) and the financing of such district as authorized under Minn. Stat. 469.107

Adopted by the City Council this 9<sup>th</sup> day of December 2008.

---

YES	ABSENT	NO
<u>Arndt</u>	_____	_____
<u>Cook</u>	_____	_____
<u>Haugen</u>	_____	_____
<u>Peterson</u>	_____	_____
<u>Stotts</u>	_____	_____

---

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

**CITY OF HUTCHINSON  
HUTCHINSON, MINNESOTA**

Date: December 9<sup>th</sup>, 2008

Resolution Number: 13503

Motion by Council Member: Stotts

Seconded by Council Member: Peterson

**CERTIFYING 2008  
PAYABLE 2009 PROPERTY TAX LEVY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINSON, MINNESOTA,

THAT A FINAL NET tax levy for the City of Hutchinson for 2009 is hereby set in the amount of \$5,890,698.

The detail for this levy is as follows:

	<b>LEVY AMOUNT:</b>
<b>GENERAL FUND</b>	<b>\$4,149,810</b>
Voter Approved Referendum	<b>35,000</b>
<b>GENERAL OBLIGATION BONDS (HATS FACILITY)</b>	<b>158,400</b>
<b>IMPROVEMENT BONDS</b>	
1999	619,300
2000	68,900
2001	365,500
2002	119,400
2003	27,000
2004	19,200
2005	146,568
2006	35,523
2007	42,097
2008	157,000
<b>Levy Reduction</b>	<b>(53,000)</b>
<b>TOTAL IMPROVEMENT BONDS</b>	<b>1,547,488</b>
<b>TOTAL TAX LEVY</b>	<b>\$5,890,698</b>

YES	ABSENT	NO
Ardt	_____	_____
Cook	_____	_____
Haugen	_____	_____
Peterson	_____	_____
Stotts	_____	_____

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



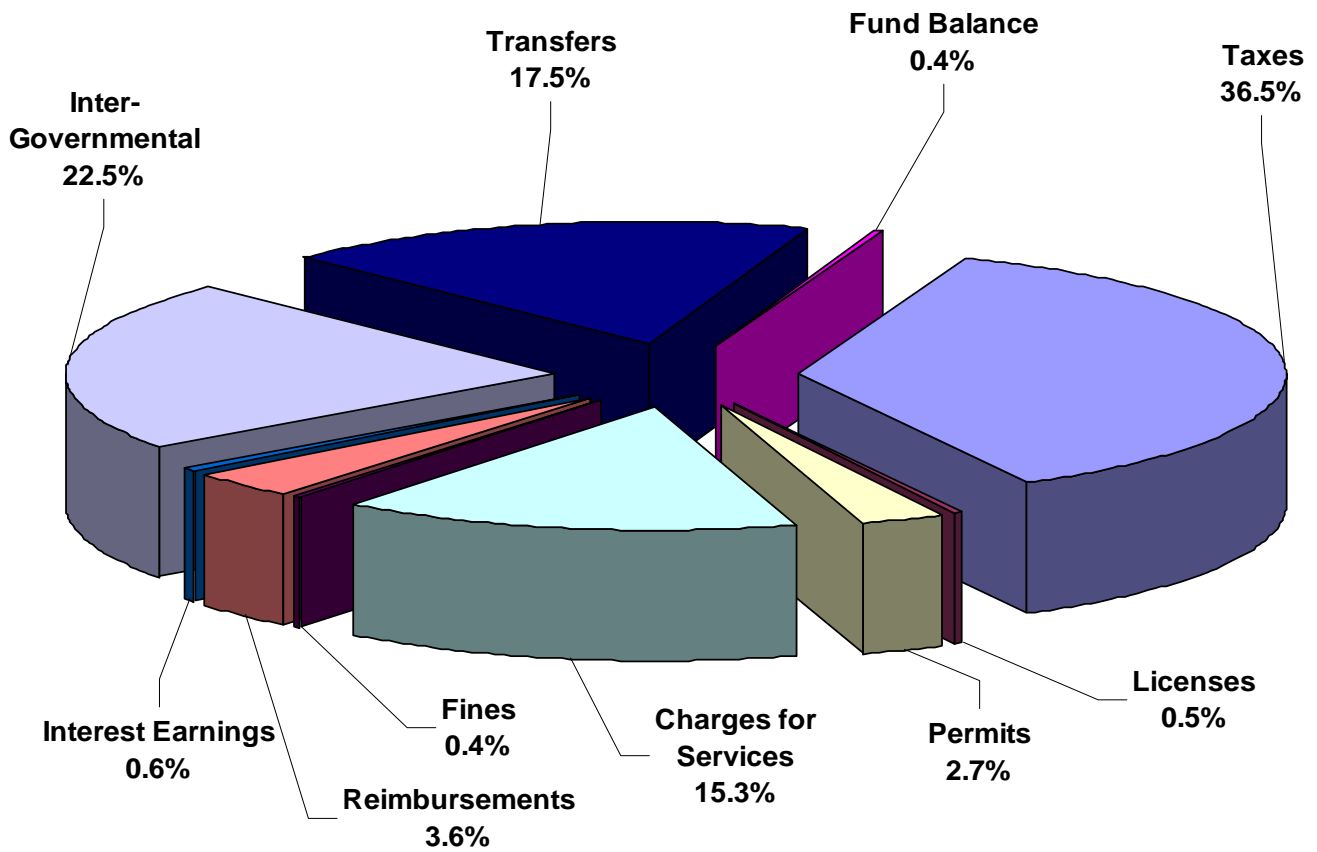
---

FY 2009

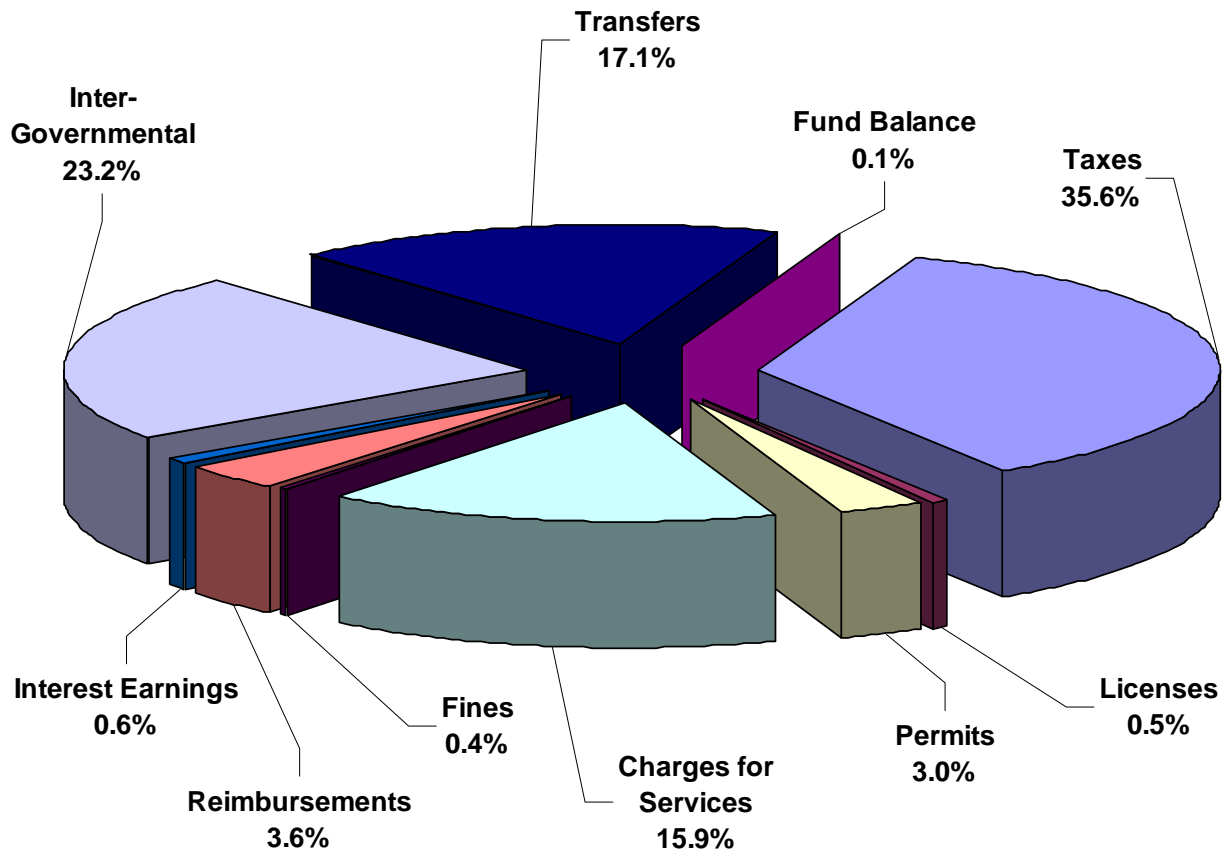
# Charts and Graphs

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

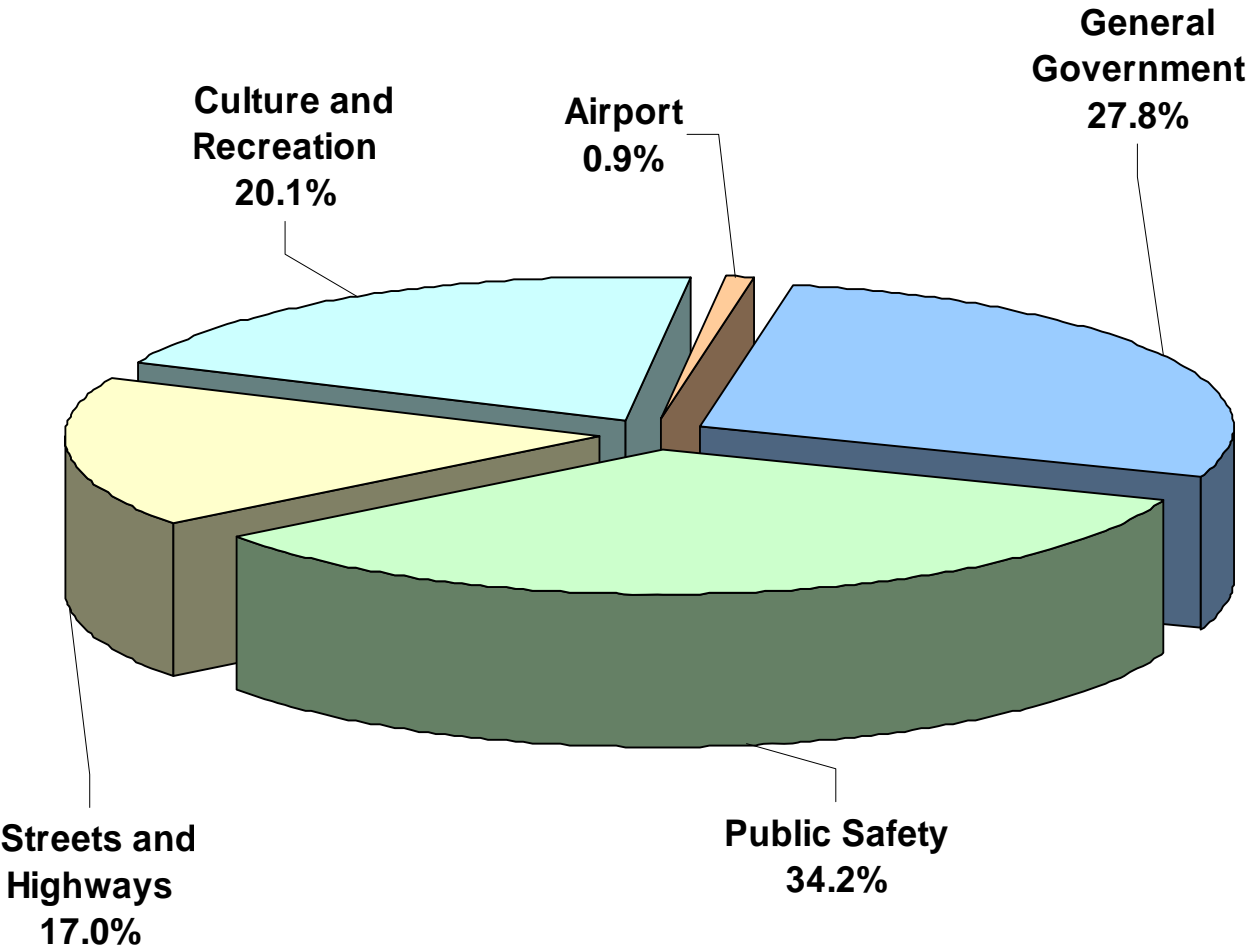
# SOURCES OF 2009 GENERAL FUND REVENUES



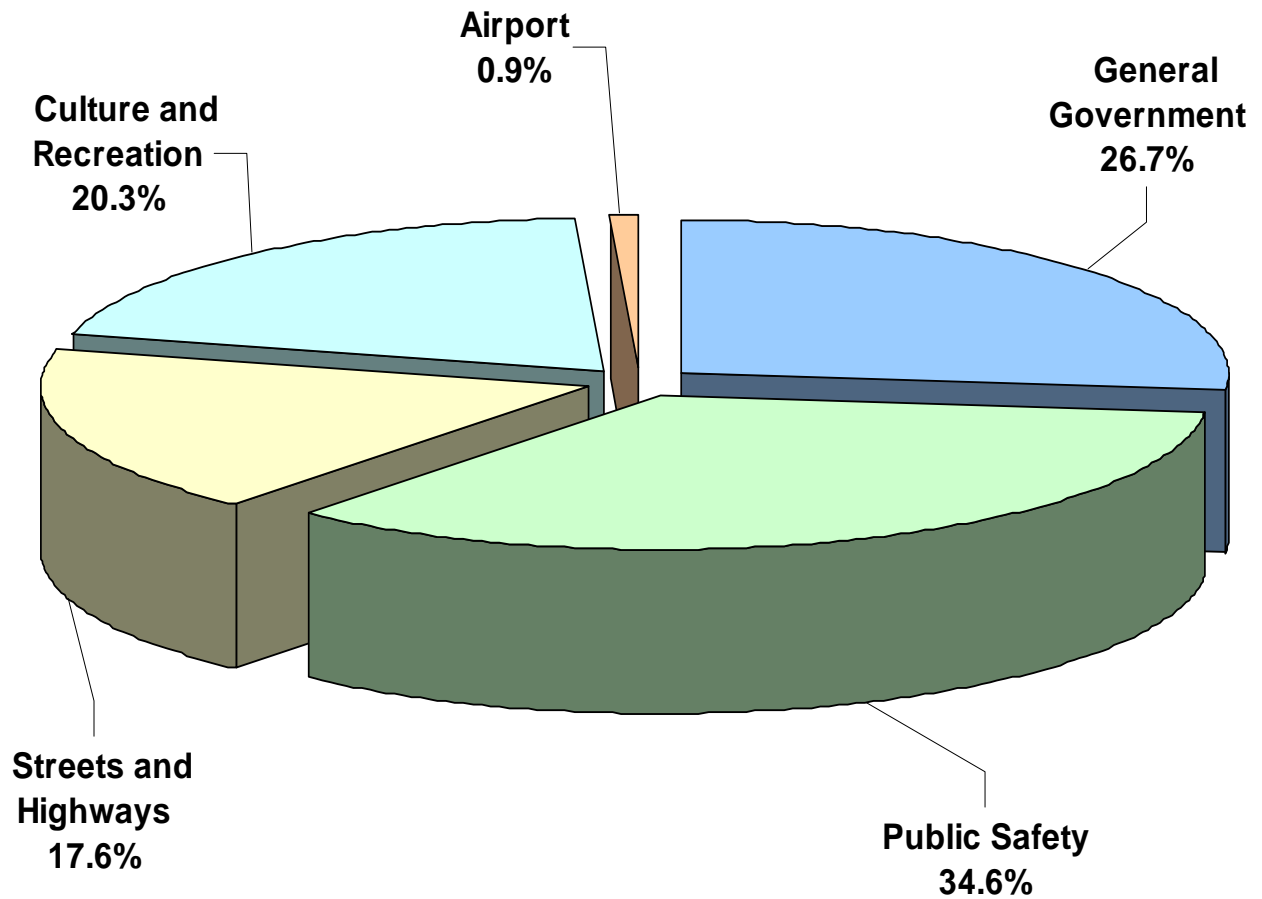
# SOURCES OF 2008 GENERAL FUND REVENUES



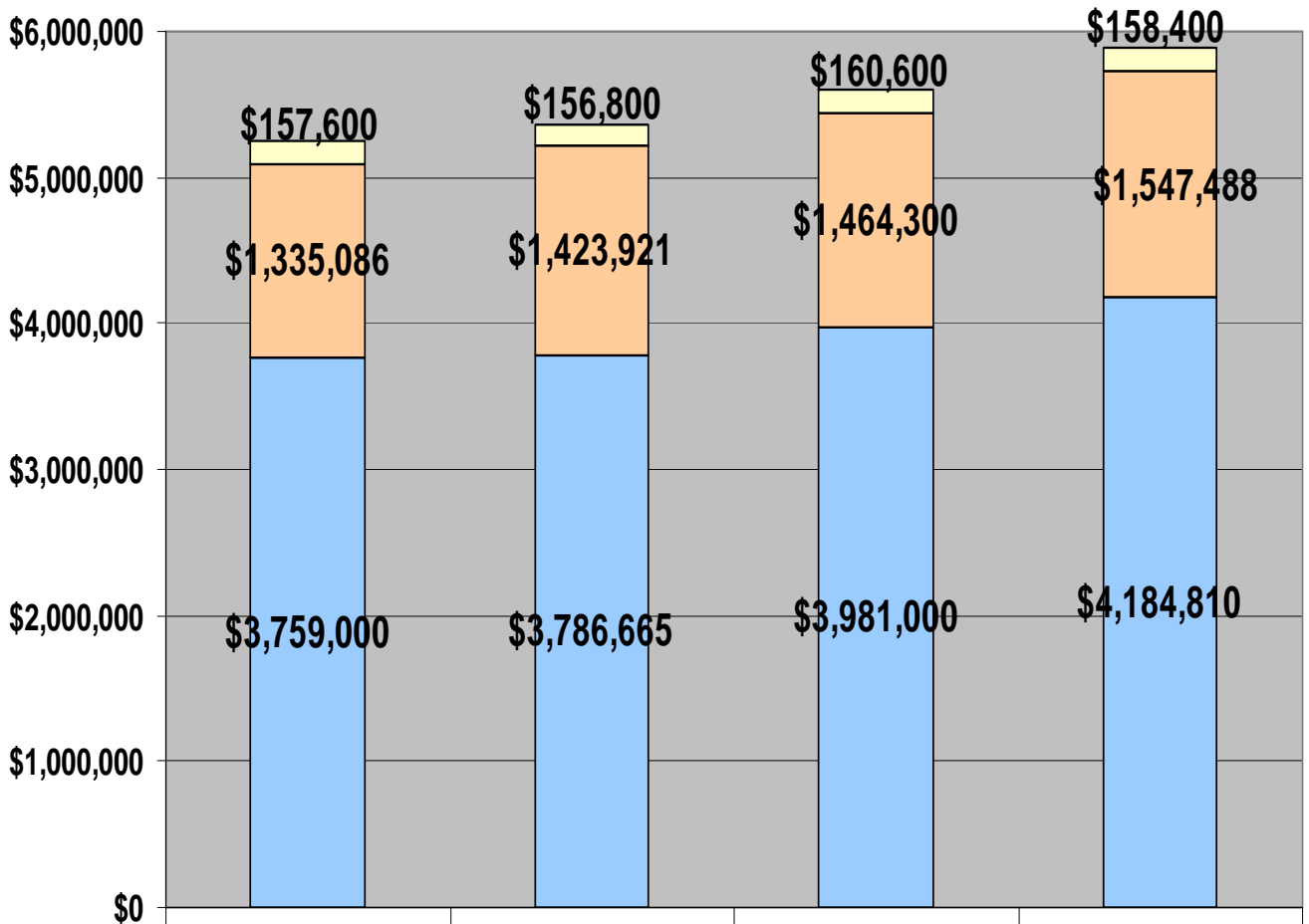
# Distribution of 2009 General Fund Expenditures



# Distribution of 2008 General Fund Expenditures



## Tax Levy Comparison 2006 - 2009



	BY 2006	BY 2007	BY 2008	BY 2009
<b>G.O. Bonds</b>	<b>157,600</b>	<b>156,800</b>	<b>160,600</b>	<b>158,400</b>
<b>S.A. Bonds</b>	<b>1,335,086</b>	<b>1,423,921</b>	<b>1,464,300</b>	<b>1,547,488</b>
<b>General Fund</b>	<b>3,759,000</b>	<b>3,786,665</b>	<b>3,981,000</b>	<b>4,184,810</b>

<b>NET TAX IMPACT BY DEPARTMENT</b>		
<b>DEPARTMENT</b>	<b>2008 Adopted Budget</b>	<b>2009 Adopted Budget</b>
<b>UNDESIGNATED REVENUES</b>	<b>\$ (8,238,850)</b>	<b>\$ (8,483,679)</b>
<i>Mayor/CC</i>	49,695	56,310
<i>Administration</i>	331,531	381,883
<i>Elections</i>	9,763	10,128
<i>Finance</i>	619,645	591,006
<i>Motor Vehicle</i>	(50,102)	(11,500)
<i>Assessing</i>	54,900	57,940
<i>Legal</i>	121,944	106,194
<i>Planning</i>	142,624	152,215
<i>Information Services</i>	215,157	217,845
<i>Police</i>	2,820,798	2,915,581
<i>Emergency Mgmt</i>	19,000	18,000
<i>Safety Committee</i>	14,370	13,450
<i>Fire</i>	284,013	315,177
<i>Protective Services</i>	(36,132)	-
<i>Engineering</i>	(75,339)	(7,938)
<i>Streets &amp; Alleys</i>	1,288,563	1,256,729
<i>City Hall</i>	148,768	146,177
<i>Park - Administration</i>	155,662	161,451
<i>Recreation</i>	35,450	26,007
<i>Senior Center</i>	13,351	12,816
<i>Civic Arena</i>	104,563	112,027
<i>Park Department</i>	763,818	742,975
<i>Rec Building &amp; Pool</i>	82,096	80,254
<i>Event Center</i>	129,354	128,036
<i>Evergreen Building</i>	3,100	2,950
<i>Library</i>	187,598	189,792
<i>Cementery</i>	54,711	53,734
<i>Debt Service</i>	-	-
<i>Airport</i>	27,749	28,605
<i>Unallocated</i>	722,200	725,835
<b>NET (REVENUE)/EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 0</b>



---

**FY 2009**

# Fund Level Detail

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

# Rural Fire Department Fund

Fund:		Rural Fire Dept.						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	64,000	64,000	-	70,000	70,000	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	1,807	2,989	154	1,000	1,000	-	0.00%
4700	Reimbursements	450	640	-	500	16,196	15,696	3139.20%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>66,257</b>	<b>67,629</b>	<b>154</b>	<b>71,500</b>	<b>87,196</b>	<b>15,696</b>	<b>21.95%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	19,341	18,694	2,999	21,438	21,290	(148)	-0.69%
6200	Supplies, Repairs, Maint.	45,589	44,418	4,179	44,756	51,543	6,787	15.16%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	550	1,126	648	3,000	3,000	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	393	212	375	600	16,196	15,596	2599.33%
7000	Capital Outlay	4,361	-	-	10,100	4,480	(5,620)	-55.64%
<b>TOTAL EXPENDITURES</b>		<b>70,233</b>	<b>64,450</b>	<b>8,201</b>	<b>79,894</b>	<b>96,509</b>	<b>16,615</b>	<b>20.80%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(3,976)</b>	<b>3,179</b>	<b>(8,047)</b>	<b>(8,394)</b>	<b>(9,313)</b>	<b>(919)</b>	<b>11%</b>

## Hutchinson Comm. Dev. (EDA) Fund

Fund:		EDA						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	138,631	69,558	146,000	155,145	9,145	6.26%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	145,000	-	-	-	-	-	0.00%
4250	Charges for Services	14,122	70,497	3,000	14,122	23,414	9,292	65.80%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	5,043	3,005	-	1,000	1,000	-	0.00%
4700	Reimbursements	712	87,520	1,500	1,000	1,000	-	0.00%
4800	Transfers	110,000	2,000	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>274,877</b>	<b>301,653</b>	<b>74,058</b>	<b>162,122</b>	<b>180,559</b>	<b>18,437</b>	<b>11.37%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	105,131	114,638	60,500	120,022	125,546	5,524	4.60%
6200	Supplies, Repairs, Maint.	2,016	1,513	2,363	2,800	4,300	1,500	53.57%
6300	Consulting	12,067	134,018	28,005	9,000	11,000	2,000	22.22%
6306	Services & Charges	8,654	17,649	6,088	11,450	12,450	1,000	8.73%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	4,000	4,000	5,000	5,000	5,000	-	0.00%
6900	Misc. Expenses	19,893	21,655	5,926	14,100	10,100	(4,000)	-28.37%
7000	Capital Outlay	308,140	18,541	-	600	4,750	4,150	691.67%
<b>TOTAL EXPENDITURES</b>		<b>459,900</b>	<b>312,014</b>	<b>107,882</b>	<b>162,972</b>	<b>173,146</b>	<b>10,174</b>	<b>6.24%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(185,023)</b>	<b>(10,361)</b>	<b>(33,824)</b>	<b>(850)</b>	<b>7,413</b>	<b>8,263</b>	<b>-972%</b>

### Full Time Employees (FTE)

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Economic Development Director	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# Economic Development Loan Fund

Fund:		Economic Dev Loan Fund						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	2,920	4,522	(111)	2,500	2,500	-	0.00%
4700	Reimbursements	6,785	9,042	7,470	5,000	10,000	5,000	100.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>9,704</b>	<b>13,564</b>	<b>7,359</b>	<b>7,500</b>	<b>12,500</b>	<b>5,000</b>	<b>66.67%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	50,000	-	50,000	50,000	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>-</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>9,704</b>	<b>(36,436)</b>	<b>7,359</b>	<b>(42,500)</b>	<b>(37,500)</b>	<b>5,000</b>	<b>-12%</b>

# Energy Loan Fund

Fund:		Energy Loan Fund						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	16,330	20,039	(510)	2,500	2,500	-	0.00%
4700	Reimbursements	110,457	118,245	54,469	130,000	130,000	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>126,787</b>	<b>138,284</b>	<b>53,959</b>	<b>132,500</b>	<b>132,500</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	35,315	187,518	153,131	200,000	200,000	-	0.00%
6700	Transfers	10,000	588	-	-	-	-	0.00%
6900	Misc. Expenses	193	-	391	-	-	-	0.00%
7000	Capital Outlay	-	100,000	50,000	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>45,508</b>	<b>288,106</b>	<b>203,522</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>81,279</b>	<b>(149,822)</b>	<b>(149,563)</b>	<b>(67,500)</b>	<b>(67,500)</b>	<b>-</b>	<b>0%</b>

# Housing Redevelopment Fund

Fund:		HRA						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	50,000	50,000	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	1,446	2,744	-	-	300	300	0.00%
4700	Reimbursements	12,750	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>14,196</b>	<b>2,744</b>	<b>-</b>	<b>50,000</b>	<b>50,300</b>	<b>300</b>	<b>0.60%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	-	-	45,000	45,000	-	0.00%
6700	Transfers	-	-	-	5,000	5,000	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>14,196</b>	<b>2,744</b>	<b>-</b>	<b>-</b>	<b>300</b>	<b>300</b>	<b>0%</b>

# H.A.T.S. Facility Fund

Department:		HATS						
Fund:		HATS						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	105,900	126,300	93,800	126,300	131,350	5,050	4.00%
4250	Charges for Services	401,395	449,877	288,015	390,500	525,000	134,500	34.44%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	3,802	893	-	1,000	3,750	2,750	275.00%
4700	Reimbursements	2,045	3,756	577	1,000	2,000	1,000	100.00%
4800	Transfers	234,088	142,712	41,850	83,700	87,050	3,350	4.00%
<b>TOTAL REVENUES</b>		<b>747,230</b>	<b>723,538</b>	<b>424,242</b>	<b>602,500</b>	<b>749,150</b>	<b>146,650</b>	<b>24.34%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	46,678	44,360	28,329	61,740	65,384	3,644	5.90%
6200	Supplies, Repairs, Maint.	414,141	509,160	289,074	405,950	532,135	126,185	31.08%
6300	Consulting	1,748	6,999	1,984	-	1,200	1,200	0.00%
6306	Services & Charges	97,533	128,703	68,805	117,435	128,850	11,415	9.72%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	5,045	117	46	125	1,451	1,326	1060.80%
7000	Capital Outlay	153,309	69,356	-	17,250	20,130	2,880	16.70%
<b>TOTAL EXPENDITURES</b>		<b>718,453</b>	<b>758,695</b>	<b>388,238</b>	<b>602,500</b>	<b>749,150</b>	<b>146,650</b>	<b>24.34%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>28,777</b>	<b>(35,157)</b>	<b>36,004</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

# Debt Service Fund

Fund:		Debt Service						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	1,506,835	1,590,288	851,690	1,624,900	1,705,888	80,988	4.98%
4020	Special Assessments	1,505,931	1,361,018	539,016	837,065	1,407,464	570,399	68.14%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	542,623	298,784	180,325	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4600	Bond Proceeds	-	-	-	-	-	-	0.00%
4620	Investment Earnings	145,436	214,592	-	61,500	30,000	(31,500)	-51.22%
4700	Reimbursements	20	-	-	-	-	-	0.00%
4800	Transfers	249,456	1,417,503	1,609,126	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>3,950,302</b>	<b>4,882,185</b>	<b>3,180,157</b>	<b>2,523,465</b>	<b>3,143,352</b>	<b>619,887</b>	<b>24.56%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	20,824	71,378	-	-	-	-	0.00%
6306	Services & Charges	3,200	-	-	-	-	-	0.00%
6600	Debt Service	4,402,202	3,005,612	2,759,662	2,782,440	3,100,081	317,641	11.42%
6700	Transfers	369,196	2,756,280	1,609,126	-	-	-	0.00%
6900	Misc. Expenses	46	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>4,795,468</b>	<b>5,833,270</b>	<b>4,368,788</b>	<b>2,782,440</b>	<b>3,100,081</b>	<b>317,641</b>	<b>11.42%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(845,166)</b>	<b>(951,084)</b>	<b>(1,188,631)</b>	<b>(258,975)</b>	<b>43,271</b>	<b>302,246</b>	<b>-117%</b>

# Capital Projects Fund

Department:		Capital Improvement						
Fund:		Capital Improvement						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	2,746	770	-	3,000	2,000	(1,000)	-33.33%
4700	Reimbursements	64,746	365,107	23,426	65,000	45,000	(20,000)	-30.77%
4800	Transfers	408,329	468,700	30,800	436,000	457,800	21,800	5.00%
<b>TOTAL REVENUES</b>		<b>475,821</b>	<b>834,577</b>	<b>54,226</b>	<b>504,000</b>	<b>504,800</b>	<b>800</b>	<b>0.16%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	41,927	-	29,422	-	-	-	0.00%
6300	Consulting	15,401	-	736	-	-	-	0.00%
6306	Services & Charges	24,892	-	6,467	-	-	-	0.00%
6600	Debt Service	30,000	30,000	-	30,000	30,000	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	421,936	649,911	289,153	484,886	643,027	158,141	32.61%
<b>TOTAL EXPENDITURES</b>		<b>534,157</b>	<b>679,911</b>	<b>325,778</b>	<b>514,886</b>	<b>673,027</b>	<b>158,141</b>	<b>30.71%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(58,336)</b>	<b>154,666</b>	<b>(271,552)</b>	<b>(10,886)</b>	<b>(168,227)</b>	<b>(157,341)</b>	<b>1445%</b>

# General Fund

Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	3,478,296	3,506,775	1,900,870	3,993,000	4,196,810	203,810	5.10%
4050	Licenses	43,151	43,369	44,768	56,300	57,989	1,689	3.00%
4070	Permits	498,121	312,591	101,912	336,180	304,696	(31,484)	-9.37%
4100	Intergovernmental	2,961,747	3,130,321	98,736	2,604,741	2,584,224	(20,517)	-0.79%
4250	Charges for Services	1,840,210	1,737,732	704,970	1,778,073	1,757,664	(20,409)	-1.15%
4400	Fines & Forfeitures	51,629	54,061	17,707	45,000	45,000	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	109,457	134,563	(47,833)	70,000	70,000	-	0.00%
4700	Reimbursements	295,541	424,466	256,765	402,950	408,632	5,682	1.41%
4800	Transfers	1,627,082	1,681,539	392,562	1,911,574	2,012,140	100,566	5.26%
4890	Surcharge	773	215	2,493	1,000	1,000	-	0.00%
4998	Fund Balance	-	-	-	10,000	47,168	37,168	371.68%
<b>TOTAL REVENUES</b>		<b>10,906,007</b>	<b>11,025,633</b>	<b>3,472,950</b>	<b>11,208,818</b>	<b>11,485,323</b>	<b>276,505</b>	<b>2.47%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	6,398,956	6,978,797	3,406,715	7,405,549	7,727,061	321,512	4.34%
6200	Supplies, Repairs, Maint.	610,508	692,986	376,666	572,811	615,630	42,819	7.48%
6300	Consulting	359,018	405,053	175,592	386,849	429,858	43,009	11.12%
6306	Services & Charges	1,843,144	2,137,026	1,077,914	2,105,515	1,965,735	(139,780)	-6.64%
6600	Debt Service	162,524	-	-	-	-	-	0.00%
6700	Transfers	595,799	535,950	2,000	525,300	547,100	21,800	4.15%
6900	Misc. Expenses	144,659	144,098	77,568	149,394	150,739	1,345	0.90%
7000	Capital Outlay	89,156	35,115	41,311	63,400	49,200	(14,200)	-22.40%
<b>TOTAL EXPENDITURES</b>		<b>10,203,764</b>	<b>10,929,026</b>	<b>5,157,766</b>	<b>11,208,818</b>	<b>11,485,323</b>	<b>276,505</b>	<b>2.47%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>702,243</b>	<b>96,607</b>	<b>(1,684,816)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

# Liquor Fund

Department:		Liquor						
Fund:		Liquor						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	4,327,511	4,543,608	2,163,458	4,652,478	4,874,710	222,232	4.78%
4620	Investment Earnings	7,738	6,279	2,251	3,000	3,000	-	0.00%
4700	Reimbursements	2,852	2,078	2,328	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>4,338,101</b>	<b>4,551,965</b>	<b>2,168,037</b>	<b>4,655,478</b>	<b>4,877,710</b>	<b>222,232</b>	<b>4.77%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	431,653	468,110	239,704	491,189	487,860	(3,329)	-0.68%
6200	Supplies, Repairs, Maint.	18,286	22,311	12,978	17,350	19,400	2,050	11.82%
6300	Consulting	-	-	96	-	100	100	0.00%
6306	Services & Charges	139,121	147,440	65,901	120,150	125,600	5,450	4.54%
6600	Debt Service	59,297	56,316	26,642	128,550	128,363	(187)	-0.15%
6700	Transfers	321,500	321,500	-	332,000	348,600	16,600	5.00%
6800	Cost of Sales	3,396,278	3,501,101	1,910,613	3,566,946	3,693,281	126,335	3.54%
6898	Depreciation	60,215	89,539	44,770	90,000	90,000	-	0.00%
6900	Misc. Expenses	3,164	2,785	376	3,800	3,250	(550)	-14.47%
7000	Capital Outlay	-	-	-	4,000	-	(4,000)	-100.00%
<b>TOTAL EXPENSES</b>		<b>4,429,514</b>	<b>4,609,101</b>	<b>2,301,080</b>	<b>4,753,985</b>	<b>4,896,454</b>	<b>142,469</b>	<b>3.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>(91,413)</b>	<b>(57,137)</b>	<b>(133,043)</b>	<b>(98,507)</b>	<b>(18,744)</b>	<b>79,763</b>	<b>-81%</b>

# Combined Water, Sewer, Refuse & Compost Fund

Combined Funds:		Water, Sewer, Refuse, Compost						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4020	Special Assessments	4,008	47,093	34,871	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	7,200	7,500	7,500	-	-	-	0.00%
4100	Intergovernmental	22,558	24,903	5,051	24,000	24,000	-	0.00%
4250	Charges for Services	643,017	602,140	281,311	648,718	81,855	(566,863)	-87.38%
4600	Bond Proceeds	-	-	5,122,301	-	-	-	0.00%
4450	Sales	7,584,848	7,740,862	4,582,394	8,446,021	10,389,089	1,943,068	23.01%
4620	Investment Earnings	165,596	202,158	(42,381)	-	-	-	0.00%
4700	Reimbursements	92,308	123,114	38,902	2,100	9,000	6,900	328.57%
4800	Transfers	71,438	611,577	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>8,590,971</b>	<b>9,359,347</b>	<b>10,029,949</b>	<b>9,120,839</b>	<b>10,503,944</b>	<b>1,383,105</b>	<b>15.16%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	1,629,762	1,662,066	816,542	1,869,729	1,922,738	53,009	2.84%
6200	Supplies, Repairs, Maint.	594,253	535,406	225,224	828,966	957,900	128,934	15.55%
6300	Consulting	835,546	561,111	431,541	905,000	144,500	(760,500)	-84.03%
6306	Services & Charges	2,062,096	2,121,193	1,014,610	2,387,495	2,407,050	19,555	0.82%
6600	Debt Service	441,479	778,880	864,447	1,398,405	3,053,060	1,654,655	118.32%
6700	Transfers	121,000	186,280	-	179,800	188,790	8,990	5.00%
6800	Cost of Sales	792,927	1,266,017	1,105,240	955,000	901,000	(54,000)	-5.65%
6898	Depreciation	1,887,201	2,302,529	1,345,070	2,196,732	2,615,000	418,268	19.04%
6900	Misc. Expenses	131,409	1,098,658	27,383	37,850	38,350	500	1.32%
7000	Capital Outlay	-	-	5,281,342	7,540,800	703,895	(6,836,905)	-90.67%
<b>TOTAL EXPENSES</b>		<b>8,495,673</b>	<b>10,512,140</b>	<b>11,111,399</b>	<b>18,299,777</b>	<b>12,932,283</b>	<b>(5,367,494)</b>	<b>-29.33%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>95,298</b>	<b>(1,152,793)</b>	<b>(1,081,450)</b>	<b>(9,178,938)</b>	<b>(2,428,339)</b>	<b>6,750,599</b>	<b>-74%</b>

# Storm Water Utility Fund

Department:		Storm Water						
Fund:		Storm Water Utility						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	2,100	1,785	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	457,968	492,233	259,827	518,000	540,000	22,000	4.25%
4620	Investment Earnings	15,005	24,801	(606)	3,500	5,000	1,500	42.86%
4700	Reimbursements	-	-	-	1,600	1,650	50	3.13%
4800	Transfers	2,800	721,984	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>475,773</b>	<b>1,241,118</b>	<b>261,006</b>	<b>523,100</b>	<b>546,650</b>	<b>23,550</b>	<b>4.50%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	124,556	131,387	67,281	128,417	175,990	47,573	37.05%
6200	Supplies, Repairs, Maint.	23,754	17,173	15,668	29,310	35,850	6,540	22.31%
6300	Consulting	10,681	4,067	-	21,250	20,000	(1,250)	-5.88%
6306	Services & Charges	98,757	82,945	50,578	66,100	92,375	26,275	39.75%
6600	Debt Service	-	-	-	-	39,276	39,276	0.00%
6700	Transfers	-	35,000	-	-	-	-	0.00%
6898	Depreciation	4,170	43,253	28,885	42,900	59,000	16,100	38%
6900	Misc. Expenses	634	2,934	13	50	3,450	3,400	6800.00%
7000	Capital Outlay	-	-	167,489	335,000	196,026	(138,974)	-41.48%
<b>TOTAL EXPENSES</b>		<b>262,552</b>	<b>316,759</b>	<b>329,914</b>	<b>623,027</b>	<b>621,967</b>	<b>(1,060)</b>	<b>-0.17%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>213,221</b>	<b>924,359</b>	<b>(68,908)</b>	<b>(99,927)</b>	<b>(75,317)</b>	<b>24,610</b>	<b>-25%</b>

# Public Sites Trust Fund

Fund:		Public Sites						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	2,384	14,355	1,477	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	1,552	14,780	-	3,000	3,000	-	0.00%
4700	Reimbursements	15,789	-	-	20,000	20,000	-	0.00%
4800	Transfers	187,483	36,300	2,258	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>207,208</b>	<b>65,435</b>	<b>3,735</b>	<b>23,000</b>	<b>23,000</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,834	1,110	601	-	-	-	0.00%
7000	Capital Outlay	17,773	38,795	-	5,000	5,000	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>19,607</b>	<b>39,905</b>	<b>601</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>187,601</b>	<b>25,530</b>	<b>3,134</b>	<b>18,000</b>	<b>18,000</b>	<b>-</b>	<b>0%</b>

# Central Garage Fund

Department:		Central Garage						
Fund:		Central Garage						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	377,432	366,567	172,326	360,301	260,000	(100,301)	-27.84%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	219,446	254,140	195,192	225,000	-	(225,000)	-100.00%
4620	Investment Earnings	950	-	-	1,500	-	(1,500)	-100.00%
4700	Reimbursements	4,795	13,046	-	1,134	-	(1,134)	-100.00%
4800	Transfers	53,630	3,175	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>656,253</b>	<b>636,928</b>	<b>367,518</b>	<b>587,935</b>	<b>260,000</b>	<b>(327,935)</b>	<b>-55.78%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	139,384	146,423	77,658	160,522	-	(160,522)	-100.00%
6200	Supplies, Repairs, Maint.	124,799	134,879	81,106	131,550	-	(131,550)	-100.00%
6300	Consulting	600	600	600	625	-	(625)	-100.00%
6306	Services & Charges	48,901	69,311	41,711	52,100	-	(52,100)	-100.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6898	Depreciation	282,531	313,638	-	297,000	-	(297,000)	-100.00%
6900	Misc. Expenses	33,303	101	730	500	-	(500)	-100.00%
7000	Capital Outlay	-	-	35,910	298,000	154,000	(144,000)	-48.32%
<b>TOTAL EXPENSES</b>		<b>629,518</b>	<b>664,952</b>	<b>237,715</b>	<b>940,297</b>	<b>154,000</b>	<b>(786,297)</b>	<b>-83.62%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>26,735</b>	<b>(28,024)</b>	<b>129,803</b>	<b>(352,362)</b>	<b>106,000</b>	<b>458,362</b>	<b>-130%</b>

# Self Insurance Fund

Fund:		Self Insurance Fund						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	1,205,719	276,867	58,446	105,000	115,000	10,000	9.52%
4620	Investment Earnings	18,922	21,723	1,639	12,000	12,000	-	0.00%
4700	Reimbursements	16,575	11,414	68,424	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>1,241,216</b>	<b>310,004</b>	<b>128,509</b>	<b>117,000</b>	<b>127,000</b>	<b>10,000</b>	<b>8.55%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	766	318	248	-	-	-	0.00%
6300	Consulting	12,384	11,897	2,433	-	-	-	0.00%
6306	Services & Charges	1,072,208	109,882	45,089	95,400	95,400	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENSES</b>		<b>1,085,358</b>	<b>122,097</b>	<b>47,770</b>	<b>95,400</b>	<b>95,400</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>155,858</b>	<b>187,907</b>	<b>80,739</b>	<b>21,600</b>	<b>31,600</b>	<b>10,000</b>	<b>46%</b>

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



---

**FY 2009**

# Capital Projects Fund

# Capital Projects

## *Fund Budget Recap:*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 475,821	\$ 834,577	\$ 54,226	\$ 504,000	\$ 504,800
<b>Expenditure Total</b>	\$ 534,157	\$ 679,911	\$ 325,778	\$ 514,886	\$ 673,027
<b>Revenues over (under) Expenditures</b>	\$ (58,336)	\$ 154,666	\$ (271,552)	\$ (10,886)	\$ (168,227)

## *Fund Budget Form:*

Department:		Capital Improvement						
Fund:		Capital Improvement						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	2,746	770	-	3,000	2,000	(1,000)	-33.33%
4700	Reimbursements	64,746	365,107	23,426	65,000	45,000	(20,000)	-30.77%
4800	Transfers	408,329	468,700	30,800	436,000	457,800	21,800	5.00%
<b>TOTAL REVENUES</b>		<b>475,821</b>	<b>834,577</b>	<b>54,226</b>	<b>504,000</b>	<b>504,800</b>	<b>800</b>	<b>0.16%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	41,927	-	29,422	-	-	-	0.00%
6300	Consulting	15,401	-	736	-	-	-	0.00%
6306	Services & Charges	24,892	-	6,467	-	-	-	0.00%
6600	Debt Service	30,000	30,000	-	30,000	30,000	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	421,936	649,911	289,153	484,886	643,027	158,141	32.61%
<b>TOTAL EXPENDITURES</b>		<b>534,157</b>	<b>679,911</b>	<b>325,778</b>	<b>514,886</b>	<b>673,027</b>	<b>158,141</b>	<b>30.71%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(58,336)</b>	<b>154,666</b>	<b>(271,552)</b>	<b>(10,886)</b>	<b>(168,227)</b>	<b>(157,341)</b>	<b>1445%</b>

# Capital Detail:

CITY OF HUTCHINSON 2009 BUDGET CAPITAL IMPROVEMENTS FUND (9301)				
DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 BUDGET	Adopted 2009 BUDGET
<b>REVENUE</b>				
PERMANENT TRANSFER ELECTRIC/GAS UTILITY	\$ 375,000	\$ 415,000	\$ 436,000	\$ 457,800
TRANSFER FROM COMMUNITY IMPROVEMENT FUND	-	322,000	-	-
INTEREST	2,747	770	3,000	2,000
DONATIONS - Tennis Court	4,780	-	-	-
DONATIONS - holiday lighting	13,549	-	-	-
DONATIONS - Events Center Donation	15,000	-	-	-
DONATIONS - Mobile Command Unit	-	53,700	-	-
INSURANCE CLAIM REVENUE	-	-	20,000	-
COMPREHENSIVE PLANNING FEES	59,945	37,307	45,000	45,000
OTHER REVENUES EDA	-	-	-	-
COUNCIL CHAMBERS - UPGRADE	4,800	5,800	-	-
<b>TOTAL REVENUES</b>	<b>475,821</b>	<b>834,577</b>	<b>504,000</b>	<b>504,800</b>
<b>EXPENDITURE</b>				
<b>CAPITAL OUTLAY -</b>				
Property Acquisition - railroad purchase	30,000	30,000	30,000	30,000
Civic Arena - Condensor	-	108,485	-	-
- Osmoisupgrade / ceiling/ floor	-	-	62,000	-
- Dasher Boards	-	-	-	25,000
- West Arena Door	-	-	-	20,000
- Arena Bleachers	-	-	-	10,000
- Lockerroom/Bathroom Ventilation	-	-	-	12,000
Events Center Canopy	131,732	1,000	-	-
IT - computer - technology upgrade	127,360	125,122	189,727	121,027
Parks - Playground Mulch	-	-	-	10,000
- Mainstreet holiday Lights	-	7,162	-	-
- Prairie Restoration & Overseeder	-	17,656	-	-
- Park Garage & Lot	-	-	-	90,000
- Rehab Park Maintenance Bldg	-	-	-	105,000
- Tennis Courts	19,780	-	-	-
- Luce Line Trail resurface	-	-	20,000	-
- Oddfellows Park Shelter	-	-	17,159	-
- Crow River Fountain	-	-	40,000	-
Evergreen - Kitchen improvements	-	-	5,000	10,000
Recreation bldg -Replace Controllers Heaters	-	-	26,000	-
- Resurface Floor	-	-	20,000	-
- Furnace Replacement	-	-	20,000	-
- Parking Lot Crack Filling	-	-	-	25,000
Police - Field reporting & Printrac	15,567	-	-	-
- Mobile Command Police Vehicle	-	108,910	-	-
- Mobile Field Reporting	28,128	-	-	-
- Office Furniture Replacement - 4 areas	-	-	-	20,000
- EOC & Rec Ctr generator	29,751	-	-	-
- Tasers	-	23,172	-	-
- EOC roof	-	6,756	-	-
- Roof replacement	-	-	20,000	-
- Multi channel digital voice recorder	-	-	45,000	-
- Electronic Ballasts Retrofit	-	-	10,000	-
Fire - Fire Truck Chassis	-	130,608	-	-
- Exhaust Removal	-	-	-	45,000
- Training Site Rehabilitation	-	-	-	-
- 800 MHZ (Reserve Amount)	-	-	-	50,000
Library - Automation upgrade	14,660	-	-	-
- West Window replacement	9,220	-	-	-
- Furniture replacement	15,331	-	-	-
- Elevator & Building Repairs	-	-	10,000	-
- Library Square Pavilion	-	-	-	10,000
City Center - Air Handling Unit	32,900	-	-	-
- Lobby Windows	11,328	-	-	-
- Council Chambers Media Upgrade	56,723	-	-	-
Land Purchase EDA	11,677	-	-	-
Senior Dining - improvements	-	36,565	-	-
Comprehensive Planning Fees - Hwy 7 Corridor Study	-	84,475	-	90,000
<b>TOTAL EXPENDITURES</b>	<b>534,157</b>	<b>679,911</b>	<b>514,886</b>	<b>673,027</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(58,336)</b>	<b>154,666</b>	<b>(10,886)</b>	<b>(168,227)</b>
<b>FUND BALANCE</b>	<b>\$ 290,717</b>	<b>\$ 445,383</b>	<b>\$ 434,497</b>	<b>\$ 266,270</b>

Page 1

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



---

**FY 2009**

# Debt Service Funds

# Debt Service Funds

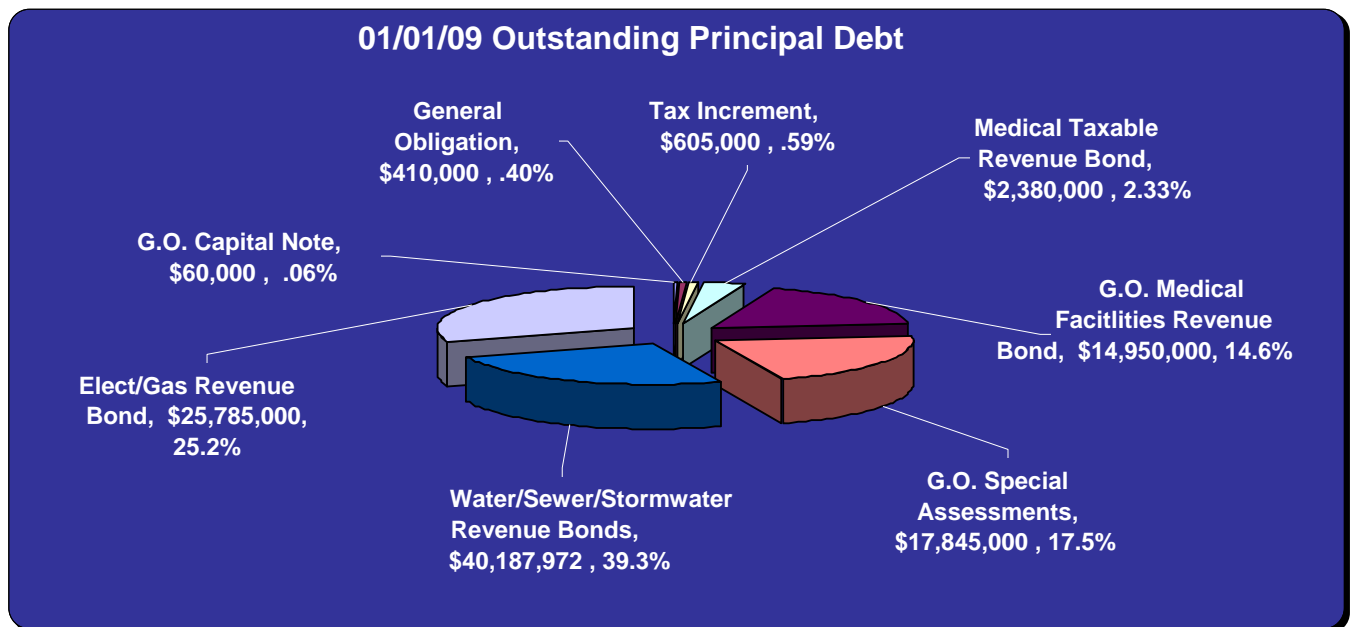
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 3,950,302	\$ 4,882,185	\$ 3,180,157	\$ 2,523,465	\$ 3,143,352
Expenditure Total	\$ 4,795,468	\$ 5,833,270	\$ 4,368,788	\$ 2,782,440	\$ 3,100,081
Revenues over (under) Expenditures	\$ (845,166)	\$ (951,084)	\$ (1,188,631)	\$ (258,975)	\$ 43,271

## Fund Description

The debt service funds account for revenue collections associated with tax levies, special assessment payments, transfers and all miscellaneous revenues needed to pay principal and interest payments on debt issued by the City of Hutchinson for capital improvements.

## Measurements



# Debt Service Budget Form

Department:		Debt Service						
Fund:		Debt Service						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	1,506,835	1,590,288	851,690	1,624,900	1,705,888	80,988	4.98%
4020	Special Assessments	1,505,931	1,361,018	539,016	837,065	1,407,464	570,399	68.14%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	542,623	298,784	180,325	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4600	Bond Proceeds	-	-	-	-	-	-	0.00%
4620	Investment Earnings	145,436	214,592	-	61,500	30,000	(31,500)	-51.22%
4700	Reimbursements	20	-	-	-	-	-	0.00%
4800	Transfers	249,456	1,417,503	1,609,126	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>3,950,302</b>	<b>4,882,185</b>	<b>3,180,157</b>	<b>2,523,465</b>	<b>3,143,352</b>	<b>619,887</b>	<b>24.56%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	20,824	71,378	-	-	-	-	0.00%
6306	Services & Charges	3,200	-	-	-	-	-	0.00%
6600	Debt Service	4,402,202	3,005,612	2,759,662	2,782,440	3,100,081	317,641	11.42%
6700	Transfers	369,196	2,756,280	1,609,126	-	-	-	0.00%
6900	Misc. Expenses	46	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>4,795,468</b>	<b>5,833,270</b>	<b>4,368,788</b>	<b>2,782,440</b>	<b>3,100,081</b>	<b>317,641</b>	<b>11.42%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(845,166)</b>	<b>(951,084)</b>	<b>(1,188,631)</b>	<b>(258,975)</b>	<b>43,271</b>	<b>302,246</b>	<b>-117%</b>

## Full Time Employees (FTE)

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



---

FY 2009

# General Fund

# Mayor & City Council

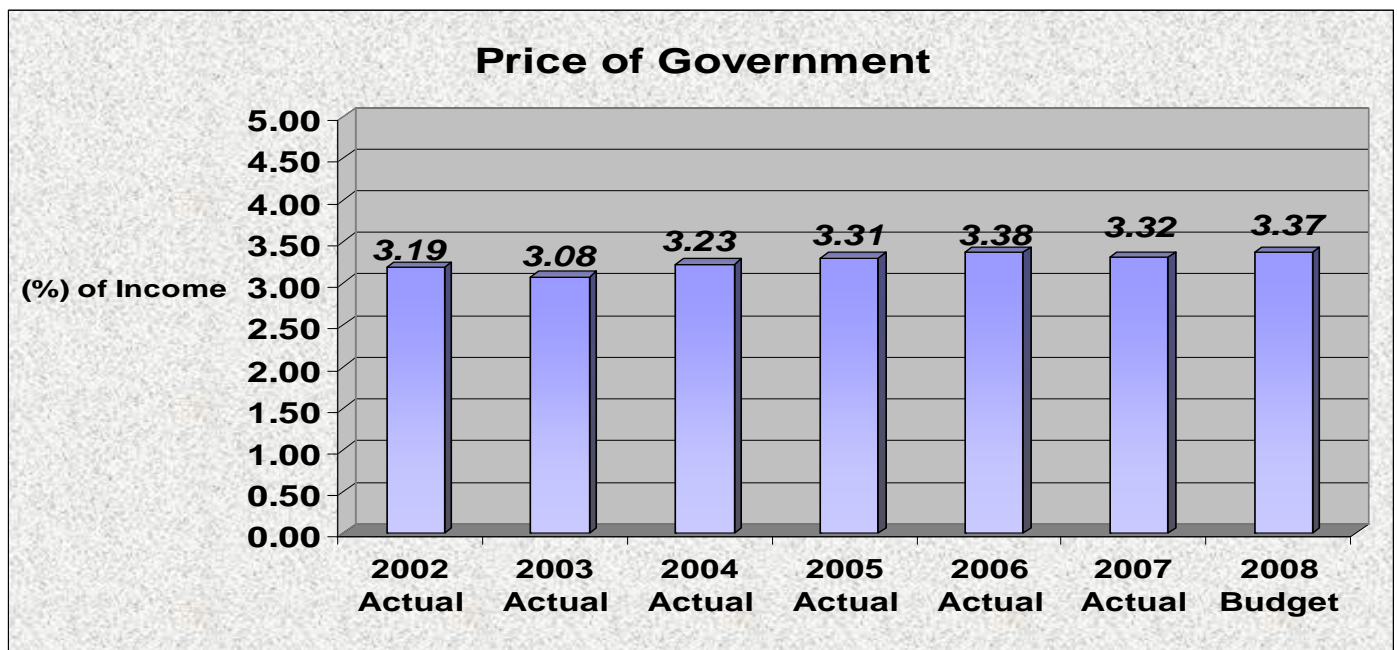
## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ -	\$ -	\$ 1,550	\$ -	\$ -
<b>Expenditure Total</b>	\$ 55,424	\$ 55,436	\$ 25,651	\$ 49,695	\$ 56,310
<b>Revenues over (under) Expenditures</b>	\$ (55,424)	\$ (55,436)	\$ (24,101)	\$ (49,695)	\$ (56,310)

## *Department Description:*

The Mayor and City Council function as the legislative and policy making board of the City of Hutchinson. The Board adopts the annual budget, levies taxes to finance City services and establishes overall City policies.

## *Department Measurements:*



# Mayor & City Council Budget Form

Department:		Mayor & City Council						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	850	-	-	-	0.00%
4800	Transfers	-	-	700	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>-</b>	<b>-</b>	<b>1,550</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	36,965	36,866	18,017	33,515	33,521	6	0.02%
6200	Supplies, Repairs, Maint.	8,025	253	281	637	656	19	2.98%
6300	Consulting	-	(9,189)	2,750	2,800	2,800	-	0.00%
6306	Services & Charges	874	10,395	3,674	10,693	17,283	6,590	61.63%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	9,560	17,111	929	2,050	2,050	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>55,424</b>	<b>55,436</b>	<b>25,651</b>	<b>49,695</b>	<b>56,310</b>	<b>6,615</b>	<b>13.31%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(55,424)</b>	<b>(55,436)</b>	<b>(24,101)</b>	<b>(49,695)</b>	<b>(56,310)</b>	<b>(6,615)</b>	<b>13%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Mayor	1.00	1.00	1.00
Council Member	4.00	4.00	4.00
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

# Administration

## Department Budget Recap

	2006 Actual	2007 Actual	2008 YTD 6/30/08	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 21,317	\$ 25,058	\$ 15,014	\$ 26,250	\$ 30,000
<b>Expenditure Total</b>	\$ 296,400	\$ 349,317	\$ 184,665	\$ 357,781	\$ 411,883
<b>Revenues over (under) Expenditures</b>	\$ (275,083)	\$ (324,258)	\$ (169,651)	\$ (331,531)	\$ (381,883)

## Department Description:

Implements the directives, resolutions, ordinances, and policies of the City Council, provides administrative guidance and support to all City departments and provides long-term planning for the City in all areas. In addition, provides administrative support to the City Council and handles all human resource functions as they relate to hiring, benefits, employee training, etc.

## Department Measurements:



# Administration Budget Form

Department:		Administration						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 YTD 6/30/08	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Interest	-	-	-	-	-	-	0.00%
4700	Reimbursements	21,317	25,058	15,014	26,250	30,000	3,750	14.29%
<b>TOTAL REVENUES</b>		<b>21,317</b>	<b>25,058</b>	<b>15,014</b>	<b>26,250</b>	<b>30,000</b>	<b>3,750</b>	<b>14.29%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	283,055	336,093	179,291	347,181	382,569	35,388	10.19%
6200	Supplies, Repairs, Maint.	1,036	2,844	169	1,700	1,751	51	3.00%
6300	Consulting	-	375	-	-	20,000	20,000	0.00%
6306	Services & Charges	11,020	8,499	3,575	7,100	5,763	(1,337)	-18.83%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,288	1,506	1,630	1,800	1,800	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>296,400</b>	<b>349,317</b>	<b>184,665</b>	<b>357,781</b>	<b>411,883</b>	<b>54,102</b>	<b>15.12%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(275,083)</b>	<b>(324,258)</b>	<b>(169,651)</b>	<b>(331,531)</b>	<b>(381,883)</b>	<b>(50,352)</b>	<b>15%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
City Administrator	1.00	1.00	1.00
Human Resources Director	1.00	1.00	1.00
Executive Assistant/Paralegal	1.00	1.00	1.00
PTHuman Resource Technician	0.50	0.50	0.50
<b>TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

# Elections

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 5,572	\$ -	\$ 20	\$ 10,000	\$ -
<b>Expenditure Total</b>	\$ 17,055	\$ 719	\$ 1,147	\$ 19,763	\$ 10,128
<b>Revenues over (under) Expenditures</b>	\$ (11,483)	\$ (719)	\$ (1,127)	\$ (9,763)	\$ (10,128)

## *Department Description:*

The election department provides resources necessary to administer the election process for the City of Hutchinson. This includes resources needed for election supplies, staff time to administer the election process and equipment needed to ensure accurate and efficient processing of election results and ballots.

# Election Budget Form

Department:		Elections						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	5,572	-	20	-	-	-	0.00%
4998	Fund Balance	-	-	-	10,000	-	(10,000)	-100.00%
<b>TOTAL REVENUES</b>		<b>5,572</b>	<b>-</b>	<b>20</b>	<b>10,000</b>	<b>-</b>	<b>(10,000)</b>	<b>-100.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	14,305	-	166	13,813	7,296	(6,517)	-47.18%
6200	Supplies, Repairs, Maint.	840	214	-	840	865	25	2.98%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	1,910	505	981	1,910	1,967	57	2.98%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	3,200	-	(3,200)	-100.00%
<b>TOTAL EXPENDITURES</b>		<b>17,055</b>	<b>719</b>	<b>1,147</b>	<b>19,763</b>	<b>10,128</b>	<b>(9,635)</b>	<b>-48.75%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(11,483)</b>	<b>(719)</b>	<b>(1,127)</b>	<b>(9,763)</b>	<b>(10,128)</b>	<b>(365)</b>	<b>4%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Finance

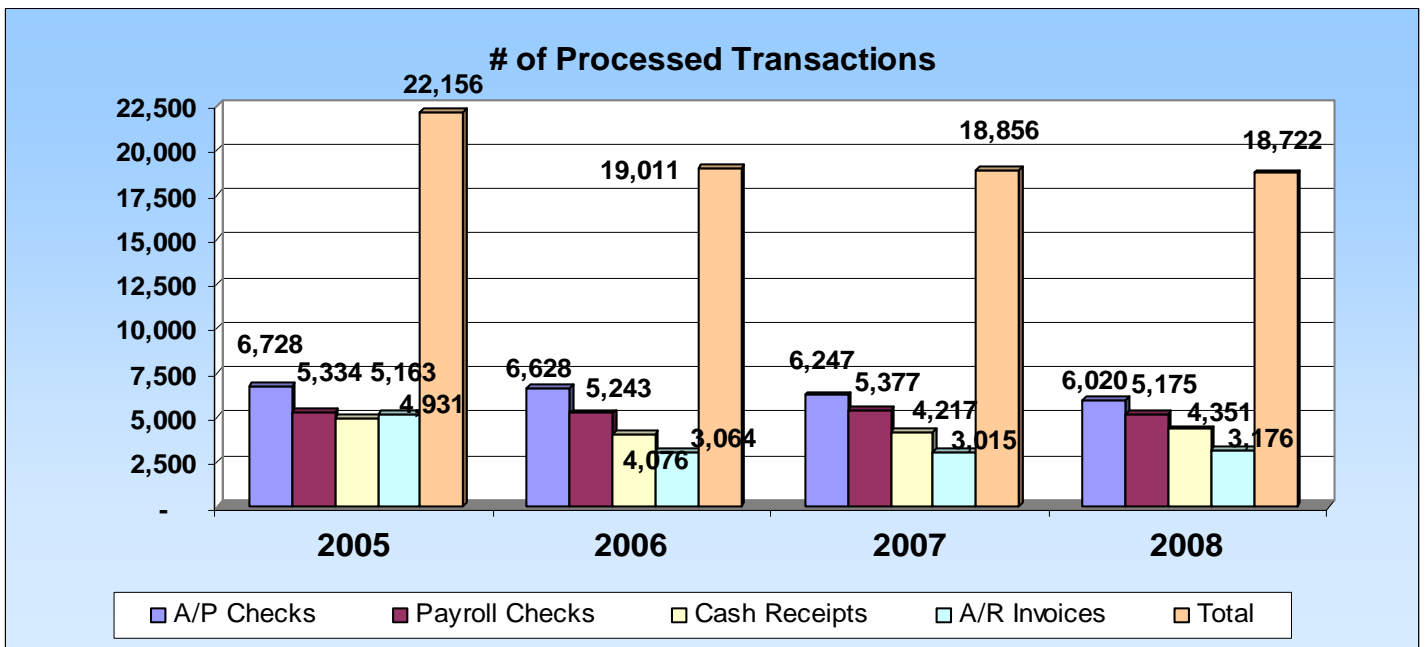
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 25	\$ 399	\$ 346	\$ -	\$ 47,168
Expenditure Total	\$ 470,147	\$ 566,470	\$ 284,505	\$ 619,645	\$ 638,174
Revenues over (under) Expenditures	\$ (470,122)	\$ (566,070)	\$ (284,159)	\$ (619,645)	\$ (591,006)

## Department Description:

The Finance Department functions as an internal service department for the various other departments within the City of Hutchinson. The department is responsible for all phases of budget planning, preparation and monitoring, contract control, Capital Improvement Plan, debt financing, payroll, financial reporting, general ledger activity, receipting, disbursements, inventory of fixed assets, independent audit assistance, investment activity and all related accounting services.

## Department Measurements:



# Finance Budget Form

Department:		Finance						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	321	317	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	25	79	29	-	-	-	0.00%
4998	Fund Balance	-	-	-	-	47,168	47,168	0.00%
<b>TOTAL REVENUES</b>		<b>25</b>	<b>399</b>	<b>346</b>	<b>-</b>	<b>47,168</b>	<b>47,168</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	310,746	403,583	210,329	437,545	461,074	23,529	5.38%
6200	Supplies, Repairs, Maint.	21,126	24,897	8,519	24,100	24,000	(100)	-0.41%
6300	Consulting	-	4,095	-	-	-	-	0.00%
6306	Services & Charges	132,720	131,486	64,402	156,000	151,100	(4,900)	-3.14%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,752	2,409	1,255	2,000	2,000	-	0.00%
7000	Capital Outlay	3,803	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>470,147</b>	<b>566,470</b>	<b>284,505</b>	<b>619,645</b>	<b>638,174</b>	<b>18,529</b>	<b>2.99%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(470,122)</b>	<b>(566,070)</b>	<b>(284,159)</b>	<b>(619,645)</b>	<b>(591,006)</b>	<b>28,639</b>	<b>-5%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Accountant	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00
Payroll Benefits Specialist	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
PT Senior Accounting Specialist	0.75	0.75	0.75
PT Accounting Specialist	0.63	0.63	0.63
<b>TOTAL</b>	<b>5.37</b>	<b>5.37</b>	<b>5.37</b>

# Motor Vehicle

## *Department Budget Recap*

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 (YTD 06/30/08)</b>	<b>2008 Budget</b>	<b>2009 Approved</b>
<b>Revenue Total</b>	\$ 236,664	\$ 240,497	\$ 125,305	\$ 256,000	\$ 243,000
<b>Expenditure Total</b>	\$ 211,099	\$ 217,778	\$ 109,531	\$ 205,898	\$ 231,500
<b>Revenues over (under) Expenditures</b>	\$ 25,564	\$ 22,719	\$ 15,774	\$ 50,102	\$ 11,500

## *Department Description:*

Citizens are served at the motor vehicle department with all of their registration and transfer needs. This includes: DNR recreational Watercraft, ATV and Snowmobiles registration and licensing. Fish and Game licenses are also electronically produced. In addition the motor vehicle department assists the State in Drivers license processing.

## *Department Measurements:*

	<b><u>2006 Actual</u></b>	<b><u>2007 Actual</u></b>	<b><u>2008 Actual</u></b>
<b>Total number transactions:</b>	<b>44,117</b>	<b>42,997</b>	<b>43,337</b>
<b>Total Payroll Cost/Transaction:</b>	<b>\$4.39</b>	<b>\$4.76</b>	<b>\$4.86</b>
<b>Total Cost/Transaction:</b>	<b>\$4.65</b>	<b>\$5.06</b>	<b>\$5.05</b>
<b>City Income/Transaction:</b>	<b>\$0.58</b>	<b>\$0.52</b>	<b>\$0.64</b>

# Motor Vehicle Budget Form

Department:		Motor Vehicle						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	244,218	239,001	133,473	256,000	243,000	(13,000)	-5.08%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	(7,555)	1,496	(8,168)	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>236,664</b>	<b>240,497</b>	<b>125,305</b>	<b>256,000</b>	<b>243,000</b>	<b>(13,000)</b>	<b>-5.08%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	193,642	204,495	105,277	192,798	218,040	25,242	13.09%
6200	Supplies, Repairs, Maint.	6,924	3,373	1,179	3,600	3,709	109	3.03%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	7,945	7,448	2,226	8,350	8,601	251	3.01%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	838	595	848	1,150	1,150	-	0.00%
7000	Capital Outlay	1,749	1,866	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>211,099</b>	<b>217,778</b>	<b>109,531</b>	<b>205,898</b>	<b>231,500</b>	<b>25,602</b>	<b>12.43%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>25,564</b>	<b>22,719</b>	<b>15,774</b>	<b>50,102</b>	<b>11,500</b>	<b>(38,602)</b>	<b>-77%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Motor Vehicle Deputy Registrar	1.00	1.00	1.00
PT Licensing Clerk	2.68	2.68	2.68
<b>TOTAL</b>	<b>3.68</b>	<b>3.68</b>	<b>3.68</b>

# Assessing

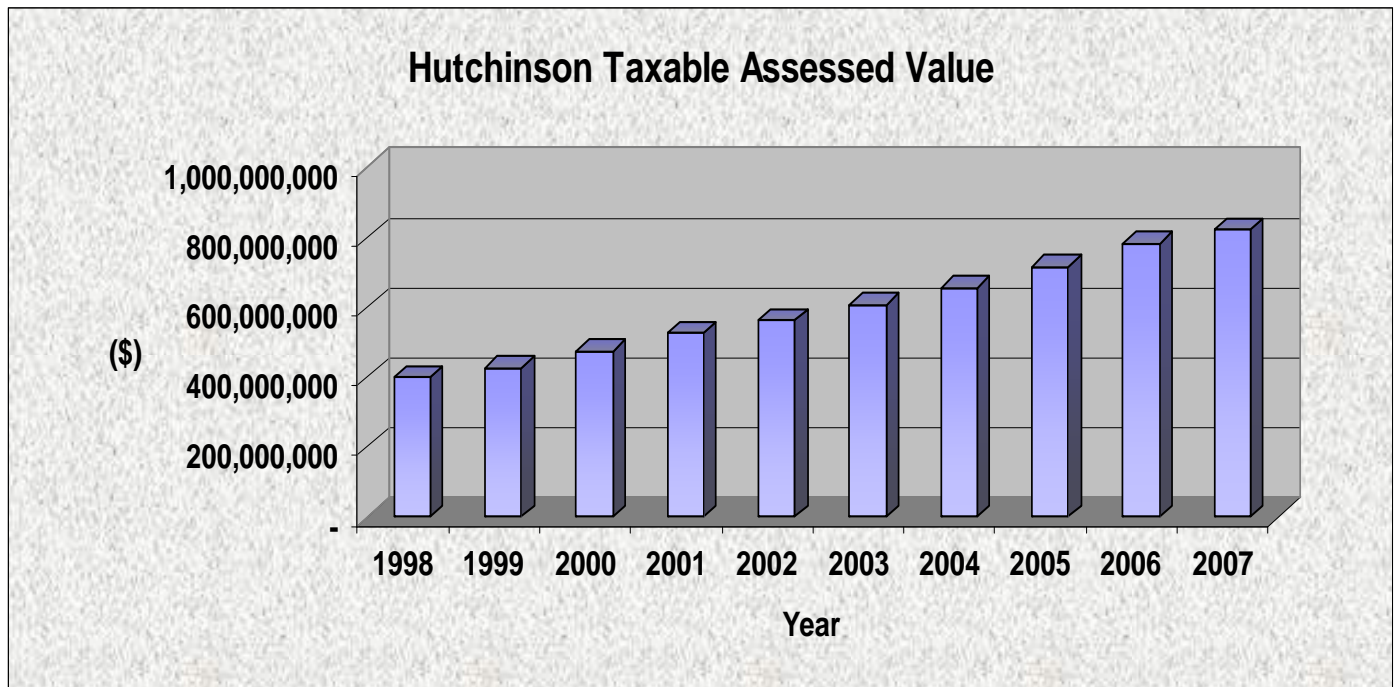
## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (Actual YTD)	2008 Budget	2009 Approved
Revenue Total	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Total	\$ 47,175	\$ 51,885	\$ -	\$ 54,900	\$ 57,940
Revenues over (under) Expenditures	\$ (47,175)	\$ (51,885)	\$ -	\$ (54,900)	\$ (57,940)

## *Department Description:*

The Assessing department budgets for the expenditures associated with contracting with McLeod County to provide property valuations for the City of Hutchinson.

## *Department Measurements:*



# Assessing Budget Form

Department:		Assessing						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (Actual YTD)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	47,175	51,885	-	54,900	57,940	3,040	5.54%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>47,175</b>	<b>51,885</b>	<b>-</b>	<b>54,900</b>	<b>57,940</b>	<b>3,040</b>	<b>5.54%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(47,175)</b>	<b>(51,885)</b>	<b>-</b>	<b>(54,900)</b>	<b>(57,940)</b>	<b>(3,040)</b>	<b>6%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Legal

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 65,525	\$ 91,768	\$ 50,400	\$ 90,000	\$ 94,000
<b>Expenditure Total</b>	\$ 182,152	\$ 194,782	\$ 89,084	\$ 211,944	\$ 200,194
<b>Revenues over (under) Expenditures</b>	\$ (116,627)	\$ (103,014)	\$ (38,684)	\$ (121,944)	\$ (106,194)

## *Department Description:*

The Hutchinson City Attorney's Office represents the City and advises and represents the City Council officials in all legal matters. The City Attorney provides legal services on a wide-range of topics to the 14 city departments and the 13 boards and commissions of the city. The City Attorney also serves as general counsel to Hutchinson's regional hospital, Hutchinson Area Health Care, including its nursing home, Burns Manor, and its clinic in Dassel, Minnesota, as well as serving as general counsel for the Hutchinson Utilities Commission, the City's natural gas and electric provider. In addition, the City Attorney's Office prosecutes ordinance violations, petty misdemeanor, misdemeanor and some gross misdemeanor crimes that occur within the City of Hutchinson. The City Attorney's Office may provide to a limited extent information to the general public regarding City ordinances and resolutions, however, the City Attorney's Office cannot provide legal advice or recommendations to private citizens for their personal legal matters.

## *Department Measurements:*

<b>Criminal Cases Prosecuted</b>	
<b>Year</b>	<b># of Cases</b>
<b>2003</b>	<b>561</b>
<b>2004</b>	<b>473</b>
<b>2005</b>	<b>551</b>
<b>2006</b>	<b>517</b>
<b>2007</b>	<b>443</b>
<b>2008</b>	<b>448</b>

# Legal Budget Form

Department:		Legal						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	65,525	91,768	30,400	90,000	94,000	4,000	4.44%
4800	Transfers	-	-	20,000	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>65,525</b>	<b>91,768</b>	<b>50,400</b>	<b>90,000</b>	<b>94,000</b>	<b>4,000</b>	<b>4.44%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	113,293	121,925	62,407	147,211	137,840	(9,371)	-6.37%
6200	Supplies, Repairs, Maint.	13,304	16,004	6,554	13,500	13,905	405	3.00%
6300	Consulting	46,068	45,967	15,596	39,700	39,700	-	0.00%
6306	Services & Charges	8,599	9,814	3,688	9,533	6,749	(2,784)	-29.20%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	888	1,072	839	2,000	2,000	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>182,152</b>	<b>194,782</b>	<b>89,084</b>	<b>211,944</b>	<b>200,194</b>	<b>(11,750)</b>	<b>-5.54%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(116,627)</b>	<b>(103,014)</b>	<b>(38,684)</b>	<b>(121,944)</b>	<b>(106,194)</b>	<b>15,750</b>	<b>-13%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
City Attorney	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# Planning

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 12,815	\$ 13,843	\$ 7,353	\$ 18,000	\$ 21,000
<b>Expenditure Total</b>	\$ 160,730	\$ 170,240	\$ 80,771	\$ 160,624	\$ 173,215
<b>Revenues over (under) Expenditures</b>	\$ (147,916)	\$ (156,397)	\$ (73,418)	\$ (142,624)	\$ (152,215)

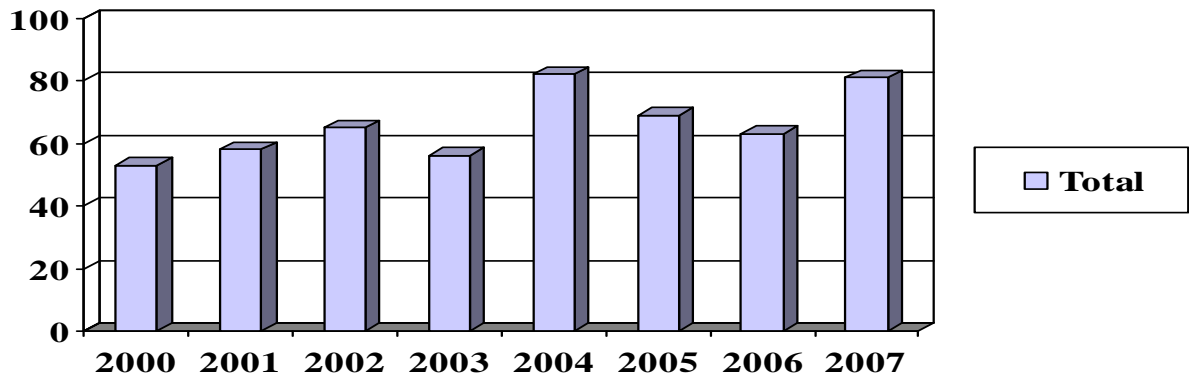
## *Department Description:*

This department provides long range planning services and reviews building and land use plans for consistency with City plans. Staff is responsible for the regulation of property to ensure development in accordance with City plans and ordinances, and ensuring general health, safety, and welfare standards are met. Planning and zoning functions include comprehensive planning, land use review, processing of zoning, platting, and development applications, and implementing the development regulations and goals of the City.

Demographic information, as well as projections about population growth, are monitored and planned by this department. The Department also drafts policies and revises ordinances to implement the goals of the City Council regarding growth management and development practices. The Department works closely with the Engineering, Housing and Redevelopment, and Economic Development Departments. Staff also assists McLeod County staff with review and processing of development applications in the Joint Planning Area.

## *Department Measurements:*

**TOTAL ANNUAL LAND USE APPLICATIONS  
FOR YEARS 2000-2007**



# Planning Budget Form

Department:		Planning						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	12,543	13,840	7,353	17,780	20,600	2,820	15.86%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	272	3	-	220	400	180	81.82%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>12,815</b>	<b>13,843</b>	<b>7,353</b>	<b>18,000</b>	<b>21,000</b>	<b>3,000</b>	<b>16.67%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	139,093	154,078	76,306	142,744	155,865	13,121	9.19%
6200	Supplies, Repairs, Maint.	1,580	1,566	984	1,380	1,600	220	15.94%
6300	Consulting	2,605	-	-	1,000	-	(1,000)	-100.00%
6306	Services & Charges	16,083	13,483	3,421	14,700	14,950	250	1.70%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,370	1,113	61	800	800	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>160,730</b>	<b>170,240</b>	<b>80,771</b>	<b>160,624</b>	<b>173,215</b>	<b>12,591</b>	<b>7.84%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(147,916)</b>	<b>(156,397)</b>	<b>(73,418)</b>	<b>(142,624)</b>	<b>(152,215)</b>	<b>(9,591)</b>	<b>7%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Planning Coordinator	1.00	1.00	1.00
Planning Director	0.70	0.70	0.70
<b>TOTAL</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>

# Information Services

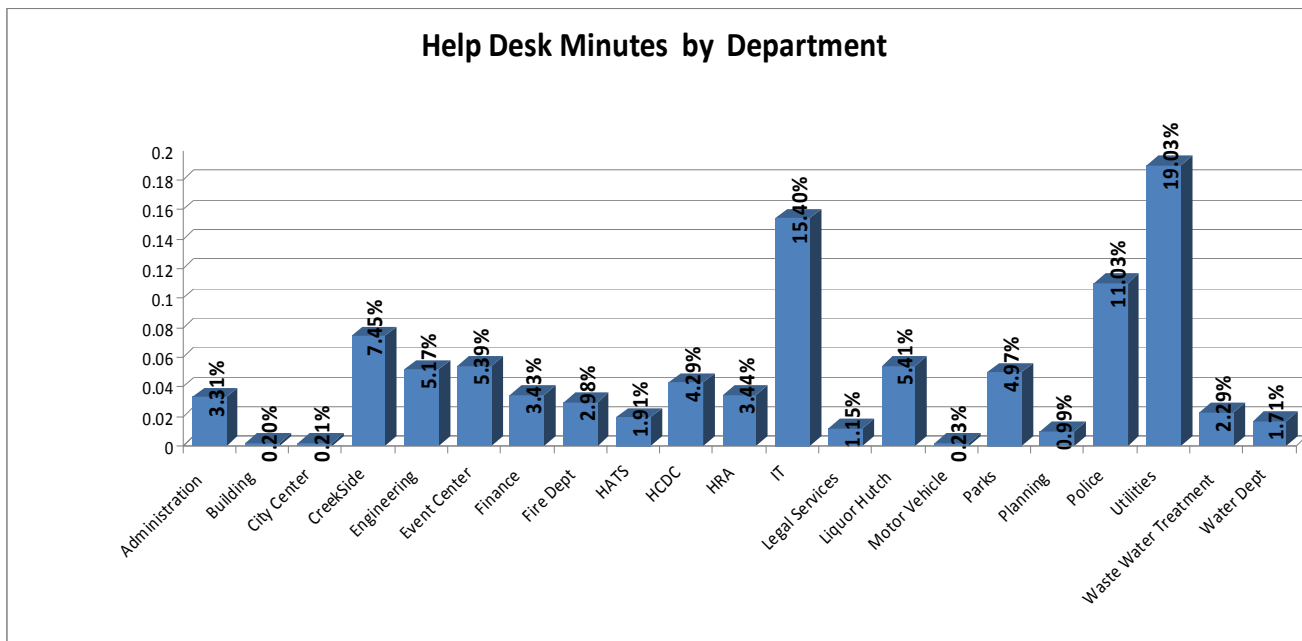
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 59,061	\$ 62,071	\$ 32,613	\$ 65,030	\$ 68,282
<b>Expenditure Total</b>	\$ 231,349	\$ 254,410	\$ 124,014	\$ 280,187	\$ 286,127
<b>Revenues over (under) Expenditures</b>	\$ (172,288)	\$ (192,340)	\$ (91,402)	\$ (215,157)	\$ (217,845)

## Department Description:

The Technology department serves all departments within the City of Hutchinson including Hutchinson Utilities Commission. The department provides everything from high end network support and security, to comply with law enforcement networks, to basic software end user training. IT also manages and provides mapping/GIS services for all departments including GPS support and map accuracy maintenance. **Major Projects Completed for 2008:** *OPS/SCADA systems at Water & Waste Water Facilities, rewrite of the web page, Natural Gas GIS project, City Fiber Network and 2021 Help Desk Tickets completed in 2008.*

## Department Measurements:



# Information Services Budget Form

Department:		Information Services						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	59,061	62,071	32,613	65,030	68,282	3,252	5.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>59,061</b>	<b>62,071</b>	<b>32,613</b>	<b>65,030</b>	<b>68,282</b>	<b>3,252</b>	<b>5.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	206,001	230,335	117,610	257,987	272,871	14,884	5.77%
6200	Supplies, Repairs, Maint.	1,849	3,982	648	1,915	2,015	100	5.22%
6300	Consulting	10,516	3,907	1,490	5,000	-	(5,000)	-100.00%
6306	Services & Charges	12,767	15,941	4,240	14,910	10,866	(4,044)	-27.12%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	217	246	26	375	375	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>231,349</b>	<b>254,410</b>	<b>124,014</b>	<b>280,187</b>	<b>286,127</b>	<b>5,940</b>	<b>2.12%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(172,288)</b>	<b>(192,340)</b>	<b>(91,402)</b>	<b>(215,157)</b>	<b>(217,845)</b>	<b>(2,688)</b>	<b>1%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
GIS Specialist	0.25	0.25	0.25
Help Desk/Document Imaging Techn.	1.00	1.00	1.00
IT Director	1.00	1.00	1.00
Information Technology Specialist	1.00	1.00	1.00
<b>TOTAL</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>

# Police

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 339,092	\$ 353,057	\$ 96,437	\$ 264,063	\$ 252,615
<b>Expenditure Total</b>	\$ 2,744,858	\$ 2,961,823	\$ 1,416,051	\$ 3,084,861	\$ 3,168,196
<b>Revenues over (under) Expenditures</b>	\$ (2,405,766)	\$ (2,608,765)	\$ (1,319,614)	\$ (2,820,798)	\$ (2,915,581)

## *Department Description:*

The Police Department provides protective services to the citizens within the community. This entails responding to 911 calls, investigating crimes, providing first responder services and the direct administration of those functions.

## *Department Measurements:*

Department Measures	2005	2006	2007	2008
Calls for Service	15,923	16,425	15,741	15,087
911 Calls	4,243	4,035	4,080	3,980
Case Reports	2,600	2,859	2,474	2,337
Felony Arrests	148	156	147	161
Misdemeanor Arrests	852	708	514	619
DUI's	121	113	135	83

# Police Budget Form

Department:		Police						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	1,630	1,471	1,636	1,400	1,442	42	3.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	203,935	238,401	54,425	198,663	179,059	(19,604)	-9.87%
4250	Charges for Services	43,198	39,387	14,672	9,000	17,114	8,114	90.16%
4400	Fines & Forfeitures	51,629	54,061	17,707	45,000	45,000	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	28,451	18,977	4,631	10,000	10,000	-	0.00%
4800	Transfers	10,250	760	3,365	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>339,092</b>	<b>353,057</b>	<b>96,437</b>	<b>264,063</b>	<b>252,615</b>	<b>(11,448)</b>	<b>-4.34%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	2,266,393	2,471,457	1,181,062	2,674,765	2,766,983	92,218	3.45%
6200	Supplies, Repairs, Maint.	110,599	117,363	58,086	87,500	91,090	3,590	4.10%
6300	Consulting	19,530	28,210	9,167	24,575	17,000	(7,575)	-30.82%
6306	Services & Charges	320,724	330,220	156,865	282,921	278,023	(4,898)	-1.73%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	24,525	14,574	10,872	15,100	15,100	-	0.00%
7000	Capital Outlay	3,087	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>2,744,858</b>	<b>2,961,823</b>	<b>1,416,051</b>	<b>3,084,861</b>	<b>3,168,196</b>	<b>83,335</b>	<b>2.70%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(2,405,766)</b>	<b>(2,608,765)</b>	<b>(1,319,614)</b>	<b>(2,820,798)</b>	<b>(2,915,581)</b>	<b>(94,783)</b>	<b>3%</b>

*Full Time Employees (FTE):*

<b>POSITIONS (FTE's)</b>	<b>2008 Actual</b>	<b>2009 Requested</b>	<b>2009 Approved</b>
Police Lieutenant	1.00	1.00	1.00
Police Chief/Emergency Management Dir.	1.00	1.00	1.00
Police Sergeant	5.00	5.00	5.00
Police Records Specialist	2.00	2.00	2.00
Adm. Secretary, Police	1.00	1.00	1.00
Communication Specialists	5.00	5.00	5.00
Police Community Service Officer	1.00	1.00	1.00
CSO/Facility Maintenance	1.00	1.00	1.00
Police Officer Investigation	3.00	3.00	3.00
Police Investigations Specialist	1.00	1.00	1.00
PT Police Officer	1.50	1.50	1.50
PT Communication Specialist	1.50	1.50	1.50
Police Officer	13.00	13.00	13.00
<b>TOTAL</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY

# Emergency Management

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ -	\$ 7,500	\$ 2,000	\$ -	\$ -
<b>Expenditure Total</b>	\$ 9,599	\$ 25,211	\$ 10,211	\$ 19,000	\$ 18,000
<b>Revenues over (under) Expenditures</b>	\$ (9,599)	\$ (17,711)	\$ (8,211)	\$ (19,000)	\$ (18,000)

## *Department Description:*

The Emergency Management budget provides resources necessary to buy protective gear and supplies needed to respond to emergency situations. Supplies are inventoried and ready to be utilized in immediate situations when necessary. This department also addresses expenditures in relation to utilizing outside vendors and professional services when needed.

# Emergency Management Budget Form

Department:		Emergency Management						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	7,500	2,000	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>-</b>	<b>7,500</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	1,470	5,852	3,347	10,000	9,500	(500)	-5.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	8,129	15,164	3,154	9,000	8,500	(500)	-5.56%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	4,195	-	-	-	-	0.00%
7000	Capital Outlay	-	-	3,710	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>9,599</b>	<b>25,211</b>	<b>10,211</b>	<b>19,000</b>	<b>18,000</b>	<b>(1,000)</b>	<b>-5.26%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(9,599)</b>	<b>(17,711)</b>	<b>(8,211)</b>	<b>(19,000)</b>	<b>(18,000)</b>	<b>1,000</b>	<b>-5%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Safety Committee

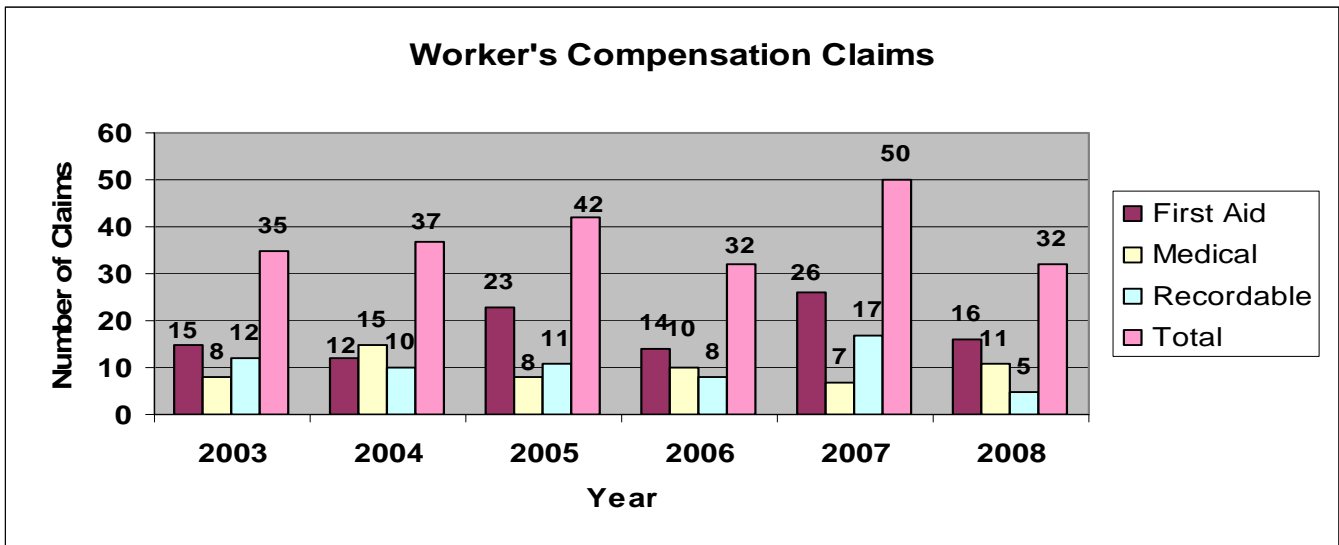
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ -	\$ 6,000	\$ 3,068	\$ 6,000	\$ -
Expenditure Total	\$ 17,716	\$ 19,437	\$ 9,286	\$ 20,370	\$ 13,450
Revenues over (under) Expenditures	\$ (17,716)	\$ (13,437)	\$ (6,218)	\$ (14,370)	\$ (13,450)

## Department Description:

The Safety Committee budget addresses consulting costs which provide monthly safety training meetings for the City of Hutchinson employees which include all enterprise funds (water, wastewater, liquor, compost, storm water utility) as well as Hutchinson Utilities employees. Ongoing safety training is an important factor in helping to keep employees and the community safe as well as maintaining a low level of accident claim reporting to the City's insurance company. A direct impact of a safe work environment is a stable insurance premium.

## Department Measurement:



# Safety Committee Budget Form

Department:		Safety Committee						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	6,000	3,068	6,000	-	(6,000)	-100.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>-</b>	<b>6,000</b>	<b>3,068</b>	<b>6,000</b>	<b>-</b>	<b>(6,000)</b>	<b>-100.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	498	114	-	500	450	(50)	-10.00%
6300	Consulting	15,650	18,100	9,200	18,000	11,350	(6,650)	-36.94%
6306	Services & Charges	1,071	823	-	1,270	1,070	(200)	-15.75%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	497	400	86	600	580	(20)	-3.33%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>17,716</b>	<b>19,437</b>	<b>9,286</b>	<b>20,370</b>	<b>13,450</b>	<b>(6,920)</b>	<b>-33.97%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(17,716)</b>	<b>(13,437)</b>	<b>(6,218)</b>	<b>(14,370)</b>	<b>(13,450)</b>	<b>920</b>	<b>-6%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Fire

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 154,500	\$ 138,638	\$ 25,337	\$ 181,000	\$ 123,500
<b>Expenditure Total</b>	\$ 436,428	\$ 449,501	\$ 160,162	\$ 465,013	\$ 438,677
<b>Revenues over (under) Expenditures</b>	\$ (281,928)	\$ (310,863)	\$ (134,825)	\$ (284,013)	\$ (315,177)

## *Department Description:*

The Fire department provides three basic services to the community of Hutchinson, 1) Responding to Calls 2) Safety & Fire Inspections and 3) Prevention & Education. The latter two areas help to address and minimize potential problems and risks before they need to be responded too.

## *Department Measurements:*

Description	2004	2005	2006	2007	2008
<b>Calls for Service</b>	358	373	352	422	413
<b>Arson Calls</b>	3 / .08%	6 / 1.6%	12 / 3.4%	5 / 1.2%	3 / 0.7%
<b>Officer Only Calls</b>	91	114	149	160	152
<b>Dollars Saved</b>	14,200	18,500	24,600	26,900	25,536
<b>Average Response Time</b>	5.07 M	5.48 M	5.20 M	3.54 M	4:15 M
<b>Firefighter Injury</b>	N/A	1	1	4	4
<b>Fatal Fires</b>	-	-	-	-	-
<b>Structure Fires</b>	20	31	18	19	25
<b>Fire Loss</b>	390,250	275,300	1,179,000	705,000	638,250
<b>Training Hours</b>	5,113	6,172	4,118	4,035	2,681
<b>Training Hrs/Per Firefighter</b>	176	213	118	122	96
<b>Inspections/Code Enforcement</b>	649	560	428	560	2,098
<b>Prevention/Education</b>	69	97	105	109	109
<b>Students</b>	2,499	2,190	2,401	1,793	2,863

# Fire Budget Form

Department:		Fire						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	99,592	98,960	-	95,000	64,000	(31,000)	-32.63%
4250	Charges for Services	-	-	20,950	40,000	16,000	(24,000)	-60.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	10,326	2,016	4,337	5,000	2,500	(2,500)	-50.00%
4800	Transfers	44,582	37,662	50	41,000	41,000	-	0.00%
<b>TOTAL REVENUES</b>		<b>154,500</b>	<b>138,638</b>	<b>25,337</b>	<b>181,000</b>	<b>123,500</b>	<b>(57,500)</b>	<b>-31.77%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	334,777	347,043	112,228	367,677	349,847	(17,830)	-4.85%
6200	Supplies, Repairs, Maint.	27,313	39,211	18,233	32,375	32,480	105	0.32%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	62,374	60,088	23,426	53,411	52,475	(936)	-1.75%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	4,118	3,159	5,103	5,050	3,875	(1,175)	-23.27%
7000	Capital Outlay	7,847	-	1,171	6,500	-	(6,500)	-100.00%
<b>TOTAL EXPENDITURES</b>		<b>436,428</b>	<b>449,501</b>	<b>160,162</b>	<b>465,013</b>	<b>438,677</b>	<b>(26,336)</b>	<b>-5.66%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(281,928)</b>	<b>(310,863)</b>	<b>(134,825)</b>	<b>(284,013)</b>	<b>(315,177)</b>	<b>(31,164)</b>	<b>11%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Fire Chief	1.00	1.00	1.00
Fire Inspector	1.00	1.00	1.00
PT Custodian	0.23	0.23	0.23
PTAsst. Chief	1.00	1.00	1.00
PTBattalion Chiefs	2.00	2.00	2.00
PTLieutenant	4.00	4.00	4.00
PTSafety Officer	1.00	1.00	1.00
Volunteer Firefighters	35.00	35.00	35.00
<b>TOTAL</b>	<b>45.23</b>	<b>45.23</b>	<b>45.23</b>

# Protective Services

## *Department Budget Recap*

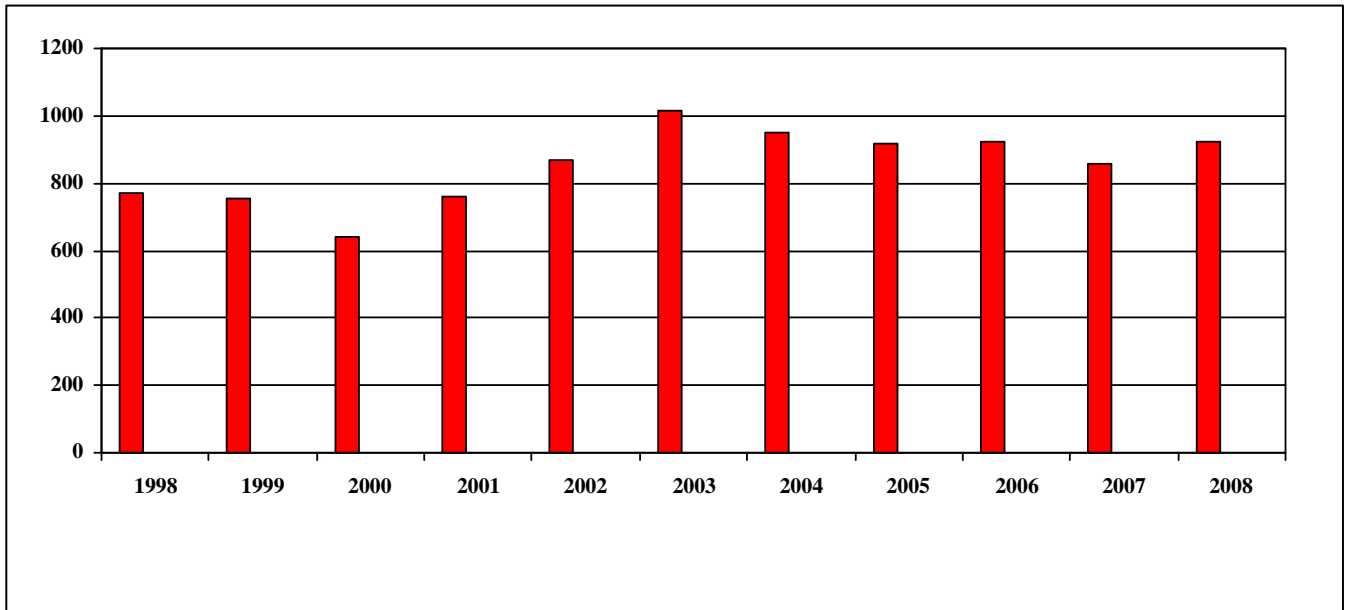
	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 486,754	\$ 298,649	\$ 97,388	\$ 319,900	\$ 285,596
<b>Expenditure Total</b>	\$ 218,985	\$ 242,289	\$ 123,110	\$ 283,768	\$ 285,596
<b>Revenues over (under) Expenditures</b>	\$ 267,769	\$ 56,360	\$ (25,722)	\$ 36,132	\$ -

## *Department Description:*

The department provides building services to provide minimum standards to safeguard life, health, property, and public welfare by regulation and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of buildings within the City. The department conducts plan review, inspections, enforcement, and issues permits for building, plumbing, fire suppression, and mechanical projects.

## *Department Measurements:*

### ***TOTAL NUMBER OF BUILDING PERMITS BY YEAR***



# Protective Services Budget Form

Department:		Protective Services						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	485,378	298,401	93,624	318,400	284,096	(34,304)	-10.77%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4700	Reimbursements	603	32	71	500	500	-	0.00%
4800	Transfers	-	-	1,200	-	-	-	0.00%
4890	Surcharge	773	215	2,493	1,000	1,000	-	0.00%
<b>TOTAL REVENUES</b>		<b>486,754</b>	<b>298,649</b>	<b>97,388</b>	<b>319,900</b>	<b>285,596</b>	<b>(34,304)</b>	<b>-10.72%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	177,293	196,835	102,975	243,835	244,596	761	0.31%
6200	Supplies, Repairs, Maint.	8,353	6,106	2,284	4,050	4,350	300	7.41%
6300	Consulting	6,668	1,690	1,532	3,000	2,500	(500)	-16.67%
6306	Services & Charges	26,291	36,986	15,624	31,133	32,400	1,267	4.07%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	380	673	695	1,750	1,750	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>218,985</b>	<b>242,289</b>	<b>123,110</b>	<b>283,768</b>	<b>285,596</b>	<b>1,828</b>	<b>0.64%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>267,769</b>	<b>56,360</b>	<b>(25,722)</b>	<b>36,132</b>	<b>-</b>	<b>(36,132)</b>	<b>-100%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Building Inspector II	1.00	1.00	1.00
Building Official	1.00	1.00	1.00
Planning Director	0.30	0.30	0.30
Senior Office Specialist	1.00	1.00	1.00
<b>TOTAL</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>

# Engineering

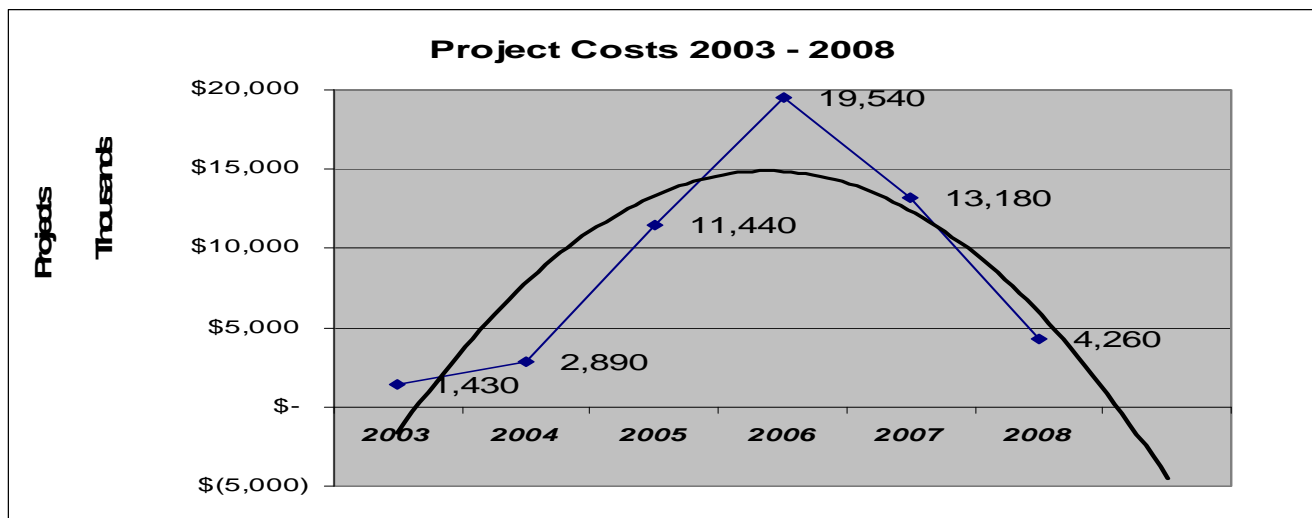
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 572,906	\$ 452,781	\$ 3,453	\$ 547,385	\$ 495,225
Expenditure Total	\$ 501,051	\$ 481,345	\$ 263,700	\$ 472,046	\$ 487,287
Revenues over (under) Expenditures	\$ 71,855	\$ (28,563)	\$ (260,247)	\$ 75,339	\$ 7,938

## Department Description:

The Engineering Department provides services necessary to improve, maintain and monitor the City's investment in necessary transportation and utility infrastructure. Specific services delivered by Engineering staff include project planning, design, management and construction inspection, property assessment administration, private development reviews, storm water utility management, and environmental/regulatory activities. Engineering staff also continues to develop and maintain relationships with other City departments, McLeod County, Mn/DOT, local/state legislators and others to encourage partnerships for future projects.

## Department Measurements:



# Engineering Budget Form

Department:		Engineering						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	572,606	452,516	3,130	547,160	495,000	(52,160)	-9.53%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	300	266	323	225	225	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>572,906</b>	<b>452,781</b>	<b>3,453</b>	<b>547,385</b>	<b>495,225</b>	<b>(52,160)</b>	<b>-9.53%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	426,342	415,327	229,201	383,671	405,064	21,393	5.58%
6200	Supplies, Repairs, Maint.	14,638	10,819	8,582	15,435	18,738	3,303	21.40%
6300	Consulting	7,103	8,344	1,874	16,550	16,550	-	0.00%
6306	Services & Charges	44,395	43,169	21,435	48,820	39,365	(9,455)	-19.37%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	3,428	3,686	2,608	7,570	7,570	-	0.00%
7000	Capital Outlay	5,145	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>501,051</b>	<b>481,345</b>	<b>263,700</b>	<b>472,046</b>	<b>487,287</b>	<b>15,241</b>	<b>3.23%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>71,855</b>	<b>(28,563)</b>	<b>(260,247)</b>	<b>75,339</b>	<b>7,938</b>	<b>(67,401)</b>	<b>-89%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
City Engineer	0.50	0.50	0.50
Engineering Specialist	1.00	1.00	1.00
Senior Engineering Specialist	1.70	1.70	1.70
GIS Specialist	0.25	0.25	0.25
Environmental Specialist	0.20	0.20	0.20
Administrative Secretary	1.00	1.00	1.00
<b>TOTAL</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>

# Streets & Alleys

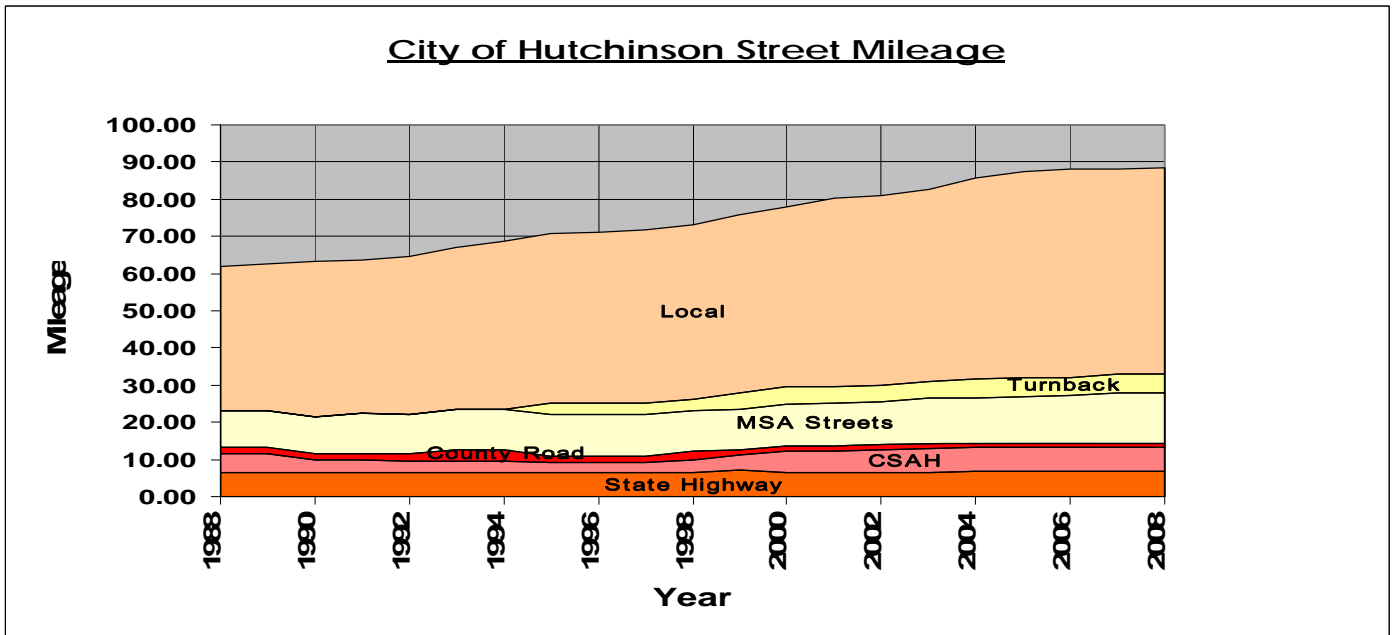
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/08/08)	2008 Budget	2009 Approved
Revenue Total	\$ 29,904	\$ 199,120	\$ 52,586	\$ 207,000	\$ 207,270
Expenditure Total	\$ 1,154,099	\$ 1,542,088	\$ 781,166	\$ 1,495,563	\$ 1,463,999
Revenues over (under) Expenditures	\$ (1,124,194)	\$ (1,342,968)	\$ (728,581)	\$ (1,288,563)	\$ (1,256,729)

## Department Description:

Streets & Alleys is responsible for maintaining a network of over 73 miles of City streets that has been growing at around 2.8% over the last two decades. The department is also responsible for a number of municipal services, including neighborhood pavement maintenance, grounds maintenance, facility maintenance, snow removal and ice control, forestry services, traffic control, mosquito control, and other services related to public functions. Staff from Streets & Alleys also assists other departments with equipment operation and maintenance activities.

## Department Measurements:



# Streets & Alleys Budget Form

Department:		Streets & Alleys						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/08/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	13,318	26,235	13,860	34,000	34,000	-	0.00%
4250	Charges for Services	12,348	10,786	2,224	9,000	9,270	270	3.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	4,479	132,099	36,502	134,000	134,000	-	0.00%
4800	Transfers	(240)	30,000	-	30,000	30,000	-	0.00%
<b>TOTAL REVENUES</b>		<b>29,904</b>	<b>199,120</b>	<b>52,586</b>	<b>207,000</b>	<b>207,270</b>	<b>270</b>	<b>0.13%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	547,904	639,526	304,246	613,869	674,125	60,256	9.82%
6200	Supplies, Repairs, Maint.	99,353	180,781	129,909	129,200	157,452	28,252	21.87%
6300	Consulting	20,599	34,991	7,243	11,500	11,500	-	0.00%
6306	Services & Charges	357,465	597,681	322,199	627,732	512,160	(115,572)	-18.41%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	118,149	83,700	-	87,050	87,050	-	0.00%
6900	Misc. Expenses	1,032	1,788	340	712	712	-	0.00%
7000	Capital Outlay	9,596	3,621	17,228	25,500	21,000	(4,500)	-17.65%
<b>TOTAL EXPENDITURES</b>		<b>1,154,099</b>	<b>1,542,088</b>	<b>781,166</b>	<b>1,495,563</b>	<b>1,463,999</b>	<b>(31,564)</b>	<b>-2.11%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(1,124,194)</b>	<b>(1,342,968)</b>	<b>(728,581)</b>	<b>(1,288,563)</b>	<b>(1,256,729)</b>	<b>31,834</b>	<b>-2%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Heavy Equipment Operator	3.40	3.40	3.40
Senior Public Works Main. Specialist	1.20	1.20	1.20
City Forester	1.00	1.00	1.00
Administrative Secretary(Public Works)	0.75	0.75	0.75
Maintenance Supervisor	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00
<b>TOTAL</b>	<b>8.35</b>	<b>8.35</b>	<b>8.35</b>

# City Hall

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 4,186	\$ 2,207	\$ 1,268	\$ 2,300	\$ 2,300
<b>Expenditure Total</b>	\$ 142,231	\$ 135,227	\$ 64,820	\$ 151,068	\$ 148,477
<b>Revenues over (under) Expenditures</b>	\$ (138,045)	\$ (133,020)	\$ (63,552)	\$ (148,768)	\$ (146,177)

## *Department Description:*

Department staff provides custodial and maintenance services along with building management oversight for the City Center building and grounds located at 111 Hassan Street S.E. Staff performs building maintenance functions such as preparing the building for daily operations, custodial services, repairs, supply ordering, building operations, and space management. Grounds keeping services are also provided for the City Hall property throughout the year. Department staff also manages the budget for building operations, supplies, maintenance planning, and utilities, and oversees building renovations and capital projects. City Center staff also assists other departments with building renovation projects and serves as back-up staffing support for the Library and Fire Department building maintenance staff.

# City Hall Budget Form

Department:		City Hall Building						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	2,180	2,200	1,100	2,200	2,200	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	2,006	7	168	100	100	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>4,186</b>	<b>2,207</b>	<b>1,268</b>	<b>2,300</b>	<b>2,300</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	59,711	62,681	32,706	66,968	71,884	4,916	7.34%
6200	Supplies, Repairs, Maint.	16,677	13,235	4,302	17,050	16,250	(800)	-4.69%
6300	Consulting	3,452	513	-	-	-	-	0.00%
6306	Services & Charges	62,236	58,738	27,666	66,820	60,113	(6,707)	-10.04%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	155	60	146	230	230	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>142,231</b>	<b>135,227</b>	<b>64,820</b>	<b>151,068</b>	<b>148,477</b>	<b>(2,591)</b>	<b>-1.72%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(138,045)</b>	<b>(133,020)</b>	<b>(63,552)</b>	<b>(148,768)</b>	<b>(146,177)</b>	<b>2,591</b>	<b>-2%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
General Maintenance Worker	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# Park/Recreation Administration

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 57,927	\$ 61,241	\$ 37,569	\$ 58,500	\$ 60,000
Expenditure Total	\$ 188,359	\$ 201,284	\$ 108,221	\$ 214,162	\$ 221,451
Revenues over (under) Expenditures	\$ (130,432)	\$ (140,043)	\$ (70,652)	\$ (155,662)	\$ (161,451)

## *Department Description:*

The Administration function serves as the connecting point for the joint powers agreement between the city and ISD #423. The PRCE Director is shared 50/50 with the School District. Cost sharing functions including registration, brochures, technology and postage are funded through the administrative budget.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Participant Registrations:	7,011	6,963	7,208	8,845

# Park/Recreation Administration Budget Form

Department:		Park/Recreation Administration						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	54,205	57,534	30,451	55,500	60,000	4,500	8.11%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	447	431	4,118	-	-	-	0.00%
4800	Transfers	3,275	3,275	3,000	3,000	-	(3,000)	-100.00%
<b>TOTAL REVENUES</b>		<b>57,927</b>	<b>61,241</b>	<b>37,569</b>	<b>58,500</b>	<b>60,000</b>	<b>1,500</b>	<b>2.56%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	164,913	177,124	92,392	187,962	195,251	7,289	3.88%
6200	Supplies, Repairs, Maint.	2,686	3,653	934	4,000	4,000	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	20,043	19,790	14,173	21,300	21,300	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	717	717	722	900	900	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>188,359</b>	<b>201,284</b>	<b>108,221</b>	<b>214,162</b>	<b>221,451</b>	<b>7,289</b>	<b>3.40%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(130,432)</b>	<b>(140,043)</b>	<b>(70,652)</b>	<b>(155,662)</b>	<b>(161,451)</b>	<b>(5,789)</b>	<b>4%</b>

*Full Time Employees (FTE):*

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
PRCE Director	1.00	1.00	1.00
PT Senior Office Specialist	0.64	0.64	0.64
Office Specialist	0.56	0.56	0.56
<b>TOTAL</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>

# Recreation

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 190,511	\$ 211,335	\$ 151,891	\$ 186,620	\$ 199,658
Expenditure Total	\$ 203,333	\$ 232,858	\$ 121,831	\$ 222,070	\$ 225,665
Revenues over (under) Expenditures	\$ (12,822)	\$ (21,524)	\$ 30,059	\$ (35,450)	\$ (26,007)

## *Department Description:*

The Recreation function involves programming specifically designed to serve both youth and adults. A key area of service includes the many tournaments hosted by the department. All of the cooperative programming with youth associations is managed through the recreation services budget.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Pool Attendance	9,184	13,860	12,546	12,262
Swim Lessons	939	985	962	1,055
Adult Teams	229	229	212	215
Youth Program Participants	1,453	1,553	1,761	1,818

# Recreation Budget Form

Department:		Recreation						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	190,511	211,335	151,887	186,620	199,658	13,038	6.99%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	4	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>190,511</b>	<b>211,335</b>	<b>151,891</b>	<b>186,620</b>	<b>199,658</b>	<b>13,038</b>	<b>6.99%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	161,684	161,722	70,354	163,068	166,663	3,595	2.20%
6200	Supplies, Repairs, Maint.	20,856	25,887	16,613	20,620	20,620	-	0.00%
6300	Consulting	12,882	37,790	30,739	30,987	30,987	-	0.00%
6306	Services & Charges	2,675	2,872	1,222	2,940	2,940	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	5,236	4,588	2,904	4,455	4,455	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>203,333</b>	<b>232,858</b>	<b>121,831</b>	<b>222,070</b>	<b>225,665</b>	<b>3,595</b>	<b>1.62%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(12,822)</b>	<b>(21,524)</b>	<b>30,059</b>	<b>(35,450)</b>	<b>(26,007)</b>	<b>9,443</b>	<b>-27%</b>

*Full Time Employees (FTE):*

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Recreation Services Coord	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# Senior Citizen Center

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (Actual YTD)	2008 Budget	2009 Approved
Revenue Total	\$ 68,060	\$ 63,198	\$ 35,815	\$ 57,000	\$ 59,040
Expenditure Total	\$ 86,712	\$ 82,058	\$ 40,660	\$ 70,351	\$ 71,856
Revenues over (under) Expenditures	\$ (18,652)	\$ (18,860)	\$ (4,845)	\$ (13,351)	\$ (12,816)

## *Department Description:*

The Senior Citizen Center budget provides operating funds to serve senior and adaptive recreational programs. Both programs utilize the Hutchinson Event Center as their home. Both programs provide social, recreational and educational opportunities for program users.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Adaptive Recreation Participation	2,327	2,362	2,485	2,938
Senior Program Participation	8,173	11,862	12,747	13,022

# Senior Citizen Center Budget Form

Department:		Senior Citizen Center						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (Actual YTD)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	61,622	57,127	29,375	52,000	54,040	2,040	3.92%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	6,438	6,071	6,440	5,000	5,000	-	0.00%
<b>TOTAL REVENUES</b>		<b>68,060</b>	<b>63,198</b>	<b>35,815</b>	<b>57,000</b>	<b>59,040</b>	<b>2,040</b>	<b>3.58%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	29,858	30,266	17,666	31,901	33,406	1,505	4.72%
6200	Supplies, Repairs, Maint.	18,812	18,532	7,938	14,600	14,600	-	0.00%
6300	Consulting	32,927	28,256	12,878	19,000	19,000	-	0.00%
6306	Services & Charges	4,964	4,855	2,171	4,650	4,650	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	150	150	6	200	200	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>86,712</b>	<b>82,058</b>	<b>40,660</b>	<b>70,351</b>	<b>71,856</b>	<b>1,505</b>	<b>2.14%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(18,652)</b>	<b>(18,860)</b>	<b>(4,845)</b>	<b>(13,351)</b>	<b>(12,816)</b>	<b>535</b>	<b>-4%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
PT Recreation Specialist	0.55	0.55	0.55
<b>TOTAL</b>	<b>0.55</b>	<b>0.55</b>	<b>0.55</b>

# Civic Arena

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 209,806	\$ 197,022	\$ 197,022	\$ 203,675	\$ 212,800
Expenditure Total	\$ 328,633	\$ 316,860	\$ 161,801	\$ 308,238	\$ 324,827
Revenues over (under) Expenditures	\$ (118,827)	\$ (119,837)	\$ 35,221	\$ (104,563)	\$ (112,027)

## *Department Description:*

The Burich Arena is home to all ice related activities. Hutchinson Youth Hockey and figure skating make up a bulk of the facility usage. The High School boys and girls hockey programs consume several hundred hours of ice time. Typically one rink is open three to five weeks in the summer. The season runs from the beginning of October until March.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Ice Time Hours	2,168	1,968	1,997	1,904
Summer Ice Hours	277	218	175	136

# Civic Arena Budget Form

Department:		Civic Arena						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	192,292	196,984	196,984	203,675	212,800	9,125	4.48%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	17,514	38	38	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>209,806</b>	<b>197,022</b>	<b>197,022</b>	<b>203,675</b>	<b>212,800</b>	<b>9,125</b>	<b>4.48%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	143,758	144,830	73,698	151,388	157,705	6,317	4.17%
6200	Supplies, Repairs, Maint.	24,203	25,092	12,651	26,550	26,750	200	0.75%
6300	Consulting	-	511	2,000	-	-	-	0.00%
6306	Services & Charges	141,420	145,389	72,910	129,300	139,372	10,072	7.79%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,238	1,038	543	1,000	1,000	-	0.00%
7000	Capital Outlay	18,014	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>328,633</b>	<b>316,860</b>	<b>161,801</b>	<b>308,238</b>	<b>324,827</b>	<b>16,589</b>	<b>5.38%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(118,827)</b>	<b>(119,837)</b>	<b>35,221</b>	<b>(104,563)</b>	<b>(112,027)</b>	<b>(7,464)</b>	<b>7%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Rec Facilities/Oper Mgr	0.75	0.75	0.75
Arena/Civic Center Main. Specialist	0.50	0.50	0.50
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

# Park Department

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 136,177	\$ 167,133	\$ 47,471	\$ 116,000	\$ 124,000
Expenditure Total	\$ 785,227	\$ 864,178	\$ 433,406	\$ 879,818	\$ 866,975
Revenues over (under) Expenditures	\$ (649,050)	\$ (697,045)	\$ (385,935)	\$ (763,818)	\$ (742,975)

## *Department Description:*

The Parks Department manages 37 parks covering over 400 acres of open space including a municipal campground. The department maintains 22 multi use fields to serve football, softball, baseball and soccer. Joint maintenance agreements between ISD #423 and Hutchinson Public Utilities are managed through this budget function.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Labor Hours	22,736	24,635	24,081	26,506
Shelter Rentals	245	242	238	267

# Park Department Budget Form

Department:		Park Department						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	16,340	19,500	-	-	-	-	0.00%
4250	Charges for Services	48,324	62,137	19,123	48,000	53,000	5,000	10.42%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	57,430	69,493	24,689	63,000	66,000	3,000	4.76%
4800	Transfers	14,083	16,003	3,659	5,000	5,000	-	0.00%
<b>TOTAL REVENUES</b>		<b>136,177</b>	<b>167,133</b>	<b>47,471</b>	<b>116,000</b>	<b>124,000</b>	<b>8,000</b>	<b>6.90%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	485,438	528,354	264,219	580,840	564,529	(16,311)	-2.81%
6200	Supplies, Repairs, Maint.	124,003	127,722	56,726	94,050	99,077	5,027	5.35%
6300	Consulting	31	-	-	-	-	-	0.00%
6306	Services & Charges	167,764	186,258	104,152	185,528	183,969	(1,559)	-0.84%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	10,000	-	-	-	-	0.00%
6900	Misc. Expenses	2,193	871	1,193	900	900	-	0.00%
7000	Capital Outlay	5,797	10,973	7,116	18,500	18,500	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>785,227</b>	<b>864,178</b>	<b>433,406</b>	<b>879,818</b>	<b>866,975</b>	<b>(12,843)</b>	<b>-1.46%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(649,050)</b>	<b>(697,045)</b>	<b>(385,935)</b>	<b>(763,818)</b>	<b>(742,975)</b>	<b>20,843</b>	<b>-3%</b>

*Full Time Employees (FTE):*

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Parks Maintenance Equip. Operator	4.00	5.00	4.00
Parks Maintenance Specialist	1.00	1.00	1.00
Natural Resources Specialist	1.00	1.00	1.00
Parks Supervisor	1.00	1.00	1.00
<b>TOTAL</b>	<b>7.00</b>	<b>8.00</b>	<b>7.00</b>

# Recreation Building & Pool

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 49,676	\$ 54,912	\$ 102,046	\$ 55,120	\$ 62,000
Expenditure Total	\$ 120,938	\$ 129,288	\$ 74,092	\$ 137,216	\$ 142,254
Revenues over (under) Expenditures	\$ (71,261)	\$ (74,376)	\$ 27,954	\$ (82,096)	\$ (80,254)

## *Department Description:*

The Recreation Building and Pool Budget provides the operating funds to manage this facility for recreational use. Adult and youth volleyball and basketball are two of the building's primary uses. The pool is operated for a 12 week season. Indoor playground and open gym time is provided on a regular basis.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Playground Passes	37	45	42	33
Adult Passes	9	20	19	16

# Recreation Building & Pool Budget Form

Department:		Recreation Building & Pool						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	49,609	54,503	36,296	55,120	62,000	6,880	12.48%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	68	(259)	65,500	-	-	-	0.00%
4800	Transfers	-	668	250	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>49,676</b>	<b>54,912</b>	<b>102,046</b>	<b>55,120</b>	<b>62,000</b>	<b>6,880</b>	<b>12.48%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	48,545	56,108	33,688	69,916	72,853	2,937	4.20%
6200	Supplies, Repairs, Maint.	26,856	30,409	18,969	23,950	24,950	1,000	4.18%
6300	Consulting	-	1,508	-	-	-	-	0.00%
6306	Services & Charges	45,250	41,264	21,435	43,100	44,201	1,101	2.55%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	287	-	-	250	250	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>120,938</b>	<b>129,288</b>	<b>74,092</b>	<b>137,216</b>	<b>142,254</b>	<b>5,038</b>	<b>3.67%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(71,261)</b>	<b>(74,376)</b>	<b>27,954</b>	<b>(82,096)</b>	<b>(80,254)</b>	<b>1,842</b>	<b>-2%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Rec Facilities/Oper Mgr	0.25	0.25	0.25
Arena/Civic Center Maintenance Speci	0.50	0.50	0.50
<b>TOTAL</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>

# Event Center

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 123,881	\$ 130,079	\$ 65,060	\$ 114,000	\$ 125,000
Expenditure Total	\$ 232,793	\$ 235,603	\$ 129,564	\$ 243,354	\$ 253,036
Revenues over (under) Expenditures	\$ (108,912)	\$ (105,524)	\$ (64,504)	\$ (129,354)	\$ (128,036)

## *Department Description:*

The Hutchinson Event Center is a community owned facility for multi-purpose functions. Weddings, trade shows, banquets and large gatherings occupy the facility. The Hutchinson Seniors and Adaptive Recreation participants are anchor programs. The facility is also host to other city department functions.

## *Department Measurements:*

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
City Rentals	29	75	123	133
Weddings	32	31	34	37
Business Rentals	231	160	363	350
Sr. Programming/Adaptive Rec.	495	681	647	765
Total Events	827	972	1,230	1,352

# Event Center Budget Form

Department:		Events Center						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	123,881	128,079	64,460	114,000	125,000	11,000	9.65%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	600	-	-	-	0.00%
4800	Transfers	-	2,000	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>123,881</b>	<b>130,079</b>	<b>65,060</b>	<b>114,000</b>	<b>125,000</b>	<b>11,000</b>	<b>9.65%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	146,112	154,928	78,668	165,804	174,031	8,227	4.96%
6200	Supplies, Repairs, Maint.	14,588	9,973	6,021	12,800	12,800	-	0.00%
6300	Consulting	6,688	5,646	2,510	5,000	5,000	-	0.00%
6306	Services & Charges	65,406	68,067	42,178	59,600	61,055	1,455	2.44%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	(3,010)	187	150	150	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>232,793</b>	<b>235,603</b>	<b>129,564</b>	<b>243,354</b>	<b>253,036</b>	<b>9,682</b>	<b>3.98%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(108,912)</b>	<b>(105,524)</b>	<b>(64,504)</b>	<b>(129,354)</b>	<b>(128,036)</b>	<b>1,318</b>	<b>-1%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Event Center Coordinator	1.00	1.00	1.00
PT Custodian	0.53	0.53	0.53
PT Event Center Monitor	0.43	0.43	0.43
Park Maintenance Operator	1.00	1.00	1.00
<b>TOTAL</b>	<b>2.96</b>	<b>2.96</b>	<b>2.96</b>

# Evergreen Building

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 11,280	\$ 12,470	\$ 6,100	\$ 12,500	\$ 12,500
<b>Expenditure Total</b>	\$ 19,531	\$ 12,057	\$ 6,261	\$ 15,600	\$ 15,450
<b>Revenues over (under) Expenditures</b>	\$ (8,251)	\$ 413	\$ (161)	\$ (3,100)	\$ (2,950)

## *Department Description:*

Department staff provides maintenance, custodial, and repair services for the Evergreen Senior Dining Center, located in the lower level of Evergreen Senior Apartments at 115 Jefferson Street E. The Center is used for daily meals for the regional senior nutrition program and is also available to rent for special events and meetings. City staff manages the building lease for the senior dining program, the budget for operations of the space, building improvements and repairs, and provides limited grounds maintenance.

# Evergreen Building Budget Form

Department:		Evergreen Building						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	11,280	12,470	6,100	12,500	12,500	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>11,280</b>	<b>12,470</b>	<b>6,100</b>	<b>12,500</b>	<b>12,500</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	4,179	512	314	1,600	2,050	450	28.13%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	11,992	11,545	5,947	14,000	13,400	(600)	-4.29%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	3,360	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>19,531</b>	<b>12,057</b>	<b>6,261</b>	<b>15,600</b>	<b>15,450</b>	<b>(150)</b>	<b>-0.96%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(8,251)</b>	<b>413</b>	<b>(161)</b>	<b>(3,100)</b>	<b>(2,950)</b>	<b>150</b>	<b>-5%</b>

*Full Time Employees (FTE):*

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Library

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 2,615	\$ 1,130	\$ 1,220	\$ -	\$ -
<b>Expenditure Total</b>	\$ 153,477	\$ 169,035	\$ 88,086	\$ 187,598	\$ 189,792
<b>Revenues over (under) Expenditures</b>	\$ (150,862)	\$ (167,905)	\$ (86,866)	\$ (187,598)	\$ (189,792)

## *Department Description:*

The Hutchinson Public Library makes the world of knowledge and ideas accessible to the community by providing resources for the residents' educational, informational, cultural and recreational needs. A collection of over 50,000 books, magazines, audiobooks and videos are maintained to meet these needs for patrons from toddlers to senior citizens. The Pioneerland Library System On-line catalog, available 24/7, provides further access to books in libraries in a 4 state area. Computers offering free Internet access as well as wireless service are available to patrons at the library. Children's programming offers a wealth of opportunities for new readers to develop their reading skills as they develop a lifelong love of reading. Adult programming brings authors and speakers on current issues to the community.

## *Department Measurements:*

2008 data from Pioneerland Library not yet available. Benchmarks for the Hutchinson Library were established in 2008 by the Library Board. The library has been tracking data benchmarks for total circulation, total library visits, and electronic resource use per terminal. This data will be compiled and available by June.

# Library Budget Form

Department:		Library						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	615	130	120	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	2,000	-	-	-	-	-	0.00%
4800	Transfers	-	1,000	1,100	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>2,615</b>	<b>1,130</b>	<b>1,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	10,889	10,088	5,071	15,886	17,513	1,627	10.24%
6200	Supplies, Repairs, Maint.	2,077	2,483	1,172	2,389	1,950	(439)	-18.38%
6300	Consulting	119,817	134,280	71,169	142,337	148,031	5,694	4.00%
6306	Services & Charges	20,569	22,159	10,674	26,774	22,098	(4,676)	-17.46%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	125	25	-	212	200	(12)	-5.66%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>153,477</b>	<b>169,035</b>	<b>88,086</b>	<b>187,598</b>	<b>189,792</b>	<b>2,194</b>	<b>1.17%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(150,862)</b>	<b>(167,905)</b>	<b>(86,866)</b>	<b>(187,598)</b>	<b>(189,792)</b>	<b>(2,194)</b>	<b>1%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
PT Custodian	0.50	0.50	0.50
<b>TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>

# Cemetery

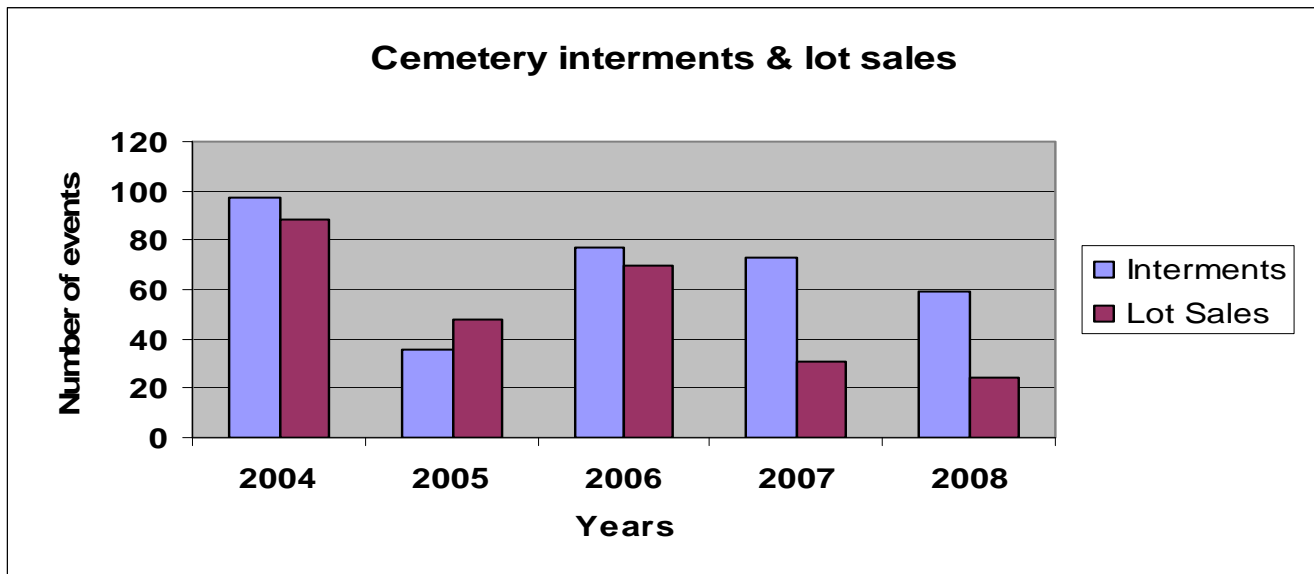
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 119,565	\$ 68,405	\$ 40,322	\$ 90,025	\$ 92,725
Expenditure Total	\$ 155,315	\$ 123,900	\$ 60,894	\$ 144,736	\$ 146,459
Revenues over (under) Expenditures	\$ (35,751)	\$ (55,495)	\$ (20,572)	\$ (54,711)	\$ (53,734)

## Department Description:

Oakland Cemetery was established in 1857 upon the death of a four-year old boy. Legend has it that the mother of the boy would not allow him to be buried out on the prairie where his grave may be disturbed. Oakland Cemetery continues to demands the highest standards in maintenance and development. It is the Cemetery's goal to provide a quiet and beautiful cemetery that protects community's heritage while being respectful of those buried there and their families. These high standards have led to Oakland Cemetery being a centerpiece of community pride. There continue to be projects completed at the Cemetery that highlight the community's history.

## Department Measurements:



# Cemetery Budget Form

Department:		Cemetery						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	105,538	68,390	39,320	90,000	92,700	2,700	3.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	27	15	2	25	25	-	0.00%
4800	Transfers	14,000	-	1,000	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>119,565</b>	<b>68,405</b>	<b>40,322</b>	<b>90,025</b>	<b>92,725</b>	<b>2,700</b>	<b>3.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	91,134	81,737	39,888	102,736	107,008	4,272	4.16%
6200	Supplies, Repairs, Maint.	12,826	8,492	3,428	12,300	13,675	1,375	11.18%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	20,364	18,779	8,731	19,645	15,646	(3,999)	-20.36%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	234	433	223	355	430	75	21.13%
7000	Capital Outlay	30,757	14,459	8,624	9,700	9,700	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>155,315</b>	<b>123,900</b>	<b>60,894</b>	<b>144,736</b>	<b>146,459</b>	<b>1,723</b>	<b>1.19%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(35,751)</b>	<b>(55,495)</b>	<b>(20,572)</b>	<b>(54,711)</b>	<b>(53,734)</b>	<b>977</b>	<b>-2%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Cemetery Supervisor	1.00	1.00	1.00
Administrative Secretary (Public Wks.)	0.25	0.25	0.25
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

# Debt Service

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Total</b>	\$ 162,524	\$ -	\$ -	\$ -	\$ -
<b>Revenues over (under) Expenditures</b>	\$ (162,524)	\$ -	\$ -	\$ -	\$ -

## *Department Description:*

The department is utilized for funding capital purchases within the general fund. No Capital items are budgeted for in 2009 that will be funded with debt out of the general fund.

# Debt Service Budget Form

Department:		Debt Service						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		-	-	-	-	-	-	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	162,524	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>162,524</b>	-	-	-	-	-	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(162,524)</b>	-	-	-	-	-	<b>0%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Airport

## *Department Budget Recap*

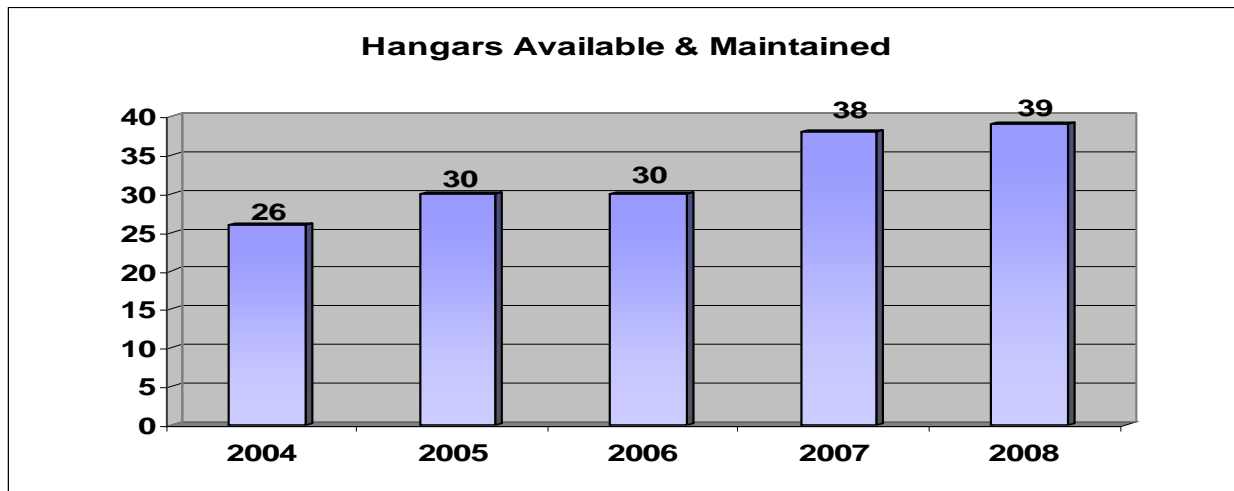
	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 63,944	\$ 77,936	\$ 22,057	\$ 71,600	\$ 72,965
<b>Expenditure Total</b>	\$ 93,327	\$ 119,837	\$ 51,728	\$ 99,349	\$ 101,570
<b>Revenues over (under) Expenditures</b>	\$ (29,383)	\$ (41,901)	\$ (29,671)	\$ (27,749)	\$ (28,605)

## *Department Description:*

Hutchinson Municipal Airport (also known as Butler Field) is located on the south side of the City along State Highway 15, just south of Airport Road. The airport is named after Ken Butler, an area aviation pioneer, and is in high use by area businesses such as Hutchinson Aviation, Hutchinson Technology, Inc., Seneca Foods and Life Link III. Hutchinson's Civil Air Patrol Squadron also makes its home at the airport.

The airport has had several major improvements and boasts a 4,000- foot runway and parallel taxiway, a modern terminal, maintenance hangar, and aircraft apron. In addition, there are 38 enclosed & open hangars for aircraft storage. There are approximately 35 aircraft based at the airport.

## *Department Measurement:*



# Airport Budget Form

Department:		Airport						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	22,937	22,937	-	23,500	23,500	-	0.00%
4250	Charges for Services	35,869	50,053	18,971	45,500	46,865	1,365	3.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	2,138	4,946	3,087	2,600	2,600	-	0.00%
4800	Transfers	3,000	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>63,944</b>	<b>77,936</b>	<b>22,057</b>	<b>71,600</b>	<b>72,965</b>	<b>1,365</b>	<b>1.91%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	6,680	7,042	488	9,469	10,169	700	7.39%
6200	Supplies, Repairs, Maint.	9,139	9,432	8,954	12,670	12,847	177	1.40%
6300	Consulting	2,507	1,025	200	2,500	2,500	-	0.00%
6306	Services & Charges	69,314	96,293	35,309	67,875	69,219	1,344	1.98%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	5,686	6,045	3,316	6,835	6,835	-	0.00%
7000	Capital Outlay	-	-	3,461	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>93,327</b>	<b>119,837</b>	<b>51,728</b>	<b>99,349</b>	<b>101,570</b>	<b>2,221</b>	<b>2.24%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(29,383)</b>	<b>(41,901)</b>	<b>(29,671)</b>	<b>(27,749)</b>	<b>(28,605)</b>	<b>(856)</b>	<b>3%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
General Maintenance Worker	0.10	0.10	0.10
Public Works Maintenance Specialist	0.10	0.10	0.10
<b>TOTAL</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>

# Unallocated General Expense

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ -	\$ -	\$ -	\$ 12,000	\$ 76,000
<b>Expenditure Total</b>	\$ 777,096	\$ 685,966	\$ 151,024	\$ 734,200	\$ 801,835
<b>Revenues over (under) Expenditures</b>	\$ (777,096)	\$ (685,966)	\$ (151,024)	\$ (722,200)	\$ (725,835)

## *Department Description:*

The unallocated department accounts for expenditures that are not tied directly to any specific department. Expenditures consist of transfers of utility revenues into the capital projects fund, lodging tax reimbursements, general liability insurance premiums, insurance deductible costs and other miscellaneous expenditures.

# Unallocated General Expense Budget Form

Department:		Unallocated						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	12,000	76,000	64,000	533.33%
<b>TOTAL REVENUES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>76,000</b>	<b>64,000</b>	<b>533.33%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	425	6,356	261	3,000	46,358	43,358	1445.27%
6200	Supplies, Repairs, Maint.	16,699	3,462	-	3,500	3,500	-	0.00%
6300	Consulting	4,800	2,755	3,333	10,000	10,000	-	0.00%
6306	Services & Charges	198,779	180,156	102,435	186,500	186,500	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	477,650	417,250	2,000	438,250	460,050	21,800	4.97%
6900	Misc. Expenses	78,744	75,987	42,995	92,950	95,427	2,477	2.66%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>777,096</b>	<b>685,966</b>	<b>151,024</b>	<b>734,200</b>	<b>801,835</b>	<b>67,635</b>	<b>9.21%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(777,096)</b>	<b>(685,966)</b>	<b>(151,024)</b>	<b>(722,200)</b>	<b>(725,835)</b>	<b>(3,635)</b>	<b>1%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Revenue Department

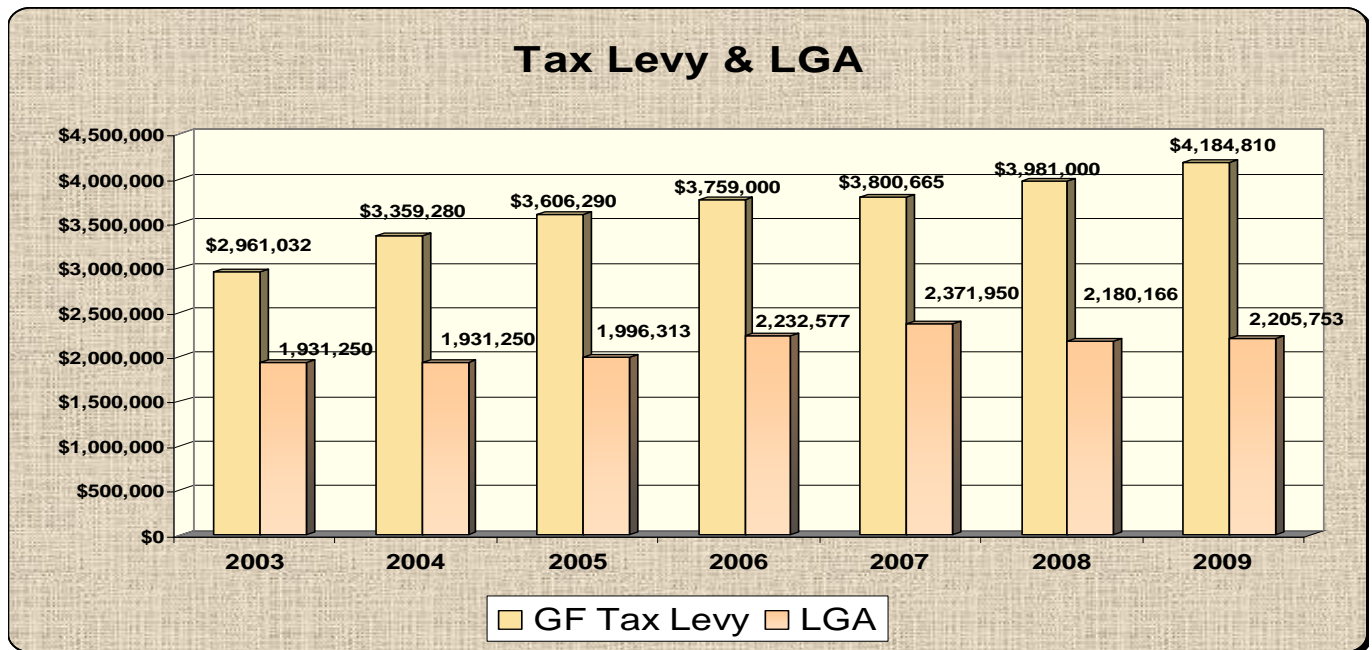
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 7,884,244	\$ 8,089,183	\$ 2,340,842	\$ 8,238,850	\$ 8,518,679
Expenditure Total	\$ -	\$ 38,138	\$ 3,862	\$ -	\$ 35,000
Revenues over (under) Expenditures	\$ 7,884,244	\$ 8,051,045	\$ 2,336,980	\$ 8,238,850	\$ 8,483,679

## Department Description:

This Department is utilized to account for various revenues that are not specifically related to the various departments. These revenues are Tax levy dollars, LGA, Enterprise Transfers, Interest Earnings, miscellaneous license revenues and charges for services

## Department Measurements:



# Revenue Department Budget Form

Department:		Revenue Dept.						
Fund:		General						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	3,478,296	3,506,775	1,901,781	3,993,000	4,196,810	203,810	5.10%
4050	Licenses	41,522	41,898	43,132	54,900	56,547	1,647	3.00%
4070	Permits	200	350	25	-	-	-	0.00%
4100	Intergovernmental	2,551,421	2,666,754	-	2,198,078	2,223,665	25,587	1.16%
4250	Charges for Services	146,118	152,311	55,087	107,298	116,517	9,219	8.59%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	109,457	134,563	(47,834)	70,000	70,000	-	0.00%
4700	Reimbursements	25,536	15,931	38,854	-	-	-	0.00%
4800	Transfers	1,531,695	1,570,601	349,797	1,815,574	1,855,140	39,566	2.18%
<b>TOTAL REVENUES</b>		<b>7,884,244</b>	<b>8,089,183</b>	<b>2,340,842</b>	<b>8,238,850</b>	<b>8,518,679</b>	<b>279,829</b>	<b>3.40%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	4,395	3,862	-	35,000	35,000	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	25,000	-	-	-	-	0.00%
6900	Misc. Expenses	-	8,743	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>-</b>	<b>38,138</b>	<b>3,862</b>	<b>-</b>	<b>35,000</b>	<b>35,000</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>7,884,244</b>	<b>8,051,045</b>	<b>2,336,980</b>	<b>8,238,850</b>	<b>8,483,679</b>	<b>244,829</b>	<b>3%</b>

*Full Time Employees (FTE):*

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY



---

FY 2009

# Enterprise Funds

# Liquor

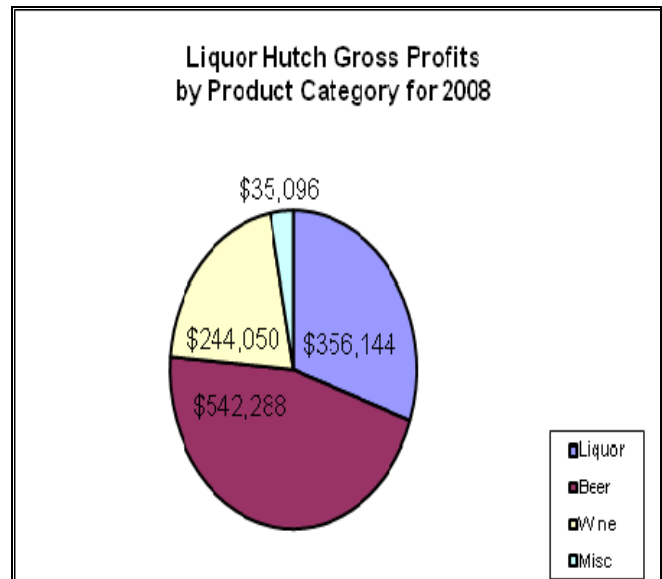
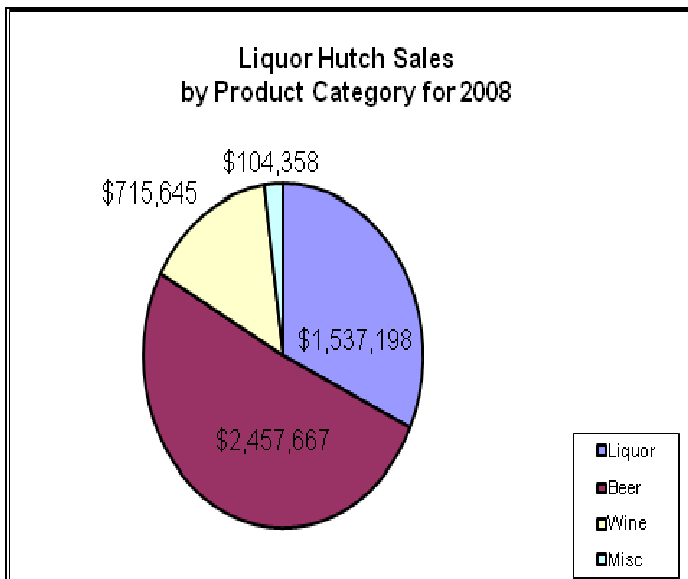
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 4,338,101	\$ 4,551,965	\$ 2,168,037	\$ 4,655,478	\$ 4,877,710
<b>Expenses Total</b>	\$ 4,429,514	\$ 4,609,101	\$ 2,301,080	\$ 4,753,985	\$ 4,896,454
<b>Revenues over (under) Expenses</b>	\$ (91,413)	\$ (57,137)	\$ (133,043)	\$ (98,507)	\$ (18,744)

## Department Description:

The Liquor Department functions as a control mechanism for the sale of alcohol within the community and as a revenue source for the City of Hutchinson General Fund. While all alcohol sellers should practice responsible sales, not selling to minors or intoxicated individuals, the Liquor Hutch takes these responsibilities further by aggressively training employees to prevent underage access to alcohol and working closely with law enforcement to reflect community values. In addition, the revenues generated by the Liquor enterprise fund are used to support many essential city functions.

## Department Measurements:



# Liquor Budget Form

Department:		Liquor						
Fund:		Liquor						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	4,327,511	4,543,608	2,163,458	4,652,478	4,874,710	222,232	4.78%
4620	Investment Earnings	7,738	6,279	2,251	3,000	3,000	-	0.00%
4700	Reimbursements	2,852	2,078	2,328	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>4,338,101</b>	<b>4,551,965</b>	<b>2,168,037</b>	<b>4,655,478</b>	<b>4,877,710</b>	<b>222,232</b>	<b>4.77%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	431,653	468,110	239,704	491,189	487,860	(3,329)	-0.68%
6200	Supplies, Repairs, Maint.	18,286	22,311	12,978	17,350	19,400	2,050	11.82%
6300	Consulting	-	-	96	-	100	100	0.00%
6306	Services & Charges	139,121	147,440	65,901	120,150	125,600	5,450	4.54%
6600	Debt Service	59,297	56,316	26,642	128,550	128,363	(187)	-0.15%
6700	Transfers	321,500	321,500	-	332,000	348,600	16,600	5.00%
6800	Cost of Sales	3,396,278	3,501,101	1,910,613	3,566,946	3,693,281	126,335	3.54%
6898	Depreciation	60,215	89,539	44,770	90,000	90,000	-	0.00%
6900	Misc. Expenses	3,164	2,785	376	3,800	3,250	(550)	-14.47%
7000	Capital Outlay	-	-	-	4,000	-	(4,000)	-100.00%
<b>TOTAL EXPENSES</b>		<b>4,429,514</b>	<b>4,609,101</b>	<b>2,301,080</b>	<b>4,753,985</b>	<b>4,896,454</b>	<b>142,469</b>	<b>3.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>(91,413)</b>	<b>(57,137)</b>	<b>(133,043)</b>	<b>(98,507)</b>	<b>(18,744)</b>	<b>79,763</b>	<b>-81%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2009 Actual	2009 Requested	2009 Approved
Senior Liquor Sales Clerk	3.00	3.00	3.00
Asst. Liquor Sales Manager	1.00	1.00	1.00
Liquor Sales Manager	1.00	1.00	1.00
PT Liquor Sales Clerk	3.77	3.77	3.77
<b>TOTAL</b>	<b>8.77</b>	<b>8.77</b>	<b>8.77</b>

# Refuse

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 1,016,277	\$ 1,071,475	\$ 556,278	\$ 1,188,286	\$ 1,192,921
<b>Expenses Total</b>	\$ 1,160,793	\$ 1,119,091	\$ 564,322	\$ 1,301,897	\$ 1,167,293
<b>Revenues over (under) Expenses</b>	\$ (144,515)	\$ (47,616)	\$ (8,044)	\$ (113,611)	\$ 25,628

## *Department Description:*

The City of Hutchinson through the refuse department charges local community residents a monthly garbage fee for disposal of waste materials that go to a local landfill or to Creekside soils to be processed. The fees charged to local residents are used to pay for the contracted disposal services associated with Wastemanagment transporting and disposing of those waste materials.

## *Department Measurements:*

YEAR	2005	2006	2007	2008
Tonnages going to Creekside	2,157.19	2,079.58	2,083.87	2,046.34
Curbside Recycling Tonnages	582.22	769.42	724.00	598.00
Tonnages going to the Landfill	2,533.13	2,543.17	2,457.69	2,448.21
Total WM Tonnage Hauled	5,272.54	5,392.17	5,265.56	5,092.55
Diversion Percent	<b>51.96%</b>	<b>52.84%</b>	<b>53.33%</b>	<b>51.93%</b>

\* Diversion % does not include appliance & E-waste pick-up

# Refuse Budget Form

Department:		Refuse						
Fund:		REFUSE						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	22,558	24,903	5,051	24,000	24,000	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	993,719	1,046,572	551,227	1,164,286	1,168,921	4,635	0.40%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	-	-	-	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>1,016,277</b>	<b>1,071,475</b>	<b>556,278</b>	<b>1,188,286</b>	<b>1,192,921</b>	<b>4,635</b>	<b>0.39%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	111,382	117,963	61,419	117,729	124,993	7,264	6.17%
6200	Supplies, Repairs, Maint.	119,603	84,874	52,526	157,225	99,800	(57,425)	-36.52%
6300	Consulting	926	1,304	300	10,000	1,500	(8,500)	-85.00%
6306	Services & Charges	650,559	654,801	317,930	746,500	676,000	(70,500)	-9.44%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6800	Cost of Sales	4,287	1,950	2,915	5,000	4,000	(1,000)	-20.00%
6898	Depreciation	274,025	258,184	129,158	257,443	261,000	3,557	1.38%
6900	Misc. Expenses	10	15	74	-	100	100	0.00%
7000	Capital Outlay	-	-	-	8,000	-	(8,000)	-100.00%
<b>TOTAL EXPENSES</b>		<b>1,160,793</b>	<b>1,119,091</b>	<b>564,322</b>	<b>1,301,897</b>	<b>1,167,393</b>	<b>(134,504)</b>	<b>-10.33%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>(144,515)</b>	<b>(47,616)</b>	<b>(8,044)</b>	<b>(113,611)</b>	<b>25,528</b>	<b>139,139</b>	<b>-122%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Compost Equip.Main./Operator	1.00	1.00	1.00
Utility Billing Specialist	0.67	0.67	0.67
PT Compost Scale Operator	0.50	0.50	0.50
Compost Supervisor	0.25	0.25	0.25
<b>TOTAL</b>	<b>2.42</b>	<b>2.42</b>	<b>2.42</b>

# Creekside

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 2,315,058	\$ 2,293,014	\$ 1,840,967	\$ 2,580,500	\$ 2,446,000
<b>Expenses Total</b>	\$ 2,585,767	\$ 2,909,004	\$ 1,868,695	\$ 2,724,664	\$ 2,455,107
<b>Revenues over (under) Expenses</b>	\$ (270,709)	\$ (615,990)	\$ (27,728)	\$ (144,164)	\$ (9,107)

## *Department Description:*

Creekside provides citizens a drop off site for waste products such as logs, brush, concrete, blacktop and organic yardwaste, along with full recycling drop off. In addition, Creekside produces, markets, and distributes bulk and bagged compost as well as a variety of bulk and bagged colored mulches.

## *Department Measurements:*

YEAR	CREEKSIDE COLLECTIONS			
	2005	2006	2007	2008
<b>Yard Waste (Tons)</b>				
<i>Hutchinson</i>	1,136	1,001	932	2,053
<i>McLeod County</i>	783	1,419	1,187	840
<b>Brush &amp; Logs (Tons)</b>				
<i>Hutchinson</i>	1,308	1,141	852	778
<i>McLeod County</i>	387	560	407	299
	CREEKSIDE SALES			
	2005	2006	2007	2008
<b>Bulk (Cubic Yards)</b>	21,254	20,217	18,528	20,451
<b>Bagged Sales (# of bags)</b>	1,149,628	1,119,522	1,030,292	1,311,673

# Creekside Budget Form

Department:		Creekside						
Fund:		COMPOST						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	615,769	560,020	261,700	627,500	50,000	(577,500)	-92.03%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	1,697,955	1,692,699	1,578,089	1,953,000	2,394,000	441,000	22.58%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	1,333	40,295	1,178	-	2,000	2,000	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>2,315,058</b>	<b>2,293,014</b>	<b>1,840,967</b>	<b>2,580,500</b>	<b>2,446,000</b>	<b>(134,500)</b>	<b>-5.21%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	566,711	571,763	281,344	663,864	622,762	(41,102)	-6.19%
6200	Supplies, Repairs, Maint.	155,433	129,969	52,788	149,600	167,900	18,300	12.23%
6300	Consulting	296,804	300,286	109,438	225,000	10,000	(215,000)	-95.56%
6306	Services & Charges	473,402	401,502	143,091	367,500	221,500	(146,000)	-39.73%
6600	Debt Service	15,870	13,360	56,888	57,700	60,945	3,245	5.62%
6700	Transfers	-	-	-	50,000	52,500	2,500	5.00%
6800	Cost of Sales	788,640	1,264,066	1,102,126	950,000	897,000	(53,000)	-5.58%
6898	Depreciation	199,234	223,320	118,972	209,000	216,000	7,000	3.35%
6900	Misc. Expenses	89,672	4,738	4,048	4,000	7,500	3,500	87.50%
7000	Capital Outlay	-	-	-	48,000	199,000	151,000	314.58%
<b>TOTAL EXPENSES</b>		<b>2,585,767</b>	<b>2,909,004</b>	<b>1,868,695</b>	<b>2,724,664</b>	<b>2,455,107</b>	<b>(269,557)</b>	<b>-9.89%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>(270,709)</b>	<b>(615,990)</b>	<b>(27,728)</b>	<b>(144,164)</b>	<b>(9,107)</b>	<b>135,057</b>	<b>-94%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Compost Equip. Main./Operator	4.00	4.00	4.00
Compost Equipment Operator	1.00	1.00	1.00
Compost Supervisor	0.75	0.75	0.75
Compost Operations Specialist	2.00	2.00	2.00
Lead Compost Equip. Operator	1.00	1.00	1.00
<b>TOTAL</b>	<b>8.75</b>	<b>8.75</b>	<b>8.75</b>

# Water

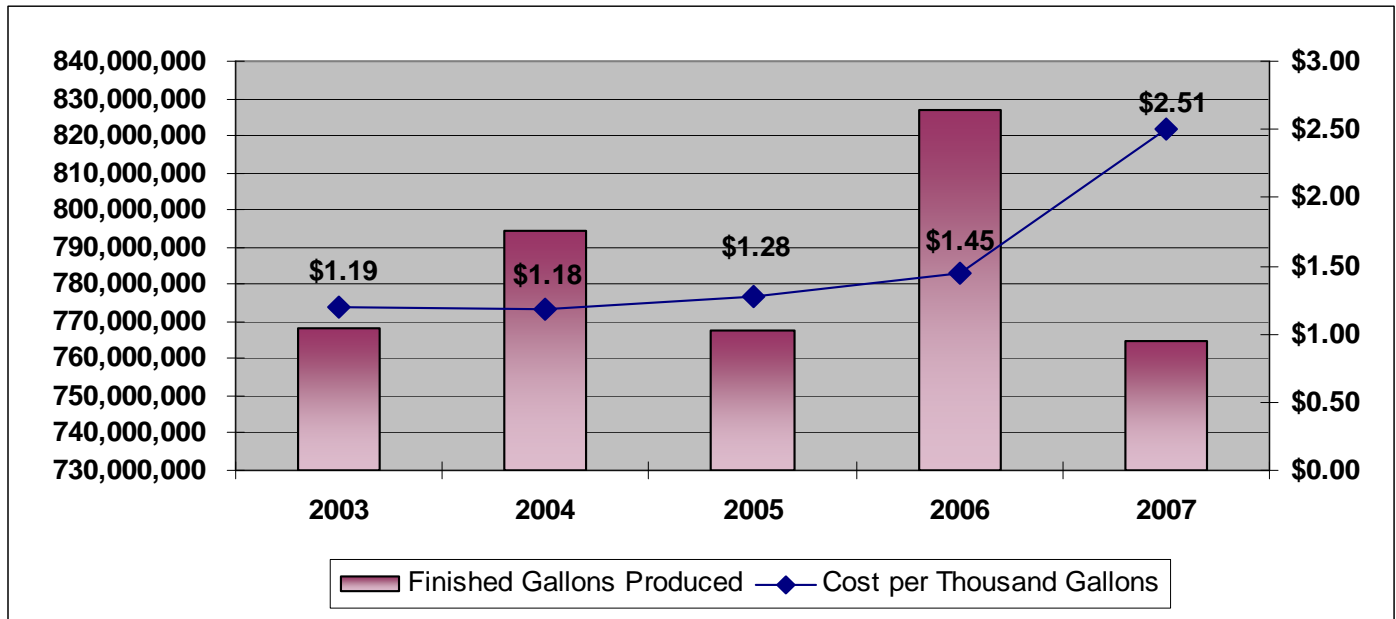
## Department Budget Recap

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
Revenue Total	\$ 1,726,156	\$ 2,592,054	\$ 1,026,049	\$ 1,968,753	\$ 2,505,355
Expenses Total	\$ 2,823,222	\$ 2,932,517	\$ 1,480,340	\$ 3,238,729	\$ 4,061,006
Revenues over (under) Expenses	\$ (1,097,066)	\$ (340,463)	\$ (454,291)	\$ (1,269,976)	\$ (1,555,651)

## Department Description:

The Hutchinson Water Department is responsible for the treatment and distribution of water to the community. This consists of the water treatment plant using reverse osmosis & bio-filtration filtering systems, distribution system, and customer service / billing system. Water department staff is responsible for water production, maintaining & operating infrastructure, and metering.

## Department Measurements:



# Water Budget Form

Department:		Water						
Fund:		WATER						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	19,800	29,058	15,900	21,218	21,855	637	3.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	1,700,970	2,145,353	981,190	1,947,535	2,483,500	535,965	27.52%
4620	Investment Earnings	342	-	-	-	-	-	0.00%
4700	Reimbursements	5,044	9,050	28,959	-	-	-	0.00%
4800	Transfers	-	408,593	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>1,726,156</b>	<b>2,592,054</b>	<b>1,026,049</b>	<b>1,968,753</b>	<b>2,505,355</b>	<b>536,602</b>	<b>27.26%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	351,063	372,150	180,981	432,419	449,047	16,628	3.85%
6200	Supplies, Repairs, Maint.	81,878	128,628	65,400	220,525	199,050	(21,475)	-9.74%
6300	Consulting	190,524	42,469	88,773	155,000	25,000	(130,000)	-83.87%
6306	Services & Charges	263,053	387,502	206,360	486,158	642,750	156,592	32.21%
6600	Debt Service	190,312	440,744	276,107	569,677	1,449,059	879,382	154.37%
6700	Transfers	60,500	85,480	-	64,900	68,145	3,245	5.00%
6800	Cost of Sales	-	-	-	-	-	-	0.00%
6898	Depreciation	303,303	623,107	474,037	580,000	976,000	396,000	68.28%
6900	Misc. Expenses	9,236	852,437	10,322	15,050	11,950	(3,100)	-20.60%
7000	Capital Outlay	1,373,354	-	178,360	715,000	240,005	(474,995)	-66.43%
<b>TOTAL EXPENSES</b>		<b>2,823,222</b>	<b>2,932,517</b>	<b>1,480,340</b>	<b>3,238,729</b>	<b>4,061,006</b>	<b>822,277</b>	<b>25.39%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>(1,097,066)</b>	<b>(340,463)</b>	<b>(454,291)</b>	<b>(1,269,976)</b>	<b>(1,555,651)</b>	<b>(285,675)</b>	<b>22%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Water Systems Supervisor	1.00	1.00	1.00
City Engineer	0.25	0.25	0.25
Senior Engineering Specialist	0.15	0.15	0.15
Water/Wastewater Director	0.50	0.50	0.50
Utility Billing Specialist	0.67	0.67	0.67
Water/WW Office Specialist	0.50	0.50	0.50
Senior Public Works Main. Specialist	1.00	1.00	1.00
PT Water Plant Main. Worker	0.74	0.74	0.74
GIS Specialist	0.25	0.25	0.25
Water Plant Operator	1.00	1.00	1.00
<b>TOTAL</b>	<b>6.05</b>	<b>6.05</b>	<b>6.05</b>

# Wastewater

## Department Budget Recap

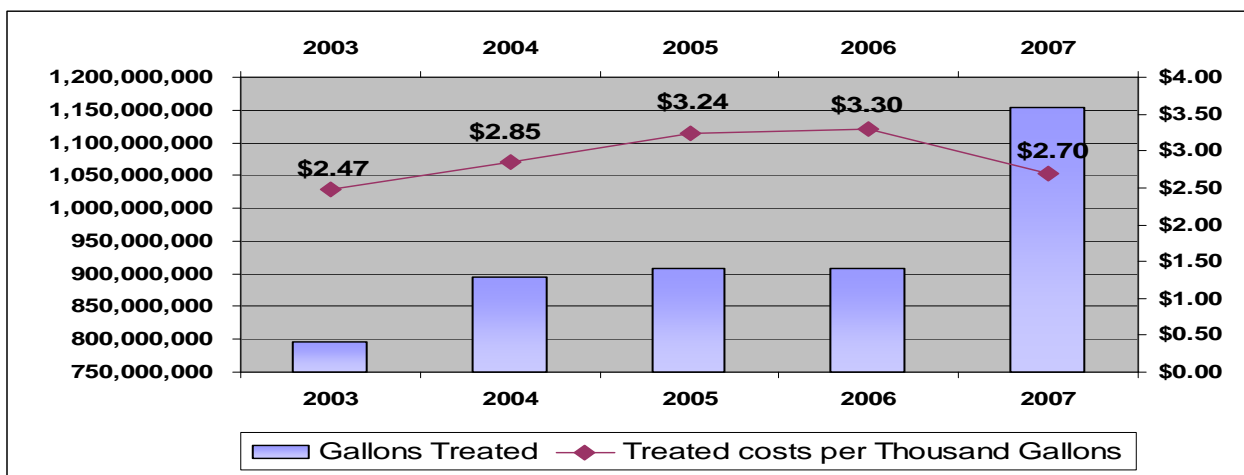
	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 3,293,269	\$ 3,091,717	\$ 6,611,609	\$ 3,383,300	\$ 4,359,668
<b>Expenses Total</b>	\$ 1,925,649	\$ 3,546,774	\$ 7,197,839	\$ 11,034,487	\$ 5,248,777
<b>Revenues over (under) Expenses</b>	\$ 1,367,620	\$ (455,057)	\$ (586,230)	\$ (7,651,187)	\$ (889,109)

## Department Description:

The Wastewater Department accounts for all expenses related to processing clean water for the local community. The Hutchinson Wastewater Treatment Facility has a continuous discharge to the South Fork of the Crow River. The Facility is undergoing an expansion. The existing Facility is designed to treat an average wet weather flow of 4.27 million gallons per day (MGD). The upgraded Facility is designed to treat an average wet weather flow of 5.43 MGD and an average dry weather flow of 3.28 MGD.

The existing Class A Facility consists of a flow equalization basin, four static fine screens, two rotary fine screens, three grit removal units, two oxidation ditches, two secondary clarifiers, two trains of membrane bioreactors, an ultraviolet disinfection system and two re-aeration units. A main lift station with four raw wastewater pumps and two grinders moves raw wastewater to the Facility.

## Department Measurements:



# Wastewater Budget Form

Department:		Wastewater						
Fund:		SEWER						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	7,200	7,400	7,500	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	7,448	13,144	3,711	-	10,000	10,000	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	3,180,983	2,851,203	6,591,631	3,381,200	4,342,668	961,468	28.44%
4620	Investment Earnings	-	-	-	-	-	-	0.00%
4700	Reimbursements	26,431	17,201	8,767	2,100	7,000	4,900	233.33%
4800	Transfers	71,208	202,769	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>3,293,269</b>	<b>3,091,717</b>	<b>6,611,609</b>	<b>3,383,300</b>	<b>4,359,668</b>	<b>976,368</b>	<b>28.86%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	600,606	600,192	292,792	655,717	725,936	70,219	10.71%
6200	Supplies, Repairs, Maint.	237,339	191,938	54,507	301,616	491,150	189,534	62.84%
6300	Consulting	347,049	212,656	233,030	515,000	108,000	(407,000)	-79.03%
6306	Services & Charges	675,082	677,383	347,227	787,337	866,800	79,463	10.09%
6600	Debt Service	235,298	324,419	531,452	771,028	1,543,056	772,028	100.13%
6700	Transfers	60,500	100,800	-	64,900	68,145	3,245	5.00%
6800	Cost of Sales	-	-	-	-	-	-	0.00%
6898	Depreciation	1,110,639	1,199,853	622,902	1,150,289	1,162,000	11,711	1.02%
6900	Misc. Expenses	32,492	239,533	12,939	18,800	18,800	-	0.00%
7000	Capital Outlay	(1,373,354)	-	5,102,990	6,769,800	264,890	(6,504,910)	-96.09%
<b>TOTAL EXPENSES</b>		<b>1,925,649</b>	<b>3,546,774</b>	<b>7,197,839</b>	<b>11,034,487</b>	<b>5,248,777</b>	<b>(5,785,710)</b>	<b>-52.43%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>1,367,620</b>	<b>(455,057)</b>	<b>(586,230)</b>	<b>(7,651,187)</b>	<b>(889,109)</b>	<b>6,762,078</b>	<b>-88%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Plant Equipment Mechanic I	1.00	1.00	1.00
Wastewater Services Operator	1.00	1.00	1.00
Water/Wastewater Director	0.50	0.50	0.50
GIS Specialist	0.25	0.25	0.25
Equipment Mechanic	0.10	0.10	0.10
Maintenance Operations Lead	0.20	0.20	0.20
Environmental Specialist	0.40	0.40	0.40
Street Equipment Operator	0.60	0.60	0.60
Utility Billing Specialist	0.67	0.67	0.67
Senior Office Specialist	0.50	0.50	0.50
Senior Engineering Specialist	0.15	0.15	0.15
Sr. Wastewater Operator	1.00	1.00	1.00
City Engineer	0.25	0.25	0.25
Plant Equipment Mechanic II	1.00	1.00	1.00
Wastewater Superintendent	1.00	1.00	1.00
Laboratory Tech/WW Operator	1.00	1.00	1.00
<b>TOTAL</b>	<b>9.62</b>	<b>9.62</b>	<b>9.62</b>

# Storm Water Utility

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 475,773	\$ 1,241,118	\$ 261,006	\$ 523,100	\$ 546,650
<b>Expenses Total</b>	\$ 262,552	\$ 316,759	\$ 329,914	\$ 623,027	\$ 621,967
<b>Revenues over (under) Expenses</b>	\$ 213,221	\$ 924,359	\$ (68,908)	\$ (99,927)	\$ (75,317)

## *Department Description:*

The Storm Water Utility is a dedicated source of funding to manage the City's storm water runoff. Runoff exists as a result of development. There are fewer places for storm water to seep naturally into the ground as rooftops, driveways, parking lots and streets are constructed. Runoff makes its way to lakes and streams taking pollutants in its path along. Regulations exist to protect water quality and quantity. Management of regulations, street sweeping, maintenance of existing systems, removing sediment and attention to localized drainage problems are possible using the fees generated. It has been the City's practice to maintain about one-half of fee revenue to address capital projects, while one-half is used for on-going maintenance costs.

# Storm Water Budget Form

Department:		Storm Water						
Fund:		Storm Water Utility						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	2,100	1,785	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	457,968	492,233	259,827	518,000	540,000	22,000	4.25%
4620	Investment Earnings	15,005	24,801	(606)	3,500	5,000	1,500	42.86%
4700	Reimbursements	-	-	-	1,600	1,650	50	3.13%
4800	Transfers	2,800	721,984	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>475,773</b>	<b>1,241,118</b>	<b>261,006</b>	<b>523,100</b>	<b>546,650</b>	<b>23,550</b>	<b>4.50%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	124,556	131,387	67,281	128,417	175,990	47,573	37.05%
6200	Supplies, Repairs, Maint.	23,754	17,173	15,668	29,310	35,850	6,540	22.31%
6300	Consulting	10,681	4,067	-	21,250	20,000	(1,250)	-5.88%
6306	Services & Charges	98,757	82,945	50,578	66,100	92,375	26,275	39.75%
6600	Debt Service	-	-	-	-	39,276	39,276	0.00%
6700	Transfers	-	35,000	-	-	-	-	0.00%
6898	Depreciation	4,170	43,253	28,885	42,900	59,000	16,100	38%
6900	Misc. Expenses	634	2,934	13	50	3,450	3,400	6800.00%
7000	Capital Outlay	-	-	167,489	335,000	196,026	(138,974)	-41.48%
<b>TOTAL EXPENSES</b>		<b>262,552</b>	<b>316,759</b>	<b>329,914</b>	<b>623,027</b>	<b>621,967</b>	<b>(1,060)</b>	<b>-0.17%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>213,221</b>	<b>924,359</b>	<b>(68,908)</b>	<b>(99,927)</b>	<b>(75,317)</b>	<b>24,610</b>	<b>-25%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Street Equipment Operator	2.00	2.00	2.00
Environmental Specialist	0.40	0.40	0.40
Equipment Mechanic	0.20	0.20	0.20
<b>TOTAL</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>



---

FY 2009

# Exp. Trust Fund

# Public Sites Trust

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 207,208	\$ 65,435	\$ 3,735	\$ 23,000	\$ 23,000
<b>Expenditure Total</b>	\$ 19,607	\$ 39,905	\$ 601	\$ 5,000	\$ 5,000
<b>Revenues over (under) Expenditures</b>	\$ 187,601	\$ 25,530	\$ 3,134	\$ 18,000	\$ 18,000

## *Department Description:*

Public Sites account for resources utilized to make public improvements within the community.

# Public Sites Form

Department:		Public Sites						
Fund:		Public Sites						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	2,384	14,355	1,477	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	-	-	-	-	-	-	0.00%
4620	Investment Earnings	1,552	14,780	-	3,000	3,000	-	0.00%
4700	Reimbursements	15,789	-	-	20,000	20,000	-	0.00%
4800	Transfers	187,483	36,300	2,258	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>207,208</b>	<b>65,435</b>	<b>3,735</b>	<b>23,000</b>	<b>23,000</b>	<b>-</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	-	-	-	-	-	-	0.00%
6300	Consulting	-	-	-	-	-	-	0.00%
6306	Services & Charges	-	-	-	-	-	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	1,834	1,110	601	-	-	-	0.00%
7000	Capital Outlay	17,773	38,795	-	5,000	5,000	-	0.00%
<b>TOTAL EXPENDITURES</b>		<b>19,607</b>	<b>39,905</b>	<b>601</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENDITURES</b>		<b>187,601</b>	<b>25,530</b>	<b>3,134</b>	<b>18,000</b>	<b>18,000</b>	<b>-</b>	<b>0%</b>

## Full Time Employees (FTE)

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



---

FY 2009

# Internal Service Funds

# Central Garage

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 656,253	\$ 636,928	\$ 367,518	\$ 587,935	\$ 260,000
<b>Expenses Total</b>	\$ 629,518	\$ 664,952	\$ 237,715	\$ 940,297	\$ 154,000
<b>Revenues over (under) Expenses</b>	\$ 26,735	\$ (28,024)	\$ 129,803	\$ (352,362)	\$ 106,000

## *Department Description:*

The Public Works Department provides fleet services for vehicles and equipment owned by the City through the Central Garage. Vehicles and equipment from all of Hutchinson's departments, including Police, Park & Rec., Fire, etc. are serviced. In addition, staff also supports other community functions including Hutchinson Utilities and Creekside. Fleet Services personnel work out of the Hutchinson Area Transportation Services (HATS) Facility. Staff is involved with repair and maintenance, acquisition and disposal, operator and technician training, and vehicle fueling.

The goal of these services is to maximize utilization of public resources. Fleet services activities help maximize fleet utilization, extend vehicle life, improve and maintain vehicle safety, and lower the cost of acquisition, maintenance and use. The primary focus is preventive maintenance. Staff manages routine inspections, scheduled preventive maintenance tasks, at-need repairs, and relationships with outside specialists in an effort to keep mission-critical vehicles and equipment available for their missions.

# Central Garage Budget Form

Department:		Central Garage						
Fund:		Central Garage						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	377,432	366,567	172,326	360,301	260,000	(100,301)	-27.84%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	219,446	254,140	195,192	225,000	-	(225,000)	-100.00%
4620	Investment Earnings	950	-	-	1,500	-	(1,500)	-100.00%
4700	Reimbursements	4,795	13,046	-	1,134	-	(1,134)	-100.00%
4800	Transfers	53,630	3,175	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>656,253</b>	<b>636,928</b>	<b>367,518</b>	<b>587,935</b>	<b>260,000</b>	<b>(327,935)</b>	<b>-55.78%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	139,384	146,423	77,658	160,522	-	(160,522)	-100.00%
6200	Supplies, Repairs, Maint.	124,799	134,879	81,106	131,550	-	(131,550)	-100.00%
6300	Consulting	600	600	600	625	-	(625)	-100.00%
6306	Services & Charges	48,901	69,311	41,711	52,100	-	(52,100)	-100.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6898	Depreciation	282,531	313,638	-	297,000	-	(297,000)	-100.00%
6900	Misc. Expenses	33,303	101	730	500	-	(500)	-100.00%
7000	Capital Outlay	-	-	35,910	298,000	154,000	(144,000)	-48.32%
<b>TOTAL EXPENSES</b>		<b>629,518</b>	<b>664,952</b>	<b>237,715</b>	<b>940,297</b>	<b>154,000</b>	<b>(786,297)</b>	<b>-83.62%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>26,735</b>	<b>(28,024)</b>	<b>129,803</b>	<b>(352,362)</b>	<b>106,000</b>	<b>458,362</b>	<b>-130%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
Street Equipment Operator	0.00	0.00	0.00
Public Works Technician	0.00	0.00	0.00
Equipment Mechanic	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Self Insurance

## *Department Budget Recap*

	2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved
<b>Revenue Total</b>	\$ 1,241,216	\$ 310,004	\$ 128,509	\$ 117,000	\$ 127,000
<b>Expenses Total</b>	\$ 1,085,358	\$ 122,097	\$ 47,770	\$ 95,400	\$ 95,400
<b>Revenues over (under) Expenses</b>	\$ 155,858	\$ 187,907	\$ 80,739	\$ 21,600	\$ 31,600

## *Department Description:*

The Self Insurance Fund accounts for City and Employee premium contributions which are used to pay dental premiums. In 2007 the City only self insured dental. As of January 1, 2007 medical coverage began to be fully insured with Medica.

# Self Insurance Budget Form

Department:		Self Insurance Fund						
Fund:		Self Insurance Fund						
Category		2006 Actual	2007 Actual	2008 (YTD 06/30/08)	2008 Budget	2009 Approved Budget	Dollar Inc/Dec.	Percent Inc/Dec.
<b>REVENUES:</b>								
4005	Taxes & Penalties	-	-	-	-	-	-	0.00%
4050	Licenses	-	-	-	-	-	-	0.00%
4070	Permits	-	-	-	-	-	-	0.00%
4100	Intergovernmental	-	-	-	-	-	-	0.00%
4250	Charges for Services	-	-	-	-	-	-	0.00%
4400	Fines & Forfeitures	-	-	-	-	-	-	0.00%
4450	Sales	1,205,719	276,867	58,446	105,000	115,000	10,000	9.52%
4620	Investment Earnings	18,922	21,723	1,639	12,000	12,000	-	0.00%
4700	Reimbursements	16,575	11,414	68,424	-	-	-	0.00%
4800	Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL REVENUES</b>		<b>1,241,216</b>	<b>310,004</b>	<b>128,509</b>	<b>117,000</b>	<b>127,000</b>	<b>10,000</b>	<b>8.55%</b>
<b>EXPENSES:</b>								
6105	Salaries & Fringe Benefits	-	-	-	-	-	-	0.00%
6200	Supplies, Repairs, Maint.	766	318	248	-	-	-	0.00%
6300	Consulting	12,384	11,897	2,433	-	-	-	0.00%
6306	Services & Charges	1,072,208	109,882	45,089	95,400	95,400	-	0.00%
6600	Debt Service	-	-	-	-	-	-	0.00%
6700	Transfers	-	-	-	-	-	-	0.00%
6900	Misc. Expenses	-	-	-	-	-	-	0.00%
7000	Capital Outlay	-	-	-	-	-	-	0.00%
<b>TOTAL EXPENSES</b>		<b>1,085,358</b>	<b>122,097</b>	<b>47,770</b>	<b>95,400</b>	<b>95,400</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL REVENUES OVER (UNDER) EXPENSES</b>		<b>155,858</b>	<b>187,907</b>	<b>80,739</b>	<b>21,600</b>	<b>31,600</b>	<b>10,000</b>	<b>46%</b>

## Full Time Employees (FTE):

POSITIONS (FTE's)	2008 Actual	2009 Requested	2009 Approved
No FTE's	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



---

FY 2009

# Appendix

# Capital Equipment List

CAPITAL LISTING BY DEPARTMENT FOR 2009					
DEPT.	CIP #	DESCRIPTION	Requested	Approved	Inc./Dec.
<b>Mayor &amp; City Council</b>					
<b>Dept Total</b>			-	-	-
<b>Administration</b>					
<b>Dept Total</b>			-	-	-
<b>Elections</b>					
<b>Dept Total</b>			-	-	-
<b>Finance</b>					
<b>Dept Total</b>			-	-	-
<b>Motor Vehicle</b>					
<b>Dept Total</b>			-	-	-
<b>Assessing</b>					
<b>Dept Total</b>			-	-	-
<b>Legal</b>					
<b>Dept Total</b>			-	-	-
<b>Planning</b>					
<b>Dept Total</b>			-	-	-

# Capital Equipment List...Cont.

<b>Information Services</b>					
<b>Dept Total</b>			-	-	-
<b>Police</b>					
<b>Dept Total</b>			-	-	-
<b>Emergency Management</b>					
<b>Dept Total</b>			-	-	-
<b>Safety Committee</b>					
<b>Dept Total</b>			-	-	-
<b>Fire</b>					
<b>Dept Total</b>			-	-	-
<b>Protective Services</b>					
<b>Dept Total</b>			-	-	-
<b>Engineering</b>					
<b>Dept Total</b>			-	-	-
<b>Streets &amp; Alleys</b>					
		Energy & Boulevard Trees	21,000	21,000	-
<b>Dept Total</b>			<b>21,000</b>	<b>21,000</b>	-
<b>City Hall Building</b>					
<b>Dept Total</b>			-	-	-
<b>Park/Recreation Administration</b>					
<b>Dept Total</b>			-	-	-

# Capital Equipment List...Cont.

<b>Recreation</b>					
<b>Dept Total</b>			-	-	-
<b>Senior Citizen Center</b>					
<b>Dept Total</b>			-	-	-
<b>Civic Arena</b>					
<b>Dept Total</b>			-	-	-
<b>Park Department</b>					
		Sun shelters	5,000	5,000	-
		Trees, flowers, shrubs	10,000	10,000	-
		Bobcat Attachment	3,500	3,500	-
<b>Dept Total</b>			<b>18,500</b>	<b>18,500</b>	-
<b>Recreation Building &amp; Pool</b>					
<b>Dept Total</b>			-	-	-
<b>Events Center</b>					
<b>Dept Total</b>			-	-	-
<b>Evergreen Building</b>					
<b>Dept Total</b>			-	-	-
<b>Library</b>					
<b>Dept Total</b>			-	-	-
<b>Cemetery</b>					
		Grounds maintenance equipment	9,700	9,700	-
<b>Dept Total</b>			<b>9,700</b>	<b>9,700</b>	-

# Capital Equipment List...Cont.

<b>Debt Service</b>					
<b>Dept Total</b>			-	-	-
<b>Airport</b>					
<b>Dept Total</b>			-	-	-
<b>Capital Improvement</b>					
		Civic Arena - Compressor rebuild 1/2 - Osmoisupgrade / ceiling/ floor	67,000	67,000	-
		Engineering - Comprehensive Plan	90,000	90,000	-
		IT - computer - technology upgrade	121,027	121,027	-
		Parks			
		- Playground Mulch	10,000	10,000	-
		- Park Garage Lot	90,000	90,000	-
		- Rehab Park Maintenance Bldg	105,000	105,000	-
		Evergreen - Kitchen improvements	10,000	10,000	-
		Recreation bldg			
		- Parking Lot Crack Filling	25,000	25,000	-
		Police			
		- Office Furniture (4 areas)	20,000	20,000	-
		Fire			
		- Exhaust Removal	45,000	45,000	-
		- 800 MHZ	50,000	50,000	-
		Library - Elevator & Building Repairs	10,000	10,000	-
<b>Fund Total</b>			<b>643,027</b>	<b>643,027</b>	<b>-</b>
<b>Liquor</b>					
<b>Fund Total</b>			-	-	-
<b>Refuse</b>					

# Capital Equipment List...Cont.

<b>Creekside</b>					
		Loaders, Site Equipment	199,000	199,000	-
<b>Dept Total</b>			<b>199,000</b>	<b>199,000</b>	<b>-</b>
<b>Water</b>					
		Tower Control Upgrade	200,000	200,000	-
		South Park Fill Station	15,000	15,000	-
		Information Technology	25,005	25,005	-
<b>Dept Total</b>			<b>240,005</b>	<b>240,005</b>	<b>-</b>
<b>Wastewater</b>					
		Industrial Park	250,000	250,000	-
		Dehumidifiers	6,000	6,000	-
		Information Technology	8,890	8,890	-
<b>Fund Total</b>			<b>264,890</b>	<b>264,890</b>	<b>-</b>
<b>Storm Water</b>					
		Elm St. NE	66,000	66,000	-
		10th Ave NE	31,300	31,300	-
		6th/McLeod Ave NE	69,250	69,250	-
		Dale St. SW	4,306	4,306	-
		James St. NW	1,290	1,290	-
		Kouwe St. NW	1,980	1,980	-
		Water St. NW	1,900	1,900	-
		Storm Sewer Lining	20,000	20,000	-
<b>Fund Total</b>			<b>196,026</b>	<b>196,026</b>	<b>-</b>
<b>Central Garage</b>					
		Emergency Purchases	154,000	154,000	-
<b>Fund Total</b>			<b>154,000</b>	<b>154,000</b>	<b>-</b>
<b>Grand Total</b>			<b>1,746,148</b>	<b>1,746,148</b>	<b>-</b>

# Compensation Plan

## **CITY OF HUTCHINSON 2009 COMPENSATION PLAN Effective January 1, 2009**

RESOLUTION NO. 13508

RESOLUTION ADOPTING POSITION CLASSIFICATION  
ASSIGNMENT TABLE AND CORRESPONDING PAY GRID  
EFFECTIVE JANUARY 1, 2009

WHEREAS, the City Council has considered the existing classification of positions for the City of Hutchinson and the current economic conditions,

BE IT RESOLVED, that a Position Classification Plan is hereby adopted. All positions covered by this Resolution shall be grouped in grades having a definite range of difficulty and responsibility. For each position there shall be a title; and there shall be shown examples of work which are illustrative of duties of positions, as well as requirements as to knowledge, abilities and skills necessary for performance of the work; and a statement of experience and training desirable for recruitment into a position.

### **A. Plan Objectives**

- To establish and maintain a compensation plan that enables the City of Hutchinson to be highly competitive within our defined market.
- To lead or exceed the market in attracting and retaining qualified, reliable and motivated employees who are committed to quality and excellence for those we serve.
- To ensure, subject to the financial condition of the City, that employees receive fair and equitable compensation in relation to their individual contributions to the City's success.
- To follow the principles of pay equity in establishing and maintaining pay relationships among positions based on the categories of the Stanton Point Factor System.
- To ensure program flexibility necessary to meet changing economic, competitive, technological, and regulatory conditions encountered by the City.
- To balance compensation and benefit needs with available resources.

### **B. Plan Structure**

The compensation plan specifies salary range minimums and maximums. The intent of each salary grade is to fall within 80 % and 115 % of identified market for positions within the grade. (See Attachment B)

Each numbered pay grade in the basic table consists of the following:

1. **Salary Minimum:** The lowest amount paid to an employee in a specific job grade or class. No employee will receive less than the minimum rate. (80% of market)
2. **Salary Mid-point:** The middle of the salary range. (97.5% of market)
3. **Market Rate:** The market rate represents the competitive rate for an employee who is fully functional within their current position. (100%)
4. **Salary Maximum:** The difference between the salary market rate and the salary maximum represents merit pay for employee performance above that expected of a

particular job. No employee will be paid above the maximum of the salary range. (115% of market).

### **C. Open Salary Range**

The City shall adopt an Open Salary Range compensation plan that will allow for maximum flexibility and in-range salary administration since there are not defined or pre-calculated "steps". Employee movement within the pay grade range to which their position is assigned is based solely on performance. The open salary range concept rewards good and exceptional performers and advances employees to the market rate more quickly. (See item H. [4])

### **D. Position Classification Assignment**

The assignment table shall assign all of the various positions in the Position Classification Plan to the appropriate pay grade (See Attachment A).

The City Administrator and Human Resources Director may jointly approve a reclassification of a position provided the reclassification does not exceed two grades upward or two grades downward from the current pay grade. To initiate consideration of this type of reclassification, the department director shall submit in writing the specific reasons for the reclassification.

Any changes to the classification of a position of more than two pay grades shall be approved by the City Council. Requests for reclassification are normally brought before the Council each January, and at other times of the year, as needed. To initiate such a reclassification request, the department director shall submit a written request for consideration to the City Administrator and the Human Resources Director. The request shall include a description of significant or considerable changes to the position that warrant a reclassification. The City Administrator and Human Resources Director will determine if the reclassification request is to be forwarded to the City Council for consideration.

### **E. Allocation Of New Positions**

When a new position is created for which no appropriate description exists or when the duties of an existing position are sufficiently changed so that no appropriate description exists, the City Council, after recommendation of the Human Resources Director, shall cause an appropriate job description-specification to be written for said position.

### **F. Pay Grades**

#### **1. Exempt Employees**

Each position is assigned a pay grade. The normal beginning rate for a new employee will be the minimum rate. After satisfactory completion of twelve months probation, an increase may be granted as warranted by the annual performance appraisal. Thereafter, consideration for increases will be given annually on a standardized date established by the City. The City Administrator reserves the discretion to adjust individual rates within the assigned pay grades as required. The Council will determine any pay increase for the City Administrator. Consideration for market adjustment for all pay grades will be made each January 1.

## **2. Non-Exempt Employees**

Each position is assigned a pay grade. The normal beginning rate for a new employee will be the minimum rate. After satisfactory completion of twelve months probation, an increase may be granted as warranted by the annual performance appraisal. Thereafter, consideration for increases will be given annually on a standardized date established by the City. The City Administrator reserves the discretion to adjust individual rates within the assigned pay grades as required. Consideration for market adjustment for all pay grades will be made each January 1.

## **3. Police Patrol Positions**

The position of full time police patrol officer is assigned to Grade 5 on the pay plan. Temporary assignments will be made from these positions as needed for the investigative function for the department. With said assignment, there will be an additional \$200.00 per month premium on top of the employee's patrol officer pay grid assignment.

## **4. Part-Time Liquor Store Clerk, Part-Time Custodial and Part-Time Compost Site Monitor Positions**

The part-time positions of liquor store clerk, custodian, and compost site monitor have been placed in separate pay plans that recognize the specific industry labor markets in which they work.

The City Administrator and the Human Resources Director, as directed by the Administrator, shall maintain the discretion to hire at any point within the range based on the qualifications, experience, market conditions or other relevant factors, to secure the best candidate for the position.

## **G. Apprenticeship Program**

The City has implemented an apprenticeship program for those Water and Wastewater Department positions subject to identified employee development including required licensures/demonstrated skills, experience/longevity, and maturation in a position that directly affect the department's ability to deliver municipal services.

## **H. Performance Evaluations**

1. For all regular full time and part time employees, a performance appraisal or evaluation will be made on, at minimum, an annual basis and per city policy No. 3.08. An evaluation made by the employee's supervisor shall be submitted in writing to the employee and to the City Administrator. All evaluations will be forwarded to Human Resources for filing in the employee files.
2. Evaluations shall be based upon the performance of the individual in the position measured against established job performance criteria. Such criteria may include level of knowledge, skills, ability, and quality of work, personal work traits, compliance with established City or departmental rules and regulations or any other criteria that is indicative of performance.

3. The performance appraisal process is the application of performance standards to past performance. In appraising an employee, these are the basic levels of performance:
- Outstanding** - Performance is exceptional in all areas and is recognizable as being far superior to others.
  - Exceeds Job Requirements** - Results clearly exceed most positions requirements. Performance is of high quality and is achieved on a consistent basis.
  - Meets Job Requirements** - Competent and dependable level of performance. Meets performance standards of the job.
  - Needs Improvement** - Performance is deficient in certain area(s). Improvement is necessary.
  - Unsatisfactory** - Results are generally unacceptable and require immediate improvement.

4. Results

The results of the employee's evaluation will normally have the following effect on his/her salary per the following Merit Increase Guide:

**Merit Increase Guide for Open Salary Ranges**

	Achievement Level					
	0 to	1.1 to	2.0 to	2.76 to	3.51 to	4.26 to
Compa-Ratio*	1.0	1.99	2.75	3.5	4.25	<u>5.0</u>
80.0 - 84.9	0%	0%	4%	5%	6%	7%
85.0 - 89.9	0%	0%	4%	5%	6%	7%
90.0 - 94.9	0%	0%	3%	4%	5%	6%
95.0 - 99.9	0%	0%	2%	3%	4%	5%
100.0 - 104.9	0%	0%	0%	2%	3%	4%
105.0 - 109.9	0%	0%	0%	1%	2%	3%
110.0 - 115.0	0%	0%	0%	0%	2%	3%

*\*Compa-ratio refers to the location of the individual in the range relative to the market.*

Merit/performance increases for eligible regular full time and regular part time employees will be effective on the employee's anniversary date. New employees are eligible for consideration for a merit/performance increase after one year of continuous employment.

5. Market Conditions

Notwithstanding any language to the contrary, the City Council retains the right to deviate from the pay plan when, in the sole judgment of the City Council, market conditions or other circumstances dictate such a decision.

The City Administrator and Human Resources Director maintain final approval responsibility for salary increases.

## **I. Annual Market Adjustment Consideration**

The Wage Committee recommends an annual market adjustment, expressed as a percentage increase, to the City Directors for review and to the City Council for review and approval. The amount approved, if any, is applied to the wages of all eligible employees on the first payroll day of the year.

Eligible employees include all regular full time and regular part time employees except those who have been subject to disciplinary action per Section 30 of the City of Hutchinson Employee Handbook - Personnel Policy as follows:

An additional consequence of disciplinary action more severe than level a - oral reprimand - will be the permanent loss of the January 1 market adjustment in the calendar year following such disciplinary action. This will occur unless the director in charge and the City Administrator decide otherwise.

Any market adjustment on January 1 of any year shall be separate and apart from the individual anniversary increases. In determining a recommendation for an annual market adjustment, the wage committee shall consider, at least the following information:

1. U.S., Midwest, and Minneapolis/St. Paul consumer priced index changes (CPIU & CPIW)
2. Social Security calculation of cost of living increase
3. Unemployment rate
4. Employee turnover rate
5. Area wage survey
6. Legislative growth factor constraints

## **J. Modification of the Plan**

The City Council reserves the right to modify any or all of the components or to vary from any of the components of the Compensation Plan at its discretion and at any time.

## **K. Review of the Plan**

As often as necessary to assure continued correct classification, the Position Classification Plan shall be reviewed by the Human Resources Director and necessary adjustments recommended to the City Council. It is recommended that a comprehensive review be completed at least every three years.

## **L. Filing of the Plan**

Upon adoption of the Resolution, a copy of the Position Classification Plan approved by the City Council shall be placed on file with the City Administrator. The plan so filed and subsequently adjusted by the Council shall be the Position Classification Plan of the City.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTCHINSON That the following table is hereby adopted as the City Position Classification Assignment Table, to be reviewed from time to time, assigning the various positions in the Position Classification Plan to the appropriate pay grades in the table. Pay grades for regular part time (PT) positions are assigned according to job responsibilities at the discretion of the City Administrator and Human Resources Director.

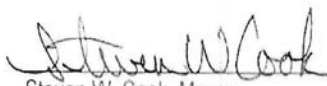
**City of Hutchinson  
Position Classification Table  
2009**

<u>Grade</u>	<u>Position Title</u>	<u>Grade</u>	<u>Position Title</u>
1	Senior Public Works Maintenance Specialist PT Office Specialist (PRCE/Event Center) PT Cemetery Maintenance Worker PT Water Maintenance Worker PT Compost Scale Operator PT Custodian (Fire Station/Library/Event Center)	5	Building Inspector II Event Center Coordinator Executive Assistant/Paralegal GIS Specialist Information Technology Specialist Lead Compost Equipment Operator Police Officer (FT/PT) Sales & Marketing Specialist Senior Engineering Specialist Senior Wastewater Operator Natural Resources Specialist
2	Administrative Secretary (Public Works) Senior Office Specialist (Water & Wastewater) Utility Billing Specialist General Maintenance Worker (HATS) Permit Technician PT Accounting Specialist PT Human Resources Technician PT Liquor Sales Clerk PT Licensing Clerk PT Senior Office Specialist (PRCE)	6	Assistant Liquor Sales Manager City Forester Recreation Services Coordinator
3	Administrative Secretary (Engineering/Police) Arena/Civic Center Maintenance Specialist Compost Equipment Operator Compost Operations Specialist General Maintenance Worker (City Center/Event Center) Heavy Equipment Operator Help Desk/Imaging Technician Police Records Specialist Police Supplemental Services Specialist Parks Maintenance Equipment Operator Planning Coordinator Plant Equipment Mechanic I Public Works Maintenance Specialist Senior Liquor Sales Clerk Water Plant Operator Wastewater Services Operator PT Senior Accounting Specialist PT Recreation Specialist (vacant)	8	Building Official Motor Vehicle Deputy Registrar Parks Supervisor Police Sergeant Recreation Facilities Operations Manager
		9	Water Systems Supervisor
		10	Assistant Finance Director Police Lieutenant Wastewater Superintendent
		11	Public Works Manager Compost Manager
		12	Economic Development Director Fire Chief Human Resources Director IT Director Liquor Sales Manager Planning Director Water/Wastewater Director
4	Accountant Building Inspector I Cemetery Supervisor Emergency Dispatcher (FT/PT) Engineering Specialist Environmental Specialist Equipment Mechanic Fire Inspector Lab Technician/WW Operator Parks Maintenance Specialist Payroll/Benefits Specialist Police Investigations Specialist Plant Equipment Mechanic II	14	Finance Director Police Chief/Emergency Management Director PRCE Director City Engineer
		16	City Attorney
		19	City Administrator

City of Hutchinson								
2009 Compensation Plan - Pay Grid (+3.0%)								
			Mid-Pt.	Mid-Pt.	Market	Market		
	80%	80%	97.5%	97.5%	100%	100%	115%	115%
19	\$7,143	\$41,212	\$8,706	\$50,227	\$8,929	\$51,514	\$10,268	\$59,242
18	\$6,883	\$39,712	\$8,389	\$48,398	\$8,604	\$49,639	\$9,895	\$57,085
17	\$6,623	\$38,212	\$8,072	\$46,570	\$8,279	\$47,764	\$9,521	\$54,929
16	\$6,362	\$36,707	\$7,754	\$44,736	\$7,953	\$45,884	\$9,146	\$52,766
15	\$6,102	\$35,202	\$7,436	\$42,903	\$7,627	\$44,003	\$8,771	\$50,603
14	\$5,842	\$33,702	\$7,119	\$41,075	\$7,302	\$42,128	\$8,397	\$48,447
13	\$5,581	\$32,198	\$6,802	\$39,241	\$6,976	\$40,247	\$8,022	\$46,284
12	\$5,321	\$30,698	\$6,485	\$37,413	\$6,651	\$38,372	\$7,649	\$44,128
11	\$5,058	\$29,184	\$6,165	\$35,568	\$6,323	\$36,480	\$7,271	\$41,951
10	\$4,798	\$27,684	\$5,848	\$33,739	\$5,998	\$34,605	\$6,898	\$39,795
9	\$4,538	\$26,179	\$5,530	\$31,906	\$5,672	\$32,724	\$6,523	\$37,632
8	\$4,277	\$24,674	\$5,212	\$30,072	\$5,346	\$30,843	\$6,148	\$35,469
7	\$4,017	\$23,174	\$4,895	\$28,244	\$5,021	\$28,968	\$5,774	\$33,313
6	\$3,756	\$21,670	\$4,578	\$26,410	\$4,695	\$27,087	\$5,399	\$31,150
5	\$3,494	\$20,156	\$4,258	\$24,565	\$4,367	\$25,195	\$5,022	\$28,974
4	\$3,235	\$18,665	\$3,943	\$22,748	\$4,044	\$23,331	\$4,651	\$26,831
3	\$2,974	\$17,156	\$3,624	\$20,909	\$3,717	\$21,445	\$4,275	\$24,661
2	\$2,713	\$15,651	\$3,306	\$19,075	\$3,391	\$19,564	\$3,900	\$22,498
1	\$2,452	\$14,146	\$2,988	\$17,241	\$3,065	\$17,683	\$3,525	\$20,335
PT Custodian		\$12.34		\$15.04		\$15.43		\$17.74
PT Liquor Store Clerk		\$9.36		\$11.41		\$11.70		\$13.46
PT Compost Monitor		\$6.78		\$10.71		\$10.98		\$12.63

This Resolution authorizes staff to change 2009 budget appropriations to reflect rate changes.

Adopted by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2008. (This Replaces Resolution No. 13304 )

  
 Steven W. Cook, Mayor

ATTEST:   
 Gary D. Plotz, City Administrator

Attachment B

# Budget & Tax Definitions

**AD VALOREM TAX** – Tax based on the value of a property.

**ASSESSMENT YEAR** – The year in which the assessments are based. The valuation and classification of a property is based upon its status on January 2, for taxes payable in the following year for Real Estate and Personal Property. Taxes payable on Manufactured Homes are based on the assessment on January 2, of the payable year.

**CLASS RATE** – The percentage by which a property’s market value is multiplied to arrive at its “net tax capacity” or taxable value, subject to the local tax rate. Classification, with its set of class rates, redefines the tax base and results in a redistribution of taxes among different kinds of properties.

**CLASSIFICATION OF PROPERTY** – Identifies the type of property, such as residential, agricultural, commercial, etc. based upon the use of the property.

**EFFECTIVE TAX RATE (ETR)** – Dollar amount of property taxes to be collected expressed as a percentage of market value. Often used for comparison purposes.

**ESTIMATED MARKET VALUE (EMV)** – Represents the assessor’s estimate of the property’s actual market value. Market value is defined as the most probable price that a well-informed buyer would pay a well-informed seller for a property without either party being unduly forced to buy or sell. All properties must be physically inspected in person at least once every four years.

**LEVY** – The amount of money that a taxing district needs to raise through property taxes.

**LEVY LIMITS** – State-imposed limits on the dollar amounts that can be levied by counties and cities and townships over 2,500 population.

**LEVYING UNITS** – In Minnesota, property taxes are levied by counties, cities, townships, school districts, and special districts which include metro government agencies, hospital boards, watershed districts, economic development authorities, transit authorities, park boards and housing and redevelopment authorities, etc.

**LOCAL GOVERNMENT AID** – Money (in the form of general distribution aid) provided to cities and townships for property tax relief. Effective payable year 2002 and future years townships and small cities lost their LGA.

**NET PROPERTY TAX** – As opposed to “gross property tax” – property tax after accounting for state aids and tax credits.

**SPECIAL ASSESSMENT** – An amount charged for improvements such as streets, sewer lines, etc. As certified by each municipality, which directly benefit the property, are shown as a separate item on the tax statement. The amount is based on how much the property benefits from the improvements, not on the value of property.

**STATE AIDS** – The state contends that individual taxes would be higher than shown on tax statements if it were not for the CPA, LGA, and DRA. The presumed amount of aid is indicated for each parcel.

**TAX BASE** – Total value of taxable property within the community.

**TAX CAPACITY** – A parcel’s taxable market value multiplied by the class rate for that type of property. Formerly know as assessed value.

**TAX INCREMENT FINANCING (TIF)** – Districts created by municipalities to create fund improvements which increase market values of the properties in the district. The taxes generated by the increased market value are “captured” by the TIF district to finance project development or redevelopment costs.

**TAX RATE (INITIAL)** – The percent of the total taxable value of property needed to achieve the dollar amounts levied by the respective local units.  $LEVY/TAX CAPACITY = TAX RATE$ .

**TAX RATE (LOCAL)** – Rate applied to the tax capacity of a property to calculate the tax. Formerly known as mill rate.

**TAXABLE MARKET VALUE** – A limit is imposed on how much the Taxable Market Value of residential, agricultural and seasonal property can increase over the previous year’s value. The limit does not apply to increases in value due to new improvements.

**TRUTH-IN-TAXATION** – A state law that provides a notice of taxes payable to taxpayers and for public budget hearings.

THIS PAGE HAS BEEN  
LEFT BLANK INTENTIONALLY