



City of Urbandale, Iowa

Incorporated April 16, 1917



FY 2016 - 2017 Adopted Budget
FY 2017 - 2018 Estimated Budget



CITY OF URBANDALE

Revised FY2015-16 Budget

Adopted FY2016-2017 Budget

Estimated FY2017-2018 Budget

Mayor and Council

Robert D. Andeweg, Mayor

David Russell, Mayor, Pro-Tem

Ron Pogge, Councilmember
Tom Gayman, Councilmember

Michael Carver, Councilmember
Creighton Cox, Councilmember

Management Team

A.J. Johnson, City Manager

Dale Acheson, Water Utility General Manager

John Andrasko, Director of Technology

Steve Franklin, Director of Community Development

Jan Herke, Director of Parks and Recreation

Jerry Holt, Fire Chief

Nicole Lamb, Finance Director

Karla Lower, Director of Human Resources

Debra Mains, City Clerk

Ross McCarty, Police Chief

David McKay, Director of Engineering and Public Works

Su Zanna K. Prophet, Assistant City Manager

Julie Wells, Library Director



MAYOR'S CENTENNIAL MESSAGE

March 1, 2016

Greetings to All,

In 2017, the City of Urbandale will celebrate its 100th year since incorporation on April 16, 1917—in the midst of World War I (*July 28, 1914 to November 11, 1918*). On behalf of the volunteer Urbandale Centennial Steering Committee and the elected Urbandale City Council, it is with great pride and enthusiasm that we invite you to help us celebrate Urbandale's Centennial. The Urbandale Centennial Steering Committee and community organizations are planning a year-long celebration from July 2, 2016 to July 4, 2017. The official Centennial logo—designed by Cari Wasmund, daughter of Urbandale residents Linda Johnson and the late Donald Johnson, has been used as the cover for this “FY2016-2017 Adopted Budget”; and it will also be used as the cover for this year's annual “Capital Improvements Program 2016-2021” and the “Comprehensive Annual Financial Report – June 30, 2017”. In addition to the City's Centennial, there are other milestones in the community to celebrate in 2017—the Urbandale Community School District is also celebrating its 100th year, the 4th of July Committee is celebrating its 62nd year, and the Urbandale Historical Society is celebrating its 43rd year!

The Past, Present and Future:

In this Centennial message, I would like to reflect a little on “The Past, Present and Future” of Urbandale. Fortunately, several former and current residents published personal recollections and provided stories which have been vital resources. In the process of reviewing the City's history, additional information was found, resulting in some revisions and clarifications. I am also thankful to the many knowledgeable persons from the Urbandale Centennial Steering Committee, the Urbandale Community School District, and City staff—past and present, who have helped to tell Urbandale's first 100 years.

Very briefly, the State of Iowa was named after the loway tribe. The loway occupied the area in central Iowa that now includes Urbandale. Under a series of treaties, the loway ceded its lands in Iowa, and by the Treaty of 1836 was removed to Kansas and Nebraska territories, and by the Treaty of 1838 relinquished all remaining ancestral lands in the future State of Iowa. Other tribes were also assigned lands in the future State of Iowa. The Fox (Meskwaki) Tribe (of the “*Sac and Fox of the Mississippi*”) was relocated from the Mississippi River under the Treaty of 1837 to land within central Iowa that now includes Urbandale; the Sac (Sauk) was relocated to southern Iowa. The Territory of Iowa was established the next year on July 4, 1838. The Sac and Fox of the Mississippi ceded its lands in Iowa, under the Treaty of 1842, which reserved the right for the tribes to continue to occupy the land in Iowa Territory until 1845; when the government removed the tribes to Kansas--only one-fifth of the Meskwaki (Fox) arrived at the new reservation in east central Kansas Territory, while the rest hid in Iowa or took refuge with other tribes. After these tribes were removed in 1845, the land in Iowa Territory became part of the public domain under the control of the U.S. Federal government. Iowa became the 29th State on December 28, 1846, when James Polk was the 11th President of the United States—for which “Polk County” was named. The Meskwaki (Fox) gradually returned to Iowa before and after purchasing land in Iowa in 1857. When the Town of Urbandale was incorporated in 1917, it was located only in Polk County. Since May 1990, Urbandale has expanded westward beyond 142nd Street (*the “County Line” between Polk and Dallas Counties within Urbandale*) into Dallas County, where Urbandale is re-experiencing a transition as the land is transformed from agricultural endeavors to residential and commercial urbanization.

The area that would become the City of Urbandale is within the boundaries of the Treaties of 1838 and 1842. Also within the boundaries of the former treaties was 600 acres in central Iowa purchased in 1867 by Martin Flynn (1840-1906), an Irish immigrant who acquired additional acres before his death. The Flynn estate sold 800 acres to the State in 1915 to use as an Honor Prison Farm—which operated for 50 years until 1965. The Interstate system was developed in the late 1950's and early 1960's. In 1957, Interstate 35 and 80 (I-35/80) was routed through the State Honor Prison Farm. In 1965 the State sold 687 acres by highest bid to Rollo Bergeson and Associates. Between 1969 and 1970, the Bergeson family leased, sold and gave land tracts, including the Flynn Mansion to the Living History Farms (LHF) foundation, which was established in 1967 and remains today as a non-profit foundation for educational and historical purposes. Living History Farms opened in the summer of 1970 and observed its 45th anniversary in 2015—celebrated by over 101,000 visitors, including visitors from all 50 states and 28 countries.

The history of Urbandale is tied to its schools. Before incorporation and the establishment of the Urbandale school district, children in the area now known as Urbandale attended one-room schools. Three of the rural schools serving the area were: McDivitt Grove School, built in 1866 and located near 70th Street and Meredith Drive (*near the present McDivitt Cemetery north of Meredith Drive at 70th Street—both within the boundaries of the original 1917 incorporated area*); and additionally, although outside the original incorporated area, were Center School originally constructed near 114th Street and relocated to 100th Street and Meredith Drive, and Webster School located near present 128th Street and Aurora Avenue (*near where Webster Elementary School was built in 2006*). In 1913, the Iowa State legislature offered State aid to consolidate schools based on the number of rooms in the school. In March, 1914, the consolidated Johnson school district was established and took in 4 rural schools--including McDivitt Grove School. In January, 1917, the vote to expand the Johnston school district failed; however, it was followed by another petition to expand the Johnson school district which was voter approved on March 26, 1917. At this point in the history...we are getting close to the incorporation of the City of Urbandale. As the story goes, the only way an independent school district could be established at that time was to first incorporate as a town. According to one story, the boundaries of the Johnston school district would have extended another mile south of Meredith Drive and area children would have been transported to Johnston. According to another story, this attempt to absorb students from the local area into the Johnston school district motivated local residents to raise funds to build a school on the southwest corner of Douglas Avenue and 70th Street, serving grades 1-4 in one room, and grades 5-8 in the second room. In the area now known as Urbandale, there were 47 supporters on the Petition of Incorporation of March 3, 1917, to incorporate as the "Town of Urbandale". As required by law, notices were published on March 14th, 21st, and 28th, 1917, to notify the public of the pending incorporation election. On April 5, 1917, the incorporation of Urbandale was voter approved by 49 "yes" to 0 "no", and the City was officially incorporated on April 16, 1917, when the incorporation election results were accepted by the District Court. On June 30, 1917, a letter from the school board of the Independent School District of Urbandale was written to the Polk County Superintendent of Schools requesting that the area within Urbandale that was part of the Johnson school district be set off and added to the school district of the incorporated Town of Urbandale. Millard A. Olmsted, President of the first Urbandale school district, submitted a notarized statement on July 2, 1917 to the Johnson school district, that by reason of incorporation as the Town of Urbandale and the organization of its independent school district, Urbandale claimed jurisdiction over all school matters and all school funds within the Town of Urbandale. Since the incorporation of the City and the establishment of the Urbandale school district in 1917, there has been a tradition of strong partnerships between the two entities. The two-room school built in 1916 was used as the meeting place for the Urbandale City Council until 1944. Today, there are six (6) local school districts within Urbandale's current corporate boundaries.

The City and the Urbandale Community School District continue to cooperate in a variety of programs, and the City's Lions Park-Softball Complex, and the Swimming Pool are currently leased to the Urbandale Community School District.

At the date of incorporation on April 16, 1917, the City's land base totaled 2,562 acres or slightly more than 4 square miles, and the approximate boundaries of the original incorporated town were between Meredith Drive as its northern boundary, Urbandale Avenue as its southern boundary, Applegate Road (*present 100th Street*) as its western boundary, and the eastern boundary coincided with the irregular boundary of the City of Des Moines, as 63rd (*at Urbandale Avenue*), 62nd (*at Douglas Avenue*), and 58th Street--now known as Merle Hay Road (*at Aurora Avenue*). The City's current land base, as of May, 2014, is 14,634 acres or 22.9 square miles—consisting of 15.5 square miles in Polk County and 7.4 square miles in Dallas County. Future annexations may include property under a severance agreement with the City of Grimes, and properties that are currently part of unincorporated Dallas County. The City of Urbandale is poised for future growth.

Urbandale was predominately a rural area with farms and dairies when it was incorporated. Before the increased reliance on automobiles, a trolley line ran to/from the State's capital City of Des Moines, and in 1905 was extended along what is now Urbandale Avenue to a turnaround at 70th Street and Roseland Drive--originally known as the "Walker Station" and later known as the "Urbandale Station". Today, the turn-around location is commemorated as the City's "Trolley Park" with a trolley sculpture. The "Urbandale Line" was one of the last lines to run until ceasing operations on June 19, 1950, after street construction was completed along the line. Other Des Moines area lines, having been located within streets were replaced by buses. The area around the turn-around was platted into rural estates, and some businesses were located to the immediate north of the turn-around. Urbandale's original commercial district was in the vicinity of Douglas Avenue and 70th Street, which today is within the Downtown Urbandale Neighborhood Association (DUNA) which also encompasses much of the early residential development. Urbandale's early economic base also included four (4) coal mines—the Urbandale Coal Company (1920-1942) near 78th and Hickman Road; the Rider Cooperative Coal Company (1925-1939) near 104th and Aurora Avenue; the Merle Hay Coal Company (1937-1947)—also known as Beck Coal, located on Merle Hay Road north of Aurora Avenue—this was one of the last three mines to operate in Polk County; and the Central Service Coal Company-Mine 6 (1930-1947) near 74th Street and Oliver Smith Drive where Karen Acres Elementary School now stands—this was another of the last mines to operate in Polk County. Today, Urbandale's economy is powered by business in diverse industries, including: retail, finance and insurance, warehousing, information technology, manufacturing, and a wide variety of professional services.

The first U.S. Census after incorporation determined a population of 298 persons in 1920, which grew modestly to 1,777 persons in 1950. The population exploded with post-war WWII suburbanization, growing to 5,821 persons in 1960, to 14,434 persons in 1970, and to 23,500 persons in 1990. In May, 1990, the City's first annexation into Dallas County to the west was completed (*Dallas County in Urbandale begins at 142nd Street, which is approximately two miles west of I-35-80*). The 2000 Census population was 29,072—with 27,945 persons east of I-35/80; and 1,127 persons west of I-35/80. The 2010 Census determined that Urbandale was Iowa's 12th largest city. The 2010 Census population was 39,463 persons—with 28,810 persons east of I-35/80; and 10,653 west of I-35/80. The preliminary results of the 2015 Special Census counted 42,356 persons living in Urbandale; since the results have not been certified the number relative to I-35/80 are not available. City staff has estimated that by 2020 the population will be 47,300 persons with 60% of the population east of I-35/80, and by 2030 the population will be 55,300 persons with 50% of the population east of I-35/80.

Urbandale has benefitted from and contributed substantially to the nearly 20% population growth of the Des Moines Metropolitan Area between the 2000 and 2010 Censuses. Urbandale's economic development planning is intended to provide attractive options for new and expanding businesses to invest in facilities and generate employment. The City's planning for residential growth areas will provide more housing options for the region's workforce and increased opportunities for Urbandale residents to live and work in the same community.

The Interstate 35-80 corridor through Urbandale is part of a coast-to-coast and border-to-boarder transportation system to stimulate the regional and national economy. The interstate can be accessed in Urbandale by five current interchanges, including the interchange at Douglas Avenue/Parkway, the City's "east-west spine"--the traditional "main" street and "gateway" into Urbandale from the interstate. In the Capital Improvements Program (CIP) approved by the City Council on January 19, 2016, this I-35/80 corridor is poised for potential major infrastructure investments which are expected to generate substantial new private investment that will shape Urbandale's future development. Additionally, the Northwest Market Center Urban Renewal Plan area (*also referred to as a Tax Increment Finance District*) encompasses this area and provides a new opportunity for the City to capitalize on its location for expanded high-end commercial development.

In 1920, the total actual valuation of property within Urbandale's boundaries was \$382,999, and the total taxable valuation was \$136,210. Today, the property's taxable value is determined by the County Assessor of the County where the property is located within Urbandale. The County assesses the property's actual value, and applies the State's "rollback" which produces the assessed taxable value on which the City's tax rate is applied along with the tax rates of all of the other taxing bodies, such as school districts and the county. The actual 100% valuation for FY2016-17 tax levies in Urbandale for combined Polk and Dallas Counties is \$4,472,695,841, and the total net taxable valuation is \$2,629,574,805.

The City uses the property tax revenue it receives to fund a majority of the City services provided to the public on a daily basis. In FY2016-17, the City's total recommended budget for operations, debt service and special revenue fund anticipates total expenditures of \$52,188,201; of that amount, the total annual operating budget (without debt retirement) is \$41,452,867. The City's recommended FY2016-17 property tax levy rate is \$9.92/per \$1,000 of taxable valuation, and consists of the General Fund tax levy at \$7.17, the Debt Service levy at \$2.18, and the Police/Fire Retirement levy at \$0.57. Last fiscal year the City's tax levy was \$9.82, and Urbandale had the lowest tax levy State-wide for all cities over 6,000 in population. In FY2016-17, Urbandale's tax levy at \$9.92 will be the lowest in the metro area—however, the comparison to State-wide levies will not be available until all budgets are certified in mid-March, 2016. Based on Urbandale's FY2016-17 budget, using the annual operating budget of \$41,452,867 and the 42,356 population estimate, the daily per capita cost is \$2.68.

The following highlights the history of a few City departments in the order the department appears in the FY2016-17 budget:

Police Department: The Urbandale Police Department was established in 1958 with the appointment of the first full-time Police Chief. Between 1928 through 1958, the Police Department relied on volunteers and a part-time town marshal—one served between 1928 to 1947, and the other from 1947 to 1955; these part-time town marshals also performed other City duties—road grading, animal control, and water meter reading. The first Police vehicle was a used 1941 Chevrolet, which was also used by other City departments as a messenger car. The first full-time female Police Officer was hired in April, 1977. The Police Department has been housed in four locations—3807 70th Street,

3315 70th Street, 9401 Hickman Road, and in its present 23,000sf facility at 3740 86th Street in the City's campus complex. In 2015, there were 41,500 total calls for service. The FY2016-17 staffing level is 51 sworn Police Officers, 8 civilian employees, and 12 Police Reserve Officers—each Reserve Officer receives a \$500 annual stipend. The Police Department currently has 33 vehicle units—marked and unmarked, and 10 bicycles. Personnel serve in a variety of capacities, including Patrol, Criminal Investigation Division (CID), Administrative Support, and Bicycle Patrol. The Police Department partners with other law enforcement agencies including the Suburban Emergency Response Team (SERT), the Joint Terrorist Task Force managed by the F.B.I., and the Mid-Iowa Narcotics Enforcement (MINE) task force. In November, 2013, the Police Department achieved CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation—a three year process of intense examination of departmental procedures and operations. The CALEA accreditation signifies professional standards in operations, compliance, and cost-efficient solutions for Police services. Urbandale is 1 of 2 CALEA Police Departments in this metro area, and 1 of 10 in the State. Nationally, less than 3% of law enforcement agencies achieve CALEA accreditation. The CALEA accreditation is for a period of three years---the Police Department has begun the recertification process for 2016.

Fire Department: Before incorporation in 1917, residents in the vicinity of Douglas Avenue and 70th Street used well water to suppress fires. The first fire equipment after incorporation was a water barrel mounted on a two-wheeled cart which could be pulled by men or a horse. In the late 1920's the first fire truck was a used 1911 Model-T Ford pickup outfitted with a water barrel, 700 feet of hose, buckets and some chemicals. In 1935, the first fire truck was traded in towards the purchase of a used 1926 Dodge truck. In 1944, the combined City Hall-Fire Station was constructed on the west side of 70th Street north of Douglas Avenue, and a 300-gallon Diamond-T Pumper truck was housed at the station. In 1948, the Urbandale Volunteer Fire Department was established with a nucleus of 12 men; in 1950 the City bought a new pump truck with a 350-gallon water tank; by 1957 there were 25 volunteers and a First Aid Squad was formed, and a used ambulance equipped with a resuscitator was purchased in 1958. Equipment purchased in 1959 included a new truck with a 750-gallon pump, and in 1960 a new ambulance and 2-way radios with home receivers for volunteers. By 1965, there were 27 volunteers, each equipped with modern equipment, and each man was trained in firefighting, rescue and first aid. In 1974, the current Fire Station No. 41 on Douglas Avenue at 71st Street was built. The first female Fire-Rescue volunteer is believed to have started in September, 1986. In 1990, the City annexed property west of the Interstate, resulting in the construction of the current Fire Station No. 42 built in 1997. The City hired its first full-time Fire Chief for the volunteer department in 1998, and in 2000 began the gradual transition from volunteer paid-on-call to part-time, combined with full-time Firefighter/EMS responders—all are dual trained for Fire and EMS. By 2014, the staffing level was sufficient to deploy 6 persons from one station and 5 persons from the second station on a 24/7 basis. In 2015, there were 3,085 total calls for service, of which EMS accounted for 76% of all calls. The FY2016-17 staffing level is 34 professional personnel—with 10 full-time and 2 part-time serving per day. The Fire Department has 15 apparatus (4 ambulances, 2 ladder trucks, 2 engines, 4 SUVs, 2 pick-up trucks, and 1 heavy duty rescue truck). Future plans include the proposed construction of a third Fire Station, which would be the second station west of the interstate and would include a satellite office for the Police.

Public Works – Streets: The City has had significant growth in the number of centerline miles paved--increasing from 83 miles in 1988 to 194 miles in 2015, due in part to increased residential development and converting rural temporary asphalt roadways to paved roads. The Capital Improvements Program (CIP) approved by the City Council on January 19, 2016, includes 6 Street projects for construction in 2016 at a total estimated cost of \$20.7M—which includes replacing the 100th Street bridge over I-35/80. **Street Lights** have increased from 1,970 in 1988 to 4,859 in 2015. **Sanitary Sewers** have increased from 102 miles in 1988 to 208 miles in 2015.

Library: The Urbandale Public Library has been integral to the community for over 50 years. The original Library opened on December 11, 1961, with an offering of 1,728 books--many of which were donated. In 1961 the Library was located in the lower level of the former City Hall, 3315 70th Street; in 1972 it moved to leased quarters at 3821 71st Street; and in 1976 it moved to 7305 Aurora Avenue adjacent to the Urbandale High School. In 1987, the Library became one of 59 public libraries to meet State accreditation requirements, and the Urbandale Public Library Foundation was formed. In 2000 the Library moved to its current 56,000sf facility at 3520 86th Street in the City's campus complex. The Urbandale Public Library is one of the premier and most used libraries in the metro area. On average, 350,000 persons annually visit the Library to access the 180,000 item collection. Additionally, the Library offers a wide array of services and programs ranging from high speed and wireless Internet access, an art gallery, and numerous programs for children, teens and adults. The 2015 redesign of the Library's interior, and an enthusiasm to implement enhanced resources and services, positions the Library to continue as an integral part of the Urbandale community well into the future.

Parks Department: The Lions Club was organized in 1945 and one of its first projects was to purchase 10 acres of land under contract—previously a corn field, from Millard A. Olmsted to establish the first City park; the club paid off the purchase price of \$4,000 and the property was transferred to the Lions Club in 1949; the City accepted the property deed from the Lions Club in 1952. In 1958, the City Council officially named it “Lions Park”, and this popular park remains a focal point for many community events today (4th of July, Movies in the Park, concerts, school use). In 1972 the City Council approved Ordinance No. 449, which required the dedication or reservation of ten percent (10%) of land or value to be reserved for open space for public use or park enhancements as development occurred; and it remains in effect today. In 1999, the City began acquiring land west of Interstate 35-80 for the Walnut Creek Regional Park (WCRP), currently at 197 acres; the long-term master plan was approved in 2006 to continually and fully develop the WCRP towards the desired 212 acre size. Today, the City has 48 parks totaling 955 acres with 44 miles of paved trails through the park system; some parks are undeveloped land and will be enhanced in the future as development occurs in the adjacent neighborhoods.

Community Development Department: In response to Urbandale's rapid growth with the advent of the 1960's suburban movement, the development of multi-family housing, and the resulting pressures the growth created on local schools, parks and infrastructure, the Community Development Department was established in 1971. The first Comprehensive Plan was completed by a consultant in 1972, who also developed the 1972 Zoning Ordinance and Subdivision Ordinance, which resulted in the entire City being rezoned with considerable “downzoning” of properties. The first Director of Community Development championed the adoption of the first Parkland Ordinance in the State of Iowa—Ordinance No. 449 was approved by the City Council on September 5, 1972. The first Department Director served from 1971-1977, the second from 1977-1978, the third from 1978-2014, and the fourth from 2014-present. In 1980 the City's Building

Department became part of the Community Development Department, and the adoption of a Housing Code for rental units became mandated by State law since the City's population had exceeded 15,000—the initial housing inspections were burdensome since many multi-family housing units did not comply with Code. In the early 1980's, the City Council emphasized the promotion of economic development to grow the City's tax base which was predominately residential. In 1986 a new Comprehensive Plan was prepared by the Director, based on a "policy plan" which outlined Goals, Objectives, Policies, and Strategies to be achieved. This 1986 Comprehensive Plan became the basis for strong economic growth within the City, the addition of the 86th Street interchange—which was the first to be added to the I-35/80 system within Iowa since the original construction of the system, the addition of the Highway 141 interchange, and an annexation policy which led to the City's area more than doubling in size. In 2003 a new Comprehensive Plan was developed by the City, based on the same "policy plan" format. In 2013 the City established a separate Economic Development Department, which works closely with the Community Development Department. In 2015, the 2003 Comprehensive Plan was jointly reviewed by the City Council and the Planning and Zoning Commission, and a few items were identified for future revision.

Technology Department: By the 1980's, the City had ventured into the world of technology, often relying on external service providers. In 1985, the City implemented a computerized system to maintain its payroll records and issue bi-weekly checks; however, the City did not have the capability to electronically transfer funds for direct deposits and secured an external service for the direct deposits. The 1990's saw the acquisition of additional computer and software services – financial management, geo-base, housing inspections, and providing computerized Library services to another community. In 1997 the City received a RACI grant to develop its first homepage, and secured its first 5 Internet licenses and established its domain name as www.urbandale.org. In 2000, the City engaged a private consultant to assist with the creation of the City's first wide area computer network—preparing specifications for an e-mail server, firewall, virus protection, etc.; and awarded separate bids to install voice and data in most City buildings—installing almost 100 desk top computers which enabled employees in separate buildings to communicate by computer and e-mail. Additionally, in 2000 a contract was awarded to an outside firm to develop an e-commerce plan. The significant computer infrastructure created in 2000 established the electronic backbone and technology platform to continually expand computer services—today, computers are installed in Police and Fire vehicles, used in the field by City inspectors; and City transactions rely on wireless services, electronic fund transfers, credit card transactions, and on-line registrations. The City continues to utilize external service providers on an as needed basis. The first full-time Director of Technology was hired in FY2002-03 and was a staff of 1 for 10 years. Since FY2012-13, a total of 3 IT Specialists have been added to the Department of Technology, which manages the City's technology needs for all departments, and monitors the City's computer infrastructure on-site and remotely on a 24/7 basis.

Water Utility: In the early 1930's many wells began to go dry in Urbandale which created a need for another water supply. On July 4, 1934, Urbandale voters approved a connection to the Des Moines Water Works (DMWW); the project installed 4.6 miles of a 6 inch water main from Des Moines, connected 26 fire hydrants and 50 homes, and on September 13, 1934 the service was turned on—creating the Urbandale public water system. On March 3, 1936, voters approved the management and control of the municipally owned water utility was established with the Urbandale Water Utility Board of Trustees (Trustees). Urbandale's water supply has kept pace with its growth—today the City has 7 different connections to the DMWW, 3 booster stations, 2 elevated water storage tanks (1MGal, 2MGal), and 200 miles of water main pipes ranging in size up to 30

inches. Planning for the future, the Trustees on December 11, 2012, purchased 30 acres of land outside of Urbandale as a potential site for a water treatment plant and approximately 200 acres of quarries for source water adjacent to the Des Moines River to insure the Water Utility can meet the City's future water needs

We owe a collective debt of appreciation to the original 47 supporters on the petition to incorporate as the "Town of Urbandale" on April 16, 1917—incorporation was voter approved on April 5, 1917, by 49 "yes" to 0 "no" (*since this was before the Nineteenth Amendment, ratified on August 18, 1920, women did not have the right to vote*). On May 3, 1917, the first election was held to elect the City's public officials: Mayor Otto L. Laverrenz, the five Councilmembers E.F. Botsford, G.W. Mead, C.C. Olmsted, Mark Stuart, and J.C. Witmer, the Treasurer Walter Parmenter, and the Assessor M. A. Olmsted. In 1980, Miriam Cline was the first woman elected to the City Council. In this Centennial year, I want to recognize the five current Councilmembers: Mike Carver, Creighton Cox, Tom Gayman, Ron Pogge, and David Russell, and the appointed Treasurer Donald J. Brush; the City no longer has the elected position of Assessor—the service is provided by Polk County and Dallas County. On June 15, 1965, the City Council approved Ordinance No. 273 to provide for the position of City Manager appointed by the City Council. A City Manager is a qualified professional administrator appointed to implement the policy directives of the City Council and is ultimately responsible for daily operations. The first City Manager was Ned Kissinger—who resigned as Mayor to accept the position of City Manager (1965-1972), followed by Nile McDonald (1973-1978), Stribling Boynton (1979-1983), Robert Layton (1984-2009), and A. J. Johnson (2009-present). The City has benefitted from the tenure of these professional managers for stability, insight, and ethical practices to ensure an efficient use of resources and effective public services. As a resident of Urbandale, I have always been impressed with the "can do" attitude of our residents who live, work and play in Urbandale; who volunteer and contribute their time and efforts to improve community services and civic life; the businesses small and large which establish roots and invest in the community in a myriad of ways; the residents who serve on City Boards and Commissions, and the elected officials. It is my hope that every resident sees an opportunity to volunteer their talents and labor to serve the community, and to continue this tradition of public service for successive generations.

I also want to publically recognize and thank the thousands of City employees, from the date of incorporation to the very present, who maintain all aspects of the City that has grown from 298 persons counted in the 1920 U.S. Census, to 42,356 persons counted in the 2015 Special Census. Our employees strive to provide excellent public services to all residents. In 1992, the City and School conducted a joint citizen survey based on input from randomly selected Urbandale residents. This initial survey—at least in modern times, has been followed by the City's 1996 Citizen Survey and six subsequent biennial City surveys all based on input from randomly selected Urbandale residents. Since 2009, the biennial citizen survey has been conducted by an independent national organization which has compared Urbandale services to national benchmarks. Based on the national citizen survey results, Urbandale has consistently ranked high in multiple service categories and has received national awards for Solid Waste Collection (2012) and Built Environment/Community Development (2014). Also noteworthy from the 2013 survey are the results for the Fire Department--residents rated Fire services first in the safety category, with 97% being satisfied or very satisfied; a close second was EMS services which were rated as 96% satisfied or very satisfied. In addition, other organizations have recognized the quality of Urbandale services, such as the National League of Cities for the Parks and Recreation Department "MAC – Making a Connection Camp" Program (2012), national Police CALEA award (2013-2015), national Case of the Year-Heart of America Police Dog Association (2012), and national awards for Outstanding Participation—three years in a row for the Police sponsored National Night Out Program

(2012). The next biennial City survey will be conducted in 2016—if you are randomly selected to participate, please complete the survey to rate City services.

Finally, I would also like to thank the members of the Urbandale Centennial Steering Committee, which is under the umbrella of the Urbandale Community Action Network (UCAN) and has been meeting since mid-2013 to plan the Centennial celebration. The Centennial Committee members are: Co-chairs E.J. Giovannetti and Scott Raecker; UCAN Coordinator Mary Polson, Alumni Meribeth Haynes and Jodi Gilson Schrage, Publicity Jane Schorer-Meisner, Events Betty Devine and Mike Russell, Fundraising John Bouslog and Steve Lytle, Gala Kathy Forst, Marketing Janet Trentmann, Social Media Austin Jensen, Treasurer Donald J. Brush, and Committee / Affiliation Becky DeVries / 4th of July Committee, Bob Simon / Centennial Commemorative Medallions, Greg Robinson / former Superintendent of the Urbandale Community School District, Pat Finnerty / Centennial Commemorative Book, Tiffany Menke / Urbandale Chamber of Commerce, and Virginia Gee / Urbandale Historical Society. The year-long Centennial celebration will be made possible by many community organizations and their dedicated volunteers who will sponsor and host Centennial events. And, as a lasting tribute to the Centennial, a signature Centennial sculpture by Dan Perry has been commissioned and will be installed outdoors at the City's campus complex for all to enjoy.

The City of Urbandale's 100th year is a tremendous milestone and is a testament to the continuing legacy of past generations and current residents. While it is important to look to the past for inspiration, the vitality of this City is focused on its future. The City of Urbandale continually adapts to challenges and seeks new opportunities to shape its destiny. The City truly is "*Uniquely Urbandale*" and it is ready to begin its next 100 years!

I hope to see you at the year-long Centennial celebration events !

A handwritten signature in black ink that reads "Rob D. Andeweg". The signature is written in a cursive, flowing style.

Robert D. Andeweg
Mayor

Consolidated Resources by
Opening Sentence of the Paragraph

§ *Very briefly, the State of Iowa was named after the loway tribe.* ♦ loway website ♦ Meskwaki website ♦ digital.library.okstate.edu. ♦ Murray, William G. “The Martin Flynn Farm: From Public Land in 1845 to Living History Farms in 1970” The Annuals of Iowa 40 (1971).

§ *The area that would become the City of Urbandale is within the boundaries....* ♦ Murray, William G. “The Martin Flynn Farm: From Public Land in 1845 to Living History Farms in 1970” The Annuals of Iowa 40 (1971) ♦ Living History Farms 2015 Annual Report.

§ *The history of Urbandale is tied to its schools.* ♦ Hatch, Dean, “Urbandale Community School District History”, No Date ♦ Urbandale Library website, Madeline Kaloides, January 31, 2003, “The City and School District” ♦ Johnston Community School District website ♦ City records, March 3, 1917, Petition for Incorporation; April 14, 1917, District Court, publication dates and vote results of April 5, 1917; District Court, May 8, 1917, cites April 16, 1917 ♦ Urbandale School District records, June 30, 1917 and July 2, 1917.

§ *At the date of incorporation on April 16, 1917, the City’s land base....* ♦ City records, Community Development Department, Annexation History ♦ City records, March 3, 1917, Petition for Incorporation.

§ *Urbandale was predominately a rural area with farms and dairies....* ♦ Hamilton, Les, “around home, urbandale”, 1967 ♦ Urbandale Chamber of Commerce website ♦ Paul Dekker, former Director of Community Development ♦ Howes, Mary R., Culp, Matthew A., and Greenburg, Helene “Abandoned Underground Coal Mines of Des Moines, Iowa and Vicinity”, Technical Paper No. 8, December 1989: 33, 34, 40.

§ *The first U.S. Census after incorporation determined a population of....* ♦ City records, Community Development Department.

§ *Urbandale has benefitted from and contributed substantially....* ♦ U.S. Census Bureau, Population Change MSA, 2000-2010 ♦ City of Urbandale Economic Development Plan – 1st Revision, 2015.

§ *The Interstate 35-80 corridor through Urbandale is part of a coast-to-coast....* ♦ City of Urbandale, Department of Economic Development, “Access Urbandale”, 2015.

§ *In 1920, the total actual valuation of property within Urbandale’s boundaries....* ♦ State of Iowa 1921, “Report on Municipal Finances for the Year Ending March 31, 1921”, page 188, 189.

§ *The following highlights the history of a few City departments....* ♦ Departmental information for Police Department, Fire Department, Library, Technology Department, Water Utility ♦ Community Development Department – Paul Dekker, former Director ♦ Public Works -- Street Management Report Update, June 2013 ♦ CAFR 1989, 2015 ♦ Parks Department Departmental information ♦ Urbandale Lions Club – Sixtieth Anniversary, 2005: pages 2-4.

§ *We owe a collective debt of appreciation to the original 47 supporters on the petition....* ♦ City records, Petition for Incorporation, March 3, 1917 ♦ City records, election results of May 3, 1917.



February 12, 2016

Honorable Mayor and
Members of the City Council
City of Urbandale, Iowa

Re: FY2016-17 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2016-17 operating budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017. This budget was prepared in conformance with the City's fiscal performance goals and the Code of Iowa. The annual operating budget guides the City's financial operations to provide public services. A public hearing on the recommended budget will be held on March 1, 2016.

As proposed, the recommended tax levy for FY2016-17 would be set at \$9.92, which is \$0.10 more than the FY2015-16 levy of \$9.82. The General Fund levy will remain at \$7.17, the Debt Service Levy would increase \$0.03 from \$2.15 to \$2.18, and the Chapter 411 Fire and Police Retirement Levy would increase \$0.07 from \$0.50 to \$0.57. The Chapter 411 Fire and Police pension contribution rate is set by the State and will decrease from 27.77% to 25.92% in FY2016-17. While immaterial in total dollars (\$9,756), the ag land levy rate will remain at the statutory limit of \$3.00375.

As City staff prepared the upcoming FY budget, the property tax changes approved by the State legislature in 2013 will continue to effect valuations and resulting property tax revenue the City relies on to fund a majority of its operations. Under the approved State legislature changes, the rollback for Commercial and Industrial properties decreased 5% annually affecting taxes payable in 2014 and 2015, and has stabilized thereafter at 90% of the assessed value. The State has promised to backfill this lost valuation revenue to cities at 100% for 2 years, then the backfill will be capped at FY2016-17 levels. In the 2015 legislative session, no action was taken on the commercial property tax backfill standing appropriation—the backfill will continue each year unless the legislature takes action to remove the standing appropriation. Multi-family housing previously classified as Commercial changed to Multi-Residential and will gradually be phased over 7 years to the lower residential rollback rate beginning in FY2016-17, and by FY2023-24 will have the same rollback rate as Residential. City staff have reviewed the impact of changes in Multi-Residential and have determined that those changes will have little if any impact. Finally, the maximum annual taxable value growth for residential and agricultural properties decreased from a 4% to a 3% annual cap. Urbandale is located in Polk County and Dallas County, and the on-going residential and commercial development in Dallas County has contributed to the City's assessed valuation and taxable base.

The impact of the legislation tempered the City's valuation growth for FY2016-17. The City saw a positive valuation growth in Polk County (4.54%), combined with a positive growth in Dallas County (8.71%), for a combined growth of 5.44%. With the recommended total tax levy rate of \$9.92 and the State's backfill, the City will generate \$2,363,865 (7.7%) more in property tax revenues when compared to FY2015-16.

Overview:

In addition to the changes in the taxable structure approved by the State, the City continues to face a number of external issues which present challenges and opportunities to address during the next several years. The City's budget balances local government services, especially core City services in public safety and public works. Core service delivery, current programs, and new service requests all required a second look. Necessary improvements to the City's streets, parks, drainage and other public infrastructure will be constructed. The recommended operating budget also continues to recognize the need for Library services, recreational activities and open green spaces within the community.

This budget was also prepared with the understanding that as stewards of the community, funding for intergovernmental programs will continue to leverage the City's resources with other municipalities, non-profits and faith based groups. The budget continues to fund UCAN (Urbandale Community Action Network) and the Urbandale Food Pantry to assist those most in need.

Of significant importance, the U.S. Census recently completed the 2015 Special Census of Urbandale, and determined a population increase from 39,463 to 42,356 persons. The approximate cost of the Special Census was \$565,000 and has been paid using a portion of prior and current fiscal year's State backfill funding. The City will eventually recoup the cost for the census and realize additional revenue beginning in calendar year 2017 from future Road Use tax revenues as a result of the higher population count.

Since its incorporation on April 16, 1917, the City of Urbandale continues to be a vibrant growing community where people choose to live. Urbandale will mark its 100th year since incorporation in 2017-- a most significant milestone in any City's history! The City Council has allocated funding to support the volunteer Urbandale Centennial Steering Committee's planning activities, as well as an additional \$50,000 in FY2016-17 for City operating expenses for the year-long celebration.

The remainder of this letter will provide details about the significant factors that affected the FY2016-17 budget. I hope this information will provide the City Council and the public with a more complete picture of the City's financial position, the revenue the City relies on to operate, the expenditures needed to provide public services and to maintain infrastructure, and an understanding of the budgetary functions which touch the lives of all residents. The budget is the guiding document for the City to provide public services while operating in a fiscally responsible manner.

Finally, the preparation of the recommended operating budget and this document would not have been possible without the support of the City's entire management team. I would like to thank all of the Department Directors for their input and assistance during the budget preparation process. Additionally, I would like to thank Nicci Lamb, Finance Director; Kim Keisler, Assistant Finance Director; and Su Zanna K. Prophet, Assistant City Manager; for their diligent efforts in preparing and reviewing this document.

A. J. Johnson
City Manager

FY2016-17 OPERATING BUDGET

SIGNIFICANT BUDGETARY FACTORS

The following significant factors affected the development of the recommended FY2016-17 operating budget.

1. Assessed Value and the State “Rollback” Rate - Since Urbandale is in Polk County and in Dallas County, each County Assessor determines the value for residential, agricultural, commercial, industrial, railroad and utility properties. In turn, the State legislature annually sets the “rollback” rate to reduce the value from 100% to a lesser amount that becomes available to the City for taxation. The State imposed rollback on residential property values subject to taxation will decrease slightly in FY2016-17 to 55.6259% from 55.7335% in FY2015-16. Additionally, in FY2016-17, the taxable value of commercial and industrial properties has stabilized at 90%. The State plans to “backfill” the loss in the commercial property tax revenue by remitting the difference to the City—the future backfill appropriations will be capped at the FY2016-17 level and will be addressed in the upcoming State legislative session. In the FY2017 budget, backfill accounts for \$976,779 in revenue to the City. Beginning in FY2016-17, the taxable value of Multi-Residential housing set by the State will be 86.25%—rather than the commercial rate of 90%, and is scheduled to steadily decrease by approximately 4% annually over the next 7 years, when it will stabilize at the residential rollback rate in FY2023-24. The slight decrease in the residential rollback, coupled with the stabilization in the commercial rate at the reduced/new level of 90%, and the implementation of the Multi-Residential at 86.25% will result in a net taxable valuation increase of approximately \$135.7 million (5.44%) during FY2016-17. The City’s taxable valuation has grown by an average of 2.41% annually for the past 5 years; and 3.69% annual growth over the past 10 years.

2. Local Economic Conditions

Urbandale experienced a decline in residential construction in FY2015, with 181 new single-family residences constructed compared to 243 in the prior year. Additionally, permits for four 30-unit multi-family dwellings were also issued in FY2015. The activity was slightly below the City’s historical annual mean of 185 single-family attached and detached units. FY2015’s \$75.43 million valuation was slightly lower than the \$83.19 million valuation for FY2014.

FY2016 should reflect even stronger single family detached and multi-family permitting and valuation. Additionally, FY2015’s \$22.97 million total valuation for commercial and industrial permits shows a significant decrease from FY2014’s total of \$44.52, which was the 3rd highest in the City’s history. Permits valued at nearly \$25 million were issued shortly after the close of FY2013, which would have made FY2013 one of the highest in the City’s history. However, because of the timing of issuance, those permits bolstered the FY2014 valuation.

3. Personnel Costs — The recommended City budget provides for 195 full-time positions, consisting of 94 (48%) public safety positions and 101 (52%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$20,687,031 or 49.9% of the total Operating Budget of \$41,452,867 (not including Special Revenue, Debt Retirement and Contingency). The FY2016-17 budget recommends 6 additional positions.

- The full-time staffing level for public safety employees will increase by 4 positions from 90 to 94, consisting of Police at 59 (51 sworn Officers and 8 civilians) and Fire/EMS at 35 (34 Fire/EMS personnel and 1 civilian).
- The remaining full-time staffing level for non-public safety departments will increase by 2 positions from 99 to 101.
- The recommended budget would add 6 full-time positions, which are included in the above total of full-time positions, and detailed below:

Funtion	Department	Qty	Position
Public Safety	Police (Civilian)	1	CALEA manager/specialist
Public Safety	Fire/EMS	3	Firefighter/EMS
Public Works	Roadway Maintenance	1	Laborer
General Gov't	Finance	1	Accountant I
Total Recommended		6	

- No new part-time positions are proposed.

The City has three unions, and each agreement extends through FY2017-18. The Police Union agreement provides a 1.5% annual wage adjustment in FY16-17 and FY17-18. The Fire Union agreement provides a 2.5% annual wage adjustment in FY16-17 and FY17-18. The Laborer Union agreement provides a 2.75% annual wage adjustment in FY16-17 and FY17-18.

The FY2016-17 wage adjustment for the City's non-union full-time, permanent part-time and part-time employees was calculated at a 3.25%.

On the benefits side, the State sets the City's contributions to the retirement systems for all full-time employees for FY2016-17. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will decrease the employer rate from 27.77% of payroll to 25.92%; while the employee contribution rate set by State statute will remain at 9.40% of earnable compensation. The Iowa Public Employees' Retirement System (IPERS) rate for the employer will remain at 8.93%; and the employee contribution rate will remain at 5.95%.

In regards to insurance, City contributions to the health insurance reserve fund will be \$1,900,000 for FY2016-17, which pays for health, dental, life, and LTD insurance coverage for staff, as well continuing to pay costs associated with the Employee Wellness Program. Additionally, the City will contribute \$640,000 to the general liability reserve fund, which covers premiums and claims for workers compensation and property and casualty coverage. This fund also continues to fund the self-insured program for Fire and Police Chapter 411 medical claims.

All non-public safety employees will continue to be covered through the City's IMWCA workers comp insurance.

- 4. Technology** – The FY2016-17 budget provides for on-going technology services and improvements across all applicable departments. The City allocates funding for annual maintenance agreements, licenses, hosting, software, and 24/7 security monitoring of its vast network. On-going technology needs are identified and budgeted on a departmental basis. As described in the Technology department, the separate Technology Fund will provide for one-time capital items with City-wide benefits—manufacturer required upgrades for the timeclock system, SAN (Storage Area Network) storage virtualization, and 2 virtualization servers.
- 5. Infrastructure** – The FY2016-17 budget will finance important infrastructure projects, enhancements and on-going maintenance. In Roadway Maintenance, the annual asphalt and concrete repair programs will continue, and the main City campus parking lot and drives will be repaired. In Sanitary Sewer, additional sewer lines will be televised, and the sewer repair and manhole rehabilitation program will continue. Storm water improvements and the intake rebuilding program will continue, and an allocation of \$100,000 is recommended for the Stormwater Grant Program. Parks will continue to provide annual City-wide improvements to the bike path system and playground improvements.
- 6. Building Maintenance** – As an internal service fund, the FY2016-17 budget will continue to address building and preventive maintenance, and scheduled replacement of building equipment and components based on the 15 year PM Plan prepared in 2013. The annual departmental contributions to the Building Maintenance Fund are based on a square footage rate for the type of structure to be maintained. Personnel in this department serve as the single point of contact for City departments, perform the work, engage outside contractors, spec and bid projects, and monitor progress from start to finish.

BUDGET DOCUMENT

The budget document is tabbed to easily access information. The “Budget Summaries” tab profiles the revenues and expenditures by line-item account for 4 fiscal years. Separate summaries are provided for the Road Use Fund, the Hotel/Motel Fund, the Capital Projects Fund, and the Building Maintenance Fund.

The document is arranged into 6 budgetary tabs--1 tab for each Function of the City. Each Function is summarized to reflect all departments within that Function. Following the Function summary, each departmental budget identifies significant and future budget impacts, line item account totals for 4 fiscal years, and a descriptive explanation in the “Activity Notes” which itemize the specific expenditures in the department’s new FY budget.

The final tab “Water Department” is included for information purposes only, since the municipally owned Water Utility is under the management of the autonomous Water Utility Board of Trustees, which has budgetary oversight for its revenue and expenditures.

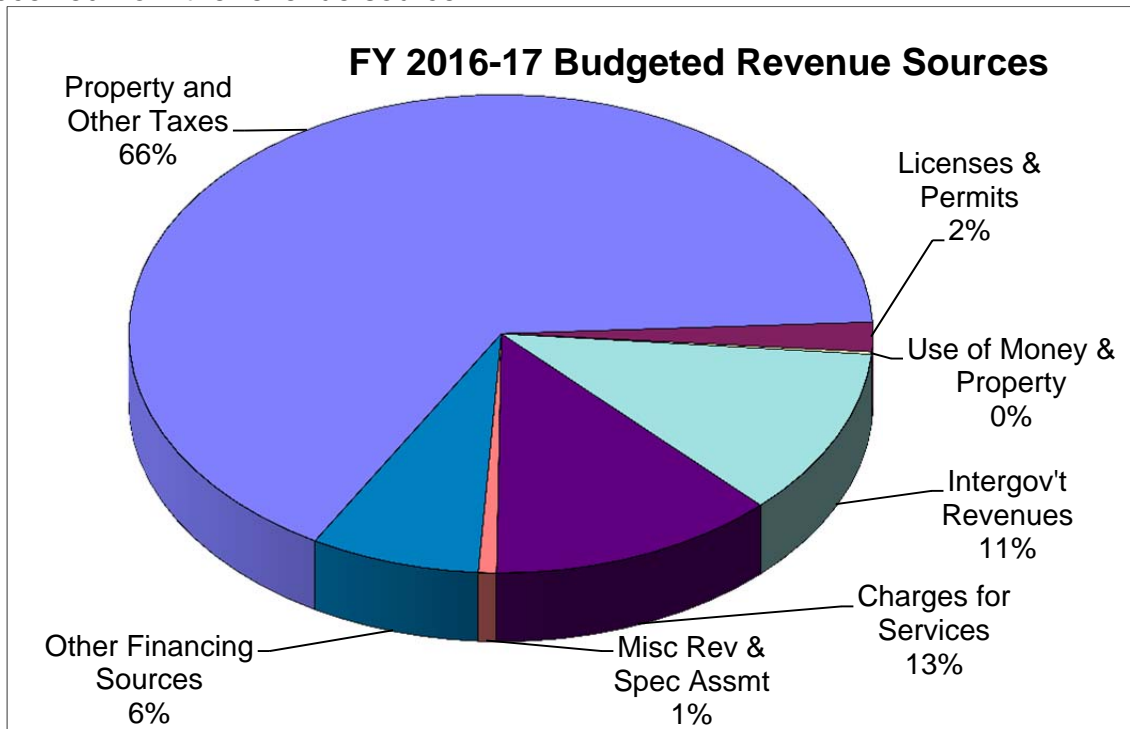
REVENUE

The majority of the City's revenue is derived from ad valorem tax on property according to the values set by the Assessor in either Polk County or Dallas County where the real estate is located in Urbandale, and as adjusted by the State rollback. Property tax is the main revenue of the City's General Fund, which provides for daily operations of all departments not funded through another specific revenue source. The recommended FY2016-17 budget anticipates total operational revenue of \$54,256,858, compared to the adopted FY2015-16 budget of \$49,715,631, which is an increase of \$4,541,227 (9.1%).

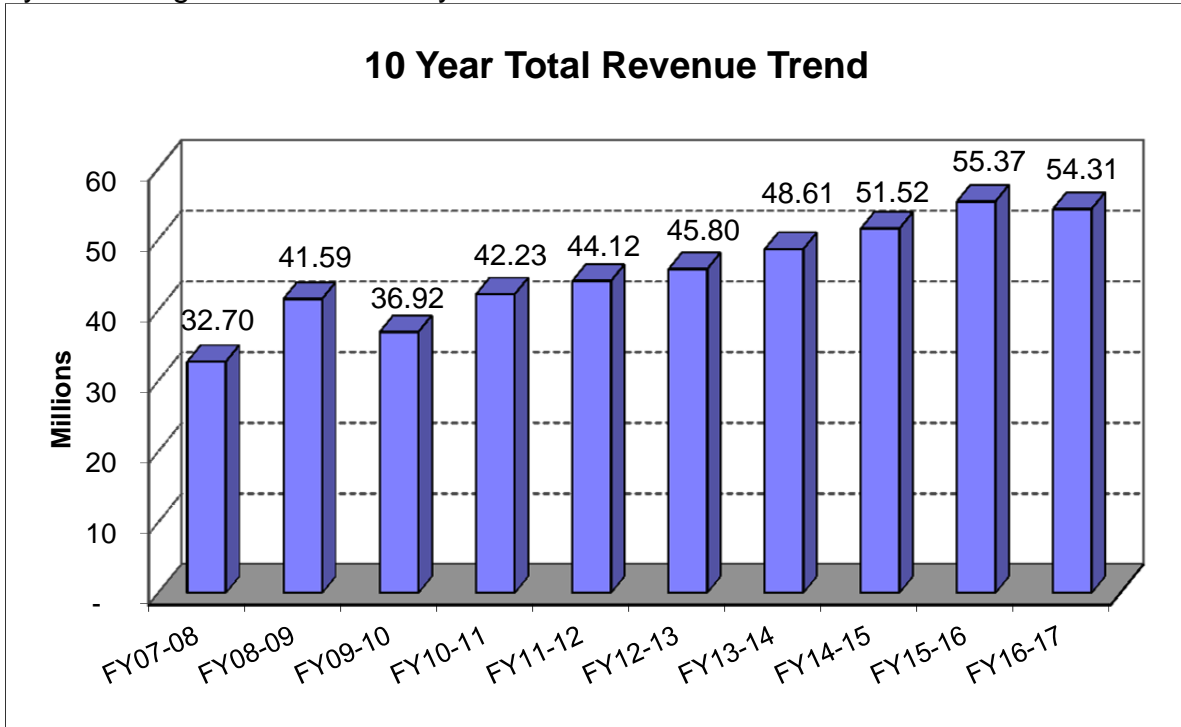
The following table summarizes the City's revenue by funding source:

Revenues By Funding Source						
Funding Source	FY15-16 Adopted		FY15-16 Revised		FY16-17 Recomm.	
	Total	%	Total	%	Total	%
Property and Other Taxes	\$ 33,563,003	67.4%	\$ 33,474,504	60.5%	\$ 35,785,173	65.9%
Licenses & Permits	1,092,250	2.2%	1,025,160	1.9%	1,076,500	2.0%
Use of Money & Property	85,000	0.2%	98,000	0.2%	95,000	0.2%
Intergovernmental Revenues	5,272,912	10.6%	5,959,775	10.8%	6,160,690	11.3%
Charges for Services	5,569,802	11.2%	5,630,977	10.2%	6,775,638	12.5%
Miscellaneous Revenues	427,000	0.9%	527,450	1.0%	426,300	0.8%
Other Financing & Debt Svc	3,755,664	7.5%	8,649,799	15.6%	3,987,557	7.3%
Total	\$ 49,765,631	100%	\$ 55,365,665	100%	\$ 54,306,858	100%
<i>\$ Difference to Adopted</i>			<i>\$ 5,600,034</i>		<i>\$ 4,541,227</i>	
<i>% Difference to Adopted</i>			<i>11.3%</i>		<i>9.1%</i>	

The following pie chart shows the recommended revenues by funding source for FY2016-17. The percentage amounts equate to the number of cents per \$1 dollar received from the revenue source.



The following bar graph shows the revenue trend for the last ten years. As noted below, the operational revenues have increased from \$32,697,657 in FY2007-08 to \$54,306,858 in FY2016-17. During this time, total revenue levels have increased by an average of 6.0% annually.



General Fund Balance:

The recommended FY2016-17 operating budget also anticipates the use of \$713,030 from the General Fund balance. The City Council’s financial goals dictate that the General Fund balance is to be maintained at no lower than 25% of budgeted operating expenditures, excluding capital expenditures, TIF and CEBA loan activity.

At the end of FY2015-16, it is estimated that the General Fund reserves will be \$9,724,356, representing 38.29% of General Fund expenditures. Continued valuation growth creates higher property tax revenue without increasing the general levy, coupled with the transfer of 411 pension costs out of General fund and into the pension fund, the General Fund balance remains strong. However, with the FY17 budget, the 411 pension costs are now being fully funded by the separate 411 levy, thus there are no further costs to be removed from the General Fund. This will mean that as the City continues to add staff, the growth in expenditures will outpace the revenue growth resulting from valuation alone, thus general levy increases will become likely. However, the strong reserves and methodical buy down of fund balance will continue to temper any drastic increases needed in the general levy. The FY2016-17 budgeted expenditures will result in a reduction to the general fund balance of \$713,030 which will take the reserves down to 32.81% of annual operating expenses. The following year will result in further use of General Fund reserves.

Property and Other Taxes:

For comparison purposes, the following table shows the City’s property tax levy rates for 10 fiscal years:

Property Tax Levy per \$1,000 of Valuation						
FY	General	Debt Service	Police & Fire Retirement	City Property Tax Levy	Ag Land	
FY16-17	\$ 7.17	\$ 2.18	\$ 0.57	\$ 9.92	\$ 3.00	
FY15-16	\$ 7.17	\$ 2.15	\$ 0.50	\$ 9.82	\$ 3.00	
FY14-15	\$ 7.17	\$ 2.15	\$ 0.40	\$ 9.72	\$ 3.00	
FY13-14	\$ 7.12	\$ 2.15	\$ 0.30	\$ 9.57	\$ 3.00	
FY12-13	\$ 7.17	\$ 2.15	\$ 0.30	\$ 9.62	\$ 3.00	
FY11-12	\$ 7.17	\$ 2.15	\$ 0.20	\$ 9.52	\$ 3.00	
FY10-11	\$ 7.17	\$ 2.05	\$ 0.10	\$ 9.32	\$ 3.00	
FY09-10	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.84	
FY08-09	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.71	
FY07-08	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.81	

The City’s property tax levy for FY2016-17 is \$9.92 per \$1,000 of valuation, and the same levy will be assessed to residential properties, and commercial/industrial properties. The City’s tax levy increase of \$0.10 for FY2016-17 is the combination of \$0.03 additional cents for the GOB tax levy and \$0.07 additional cents for the Police and Fire Retirement (411) levy; while the General Fund levy remains unchanged. While the same City levy will be applied, the difference in taxation is based on the assessed value set by the County where the property is located, the taxable percentage set by the State for the type of property classification, and other taxing entities included in the consolidated tax rate. The City tax levy is only one component of the consolidated tax levy—the other components include taxes levied by the County, State, Regional Transit, and other taxing entities.

Based on the recommended FY2016-17 budget, an Urbandale house valued at \$100,000 will pay approximately \$552 in gross City property taxes. This property tax bill would be \$5 (0.9%) more than FY2015-16, when a similarly valued home would have paid approximately \$547 in gross City property taxes. Under the FY2016-17 residential rollback set by the State, 55.6259% of a residential property’s value will be subject to taxation, compared to the prior FY2015-16 residential rollback of 55.7335%.

Based on the recommended FY2016-17 budget, an Urbandale business valued at \$100,000 will pay approximately \$893 in gross City property taxes. This property tax bill would be \$9 (1%) more than FY2015-16, when a similarly valued commercial/industrial property would have paid approximately \$884 in gross City property taxes. As previously noted, the property tax reform approved by the State in 2013 decreased the rollback for Commercial and Industrial properties 5% annually affecting taxes payable in 2014 and 2015, and has stabilized the assessed value for taxation at 90%.

Proceeds from the Hotel/Motel tax are expected to decrease from FY16's budgeted figure by \$150,000 to \$1,850,000, which is a slight increase from the FY16 revised total. The City Council allocates Hotel/Motel tax proceeds to fund eligible community and external organizations.

Licenses and Permits:

Licenses and Permits revenue is anticipated to decrease by \$15,750 to \$1,076,500. As noted previously, there has been a significant resurgence in residential and commercial construction for the last 3 calendar years. As noted in previous sections, the residential housing will remain strong for 2016, but anticipated to come in lower than originally budgeted for FY16. As a result, the recommended budget anticipates continued strong revenue in Building Permits, and still higher than both FY15 and revised FY16, total dollars budgeted are slightly lower. Finally, although several cities in the metro area have adopted the Franchise Fee, Urbandale has no plans to implement the fee at this time, but has examined the fee structure should there be a future need.

Intergovernmental:

Most of the City's road maintenance activities are financed from the state's Road Use Tax levied on the sale of fuel at the pump. Receipts from the Road Use Tax are distributed on a per capita basis and is supplemented with proceeds from TIME-21 levied by the State on new title and registration fees on vehicles, trailers and trucks. The recommended budget for the Road Use fund includes Road Use tax revenues based on the 2010 census numbers. In 2015, the State legislature increased the Road Use Tax by an additional \$0.10 per gallon, and the City has benefitted from that rate increase based on the 2010 population count. Although the City had a Special Census conducted in fall of 2015, the final count was not certified by the Census Bureau before the end of 2015. The Road Use tax revenue is distributed based on population count certified as of 12/31 of the previous calendar year. The City's 2015 Special Census is pending certification in 2016, and additional revenue based on the higher 2015 population count will begin in calendar 2017.

Also included in Intergovernmental revenues are State commercial and industrial backfill, which relates to the State's promise to make taxing bodies "whole" for the 10% rollback on commercial and industrial valuations. These funds will be capped at FY16-17 levels, and are subject to annual appropriation by the State legislature.

Charges for Services:

The monthly Solid Waste fee will remain at \$12. As recommended for the 2016-2021 Capital Improvements Program (CIP), an increase in the Storm Water Utility fee was proposed to generate additional funds to address the larger storm water improvement projects. The recommended budget estimates an increase of \$727,000 for the Storm Water Utility Fund, based on a recommended rate increase in the Storm Water Utility fee. The fee for residential properties will increase from \$4 to \$6 monthly and commercial and industrial properties, which are individually calculated based on the impermeable surface of the property, will have a rate increase per ERU from \$4 to \$6 monthly for the first 100 ERUs and \$5 per ERU over 100. The recommended fee increase would become effective on July 1, 2016.

Other Financing Sources:

This revenue category primarily reflects the transfer of money between funds, and any bond refinancing activity. The major planned transfers are between TIF funds to the Debt Service fund, which are used to satisfy the annual debt service on TIF related projects, and Hotel Motel funds, which are transferred to the General Fund.

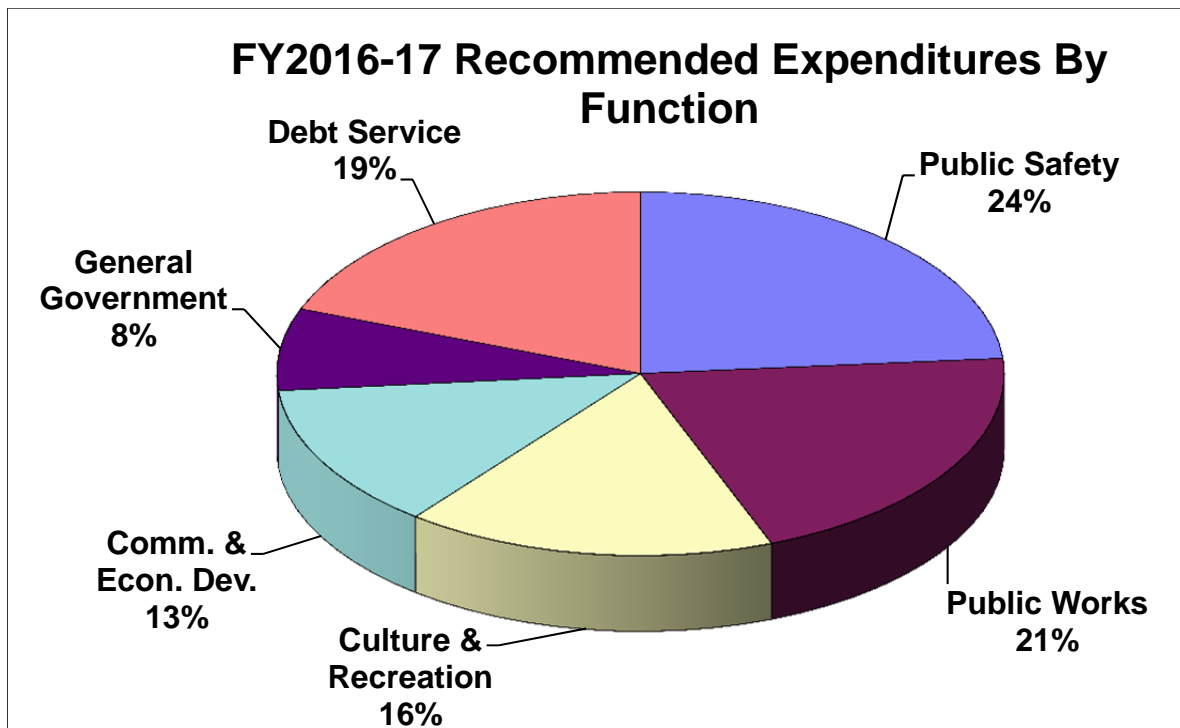
EXPENDITURES

The recommended FY2016-17 budget for operations, debt service and special revenue fund anticipates total expenditures of \$52,188,201, an increase of \$4,099,366 (8.5%) more than the adopted FY2015-16 budget of \$48,088,835.

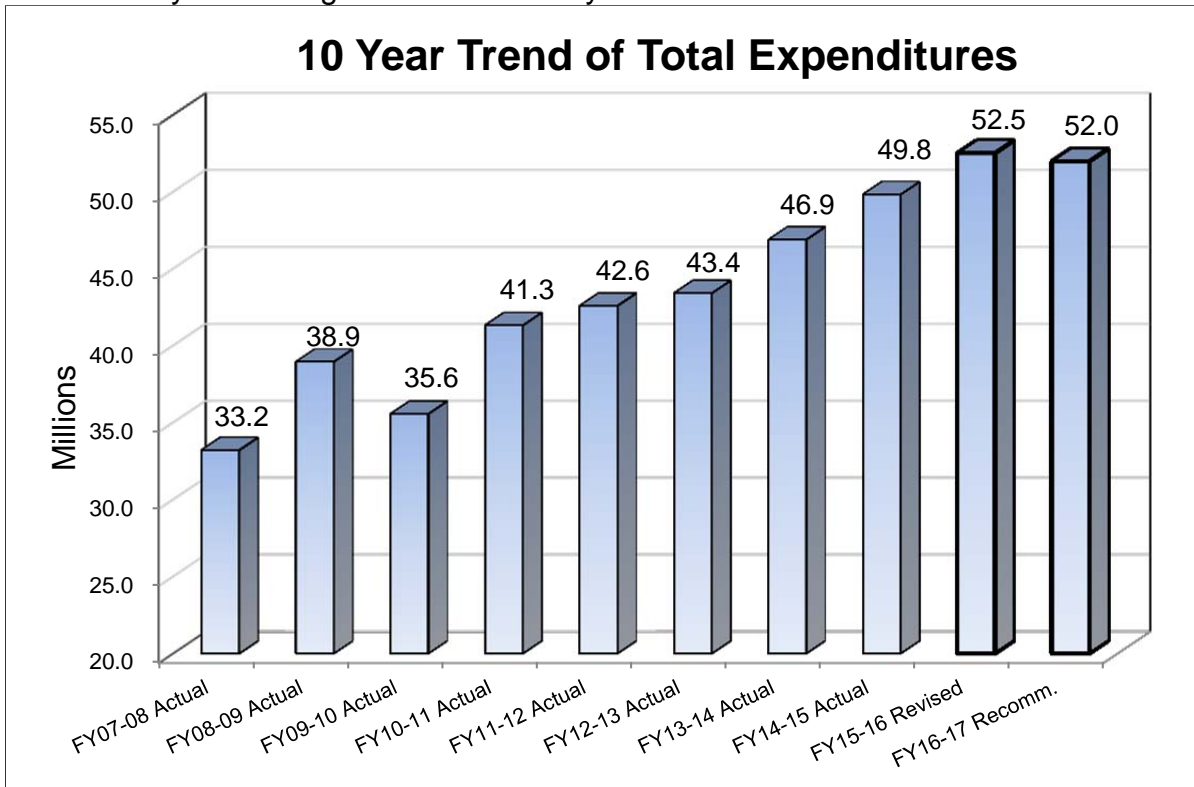
The following table summarizes the City's expenditures by Function:

Expenditures By Function						
Function	FY15-16 Adopted		FY15-16 Revised		FY16-17 Recomm.	
	Total	%	Total	%	Total	%
Public Safety	\$ 11,387,128	23.7%	\$ 11,165,983	21.1%	\$ 12,301,244	23.6%
Public Works	9,890,519	20.6%	9,618,960	18.2%	10,642,200	20.4%
Culture and Recreation	8,469,477	17.6%	8,073,295	15.3%	8,553,142	16.4%
Community/Economic Dev	5,702,412	11.9%	6,031,554	11.4%	6,704,012	12.8%
General Government	3,405,314	7.1%	3,347,956	6.3%	3,791,723	7.3%
Sub-Total Operations Bgt	\$ 38,854,850	80.8%	\$ 38,237,748	72.3%	\$ 41,992,321	80.5%
Special Revenue Fund	109,985	0.2%	369,800	0.7%	210,500	0.4%
Debt Service Fund	9,124,000	19.0%	14,271,210	27.0%	9,985,380	19.1%
Total	\$ 48,088,835	100%	\$ 52,878,758	100%	\$ 52,188,201	100%
<i>\$ Difference to Adopted</i>			\$ 4,789,923		\$ 4,099,366	
<i>% Difference to Adopted</i>			10.0%		8.5%	

The following pie chart shows the recommended expenditures by Function for FY2016-17. The percentage amounts equate to the number of cents per \$1 dollar expended to provide the services for that Function.



The following bar graph shows the expenditure trend for the last 10 years. As noted below, the total expenditures including debt service, but excluding capital projects expenditures, have increased from \$33,204,922 in FY2007-08 to \$51,977,701 in FY2016-17. During this time, total expenditure levels have increased by an average of 5.6% annually.



BUDGETARY COST CATERGORIES

The City’s annual budget is divided into three main categories which encompass the core operation areas of the departments: Personal Services, Contractual and Supply Services, and Capital Outlay. These 3 items together comprise the Operating Budget. Additionally, the “Budget Summary” includes three other categories consisting of Special Revenue, Debt Retirement and Contingency—although not tied directly into the operations of the department the categories must be accounted for under State budget requirements.

Personal Services:

Personal Services at \$20,687,031 is 49.9% of the operating budget. This allocation provides funding for employee salaries, overtime, FICA, retirement, group insurance, unemployment and allowances as may be applicable for personnel in the department.

Contractual and Supply Services:

Contractual and Supply Services at \$9,452,927 is 22.8% of the operating budget. This allocation provides for external services providers, funding to support external organizations and initiatives, and consumable supplies. Some of the top expenditures in this category include professional services, contributions to other agencies, data processing, utility services, maintenance supplies, vehicle operation supplies and operating supplies.

Capital Outlay:

Capital Outlay at \$11,312,909 is 27.3% of the operating budget. This allocation provides funding to acquire assets or to improve existing assets with an expected useful life of multiple years, or payments over a period of time for the future replacement of equipment and vehicles. Some of the top expenditures in this category include the Equipment Replacement Fund, property improvements, Building Maintenance Fund contributions, economic development rebates, and transfers out to debt service for capital improvements in the TIF districts and transfers out to capital projects for larger projects with multiple funding sources.

BUDGETARY FUNCTIONS

The City's annual budget is based on the following six major budget functions as shown in the Expenditure Summary Per Function - By Department page of this document.

Public Safety Function – This Function, at \$12,301,244 is 29.3% of the departmental operating budget. The Departments in this Function consist of ***Police, Fire/EMS, Emergency Preparedness, and Animal Control***; and includes the separate ***411-Police and Fire Retirement Fund***. Overall, the recommended budget for this Function is an increase of \$914,116 (8.0%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Public Works Function – This Function at \$10,642,200 is 25.7% of the recommended operating budget. The Departments in this Function consist of ***Roadway Maintenance, Street Lighting, Traffic Safety, Engineering Services, Solid Waste Collection, Sanitary Sewer and Wastewater, Storm Water Utility Fund, and Engineering and Public Works Administration***. Overall, the recommended budget for this Function is an increase of \$751,681 (7.6%). Please see each department's budget narrative which details "Significant Budget Impacts".

Culture and Recreation Function – This Function at \$8,553,142 is 20.4% of the recommended operating budget. The Departments in this Function consist of ***Library, Parks, Grounds Maintenance, Recreation, Cemetery Maintenance, Senior Recreation Center, Swimming Pool, and Cultural and Convention***. Overall, the recommended budget for this Function is an increase of \$83,665 (1.0%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Community and Economic Development Function – This Function at \$6,704,012 is 15.9% of the recommended operating budget. The Departments in this Function consist of ***Economic Development, Code Enforcement, Community Development, and the Tax Increment Financing (TIF) Fund***. Overall, the recommended budget for this Function is an increase of \$1,001,600 (17.6%). Please see each department's budget narrative which details its "Significant Budget Impacts".

General Government Function – This Function at \$3,791,723 is 9.0% of the recommended operating budget. The Departments in this Function consist of ***Mayor and City Council, City Manager, Finance and Records, Technology, Human Resources, Legal Services, and General Support***. Overall, the recommended budget for this Function is an increase of \$386,409 (11.3%). Please see each department’s budget narrative which details “Significant Budget Impacts”.

Debt Service & Contingency:

Debt Service Fund – This program represents all principal and interest payments due on the City’s General Obligation Bond (GOB) debt funded by the debt service levy. The Debt Service program anticipates the sale in spring 2016 of \$15,500,000 in GOB for various capital improvement projects during the 2016 construction season. Additionally, in spring 2017, \$14,400,000 in bonds are anticipated to be issued to support 2017 construction projects. These improvements include all the GOB projects identified in the 2016-2021 Capital Improvements Program (CIP). The FY2016-17 debt service levy will increase 3 cents to \$2.18/per \$1,000 of property valuation. It should be noted that there are additional debt service costs paid directly out of the general support department. The total debt retirement costs for the City include both the costs from Debt Service Fund and those paid from General Fund. Debt Service Fund will pay \$9,985,380 and General Fund will pay \$439,454 in debt retirement costs.

Contingency – Four operating Functions are allocated \$25,000 annually for one-time, extraordinary expenditures not budgeted elsewhere; and the City Council must approve the use of the Contingency funds.

Water Department – The budget for the Water Utility is included for informational purposes only. Its revenues and expenditures are not subject to appropriation by the City Council.



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	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
REVENUE SUMMARY						
TAXES						
GENERAL PROPERTY TAXES						
110 General taxes	\$ 16,197,280	\$ 17,030,620	\$ 16,826,480	\$ 17,966,431	\$ 935,811	\$ 18,505,424
111 Ag land taxes	9,685	10,020	10,020	9,756	(264)	10,049
124 Business property tax credit	66,123	-	204,140	-	-	-
112 Homestead	388,053	385,000	405,094	410,000	25,000	422,300
Subtotal: General Fund	16,661,141	17,425,640	17,445,734	18,386,187	960,547	18,937,773
113 Taxes - TIF	6,553,866	6,316,248	6,562,876	7,058,119	741,871	7,100,000
Subtotal: TIF Fund	6,553,866	6,316,248	6,562,876	7,058,119	741,871	7,100,000
112 Homestead	116,916	120,000	121,562	123,000	3,000	125,000
110 Debt service property tax	5,360,396	5,554,100	5,371,170	5,966,137	412,037	6,355,329
124 Business property tax credit	23,227	-	61,212	-	-	-
Subtotal: Debt Service Fund	5,500,539	5,674,100	5,553,944	6,089,137	415,037	6,480,329
112 Homestead	21,650	23,000	28,250	30,000	7,000	32,000
124 Business property tax credit	3,688	-	23,458	-	-	-
341 Taxes - Police & Fire Retirement	910,092	1,191,478	1,168,020	1,430,888	239,410	1,478,879
Subtotal: Police & Fire Ret. Fund	935,430	1,214,478	1,219,728	1,460,888	246,410	1,510,879
Total: General Property Taxes	\$ 29,650,976	\$ 30,630,466	\$ 30,782,282	\$ 32,994,331	\$ 2,363,865	\$ 34,028,980
OTHER CITY TAXES						
337 Utility excise tax	\$ 466,439	\$ 465,480	\$ 446,876	\$ 477,632	\$ 12,152	\$ 491,961
222 Cable TV franchise	291,260	295,000	286,400	280,000	(15,000)	280,000
Subtotal: General Fund	757,699	760,480	733,276	757,632	(2,848)	771,961
338 Hotel/Motel tax	1,744,940	2,000,000	1,800,000	1,850,000	(150,000)	2,000,000
Subtotal: Hotel Motel Fund	1,744,940	2,000,000	1,800,000	1,850,000	(150,000)	2,000,000
337 Utility excise tax	139,867	139,585	134,005	145,228	5,643	149,585
Subtotal: Debt Service Fund	139,867	139,585	134,005	145,228	5,643	149,585
337 Utility excise tax	26,056	32,472	24,941	37,982	5,510	39,121
Subtotal: Police & Fire Ret. Fund	26,056	32,472	24,941	37,982	5,510	39,121
Total: Other City Taxes	\$ 2,668,562	\$ 2,932,537	\$ 2,692,222	\$ 2,790,842	\$ (141,695)	\$ 2,960,667
TOTAL TAXES	\$ 32,319,538	\$ 33,563,003	\$ 33,474,504	\$ 35,785,173	\$ 2,222,170	\$ 36,989,647
LICENSES AND PERMITS						
224 Liquor permits	\$ 44,924	\$ 40,000	\$ 44,000	\$ 44,000	\$ 4,000	\$ 44,000
225 Cigarette permits	2,200	2,000	2,000	2,000	-	2,000
226 Utility permits	2,975	4,000	4,000	4,000	-	4,000
231 Peddler's licenses	2,050	1,000	2,750	1,500	500	1,500
232 Miscellaneous licenses	920	600	1,000	1,000	400	1,000
234 Pet licenses	84,311	-	3,910	-	-	-
249 COSESCO inspection fees	50,859	40,000	50,000	50,000	10,000	60,000
250 Electrician licenses/permits	39,473	60,000	50,000	50,000	(10,000)	50,000
253 Plumbing licenses/permits	30,111	50,000	50,000	50,000	-	50,000
254 Mechanical licenses/permits	30,733	50,000	50,000	50,000	-	50,000
255 Building permits only	553,684	700,000	600,000	675,000	(25,000)	675,000
256 Sidewalk permits	1,780	3,000	3,000	3,000	-	3,000
257 Driveway approach	2,110	3,000	3,000	3,000	-	3,000
259 Sign permits	12,730	10,650	15,000	11,500	850	11,500
260 Construction inspections	80,699	75,000	90,000	75,000	-	75,000
261 Plat and site plan reviews	2,925	5,750	10,000	8,000	2,250	8,000
262 Housing inspections	17,083	20,000	20,000	25,000	5,000	25,000
263 Board of Adjustment fees	2,850	3,750	3,000	3,500	(250)	3,500
264 Change of zoning	20,887	23,500	23,500	20,000	(3,500)	20,000
TOTAL LICENSES AND PERMITS	\$ 983,304	\$ 1,092,250	\$ 1,025,160	\$ 1,076,500	\$ (15,750)	\$ 1,086,500
USE OF MONEY & PROPERTY						
524 Interest	\$ 35,456	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 35,000
Subtotal: General Fund	35,456	35,000	35,000	35,000	-	35,000
524 Interest (includes BAB interest subsidy)	67,349	50,000	63,000	60,000	10,000	57,000
Subtotal: Debt Service Fund	67,349	50,000	63,000	60,000	10,000	57,000
TOTAL USE OF MONEY & PROPERTY	\$ 102,805	\$ 85,000	\$ 98,000	\$ 95,000	\$ 10,000	\$ 92,000
SPECIAL ASSESSMENTS						
117 Special Assessments	\$ 125,705	\$ 50,000	\$ 150,000	\$ 50,000	\$ -	\$ 50,000
Subtotal: Debt Service Fund	125,705	50,000	150,000	50,000	-	50,000
TOTAL SPECIAL ASSESSMENTS	\$ 125,705	\$ 50,000	\$ 150,000	\$ 50,000	\$ -	\$ 50,000

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
INTERGOVERNMENTAL						
330 Road Use tax	4,103,461	\$ 4,192,500	\$ 4,755,292	\$ 4,976,911	\$ 784,411	\$ 5,178,800
Subtotal: Road Use Fund	4,103,461	4,192,500	4,755,292	4,976,911	784,411	5,178,800
329 Misc. grants	1,000	-	1,059	-	-	-
335 Federal grants	158,156	5,000	41,000	61,500	56,500	56,000
336 State grants	1,500	-	-	-	-	-
130 State backfill - General levy	349,921	720,654	718,388	705,999	(14,655)	706,000
422 Library contracts	52,217	88,407	85,192	95,500	7,093	96,500
425 Library grant	94,740	-	93,316	50,000	50,000	50,000
Subtotal: General Fund	657,534	814,061	938,955	912,999	98,938	908,500
130 State backfill - Police & Fire Retirement levy	11,634	50,255	50,112	56,125	5,870	56,200
Subtotal: Police & Fire Retirement Fund	11,634	50,255	50,112	56,125	5,870	56,200
130 State backfill - Debt Service levy	64,233	216,096	215,416	214,655	(1,441)	214,700
Subtotal: Debt Service Fund	64,233	216,096	215,416	214,655	(1,441)	214,700
TOTAL INTERGOVERNMENTAL	\$ 4,836,862	\$ 5,272,912	\$ 5,959,775	\$ 6,160,690	\$ 887,778	\$ 6,358,200
CHARGES FOR SERVICES						
235 Kennel fees	\$ 4,765	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,000
402 Open air shelter rentals	4,423	2,750	2,750	2,750	-	2,750
404 Shelter alcohol fees	5,795	7,000	1,425	-	(7,000)	-
406 Health facility fees	1,475	1,200	1,200	1,200	-	1,200
407 Pool program fees	108,471	100,000	100,000	100,000	-	102,000
408 Ambulance fees	737,816	680,000	790,000	750,000	70,000	775,000
409 Cemetery maintenance	6,700	-	900	-	-	-
410 Giovannetti shelter rental	36,664	32,000	32,000	32,000	-	32,000
412 Lions rental	21,860	25,000	20,000	22,000	(3,000)	25,000
414 Swimming pool admissions	114,017	105,000	105,000	105,000	-	105,000
416 Turf maintenance	15,464	20,000	20,000	20,000	-	20,000
418 Recreation program fees	185,207	180,000	180,000	180,000	-	180,000
419 Miscellaneous fees (park)	295	500	300	300	(200)	300
511 Yard waste fees	266,699	235,000	232,650	300,000	65,000	300,000
513 Bulk item pickup	21,201	16,000	20,000	18,000	2,000	18,000
514 Urb. Sanitary Sewer District	350,733	430,049	417,494	685,260	255,211	500,000
515 Solid waste containers	17,789	15,000	16,000	16,000	1,000	16,000
516 Urb. W.H. Sanitary District	66,147	72,653	72,926	121,478	48,825	73,000
517 Solid waste fee	1,944,861	1,959,900	1,959,000	2,000,800	40,900	2,050,000
520 Liaison Officer	83,683	85,000	83,732	85,000	-	86,000
522 Crossing guards	35,875	41,000	41,000	46,000	5,000	46,000
423 Equipment rental/donations	977	1,000	5,600	1,000	-	1,000
424 Misc. library receipts/photocopies	17,413	17,000	17,000	17,000	-	17,000
426 Senior Center rental	13,525	12,000	14,000	12,000	-	12,000
428 Senior Center congregate meal receipts	7,965	9,000	6,500	6,600	(2,400)	6,600
429 Senior Center off-site program fees	2,910	4,250	4,000	5,500	1,250	5,500
430 Senior Center on-site program fees	7,708	6,000	9,000	8,000	2,000	8,000
432 Library room rentals	1,804	1,500	1,500	1,750	250	1,850
431 Library material sales	8,874	9,000	9,000	9,000	-	9,000
Subtotal: General Fund	4,091,116	4,071,802	4,166,977	4,550,638	478,836	4,397,200
519 Storm Water user fees	707,484	1,498,000	1,464,000	2,225,000	727,000	2,290,000
Subtotal: Storm Water Utility Fund	707,484	1,498,000	1,464,000	2,225,000	727,000	2,290,000
TOTAL CHARGES FOR SERVICES	\$ 4,798,600	\$ 5,569,802	\$ 5,630,977	\$ 6,775,638	\$ 1,205,836	\$ 6,687,200
MISCELLANEOUS REVENUES						
265 Sale of maps and copies	\$ 18,604	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
420 Library fines	64,932	65,000	64,000	63,000	(2,000)	63,000
427 Library collection fees	288	1,500	450	300	(1,200)	300
512 Court fines	306,779	270,000	275,000	275,000	5,000	280,000
518 Vehicle impound fees	7,160	8,000	8,000	8,000	-	8,000
510 Sale of assets	8,174	10,000	8,000	8,000	(2,000)	8,000
526 Miscellaneous receipts	6,678	7,500	7,000	7,000	(500)	7,000
TOTAL MISCELLANEOUS	\$ 412,615	\$ 377,000	\$ 377,450	\$ 376,300	\$ (700)	\$ 381,300
OTHER FINANCING SOURCES						
338 Transferred in Hotel/Motel tax	623,193	714,286	642,857	660,714	(53,571)	714,286
Subtotal: General Fund	623,193	714,286	642,857	660,714	(53,571)	714,286
508 Intergovernmental transfers (TIF)	3,287,022	3,041,378	3,619,473	3,326,843	285,465	3,951,575
Bond refinancing proceeds	4,030,253	-	4,387,469	-	-	-
Subtotal: Debt Service Fund	7,317,275	3,041,378	8,006,942	3,326,843	285,465	3,951,575
TOTAL OTHER FINANCING SOURCES	\$ 7,940,468	\$ 3,755,664	\$ 8,649,799	\$ 3,987,557	\$ 231,894	\$ 4,665,861
TOTAL OPERATIONAL REVENUES	\$ 51,519,897	\$ 49,765,631	\$ 55,365,665	\$ 54,306,858	\$ 4,541,228	\$ 56,310,708

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
REVENUE ACTIVITIES TOTAL BY FUND						
General Fund	\$ 24,222,058	\$ 25,290,519	\$ 25,365,409	\$ 26,755,970	\$ 1,465,452	\$ 27,232,519
(1) Road Use Fund	4,103,461	4,192,500	4,755,292	4,976,911	784,411	5,178,800
(1) Hotel Motel Fund	1,744,940	2,000,000	1,800,000	1,850,000	(150,000)	2,000,000
(2) Debt Service Fund	13,214,968	9,171,159	14,123,307	9,885,863	714,704	10,903,189
(3) TIF Fund	6,553,866	6,316,248	6,562,876	7,058,119	741,871	7,100,000
(4) Storm Water Utility Fund	707,484	1,498,000	1,464,000	2,225,000	732,870	2,290,000
(5) Police & Fire Retirement Fund	973,120	1,297,205	1,294,781	1,554,995	257,790	1,606,200
(1) Capital Projects Fund	13,461,126	14,240,800	30,587,046	21,893,500	7,652,700	25,676,200
(6) Special Revenue	410,766	110,000	140,000	60,000	(50,000)	10,000
(7) Proprietary - Water Utility	16,535,283	17,375,254	15,567,794	18,807,087	1,431,833	19,368,709
Total State Certified Revenues	\$ 81,927,072	\$ 81,491,685	\$ 101,660,505	\$ 95,067,445	\$ 13,581,631	\$ 101,365,617
FUND BALANCE ACTIVITY FOR FISCAL YEAR						
General	\$ 9,758,147	\$ 556,849	\$ 33,791	\$ 713,030	\$ 156,181	\$ 327,992
Road Use	2,771,437	630,198	(24,970)	199,146	(431,052)	(395,343)
Hotel Motel	501,532	353,995	133,280	272,357	(81,638)	(2,857)
Debt Service	589,935	(47,159)	147,903	99,517	146,676	(181,406)
TIF	7,591,768	(2,789,870)	(2,693,404)	(2,231,276)	558,594	(2,498,425)
Storm Water Utility Fund	555,300	(487,794)	(452,731)	(1,327,551)	(839,757)	(1,370,269)
Police & Fire Retirement Fund	8,899	(3,000)	(576)	(54,380)	(51,380)	(92,824)
Capital Projects	6,896,362	1,809,200	(5,910,701)	(224,170)	(2,033,370)	(52,200)
Subtotal:	\$ 28,673,380	\$ 22,419	\$ (8,767,408)	\$ (2,553,327)	\$ (2,575,746)	\$ (4,265,332)
BUDGET TOTALS	\$ 110,600,452	\$ 81,514,104	\$ 92,893,097	\$ 92,514,118	\$ 11,005,885	\$ 97,100,285

* Actual Fund Balance at end of FY

** Fund balance use (addition) for FY

- (1) Separate detail of this fund's activity is located on subsequent pages.
- (2) Separate detail of this fund's activity is located in the Debt Service & Contingency section of this budget document.
- (3) Separate detail of this fund's activity is located in the Community & Economic Development section of this budget document.
- (4) Separate detail of this fund's activity is located in the Public Works section of this budget document.
- (5) Separate detail of this fund's activity is located in the Public Safety section of this budget document.
- (6) The activity from these funds are typically not budgeted, as they typically represent non-routine and unpredictable revenue sources. The one item that is budgeted is the transfer from Capital Projects Fund to Internal Service Funds. The actual activity figures come from the City's Annual Financial Report as filed with the State of IA each December.
- (7) Separate detail of the Water Utility's operations can be found in the Water Department section of this budget document.

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 11,451,527	\$ 12,482,444	\$ 12,546,668	\$ 13,450,850	\$ 968,406	\$ 13,966,021
02 Overtime	568,029	512,050	531,200	524,300	12,250	531,700
03 Part-time	1,412,996	2,047,676	1,710,103	1,480,348	(567,328)	1,517,457
04 Witness fees	11	500	500	100	(400)	100
06 FICA	655,331	705,176	717,707	750,213	45,037	783,580
07 Retirement - IPERS	679,301	757,798	747,495	791,293	33,495	824,548
08 Pension - MFPRSI	1,509,370	1,501,228	1,501,228	1,500,615	(613)	1,513,376
09 Group insurance	1,400,000	1,386,952	1,386,952	1,882,812	495,860	1,981,990
11 Allowance	93,812	104,450	106,844	116,460	12,010	116,642
12 Unemployment	28,354	35,000	20,000	20,000	(15,000)	15,000
13 Deferred comp plan City match	102,428	159,371	118,994	170,040	10,669	177,726
Sub-Total	\$ 17,901,159	\$ 19,692,645	\$ 19,387,691	\$ 20,687,031	\$ 994,386	\$ 21,428,140
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 40,863	\$ 43,115	\$ 44,115	\$ 69,400	\$ 26,285	\$ 70,250
22 Recruitment	29,793	30,800	27,000	46,200	15,400	31,200
23 Professional services	843,636	1,031,606	1,018,655	1,092,975	61,369	982,685
24 Contributions to other agencies	3,398,063	3,539,696	3,024,078	3,406,246	(133,450)	3,428,699
27 Data processing	567,099	495,465	488,971	576,216	80,751	561,225
28 Dues and memberships	53,848	63,723	62,833	68,410	4,687	68,955
29 Insurance	618,299	555,000	555,000	640,000	85,000	650,000
32 Uniforms and laundry	74,352	83,085	82,645	86,610	3,525	89,995
35 Printing and copying	125,468	138,901	127,339	136,319	(2,582)	135,620
40 Building and grounds maint.	16	-	-	-	-	-
41 Vehicle and equipment maint.	134,453	143,900	151,800	161,900	18,000	174,950
44 Grant-funded purchases	94,738	-	50,000	50,000	50,000	50,000
46 Training and development	135,872	201,141	203,401	235,205	34,064	229,895
48 Utility service	1,006,284	1,154,260	1,048,395	1,079,090	(75,170)	1,059,690
49 Petty cash	331	800	770	800	-	800
51 Maintenance supplies	691,285	850,452	727,394	757,948	(92,504)	863,750
54 Minor equipment	32,743	43,450	29,650	43,318	(132)	37,250
55 DARE expenditures	-	4,500	4,500	4,500	-	4,500
56 Vehicle maintenance supplies	130,554	151,350	142,650	177,200	25,850	188,200
57 Vehicle operation supplies	322,408	517,207	379,400	424,068	(93,139)	493,400
58 Office supplies	42,002	43,710	43,815	47,250	3,540	46,750
59 Operating supplies	274,957	302,117	299,767	314,131	12,014	316,880
60 Safety and medical supplies	25,148	35,307	34,064	35,141	(166)	34,856
61 Refunds	800	-	-	-	-	-
Sub-total	\$ 8,643,012	\$ 9,429,585	\$ 8,546,242	\$ 9,452,927	\$ 23,342	\$ 9,519,550
CAPITAL OUTLAY						
71 Equipment	\$ 158,322	\$ 202,473	\$ 215,171	\$ 758,578	\$ 556,105	\$ 156,700
72 Furniture and fixtures	161,225	173,400	168,610	205,100	31,700	116,500
73 Equipment replacement fund	1,001,194	986,525	986,525	1,034,916	48,391	1,039,230
74 Office equipment	6,511	-	-	6,000	6,000	-
75 Operating equipment	35,593	19,820	19,820	23,780	3,960	21,000
76 Property improvements	206,016	422,900	425,517	466,800	43,900	431,000
77 Economic development - TIF	1,040,238	485,000	250,000	1,500,000	1,015,000	650,000
79 Books, films and recordings	225,135	219,880	219,880	228,265	8,385	228,265
80 Natural disaster cleanup	11,891	18,300	40,005	25,300	7,000	25,300
81 Building maintenance fund	605,826	684,813	684,813	862,113	177,300	860,132
97 Transfers out	5,812,715	5,974,964	6,823,929	6,202,057	227,093	6,360,861
Sub-total	\$ 9,264,666	\$ 9,188,075	\$ 9,834,270	\$ 11,312,909	\$ 2,124,834	\$ 9,888,988
OPERATING BUDGET SUB-TOTAL						
	\$ 35,808,837	\$ 38,310,305	\$ 37,768,203	\$ 41,452,867	\$ 3,142,562	\$ 40,836,678
99 Special Revenue fund items	\$ 169,803	\$ 109,985	\$ 369,800	\$ 210,500	100,515	\$ 212,500
91 Debt retirement (Gen & Debt fu	13,766,428	9,568,545	14,715,755	10,424,834	856,289	11,160,898
95 Contingency	50,000	100,000	25,000	100,000	-	100,000
BUDGET SUMMARY	\$ 49,795,068	\$ 48,088,835	\$ 52,878,758	\$ 52,188,201	\$ 4,099,366	\$ 52,310,076

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
ROAD USE SUMMARY						
Beginning Balance	\$ 2,972,726	\$ 2,771,438	\$ 2,771,438	\$ 2,796,408	\$ 24,970	\$ 2,597,262
Revenue	4,103,461	4,192,500	4,755,292	4,976,911	784,411	5,178,800
Total	\$ 7,076,187	\$ 6,963,938	\$ 7,526,730	\$ 7,773,319	\$ 809,381	\$ 7,776,062
Traffic Safety	178,782	\$ 298,011	\$ 254,564	\$ 382,015	\$ 84,004	\$ 273,063
Street Lighting	555,957	632,000	570,000	582,000	(50,000)	582,000
Roadway Maintenance	3,570,010	3,892,687	3,905,758	4,212,042	319,355	3,928,394
Total	\$ 4,304,749	\$ 4,822,698	\$ 4,730,322	\$ 5,176,057	\$ 353,359	\$ 4,783,457

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
HOTEL/MOTEL SUMMARY						
Beginning Balance	\$ 461,989	\$ 501,532	\$ 501,532	\$ 368,251	\$ (133,281)	\$ 95,894
Revenue	1,744,940	2,000,000	1,800,000	1,850,000	(150,000)	2,000,000
Total	\$ 2,206,929	\$ 2,501,532	\$ 2,301,532	\$ 2,218,251	\$ (283,281)	\$ 2,095,894
CULTURAL AND CONVENTION						
Bravo!	\$ 466,554	\$ 539,429	\$ 482,286	\$ 496,571	\$ (42,857)	\$ 539,429
Convention Bureau	498,554	571,429	514,286	528,572	(42,857)	571,429
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
Courage League Sports	5,000	-	-	5,000	5,000	-
J-Hawk Soccer Club	-	20,000	-	11,000	(9,000)	-
Polk County Master Gardeners	10,000	5,412	5,412	-	(5,412)	-
UCAN Centennial Committee	5,000	-	-	15,000	15,000	-
Urbandale Community Schools	-	3,500	3,500	3,500	-	-
Urbandale Girls Recreation Association	-	11,800	11,800	-	(11,800)	-
Urbandale Little League	25,000	18,640	18,640	25,000	6,360	-
Urbandale Soccer Club	10,200	-	-	-	-	-
Urbandale Sports Association	29,895	7,500	7,500	-	(7,500)	-
Urbandale Community Action Network	move to Council	move to Council	move to Council	move to Council	-	-
Choose Des Moines Communities	move to EconDev	move to EconDev	move to EconDev	move to EconDev	-	-
Urbandale Chamber of Commerce	-	move to EconDev	-	move to EconDev	-	-
Dallas County Development, Inc	move to EconDev	-	-	-	-	-
American Legion Post 663	move to Council	move to Council	move to Council	-	-	-
Downtown Urb.Neighborhood Assoc	move to Council	move to Council	move to Council	move to Council	-	-
Urbandale Food Pantry	move to Council	move to Council	move to Council	move to Council	-	-
Sub-Total	\$ 1,082,204	\$ 1,209,709	\$ 1,075,423	\$ 1,116,643	\$ (93,066)	\$ 1,142,857
Capital:UGRA/Soccer parking lot project	-	215,000	215,000	185,000	(30,000)	140,000
Capital:Pending WJ projects	-	-	-	160,000	160,000	-
Total Earmarked	1,082,204	1,424,709	1,290,423	1,461,643	36,934	1,282,857
General Fund Totals	623,193	714,286	642,857	660,714	(53,571)	714,286
Hotel/Motel Tax Totals	\$ 1,705,397	\$ 2,138,995	\$ 1,933,281	\$ 2,122,357	\$ (16,638)	\$ 1,997,143

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
CAPITAL PROJECTS SUMMARY						
Beginning Balance	\$ 12,189,865	\$ 4,150,422	\$ 6,896,363	\$ 12,807,064	\$ 8,656,642	\$ 13,031,264
Revenues:						
Bond proceeds	\$ 10,042,253	\$ 9,999,500	\$ 25,513,446	\$ 14,400,000	\$ 4,400,500	\$ 17,200,000
Intergovernmental	895,652	913,000	723,000	3,787,000	2,874,000	4,891,000
Interest	31,642	50,000	35,000	50,000	-	50,000
Private donations	424,188	200,000	1,073,000	68,000	(132,000)	38,000
Special assessments	185,891	869,000	821,000	1,384,000	515,000	1,744,000
Transfers in from other funds	1,881,500	2,209,300	2,421,600	2,204,500	(4,800)	1,753,200
Total	\$ 25,650,991	\$ 18,391,222	\$ 37,483,409	\$ 34,700,564	\$ 16,309,342	\$ 38,707,464
Expenditures:						
Project costs	18,704,628	\$ 16,000,000	\$ 24,626,345	\$ 21,669,300	\$ 5,669,300	\$ 25,624,000
Transfer out - Debt Service	-	-	-	-	-	-
Appropriations out to other funds	50,000	50,000	50,000	-	(50,000)	-
Total	\$ 18,754,628	\$ 16,050,000	\$ 24,676,345	\$ 21,669,300	\$ 5,619,300	\$ 25,624,000

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
BUILDING MAINTENANCE FUND						
Beginning Balance	\$ 320,800	\$ 888,190	\$ 673,033	\$ 639,026	\$ (249,164)	\$ 608,580
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	3,631	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-
Transfers in from Capital Proj Fun	500,000	-	-	-	-	-
Appropriations from departments	605,826	684,813	684,813	868,603	183,790	710,718
Total	\$ 1,430,257	\$ 1,573,003	\$ 1,357,846	\$ 1,507,629	\$ (65,374)	\$ 1,319,298
Expenditures:						
Building repairs & maintenance	668,763	\$ 810,700	\$ 543,288	\$ 703,638	\$ (107,062)	\$ 685,400
Personnel costs	88,460	172,584	175,532	195,411	22,827	203,598
Total	\$ 757,223	\$ 983,284	\$ 718,820	\$ 899,049	\$ (84,235)	\$ 888,998

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18	
	FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT								
PUBLIC SAFETY								
110	Police	GEN	\$ 6,558,791	\$ 6,487,769	\$ 6,327,021	\$ 6,844,899	\$ 357,130	\$ 6,999,759
150	Fire	GEN	3,133,721	3,491,411	3,454,514	3,836,037	344,626	3,906,564
180	Emergency Preparedness	GEN	12,191	25,743	23,743	26,693	950	23,263
190	Animal Control	GEN	75,000	63,000	66,500	68,000	5,000	68,000
117	Police & Fire Retirement Fur	411	1,023,752	1,294,205	1,294,205	1,500,615	206,410	1,513,376
198	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		\$ 10,803,455	\$ 11,387,128	\$ 11,165,983	\$ 12,301,244	\$ 914,116	\$ 12,535,962
PUBLIC WORKS								
210	Roadway Maintenance	RU	\$ 3,570,010	\$ 3,892,687	\$ 3,905,758	\$ 4,212,042	\$ 319,355	\$ 3,928,394
230	Street Lighting	RU	555,957	632,000	570,000	582,000	(50,000)	582,000
240	Traffic Safety	RU	178,782	298,011	254,564	382,015	84,004	273,063
260	Engineering Services	GEN	645,126	721,190	709,971	768,641	47,451	801,368
290	Solid Waste	GEN	1,889,856	2,031,279	1,946,629	2,090,958	59,679	2,186,723
291	Sanitary Sewer	GEN	372,922	466,461	451,635	781,765	315,304	447,490
292	Stormwater Utility Fund	STRM	867,503	1,010,206	1,011,269	897,449	(112,757)	919,731
295	E&PW Administration	GEN	667,800	813,685	769,134	902,330	88,645	954,889
298	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		\$ 8,747,956	\$ 9,890,519	\$ 9,618,960	\$ 10,642,200	\$ 751,681	\$ 10,118,658
CULTURE AND RECREATION								
410	Library	GEN	\$ 2,233,758	\$ 2,287,886	\$ 2,339,195	\$ 2,467,131	\$ 179,245	\$ 2,483,695
430	Parks	GEN	2,055,937	2,359,984	2,352,245	2,432,283	72,299	2,531,967
435	Grounds Maintenance	GEN	85,168	90,233	95,310	103,597	13,364	105,733
440	Recreation	GEN	379,002	408,463	400,568	421,538	13,075	429,879
450	Cemetery Maintenance	GEN	9,902	7,550	8,300	7,550	-	7,700
460	Senior Center	GEN	302,745	341,094	339,793	377,549	36,455	378,737
470	Swimming Pool	GEN	593,744	595,272	579,604	596,137	865	605,311
499	Cultural & Convention	HM	1,705,396	2,353,995	1,933,280	2,122,357	(231,638)	1,997,143
498	Contingency	GEN	25,000	25,000	25,000	25,000	-	25,000
	Sub-Total		\$ 7,390,652	\$ 8,469,477	\$ 8,073,295	\$ 8,553,142	\$ 83,665	\$ 8,565,165
COMMUNITY AND ECONOMIC DEVELOPMENT								
520	Economic Development	GEN	\$ 280,469	\$ 293,165	\$ 293,865	\$ 345,229	\$ 52,064	\$ 354,650
530	Code Enforcement	GEN	582,512	673,210	660,598	697,652	24,442	699,727
540	Community Development	GEN	1,038,685	1,209,659	1,207,619	834,288	(375,371)	801,174
125	Tax Increment Financing Fur	TIF	4,327,260	3,526,378	3,869,472	4,826,843	1,300,465	4,601,575
	Sub-Total		\$ 6,228,926	\$ 5,702,412	\$ 6,031,554	\$ 6,704,012	\$ 1,001,600	\$ 6,457,126
GENERAL GOVERNMENT								
610	Mayor and City Council	GEN	\$ 140,140	\$ 227,254	\$ 239,718	\$ 288,711	\$ 61,457	\$ 181,576
615	City Manager	GEN	492,849	517,193	520,432	555,643	38,450	570,451
620	Finance and Records	GEN	649,240	689,785	673,357	827,307	137,522	837,127
625	Technology	GEN	546,601	629,780	616,274	687,962	58,182	699,011
630	Human Resources	GEN	162,137	217,422	209,736	229,810	12,388	237,725
640	Legal Services	GEN	131,115	127,321	130,000	130,000	2,679	135,000
645	General Support	GEN	1,011,450	971,559	958,439	1,047,290	75,731	1,012,992
698	Contingency	GEN	25,000	25,000	-	25,000	-	25,000
	Sub-Total		\$ 3,158,532	\$ 3,405,314	\$ 3,347,956	\$ 3,791,723	\$ 386,409	\$ 3,698,882
	DEPT OPERATIONS BUDGET TOTAL		\$ 36,329,521	\$ 38,854,850	\$ 38,237,748	\$ 41,992,321	\$ 3,137,471	\$ 41,375,793
	DEBT SERVICE FUND EXPENDITURES		\$ 13,295,744	\$ 9,124,000	\$ 14,271,210	\$ 9,985,380	\$ 861,380	\$ 10,721,783
	SPECIAL REV. FUND EXPENDITURES		\$ 169,803	\$ 109,985	\$ 369,800	\$ 210,500	\$ 100,515	\$ 212,500
	CAPITAL PROJECTS FUND EXPENDITURES		\$ 18,754,629	\$ 16,050,000	\$ 24,676,345	\$ 21,669,300	\$ 5,619,300	\$ 25,624,000
	PROPRIETARY FUND - WATER UTILITY		\$ 16,405,749	\$ 17,771,285	\$ 16,875,913	\$ 18,572,394	\$ 801,109	\$ 19,080,712
	CERTIFIED BUDGET TOTAL		\$ 84,955,446	\$ 81,910,120	\$ 94,431,016	\$ 92,429,895	\$ 10,519,775	\$ 97,014,788

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
DEPARTMENTAL OPERATIONAL EXPENDITURES BY FUND							
GENERAL FUND							
PUBLIC SAFETY							
110	Police	GEN \$ 6,558,791	\$ 6,487,769	\$ 6,327,021	\$ 6,844,899	\$ 357,130	\$ 6,999,759
150	Fire	GEN 3,133,721	3,491,411	3,454,514	3,836,037	344,626	3,906,564
180	Emergency Preparedness	GEN 12,191	25,743	23,743	26,693	950	23,263
190	Animal Control	GEN 75,000	63,000	66,500	68,000	5,000	68,000
198	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 9,779,703	\$ 10,092,923	\$ 9,871,778	\$ 10,800,629	\$ 707,706	\$ 11,022,586
PUBLIC WORKS							
260	Engineering Services	GEN 645,126	721,190	709,971	768,641	47,451	801,368
290	Solid Waste	GEN 1,889,856	2,031,279	1,946,629	2,090,958	59,679	2,186,723
291	Sanitary Sewer	GEN 372,922	466,461	451,635	781,765	315,304	447,490
295	E&PW Administration	GEN 667,800	813,685	769,134	902,330	88,645	954,889
298	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 3,575,704	\$ 4,057,615	\$ 3,877,369	\$ 4,568,694	\$ 511,079	\$ 4,415,470
CULTURE AND RECREATION							
410	Library	GEN \$ 2,233,758	\$ 2,287,886	\$ 2,339,195	\$ 2,467,131	\$ 179,245	\$ 2,483,695
430	Parks	GEN 2,055,937	2,359,984	2,352,245	2,432,283	72,299	2,531,967
435	Grounds Maintenance	GEN 85,168	90,233	95,310	103,597	13,364	105,733
440	Recreation	GEN 379,002	408,463	400,568	421,538	13,075	429,879
450	Cemetery Maintenance	GEN 9,902	7,550	8,300	7,550	-	7,700
460	Senior Center	GEN 302,745	341,094	339,793	377,549	36,455	378,737
470	Swimming Pool	GEN 593,744	595,272	579,604	596,137	865	605,311
498	Contingency	GEN 25,000	25,000	25,000	25,000	-	25,000
	Sub-Total	\$ 5,685,256	\$ 6,115,482	\$ 6,140,015	\$ 6,430,785	\$ 315,303	\$ 6,568,022
COMMUNITY AND ECONOMIC DEVELOPMENT							
520	Economic Development	GEN \$ 280,469	\$ 293,165	\$ 293,865	\$ 345,229	\$ 52,064	\$ 354,650
530	Code Enforcement	GEN 582,512	673,210	660,598	697,652	24,442	699,727
540	Community Development	GEN 1,038,685	1,209,659	1,207,619	834,288	(375,371)	801,174
	Sub-Total	\$ 1,901,666	\$ 2,176,034	\$ 2,162,082	\$ 1,877,169	\$ (298,865)	\$ 1,855,551
GENERAL GOVERNMENT							
610	Mayor and City Council	GEN \$ 140,140	\$ 227,254	\$ 239,718	\$ 288,711	\$ 61,457	\$ 181,576
615	City Manager	GEN 492,849	517,193	520,432	555,643	38,450	570,451
620	Finance and Records	GEN 649,240	689,785	673,357	827,307	137,522	837,127
625	Technology	GEN 546,601	629,780	616,274	687,962	58,182	699,011
630	Human Resources	GEN 162,137	217,422	209,736	229,810	12,388	237,725
640	Legal Services	GEN 131,115	127,321	130,000	130,000	2,679	135,000
645	General Support	GEN 1,011,450	971,559	958,439	1,047,290	75,731	1,012,992
698	Contingency	GEN 25,000	25,000	-	25,000	-	25,000
	Sub-Total	\$ 3,158,532	\$ 3,405,314	\$ 3,347,956	\$ 3,791,723	\$ 386,409	\$ 3,698,882
	General Fund Total	24,100,861	25,847,368	25,399,200	27,469,000	1,621,632	27,560,511
Road Use Fund							
210	Roadway Maintenance	RU \$ 3,570,010	\$ 3,892,687	\$ 3,905,758	\$ 4,212,042	\$ 319,355	\$ 3,928,394
230	Street Lighting	RU 555,957	632,000	570,000	582,000	(50,000)	582,000
240	Traffic Safety	RU 178,782	298,011	254,564	382,015	84,004	273,063
	Road Use Fund Total	4,304,749	4,822,698	4,730,322	5,176,057	353,359	4,783,457
411 Retirement Fund							
117	Police & Fire Retirement Fund	411 1,023,752	1,294,205	1,294,205	1,500,615	206,410	1,513,376
Hotel Motel Fund							
499	Cultural & Convention	HM 1,705,396	2,353,995	1,933,280	2,122,357	(231,638)	1,997,143
Storm Water Utility Fund							
292	Stormwater Utility Fund	STRM 867,503	1,010,206	1,011,269	897,449	(112,757)	919,731
Tax Increment Financing Fund							
125	Tax Increment Financing Func	TIF 4,327,260	3,526,378	3,869,472	4,826,843	1,300,465	4,601,575
	Grand Total Departmental Operations	\$36,329,521	\$38,854,850	\$38,237,748	\$41,992,321	\$ 3,137,471	\$41,375,793

PUBLIC SAFETY		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
100 PUBLIC SAFETY SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 5,376,807	\$ 5,810,857	\$ 5,794,271	\$ 6,270,631	\$ 459,774	\$ 6,524,264
02	Overtime	403,674	329,600	335,600	333,100	3,500	335,500
03	Part-time	355,167	478,995	460,000	414,199	(64,796)	425,610
04	Witness fees	11	500	500	100	(400)	100
06	FICA	108,932	118,352	115,459	129,436	11,084	135,049
07	Retirement - IPERS	56,746	79,459	74,828	79,570	111	83,121
08	Pension - MFPRSI	1,509,370	1,501,228	1,501,228	1,500,615	(613)	1,513,376
09	Group insurance	661,956	580,614	580,614	850,746	270,132	900,495
11	Allowance	33,761	44,500	44,350	52,250	7,750	52,250
12	Unemployment	4,845	5,000	5,000	5,000	-	5,000
13	Deferred comp plan City match	37,850	62,365	42,000	67,074	4,709	70,778
Sub-Total		\$ 8,549,119	\$ 9,011,470	\$ 8,953,850	\$ 9,702,721	\$ 691,251	\$ 10,045,543
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 12	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	16,796	14,500	14,500	29,500	15,000	14,500
23	Professional services	98,924	93,790	97,290	106,465	12,675	91,950
24	Contributions to other agencies	1,012,650	916,563	781,563	1,018,563	102,000	1,066,563
27	Data processing	61,817	71,902	67,584	115,539	43,637	67,000
28	Dues and memberships	10,823	9,773	9,848	11,220	1,447	11,100
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	44,987	51,000	51,000	49,360	(1,640)	52,000
35	Printing and copying	13,956	14,750	14,750	14,250	(500)	14,250
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	69,546	51,500	52,000	53,000	1,500	53,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	58,182	65,511	76,511	78,180	12,669	77,000
48	Utility service	108,517	115,080	114,080	113,680	(1,400)	116,500
49	Petty cash	147	400	350	400	-	400
51	Maintenance supplies	7,652	6,100	6,400	8,000	1,900	7,400
54	Minor equipment	14,887	18,000	5,500	13,168	(4,832)	5,500
55	DARE expenditures	-	4,500	4,500	4,500	-	4,500
56	Vehicle maintenance supplies	18,184	23,150	23,150	24,000	850	24,200
57	Vehicle operation supplies	112,616	169,732	158,700	135,810	(33,922)	140,000
58	Office supplies	11,197	12,250	12,250	12,250	-	12,250
59	Operating supplies	104,391	104,142	104,142	105,361	1,219	110,000
60	Safety and medical supplies	15,583	20,533	20,533	20,533	-	20,700
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,780,867	\$ 1,763,676	\$ 1,615,151	\$ 1,914,279	\$ 150,603	\$ 1,889,313
CAPITAL OUTLAY							
71	Equipment	\$ 77,700	\$ 135,573	\$ 145,573	\$ 112,177	\$ (23,396)	\$ 99,300
72	Furniture and fixtures	16,175	2,900	2,900	6,800	3,900	4,000
73	Equipment replacement fund	230,762	229,490	229,490	243,476	13,986	243,476
74	Office equipment	541	-	-	-	-	-
75	Operating equipment	35,593	19,820	19,820	23,780	3,960	21,000
76	Property improvements	-	4,000	4,000	62,700	58,700	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	111,698	145,199	145,199	210,311	65,112	208,330
97	Transfers out	1,000	50,000	50,000	-	(50,000)	-
Sub-total		\$ 473,469	\$ 586,982	\$ 596,982	\$ 659,244	\$ 72,262	\$ 576,106
OPERATING BUDGET SUB-TOTAL		\$ 10,803,455	\$ 11,362,128	\$ 11,165,983	\$ 12,276,244	\$ 914,116	\$ 12,510,962
99	Special Revenue fund items	\$ 59,368	\$ 40,185	\$ 50,000	\$ 25,000	(15,185)	\$ 25,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
PUBLIC SAFETY SUMMARY		\$ 10,862,823	\$ 11,427,313	\$ 11,215,983	\$ 12,326,244	\$ 898,931	\$ 12,560,962



FUNCTION: Public Safety
ACTIVITY: Police

OVERVIEW: This activity enhances public safety through preventive patrol, emergency response, crime investigation, and public education.

POLICE

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	4,912,339	4,837,582	4,805,077	5,009,045
Contractual & supply service	1,359,679	1,308,877	1,180,634	1,428,076
Capital outlay	286,773	341,310	341,310	407,778
Total expenditures	\$ 6,558,791	\$ 6,487,769	\$ 6,327,021	\$ 6,844,899
Fees	25,764	23,000	23,000	23,000
Grants	158,156	5,000	41,000	61,500
Other	716,632	780,837	755,336	773,229
Total revenue	\$ 900,552	\$ 808,837	\$ 819,336	\$ 857,729
<i>Net amount supported by property taxes</i>	\$ 5,658,239	\$ 5,678,932	\$ 5,507,685	\$ 5,987,170

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase in salary of \$205,000 represents normal increases for existing staff, plus the addition of one full time CALEA manager.
- ↓ The City's contribution rate for police pension will go from 27.77% to 25.92% of base salary for all officers. The full pension cost for Police is now fully offset by the Police & Fire Retirement tax levy, which is shown later in the Public Safety section of this budget document. Total Police pension costs previously covered through the General fund are decreased by \$936,100 in the current year due to the pension tax levy revenue being used to pay these costs.
- ↑ An increase of \$135,200 in group insurance reflects the overall increase in per FTE cost for City health and life insurance coverage.
- ↑ An increase of \$102,000 in contributions to other agencies, which reflects increased costs for joint dispatch services operations through Westcom.
- ↑ An increase of \$29,600 in data processing, which reflects forensic computer replacements and upgrade of the investigation interview room recording system.
- ↓ A decrease of \$17,000 in vehicle operation reflects the lower anticipated cost of fuel.
- ↓ A decrease of \$17,600 in equipment reflects prior year purchase of in-car video systems, offset by purchase of normal vehicle equipment trade-outs, additional body cameras, AED for patrol vehicle, and a pole-mounted radar unit.
- ↑ An increase of \$53,300 in property improvements reflect the relocation of the existing flagpole and a building security camera system upgrade project.
- ↑ An increase of \$22,800 in building maintenance fund contributions reflects the increase to City-wide contribution amounts to cover the building preventative maintenance program.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional officers and civilian staff will be required to meet the needs of the growing community.

FUNCTION: Public Safety

ACTIVITY: Police

- ❖ Facility space needs assessment should be undertaken for expansion of fleet housing and office work space for personnel.
- ❖ Comprehensive Technology Assessment for expanding and required technology for law enforcement should be considered.

PUBLIC SAFETY		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 3,543,560	\$ 3,816,586	\$ 3,800,000	\$ 4,021,607	\$ 205,021	\$ 4,157,388
02	Overtime	232,937	162,600	162,600	162,600	-	165,000
03	Part-time	68,104	75,345	75,000	88,174	12,829	88,174
04	Witness fees	11	500	500	100	(400)	100
06	FICA	72,254	80,127	79,000	88,547	8,420	91,951
07	Retirement - IPERS	28,391	34,556	32,000	42,140	7,584	43,781
08	Pension - MFPRSI	485,618	207,023	207,023	-	(207,023)	-
09	Group insurance	418,478	371,854	371,854	507,010	135,156	540,297
11	Allowance	33,761	44,100	44,100	51,850	7,750	51,850
12	Unemployment	4,845	5,000	5,000	5,000	-	5,000
13	Deferred comp plan City match	24,380	39,891	28,000	42,017	2,126	44,228
Sub-Total		\$ 4,912,339	\$ 4,837,582	\$ 4,805,077	\$ 5,009,045	\$ 171,463	\$ 5,187,769
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 12	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	6,676	13,500	13,500	13,500	-	13,500
23	Professional services	2,281	4,750	4,750	4,750	-	4,750
24	Contributions to other agencies	1,004,369	900,000	765,000	1,002,000	102,000	1,050,000
27	Data processing	53,594	54,606	50,288	84,219	29,613	49,500
28	Dues and memberships	8,252	7,845	7,920	8,445	600	8,300
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	18,870	17,000	17,000	9,000	(8,000)	12,000
35	Printing and copying	9,790	9,350	9,350	9,350	-	9,350
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	9,815	10,000	10,000	10,000	-	10,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	41,618	37,716	48,716	47,415	9,699	47,000
48	Utility service	57,829	62,580	62,580	60,380	(2,200)	61,000
49	Petty cash	117	300	300	300	-	300
51	Maintenance supplies	3,241	2,900	2,900	3,500	600	2,900
54	Minor equipment	643	500	500	2,668	2,168	500
55	Culture of Integrity	-	4,500	4,500	4,500	-	4,500
56	Vehicle maintenance supplies	12,319	15,000	15,000	15,000	-	15,000
57	Vehicle operation supplies	78,327	106,700	106,700	89,700	(17,000)	90,000
58	Office supplies	8,603	9,000	9,000	9,000	-	9,000
59	Operating supplies	40,990	49,417	49,417	51,136	1,719	53,000
60	Safety and medical supplies	2,333	2,713	2,713	2,713	-	2,700
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,359,679	\$ 1,308,877	\$ 1,180,634	\$ 1,428,076	\$ 119,199	\$ 1,443,800
CAPITAL OUTLAY							
71	Equipment	\$ 32,940	\$ 82,723	\$ 82,723	\$ 60,027	\$ (22,696)	\$ 83,000
72	Furniture and fixtures	6,535	1,500	1,500	2,000	500	1,500
73	Equipment replacement fund	145,190	144,990	144,990	153,690	8,700	153,690
74	Office furniture	-	-	-	-	-	-
75	SERT equipment & training	35,593	19,820	19,820	23,780	3,960	21,000
76	Property Improvements	-	4,000	4,000	57,300	53,300	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	65,515	88,277	88,277	110,981	22,704	109,000
97	Transfers out	1,000	-	-	-	-	-
Sub-total		\$ 286,773	\$ 341,310	\$ 341,310	\$ 407,778	\$ 66,468	\$ 368,190
OPERATING BUDGET SUB-TOTAL		\$ 6,558,791	\$ 6,487,769	\$ 6,327,021	\$ 6,844,899	\$ 357,130	\$ 6,999,759
99	Special Revenue fund items	\$ 50,675	\$ 40,185	\$ 50,000	\$ 25,000	(15,185)	\$ 25,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE		\$ 6,609,466	\$ 6,527,954	\$ 6,377,021	\$ 6,869,899	\$ 341,945	\$ 7,024,759

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

Object	Description	Amount
01	51 officers, 8 civilians	\$ 4,021,607
02	Overtime pay – patrol minimum staffing requirements per shift	\$ 30,000
	Holiday pay @ double time	\$ 27,400
	Holiday pay @ 1.5 time	\$ 23,000
	Court testimony and on-call pay	\$ 6,700
	Miscellaneous OT for arrests, casework, investigations	\$ 14,000
	Special event – 4 th of July celebration	\$ 11,000
	In-service training coverage	\$ 9,900
	S.E.R.T. overtime for training & missions	\$ 7,600
	GTSB overtime (reimbursable)	\$ 18,000
	M.I.N.E. task force overtime	\$ 15,000
03	Crossing guards (12) and matrons	\$ 82,174
	Police Reserves annual stipend (12 @ \$500 per Reserve Officer)	\$ 6,000
04	Witness fees	\$ 100
06	FICA	\$ 88,547
07	IPERS	\$ 42,140
08	Pension - \$936,094 (25.92%) covered in 411 Fund expenses	\$ -0-
09	Group insurance	\$ 507,010
11	Uniform maintenance allowance for 50 officers @ \$750 each per year	\$ 38,250
	Spot awards & service awards	\$ 1,000
	Vehicle allowance - Chief & 2 Captains	\$ 12,600
12	Unemployment (crossing guards)	\$ 5,000
13	Deferred compensation City match	\$ 42,017
21	Newspaper advertisements and official publications	\$ 500
22	Recruitment expenses (advertising, background checks, civil service testing, POST test)	\$ 4,500
	Pre-employment physical & drug screens (4)	\$ 3,000
	Pre-employment MMPI and Polygraph (4 - MMPI @ \$175, polygraph @ \$200)	\$ 1,500
	Pre-employment (drug & physical – crossing guards)	\$ 4,500
23	Interpreters	\$ 750
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,700
	Security monitoring system	\$ 1,100
24	Westcom operations	\$ 1,000,000
	Polk County Crime Stoppers contribution	\$ 1,000
	DNR annual deer aerial survey	\$ 1,000

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
27	Notebook computer for Total Station	\$ 1,000
	Printer – color HP LaserJet - Patrol Sergeants	\$ 585
	Annual Data911 body camera license & support software	\$ 720
	In-car printers (replacement)	\$ 2,630
	Encase software	\$ 1,200
	Computer forensic equipment supplies	\$ 3,500
	Smartphone App (\$600 annual subscription, \$99 annual apple.id)	\$ 699
	Dual computer monitors (3) – Administrative Services	\$ 1,350
	Computer (1) – new CALEA manager	\$ 1,000
	Building proximity cards	\$ 300
	SUGA Sungard maintenance agreement (user, admin, catalog and Iowa TraCs & AFIS licenses)	\$ 3,720
	Power DMS annual license – CALEA & training software	\$ 4,500
	Annual CALEA electronic user manual upgrade	\$ 150
	ID CardPrinter hardware/software maintenance agreement	\$ 1,300
	ESRI ArcView maintenance agreement	\$ 400
	CLEAR – investigative repository software	\$ 3,960
	Morpho Trac maintenance agreement	\$ 7,642
	Cellphone investigative software maintenance agreement	\$ 3,098
	CrimeReports.com (public records access software) annual subscription	\$ 1,200
	COPLINK	\$ 5,000
	Ident-A-Kit rental	\$ 750
	Wireless connection for Police/public access (Mediacom 20x2)	\$ 1,560
	IEF software maintenance fee	\$ 700
	Shieldware (NCIC)	\$ 2,975
	C.I.D. Interview rooms recording system maintenance agreement	\$ 18,780
	Forensic computer replacement (5 yr. schedule)	\$ 10,500
	C.S.I. crime scene camera and accessories (2)	\$ 5,000
28	CALEA	\$ 4,100
	Fraud Examiners dues	\$ 175
	International Assoc. of Arson Investigators (1)	\$ 30
	Iowa Death Investigators Association (1)	\$ 100
	International Association of Chiefs of Police (6)	\$ 900
	Des Moines Rifle & Revolver Club	\$ 390
	International Association of Crime Analysts (1)	\$ 25
	Iowa Police Chiefs Association (1)	\$ 75
	Police Executive Research Forum (1)	\$ 160

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
28 cont.	International Crime Free Housing Association (1)	\$ 50
	National Child Seat Certification Program (2 year membership in 2 nd year)	\$ 50
	Iowa Crime Prevention Association (1)	\$ 50
	Iowa Reserve Police Officers Association (13)	\$ 260
	Iowa Division, Association of Identification (4)	\$ 120
	International Association Computer Investigation Specialists (1)	\$ 75
	F.B.I. LEEDA Membership (2)	\$ 100
	F.B.I. National Academy Alumni Association (2)	\$ 230
	Miscellaneous reports, journals, professional publications	\$ 500
	High Tech Crime Consortium (1)	\$ 25
	International Conference of Police Chaplains	\$ 250
	National Association of Field Training Officers (NAFTO - 8)	\$ 320
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160
	MOCIC Agency Membership	\$ 200
	International Association of Property Evidence Technicians (2)	\$ 100
32	Uniform – new officer issue (2)	\$ 4,500
	Ballistic vest replacements (4)	\$ 3,000
	Uniform replacement - Police Reserves	\$ 1,000
	Crossing guard uniform replacement	\$ 500
35	Copier maintenance agreement	\$ 4,200
	Printing forms (citations, etc.)	\$ 2,000
	Postage and shipping charges	\$ 3,000
	Notary Public – renewals	\$ 150
41	Fees for service and shop work, uninsured body work, miscellaneous repairs	\$ 10,000
46	Iowa Sex Crimes Investigators conference (2)	\$ 300
	Iowa Association of Ident Officers conference (2)	\$ 300
	IPCA Administrative Professionals workshop (2)	\$ 100
	JTAG Computer Forensic Training (COPS Grant Commitment)	\$ 6,450
	LECC & IPCA. annual conference (2)	\$ 500
	Iowa Homeland Security conference (reimbursement for costs based on grant availability)	\$ 300
	IACP Executive training conference (1)	\$ 1,800
	LEIN training conference (2)	\$ 350
	MOCIC training conference (1)	\$ 900
	LEIN Basic Intelligence school (1)	\$ 250
	Iowa Death Investigators Training conference (1)	\$ 175
	Firearms Instructor school (1)	\$ 500

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
46 cont.	ILEA Advanced & Recertification Instructor schools	\$ 5,500
	ILEA Basic Academy training (2)	\$ 14,000
	Northwestern Online Crash Investigation course	\$ 2,170
	International Conference for Police Chaplains (2)	\$ 1,700
	School Resource Officers training conference (1) UHS Funds	\$ -0-
	Iowa Police Reserve Officers annual training conference (6)	\$ 600
	FBI NA Associates training event (2)	\$ 1,300
	Lifesavers conference (reimbursement via GTSB grant – all but per diem)	\$ 1,600
	Legal updates – County Attorney's Association (4)	\$ 200
	K9 Recertification and training conference (1)	\$ 1,500
	Forensic Assoc. Computer Techs training conference (1)	\$ 400
	CALEA Accreditation Conference Hearings (Chief & Accreditation Manager)	\$ 2,450
	CALEA Accreditation Conference (new accreditation manager training)	\$ 2,320
	Evidence Custodial Training Conference	\$ 1,350
	Rentals – specialized training venues for Police (Camp Dodge, MAC Mount)	\$ 400
48	Utilities, heating, lights and cooling	\$ 20,000
	Telephone service	\$ 24,000
	Cell phone service	\$ 10,800
	INS service	\$ 1,100
	Verizon card – wireless connections	\$ 2,280
	Water service	\$ 1,600
	GPS cellular air time	\$ 600
49	Petty cash	\$ 300
51	Custodial supplies	\$ 3,500
54	Miscellaneous minor equipment	\$ 500
	Community Relations custom canopy	\$ 1,200
	Big EZ Lockout tool	\$ 310
	Tint Meter - patrol	\$ 658
55	Culture of Integrity program (Urbandale and DSM Christian Schools)	\$ 4,500
56	Replacement tires, batteries, parts, etc.	\$ 13,000
	Police bicycle maintenance and equipment	\$ 1,000
	Speed trailer maintenance	\$ 1,000
57	Gasoline – fleet (32,000 gallons @ \$3.25 per gallon)	\$ 87,000
	Oil, filter and grease	\$ 2,000
	Transmission oil	\$ 200
	Anti-freeze, gas line de-icer and windshield solvent	\$ 500

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
58	Office supplies	\$ 9,000
59	Citizen Police Academy 2017	\$ 1,000
	Crime Free Multi-Housing Program (collaborating agencies program)	\$ 400
	Range ballistic blocks	\$ 1,100
	Historical Committee supplies	\$ 500
	Honor guard enhancements	\$ 500
	C.I.D. fraud meeting supplies (Insurance, Bankers, Business and Police – noon meetings)	\$ 250
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 4,500
	C.S.I. evidence and laboratory supplies	\$ 3,250
	R.A.D./R.A.D. kids supplies	\$ 250
	Property evidence bags and storage supplies	\$ 600
	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	Car wash tickets	\$ 2,500
	Alco sensor mouthpieces (.22 cents per tube)	\$ 900
	Qualification, training and service ammunition	\$ 12,500
	Taser cartridges (training – 2 per officer, 122 cartridges @ \$22 per cartridge)	\$ 2,728
	Taser cartridges (duty – 26 cartridges @ \$30 per cartridge)	\$ 780
	Taser batteries (13 replacements @ \$35 per battery)	\$ 455
	Less-lethal shotgun rounds (training - 3 per officer, 183 rounds @ \$6 per round)	\$ 1,098
	Chemical munitions (replacement due to training, deployment, expiration)	\$ 500
	Range supplies – firearms cleaning supplies, targets, etc.	\$ 1,500
	Vehicle towing and impoundment	\$ 8,000
	K-9 food, grooming & vet supplies	\$ 1,500
	National Night Out 2016 – supplies	\$ 1,200
	ID card supplies	\$ 500
	Community Relations - supplies for immigrant population (brochures, communications, etc.)	\$ 625
	Community Relations promotional and training material	\$ 2,000
60	General fire & safety supplies	\$ 800
	Protective eyewear and hearing, masks, latex gloves, etc.	\$ 800
	Injured officers – return to work medical review	\$ 500
	MVR fees	\$ 613
71	Equipment transfer- patrol vehicles (7 @ \$2,900 per car)	\$ 20,300
	Patrol vehicle markings (6)	\$ 3,000
	Equipment transfer – C.I.D. vehicles (2 @ \$1,000 per car)	\$ 2,000
	Body cameras (10) and docking stations (4)	\$ 4,520
	A.E.D.s Patrol (1)	\$ 4,950

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
71 cont.	Installation of MDB (13 @ \$600)	\$ 7,800
	Crowd control shields (10) and helmets (10)	\$ 3,800
	JTAG computerized forensic equipment	\$ 3,409
	Traffic calming device – pole mounted radar and display	\$ 5,848
	Rifle suppressors (8 @ \$550)	\$ 4,400
72	Office furniture – CALEA manager	\$ 2,000
73	Equipment Replacement Fund contribution	\$ 153,690
75	Marksmen's optic magnifier (2)	\$ 630
	SERT training & qualification ammunition	\$ 12,500
	SERT chemical agents	\$ 3,000
	SERT range & target supplies	\$ 2,300
	SERT training rentals (ranges & special venues)	\$ 400
	National Tactical Officers Association training conference (2)	\$ 3,500
	Marksmen/Observer School	\$ 1,450
76	Flag Pole relocation project	\$ 13,000
	Security camera system upgrade	\$ 44,300
81	Building maintenance fund contribution – general repairs	\$ 59,875
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract	\$ 20,600
	Tile floor – waxing 2x year	\$ 1,200
	Mat & rug service	\$ 1,080
	Pest control	\$ 700
	Window cleaning	\$ 400
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 900
	Miscellaneous HVAC service and repair	\$ 13,000
	Boiler water treatment program	\$ 1,320
	Miscellaneous building repairs	\$ 5,500
	Generator service & maintenance agreement	\$ 3,906
	Replacement ceiling tiles	\$ 1,500
	Office Door Signs, changeable	\$ 1,000
99	PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS - \$10,050	
	Police Officers Memorial Service	\$ 750
	I.A.C.P. Executive Training conference (2)	\$ 3,600
	Cell phone forensic recovery training	\$ 3,100
	RAD Instructor training	\$ 1,000
	National conference on Bullying & Child Victimization	\$ 1,600



OVERVIEW: This activity provides for the overall protection of life and property through public education and professional, timely emergency medical response.

FIRE/EMS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	2,613,028	2,879,683	2,854,568	3,193,061
Contractual & supply service	333,997	366,056	344,274	391,510
Capital outlay	186,696	245,672	255,672	251,466
Total expenditures	\$ 3,133,721	\$ 3,491,411	\$ 3,454,514	\$ 3,836,037
Fees	737,816	680,000	790,000	750,000
Grants	-	-	-	-
Other	186,479	207,101	194,158	205,803
Total revenue	\$ 924,295	\$ 887,101	\$ 984,158	\$ 955,803
<i>Net amount supported by property taxes</i>	\$ 2,209,426	\$ 2,604,310	\$ 2,470,356	\$ 2,880,234

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$313,400 in personnel costs reflects normal salary and benefits increases for existing full-time staff plus the addition of 3 new firefighter/EMT positions to bring total staffing up to 5 per shift per station.
- ↑ An increase of \$15,000 in professional services reflects a joint Standards of Coverage study.
- ↑ An increase of \$10,600 in data processing reflects 7 computer replacements and RMS software upgrade.
- ↓ A decrease of \$16,900 in vehicle operations represents lower anticipated fuel prices.
- ↑ An increase in building maintenance fund contribution of \$42,400 reflects City-wide cost per square foot increase per building.
- ↑ A decrease of \$50,000 in transfers represents prior year's allocation for the traffic signal preemption devices for the Douglas corridor intersections.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Maintaining adequate response capabilities continues to be the top priority.
- ❖ The addition of a third fire station currently planned for 2018, to allow adequate coverage and response times.
- ❖ The possible construction of housing quarters for part-time members who agree to live at the fire station in return for services provided should be considered.
- ❖ The addition of an EMS Assistant Chief to oversee the department's EMS operations including a required medical quality improvement/quality assurance program.

PUBLIC SAFETY		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE/EMS							
PERSONAL SERVICES							
01	Salaries	\$ 1,833,247	\$ 1,994,271	\$ 1,994,271	\$ 2,249,024	\$ 254,753	\$ 2,366,876
02	Overtime	170,737	167,000	173,000	170,500	3,500	170,500
03	Part-time	287,063	403,650	385,000	326,025	(77,625)	337,436
04	Witness fees	-	-	-	-	-	-
06	FICA	36,678	38,225	36,459	40,889	2,664	43,098
07	Retirement - IPERS	28,355	44,903	42,828	37,430	(7,473)	39,340
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	243,478	208,760	208,760	343,736	134,976	360,198
11	Allowance	-	400	250	400	-	400
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	13,470	22,474	14,000	25,057	2,583	26,550
Sub-Total		\$ 2,613,028	\$ 2,879,683	\$ 2,854,568	\$ 3,193,061	\$ 313,378	\$ 3,344,398
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	10,120	1,000	1,000	16,000	15,000	1,000
23	Professional services	21,464	24,360	24,360	33,535	9,175	19,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	8,223	17,296	17,296	27,870	10,574	17,500
28	Dues and memberships	2,571	1,928	1,928	2,775	847	2,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	26,117	34,000	34,000	40,360	6,360	40,000
35	Printing and copying	4,166	4,900	4,900	4,900	-	4,900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	58,414	38,500	40,000	40,000	1,500	40,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	16,564	27,795	27,795	30,765	2,970	30,000
48	Utility service	48,314	49,000	49,000	49,800	800	52,000
49	Petty cash	30	100	50	100	-	100
51	Maintenance supplies	4,411	3,200	3,500	4,500	1,300	4,500
54	Minor equipment	14,244	17,500	5,000	10,500	(7,000)	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,865	8,150	8,150	9,000	850	9,200
57	Vehicle operation supplies	34,289	63,032	52,000	46,110	(16,922)	50,000
58	Office supplies	2,594	3,250	3,250	3,250	-	3,250
59	Operating supplies	63,361	54,225	54,225	54,225	-	57,000
60	Safety and medical supplies	13,250	17,820	17,820	17,820	-	18,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 333,997	\$ 366,056	\$ 344,274	\$ 391,510	\$ 25,454	\$ 354,250
CAPITAL OUTLAY							
71	Equipment	\$ 44,760	\$ 52,850	\$ 62,850	\$ 52,150	\$ (700)	\$ 16,300
72	Furniture and fixtures	9,640	1,400	1,400	4,800	3,400	2,500
73	Equipment replacement fund	85,572	84,500	84,500	89,786	5,286	89,786
74	Office equipment	541	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	5,400	5,400	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	46,183	56,922	56,922	99,330	42,408	99,330
97	Transfers out	-	50,000	50,000	-	(50,000)	-
Sub-total		\$ 186,696	\$ 245,672	\$ 255,672	\$ 251,466	\$ 5,794	\$ 207,916
OPERATING BUDGET SUB-TOTAL		\$ 3,133,721	\$ 3,491,411	\$ 3,454,514	\$ 3,836,037	\$ 344,626	\$ 3,906,564
99	Special Revenue fund items	\$ 8,693	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FIRE/EMS		\$ 3,142,414	\$ 3,491,411	\$ 3,454,514	\$ 3,836,037	\$ 344,626	\$ 3,906,564

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

Activity Notes

Object	Description	Amount
01	Professional personnel (34), Billing Specialist	\$ 2,249,024
02	Overtime	\$ 170,500
03	Part-time staff: Prevention/Public Education Specialist, Office Assistant, Firefighter/EMTs	\$ 326,025
06	FICA	\$ 40,889
07	IPERS	\$ 37,430
08	Pension - \$564,521 (25.92%) covered in 411 Fund expenses	\$ -0-
09	Group insurance	\$ 343,736
11	On the spot awards	\$ 400
13	Deferred compensation - City match	\$ 25,057
22	Recruitment expenses	\$ 16,000
23	SCBA fill station maintenance	\$ 1,600
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 1,600
	Cardiac monitors calibration/PM	\$ 1,600
	Annual SCBA flow tester calibration	\$ 660
	Medical Director fee	\$ 9,000
	National Records Management offsite storage fees	\$ 375
	Transworld collection services	\$ 1,000
	Standards of Coverage joint survey	\$ 15,000
27	Software maintenance (FireHouse RMS & required EMS software)	\$ 10,540
	Medical billing software updates & annual cost	\$ 2,700
	Computer replacements (7)	\$ 7,600
	Public internet connectivity –equipment (\$500) and monthly charge (\$120/month x 2=\$2,880)	\$ 3,380
	Scheduling software	\$ 1,100
	Net Motion maintenance	\$ 1,350
	Drug vending machine software update/support	\$ 1,200
28	Iowa Firefighters Association	\$ 15
	Iowa Fire Chief's Association	\$ 25
	Hawkeye Fire Safety Association	\$ 25
	Polk County Fire Chiefs	\$ 25
	International Society of Fire Service Instructors & Iowa Society of Fire Service Instructors (2)	\$ 240
	Iowa Association of Professional Fire Chiefs	\$ 50
	National Fire Protection Association (2)	\$ 330
	International Association of Fire Chiefs (3)	\$ 855
	International Code Council	\$ 130

FUNCTION: Public Safety**ACTIVITY: Fire/EMS**

Object	Description	Amount
28 cont.	IA EMS Association	\$ 350
	Academy of Professional Coders	\$ 120
	Central Iowa EMS Directors	\$ 50
	The Commission on Fire Accreditation International (CFAI)	\$ 560
32	Personal equipment and uniforms – existing staff (coats, pants, boots, helmets, etc.)	\$ 31,000
	Uniforms and turn-out gear – 3 new issue	\$ 6,000
	Helmet replacements	\$ 3,360
35	Printing, copying and postage	\$ 4,900
41	Vehicle repair and maintenance by outside firms	\$ 40,000
46	Classes, certifications and development	\$ 6,000
	Equipment and materials	\$ 1,500
	Fire prevention materials	\$ 2,500
	Citizen Fire Academy/Kids Fire Academy	\$ 2,000
	On-Line EMS continuing education	\$ 3,000
	NFPA standards subscription on CD	\$ 1,265
	EMS training programs and continuing education	\$ 5,000
	EMS training materials and supplies	\$ 1,500
46.1	Tuition reimbursement incentive	\$ 8,000
48	Telephone, data, heating and air conditioning, water service	\$ 49,800
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 4,500
54	Minor equipment (hoses, nozzles, air bags, etc.)	\$ 10,500
56	Vehicle maintenance supplies	\$ 9,000
57	Gas, oil, grease	\$ 46,110
58	Office supplies	\$ 3,250
59	Operating supplies	\$ 7,725
	EMS supplies/equipment	\$ 42,000
	Training facility repairs and maintenance	\$ 4,500
60	Physicals, TB tests, hepatitis shots	\$ 15,620
	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 2,000
71	Equipment	\$ 10,250
	Advanced life support manikin	\$ 6,000
	AED for Car 402	\$ 1,600
	Traffic signal preemption emitter for Car 402	\$ 4,500
	Advanced airway kits (4)	\$ 5,800

FUNCTION: Public Safety**ACTIVITY: Fire/EMS**

Object	Description	Amount
71 cont.	Equipment needed for 411 replacement	\$ 15,000
	Replacement of ice rescue suit (2 each)	\$ 1,700
	Large diameter intake for L415	\$ 1,950
	PPV fan replacement	\$ 2,400
	Low pressure air bag replacement	\$ 2,950
72	Training room chair replacements	\$ 4,800
73	Equipment replacement fund contribution	\$ 89,786
76	Fence replacement @ Station 41	\$ 5,400
81	Building maintenance fund contribution – general repairs	\$ 82,408
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Generator service contract	\$ 1,084
	Sprinkler contract	\$ 852
	Boiler water treatment program	\$ 1,320
	HVAC service and repair (A&W and maintenance)	\$ 5,000
	Pest control	\$ 1,177
	Miscellaneous building repairs	\$ 4,000
	Miscellaneous electrical repairs	\$ 2,000
	Fire alarm monitoring	\$ 925
	Fire extinguisher hood service @ Station 42	\$ 225
	Carpet cleaning	\$ 339



FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

OVERVIEW: This activity enhances public safety through the early warning of natural and other disasters.

EMERGENCY PREPAREDNESS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	12,191	25,743	23,743	26,693
Capital outlay	-	-	-	-
Total expenditures	\$ 12,191	\$ 25,743	\$ 23,743	\$ 26,693
Fees	-	-	-	-
Grants	-	-	-	-
Other	725	1,527	1,334	1,432
Total revenue	\$ 725	\$ 1,527	\$ 1,334	\$ 1,432
<i>Net amount supported by property taxes</i>	\$ 11,466	\$ 24,216	\$ 22,409	\$ 25,261

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$2,500 in professional services reflects the prior year cost of removing the storm siren at Aurora & 76th Streets.
- ↑ An increase of \$3,450 in data processing reflects the replacement of the computers that run the outdoor warning sirens.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The expansion of our storm warning system including the possible purchase of additional storm sirens.

PUBLIC SAFETY	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
180 EMERGENCY PREPAREDNESS						
PERSONAL SERVICES						
01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02 Overtime	-	-	-	-	-	-
03 Part-time	-	-	-	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	-	-	-	-	-	-
07 Retirement - IPERS	-	-	-	-	-	-
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	-	-	-	-	-	-
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred comp plan City match	-	-	-	-	-	-
Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	179	2,680	2,680	180	(2,500)	200
24 Contributions to other agencies	8,281	16,563	16,563	16,563	-	16,563
27 Data processing	-	-	-	3,450	3,450	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	-	-	-
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	1,317	3,000	2,000	3,000	-	3,000
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	2,374	3,500	2,500	3,500	-	3,500
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	-	-	-	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	40	-	-	-	-	-
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 12,191	\$ 25,743	\$ 23,743	\$ 26,693	\$ 950	\$ 23,263
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL	\$ 12,191	\$ 25,743	\$ 23,743	\$ 26,693	\$ 950	\$ 23,263
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	-	-	-	-	-	-
EMERGENCY PREPAREDNESS	\$ 12,191	\$ 25,743	\$ 23,743	\$ 26,693	\$ 950	\$ 23,263

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

Object	Description	Amount
23	Professional services- text alerting	\$ 180
24	Polk County EMA (\$0.50 per Polk Co resident)	\$ 16,563
27	Update outdoor warning siren computer system and computer for siren monitor	\$ 3,450
41	Siren repairs	\$ 3,000
48	Utility service	\$ 3,500



OVERVIEW: This activity protects the public health and safety through the enforcement of animal control and welfare ordinances.

ANIMAL CONTROL

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	75,000	63,000	66,500	68,000
Capital outlay	-	-	-	-
Total expenditures	\$ 75,000	\$ 63,000	\$ 66,500	\$ 68,000
Fees	89,076	4,000	7,910	4,000
Grants	-	-	-	-
Other	4,463	3,737	3,738	3,648
Total revenue	\$ 93,539	\$ 7,737	\$ 11,648	\$ 7,648
<i>Net amount supported by property taxes</i>	\$ (18,539)	\$ 55,263	\$ 54,852	\$ 60,352

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$6,000 in professional services reflects the anticipated partner’s share for Urbandale’s Animal Control services under a 28E agreement with West Des Moines Animal Control.
- ↓ In 2014, the animal licensing program contract with Humane Enterprises of Omaha terminated and WDM took over operations of the cooperative licensing program in 2015. Given the new processing of the licensing, the City of WDM will collect and retain all licensing revenues generated from each City and use each City’s revenue to offset our cost share of the total animal control operation. So, although compliance with licensing ordinances is expected to continue to increase as the program proceeds into its fifth year, the City will again, not budget for any licensing revenue receipts.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Urbandale will continue to be a full partner in animal control and licensing services provided through WESTPET.
- ❖ Staffing, equipment and vehicle studies are being undertaken to judge the needs of this growing collaboration.
- ❖ The 28E partner Cities need to build an animal control shelter facility to accommodate additional animal volume. Monies are allocated in the C.I.P. to account for Urbandale’s estimated share of the project, but options for broader metro-area public/private participation is being evaluated.

PUBLIC SAFETY	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
190 ANIMAL CONTROL						
PERSONAL SERVICES						
01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02 Overtime	-	-	-	-	-	-
03 Part-time	-	-	-	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	-	-	-	-	-	-
07 Retirement - IPERS	-	-	-	-	-	-
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	-	-	-	-	-	-
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred comp plan City match	-	-	-	-	-	-
Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	75,000	62,000	65,500	68,000	6,000	68,000
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	-	-	-	-	-	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	500	500	-	(500)	-
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	-	-	-	-	-	-
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	-	-	-	-	-	-
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	-	-	-	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	-	500	500	-	(500)	-
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 75,000	\$ 63,000	\$ 66,500	\$ 68,000	\$ 5,000	\$ 68,000
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL	\$ 75,000	\$ 63,000	\$ 66,500	\$ 68,000	\$ 5,000	\$ 68,000
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	-	-	-	-	-	-
ANIMAL CONTROL	\$ 75,000	\$ 63,000	\$ 66,500	\$ 68,000	\$ 5,000	\$ 68,000

FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

Object	Description	Amount
23	Animal control services – West Des Moines	\$ 68,000



OVERVIEW: This fund supports the public safety function by providing funds for payment of City pension contributions into the Chapter 411 police and fire personnel pension program.

POLICE & FIRE RETIREMENT FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,023,752	1,294,205	1,294,205	1,500,615
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 1,023,752	\$ 1,294,205	\$ 1,294,205	\$ 1,500,615
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
<i>Net amount supported by 411 property taxes</i>	\$ 1,023,752	\$ 1,294,205	\$ 1,294,205	\$ 1,500,615

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$206,000 in pension costs, which reflects 100% of the City's contribution to the Chapter 411 retirement fund for the City's professional Fire/EMS and Police personnel.
- ↓ The MFPRSI City contribution rate went down from 27.77% in FY15-16 to 25.92% for FY16-17.
- ↑ This fund was established in FY10-11 to account for the public safety retirement levy revenue being collected, and has been incrementally raised over the last 6 years to begin funding a greater percentage of the City's pension obligation and provide relief for the general levy. The pension levy supporting these obligations will increase from \$0.50 to \$0.57 for FY16-17, which brings it to full coverage of the City's pension obligation.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the Municipal Fire & Police Retirement System of Iowa (MFPRSI) continues to adjust the City's required contribution rate, the City will have to continue to increase this levy to provide enough revenue to cover the pension obligation.
- ❖ Current actuarial assumptions from MFPRSI predict the City's contribution rate will stabilize and start to decrease over the next few years. State allowed minimum is 17%.

PUBLIC SAFETY	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
117 POLICE & FIRE RETIREMENT FUND						
PERSONAL SERVICES						
01 Salaries	\$ -	\$ -	\$ -	\$ -	-	\$ -
02 Overtime	-	-	-	-	-	-
03 Part-time	-	-	-	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	-	-	-	-	-	-
07 Retirement - IPERS	-	-	-	-	-	-
08 Pension - MFPRSI	1,023,752	1,294,205	1,294,205	1,500,615	206,410	1,513,376
09 Group insurance	-	-	-	-	-	-
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred comp plan City match	-	-	-	-	-	-
Sub-Total	\$ 1,023,752	\$ 1,294,205	\$ 1,294,205	\$ 1,500,615	\$ 206,410	\$ 1,513,376
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	-	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	-	-	-	-	-	-
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	-	-	-	-	-	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	-	-	-
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	-	-	-	-	-	-
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	-	-	-	-	-	-
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	-	-	-	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	-	-	-	-	-	-
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	-	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL	\$ 1,023,752	\$ 1,294,205	\$ 1,294,205	\$ 1,500,615	\$ 206,410	\$ 1,513,376
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	-	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	-	-	-	-	-	-
POLICE & FIRE RETIREMENT FUND	\$ 1,023,752	\$ 1,294,205	\$ 1,294,205	\$ 1,500,615	\$ 206,410	\$ 1,513,376

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

Activity Notes

Object	Description	Amount
09	Municipal Police & Fire Retirement system – City contribution for Fire & EMS	\$ 564,521
	Municipal Police & Fire Retirement system – City contribution for Police	\$ 936,094



PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
200 PUBLIC WORKS SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 2,436,296	\$ 2,690,885	\$ 2,624,418	\$ 2,840,477	\$ 149,592	\$ 2,935,516
02	Overtime	135,191	146,500	158,500	151,500	5,000	156,500
03	Part-time	51,167	63,225	45,267	55,650	(7,575)	55,650
04	Witness fees	-	-	-	-	-	-
06	FICA	196,081	208,804	202,660	219,350	10,546	227,747
07	Retirement - IPERS	227,035	244,746	237,962	257,362	12,616	267,112
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	304,350	271,388	271,388	366,078	94,690	383,611
11	Allowance	4,882	5,350	6,973	8,158	2,808	8,158
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	17,190	29,445	18,435	31,018	1,573	32,237
Sub-Total		\$ 3,372,192	\$ 3,660,343	\$ 3,565,603	\$ 3,929,593	\$ 269,250	\$ 4,066,531
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,947	4,500	2,100	4,500	-	4,500
23	Professional services	64,582	54,000	48,580	96,000	42,000	68,500
24	Contributions to other agencies	844,498	949,145	920,013	953,261	4,116	1,008,000
27	Data processing	53,912	60,550	58,744	56,000	(4,550)	107,600
28	Dues and memberships	8,890	8,835	9,050	8,835	-	8,835
29	Insurance	212,968	176,713	176,713	198,261	21,548	200,000
32	Uniforms and laundry	20,357	21,975	21,975	24,800	2,825	25,425
35	Printing and copying	9,558	13,500	10,700	14,600	1,100	13,500
40	Building and grounds maint.	16	-	-	-	-	-
41	Vehicle and equipment maint.	60,018	77,250	82,500	94,250	17,000	105,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	12,966	17,120	15,400	20,620	3,500	20,620
48	Utility service	623,054	716,900	621,000	641,340	(75,560)	644,700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	496,577	597,287	488,054	556,448	(40,839)	616,050
54	Minor equipment	7,981	9,000	7,800	10,900	1,900	13,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	87,186	102,700	95,000	127,700	25,000	138,500
57	Vehicle operation supplies	169,824	291,975	186,200	233,258	(58,717)	298,400
58	Office supplies	4,234	3,500	3,500	3,500	-	3,500
59	Operating supplies	15,054	20,500	20,200	20,500	-	20,600
60	Safety and medical supplies	3,702	5,363	5,000	5,400	37	5,400
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 2,699,324	\$ 3,130,813	\$ 2,772,529	\$ 3,070,173	\$ (60,640)	\$ 3,303,380
CAPITAL OUTLAY							
71	Equipment	\$ 61,673	\$ 64,500	\$ 64,248	\$ 625,401	\$ 560,901	\$ 35,000
72	Furniture and fixtures	52,489	65,000	60,000	99,000	34,000	75,000
73	Equipment replacement fund	651,006	628,824	628,824	652,521	23,697	653,335
74	Office equipment	2,985	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	129,501	293,900	293,317	271,600	(22,300)	306,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	77,286	77,839	77,839	109,412	31,573	109,412
97	Transfers out	1,701,500	1,944,300	2,156,600	1,859,500	(84,800)	1,545,000
Sub-total		\$ 2,676,440	\$ 3,074,363	\$ 3,280,828	\$ 3,617,434	\$ 543,071	\$ 2,723,747
OPERATING BUDGET SUB-TOTAL		\$ 8,747,956	\$ 9,865,519	\$ 9,618,960	\$ 10,617,200	\$ 751,681	\$ 10,093,658
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
PUBLIC WORKS SUMMARY		\$ 8,747,956	\$ 9,890,519	\$ 9,618,960	\$ 10,642,200	\$ 751,681	\$ 10,118,658



FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

OVERVIEW: This activity provides for a safe and efficient transportation system through effective pavement maintenance, snow and ice removal operations, equipment maintenance, and right-of way management.

ROADWAY MAINTENANCE

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,076,568	1,147,397	1,122,378	1,279,101
Contractual & supply service	769,040	954,086	779,876	889,519
Capital outlay	<u>1,724,402</u>	<u>1,791,204</u>	<u>2,003,504</u>	<u>2,043,422</u>
Total expenditures	\$ 3,570,010	\$ 3,892,687	\$ 3,905,758	\$ 4,212,042
Fees	-	-	-	-
Grants	-	-	-	-
Other	<u>3,403,078</u>	<u>3,384,017</u>	<u>3,926,375</u>	<u>4,049,986</u>
Total revenue	\$ 3,403,078	\$ 3,384,017	\$ 3,926,375	\$ 4,049,986
<i>Net amount supported by Road Use taxes</i>	\$ 166,932	\$ 508,670	\$ (20,617)	\$ 162,056

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$131,700 due to normal salary and benefit increases for existing staff, plus the addition of one laborer position.
- ↓ A decrease of \$25,000 in contributions to other agencies, which reflects the off-year of the City's bi-annual pavement condition inventory.
- ↑ An increase of \$21,500 in insurance reflects the allocation of the City-wide property and casualty insurance and workers compensation insurance associated with the Road Use fund operations.
- ↓ A decrease of \$24,600 in maintenance supplies, which represents a decrease in anticipated cost of bulk crack sealing materials.
- ↓ A decrease of \$25,100 in vehicle operations reflects lower anticipated cost of fuel.
- ↑ An increase of \$234,500 in equipment reflects the purchase of a portable generator, snow plow blade for backhoe, solar powered message board, spray injection pothole patcher, and an additional dump truck.
- ↑ An increase of \$20,400 in equipment replacement fund contribution reflects the anticipated addition of one dump truck to the roadway fleet for use in snow removal.
- ↑ An increase of \$22,800 in building maintenance fund contributions reflects the City-wide increase in cost per square foot per building.
- ↓ A decrease of \$25,500 in transfers reflects costs for the 2016 concrete patching program, and the asphalt patching and resurfacing of 156th Street from Waterford to Meadow. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.

- ↑ Road Use Tax revenues: The City conducted a special census in Fall 2015, which will be certified in Spring 2016. The new higher population will serve as the factor to determine the City's calendar 2017 Road Use tax revenue.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Capital Improvement Program provides for an aggressive reconstruction schedule for asphalt streets located west of Interstate 35/80. This will significantly decrease maintenance expenditures on temporary streets and allow the Department to focus on permanent repairs and preventative maintenance that will have a positive impact on overall street conditions.
- ❖ The improvement/expansion of the arterial street system has significantly impacted response times for snow and ice removal. Equipment and staffing should be adjusted accordingly to maintain service levels.
- ❖ The overall age of streets is increasing and the overall condition index will continue to decrease at current funding levels for street maintenance.
- ❖ Due to budget constraints and increasing costs of purchasing vehicles and equipment, equipment is being retained longer and annual maintenance costs will increase as a result.
- ❖ Salt and other chloride use in snow and ice removal operations assist in providing safe travel for motorists. However, they have a negative impact on street conditions and the environment. As a result, the City should continuously analyze salt usage to balance road conditions during winter travel and the damage it causes.

PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 770,261	\$ 827,620	\$ 812,743	\$ 905,652	\$ 78,032	\$ 934,700
02	Overtime	38,403	55,000	55,000	55,000	-	55,000
03	Part-time	16,772	19,000	17,158	19,000	-	19,000
04	Witness fees	-	-	-	-	-	-
06	FICA	62,046	64,451	63,317	70,391	5,940	72,958
07	Retirement - IPERS	72,074	75,235	72,682	82,169	6,934	85,165
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	114,132	97,856	97,856	137,494	39,638	144,079
11	Allowance	-	-	384	384	384	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,880	8,235	3,238	9,011	776	9,347
Sub-Total		\$ 1,076,568	\$ 1,147,397	\$ 1,122,378	\$ 1,279,101	\$ 131,704	\$ 1,320,633
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	417	1,000	1,000	1,000	-	1,000
23	Professional services	3,500	-	-	-	-	-
24	Contributions to other agencies	1,800	27,013	27,013	2,013	(25,000)	28,000
27	Data processing	12,307	11,000	11,000	11,000	-	11,000
28	Dues and memberships	1,372	-	250	-	-	-
29	Insurance	212,968	176,713	176,713	198,261	21,548	200,000
32	Uniforms and laundry	10,902	10,900	10,900	12,325	1,425	12,325
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	14,977	35,500	20,000	25,500	(10,000)	30,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,688	3,500	3,000	3,500	-	3,500
48	Utility service	23,370	32,500	27,000	29,500	(3,000)	30,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	379,522	474,000	364,000	449,450	(24,550)	500,000
54	Minor equipment	5,895	5,500	5,500	5,600	100	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	42,777	46,000	46,000	46,000	-	46,000
57	Vehicle operation supplies	49,253	117,960	75,000	92,870	(25,090)	120,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	6,245	10,000	10,000	10,000	-	10,000
60	Safety and medical supplies	2,047	2,500	2,500	2,500	-	2,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 769,040	\$ 954,086	\$ 779,876	\$ 889,519	\$ (64,567)	\$ 1,004,325
CAPITAL OUTLAY							
71	Equipment	\$ 61,673	\$ 30,000	\$ 30,000	\$ 264,500	\$ 234,500	\$ 25,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	385,445	358,038	358,038	378,450	20,412	379,264
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	50,784	56,366	56,366	79,172	22,806	79,172
97	Transfers out to Capital Project:	1,226,500	1,346,800	1,559,100	1,321,300	(25,500)	1,120,000
Sub-total		\$ 1,724,402	\$ 1,791,204	\$ 2,003,504	\$ 2,043,422	\$ 252,218	\$ 1,603,436
OPERATING BUDGET SUB-TOTAL		\$ 3,570,010	\$ 3,892,687	\$ 3,905,758	\$ 4,212,042	\$ 319,355	\$ 3,928,394
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		\$ 3,570,010	\$ 3,892,687	\$ 3,905,758	\$ 4,212,042	\$ 319,355	\$ 3,928,394

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Heavy Equipment Operator (2), Light Equipment Operator (3), Laborer (9)	\$ 905,652
02	Overtime	\$ 55,000
03	Seasonal personnel (4) – 14 weeks	\$ 19,000
06	FICA	\$ 70,391
07	IPERS	\$ 82,169
09	Group insurance	\$ 137,494
11	Phone allowance – Supervisor	\$ 384
13	Deferred compensation City match	\$ 9,011
22	Recruitment expenses	\$ 1,000
24	Salt storage facility building maintenance fund contribution	\$ 1,800
	Salt storage facility property insurance contribution	\$ 213
27	AVL equipment leasing	\$ 11,000
29	Property and casualty insurance, cyber liability insurance, broker fee – RU Fund share (43%)	\$ 169,075
	Workers Compensation insurance coverage – RU Fund share (19%)	\$ 29,186
32	Uniforms, shop towels, coats, floor mats	\$ 12,325
41	Radio maintenance and installs	\$ 6,000
	Contract repairs or major component replacement	\$ 15,000
	Dump trucks refurbish	\$ 4,500
46	Seminars or special training	\$ 3,500
48	Water, electric and gas	\$ 29,500
51	Concrete (700 cy)	\$ 73,500
	Asphalt (600 tons)	\$ 49,200
	Sealing materials	\$ 36,000
	Various construction materials (dowels, epoxy, tack, snow fence, etc.)	\$ 15,000
	Aggregates	\$ 10,000
	Equipment rentals	\$ 10,000
	Brush grinding services	\$ 4,000
	Salt (2,700 tons)	\$ 189,000
	Calcium for snow and ice removal and dust control (35,000 gal.)	\$ 29,750
	Snow plow blades	\$ 25,000
	Construction signs	\$ 5,000
	Miscellaneous materials	\$ 3,000
54	Miscellaneous shop tools	\$ 4,000
	Backpack concrete vibrator	\$ 1,600
56	Tires, batteries and wear items	\$ 10,000

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Object	Description	Amount
	Maintenance parts	\$ 36,000
57	Fuel	\$ 82,870
	Oil, hydraulic fluid, coolant, grease	\$ 10,000
59	Shop supplies	\$ 6,600
	Towing	\$ 1,000
	Cylinder rental and propane	\$ 2,000
	Parts washer service agreement	\$ 400
60	First aid supplies and fire extinguishers	\$ 1,500
	Safety equipment	\$ 500
	Gloves and related safety items	\$ 500
71	Portable generator	\$ 2,500
	Snow blade for backhoe	\$ 10,000
	Solar powered portable message board	\$ 17,000
	Pothole patcher	\$ 75,000
	Additional dump truck	\$ 160,000
73	Equipment Replacement Fund contribution	\$ 378,450
81	Building Maintenance Fund contribution – general repairs	\$ 79,172
97	PCC Patching Program	\$ 496,300
	156th Street resurfacing (Waterford - Meadow)	\$ 700,000
	Main City campus street and parking lot repairs	\$ 125,000



FUNCTION: Public Works
ACTIVITY: Street Lighting

OVERVIEW: This activity provides for a safe transportation system for motorists and pedestrians by funding the energy costs for publicly-owned street lights.

STREET LIGHTING

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	555,957	632,000	570,000	582,000
Capital outlay	-	-	-	-
Total expenditures	\$ 555,957	\$ 632,000	\$ 570,000	\$ 582,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	529,961	549,414	573,009	559,608
Total revenue	\$ 529,961	\$ 549,414	\$ 573,009	\$ 559,608
<i>Net amount supported by Road Use taxes</i>	\$ 25,996	\$ 82,586	\$ (3,009)	\$ 22,392

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$20,000 in maintenance reflects continued costs to replace existing bulbs with LEDs as they burn out.
- ↓ A decrease of \$70,000 in utilities reflects newly constructed LED street lights being added to the system, coupled with cost savings from LED upgrades throughout the system.

FUTURE BUDGET CONSIDERATIONS:

- ❖ MidAmerican Energy and the City of Urbandale are in the process of upgrading street lights to LED technology. This will significantly decrease energy costs.

PUBLIC WORKS	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
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230 STREET LIGHTING

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	453	2,000	22,000	22,000	20,000	22,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	555,504	630,000	548,000	560,000	(70,000)	560,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 555,957	\$ 632,000	\$ 570,000	\$ 582,000	\$ (50,000)	\$ 582,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

STREET LIGHTING		\$ 555,957	\$ 632,000	\$ 570,000	\$ 582,000	\$ (50,000)	\$ 582,000
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FUNCTION: Public Works
ACTIVITY: Street Lighting

Activity Notes

Object	Description	Amount
41	City-owned street light maintenance	\$ 22,000
48	Energy cost for existing street light system	\$ 560,000



OVERVIEW: This activity contributes to a safe and efficient street system for motorists and pedestrians by providing timely street painting, sign maintenance and traffic signal maintenance.

TRAFFIC SAFETY

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	67,380	74,974	43,164	72,917
Contractual & supply service	111,402	124,137	112,500	134,298
Capital outlay	-	98,900	98,900	174,800
Total expenditures	\$ 178,782	\$ 298,011	\$ 254,564	\$ 382,015
Fees	-	-	-	-
Grants	-	-	-	-
Other	170,422	259,069	255,908	367,317
Total revenue	\$ 170,422	\$ 259,069	\$ 255,908	\$ 367,317
<i>Net amount supported by Road Use taxes</i>	\$ 8,360	\$ 38,942	\$ (1,344)	\$ 14,698

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$27,000 in professional services reflects the cost of the City's share of the traffic study through the West Suburban Regional Traffic Operations Group. The study is a joint study with Clive, Waukee, West Des Moines, Windsor Heights and Johnston.
- ↓ A decrease of \$16,300 in maintenance supplies reflects the anticipated reduction in paint expenses.
- ↑ An increase of \$15,000 in equipment reflects the purchase of a pole-mounted solar-powered radar sign (\$7,000) and a pavement marking grinder (\$8,000).
- ↓ A decrease of \$2,300 in property improvements represents continuation of the traffic signal equipment upgrade program and the Hickman road traffic signal controller upgrades (joint with Clive). It also includes \$10,000 for durable pavement marking installations.
- ↑ An increase of \$63,200 in transfers reflects 2 projects in the Capital Improvement Program that have partial funds coming from this budget. The Hickman Road adaptive traffic signal control system is a joint project with Clive, with primary funding from ICAAP and IDOT grants. The second project is a pedestrian countdown traffic signal head and sign upgrade program that also received IDOT funding to complete.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The City is approximately 50% through a ten-year program to upgrade signs per the 2009 MUTCD. The new guidelines require increased sizing, font changes and signs to meet minimum retro-reflectivity standards. Currently, \$40,000 is expended annually to upgrade signs and maintain existing signs. This increased funding level should be considered permanent as the new signs have a useful life less than those signs that met previous standards.
- ❖ In LED retrofitting program began in 2002. Depending on the type of signal, the expected life of the LED bulb is seven to twelve years. It is estimated that \$5,000 per year will be

FUNCTION: Public Works
ACTIVITY: Traffic Safety

necessary to replace LED signals. Despite this, the energy and maintenance savings realized from utilizing LED technology is well over 60% versus traditional incandescent bulbs.

- ❖ Currently, City staff and a contractor are used to maintain the traffic signal network. With increased traffic, a growing inventory of signals, addition of signal coordination, and advancing technology causing a more complex network, it would be beneficial to provide for a full-time staff member to better maintain the network.

PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	\$ 47,274	\$ 53,596	\$ 27,543	\$ 50,084	\$ (3,512)	\$ 52,202
02	Overtime	-	-	-	-	-	-
03	Part-time	4,215	4,700	3,897	4,700	-	4,700
04	Witness fees	-	-	-	-	-	-
06	FICA	3,919	4,439	2,500	4,172	(267)	4,353
07	Retirement - IPERS	4,363	5,182	2,700	4,870	(312)	5,081
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	7,609	6,524	6,524	8,593	2,069	9,005
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	533	-	498	(35)	522
Sub-Total		\$ 67,380	\$ 74,974	\$ 43,164	\$ 72,917	\$ (2,057)	\$ 75,863
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	27,000	27,000	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	1,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	16	-	-	-	-	-
41	Vehicle and equipment maint.	18,626	18,000	12,000	18,000	-	20,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	21,225	23,700	22,000	23,150	(550)	24,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	70,104	81,237	77,000	64,948	(16,289)	70,000
54	Minor equipment	469	-	300	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	786	1,000	1,000	1,000	-	1,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	176	200	200	200	-	200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 111,402	\$ 124,137	\$ 112,500	\$ 134,298	\$ 10,161	\$ 116,200
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	98,900	98,900	96,600	(2,300)	81,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	63,200	63,200	-
Sub-total		\$ -	\$ 98,900	\$ 98,900	\$ 174,800	\$ 75,900	\$ 81,000
OPERATING BUDGET SUB-TOTAL		\$ 178,782	\$ 298,011	\$ 254,564	\$ 382,015	\$ 84,004	\$ 273,063
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TRAFFIC SAFETY		\$ 178,782	\$ 298,011	\$ 254,564	\$ 382,015	\$ 84,004	\$ 273,063

FUNCTION: Public Works
ACTIVITY: Traffic Safety

Activity Notes

Object	Description	Amount
01	Laborer	\$ 50,084
03	Seasonal personnel (1) – 14 weeks	\$ 4,700
06	FICA	\$ 4,172
07	IPERS	\$ 4,870
09	Group insurance	\$ 8,593
13	Deferred comp City match	\$ 498
23	West Suburban Regional Traffic Study	\$ 27,000
41	Traffic signal hardware maintenance contract (46 signals @ 100%, 12 signals @ 50%, 6 school beacons)	\$ 17,000
	City of Clive - Hickman Road signal maintenance cost share	\$ 1,000
48	Traffic signal electrical service (49 signals @ 100%, 12 signals @ 50%, 6 school beacons)	\$ 23,150
51	Signs	\$ 40,000
	Posts, brackets, miscellaneous hardware	\$ 10,000
	Street painting materials	\$ 14,948
56	Paint machine maintenance	\$ 1,000
59	Operating supplies	\$ 200
71	Solar radar sign	\$ 7,000
	Pavement marking grinder	\$ 8,000
76	Traffic signal equipment upgrade program	\$ 75,000
	Hickman Road traffic controller upgrades	\$ 11,600
	Durable pavement markings	\$ 10,000
97	Pedestrian countdown signal head upgrade – IDOT grant (transfer to Capital Projects Fund)	\$ 28,200
	Hickman Road adaptive traffic signal control system - ICAAP/IDOT grant (transfer to Capital Projects)	\$ 35,000

OVERVIEW: This activity provides engineering review and inspection of all new infrastructures in Urbandale and assures that it is built according to approved plans and specifications. This activity also supports all infrastructure mapping and record keeping for the City.

ENGINEERING SERVICES

	FINANCIAL SUMMARY			
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	585,440	651,261	653,188	682,207
Contractual & supply service	36,935	44,500	31,354	57,720
Capital outlay	22,751	25,429	25,429	28,714
Total expenditures	\$ 645,126	\$ 721,190	\$ 709,971	\$ 768,641
Fees	131,558	115,000	140,000	125,000
Grants	-	-	-	-
Other	38,390	42,779	39,903	41,238
Total revenue	\$ 169,948	\$ 157,779	\$ 179,903	\$ 166,238
<i>Net amount supported by property taxes</i>	\$ 475,178	\$ 563,411	\$ 530,068	\$ 602,403

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Net increase of \$30,900 in personnel costs reflects normal increases in salary and benefits for existing staff.
- ↑ Increase of \$15,000 in professional services reflects new subscription to Iowa One-Call online system.

FUTURE BUDGET CONSIDERATIONS:

- ❖ A large portion of this budget is related to salary and vehicle expenses. This budget is closely tied to the amount of development that occurs in the City.

PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 389,485	\$ 457,361	\$ 457,300	\$ 475,182	\$ 17,821	\$ 494,600
02	Overtime	49,942	45,000	57,000	50,000	5,000	55,000
03	Part-time	20,708	22,725	12,000	15,150	(7,575)	15,150
04	Witness fees	-	-	-	-	-	-
06	FICA	34,646	36,552	37,500	37,330	778	38,996
07	Retirement - IPERS	38,940	42,668	44,000	43,576	908	45,521
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	49,457	42,404	42,404	55,857	13,453	58,532
11	Allowance	-	-	384	384	384	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,262	4,551	2,600	4,728	177	4,946
Sub-Total		\$ 585,440	\$ 651,261	\$ 653,188	\$ 682,207	\$ 30,946	\$ 713,129
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	790	300	100	300	-	300
23	Professional services	15,459	13,500	10,000	28,500	15,000	28,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,432	3,450	3,450	3,750	300	4,375
35	Printing and copying	144	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	1,026	750	500	750	-	750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,343	2,700	1,500	2,700	-	2,700
48	Utility service	4,258	6,600	4,200	6,520	(80)	7,700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	289	300	54	300	-	300
54	Minor equipment	75	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	800	1,000	1,000	1,000	-	1,000
57	Vehicle operation supplies	8,141	14,000	9,000	12,000	(2,000)	12,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,178	1,800	1,500	1,800	-	1,800
60	Safety and medical supplies	-	100	50	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 36,935	\$ 44,500	\$ 31,354	\$ 57,720	\$ 13,220	\$ 59,525
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	22,751	25,429	25,429	28,714	3,285	28,714
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 22,751	\$ 25,429	\$ 25,429	\$ 28,714	\$ 3,285	\$ 28,714
OPERATING BUDGET SUB-TOTAL		\$ 645,126	\$ 721,190	\$ 709,971	\$ 768,641	\$ 47,451	\$ 801,368
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 645,126	\$ 721,190	\$ 709,971	\$ 768,641	\$ 47,451	\$ 801,368

FUNCTION: Public Works
ACTIVITY: Engineering Services

Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (3), Engineering Drafting Technician (2), ½ COSESCO/Inspector (other ½ in Storm Water), GIS Coordinator	\$ 475,182
02	Overtime	\$ 50,000
03	Seasonal interns (2)	\$ 15,150
06	FICA	\$ 37,330
07	IPERS	\$ 43,576
09	Group insurance	\$ 55,857
11	Cell Phone (1)	\$ 384
13	Deferred compensation City match	\$ 4,728
22	Recruitment expenses	\$ 300
23	Well monitoring (Sylvan Ridge)	\$ 5,000
	Design standards, drawings & details	\$ 2,500
	Fiber optic work and supplies	\$ 5,000
	Traffic signal annual maintenance	\$ 1,000
	Iowa 1-call subscription	\$ 15,000
32	Uniforms (6)	\$ 3,750
41	Vehicle and equipment repairs	\$ 750
46	Software training & technical conferences	\$ 2,700
48	Inspector cell phones (6)	\$ 6,520
51	Maintenance supplies	\$ 300
56	Vehicle maintenance and repair parts - batteries, tires, etc.	\$ 1,000
57	Gasoline and oil	\$ 12,000
59	Drafting supplies	\$ 600
	Field supplies (paint, lath, flagging, etc.)	\$ 1,200
60	First aid supplies	\$ 100
73	Equipment Replacement Fund contribution	\$ 28,714



FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

OVERVIEW: This activity contributes to the public health through the timely collection of solid waste, including garbage, yard waste and recyclables.

SOLID WASTE COLLECTION

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	655,363	660,624	651,586	691,467
Contractual & supply service	1,000,965	1,135,012	1,059,400	1,165,848
Capital outlay	233,528	235,643	235,643	233,643
Total expenditures	\$ 1,889,856	\$ 2,031,279	\$ 1,946,629	\$ 2,090,958
Fees	2,232,761	2,210,900	2,211,650	2,318,800
Grants	-	-	-	-
Other	130,249	135,490	125,408	128,180
Total revenue	\$ 2,363,010	\$ 2,346,390	\$ 2,337,058	\$ 2,446,980
<i>Net amount supported by property taxes</i>	\$ (473,154)	\$ (315,111)	\$ (390,429)	\$ (356,022)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall increase of \$30,800 in personnel costs reflect normal increases in salary and benefits for existing staff.
- ↑ An increase of \$29,100 in contributions to other agencies reflects anticipated \$1 per ton increase in MWA's tipping fees and a 2.5% increase in the Curb It! recycling program.
- ↑ An increase of \$25,000 in vehicle repairs reflects the maintenance needs for the full fleet of automated trucks.
- ↓ A decrease of \$30,700 in vehicle operation expense reflects lower anticipated fuel costs.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The market for recycled materials remains poor. Therefore, the Curb It! reimbursement that the City has received in the past is not expected in the immediate future.
- ❖ The 2013 Operations/Rate Study suggested that current staffing levels are sufficient for at least two years. Additional analysis of customer growth and current capacity indicates that no additional staffing or equipment will be necessary for at least seven years.
- ❖ Metro Waste Authority (MWA) recently opened the Metro Northwest Transfer Station in Grimes. Urbandale will benefit by increasing the number of homes that can be collected with current resources, lower fuel costs and lower equipment maintenance costs.
- ❖ The State recently passed a law that allows for disposal of yard waste in facilities that have a methane recovery system. MWA is currently studying the impact of comingling garbage and yard waste on their facilities and collection. Such a change could result in a savings to customers; however, it would require significant changes in collection procedures.
- ❖ Metro Waste Authority is examining the feasibility of operating the Metro Compost Center at its current location. If the facility were closed and the separation of garbage and yard waste continue, longer trips to the Metro Park East Landfill would result in increased labor costs, higher fuel costs and increased maintenance costs.

PUBLIC WORKS	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

290 SOLID WASTE COLLECTION

PERSONAL SERVICES

01	Salaries	\$ 478,098	\$ 492,315	\$ 485,082	\$ 504,475	\$ 12,160	\$ 517,299
02	Overtime	29,595	30,000	30,000	30,000	-	30,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	37,981	37,475	36,386	38,400	925	39,573
07	Retirement - IPERS	44,224	43,745	43,628	44,825	1,080	46,195
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,870	52,190	52,190	68,747	16,557	72,040
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,595	4,899	4,300	5,020	121	5,173
Sub-Total		\$ 655,363	\$ 660,624	\$ 651,586	\$ 691,467	\$ 30,843	\$ 710,280

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	25	-	-	-	-	-
24	Contributions to other agencies	839,698	922,132	893,000	951,248	29,116	980,000
27	Data processing	3,453	3,600	3,600	3,600	-	3,600
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,767	4,600	4,600	5,000	400	5,000
35	Printing and copying	1,489	1,200	1,200	1,200	-	1,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	24,078	18,000	25,000	25,000	7,000	30,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,431	-	1,500	-	-	-
54	Minor equipment	329	2,000	500	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	27,340	40,000	38,000	65,000	25,000	75,000
57	Vehicle operation supplies	92,893	136,480	85,000	105,800	(30,680)	137,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	6,255	6,500	6,500	6,500	-	6,500
60	Safety and medical supplies	207	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,000,965	\$ 1,135,012	\$ 1,059,400	\$ 1,165,848	\$ 30,836	\$ 1,240,800

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	52,489	53,000	53,000	51,000	(2,000)	53,000
73	Equipment replacement fund	181,039	182,643	182,643	182,643	-	182,643
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 233,528	\$ 235,643	\$ 235,643	\$ 233,643	\$ (2,000)	\$ 235,643

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

SOLID WASTE COLLECTION

		\$ 1,889,856	\$ 2,031,279	\$ 1,946,629	\$ 2,090,958	\$ 59,679	\$ 2,186,723
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FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 504,475
02	Overtime	\$ 30,000
06	FICA	\$ 38,400
07	IPERS	\$ 44,825
09	Group insurance	\$ 68,747
13	Deferred compensation City match	\$ 5,020
24	Landfill and transfer station charges	\$ 455,100
	Curb It! recycling program	\$ 455,148
	Tons yard waste	\$ 6,000
	Spring Cleanup	\$ 35,000
27	AVL operation fees	\$ 3,600
32	Uniform allowance for employees (8)	\$ 5,000
35	Spring clean-up mailing and solid waste brochures	\$ 1,200
41	Contracted equipment repairs	\$ 25,000
54	Miscellaneous tools	\$ 2,000
56	Wear items (tires, batteries, etc.)	\$ 20,000
	Repair parts for eight vehicles	\$ 45,000
57	Fuel	\$ 100,800
	Oil, hydraulic fluid, coolant, grease	\$ 5,000
59	Miscellaneous supplies	\$ 1,500
	Vehicle washing	\$ 4,000
	Towing	\$ 1,000
60	Safety equipment	\$ 500
72	Solid waste container replacements	\$ 51,000
73	Equipment Replacement Fund contribution	\$ 182,643



FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

OVERVIEW: This activity contributes to the public health through the installation and maintenance of an effective sanitary sewer system. This department’s activities are 100% funded by the Urbandale Sanitary Sewer District and the Urbandale/Windsor Heights Sanitary Sewer District.

SANITARY SEWERS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	166,369	173,708	167,701	182,438
Contractual & supply service	68,852	70,610	62,374	69,283
Capital outlay	137,701	222,143	221,560	530,044
Total expenditures	\$ 372,922	\$ 466,461	\$ 451,635	\$ 781,765
Fees	-	-	-	-
Grants	-	-	-	-
Other	439,072	530,371	515,804	848,680
Total revenue	\$ 439,072	\$ 530,371	\$ 515,804	\$ 848,680
<i>Net amount supported by property taxes</i>	\$ (66,150)	\$ (63,910)	\$ (64,169)	\$ (66,915)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$327,900 in equipment represents purchase of a replacement combination sewer cleaner/vacuum unit. The full cost of the unit is reimbursed by the Districts.
- ↓ A decrease of \$20,000 in property improvements reflects requested adjustments in the sewer lining program, and manhole rehabilitation programs.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The overall condition of the sanitary sewer collection system has improved significantly over the last 15 years due to aggressive funding by both Sewer Districts. Increasing the Property Improvement Program annually will further decrease required maintenance and property damage.
- ❖ The Wastewater Reclamation Authority has completed a Facility Plan Update that outlines the needs of the agency for the next 20 year and beyond. Implementation of the Facility Plan Update may impact both governance and funding in the future.
- ❖ Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the Storm Water system. Any projects would be a joint venture between the City and the two sewer districts.

PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 118,539	\$ 122,406	\$ 122,179	\$ 126,314	\$ 3,908	\$ 129,142
02	Overtime	5,264	6,000	6,000	6,000	-	6,000
03	Part-time	6,134	9,300	5,712	9,300	-	9,300
04	Witness fees	-	-	-	-	-	-
06	FICA	9,570	10,029	9,121	10,326	297	10,591
07	Retirement - IPERS	11,056	11,707	11,033	12,054	347	12,363
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	15,217	13,048	13,048	17,187	4,139	18,010
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	589	1,218	608	1,257	39	1,291
Sub-Total		\$ 166,369	\$ 173,708	\$ 167,701	\$ 182,438	\$ 8,730	\$ 186,697
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	45,598	40,500	38,580	40,500	-	40,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,620	800	944	800	-	800
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,096	1,150	1,150	1,250	100	1,250
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	600	2,000	2,000	2,000	-	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	180	400	400	400	-	400
48	Utility service	1,672	1,950	1,800	1,950	-	2,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,736	5,000	5,000	5,000	-	5,000
54	Minor equipment	-	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	9,000	8,200	5,000	8,200	-	9,000
57	Vehicle operation supplies	5,260	8,110	5,000	6,683	(1,427)	8,700
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	90	500	500	500	-	500
60	Safety and medical supplies	-	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 68,852	\$ 70,610	\$ 62,374	\$ 69,283	\$ (1,327)	\$ 71,650
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 18,000	\$ 18,000	\$ 345,901	\$ 327,901	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	8,200	9,143	9,143	9,143	-	9,143
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	129,501	195,000	194,417	175,000	(20,000)	175,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 137,701	\$ 222,143	\$ 221,560	\$ 530,044	\$ 307,901	\$ 189,143
OPERATING BUDGET SUB-TOTAL		\$ 372,922	\$ 466,461	\$ 451,635	\$ 781,765	\$ 315,304	\$ 447,490
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		\$ 372,922	\$ 466,461	\$ 451,635	\$ 781,765	\$ 315,304	\$ 447,490

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 126,314
02	Overtime	\$ 6,000
03	Seasonal laborers (2)	\$ 9,300
06	FICA	\$ 10,326
07	IPERS	\$ 12,054
09	Group insurance	\$ 17,187
13	Deferred compensation City match	\$ 1,257
23	Television survey of sanitary sewer lines	\$ 35,000
	Tap cutting program	\$ 4,500
	Mowing	\$ 1,000
27	AVL leasing fees	\$ 800
32	Uniform allowance	\$ 1,250
41	Merle Hay Road lift station maintenance	\$ 2,000
46	Waste water technical training	\$ 400
48	Electric service, telephone	\$ 1,950
51	Castings, adjusting rings, concrete	\$ 5,000
54	Replacement tools	\$ 1,500
56	Maintenance items for four vehicles	\$ 1,000
	Jet machine replacement parts	\$ 7,200
57	Fuel	\$ 5,883
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 500
60	Safety equipment	\$ 500
71	Combination vacuum/sewer cleaner	\$ 345,901
73	Equipment Replacement Fund contribution	\$ 9,143
76	Sewer lining program & manhole rehabilitation and spot repair program	\$ 175,000



FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

OVERVIEW: This activity provides for the pollution preventions program, street cleaning program and maintenance of the storm sewer system, street drainage system.

STORM WATER UTILITY FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	272,187	285,485	288,573	303,598
Contractual & supply service	66,745	64,650	62,625	65,280
Capital outlay	528,571	660,071	660,071	528,571
Total expenditures	\$ 867,503	\$ 1,010,206	\$ 1,011,269	\$ 897,449
Fees	707,484	1,498,000	1,464,000	2,225,000
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ 707,484	\$ 1,498,000	\$ 1,464,000	\$ 2,225,000
<i>Net amount supported by stormwater fees</i>	\$ 160,019	\$ (487,794)	\$ (452,731)	\$ (1,327,551)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$18,100 in personnel costs which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$9,000 in equipment reflects prior year purchase a new motorized camera for use in the underground service lines.
- ↓ A decrease of \$122,500 in transfers reflects the projects for storm water improvement, intake rebuilding program, and grant program funding. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.
- ↑ Storm water user fees will increase \$2 per ERU per month starting July 1, 2016, for a total of \$6 per ERU per month. This increase is anticipated to raise an additional \$742,000 in revenue that will go towards funding a larger portion of storm water improvement projects, as identified in the Capital Improvements Program.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Compliance with Phase II Storm water Regulations may require additional staffing and resources to be allocated to this activity in the future.
- ❖ In order to maintain the quality of the storm sewer and creek systems, in future years the City will need to allocate increased funds to these improvements to address larger projects throughout the City.
- ❖ Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the storm water system. Any projects would be a joint venture between the City and the two sanitary sewer districts.

PUBLIC WORKS		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
STORM WATER UTILITY FUND							
PERSONAL SERVICES							
01	Salaries	\$ 192,999	\$ 205,503	\$ 209,906	\$ 214,123	\$ 8,620	\$ 219,852
02	Overtime	11,987	10,500	10,500	10,500	-	10,500
03	Part-time	3,338	7,500	6,500	7,500	-	7,500
04	Witness fees	-	-	-	-	-	-
06	FICA	15,571	16,217	16,073	16,873	656	17,392
07	Retirement - IPERS	18,171	18,930	19,164	19,696	766	20,303
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	28,913	24,790	24,790	32,655	7,865	34,219
11	Allowance	-	-	80	120	120	120
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,208	2,045	1,560	2,131	86	2,199
Sub-Total		\$ 272,187	\$ 285,485	\$ 288,573	\$ 303,598	\$ 18,113	\$ 312,085
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,116	1,200	1,200	1,200	-	1,200
28	Dues and memberships	4,471	5,000	5,000	5,000	-	5,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,160	1,725	1,725	1,875	150	1,875
35	Printing and copying	810	500	500	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	258	1,000	1,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	285	1,000	1,000	1,000	-	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	36,890	31,000	35,000	31,000	-	35,000
54	Minor equipment	834	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,483	6,500	4,000	6,500	-	6,500
57	Vehicle operation supplies	14,277	15,425	12,200	15,905	480	20,700
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	161	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	-	300	-	300	-	300
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 66,745	\$ 64,650	\$ 62,625	\$ 65,280	\$ 630	\$ 74,075
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 9,000	\$ 9,000	\$ -	\$ (9,000)	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	53,571	53,571	53,571	53,571	-	53,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	50,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Capitals	475,000	597,500	597,500	475,000	(122,500)	425,000
Sub-total		\$ 528,571	\$ 660,071	\$ 660,071	\$ 528,571	\$ (131,500)	\$ 533,571
OPERATING BUDGET SUB-TOTAL		\$ 867,503	\$ 1,010,206	\$ 1,011,269	\$ 897,449	\$ (112,757)	\$ 919,731
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND		\$ 867,503	\$ 1,010,206	\$ 1,011,269	\$ 897,449	\$ (112,757)	\$ 919,731

FUNCTION: Public Works
ACTIVITY: Stormwater Utility Fund

Activity Notes

Object	Description	Amount
01	30% Senior Engineer (other 70% in Public Works Administration), Light Equipment Operators (2), ½ Inspector (other ½ in Engineering Services) , Laborer	\$ 214,123
02	Overtime	\$ 10,500
03	Part-time (summer intern)	\$ 7,500
06	FICA	\$ 16,873
07	IPERS	\$ 19,696
09	Group insurance	\$ 32,655
11	Phone allowance (30% of Senior Engineer)	\$ 120
13	Deferred compensation City match	\$ 2,131
27	AVL leasing fees	\$ 1,200
28	Stormwater Phase II regulations	\$ 5,000
32	Uniform allowance (3)	\$ 1,875
35	Stormwater publications and educational materials	\$ 500
41	Contracted street sweeper repairs	\$ 1,000
46	Training	\$ 1,000
51	Intake maintenance supplies	\$ 25,000
	Storm sewer maintenance supplies	\$ 5,000
	Creek maintenance supplies	\$ 1,000
56	Street sweeper brooms	\$ 5,000
	Sweeper maintenance parts	\$ 1,500
57	Fuel	\$ 15,105
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 1,000
60	Safety supplies	\$ 300
73	Equipment replacement fund contribution	\$ 53,571
97	Stormwater improvement program	\$ 125,000
	Intake rebuilding program	\$ 250,000
	Stormwater grant program	\$ 100,000



OVERVIEW: This activity provides administrative support for the Engineering and Public Works Department.

ENGINEERING and PUBLIC WORKS ADMIN.

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	548,885	666,894	639,013	717,865
Contractual & supply service	89,428	105,818	94,400	106,225
Capital outlay	29,487	40,973	35,721	78,240
Total expenditures	\$ 667,800	\$ 813,685	\$ 769,134	\$ 902,330
Fees	2,975	4,000	4,000	4,000
Grants	-	-	-	-
Other	39,739	48,266	43,228	48,410
Total revenue	\$ 42,714	\$ 52,266	\$ 47,228	\$ 52,410
<i>Net amount supported by property taxes</i>	\$ 625,086	\$ 761,419	\$ 721,906	\$ 849,920

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$50,900 which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$7,500 in equipment reflects the prior year purchase of two radar traffic counters.
- ↑ An increase of \$36,000 in furniture & fixtures reflects the purchase of replacement holiday decorations for street poles, replacement banners for light poles and replacement conference room chairs.
- ↑ An increase of \$8,800 in building maintenance fund contributions reflects City-wide cost per square foot increase per building.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the Geographic Information System (GIS) continues to become more integral to the operations of the Engineering and Public Works Department, ongoing software maintenance expenses will continue to increase and additional staffing will be needed to keep GIS information current.

PUBLIC WORKS	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

295 ENGINEERING and PUBLIC WORKS ADMIN.

PERSONAL SERVICES

01	Salaries	\$ 439,640	\$ 532,084	\$ 509,665	\$ 564,647	\$ 32,563	\$ 587,721
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	32,348	39,641	37,763	41,858	2,217	43,884
07	Retirement - IPERS	38,207	47,279	44,755	50,172	2,893	52,484
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	28,152	34,576	34,576	45,545	10,969	47,726
11	Allowance	4,882	5,350	6,125	7,270	1,920	7,270
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	5,656	7,964	6,129	8,373	409	8,759
	Sub-Total	\$ 548,885	\$ 666,894	\$ 639,013	\$ 717,865	\$ 50,971	\$ 747,844

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	2,740	3,200	1,000	3,200	-	3,200
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	3,000	-	-	-	-	-
27	Data processing	35,416	43,950	42,000	39,400	(4,550)	90,000
28	Dues and memberships	3,047	3,835	3,800	3,835	-	3,835
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	150	600	450	600
35	Printing and copying	7,115	11,800	9,000	12,900	1,100	11,800
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,470	9,520	9,500	13,020	3,500	13,020
48	Utility service	17,025	22,150	18,000	20,220	(1,930)	21,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	4,605	5,750	5,500	5,750	-	5,750
54	Minor equipment	379	-	-	1,800	1,800	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,234	3,500	3,500	3,500	-	3,500
59	Operating supplies	949	500	500	500	-	600
60	Safety and medical supplies	1,448	1,463	1,450	1,500	37	1,500
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 89,428	\$ 105,818	\$ 94,400	\$ 106,225	\$ 407	\$ 154,805

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 7,500	\$ 7,248	\$ -	\$ (7,500)	\$ -
72	Furniture and fixtures	-	12,000	7,000	48,000	36,000	22,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	2,985	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	26,502	21,473	21,473	30,240	8,767	30,240
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 29,487	\$ 40,973	\$ 35,721	\$ 78,240	\$ 37,267	\$ 52,240

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

ENGINEERING and PUBLIC WORKS ADMIN.

		\$ 667,800	\$ 813,685	\$ 769,134	\$ 902,330	\$ 88,645	\$ 954,889
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FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Activity Notes

Object	Description	Amount
01	Director of Engineering & Public Works, Assistant Director of Public Works, Assistant Director of Engineering, Senior Engineer, Senior Engineer 70% (30% in Storm Water), Admin Specialist	\$ 564,647
06	FICA	\$ 41,858
07	IPERS	\$ 50,172
09	Group insurance	\$ 45,545
11	Vehicle allowance	\$ 4,800
	Cell phones (5)	\$ 1,920
	Spot awards	\$ 550
13	Deferred compensation City match	\$ 8,373
22	Recruitment	\$ 3,200
27	GeoPak software maintenance	\$ 2,000
	CarteGraph maintenance	\$ 12,000
	ArcView maintenance	\$ 14,000
	Microstation maintenance (3)	\$ 1,800
	Wireless card fees (5 cards,1 GPS)	\$ 1,000
	GIS workstation replacements (2)	\$ 5,000
	Computers – Public Works office (2)	\$ 2,000
	GPS software maintenance	\$ 600
	Ipad	\$ 1,000
28	APWA, AWW, NSPS, IES, and ASCE memberships	\$ 3,835
32	Uniforms – field clothing for Senior Engineers (2)	\$ 600
35	Miscellaneous printing/copying, postage	\$ 6,350
	Copier maintenance contract (other ½ in Community Development)	\$ 700
	City map printing	\$ 2,500
	Plan copier maintenance (other ½ in Community Development)	\$ 1,550
	Color printer maintenance (other ½ in Community Development)	\$ 1,800
46	APWA national conference (2) – MN	\$ 6,000
	APWA state conference (3)	\$ 200
	Technical conferences – all professional staff	\$ 2,500
	Concrete paving seminars	\$ 720
	IES meetings	\$ 100
46.1	Training Tuition Reimbursement	\$ 3,500
48	Voice and data, water, electric, gas, cell phones (Dir.,2- Assist Dir., 2 - Sen Eng., PW Sup.)	\$ 20,220
51	Operating supplies, janitorial supplies	\$ 1,000
	Streetscape banner pole parts	\$ 4,750
51	AED for Public Works	\$ 1,800

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Object	Description	Amount
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,500
72	Replacement holiday decorations for light poles	\$ 36,000
	Light pole banner replacements	\$ 4,500
	Conference room chairs (26) (50% in CD)	\$ 5,000
	Adjustable standing desks (5)	\$ 2,500
81	Building Maintenance Fund contribution – general repairs	\$ 13,640
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Facility maintenance contracts (mat service, pest control, sprinkler inspection)	\$ 1,200
	Window Cleaning	\$ 200
	Custodial services contract (administrative offices and public works facility)	\$ 6,700
	Miscellaneous building repairs	\$ 2,000
	Electrical maintenance contract	\$ 4,000
	HVAC service and repair (Central Iowa Mechanical)	\$ 2,500

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

400 CULTURE AND RECREATION SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,702,594	\$ 1,740,006	\$ 1,901,668	\$ 1,982,814	\$ 242,808	\$ 2,055,432
02	Overtime	12,808	20,000	20,100	20,100	100	20,100
03	Part-time	914,577	989,055	859,375	878,569	(110,486)	901,062
04	Witness fees	-	-	-	-	-	-
06	FICA	198,058	201,831	211,044	217,901	16,070	226,926
07	Retirement - IPERS	215,911	225,160	227,837	234,573	9,413	244,774
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	243,478	345,760	345,760	408,186	62,426	427,735
11	Allowance	10,427	10,665	11,225	11,777	1,112	11,959
12	Unemployment	23,509	30,000	15,000	15,000	(15,000)	10,000
13	Deferred comp plan City match	14,484	21,650	15,902	24,248	2,598	25,281
	Sub-Total	\$ 3,335,846	\$ 3,584,127	\$ 3,607,911	\$ 3,793,168	\$ 209,041	\$ 3,923,269

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 12,212	\$ 14,900	\$ 14,900	\$ 15,500	\$ 600	\$ 15,750
22	Recruitment	7,195	11,100	9,600	11,500	400	11,500
23	Professional services	367,984	461,930	460,180	472,385	10,455	474,235
24	Contributions to other agencies	1,082,740	1,425,909	1,076,623	1,117,843	(308,066)	1,144,057
27	Data processing	131,606	87,704	87,704	86,975	(729)	85,475
28	Dues and memberships	7,909	15,055	15,055	15,355	300	15,660
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,705	9,690	9,190	11,940	2,250	12,090
35	Printing and copying	87,089	93,589	85,223	84,739	(8,850)	86,670
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	3,835	15,000	17,000	14,500	(500)	16,200
44	Grant-funded purchases	94,738	-	50,000	50,000	50,000	50,000
46	Training and development	14,713	28,100	27,900	32,475	4,375	30,775
48	Utility service	234,471	272,270	266,770	275,150	2,880	277,650
49	Petty cash	184	300	320	300	-	300
51	Maintenance supplies	185,511	245,825	231,700	192,200	(53,625)	239,900
54	Minor equipment	9,424	14,450	15,350	17,250	2,800	16,250
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	24,795	23,500	23,000	23,500	-	23,500
57	Vehicle operation supplies	36,871	49,000	31,000	49,000	-	49,000
58	Office supplies	14,953	17,000	16,500	18,800	1,800	18,800
59	Operating supplies	143,340	152,650	151,750	150,350	(2,300)	149,850
60	Safety and medical supplies	5,377	8,155	7,975	7,950	(205)	7,600
61	Refunds	800	-	-	-	-	-
	Sub-total	\$ 2,474,452	\$ 2,946,127	\$ 2,597,740	\$ 2,647,712	\$ (298,415)	\$ 2,725,262

CAPITAL OUTLAY

71	Equipment	\$ 18,949	\$ 2,400	\$ 5,350	\$ 21,000	\$ 18,600	\$ 22,400
72	Furniture and fixtures	37,685	101,000	101,000	74,100	(26,900)	32,500
73	Equipment replacement fund	106,176	109,961	109,961	120,669	10,708	124,169
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	70,622	125,000	128,200	132,500	7,500	125,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	225,135	219,880	219,880	228,265	8,385	228,265
80	Natural disaster cleanup	11,891	18,300	12,000	25,300	7,000	25,300
81	Building maintenance fund	369,703	398,396	398,396	469,714	71,318	469,714
97	Transfers out	715,193	939,286	867,857	1,015,714	76,428	864,286
	Sub-total	\$ 1,555,354	\$ 1,914,223	\$ 1,842,644	\$ 2,087,262	\$ 173,039	\$ 1,891,634

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 62,435	\$ 69,800	\$ 69,800	\$ 85,500	\$ 15,700	\$ 87,500
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	25,000	25,000	-	25,000

CULTURE AND RECREATION SUMMARY

		\$ 7,453,087	\$ 8,539,277	\$ 8,143,095	\$ 8,638,642	\$ 99,365	\$ 8,652,665
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FUNCTION: Culture and Recreation
ACTIVITY: Library

OVERVIEW: The Urbandale Public Library is committed to providing diverse resources for life-long learning and enjoyment.

LIBRARY

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,451,170	1,538,235	1,536,594	1,612,660
Contractual & supply service	390,733	294,699	344,699	349,890
Capital outlay	391,855	454,952	457,902	504,581
Total expenditures	\$ 2,233,758	\$ 2,287,886	\$ 2,339,195	\$ 2,467,131
Fees	146,505	183,407	182,742	187,550
Grants	94,740	-	94,816	50,000
Other	132,925	135,711	131,472	132,362
Total revenue	\$ 374,170	\$ 319,118	\$ 409,030	\$ 369,912
<i>Net amount supported by property taxes</i>	\$ 1,859,588	\$ 1,968,768	\$ 1,930,165	\$ 2,097,219

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$74,400, which reflects normal increases for salaries and benefit costs for existing staff.
- ↑ An increase of \$50,000 in grant-funded purchases reflects the addition of Enrich Iowa grant funds to be expended. Typically grant amounts are not included until received, and then a budget amendment is needed in order to spend them. However due to the routine nature of Enrich Iowa, including a conservative estimate is being included so that the funds can start being spent as received.
- ↑ An increase of \$13,000 in equipment reflects the purchase of one additional self-check station, a commercial vacuum and a public-access printer.
- ↓ A decrease of \$16,500 in furniture and fixtures reflects two large projects from prior year being completed (conference room table conversion and building reconfiguration project) and offset by the current year purchase of 43 replacement lounge chairs throughout the library, and shelving adjustments to reduce height and add backstops.
- ↑ An increase of \$44,800 in building maintenance fund contributions reflect the City-wide increase in cost per square foot per building.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

410 LIBRARY

PERSONAL SERVICES

01	Salaries	\$ 630,174	\$ 638,772	\$ 648,000	\$ 677,210	\$ 38,438	\$ 704,885
02	Overtime	512	-	100	100	100	100
03	Part-time	509,616	534,689	522,500	532,470	(2,219)	548,369
04	Witness fees	-	-	-	-	-	-
06	FICA	86,129	89,691	89,700	92,447	2,756	96,231
07	Retirement - IPERS	98,120	98,404	99,800	98,711	307	102,997
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	114,130	163,094	163,094	197,648	34,554	207,114
11	Allowance	5,225	5,300	5,300	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,264	8,285	8,100	8,774	489	9,178
Sub-Total		\$ 1,451,170	\$ 1,538,235	\$ 1,536,594	\$ 1,612,660	\$ 74,425	\$ 1,674,174

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 2,400	\$ 2,400	\$ 3,000	\$ 600	\$ 3,000
22	Recruitment	1,378	1,200	1,200	1,400	200	1,400
23	Professional services	7,735	12,480	12,480	14,035	1,555	14,035
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	111,877	70,404	70,404	68,175	(2,229)	68,175
28	Dues and memberships	5,365	11,835	11,835	11,885	50	11,885
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	33,087	29,620	29,620	31,120	1,500	31,170
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	578	4,000	4,000	4,000	-	4,000
44	Grant-funded purchases	94,738	-	50,000	50,000	50,000	50,000
46	Training and development	4,114	11,390	11,390	13,925	2,535	13,925
48	Utility service	94,435	100,170	100,170	103,050	2,880	103,050
49	Petty cash	184	300	300	300	-	300
51	Maintenance supplies	8,612	9,000	9,000	9,500	500	9,500
54	Minor equipment	2,352	2,500	2,500	3,500	1,000	3,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	7,945	9,000	9,000	10,000	1,000	10,000
59	Operating supplies	17,930	29,000	29,000	25,500	(3,500)	25,500
60	Safety and medical supplies	403	1,400	1,400	500	(900)	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 390,733	\$ 294,699	\$ 344,699	\$ 349,890	\$ 55,191	\$ 349,940

CAPITAL OUTLAY

71	Equipment	\$ 2,950	\$ -	\$ 2,950	\$ 13,000	\$ 13,000	\$ 19,500
72	Furniture and fixtures	5,475	68,000	68,000	51,500	(16,500)	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	225,135	219,880	219,880	228,265	8,385	228,265
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	148,295	167,072	167,072	211,816	44,744	211,816
97	Transfers out	10,000	-	-	-	-	-
Sub-total		\$ 391,855	\$ 454,952	\$ 457,902	\$ 504,581	\$ 49,629	\$ 459,581

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

LIBRARY	\$ 2,233,758	\$ 2,287,886	\$ 2,339,195	\$ 2,467,131	\$ 179,245	\$ 2,483,695
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FUNCTION: Culture and Recreation
ACTIVITY: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director/Collection Manager, Community Manager, Services Manager, Youth Manager, Collection Specialist, Services Specialist, Library Assistant – Community, Library Assistant – Services (2), Custodian, performance bonus	\$ 677,210
02	Overtime	\$ 100
03	Part-time	\$ 532,470
06	FICA	\$ 92,447
07	IPERS	\$ 98,711
09	Group insurance	\$ 197,648
11	On-the-spot awards	\$ 500
	Vehicle allowance (Director)	\$ 4,800
13	Deferred compensation City match	\$ 8,774
21	Advertising	\$ 3,000
22	Pre-employment background checks	\$ 700
	Pre-employment drug screenings	\$ 700
23	City audit share	\$ 3,885
	Website hosting	\$ 2,000
	Notary renewal	\$ 150
	Unique management services	\$ 3,000
	Adult programming presenter fees	\$ 1,000
	Youth programming presenter fees	\$ 3,500
	Youth summer reading program promotional video	\$ 500
27	Computers (10)	\$ 8,000
	Deep Freeze software support	\$ 2,025
	EnvisionWare software support	\$ 3,700
	Hard drive replacements	\$ 500
	Mass storage array hardware support	\$ 1,700
	Meeting room booking software support	\$ 1,475
	MSDN Microsoft license- 2 year license	\$ 1,125
	Network switches hardware /software support	\$ 975
	Credit card processing fees	\$ 3,000
	OCLC cataloging records	\$ 17,500
	Polaris Integrated Library system software support and third party subscriptions	\$ 20,700
	3M support	\$ 4,200
	Virtualized servers hardware support	\$ 1,900
	Wireless controller hardware/software support	\$ 1,375
28	American Library Association	\$ 1,000

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
28 cont.	Iowa Library Association	\$ 880
.	Polaris users group	\$ 100
	Clip art subscription	\$ 50
	CollectionHQ	\$ 7,800
	MPLC movie public performance site license	\$ 185
	Swank movie public performance site license	\$ 1,660
	Survey Monkey subscription	\$ 210
35	Business cards, bookmarks, envelopes, and letterhead	\$ 600
	Card services brochures	\$ 1,000
	Signage	\$ 500
	Youth summer reading program brochures and reading logs	\$ 850
	Photocopier lease and copy charges	\$ 10,000
	Printer service, toner and copy charges	\$ 7,000
	Youth services coin op maintenance contract	\$ 410
	Postage	\$ 9,500
	Postage meter lease	\$ 610
	Postage supplies	\$ 250
	Shipping	\$ 400
41	Equipment & furniture repair	\$ 4,000
44	Enrich Iowa grant funded purchases	\$ 50,000
46	Continuing education, meetings, and workshops	\$ 2,000
	Staff in-service	\$ 650
	American Library Association conference – Chicago (7)	\$ 5,000
	Iowa Library Association conference—Dubuque (7)	\$ 1,000
	Kids conference – Ames (3)	\$ 400
	Polaris users group conference- (1)	\$ 1,500
	State Library town meeting – Des Moines (7)	\$ 175
46.1	Tuition reimbursement	\$ 3,200
48	Electric	\$ 64,000
	Gas	\$ 16,000
	Internet—public	\$ 11,600
	Internet—staff	\$ 1,300
	Phone—local	\$ 6,250
	Phone—long distance	\$ 300
	Water	\$ 3,600
49	Petty cash	\$ 300

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
51	Maintenance supplies	\$ 9,500
54	Minor equipment	\$ 3,500
58	Office supplies	\$ 10,000
59	Operating supplies	\$ 21,000
59.4	Operating supplies—adult programming	\$ 1,500
59.9	Operating supplies—youth programming	\$ 3,000
60	First aid cabinet restocking	\$ 500
71	Public access multifunction printer	\$ 4,000
	Self-Check station	\$ 6,500
	Wide-area commercial vacuum	\$ 2,500
72	Lounge chairs – 43	\$ 39,000
	Shelving backstops – 400	\$ 5,000
	Shelving height reduction – 100 sections	\$ 7,500
79.1	Adult books	\$ 72,000
79.1.2	Young adult books	\$ 6,000
79.1.3	Juvenile books	\$ 30,000
79.2	Wilbor audio/e-book consortium fee	\$ 4,000
	Wilbor advantage audio/e-book collection	\$ 25,000
79.3	Audio books	\$ 17,000
	Music	\$ 8,000
79.4	DVDs	\$ 16,500
	Games	\$ 3,500
	Launch Pads	\$ 2,000
79.5	Newspaper and periodical subscriptions	\$ 11,500
79.6	Ancestry	\$ 2,400
	Consumer Reports	\$ 2,010
	EbscoHost	\$ 2,200
	Gale biography	\$ 3,450
	Heritage quest	\$ 935
	Learning express test prep	\$ 3,255
	Mango languages	\$ 2,900
	Morningstar	\$ 1,210
	Next reads	\$ 1,850
	Novelist Plus	\$ 1,725
	Novelist Select	\$ 1,770
	Outlook	\$ 220

FUNCTION: Culture and Recreation**ACTIVITY: Library**

Object	Description	Amount
79.6 cont.	Reference USA	\$ 4,290
	Value line	\$ 3,650
79.7	Cake pans	\$ 100
	Puppets and puzzles	\$ 800
81	Building maintenance fund contribution – general repairs	\$ 148,546
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Heating/cooling service contract	\$ 36,120
	Electrical maintenance	\$ 9,000
	Carpet and upholstery cleaning	\$ 4,000
	Pest control	\$ 1,500
	Door access system support	\$ 850
	Window cleaning	\$ 550
	Fire alarm testing	\$ 300
	Fire alarm monitoring	\$ 600
	Fire alarm panel inspection	\$ 1,100
	Sprinkler inspection	\$ 225
	Lift inspection	\$ 350
	Chimney cleaning and inspection	\$ 275
	Roof/gutter inspection	\$ 2,000
	Boiler inspection	\$ 80
	Boiler water treatment program	\$ 1,320
	Paint touchup	\$ 5,000

FUNCTION: Culture and Recreation
ACTIVITY: Parks

OVERVIEW: This activity maintains and develops the City park system and provides a safe and clean venue for residents to spend their leisure time.

PARKS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,165,639	1,287,351	1,314,317	1,377,291
Contractual & supply service	542,657	715,385	686,980	666,555
Capital outlay	347,641	357,248	350,948	388,437
Total expenditures	\$ 2,055,937	\$ 2,359,984	\$ 2,352,245	\$ 2,432,283
Fees	98,026	99,250	90,475	89,050
Grants	1,000	-	1,059	-
Other	122,343	139,988	132,206	130,492
Total revenue	\$ 221,369	\$ 239,238	\$ 223,740	\$ 219,542
<i>Net amount supported by property taxes</i>	\$ 1,834,568	\$ 2,120,746	\$ 2,128,505	\$ 2,212,741

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$89,900 which reflects normal increases for existing staff.
- ↓ A decrease of \$62,100 in maintenance supplies reflects the suspension of the annual tree planting and specialty landscaping for Walnut Creek Regional Park until additional infrastructure is completed in the park.
- ↓ A decrease of \$9,400 in furniture and fixtures reflects the prior year planned purchases of tables for the new open air shelter, offset by current purchases of tables, parks and trail signage.
- ↑ An increase of \$10,700 in equipment replacement reflects the addition of one truck to the fleet for the building maintenance technician.
- ↑ An increase of \$7,000 in natural disaster cleanup reflects continued costs related to the treatment and handling of ash trees affected by the Emerald Ash Borer.
- ↑ An increase of \$18,900 in building maintenance fund contributions reflect the City-wide increase in square footage cost per building.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the Facilities Supervisor position will be utilizing existing Parks department staff to implement the building maintenance plan whenever possible. As this department develops and refines its operations and staffing needs are determined, some reallocation of staff may be required from the Parks budget into the Building Maintenance Department.
- ❖ The monitoring of Park's maintenance staff time dedicated to the Facility Division is ongoing throughout FY 15-16. Once the new facility maintenance software has been fully implemented and a year of data has been collected, we will have a much better idea of staff time dedicated to the two divisions.

CULTURE AND RECREATION		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 781,755	\$ 796,305	\$ 948,000	\$ 986,118	\$ 189,813	\$ 1,019,177
02	Overtime	12,296	20,000	20,000	20,000	-	20,000
03	Part-time	101,814	143,754	32,000	32,623	(111,131)	32,988
04	Witness fees	-	-	-	-	-	-
06	FICA	67,415	71,286	75,504	77,272	5,986	80,888
07	Retirement - IPERS	77,441	83,263	85,000	90,521	7,258	93,959
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	91,304	127,213	127,213	137,494	10,281	144,079
11	Allowance	4,967	5,200	5,600	5,968	768	6,150
12	Unemployment	23,139	30,000	15,000	15,000	(15,000)	10,000
13	Deferred comp plan City match	5,508	10,330	6,000	12,295	1,965	12,789
Sub-Total		\$ 1,165,639	\$ 1,287,351	\$ 1,314,317	\$ 1,377,291	\$ 89,940	\$ 1,420,030
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,701	2,800	2,800	3,000	200	3,000
23	Professional services	203,339	279,800	278,400	285,800	6,000	287,500
24	Contributions to other agencies	537	1,200	1,200	1,200	-	1,200
27	Data processing	16,174	14,300	14,300	14,300	-	14,300
28	Dues and memberships	668	1,150	1,150	1,405	255	1,600
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	6,165	6,750	6,750	9,000	2,250	9,000
35	Printing and copying	5,458	6,250	6,250	6,250	-	6,250
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	2,271	3,500	7,000	3,500	-	5,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,248	6,610	6,610	8,100	1,490	6,550
48	Utility service	56,081	76,500	76,500	76,500	-	76,500
49	Petty cash	-	-	20	-	-	-
51	Maintenance supplies	157,058	214,425	200,000	152,300	(62,125)	200,000
54	Minor equipment	5,879	5,100	6,000	7,100	2,000	6,100
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	24,795	22,500	22,500	22,500	-	22,500
57	Vehicle operation supplies	36,362	47,000	30,000	47,000	-	47,000
58	Office supplies	1,398	2,000	2,000	2,000	-	2,000
59	Operating supplies	18,221	21,000	21,000	22,600	1,600	21,600
60	Safety and medical supplies	3,302	4,500	4,500	4,000	(500)	4,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 542,657	\$ 715,385	\$ 686,980	\$ 666,555	\$ (48,830)	\$ 714,100
CAPITAL OUTLAY							
71	Equipment	\$ 1,757	\$ 1,000	\$ 1,000	\$ 5,000	\$ 4,000	\$ 1,500
72	Furniture and fixtures	31,406	32,000	32,000	22,600	(9,400)	32,000
73	Equipment replacement fund	96,930	106,390	106,390	117,098	10,708	120,598
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	63,194	125,000	125,000	125,000	-	125,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	11,891	18,300	12,000	25,300	7,000	25,300
81	Building maintenance fund	70,463	74,558	74,558	93,439	18,881	93,439
97	Transfers out	72,000	-	-	-	-	-
Sub-total		\$ 347,641	\$ 357,248	\$ 350,948	\$ 388,437	\$ 31,189	\$ 397,837
OPERATING BUDGET SUB-TOTAL		\$ 2,055,937	\$ 2,359,984	\$ 2,352,245	\$ 2,432,283	\$ 72,299	\$ 2,531,967
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
PARKS		\$ 2,055,937	\$ 2,359,984	\$ 2,352,245	\$ 2,432,283	\$ 72,299	\$ 2,531,967

FUNCTION: Culture and Recreation**ACTIVITY: Parks****Activity Notes**

Object	Description	Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Laborers (2), Laborers (4), ½ Administrative Specialist (other ½ in Recreation)	\$ 986,118
02	Overtime (snow removal, preparation for July 4 th Event, mosquito control application, etc.)	\$ 20,000
03	Seasonal labor staff - April to August (5), ½ Administrative Technician, Shelter Rental Supervisor, Intern for Arboretum	\$ 32,623
06	FICA	\$ 77,272
07	IPERS	\$ 90,521
09	Group insurance	\$ 137,494
11	Vehicle allowance (Director)	\$ 4,800
	Spot awards	\$ 400
	Cell Phone allowance – Director and Parks Supervisor	\$ 768
12	Unemployment (seasonal staff)	\$ 15,000
13	Deferred compensation City match	\$ 12,295
22	Recruitment expenses for seasonal staff (background checks, drug screens, physicals)	\$ 3,000
23	Contractual parks maintenance (mowing contract)	\$ 251,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
23.201	WJ Shelter – safe room manager (security system monitoring - tornado watch or warnings)	\$ 1,400
24	Contribution – Bike to Work Week	\$ 500
	Landfill and transfer charges	\$ 700
27	Computer software and supplies	\$ 700
	Online registration system fees and credit card fees	\$ 13,000
	I-pad internet service	\$ 600
28	National Park and Recreation Association – Director & Asst. Director	\$ 420
	Iowa Parks and Recreation Association – Director, Asst. Director, Park Supervisor	\$ 435
	Iowa Sports Turf Mgr. Association (5)	\$ 320
	Tree Board – National Arbor Day Foundation	\$ 15
	Subscriptions/publications	\$ 215
32	Uniform allowances (13), part time staff T-shirts, sweatshirts	\$ 9,000
35	Printing, copying and shipping	\$ 300
	Seasonal program guide printing (3)	\$ 4,700
	Copy machine maintenance/contract (other ½ in Recreation)	\$ 350
	Regional/ Urbandale trail maps	\$ 900
41	Contract work on trucks and equipment, tire repair	\$ 3,500
46	Iowa Turf Grass conference (4 staff)	\$ 800
	Iowa Parks and Recreation Spring conference - Director, Asst. Director, Park Supervisor	\$ 1,200
	Iowa Parks and Recreation Fall workshop - Director & Asst. Director	\$ 800

FUNCTION: Culture and Recreation**ACTIVITY: Parks**

Object	Description	Amount
46 cont.	National Recreation and Parks Association (NRPA) conference – Director & Ass't. Director (St. Louis)	\$ 3,200
	Iowa State University Shade Tree short course (Asst. Director, Parks Supervisor and 2 parks staff)	\$ 600
	Staff development/ team building training / Park staff training, (playground inspections, electrical, plumbing workshops, etc.)	\$ 900
	CPO certification training (3 staff)	\$ 500
	Tree Board – training and development	\$ 100
48	Parks - gas, electric, water, telephone and data	\$ 55,800
	Memorial Tree Park and Gardens – electrical	\$ 700
48.1	Giovannetti Comm. Shelter – utilities (gas, electric, water, telephone/internet, security system	\$ 10,000
48.2	Lions Shelter – utilities (gas, electric, water, telephone, security system and data)	\$ 10,000
51	Seed and fertilizer	\$ 67,500
	Turf chemicals	\$ 11,000
	Pond treatment (chemicals) – Lakeview, Walnut Creek Hills, LA Ward, Walker Johnston Park	\$ 8,000
	Lakeview pond fountain maintenance	\$ 500
	Mosquito control (three ground applications)	\$ 10,000
	Tree board plantings – Deer Ridge West Park 18 trees (\$4,500) – ½ offset by Tree's Please grant	\$ 4,500
	Plants and trees	\$ 10,000
	Flower garden material	\$ 11,000
	Portable toilets – parks (\$2,000); Lions Park July 4 th (\$525); special events (\$475)	\$ 3,000
	Sand and gravel (bike trail overlays and backfill, playground installations, etc.)	\$ 4,000
	Safety wood fiber for playground fall zones (32 playgrounds)	\$ 13,000
	Paint, hardware, shop chemicals, etc.	\$ 8,000
	Stripping parking lots (60% of WJ parking lot - USA pays 40%) – total of \$3,000	\$ 1,800
54	Tools and replacement equipment	\$ 7,100
56	Equipment and truck parts, tires	\$ 22,500
57	Fuel, gas, etc.	\$ 47,000
58	Office supplies	\$ 2,000
59	Restroom supplies, park and shelter house janitorial supplies, trash can liners, paper products, etc.	\$ 5,000
	Graffiti removal/vandalism	\$ 3,000
	Signs for parks and trails	\$ 2,800
	E911 Signs for trail (matching funds for Mayor's Bike ride fundraiser)	\$ 1,000
59.201	Giovannetti Community Shelter – Shelter supplies, paper products, etc.	\$ 2,250
59.202	Lions Shelter – Shelter supplies, paper products, etc.	\$ 2,250
59.7	Public Art – stipends for Art Park artist (3) - (\$3,600), Centennial Art Ribbon cutting event (\$500) and mailings/operating supplies/events (\$1,000), Library Art Gallery (\$1,000)	\$ 6,100
59.8	Tree Board – community event supplies (Arbor Day, special planting events, educational resources)	\$ 200
60	First aid supplies (masks, gloves, aprons, boots for chemical applications, respirators, etc.)	\$ 1,250
	Random drug testing for staff, first-aid kits for trucks and facilities	\$ 1,300
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800

FUNCTION: Culture and Recreation**ACTIVITY: Parks**

Object	Description	Amount
60 cont.	Hoist and sling compliance safety inspection	\$ 500
	MVR fees	\$ 150
71	Leaf blowers (2), Backpack blower	\$ 1,000
	Heavy duty equipment trailer	\$ 4,000
72	Benches, grills, inside tables & chairs, replacement play equipment, bleachers, waste receptacles & shop equipment	\$ 3,900
	Permanent picnic tables in parks, plus concrete pads (4)	\$ 3,600
	Permanent sign for Dunlap Property/Arboretum (one monument and one park sign)	\$ 7,000
	Trail signage- Way finding (Bent Creek Park, Walnut Trace Park, Brookshire Park)	\$ 3,600
	Safety – fall mats for under tire swings (5 @ \$900)	\$ 4,500
73	Equipment Replacement Fund contribution	\$ 117,098
76	Bike path City-wide improvements	\$ 75,000
	Playground improvements	\$ 50,000
80	Emerald Ash Borer (EAB) preparation: tree removal (\$10,000), tree replacement in parks (\$7,500), Tree-age insecticide treatment for EAB (\$4,800) and rental of tree tub grinder (\$3,000)	\$ 25,300
81	Building maintenance fund contribution– general repairs	\$ 58,884
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Outside bathroom custodial service contract (\$4,500) and Senior Center weekend custodial (\$5,500)	\$ 10,000
	Parks and recreation office and park maintenance building custodial service contract	\$ 3,450
	Pest control contract	\$ 1,100
	Mat cleaning service – park facilities	\$ 1,950
	Window Cleaning	\$ 150
	Carpet cleaning (Lions, Parks and Rec. office)	\$ 600
	Giovannetti Community Shelter – custodial contract	\$ 5,000
	Giovannetti Community Shelter – pest control	\$ 500
	Giovannetti Community Shelter – mat cleaning service (\$500) , window cleaning service (\$900)	\$ 1,400
	Giovannetti Community Shelter – fire alarm and suppression system maintenance	\$ 675
	Giovannetti Community Shelter – grease trap cleaning	\$ 250
	Giovannetti Community Shelter – HVAC Service & Repair	\$ 2,000
	Lions Shelter – custodial contract	\$ 6,000
	Lions Shelter – pest control	\$ 500
	Lions Shelter – mat cleaning service	\$ 500
	Lions Shelter – carpet cleaning	\$ 480



FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

OVERVIEW: This activity provides grounds maintenance services for all city-owned properties.

GROUNDS MAINTENANCE

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	77,072	78,733	78,010	83,097
Contractual & supply service	8,096	11,500	14,100	20,500
Capital outlay	-	-	3,200	-
Total expenditures	\$ 85,168	\$ 90,233	\$ 95,310	\$ 103,597
Fees	-	-	-	-
Grants	-	-	-	-
Other	5,068	5,352	5,357	5,558
Total revenue	\$ 5,068	\$ 5,352	\$ 5,357	\$ 5,558
Net amount supported by property taxes	\$ 80,100	\$ 84,881	\$ 89,953	\$ 98,039

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$8,000 in maintenance supplies reflects the addition of costs related to the fountains and water features located in the downtown area. Also included is a new stock of Urbandale city flags to be available for purchase and for use at all City flagpoles.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the Facilities Supervisor will be utilizing existing Grounds Maintenance department staff to implement the building maintenance plan whenever possible. As this department develops and refines its operations and staffing needs are determined, some reallocation of staff may be required from this budget into the Building Maintenance Department.
- ❖ The monitoring of grounds maintenance staff time dedicated to the Facility Division is ongoing throughout FY 15-16. Once the new facility maintenance software has been fully implemented and a year of data has been collected, we will have a much better idea of staff time dedicated to the two divisions.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ 59,646	\$ 61,458	\$ 61,353	\$ 63,412	\$ 1,954	\$ 64,831
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,386	4,678	4,517	4,827	149	4,960
07	Retirement - IPERS	5,431	5,461	5,616	5,634	173	5,789
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	7,609	6,524	6,524	8,593	2,069	9,005
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	612	-	631	19	648
	Sub-Total	\$ 77,072	\$ 78,733	\$ 78,010	\$ 83,097	\$ 4,364	\$ 85,233

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	3,600	1,000	1,000	1,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	8,096	11,500	10,500	19,500	8,000	19,500
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 8,096	\$ 11,500	\$ 14,100	\$ 20,500	\$ 9,000	\$ 20,500

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	3,200	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ 3,200	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

GROUNDS MAINTENANCE

		\$ 85,168	\$ 90,233	\$ 95,310	\$ 103,597	\$ 13,364	\$ 105,733
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FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 63,412
06	FICA	\$ 4,827
07	IPERS	\$ 5,634
09	Group insurance	\$ 8,593
13	Deferred compensation- City match	\$ 631
23	Tree removal and trimming – City facilities	\$ 1,000
51	Seed, fertilizer, plants/material/pots for City grounds	\$ 6,250
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,750
	Federal and State flags and flag maintenance for City facilities	\$ 1,000
	City of Urbandale flags – restock batch of 100	\$ 3,500
	Streetscape expenses, fountain repairs, etc..	\$ 5,000



FUNCTION: Culture and Recreation
ACTIVITY: Recreation

OVERVIEW: This activity offers a wide variety of leisure time programs to meet the social, recreational, educational, and fitness needs of participants.

RECREATION

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	167,633	174,817	179,119	192,122
Contractual & supply service	189,896	211,685	199,488	204,335
Capital outlay	21,473	21,961	21,961	25,081
Total expenditures	\$ 379,002	\$ 408,463	\$ 400,568	\$ 421,538
Fees	186,682	181,200	181,200	181,200
Grants	-	-	-	-
Other	22,553	24,229	22,514	22,616
Total revenue	\$ 209,235	\$ 205,429	\$ 203,714	\$ 203,816
<i>Net amount supported by property taxes</i>	\$ 169,767	\$ 203,034	\$ 196,854	\$ 217,722

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$17,300, which reflects the normal salary and benefits increases for existing staff.
- ↓ A decrease of \$7,450 in printing reflects lower cost of printing the 3 seasonal program guides.
- ↑ An increase of \$3,200 in special revenue items reflects the MAC camp program being expanded for additional programming opportunities in 2016. This program is nearly 100% funded by grants and donations.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Staff will continue to monitor and make any needed adjustments to the City's recreation programming as the school district develops or expands their own community education program offerings.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES

01	Salaries	\$ 98,618	\$ 103,263	\$ 104,262	\$ 108,340	\$ 5,077	\$ 112,768
02	Overtime	-	-	-	-	-	-
03	Part-time	39,800	39,832	39,832	40,853	1,021	41,311
04	Witness fees	-	-	-	-	-	-
06	FICA	10,622	4,892	11,000	11,357	6,465	11,787
07	Retirement - IPERS	9,609	12,715	9,900	13,257	542	13,759
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	7,609	13,048	13,048	17,187	4,139	18,010
11	Allowance	25	40	50	50	10	50
12	Unemployment	370	-	-	-	-	-
13	Deferred comp plan City match	980	1,027	1,027	1,078	51	1,128
Sub-Total		\$ 167,633	\$ 174,817	\$ 179,119	\$ 192,122	\$ 17,305	\$ 198,813

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4,976	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	\$ 5,500
22	Recruitment	1,522	3,100	3,100	3,100	-	3,100
23	Professional services	115,832	125,000	123,000	125,000	-	125,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	500	500	500	-	500
28	Dues and memberships	708	535	535	535	-	535
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,200	850	850	850	-	1,000
35	Printing and copying	32,418	39,850	31,653	32,500	(7,350)	34,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	500	500	500	-	500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,143	3,500	3,500	3,500	-	3,500
48	Utility service	2,139	3,100	3,100	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	505	500	500	500	-	500
54	Minor equipment	-	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	1,000	500	1,000	-	1,000
57	Vehicle operation supplies	509	2,000	1,000	2,000	-	2,000
58	Office supplies	1,361	2,000	1,500	2,000	-	2,000
59	Operating supplies (includes M/	26,535	23,250	23,250	23,250	-	23,250
60	Safety and medical supplies	48	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 189,896	\$ 211,685	\$ 199,488	\$ 204,335	\$ (7,350)	\$ 205,985

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	3,571	3,571	3,571	3,571	-	3,571
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	7,902	8,390	8,390	11,510	3,120	11,510
97	Transfers out	10,000	10,000	10,000	10,000	-	10,000
Sub-total		\$ 21,473	\$ 21,961	\$ 21,961	\$ 25,081	\$ 3,120	\$ 25,081

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items (M	\$ 62,435	\$ 69,800	\$ 69,800	\$ 73,000	\$ 3,200	\$ 75,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

RECREATION		\$ 441,437	\$ 478,263	\$ 470,368	\$ 494,538	\$ 16,275	\$ 504,879
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FUNCTION: Culture and Recreation**ACTIVITY: Recreation****Activity Notes**

Object	Description	Amount
01	Recreation Supervisor, ½ Administrative Specialist (other ½ in Parks)	\$ 108,340
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (1), ½ Admin. Technician	\$ 40,853
06	FICA	\$ 11,357
07	IPERS	\$ 13,257
09	Group insurance	\$ 17,187
11	Allowance	\$ 50
13	Deferred compensation	\$ 1,078
21	Program advertising	\$ 2,500
	Marketing program	\$ 3,000
22	Recruitment expense for summer staff (background checks, drug screens)	\$ 3,100
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees, ½ Marketing Services contract (\$15,000)	\$ 125,000
27	Computer software and supplies	\$ 500
28	Iowa Park and Recreation Association	\$ 135
	American License fees (broadcast permit – ASCAP & BMI)	\$ 220
	Subscriptions/publications	\$ 180
32	Shirts (youth rec programs, staff)	\$ 850
35	Program guide (3 seasonal x \$10,550)	\$ 31,650
	Flyers, schedules and brochures	\$ 550
	Copy machine maintenance/contract (½ Rec-½ Parks)	\$ 300
41	Wellness Center – Maintenance and repair of wellness equipment	\$ 500
46	Iowa Parks and Recreation: Spring conference & Fall workshop (1)	\$ 800
	Staff development training/workshops	\$ 400
	Athletic Business conference, Orlando, FL (November 17-19)	\$ 1,800
	Miscellaneous mileage for Rec supervisor, mileage for conferences	\$ 500
48	Wellness Center – utilities (water, gas, electric)	\$ 2,600
	Wellness Center – phone, cable service	\$ 500
51	Recreation facility supplies	\$ 250
	Wellness Center – cleaning supplies, toilet paper, paper towels, etc.	\$ 250
54	Wellness Center - exercise equipment (balls, ropes, bands, mats, etc.)	\$ 350
56	Vehicle maintenance- passenger van	\$ 1,000
57	Vehicle operation supplies	\$ 2,000
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 18,500
	Signs/banners for special events	\$ 250
	Summer rec programs- transportation (buses for Kids Kamp)	\$ 4,500
60	First aid supplies	\$ 150

FUNCTION: Culture and Recreation**ACTIVITY: Recreation**

Object	Description	Amount
73	Equipment replacement fund contribution	\$ 3,571
81	Building maintenance fund contribution – general maintenance	\$ 6,860
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Wellness Center – cleaning contract	\$ 2,500
	Wellness Center – facility maintenance and Mechanical Contract	\$ 1,000
	Wellness Center – mat service, carpet cleaning	\$ 500
	Wellness Center – security service	\$ 450
	Wellness Center - pest control	\$ 200
97	MAC transfer	\$ 10,000

MAC Fund	MAC Fund expenses (those items directly related to MAC (Making a Connection) program):	
03	MAC Camp – program supervisor salaries	\$ 38,000
59	Making A Connection (MAC) program supplies, field trip transportation and admissions, t-shirts.	\$ 35,000

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	5,890	7,550	8,300	7,550
Capital outlay	4,012	-	-	-
Total expenditures	\$ 9,902	\$ 7,550	\$ 8,300	\$ 7,550
Fees	6,700	-	900	-
Grants	-	-	-	-
Other	589	448	466	405
Total revenue	\$ 7,289	\$ 448	\$ 1,366	\$ 405
Net amount supported by property taxes	\$ 2,613	\$ 7,102	\$ 6,934	\$ 7,145

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes in current budget.
- ❖ The sales of niches in the two existing columbarium are accumulated in the McDivitt Cemetery special revenue fund. These funds are used to purchase future columbarium as needed. Each columbarium contains 48 niches for cremation remains.

FUTURE BUDGET CONSIDERATIONS

- ❖ To address ongoing maintenance issues, as well as to provide better access through the cemetery, asphaltting the access roads throughout the property is being considered for FY2017-18.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

450 CEMETERY MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	5,080	6,750	6,600	6,750	-	6,900
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	10	800	1,700	800	-	800
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	800	-	-	-	-	-
Sub-total		\$ 5,890	\$ 7,550	\$ 8,300	\$ 7,550	\$ -	\$ 7,700

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	4,012	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 4,012	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CEMETERY MAINTENANCE

		\$ 9,902	\$ 7,550	\$ 8,300	\$ 7,550	\$ -	\$ 7,700
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FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

Activity Notes

Object	Description	Amount
23	Contract maintenance	\$ 6,750
51	Turf chemicals, road stone	\$ 800



FUNCTION: Culture and Recreation
ACTIVITY: Senior Recreation Center

OVERVIEW: The activity contributes to the quality of life of Urbandale’s senior population by offering diversified programs that meet the social, cultural, recreational, health and fitness needs of the participants.

SENIOR RECREATION CENTER

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	169,586	190,821	190,882	207,690
Contractual & supply service	95,847	106,347	104,985	105,477
Capital outlay	37,312	43,926	43,926	64,382
Total expenditures	\$ 302,745	\$ 341,094	\$ 339,793	\$ 377,549
Fees	18,583	19,250	19,500	20,100
Grants	-	-	-	-
Other	18,016	20,233	19,098	20,255
Total revenue	\$ 36,599	\$ 39,483	\$ 38,598	\$ 40,355
<i>Net amount supported by property taxes</i>	\$ 266,146	\$ 301,611	\$ 301,195	\$ 337,194

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$16,900 which reflects normal increases in salary and benefit costs for existing staff.
- ↑ An increase of \$7,500 in property improvements reflects the construction of 2 permanent shade structures in the bocce ball court area. This project will be covered 50% by donations.
- ↑ An increase of \$12,400 in building maintenance fund contributions reflects the increase of City-wide cost per square foot per building.
- ↑ An increase of \$12,500 in special revenue items, reflect the costs associated with the senior’s activity fund, which is maintained for all fund-raising, donations and sale of craft items related to the center. Historically, the funds have been used to purchase non-budgeted program supplies and equipment, (i.e.; piano, pool table, window shades, bocce court, etc.) as well as covering the costs of non-budgeted program opportunities.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased requests for technology funding to update or replace outdated equipment in the computer lab. This will be necessary to keep up with changing technology and the requested educational options that accompany those changes.
- ❖ The costs of professional services will increase as future education and wellness programs are added, requiring contracted instructors. Some of these costs will likely be offset by class fees.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

460 SENIOR RECREATION CENTER

PERSONAL SERVICES

01	Salaries	\$ 73,191	\$ 77,841	\$ 77,920	\$ 82,198	\$ 4,357	\$ 85,557
02	Overtime	-	-	-	-	-	-
03	Part-time	65,443	65,628	65,628	69,496	3,868	72,054
04	Witness fees	-	-	-	-	-	-
06	FICA	10,567	10,921	10,903	11,547	626	12,057
07	Retirement - IPERS	11,934	12,748	12,748	13,479	731	14,074
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	7,609	22,833	22,833	30,077	7,244	31,517
11	Allowance	110	75	75	75	-	75
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	732	775	775	818	43	856
Sub-Total		\$ 169,586	\$ 190,821	\$ 190,882	\$ 207,690	\$ 16,869	\$ 216,190

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 853	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	83	-	-	-	-	-
23	Professional services	21,220	21,100	21,100	23,000	1,900	23,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	3,555	2,000	2,000	3,500	1,500	2,000
28	Dues and memberships	789	770	770	875	105	875
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	90	90	-	90
35	Printing and copying	7,175	9,662	9,500	6,662	(3,000)	6,750
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	380	1,500	1,500	1,000	(500)	1,200
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,080	1,800	1,600	1,800	-	1,800
48	Utility service	21,162	25,500	25,000	25,500	-	28,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,252	4,500	4,000	4,500	-	4,500
54	Minor equipment	915	1,500	1,500	1,300	(200)	1,300
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,514	1,500	1,500	1,800	300	1,800
59	Operating supplies	33,147	35,500	35,500	34,500	(1,000)	34,500
60	Safety and medical supplies	722	425	425	450	25	450
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 95,847	\$ 106,347	\$ 104,985	\$ 105,477	\$ (870)	\$ 106,765

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 1,400	\$ 1,400	\$ 3,000	\$ 1,600	\$ 1,400
72	Furniture and fixtures	724	1,000	1,000	-	(1,000)	500
73	Equipment replacement fund	5,675	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	7,500	7,500	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	30,913	41,526	41,526	53,882	12,356	53,882
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 37,312	\$ 43,926	\$ 43,926	\$ 64,382	\$ 20,456	\$ 55,782

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ 12,500
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

SENIOR RECREATION CENTER

		\$ 302,745	\$ 341,094	\$ 339,793	\$ 390,049	\$ 48,955	\$ 391,237
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FUNCTION: Culture and Recreation
ACTIVITY: Senior Recreation Center

Activity Notes

Object	Description	Amount
01	Senior Recreation Center Supervisor	\$ 82,198
03	Administrative Technician, Office Assistant, Craft Program Coordinator	\$ 69,496
06	FICA	\$ 11,547
07	IPERS	\$ 13,479
09	Group insurance	\$ 30,077
11	Allowance	\$ 75
13	Deferred compensation City match	\$ 818
21	Advertisements and program promotion	\$ 500
23	Professional services (contracted program instructors)	\$ 23,000
27	Computer software and supplies – lab PC update to Windows 10	\$ 2,000
	'My Senior Center' program management fee	\$ 1,500
28	Senior center resource materials	\$ 300
	ICAA & NCOA membership	\$ 355
	American License fee (broadcast permit- ASCAP & BMI)	\$ 220
32	Staff shirts (3 @ \$30)	\$ 90
35	Mailing and printing newsletters, envelopes, stamps	\$ 800
	Program guide printing (3)	\$ 5,862
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,000
46	Mileage	\$ 200
	ICAA national conference- supervisor (Orlando)	\$ 1,600
48	Telephone, water, electric and natural gas	\$ 24,000
	Wireless internet service	\$ 1,500
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 2,400
	Landscape and outdoor maintenance supplies	\$ 2,100
54	Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,300
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 1,300
	SHIPP program office supplies: paper cartridges, general office supplies	\$ 500
59	Program supplies, kitchen & miscellaneous supplies	\$ 1,000
59.1	Congregate meals	\$ 19,500
59.2	Off-site trips & events	\$ 6,000
59.3	On-site events	\$ 8,000
60	Safety and medical supplies, ergonomic evaluations for staff	\$ 450
71	Equipment – NuStep	\$ 3,000
76	Two permanent shade features for bocce ball court (1/2 the cost)	\$ 7,500
81	Building maintenance fund contribution- general repairs	\$ 30,247
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	

FUNCTION: Culture and Recreation
ACTIVITY: Senior Recreation Center

Object	Description	Amount
81 cont.	Cleaning contract: daily cleaning (\$6,800), window cleaning (\$600)	\$ 7,400
	Semi-annual kitchen, tile, carpet & upholstery cleaning; annual strip & re-wax of craft room floor	\$ 3,600
	Mat service	\$ 840
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500
	Boiler water treatment program	\$ 1,320
	Building maintenance and repairs	\$ 7,000
	HVAC Service and Repair (Central Iowa Mechanical)	\$ 2,000
99	Senior special revenue donation fund expenditures	\$ 12,500

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool and Wading Pools

OVERVIEW: This activity enhances the quality of life of Urbandale residents and visitors by offering a comprehensive aquatic program that meets the social, recreational, and fitness needs of participants in a safe, attractive, and comfortable facility.

SWIMMING POOL & WADING POOLS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	304,746	314,170	308,989	320,308
Contractual & supply service	159,130	174,252	163,765	176,762
Capital outlay	129,868	106,850	106,850	99,067
Total expenditures	\$ 593,744	\$ 595,272	\$ 579,604	\$ 596,137
Fees	222,488	205,000	205,000	205,000
Grants	-	-	-	-
Other	35,332	35,310	32,576	31,983
Total revenue	\$ 257,820	\$ 240,310	\$ 237,576	\$ 236,983
<i>Net amount supported by property taxes</i>	\$ 335,924	\$ 354,962	\$ 342,028	\$ 359,154

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$6,100 in personnel costs reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$7,800 in building maintenance fund contributions reflect the reduction in Council directed \$100,000 contributions to cover large repairs in the prior 3 years.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Swimming pool facility is currently 40 years, and has had significant building repairs and renovations occurring in 2009 and 2012. In 2016 two boilers will be replaced, as well as electrical upgrades and repairs to the outside of the facility. While repairs will continue to occur, in 2016 an Aquatic Facility Feasibility Study will be conducted to gauge the public's desire and need for a new aquatic facility. Any new facility would require a public bond referendum.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

470 SWIMMING POOL & WADING POOLS

PERSONAL SERVICES

01	Salaries	\$ 59,210	\$ 62,367	\$ 62,133	\$ 65,536	\$ 3,169	\$ 68,214
02	Overtime	-	-	-	-	-	-
03	Part-time	197,904	205,152	199,415	203,127	(2,025)	206,340
04	Witness fees	-	-	-	-	-	-
06	FICA	18,939	20,363	19,420	20,451	88	21,003
07	Retirement - IPERS	13,376	12,569	14,773	12,971	402	14,196
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	15,217	13,048	13,048	17,187	4,139	18,010
11	Allowance	100	50	200	384	334	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	621	-	652	31	682
	Sub-Total	\$ 304,746	\$ 314,170	\$ 308,989	\$ 320,308	\$ 6,138	\$ 328,829

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 6,383	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ 6,750
22	Recruitment	2,511	4,000	2,500	4,000	-	4,000
23	Professional services	14,778	16,800	15,000	16,800	-	16,800
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	500	500	500	-	500
28	Dues and memberships	379	765	765	655	(110)	765
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,340	2,000	1,500	2,000	-	2,000
35	Printing and copying	8,951	8,207	8,200	8,207	-	8,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	606	5,500	4,000	5,500	-	5,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,128	4,800	4,800	5,150	350	5,000
48	Utility service	60,654	67,000	62,000	67,000	-	67,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	7,978	5,100	6,000	5,100	-	5,100
54	Minor equipment	278	5,000	5,000	5,000	-	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,735	2,500	2,500	3,000	500	3,000
59	Operating supplies	47,507	43,900	43,000	44,500	600	45,000
60	Safety and medical supplies	902	1,680	1,500	2,850	1,170	2,500
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 159,130	\$ 174,252	\$ 163,765	\$ 176,762	\$ 2,510	\$ 177,415

CAPITAL OUTLAY

71	Equipment	\$ 14,242	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	80	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	3,416	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	112,130	106,850	106,850	99,067	(7,783)	99,067
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 129,868	\$ 106,850	\$ 106,850	\$ 99,067	\$ (7,783)	\$ 99,067

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

SWIMMING POOL & WADING POOLS	\$ 593,744	\$ 595,272	\$ 579,604	\$ 596,137	\$ 865	\$ 605,311
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FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool & Wading Pools

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler	\$ 65,536
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors, cashiers, water instructor aides, intern	\$ 203,127
06	FICA	\$ 20,451
07	IPERS	\$ 12,971
09	Group insurance	\$ 17,187
11	Phone allowance	\$ 384
13	Deferred compensation City match	\$ 652
21	Special event advertisements and marketing program	\$ 6,500
22	Recruitment expenses for part time staff (advertising, background checks, drug screens)	\$ 4,000
23	Special events	\$ 1,800
	Marketing services contract (other ½ in Recreation)	\$ 15,000
27	Computer software and supplies	\$ 500
28	Iowa Park and Recreation Association membership	\$ 135
	Pool registration renewals (indoor pool, 3 wading pools)	\$ 300
	American license fee (broadcast permit – ASCAP & BMI)	\$ 220
32	Staff shirts/ uniforms, whistles & lanyards	\$ 2,000
35	Program guide printing (3)	\$ 8,207
41	Equipment maintenance and repair	\$ 5,500
46	Lifeguard training reimbursement	\$ 1,000
	Staff in-services, management training, etc.	\$ 500
	Supervisor's Management School, West Virginia (Programmer/Scheduler)	\$ 2,200
	Certified Pool Operator (CPO) certification training (2)	\$ 300
	IPRA conference (1)	\$ 450
	Mileage reimbursement	\$ 700
48	Telephone, gas, electric and water services (pool and wading pools) and cell phone	\$ 67,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 5,100
54	Replacement equipment	\$ 3,000
	Water fitness class supplies: aqua belts, dumbbells, noodles	\$ 2,000
58	Office supplies, toner	\$ 3,000
59	Chlorine, chemicals, iron treatment	\$ 23,000
	Red Cross instruction supplies	\$ 1,400
	Red Cross swim lesson certification cards (swim lessons, LG-WSI-CPR trainings)	\$ 10,000
	Pool filters	\$ 2,000
	Special event supplies (T-shirts, ribbons, supplies)	\$ 1,500
	Water safety outreach program – Urbandale elementary public schools – pilot program	\$ 600
	Quarterly sales tax remittances to State of Iowa (for admissions)	\$ 6,000
60	First aid supplies	\$ 450

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool & Wading Pools

Object	Description	Amount
60 cont.	State of Iowa monthly water tests	\$ 300
	Fire extinguisher maintenance	\$ 100
	AED plus replacement (\$1,800), water tight storage box (\$200)	\$ 2,000
81	Building maintenance fund contribution – general repairs	\$ 77,897
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Cleaning contract: Locker rooms, bathrooms, lobby (daily)	\$ 12,500
	Pest control	\$ 480
	Mat service	\$ 600
	Window cleaning	\$ 550
	Electrical maintenance	\$ 2,000
	HVAC service and repair (Central Iowa Mechanical)	\$ 2,000
	Boiler water treatment program	\$ 1,320
	Security system monitoring	\$ 420

FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

OVERVIEW: This activity enhances the quality of life for Urbandale residents through financial contributions from Hotel Motel tax receipts to a number of not-for-profit community organizations. Organizations being directly awarded these funds must offer programs or events within the City that bring in Hotel Motel tax dollars, via use of lodging within City limits.

CULTURAL AND CONVENTION - HOTEL MOTEL FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	1,082,203	1,424,709	1,075,423	1,116,643
Transfer out to General Fund	623,193	929,286	857,857	1,005,714
Total expenditures	\$ 1,705,396	\$ 2,353,995	\$ 1,933,280	\$ 2,122,357
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,744,940	2,000,000	1,800,000	1,850,000
Total revenue	\$ 1,744,940	\$ 2,000,000	\$ 1,800,000	\$ 1,850,000
<i>Net amount used by (added to) fund balance</i>	\$ (39,544)	\$ 353,995	\$ 133,280	\$ 272,357

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ An overall decrease of \$231,600 in costs is directly correlated to the change in hotel motel tax revenue the City brings in. For each percent of the 7% hotel motel tax, the City has contractual obligations to remit 2% of the revenue to the Convention and Visitors Bureau, 2% to Bravo, and 2.5% goes to the City's General Fund for property tax relief. The remaining 0.5% of the tax rate is allocated to various external organizations through an annual application process. Details of those allocations are presented in the notes of this department.

CULTURE AND RECREATION	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	1,082,203	1,424,709	1,075,423	1,116,643	(308,066)	1,142,857
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 1,082,203	\$ 1,424,709	\$ 1,075,423	\$ 1,116,643	\$ (308,066)	\$ 1,142,857

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	623,193	929,286	857,857	1,005,714	76,428	854,286
	Sub-total	\$ 623,193	\$ 929,286	\$ 857,857	\$ 1,005,714	\$ 76,428	\$ 854,286

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CULTURAL AND CONVENTION - HO1 \$ 1,705,396 \$ 2,353,995 \$ 1,933,280 \$ 2,122,357 \$ (231,638) \$ 1,997,143

FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention – Hotel Motel Fund

Activity Notes

Object	Description	Amount
24	Contributions to cultural and convention activities in metropolitan Des Moines:	
	Bravo! - annual 2/7th contribution per 28E agreement	\$ 496,571
	Convention and Visitors Bureau –annual 2/7th contribution per 28E agreement	\$ 528,572
	Iowa Events Center – per 28E agreement	\$ 32,000
	Courage League Sports – sponsorship of Spin and Shoot Tournament	\$ 5,000
	J-Hawk Soccer Club – irrigation of upper Walker Johnston soccer fields	\$ 11,000
	Urbandale Centennial Committee – City centennial celebration activities	\$ 15,000
	Urbandale Community Schools – middle school classroom musical instrument replacements	\$ 3,500
	Urbandale Little League – lighting cabinet, PA system, utility vehicle, field leveling	\$ 25,000
97	Transfer out to Capital Projects Fund – UGRA/Soccer complex parking lot paving project	\$ 185,000
	Transfer out to Capital Projects Fund – Walker Johnston field extension	\$ 160,000
	Transfer out to General Fund	\$ 660,714



FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service

OVERVIEW: The building maintenance internal service fund provides for routine maintenance of the City’s facilities and oversight of facility improvements based on the City’s preventative maintenance schedule.

BUILDING MAINTENANCE FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	88,460	172,584	175,532	195,411
Contractual & supply service	668,763	207,700	240,250	303,638
Capital outlay	-	603,000	303,038	400,000
Total expenditures	\$ 757,223	\$ 983,284	\$ 718,820	\$ 899,049
Fees	1,109,457	684,813	684,813	868,603
Grants	-	-	-	-
Other	2,122	-	500,000	-
Total revenue	\$ 1,111,579	\$ 684,813	\$ 1,184,813	\$ 868,603
<i>Net amount supported by departmental allocations</i>	\$ (354,356)	\$ 298,471	\$ (465,993)	\$ 30,446

BACKGROUND:

- ❖ Please note that this page is included in the budget document as informational only. Based on State budget guidelines, a City’s internal service funds are not reflected in the Certified Budget because it would result in a double counting of the expenses (these are already expenses of the departments). Thus, the dollars shown on this page are not included in any of the summary pages throughout this document. However, since this fund contains employees, staff has opted to include the information about the fund’s activities in order to present a complete portrayal of the city’s staffing and operations. The City’s other internal service funds (equipment replacement, risk management, general liability, technology) are not presented.
- ❖ In anticipation of recommendations stemming from a preventative maintenance (PM) study of City facilities, starting in FY13, the City established a Building Maintenance internal service fund. Contributions to the fund from each department are based on square footage of each building, as well as the complexity of the structure (ie: staffed facility versus open air shelters). These expenses are reflected in each department’s line 81.
- ❖ In FY14, the PM study was completed and identified the areas that need to be addressed and ranked the repairs according to severity. Based on the study, each of the next 5 years reflects needs of \$400,000 to \$500,000 per year.
- ❖ In order to implement the PM study items, the Facilities Supervisor and Facilities Technician positions were hired to coordinate the work with external contractors, or whenever possible, utilizing existing Grounds Maintenance & Parks department staff.
- ❖ In addition to the PM plan repairs, each department’s routine building maintenance expense items (previously charged to line 40 in each budget) are also reallocated to this internal service fund so that all City contracts for building-related repairs can be coordinated and paid together. Specific contracts per department are still shown in the notes section of this department.

FUNCTION: Culture and Recreation

ACTIVITY: Building Maintenance Fund – Internal Service

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$22,800 in salaries and benefits reflect the normal increases for two existing staff.
- ↑ An increase of \$30,000 in professional services reflects the allocation for use of external architects and consultants as needed for PM study projects.
- ↑ An increase of \$57,000 in building maintenance reflects those costs directly associated with existing building maintenance contracts.
- ↓ A decrease of \$200,000 in property improvements reflects the current estimate for PM study projects that should be completed.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the Facilities Supervisor position has been utilizing existing Parks department staff to implement the building maintenance plan whenever possible. As this department develops and refines its operations and staffing needs are determined, additional building maintenance staff is anticipated in order to effectively address all facilities maintenance needs and preventative maintenance within the City.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

832 BUILDING MAINTENANCE FUND

PERSONAL SERVICES

01	Salaries	\$ 75,265	\$ 135,784	\$ 138,000	\$ 150,511	\$ 14,727	\$ 156,662
02	Overtime	-	-	200	1,000	1,000	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	5,677	10,336	10,500	11,457	1,121	11,985
07	Retirement - IPERS	6,733	12,065	12,400	13,374	1,309	13,990
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	13,048	13,048	17,187	4,139	18,010
11	Allowance	32	-	384	384	384	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	753	1,351	1,000	1,498	147	1,567
Sub-Total		\$ 88,460	\$ 172,584	\$ 175,532	\$ 195,411	\$ 22,827	\$ 203,598

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	38,613	-	20,000	30,000	30,000	10,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,610	7,700	7,700	3,500	(4,200)	4,000
28	Dues and memberships	-	-	-	205	205	300
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	50	-	-	-
40	Building and grounds maint.	623,899	200,000	210,000	257,283	57,283	260,000
41	Vehicle and equipment maint.	-	-	-	1,200	1,200	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	3,350	3,350	3,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,690	-	2,000	5,000	5,000	5,000
54	Minor equipment	1,022	-	-	2,000	2,000	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	300	300	300
59	Operating supplies	929	-	500	800	800	800
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 668,763	\$ 207,700	\$ 240,250	\$ 303,638	\$ 95,938	\$ 285,400

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	3,000	3,038	-	(3,000)	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	600,000	300,000	400,000	(200,000)	400,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ 603,000	\$ 303,038	\$ 400,000	\$ (203,000)	\$ 400,000

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

BUILDING MAINTENANCE FUND

		\$ 757,223	\$ 983,284	\$ 718,820	\$ 899,049	\$ (84,235)	\$ 888,998
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FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Activity Notes

Object	Description	Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Technician	\$ 150,511
02	Overtime	\$ 1,000
06	FICA	\$ 11,457
07	IPERS	\$ 13,374
09	Group Insurance	\$ 17,187
11	Phone allowance - Supervisor	\$ 384
13	Deferred compensation City match	\$ 1,498
23	Professional Services	\$ 30,000
27	IPad, cellular monthly reimbursement	\$ 1,000
	Mpulse software maintenance contract	\$ 2,500
28	International facilities management association membership (IFMA)	\$ 205
40	Anticipated building maintenance expenditures for departments	\$ 257,283
41	Equipment maintenance	\$ 1,200
46	Backflow Certification course (Facility Maintenance Laborer)	\$ 650
	IFMA training/credential program (four courses)	\$ 1,500
	Electrical Recertification (CEUs) – Facility Technician	\$ 1,200
51	Maintenance supplies/inventory	\$ 5,000
54	Miscellaneous tools	\$ 2,000
58	Office supplies	\$ 300
59	Recycling light bulbs from facilities	\$ 800
76	Preventative Maintenance Plan projects	\$ 350,000
76.1	Unplanned facility maintenance projects	\$ 50,000

CONTRIBUTIONS BY DEPARTMENTS:

Below is detail of the individual contributions to this internal service fund by each department of the City. These amounts represent an expense of each department, and the funds are allocated to the building maintenance fund for spending. Items noted as “contributions - general repairs” reflect the portion of the allocation that is accumulating towards items being covered in line 76 above as outlined in the City’s preventative maintenance plan to be completed in the 1-5 year plan. Service contract items represent normal annual building related expenses and are reflected in line 40 above

Object	Description	Amount
Police	Police Department - Building maintenance fund contribution – general repairs	\$ 59,875
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract	\$ 20,600
	Tile floor – waxing 2x year	\$ 1,200
	Mat & rug service	\$ 1,080
	Pest control	\$ 700
	Window cleaning	\$ 400
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 900

FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Object	Description	Amount
Police cont.	HVAC service and repair	\$ 13,000
	Boiler water treatment program	\$ 1,320
	Miscellaneous light maintenance & electrical repair	\$ 2,000
	Miscellaneous building repairs	\$ 3,500
	Generator service & maintenance agreement	\$ 3,906
	Replacement Ceiling Tiles	\$ 1,500
	Office Door Signs, changeable	\$ 1,000
Fire	Fire Stations - Building maintenance fund contribution – general repairs	\$ 82,408
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Generator service & maintenance	\$ 1,084
	Sprinkler contract	\$ 852
	Boiler water treatment program	\$ 1,320
	HVAC service and repair	\$ 5,000
	Pest control two stations	\$ 1,177
	Miscellaneous building repairs and maintenance	\$ 4,000
	Miscellaneous electrical repairs	\$ 2,000
	Fire alarm monitoring	\$ 925
	Fire extinguisher hood service at #42	\$ 225
	Carpet cleaning	\$ 339
Road Use	Public Works Facility - Building Maintenance Fund contribution – general repairs	\$ 79,172
PW Admin	Engineering Department - Building Maintenance Fund contribution – general repairs	\$ 13,640
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Facility maintenance contracts (mat service, pest control, sprinkler inspection)	\$ 1,200
	Window cleaning	\$ 200
	Custodial services contract (administrative offices and public works facility)	\$ 6,700
	Miscellaneous building repairs	\$ 2,000
	Electrical maintenance contract	\$ 4,000
	HVAC service and repair	\$ 2,500
Library	Library Facility - Building maintenance fund contribution – general repairs	\$ 148,546
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Heating/cooling service contract	\$ 36,120
	Electrical maintenance	\$ 9,000
	Carpet and upholstery cleaning	\$ 4,000
	Pest control	\$ 1,500
	Door access system support	\$ 850
	Window cleaning	\$ 550
	Fire alarm testing	\$ 300
	Fire alarm monitoring	\$ 600

FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Object	Description	Amount
Library cont.	Fire alarm panel inspection	\$ 1,100
	Sprinkler inspection	\$ 225
	Lift inspection	\$ 350
	Chimney cleaning and inspection	\$ 275
	Roof/gutter inspection	\$ 2,000
	Boiler inspection	\$ 80
	Boiler water treatment program	\$ 1,320
	Miscellaneous building repairs and paint touchup	\$ 5,000
Parks	Parks Department - Building maintenance fund contribution– general repairs	\$ 58,884
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Outside bathroom custodial contract (\$4,500) & Sr.Ctr. weekend custodial (\$5,500)	\$ 10,000
	Parks and recreation office and park maintenance building custodial service contract	\$ 3,450
	Pest control contract	\$ 1,100
	Mat cleaning service – park facilities	\$ 1,950
	Window cleaning (Lions, Parks and Rec office)	\$ 150
	Carpet cleaning (Lions, Parks and Rec. office)	\$ 600
	Giovannetti Community Shelter – custodial contract	\$ 5,000
	Giovannetti Community Shelter – pest control	\$ 500
	Giovannetti Community Shelter – mat cleaning (\$500) , window cleaning (\$900)	\$ 1,400
	Giovannetti Community Shelter – fire alarm and suppression system maintenance	\$ 675
	Giovannetti Community Shelter – grease trap cleaning	\$ 250
	Giovannetti Community Shelters – HVAC Service and Repair	\$ 2,000
	Lions Shelter – custodial contract	\$ 6,000
	Lions Shelter – pest control	\$ 500
	Lions Shelter – mat cleaning service	\$ 500
	Lions Shelter – carpet cleaning	\$ 480
Recreation	Wellness Center - Building maintenance fund contribution – general repairs	\$ 6,860
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Wellness Center – custodial cleaning contract	\$ 2,500
	Wellness Center – facility maintenance (\$500) mechanical contract (\$500)	\$ 1,000
	Wellness Center – mat service, carpet cleaning	\$ 500
	Wellness Center – security service	\$ 450
	Wellness Center - pest control	\$ 200
Senior Ctr	Senior Center Facility - Building maintenance fund contribution – general repairs	\$ 30,247
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Cleaning contract: daily cleaning (\$6,800), window cleaning (\$600)	\$ 7,400
	Semi-annual kitchen, tile, carpet & upholstery cleaning; annual strip & re-wax craft room	\$ 3,600
	Mat service	\$ 840

FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Object	Description	Amount
Senior Cont.	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500
	Boiler water treatment program	\$ 1,320
	Building maintenance and repairs	\$ 7,000
	HVAC service and repair	\$ 2,000
Pool	Pool Facility - Building maintenance fund contribution – general repairs	\$ 77,897
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Cleaning contract: Locker rooms, bathrooms, lobby	\$ 12,500
	Pest control	\$ 480
	Mat service	\$ 600
	Window cleaning	\$ 550
	Electrical maintenance	\$ 2,000
	HVAC service and repair (Central Iowa Mechanical)	\$ 2,000
	Boiler water treatment program	\$ 1,320
	Security system monitoring	\$ 420
Comm. Dev.	Community Development - Building maintenance fund contribution - general repairs	\$ 13,640
	Building maintenance fund contribution – service contracts (former line 40 items):	
	General building repair	\$ 2,000
	Building custodial services contract	\$ 4,100
	Carpet & upholstery cleaning	\$ 750
	Window cleaning	\$ 195
	Pest control, mat service and sprinkler	\$ 1,200
City Hall	City Hall Facility - Building maintenance fund contribution – general repairs	\$ 33,661
	Building maintenance fund contribution – service contracts (former line 40 items):	
	City Hall – custodial cleaning service	\$ 6,200
	Carpet & upholstery cleaning (1 x year)	\$ 1,750
	Window cleaning (outside & inside) (1 x year)	\$ 450
	Mat service	\$ 420
	Electrical maintenance contract	\$ 480
	Pesticide service	\$ 670
	Alarm service	\$ 160
	HVAC service and repair	\$ 5,000
	Miscellaneous building repairs	\$ 1,680
	Security monitoring	\$ 230



COMMUNITY & ECON. DEV.	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
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500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 887,077	\$ 1,030,092	\$ 1,026,251	\$ 1,043,102	\$ 13,010	\$ 1,085,729
02	Overtime	12,483	13,350	14,500	17,000	3,650	17,000
03	Part-time	2,260	403,000	231,060	3,000	(400,000)	3,000
04	Witness fees	-	-	-	-	-	-
06	FICA	69,166	79,373	95,500	79,676	303	84,052
07	Retirement - IPERS	79,366	91,798	91,785	92,953	1,155	97,224
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	98,912	91,333	91,333	120,308	28,975	126,069
11	Allowance	12,447	12,935	13,296	14,541	1,606	14,541
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	8,688	14,714	10,462	15,150	436	15,849
Sub-Total		\$ 1,170,399	\$ 1,736,595	\$ 1,574,187	\$ 1,385,730	\$ (350,865)	\$ 1,443,464

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 7,841	\$ 9,715	\$ 9,715	\$ 33,400	\$ 23,685	\$ 34,000
22	Recruitment	1,540	700	800	200	(500)	200
23	Professional services	43,946	144,300	144,300	143,500	(800)	92,300
24	Contributions to other agencies	382,175	92,679	92,679	92,679	-	92,679
27	Data processing	38,804	46,400	46,000	55,775	9,375	34,800
28	Dues and memberships	5,323	6,710	6,210	7,525	815	7,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	29	-	60	60	60	60
35	Printing and copying	7,335	7,610	7,366	12,750	5,140	11,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	800	-	200	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	22,481	37,690	37,640	39,900	2,210	39,400
48	Utility service	12,910	18,250	16,000	17,000	(1,250)	17,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	489	400	400	400	-	400
54	Minor equipment	103	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	389	2,000	1,500	2,000	-	2,000
57	Vehicle operation supplies	3,097	6,500	3,500	6,000	(500)	6,000
58	Office supplies	6,027	4,460	5,145	5,700	1,240	5,700
59	Operating supplies	5,326	13,355	10,355	22,400	9,045	22,500
60	Safety and medical supplies	188	1,013	363	1,015	2	1,013
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 538,803	\$ 391,782	\$ 382,233	\$ 440,304	\$ 48,522	\$ 366,952

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	54,666	2,000	2,000	11,000	9,000	5,000
73	Equipment replacement fund	13,250	18,250	18,250	18,250	-	18,250
74	Office equipment	2,985	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	1,040,238	485,000	250,000	1,500,000	1,015,000	650,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	28,005	-	-	-
81	Building maintenance fund	13,563	27,407	27,407	21,885	(5,522)	21,885
97	Transfers out	3,395,022	3,041,378	3,749,472	3,326,843	285,465	3,951,575
Sub-total		\$ 4,519,724	\$ 3,574,035	\$ 4,075,134	\$ 4,877,978	\$ 1,303,943	\$ 4,646,710

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 48,000	\$ -	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 6,276,926	\$ 5,702,412	\$ 6,281,554	\$ 6,804,012	\$ 1,101,600	\$ 6,557,126
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FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

OVERVIEW: This activity includes the operating and programming associated with the Department of Economic Development. The Department is focused on designing and implementing strategies for tax base expansion and increased employment opportunities in Urbandale.

ECONOMIC DEVELOPMENT

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	219,712	228,512	228,811	246,254
Contractual & supply service	60,128	64,653	65,054	98,975
Capital outlay	629	-	-	-
Total expenditures	\$ 280,469	\$ 293,165	\$ 293,865	\$ 345,229
Fees	-	-	-	-
Grants	-	-	-	-
Other	16,690	17,390	16,516	18,522
Total revenue	\$ 16,690	\$ 17,390	\$ 16,516	\$ 18,522
<i>Net amount supported by property taxes</i>	\$ 263,779	\$ 275,775	\$ 277,349	\$ 326,707

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$17,700 in personnel costs reflects the normal salary and benefit increases for two existing staff.
- ↑ An increase of \$23,700 in advertising reflects the addition of monthly Business Record “Urbandale Business Connection” segments, which were previously paid through partnership with the Chamber of Commerce.

FUTURE BUDGET CONSIDERATIONS: This budget includes:

- ❖ The Department is working with the Economic Development Advisory Board and professional consultants to effectively raise the profile of Urbandale to potential investors and employers. The budgets include sufficient funds to capitalize on opportunities (in particular, the “Urbandale Business Connection” feature in the *Business Record*), event sponsorship/hosting, professional photography and limited print advertising.
- ❖ Maintaining strong relationships with public and private economic development partners helps the City add value to our use of resources. The Department staff will continue to place a high priority on engaging with businesses (existing and prospective), consultants, brokers and advisors, and Urbandale economic development stakeholders at meetings and events. The proposed FY17 budget contains funding to continue building strong relationships and to invest in the skill and knowledge development of Department staff.

COMMUNITY & ECON. DEV.	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
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520 ECONOMIC DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 165,485	\$ 173,735	\$ 173,735	\$ 185,367	\$ 11,632	\$ 192,942
02	Overtime	-	-	-	-	-	-
03	Part-time	2,260	3,000	2,760	3,000	-	3,000
04	Witness fees	-	-	-	-	-	-
06	FICA	13,533	13,821	14,000	14,365	544	15,386
07	Retirement - IPERS	14,412	15,705	15,692	16,739	1,034	17,498
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	15,217	13,048	13,048	17,187	4,139	18,010
11	Allowance	5,272	5,210	5,546	5,366	156	5,366
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,533	3,993	4,030	4,230	237	4,425
	Sub-Total	\$ 219,712	\$ 228,512	\$ 228,811	\$ 246,254	\$ 17,742	\$ 256,627

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 7,841	\$ 9,715	\$ 9,715	\$ 33,400	\$ 23,685	\$ 34,000
22	Recruitment	194	200	200	200	-	200
23	Professional services	4,536	6,300	6,300	7,500	1,200	6,300
24	Contributions to other agencies	25,000	27,500	27,500	27,500	-	27,500
27	Data processing	3,998	1,000	1,000	4,275	3,275	4,300
28	Dues and memberships	2,134	2,110	2,110	2,825	715	3,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	29	-	60	60	60	60
35	Printing and copying	1,565	710	1,366	700	(10)	700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,643	10,540	10,540	11,550	1,010	11,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	103	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,458	210	895	200	(10)	200
59	Operating supplies	3,615	6,355	5,355	10,750	4,395	10,750
60	Safety and medical supplies	12	13	13	15	2	13
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 60,128	\$ 64,653	\$ 65,054	\$ 98,975	\$ 34,322	\$ 98,023

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	629	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 629	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 48,000	\$ -	250,000	100,000	100,000	100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

ECONOMIC DEVELOPMENT

		\$ 328,469	\$ 293,165	\$ 543,865	\$ 445,229	\$ 152,064	\$ 454,650
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FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

Object	Description	Amount
01	Department Director, ED Specialist	\$ 185,367
03	Intern	\$ 3,000
06	FICA	\$ 14,365
07	IPERS	\$ 16,739
09	Group insurance	\$ 17,187
11	On the spot awards	\$ 50
	Phone allowance (2)	\$ 516
	Car allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 4,230
21	Sponsorships and promotional forums	\$ 6,000
	DMACC Small Biz sponsor	\$ 1,000
	HBA Home Show Guide Ad	\$ 650
	Urbandale Business Connection annual cost	\$ 23,000
	Iowa Commercial Real Estate Expo marketing	\$ 1,500
	Celebrate Business Econ Impact Table	\$ 250
	Print advertising	\$ 1,000
22	Advertising / background checks for Economic Development Intern	\$ 200
23	Photography	\$ 3,500
	Economic development project consulting	\$ 3,000
	Graphic design, marketing, public relations services	\$ 1,000
24	Urbandale Chamber of Commerce	\$ 2,500
	Greater Des Moines Partnership	\$ 25,000
27	Website modifications	\$ 250
	Annual subscription for LOIS-EcoDev Tracker	\$ 525
	Economic development software subscription	\$ 3,000
	Mobile hotspot	\$ 500
28	Iowa Commercial Real Estate Association (2)	\$ 200
	International and Iowa City/County Management Association (1)	\$ 600
	Urbandale Chamber of Commerce Young Professionals (1)	\$ 25
	International and State Economic Development Professional Associations (2)	\$ 1,500
	Technology Association of Iowa (2)	\$ 500
32	City logo apparel (2@\$30)	\$ 60
35	Document binding	\$ 100
	Maps production	\$ 250
	Printing and postage	\$ 350
46	Regional and national economic development conferences and training events	\$ 4,800
	Greater Des Moines DC-DM United Washington, DC trip	\$ 2,650
	Training for Economic Development Specialist- IEDC Approved Professional Development course	\$ 3,300

FUNCTION: Community and Economic Development**ACTIVITY: Economic Development**

Object	Description	Amount
	Other web seminars/presentations/meetings	\$ 800
58	General office supplies	\$ 200
59	Broker/developer/stakeholder/partner meetings	\$ 1,200
	Business headquarters, trade shows, market visits	\$ 3,550
	Logo items for official meetings (glasses, coffee cups, etc.)	\$ 1,000
	Development opportunity contingency	\$ 5,000
60	MVR annual check	\$ 15

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

OVERVIEW: This activity contributes to the creation and maintenance of a safe building environment through public education and the enforcement of applicable laws.

CODE ENFORCEMENT

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	491,221	572,510	567,998	564,452
Contractual & supply service	44,227	80,450	72,350	114,950
Capital outlay	47,064	20,250	20,250	18,250
Total expenditures	\$ 582,512	\$ 673,210	\$ 660,598	\$ 697,652
Fees	346,029	453,000	398,000	440,500
Grants	-	-	-	-
Other	34,664	39,933	37,128	37,429
Total revenue	\$ 380,692	\$ 492,933	\$ 435,128	\$ 477,929
<i>Net amount supported by property taxes</i>	\$ 201,820	\$ 180,277	\$ 225,470	\$ 219,723

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by \$8,100, which reflects normal salary and benefit increases for existing staff, offset by the anticipated replacement of retiring Building Official position in early 2016.
- ↑ An increase of \$23,000 in professional services reflects the cost for outside scanning services to continue conversion of historical paper documents to Laserfiche.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased workload for new construction inspections will necessitate the restoration of private contracts for housing code inspections, or the addition of a City Housing Inspector. Costs for 3rd-party structural plan reviews will increase with additional nonresidential construction, but is a direct pass-through cost that is recouped through permit fees.

COMMUNITY & ECON. DEV.	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

530 CODE ENFORCEMENT

PERSONAL SERVICES

01	Salaries	\$ 367,956	\$ 438,841	\$ 435,000	\$ 416,917	\$ (21,924)	\$ 433,955
02	Overtime	9,969	12,000	12,000	15,000	3,000	15,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	28,799	33,404	33,400	31,735	(1,669)	33,198
07	Retirement - IPERS	33,545	38,994	38,994	37,045	(1,949)	38,752
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	45,652	42,404	42,404	55,857	13,453	58,532
11	Allowance	1,925	2,500	2,500	3,750	1,250	3,750
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,375	4,367	3,700	4,148	(219)	4,340
	Sub-Total	\$ 491,221	\$ 572,510	\$ 567,998	\$ 564,452	\$ (8,058)	\$ 587,527

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	500	500	-	(500)	-
23	Professional services	9,636	13,000	13,000	36,000	23,000	36,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	12,081	22,400	22,000	31,000	8,600	10,000
28	Dues and memberships	1,335	1,600	1,600	1,700	100	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	264	1,400	500	500	(900)	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	800	-	200	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,358	18,800	18,800	20,000	1,200	20,000
48	Utility service	4,793	6,500	6,000	6,000	(500)	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	389	2,000	1,500	2,000	-	2,000
57	Vehicle operation supplies	3,097	6,500	3,500	6,000	(500)	6,000
58	Office supplies	835	500	500	500	-	500
59	Operating supplies	1,564	6,500	4,000	11,000	4,500	11,000
60	Safety and medical supplies	75	750	250	250	(500)	250
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 44,227	\$ 80,450	\$ 72,350	\$ 114,950	\$ 34,500	\$ 93,950

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	33,814	2,000	2,000	-	(2,000)	-
73	Equipment replacement fund	13,250	18,250	18,250	18,250	-	18,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 47,064	\$ 20,250	\$ 20,250	\$ 18,250	\$ (2,000)	\$ 18,250

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CODE ENFORCEMENT

		\$ 582,512	\$ 673,210	\$ 660,598	\$ 697,652	\$ 24,442	\$ 699,727
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FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Activity Notes

Object	Description	Amount
01	Building Official, Associate Building Official, Building Inspectors (4), and ½ Building/Property Maintenance Inspector (other ½ in Community Development)	\$ 416,917
02	Overtime	\$ 15,000
06	FICA	\$ 31,735
07	IPERS	\$ 37,045
09	Group insurance	\$ 55,857
11	Clothing allowance (5), spot awards	\$ 3,750
13	Deferred compensation City match	\$ 4,148
23	Structural plan reviews	\$ 11,000
	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	\$ 1,000
	Records retention & maintenance	\$ 2,000
	Outsource permit record scanning	\$ 22,000
27	Software upgrades	\$ 1,000
	Computer workstation upgrades	\$ 2,000
	Wide-bed scanner/printer consumables	\$ 1,000
	NWS module enhancements	\$ 25,000
	RxView license	\$ 1,500
	View Companion licensing (7)	\$ 500
28	International Code Conference	\$ 450
	National Fire Protection Association	\$ 190
	Iowa Association of Building Officials	\$ 200
	Iowa ACE (Housing Officials)	\$ 150
	Subscriptions	\$ 350
	International Association of Electrical Inspectors	\$ 360
35	Form printing	\$ 500
46	International Code Conference (ICC) in KC (3) ABM & Code Development	\$ 5,000
	ICC code development meeting	\$ 1,800
	Inspector training @ WS, MN, NV, CO, IA	\$ 2,800
	IA Association of Building Officials seminars	\$ 1,000
	International Association of Electrical Inspectors seminars	\$ 700
	IA ACE (housing code) seminars	\$ 300
	Customer service training	\$ 400
	Mileage reimbursement	\$ 500
	International Code Campus	\$ 500
46.1	Training – Tuition reimbursement	\$ 7,000
48	Cell phone service (7)	\$ 5,200
	INS-Iowa Network Services	\$ 800
56	Tires, batteries, miscellaneous parts, oil changes, tire repairs, belts, hoses, etc.	\$ 2,000

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Object	Description	Amount
57	Fuel, oil, fluids	\$ 6,000
58	Office supplies	\$ 500
59	Code books	\$ 8,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$ 500
	Developer pre-construction info lunch	\$ 2,500
60	Vehicle first aid kits, fire extinguishers	\$ 250
73	Equipment Replacement Fund contribution	\$ 18,250

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

OVERVIEW: This activity provides staff support to the City Council and the City’s boards and commissions on development, redevelopment, urban renewal, economic development and planning matters. This activity also enforces City ordinances and prepares or assists preparation of grant applications used primarily for capital purposes such as parks and transportation improvements.

COMMUNITY DEVELOPMENT

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	459,466	935,573	777,378	575,024
Contractual & supply service	434,448	246,679	244,829	226,379
Capital outlay	144,771	27,407	185,412	32,885
Total expenditures	\$ 1,038,685	\$ 1,209,659	\$ 1,207,619	\$ 834,288
Fees	368,338	476,650	429,500	458,500
Grants	-	-	-	-
Other	61,809	71,754	67,873	44,760
Total revenue	\$ 430,147	\$ 548,404	\$ 497,373	\$ 503,260
<i>Net amount supported by property taxes</i>	\$ 608,538	\$ 661,255	\$ 710,246	\$ 331,028

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased \$360,500 due to normal increases for existing staff, offset by the prior year costs for part-time staff related to the special census in summer 2015.
- ↓ A decrease of \$25,000 in professional services reflects the use of an external consultant to handle upcoming annexation projects, development agreements and completion of a comprehensive plan update.
- ↑ An increase of \$11,000 in furniture reflect replacement of conference room chairs, desk chairs, and addition of sit/stand desktop units.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Population-based assessment for MPO membership will increase due to higher population enumerated in Special Census.
- ❖ Higher population will result in increased revenues from population-based sources, primarily road-use funds.

COMMUNITY & ECON. DEV.	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 353,636	\$ 417,516	\$ 417,516	\$ 440,818	\$ 23,302	\$ 458,832
02	Overtime	2,514	1,350	2,500	2,000	650	2,000
03	Part-time	-	400,000	228,300	-	(400,000)	-
04	Witness fees	-	-	-	-	-	-
06	FICA	26,834	32,148	48,100	33,576	1,428	35,468
07	Retirement - IPERS	31,409	37,099	37,099	39,169	2,070	40,974
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,043	35,881	35,881	47,264	11,383	49,527
11	Allowance	5,250	5,225	5,250	5,425	200	5,425
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,780	6,354	2,732	6,772	418	7,084
	Sub-Total	\$ 459,466	\$ 935,573	\$ 777,378	\$ 575,024	\$ (360,549)	\$ 599,310

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,346	-	100	-	-	-
23	Professional services	29,774	125,000	125,000	100,000	(25,000)	50,000
24	Contributions to other agencies	357,175	65,179	65,179	65,179	-	65,179
27	Data processing	22,725	23,000	23,000	20,500	(2,500)	20,500
28	Dues and memberships	1,854	3,000	2,500	3,000	-	3,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,506	5,500	5,500	11,550	6,050	10,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,480	8,350	8,300	8,350	-	8,400
48	Utility service	8,117	11,750	10,000	11,000	(750)	11,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	489	400	400	400	-	400
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,734	3,750	3,750	5,000	1,250	5,000
59	Operating supplies	147	500	1,000	650	150	750
60	Safety and medical supplies	101	250	100	750	500	750
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 434,448	\$ 246,679	\$ 244,829	\$ 226,379	\$ (20,300)	\$ 174,979

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	20,223	-	-	11,000	11,000	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	2,985	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	28,005	-	-	-
81	Building maintenance fund	13,563	27,407	27,407	21,885	(5,522)	21,885
97	Transfers out	108,000	-	130,000	-	-	-
	Sub-total	\$ 144,771	\$ 27,407	\$ 185,412	\$ 32,885	\$ 5,478	\$ 26,885

OPERATING BUDGET SUB-TOTAL \$ 1,038,685 \$ 1,209,659 \$ 1,207,619 \$ 834,288 \$ (375,371) \$ 801,174

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

COMMUNITY DEVELOPMENT \$ 1,038,685 \$ 1,209,659 \$ 1,207,619 \$ 834,288 \$ (375,371) \$ 801,174

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

Activity Notes

Object	Description	Amount
01	Director, Development Manager/Chief Planner, Associate Planner, Assistant Planner, ½ Building/Property Maintenance Inspector (other ½ in Code Enforcement), Department Secretary	\$ 440,818
02	Overtime	\$ 2,000
06	FICA	\$ 33,576
07	IPERS	\$ 39,169
09	Group insurance	\$ 47,264
11	Vehicle allowance/clothing allowance	\$ 5,075
	Spot awards	\$ 350
13	Deferred compensation City match	\$ 6,772
23	Comprehensive Plan update, annexation, development agreements	\$ 100,000
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 39,463
	Metro Home Improvement Program	\$ 25,716
27	Logos.net software annual maintenance	\$ 18,000
	ArcGIS annual license maintenance (3)	\$ 2,500
28	APA (4) and ASLA (1) memberships; library resource materials	\$ 3,000
35	Copy machine maintenance (other ½ in Public Works Admin.)	\$ 700
	Plan copier maintenance (other ½ in Public Works Admin.)	\$ 1,550
	Color copier maintenance (other ½ in Public Works Admin.)	\$ 1,800
	HP wide-bed scanner/printer annual maintenance	\$ 3,000
	Miscellaneous printing/copying, postage	\$ 4,500
46	American Planning Association national conference-New York City, NY (2)	\$ 5,000
	American Society of Landscape Architects conference -New Orleans, LA (1)	\$ 2,000
	Local and regional planning workshops or seminars for professional CEUs	\$ 1,000
	Mileage reimbursement	\$ 350
48	Electric, gas, telephone, data, water	\$ 11,000
51	Janitorial supplies	\$ 400
58	Paper, office & printer supplies	\$ 5,000
59	Operating supplies	\$ 650
60	Safety and first-aid supplies, MVR checks, fire extinguishers	\$ 750
72	Replacement of conference room chairs (26) (other ½ in Public Works Admin.)	\$ 5,000
	Replacement chairs (2), adjustable standing desks (3), and misc. furniture/shelving	\$ 6,000
81	Building maintenance fund contribution:	\$ 13,640
	Building maintenance fund contribution – service contracts (former line 40 items):	
	General building repairs	\$ 2,000
	Building custodial services contract	\$ 4,100
	Carpet & upholstery cleaning	\$ 750
	Window cleaning	\$ 195
	Pest control, mat service & sprinkler	\$ 1,200



FUNCTION: Community and Economic Development
ACTIVITY: Tax Increment Financing (TIF) Fund

OVERVIEW: This activity reflects all those transactions required by state law to be accounted for in the TIF special revenue fund. Activities include property tax rebates, and debt service payments on TIF-supported portions of the city’s outstanding bond issues.

TAX INCREMENT FINANCING FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	4,327,260	3,526,378	3,869,472	4,826,843
Total expenditures	\$ 4,327,260	\$ 3,526,378	\$ 3,869,472	\$ 4,826,843
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,553,866	6,316,248	6,562,876	7,058,119
Total revenue	\$ 6,553,866	\$ 6,316,248	\$ 6,562,876	\$ 7,058,119
<i>Net amount (added to) used by fund balance</i>	\$ (2,226,606)	\$ (2,789,870)	\$ (2,693,404)	\$ (2,231,276)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$1,015,000 in TIF rebate payments, which reflect the addition of 2 new development agreements, in addition to existing property owners currently participating in the rebate program. The City’s program allows for properties meeting certain criteria, to request a 5-year declining balance rebate of 75%, 60%, 45%, 30% and 15% of property taxes paid on improvements to their parcels in the Northwest Market TIF District. The DUNA district also has active rebates participating in the program, which consist of 3-years at 90%.
- ↑ An increase of \$352,300 in transfers out, which reflects the funds needed to pay the TIF-supported portion of the City’s outstanding general obligation debt. All general obligation debt is required by state law to be paid from the City’s Debt Service Fund. When the City issues debt specifically related to TIF areas, a TIF revenue certification is completed annually to request a portion of the TIF increment for use in generating property tax dollars specifically for the retirement of this debt. Also included in the certification are amounts needed to support the above mentioned rebate program. When these certified TIF property tax dollars are received, they are required by law to be receipted into the TIF Special Revenue Fund and then are either transferred to the Debt Service Fund as noted above, or retained in the fund for payment of rebates.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The TIF revenues continue to reflect a high level for FY2016-17. Starting in FY2012-13, the full 50% of available TIF increment revenue has been claimed. This has allowed the City to continue to aggressively pursue construction needs in the districts and get incremental revenue accumulated to service existing debt and hopefully call and early retire those pieces of TIF bonds at the earliest time.

COMMUNITY & ECON. DEV.	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

125 TAX INCREMENT FINANCING FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF ret	1,040,238	485,000	250,000	1,500,000	1,015,000	650,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	3,287,022	3,041,378	3,619,472	3,326,843	285,465	3,951,575
	Sub-total	\$ 4,327,260	\$ 3,526,378	\$ 3,869,472	\$ 4,826,843	\$ 1,300,465	\$ 4,601,575

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

TAX INCREMENT FINANCING FUND	\$ 4,327,260	\$ 3,526,378	\$ 3,869,472	\$ 4,826,843	\$ 1,300,465	\$ 4,601,575
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FUNCTION: Community and Economic Development
ACTIVITY: Tax Increment Financing (TIF)

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) rebates	\$ 1,500,000
97	Transfers out to Debt Service Fund to cover debt service payments for TIF district – NW Market	\$ 3,326,843



GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

600 GENERAL GOVERNMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,048,753	\$ 1,210,604	\$ 1,200,060	\$ 1,313,826	\$ 103,222	\$ 1,365,080
02	Overtime	3,873	2,600	2,500	2,600	-	2,600
03	Part-time	89,825	113,401	114,401	128,930	15,529	132,135
04	Witness fees	-	-	-	-	-	-
06	FICA	83,094	96,816	93,044	103,850	7,034	109,806
07	Retirement - IPERS	100,243	116,635	115,083	126,835	10,200	132,317
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	91,304	97,857	97,857	137,494	39,637	144,080
11	Allowance	32,295	31,000	31,000	29,734	(1,266)	29,734
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	24,216	31,197	32,195	32,550	1,353	33,581
	Sub-Total	\$ 1,473,603	\$ 1,700,110	\$ 1,686,140	\$ 1,875,819	\$ 175,709	\$ 1,949,333

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 20,798	\$ 18,000	\$ 19,000	\$ 20,000	\$ 2,000	\$ 20,000
22	Recruitment	315	-	-	500	500	500
23	Professional services	268,200	277,586	268,305	274,625	(2,961)	255,700
24	Contributions to other agencies	76,000	155,400	153,200	223,900	68,500	117,400
27	Data processing	280,960	228,909	228,939	261,927	33,018	266,350
28	Dues and memberships	20,903	23,350	22,670	25,475	2,125	25,660
29	Insurance	405,331	378,287	378,287	441,739	63,452	450,000
32	Uniforms and laundry	274	420	420	450	30	420
35	Printing and copying	7,530	9,452	9,300	9,980	528	10,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	254	150	100	150	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	27,530	52,720	45,950	64,030	11,310	62,100
48	Utility service	27,332	31,760	30,545	31,920	160	3,840
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	1,056	840	840	900	60	-
54	Minor equipment	348	2,000	1,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,591	6,500	6,420	7,000	500	6,500
59	Operating supplies	6,846	11,470	13,320	15,520	4,050	13,930
60	Safety and medical supplies	298	243	193	243	-	143
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 1,149,566	\$ 1,197,187	\$ 1,178,589	\$ 1,380,459	\$ 183,272	\$ 1,234,643

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	210	2,500	2,710	14,200	11,700	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	6,000	6,000	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	5,893	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	33,576	35,972	35,972	50,791	14,819	50,791
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 39,679	\$ 38,472	\$ 38,682	\$ 70,991	\$ 32,519	\$ 50,791

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	470,684	444,545	444,545	439,454	(5,091)	439,115
95	Contingency	25,000	25,000	-	25,000	-	25,000

GENERAL GOVERNMENT SUMMARY

		\$ 3,158,532	\$ 3,405,314	\$ 3,347,956	\$ 3,791,723	\$ 386,409	\$ 3,698,882
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

OVERVIEW: This activity sets the strategic direction for the City and provides extensive public information services.

MAYOR and COUNCIL

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	34,779	43,434	43,378	53,166
Contractual & supply service	105,361	183,820	196,340	235,545
Capital outlay	-	-	-	-
Total expenditures	\$ 140,140	\$ 227,254	\$ 239,718	\$ 288,711
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,339	13,480	13,473	15,489
Total revenue	\$ 8,339	\$ 13,480	\$ 13,473	\$ 15,489
<i>Net amount supported by property taxes</i>	\$ 131,801	\$ 213,774	\$ 226,245	\$ 273,222

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$9,600 in personnel costs reflects an increase in Mayoral salary to \$11,000 annually, with an offsetting elimination of mayoral car allowance. Also reflected is an increase to council salary to \$7,000 and City Treasurer salary to \$2,500, annually.
- ↑ An increase of \$54,500 in contributions to other agencies reflects the allocation of \$50,000 for Urbandale Centennial celebrations.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

610 MAYOR and COUNCIL

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	28,500	38,000	38,000	48,500	10,500	48,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,193	1,328	1,328	1,540	212	1,540
07	Retirement - IPERS	1,786	2,456	2,400	3,126	670	3,126
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	3,300	1,650	1,650	-	(1,650)	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	\$ 34,779	\$ 43,434	\$ 43,378	\$ 53,166	\$ 9,732	\$ 53,166

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	5,500	20,500	23,000	17,000	(3,500)	6,000
24	Contributions to other agencies	76,000	134,400	144,400	188,900	54,500	92,400
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	13,258	12,670	12,670	12,970	300	13,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	55	180	180	180	-	180
35	Printing and copying	149	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,588	14,950	14,950	15,375	425	15,700
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	20	-	-	-
59	Operating supplies	811	1,120	1,120	1,120	-	1,130
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 105,361	\$ 183,820	\$ 196,340	\$ 235,545	\$ 51,725	\$ 128,410

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL \$ 140,140 \$ 227,254 \$ 239,718 \$ 288,711 \$ 61,457 \$ 181,576

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

MAYOR and COUNCIL \$ 140,140 \$ 227,254 \$ 239,718 \$ 288,711 \$ 61,457 \$ 181,576

FUNCTION: General Government
ACTIVITY: Mayor and City Council

Activity Notes

Object	Description	Amount
03	Mayor	\$ 11,000
	City Council	\$ 35,000
	Treasurer	\$ 2,500
06	FICA	\$ 1,540
07	IPERS	\$ 3,126
23	Biennial National Citizen Survey	\$ 17,000
24	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	Central Iowa Shelter contribution (4th of 5 year commitment)	\$ 8,000
	Capital Crossroads committee	\$ 2,000
	Urbandale centennial celebration - operating expenses	\$ 50,000
	U-CAN Urbandale Community Action Network contribution	\$ 45,000
	Urbandale Food Pantry	\$ 24,000
	DUNA - Downtown Urbandale Neighborhood Association	\$ 650
	Miracle League field & playground contribution- pending fundraising goal completion (fund match with Polk County - \$75,000 net of \$22,000 parkland funds from Northview Park)	\$ 53,000
	Home Base Iowa incentives	\$ 5,000
	Discretionary sponsorships/contribution	\$ 1,000
28	Iowa League of Cities	\$ 9,800
	MIALG membership	\$ 620
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 2,500
	Miscellaneous subscriptions	\$ 50
32	City logo shirts	\$ 180
46	Miscellaneous conventions and meetings	\$ 500
	Greater Des Moines Partnership Legislative trip - Washington DC (4)	\$ 11,000
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,250
	Chamber of Commerce annual dinner – table sponsorship	\$ 875
	Council Lunch and Learn sessions	\$ 1,750
59	Service awards and plaques (staff retirements, citizen recognition, etc.)	\$ 1,120



FUNCTION: General Government
ACTIVITY: City Manager

OVERVIEW: This activity provides professional management of the City by recommending options to the City Council and by implementing the policy directives of the City Council.

CITY MANAGER

	FINANCIAL SUMMARY			
	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED
Personal services	474,562	497,155	495,774	513,330
Contractual & supply service	18,287	20,038	24,658	41,113
Capital outlay	-	-	-	1,200
Total expenditures	\$ 492,849	\$ 517,193	\$ 520,432	\$ 555,643
Fees	-	-	-	-
Grants	-	-	-	-
Other	29,328	30,678	29,250	29,810
Total revenue	\$ 29,328	\$ 30,678	\$ 29,250	\$ 29,810
<i>Net amount supported by property taxes</i>	\$ 463,521	\$ 486,515	\$ 491,182	\$ 525,833

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$16,200, which reflects normal salary and benefit cost increases for existing staff.
- ↑ An increase of \$5,000 in contributions to other agencies reflects the creation of a 28E with the City of Des Moines Civil Rights Commission to provide services to Urbandale.
- ↑ An increase of \$6,400 in data processing reflects the cost of hosting and maintaining the City's new website.
- ↑ An increase of \$7,500 in training reflects the cost for 3 to attend ICMA in Kansas City and City Manager to attend the Greater Des Moines Partnership's Washington, DC trip.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 368,273	\$ 387,577	\$ 386,900	\$ 396,570	\$ 8,993	\$ 410,338
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	25,582	26,484	24,187	26,553	69	27,881
07	Retirement - IPERS	32,652	34,438	33,682	35,237	799	36,643
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	22,826	19,571	19,571	25,780	6,209	27,015
11	Allowance	14,810	14,550	14,550	14,550	-	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	10,419	14,535	16,884	14,640	105	14,846
	Sub-Total	\$ 474,562	\$ 497,155	\$ 495,774	\$ 513,330	\$ 16,175	\$ 531,273

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	993	180	180	50	(130)	50
24	Contributions to other agencies	-	-	-	5,000	5,000	5,000
27	Data processing	3,040	2,450	7,000	8,850	6,400	8,850
28	Dues and memberships	4,995	7,435	6,700	7,915	480	8,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	397	500	500	600	100	600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	7,175	5,495	5,000	13,020	7,525	11,000
48	Utility service	1,130	1,440	1,440	1,440	-	1,440
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	64	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	16	-	300	-	-	-
59	Operating supplies	439	2,500	3,500	4,200	1,700	4,200
60	Safety and medical supplies	38	38	38	38	-	38
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 18,287	\$ 20,038	\$ 24,658	\$ 41,113	\$ 21,075	\$ 39,178

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	1,200	1,200	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CITY MANAGER	\$ 492,849	\$ 517,193	\$ 520,432	\$ 555,643	\$ 38,450	\$ 570,451
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FUNCTION: General Government
ACTIVITY: City Manager

Activity Notes

Object	Description	Amount
01	City Manager, Assistant City Manager, Assistant to the City Manager	\$ 396,570
06	FICA	\$ 26,553
07	Retirement	\$ 35,237
09	Group insurance	\$ 25,780
11	Vehicle allowances	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 14,640
23	Records retention, storage and destruction	\$ 50
24	Civil Rights 28E with City of Des Moines Human & Civil Rights Commission	\$ 5,000
27	Software and network support	\$ 400
	Website annual hosting & support	\$ 6,250
	Site-Check software	\$ 2,200
28	ICMA	\$ 3,195
	IaCMA	\$ 900
	Rotary Club dues	\$ 900
	Business Record subscription	\$ 70
	Civil Rights Commission membership	\$ 300
	Alliance for Innovation	\$ 2,500
	Miscellaneous publications	\$ 50
35	Capital Improvement Program document printing	\$ 600
46	Iowa City and County Management Association meetings (1)	\$ 550
	Civil Rights Commission training	\$ 1,000
	International City/County Management Association conference – Kansas City, MO (3)	\$ 6,375
	Greater Des Moines Partnership legislative trip – Washington, DC (1)	\$ 2,750
	Alliance for Innovation	\$ 2,345
48	Cell phone and tablet service (1)	\$ 1,440
59	Operating supplies	\$ 200
	Re-Use-A-Shoe campaign	\$ 4,000
60	MVR annual fees	\$ 38
72	Replacement receiving chairs	\$ 1,200



OVERVIEW: This activity monitors all financial operations to ensure fiscal viability of the City, and maintains all City Council proceedings and essential documents of the City.

FINANCE and RECORDS

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	491,134	503,608	502,977	616,152
Contractual & supply service	158,106	185,177	169,380	204,155
Capital outlay	-	1,000	1,000	7,000
Total expenditures	\$ 649,240	\$ 689,785	\$ 673,357	\$ 827,307
Fees	50,094	43,600	49,750	48,500
Grants	-	-	-	-
Other	38,634	40,916	37,845	44,385
Total revenue	\$ 88,728	\$ 84,516	\$ 87,595	\$ 92,885
<i>Net amount supported by property taxes</i>	\$ 560,512	\$ 605,269	\$ 585,762	\$ 734,422

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$112,500, which reflects normal salary and benefit costs for existing staff, plus the addition of one accountant position.
- ↑ An increase of \$9,000 in contributions to other agencies reflects the anticipation of up to 2 bond referendums during the fiscal year (fire station and aquatic facility).

FUTURE BUDGET CONSIDERATIONS:

- ❖ As service demands increase, additional staff will be required to maintain effective service levels. Specifically noted is the need for a Deputy City Clerk position in the next year.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

620 FINANCE and RECORDS

PERSONAL SERVICES

01	Salaries	\$ 345,336	\$ 354,939	\$ 355,160	\$ 432,814	\$ 77,875	\$ 450,502
02	Overtime	3,873	2,500	2,500	2,500	-	2,500
03	Part-time	30,411	36,256	36,256	38,154	1,898	39,713
04	Witness fees	-	-	-	-	-	-
06	FICA	27,932	29,735	29,281	35,570	5,835	37,869
07	Retirement - IPERS	33,334	34,760	34,474	41,848	7,088	43,776
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,043	32,619	32,619	51,560	18,941	54,030
11	Allowance	4,825	5,100	5,100	5,100	-	5,100
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,380	7,699	7,587	8,606	907	9,002
	Sub-Total	\$ 491,134	\$ 503,608	\$ 502,977	\$ 616,152	\$ 112,544	\$ 642,492

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 20,798	\$ 18,000	\$ 19,000	\$ 20,000	\$ 2,000	\$ 20,000
22	Recruitment	-	-	-	500	500	500
23	Professional services	77,312	70,375	70,375	71,575	1,200	72,000
24	Contributions to other agencies	-	21,000	8,800	30,000	9,000	20,000
27	Data processing	40,168	49,700	46,000	52,450	2,750	53,000
28	Dues and memberships	1,535	1,420	1,500	1,730	310	1,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	132	150	150	180	30	180
35	Printing and copying	6,819	8,852	8,800	9,380	528	9,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	173	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,002	8,925	8,000	11,085	2,160	11,000
48	Utility service	480	480	480	480	-	480
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	163	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,309	6,000	6,000	6,500	500	6,000
59	Operating supplies	148	100	100	100	-	100
60	Safety and medical supplies	67	75	75	75	-	75
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 158,106	\$ 185,177	\$ 169,380	\$ 204,155	\$ 18,978	\$ 194,635

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	1,000	1,000	1,000	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	6,000	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ 1,000	\$ 1,000	\$ 7,000	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

FINANCE and RECORDS

		\$ 649,240	\$ 689,785	\$ 673,357	\$ 827,307	\$ 131,522	\$ 837,127
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FUNCTION: General Government
ACTIVITY: Finance and Records

Activity Notes

Object	Description	Amount
01	Finance Director, City Clerk, Assistant Finance Director, Accountant I, Accounts Payable Clerk	\$ 432,814
02	Overtime	\$ 2,500
03	Payroll Specialist (32 hrs per week)	\$ 38,154
06	FICA	\$ 35,570
07	IPERS	\$ 41,848
09	Group insurance	\$ 51,560
11	Vehicle allowance & on-the-spot awards	\$ 5,100
13	Deferred compensation City match	\$ 8,606
21	Publication of Council minutes, official publications, ordinances, recording of deeds & easements	\$ 20,000
22	Recruitment	\$ 500
23	Annual audit & A-133 audit (including 1 major federal program)	\$ 56,000
	State filing fee for audit	\$ 850
	GFOA Certificate of Achievement fee	\$ 505
	509A certification filing fee	\$ 100
	Arbitrage study	\$ 3,000
	Bond trustee fees	\$ 7,500
	CUSIP registration service	\$ 700
	Records retention and storage	\$ 1,920
	Piper Jaffray dissemination fees	\$ 500
	Other services	\$ 500
24	Bond Referendums – potential for 2 for Fire & Pool construction	\$ 30,000
27	Finance and payroll management system maintenance contract	\$ 45,000
	Online codification system maintenance	\$ 3,500
	Supplies and software	\$ 600
	Computer upgrades	\$ 2,750
	GASB 34 infrastructure software maintenance contract	\$ 600
28	Iowa Municipal Finance Officers Association	\$ 110
	Government Finance Officers Association (2)	\$ 250
	Institute of Municipal Clerks	\$ 175
	Iowa Society of CPAs & Central IA Chapter	\$ 420
	American Institute of CPAs	\$ 225
	Iowa Licensing Division – CPA certificate renewal	\$ 200
	GCMOA (Golden Circle Municipal Officers Association)	\$ 50
	Miscellaneous dues and subscriptions	\$ 300
32	Logo shirts	\$ 180

FUNCTION: General Government
ACTIVITY: Finance and Records

Object	Description	Amount
35	Postage and shipping cost	\$ 5,000
	Postage meter lease	\$ 1,440
	Copy maintenance	\$ 1,600
	Paper and other supplies	\$ 340
	Financial document printing	\$ 1,000
46	Municipal Clerks conference - Ames	\$ 200
	City Clerk – Golden Circle group meetings	\$ 175
	Metro finance officers meetings	\$ 200
	Iowa League of Cities Budget workshop	\$ 50
	Payroll Specialist training – (IMPI, Payroll law, IA employment conf)	\$ 600
	CPE training for Accountant (120 hrs per triennial period)	\$ 2,000
	CPE training for Finance Director (120 hrs per triennial period)	\$ 2,000
	New World User's Group (1) – Troy, MI	\$ 950
	New World Systems user conference (2) – Phoenix, AZ	\$ 3,850
	Mileage reimbursement	\$ 500
	Miscellaneous NWS webinars	\$ 560
48	Data plan – Director	\$ 480
49	Petty cash	\$ 100
58	Stationery, office forms, miscellaneous office supplies	\$ 6,500
59	Operating supplies	\$ 100
60	First Aid station supplies	\$ 60
	MVR annual fee	\$ 15
72	Lateral filing cabinets (2)	\$ 1,000
74	Photocopier replacement	\$ 6,000

FUNCTION: General Government
ACTIVITY: Technology

OVERVIEW: This activity provides effective technology tools to staff and citizens to maximize efficiency and productivity.

TECHNOLOGY

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	269,215	409,326	398,195	430,000
Contractual & supply service	277,386	220,454	218,079	257,962
Capital outlay	-	-	-	-
Total expenditures	\$ 546,601	\$ 629,780	\$ 616,274	\$ 687,962
Fees	-	-	-	-
Grants	-	-	-	-
Other	32,527	37,357	34,637	36,909
Total revenue	\$ 32,527	\$ 37,357	\$ 34,637	\$ 36,909
<i>Net amount supported by property taxes</i>	\$ 514,074	\$ 592,423	\$ 581,637	\$ 651,053

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ A net increase of \$20,700 in personnel costs, which reflects normal salary and benefit cost increases for existing staff.
- ↑ An increase of \$11,250 in professional services reflects the additional support contract for server virtualization project.
- ↑ An increase of \$24,200 in data processing, which reflects normal fluctuations in technology needs each year. This includes service contracts, and replacement of 3 switches.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As technology continues to evolve, the City's technology infrastructure will need to become more flexible and able to adapt to provide levels of service the community and staff demand. Maintaining a secure and dependable system of infrastructure remains the highest priority.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

625 TECHNOLOGY

PERSONAL SERVICES

01	Salaries	\$ 203,485	\$ 319,805	\$ 311,000	\$ 330,673	\$ 10,868	\$ 344,187
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	15,933	24,711	24,000	25,049	338	26,697
07	Retirement - IPERS	18,171	28,416	28,000	29,382	966	30,736
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	22,826	26,095	26,095	34,374	8,279	36,020
11	Allowance	4,800	4,800	4,800	4,800	-	4,800
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,000	5,499	4,300	5,722	223	5,986
	Sub-Total	\$ 269,215	\$ 409,326	\$ 398,195	\$ 430,000	\$ 20,674	\$ 448,426

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	213	-	-	-	-	-
23	Professional services	37,814	38,500	38,500	49,750	11,250	38,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	233,752	171,939	171,939	196,127	24,188	200,000
28	Dues and memberships	-	-	-	1,150	1,150	1,150
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	110	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,610	6,000	6,000	7,000	1,000	7,000
48	Utility service	620	2,000	625	1,920	(80)	1,920
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	41	2,000	1,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	172	-	-	-	-	-
59	Operating supplies	42	-	-	-	-	-
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 277,386	\$ 220,454	\$ 218,079	\$ 257,962	\$ 37,508	\$ 250,585

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

		\$ 546,601	\$ 629,780	\$ 616,274	\$ 687,962	\$ 58,182	\$ 699,011
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

TECHNOLOGY

		\$ 546,601	\$ 629,780	\$ 616,274	\$ 687,962	\$ 58,182	\$ 699,011
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FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, IT Specialist (3)	\$ 330,673
06	FICA	\$ 25,049
07	IPERS	\$ 29,382
09	Group insurance	\$ 34,374
11	Vehicle allowance and mileage reimbursement	\$ 4,800
13	Deferred compensation City match	\$ 5,722
23	Telecommunication support	\$ 4,500
	Network support	\$ 30,000
	Virtualization conversion support	\$ 11,250
	LaserFiche support	\$ 1,000
	New World Systems support	\$ 2,000
	Miscellaneous hardware support	\$ 1,000
27	Software licensing	\$ 75,875
	SmartNet renewals	\$ 6,000
	CISCO subscriptions	\$ 12,000
	Replacement CISCO switches - 48 port (2), 12 port (1)	\$ 26,500
	PBX PASS maintenance support	\$ 6,250
	Tightrope broadcasting hardware and software maintenance	\$ 2,000
	Managed service contracts (4 servers)	\$ 20,352
	Hosted email	\$ 13,500
	HP warranty renewals	\$ 15,000
	UPS units and batteries	\$ 3,400
	Tape media	\$ 5,250
	Tech staff computers	\$ 4,000
	Windows 10 test machine	\$ 1,000
	Miscellaneous items	\$ 5,000
28	Subscription to TechMonitor	\$ 300
	Subscription to TechNet	\$ 850
46	Network Security conference	\$ 1,500
	Technology Conference (3)	\$ 4,500
	Local training and mileage reimbursement	\$ 1,000
48	Data plan for remote access devices (4)	\$ 1,920
54	Computer tools and equipment	\$ 2,000
60	MVR check	\$ 15

FUNCTION: General Government

ACTIVITY: Technology

Object	Description	Amount
TECH FUND	Technology Internal Service Fund purchases (one-time capital items with City-wide benefit):	
	Timeclock system upgrade (required by manufacturer)	\$ 20,000
	SAN storage - virtualization	\$ 30,000
	Virtualization servers (2)	\$ 28,000

FUNCTION: General Government
ACTIVITY: Human Resources

OVERVIEW: This activity provides professional human resource management for the City. This activity manages the City’s recruitments, personnel policies, employee benefits, compliance with federal and state labor laws, and employee safety program.

HUMAN RESOURCES

	FINANCIAL SUMMARY			
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	147,548	182,172	180,611	192,975
Contractual & supply service	14,589	35,250	29,125	36,835
Capital outlay	-	-	-	-
Total expenditures	\$ 162,137	\$ 217,422	\$ 209,736	\$ 229,810
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,648	12,897	11,788	12,329
Total revenue	\$ 9,648	\$ 12,897	\$ 11,788	\$ 12,329
<i>Net amount supported by property taxes</i>	\$ 152,489	\$ 204,525	\$ 197,948	\$ 217,481

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$10,800 in personnel costs reflects normal increases for existing staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the City grows, and staffing levels increase, the human resources department will need to grow to accommodate the workload.
- ❖ A salary study will need to be conducted in future years to address wage compression in the existing job classification system and pay ranges.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

630 HUMAN RESOURCES

PERSONAL SERVICES

01	Salaries	\$ 85,766	\$ 99,947	\$ 99,000	\$ 103,125	\$ 3,178	\$ 107,339
02	Overtime	-	-	-	-	-	-
03	Part-time	28,752	38,145	38,145	40,276	2,131	41,922
04	Witness fees	-	-	-	-	-	-
06	FICA	8,813	10,879	10,348	11,283	404	11,786
07	Retirement - IPERS	10,090	12,270	12,227	12,742	472	13,329
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	7,609	13,048	13,048	17,187	4,139	18,010
11	Allowance	4,560	4,900	4,900	5,284	384	5,284
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,958	2,983	2,943	3,078	95	3,220
Sub-Total		\$ 147,548	\$ 182,172	\$ 180,611	\$ 192,975	\$ 10,803	\$ 200,890

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	102	-	-	-	-	-
23	Professional services	4,133	4,150	4,150	4,150	-	4,150
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,000	4,500	4,000	4,500	-	4,500
28	Dues and memberships	1,015	1,825	1,800	1,710	(115)	1,710
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	57	60	60	60	-	60
35	Printing and copying	55	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,155	17,200	12,000	17,400	200	17,400
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	94	500	100	500	-	500
59	Operating supplies	3,797	7,000	7,000	8,500	1,500	8,500
60	Safety and medical supplies	181	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 14,589	\$ 35,250	\$ 29,125	\$ 36,835	\$ 1,585	\$ 36,835

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

HUMAN RESOURCES

		\$ 162,137	\$ 217,422	\$ 209,736	\$ 229,810	\$ 12,388	\$ 237,725
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FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

Object	Description	Amount
01	HR Director	\$ 103,125
03	HR Analyst	\$ 40,276
06	FICA	\$ 11,283
07	IPERS	\$ 12,742
09	Group insurance	\$ 17,187
11	Car allowance and phone allowance - Director	\$ 5,184
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 3,078
23	Employee assistance program (EAP)	\$ 4,000
	Other services	\$ 150
27	NeoGov licensing fee	\$ 4,000
	Miscellaneous software/training programs	\$ 500
28	Local & National Society for Human Resource Management memberships	\$ 530
	National Public Employer Labor Relations Association membership	\$ 430
	Miscellaneous dues & subscriptions	\$ 750
32	Staff logo shirts	\$ 60
46	IaPELRA meetings – local	\$ 350
	National conference – NPELRA	\$ 3,000
	New World annual conference – Phoenix, AZ	\$ 2,300
	SHRM state conference	\$ 400
	Iowa Employment Law conference (2)	\$ 450
	Citywide core skills training – Title VI Discrimination	\$ 5,000
	Supervisory training - Succession, Mentoring	\$ 5,000
	Miscellaneous training manuals & reference books	\$ 500
	Miscellaneous HR meeting expenses	\$ 400
58	Office supplies	\$ 500
59	Training videos and miscellaneous operating supplies	\$ 1,000
	Service Recognition - awards	\$ 5,775
	Service Recognition - meal	\$ 1,725
60	MVR annual fees	\$ 15
GL Fund	General Liability Fund expenses	
	City-wide safety program expenses, training expenses, policy review, IAMU contract, Capital Crossroads Initiative	\$ 25,000
RM Fund	Risk Management Fund expenses	
	City-wide wellness programming	\$ 20,000



FUNCTION: General Government
ACTIVITY: Legal Services

OVERVIEW: This activity ensures the City’s compliance with applicable statutes to minimize the City’s exposure to legal action and to ensure fair treatment of City employees in its personnel-related activities.

LEGAL SERVICES

	FINANCIAL SUMMARY			
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	131,115	127,321	130,000	130,000
Capital outlay	-	-	-	-
Total expenditures	\$ 131,115	\$ 127,321	\$ 130,000	\$ 130,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,802	7,552	7,307	6,974
Total revenue	\$ 7,802	\$ 7,552	\$ 7,307	\$ 6,974
<i>Net amount supported by property taxes</i>	\$ 123,313	\$ 119,769	\$ 122,693	\$ 123,026

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from prior year’s budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

640 LEGAL SERVICES

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	131,115	127,321	130,000	130,000	2,679	135,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 131,115	\$ 127,321	\$ 130,000	\$ 130,000	\$ 2,679	\$ 135,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

LEGAL SERVICES

		\$ 131,115	\$ 127,321	\$ 130,000	\$ 130,000	\$ 2,679	\$ 135,000
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FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$90,456 annual plus \$95 per hour for billable work	\$ 100,000
	Outside counsel and miscellaneous expenses	\$ 30,000



FUNCTION: General Government
ACTIVITY: General Support

OVERVIEW: This activity protects the City against loss due to catastrophic events or liability claims, and protects the health and safety of the City's workforce by providing a safe work environment.

GENERAL SUPPORT

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	56,365	64,415	65,205	70,196
Contractual & supply service	915,406	869,672	855,552	914,303
Capital outlay	39,679	37,472	37,682	62,791
Total expenditures	\$ 1,011,450	\$ 971,559	\$ 958,439	\$ 1,047,290
Fees	-	-	-	-
Grants	-	-	-	-
Other	60,189	57,630	53,868	56,187
Total revenue	\$ 60,189	\$ 57,630	\$ 53,868	\$ 56,187
<i>Net amount supported by property taxes</i>	\$ 951,261	\$ 913,929	\$ 904,571	\$ 991,103

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$5,800, which reflects normal salary and benefit costs for existing staff.
- ↓ A decrease of \$14,500 in professional services reflects the prior year planned cyber security review.
- ↑ An increase of \$63,500 in insurance reflects the reallocation of a portion of the City-wide property and casualty insurance and workers compensation insurance associated with the Road Use fund operations to the Roadway budget.
- ↑ An increase of \$10,500 in furniture reflects the cost of desks and storage for 2 new offices being added in the administrative wing of City Hall.
- ↑ An increase of \$14,800 in building maintenance fund contributions reflects the City-wide increase in the cost per square foot per building.
- ↓ A decrease of \$5,100 in debt retirement reflects annual debt service payments for 4 outstanding bond issues that are paid by the general fund.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

645 GENERAL SUPPORT

PERSONAL SERVICES

01	Salaries	\$ 45,893	\$ 48,336	\$ 48,000	\$ 50,644	\$ 2,308	\$ 52,714
02	Overtime	-	100	-	100	-	100
03	Part-time	2,162	1,000	2,000	2,000	1,000	2,000
04	Witness fees	-	-	-	-	-	-
06	FICA	3,641	3,679	3,900	3,855	176	4,033
07	Retirement - IPERS	4,210	4,295	4,300	4,500	205	4,707
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	6,524	6,524	8,593	2,069	9,005
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	459	481	481	504	23	527
	Sub-Total	\$ 56,365	\$ 64,415	\$ 65,205	\$ 70,196	\$ 5,781	\$ 73,086

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	11,333	16,560	2,100	2,100	(14,460)	
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	320	-	-	(320)	
28	Dues and memberships	100	-	-	-	-	
29	Insurance	405,331	378,287	378,287	441,739	63,452	450,000
32	Uniforms and laundry	30	30	30	30	-	
35	Printing and copying	-	100	-	-	(100)	
40	Building and grounds maint.	-	-	-	-	-	
41	Vehicle and equipment maint.	81	150	100	150	-	
44	Grant-funded purchases	-	-	-	-	-	
46	Training and development	-	150	-	150	-	
48	Utility service	25,102	27,840	28,000	28,080	240	
49	Petty cash	-	-	-	-	-	
51	Maintenance supplies	1,056	840	840	900	60	
54	Minor equipment	80	-	-	-	-	
55	DARE expenditures	-	-	-	-	-	
56	Vehicle maintenance supplies	-	-	-	-	-	
57	Vehicle operation supplies	-	-	-	-	-	
58	Office supplies	-	-	-	-	-	
59	Operating supplies	1,609	750	1,600	1,600	850	
60	Safety and medical supplies	-	100	50	100	-	
61	Refunds	-	-	-	-	-	
	Sub-total	\$ 444,722	\$ 425,127	\$ 411,007	\$ 474,849	\$ 49,722	\$ 450,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	210	1,500	1,710	12,000	10,500	
73	Equipment replacement fund	-	-	-	-	-	
74	Office equipment	-	-	-	-	-	
75	Operating equipment	-	-	-	-	-	
76	Property improvements	5,893	-	-	-	-	
77	Economic development	-	-	-	-	-	
79	Books, films and recordings	-	-	-	-	-	
80	Natural disaster cleanup	-	-	-	-	-	
81	Building maintenance fund	33,576	35,972	35,972	50,791	14,819	50,791
97	Transfers out	-	-	-	-	-	
	Sub-total	\$ 39,679	\$ 37,472	\$ 37,682	\$ 62,791	\$ 25,319	\$ 50,791

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	470,684	444,545	444,545	439,454	(5,091)	439,115
95	Contingency	-	-	-	-	-	

GENERAL SUPPORT	\$ 1,011,450	\$ 971,559	\$ 958,439	\$ 1,047,290	\$ 75,731	\$ 1,012,992
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FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

Object	Description	Amount
01	Receptionist	\$ 50,644
02	Overtime	\$ 100
03	Part-time	\$ 2,000
06	FICA	\$ 3,855
07	IPERS	\$ 4,500
09	Group Insurance	\$ 8,593
13	Deferred compensation City match	\$ 504
23	Backup tape storage	\$ 2,100
29	Property and casualty insurance, cyber liability insurance, broker fee – General Fund share (57%)	\$ 220,925
	Workers Compensation insurance coverage, 411 medical claims – General Fund share (81%)	\$ 220,814
32	Staff logo shirt	\$ 30
41	Repairs to general office equipment	\$ 150
46	Training – Receptionist	\$ 150
48	Electric, gas, water, telephone, data	\$ 28,080
51	Janitorial supplies	\$ 900
59	Office forms and check stock	\$ 1,600
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	\$ 100
72	Office furniture for 2 new offices	\$ 12,000
81	Building maintenance fund contribution – general repairs	\$ 33,661
	Building maintenance fund contribution – service contracts (former line 40 items):	
	City Hall – custodial cleaning service	\$ 6,200
	Carpet & upholstery cleaning (1 x year)	\$ 1,750
	Window cleaning (outside & inside) (1 x year)	\$ 450
	Mat service	\$ 420
	Pesticide service	\$ 670
	Alarm service	\$ 160
	Electrical maintenance contract	\$ 480
	HVAC service and repair	\$ 5,000
	General building repairs	\$ 1,680
	Security monitoring	\$ 320
91	Community Development /Engineering office building (2010B GO bond payment)	\$ 109,500
	Administrative office expansion (2004/2014C capital loan note payment)	\$ 165,213
	Police station expansion (2006B capital loan note payment)	\$ 135,253
	Police station expansion (2007 capital loan note payment)	\$ 29,488



DEBT SERVICE FUND

FINANCIAL SUMMARY				
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	13,295,744	9,124,000	14,271,210	9,985,380
Capital outlay	-	-	-	-
Total expenditures	\$ 13,295,744	\$ 9,124,000	\$ 14,271,210	\$ 9,985,380
Fees	-	-	-	-
Grants	-	-	-	-
Other	13,214,968	9,171,159	14,123,307	9,952,693
Total revenue	\$ 13,214,968	\$ 9,171,159	\$ 14,123,307	\$ 9,952,693

- ❖ This function represents all principal and interest payments on the City's outstanding general obligation debt that are supported by the debt service levy of \$2.18. This is a \$0.03 increase over prior year.
- ❖ The City does have some categories of outstanding debt that are issued as General Fund supported obligations, which means they are funded through the general levy of \$7.17. All such payments are not reflected in the totals above, but are instead included in the General Support department within the General Government section of this budget document.
- ❖ General Obligation bonds totaling \$15,500,000 are anticipated being issued in April 2016 to support capital projects specified within the 2016-2021 Capital Improvements Program. This is a shift in timing, from the normal fall sale date, but due to the nature of the projects being financed, funds will be needed earlier. It is anticipated that the City will shift to spring bond sales going forward.
- ❖ The significant fluctuations between the above shown fiscal years occurs whenever the City is able to refinance bonds, which results in payoff of old debt and reissue of new lower rate debt. While there may be opportunity to refinance more bonds in the future, the interest rate market at this time is not solid enough to warrant incorporating said refinance into the budget at this time. If the interest environment is attractive at the time of new bond sale, the refinance will be separately approved at that time.

		FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
200 DEBT SERVICE FUND							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL							
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	13,295,744	9,124,000	14,271,210	9,985,380	861,380	10,721,783
95	Contingency	-	-	-	-	-	-
DEBT SERVICE FUND		\$ 13,295,744	\$ 9,124,000	\$ 14,271,210	\$ 9,985,380	\$ 861,380	\$ 10,721,783

FUNCTION: General Government
ACTIVITY: Contingency

OVERVIEW: The contingency account is intended for one-time, extraordinary purchases that are not budgeted elsewhere. Any use of these funds is required to be approved by City Council.

CONTINGENCY

	FINANCIAL SUMMARY			
	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	50,000	100,000	25,000	100,000
Capital outlay	-	-	-	-
Total expenditures	\$ 50,000	\$ 100,000	\$ 25,000	\$ 100,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
Net amount supported by property taxes	\$ 50,000	\$ 100,000	\$ 25,000	\$ 100,000

	FY 2014-15 ACTUAL	FY 2015-16 ADOPTED	FY 2015-16 REVISED	FY 2016-17 ADOPTED	INCREASE (DECREASE)	FY 2017-18 ESTIMATE
CONTINGENCY						
PERSONAL SERVICES						
01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02 Overtime	-	-	-	-	-	-
03 Part-time	-	-	-	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	-	-	-	-	-	-
07 Retirement - IPERS	-	-	-	-	-	-
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	-	-	-	-	-	-
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred comp plan City match	-	-	-	-	-	-
Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	-	-	-	-	-	-
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	-	-	-	-	-	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	-	-	-
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	-	-	-	-	-	-
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	-	-	-	-	-	-
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	-	-	-	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	-	-	-	-	-	-
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL						
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	50,000	100,000	25,000	100,000	-	100,000
CONTINGENCY	\$ 50,000	\$ 100,000	\$ 25,000	\$ 100,000	\$ -	100,000

	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	401,001	433,908	433,908	453,205	19,297	466,801
3	Part-Time and Temporary Salaries	26,368	45,260	30,000	30,000	(15,260)	30,900
6	FICA	32,797	36,656	36,965	36,965	309	38,074
7	IPERS	36,084	39,468	39,468	40,471	1,003	41,685
9	Health and Life Insurance	103,936	114,484	114,484	121,293	6,809	124,932
SUB TOTAL		\$ 600,186	\$ 669,776	\$ 654,825	\$ 681,934	\$ 12,158	\$ 702,392

Contractual and Supply Services

20	Miscellaneous	69	1,000	1,000	2,500	1,500	2,500
35	Drafting Supplies	996	2,000	2,000	2,000	-	2,000
44A	Communication (Pager & Radio Maintenance)	613	1,500	1,500	1,500	-	1,500
44B	One Call Service	8,969	12,000	12,000	12,000	-	12,000
47	Utilities	49,181	70,000	70,000	70,000	-	70,000
48	Bacteriological Samples	15,708	12,688	14,500	12,328	(360)	15,750
51	Bldg & Grounds Maint & Operation	18,536	62,624	62,624	63,000	376	63,000
57	Motor Vehicle Operation Supplies	25,990	34,000	32,000	32,000	(2,000)	34,000
64	New Meters	435,102	464,000	360,000	473,270	9,270	425,000
71	Automotive Equipment	18,262	22,500	34,000	-	(22,500)	39,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	127,107	1,100,000	1,200,000	585,000	(515,000)	533,500
88	Inspection & Engineering	26,581	75,000	80,000	75,000	-	75,000
SUB TOTAL		\$ 727,114	\$ 1,859,812	\$ 1,872,124	\$ 1,331,098	\$ (528,714)	\$ 1,275,750

Total Water Distribution Operations		\$ 1,327,300	\$ 2,529,588	\$ 2,526,949	\$ 2,013,032	\$ (516,556)	\$ 1,978,142
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	313,589	326,766	333,248	337,829	11,063	347,964
01A	Pager Pay	3,290	6,800	4,000	6,800	-	7,004
06	FICA	23,801	25,518	25,518	26,364	846	27,155
07	IPERS	27,649	29,180	29,600	30,168	988	31,073
09	Health & Life Insurance	74,677	80,622	80,622	85,418	4,796	87,981
SUB TOTAL		\$ 443,006	\$ 468,886	\$ 472,988	\$ 486,579	\$ 17,693	\$ 501,177

Contractual and Supply Services

20	Miscellaneous	-	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	-	10,000	10,000	10,000	-	10,000
41A	Purchase, Repair & Maintenance of Tractor	3,309	35,000	7,500	47,900	12,900	-
41B	Purchase, Repair, Maintenance of Equipment	5,375	12,050	12,050	6,250	(5,800)	15,000
54	Minor Equipment, Tools, Clothes	11,619	15,000	15,000	16,000	1,000	16,000
61	Main Maintenance Supplies	31,794	30,000	42,000	38,000	8,000	45,000
64	Meter Parts	9,190	16,000	45,000	39,500	23,500	45,000
65	Hydrants, Valves & Parts	8,449	25,000	30,000	32,000	7,000	32,900
87	System Maintenance	16,475	35,000	40,000	35,000	-	40,000
89	State Revolving Fund Loan - Meter replacement	-	-	-	-	-	-
SUB TOTAL		\$ 86,211	\$ 178,800	\$ 202,300	\$ 225,400	\$ 46,600	\$ 204,650

Total Water Distribution Maintenance		\$ 529,217	\$ 647,686	\$ 675,288	\$ 711,979	\$ 64,293	\$ 705,827
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	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	213,325	225,263	225,263	236,869	11,606	243,975
03	Part-time & Temporary Salaries	0	4,800	4,800	4,800	-	4,944
06	FICA	15,132	17,600	17,600	18,488	888	19,042
07	IPERS	18,964	20,116	20,116	21,152	1,036	21,787
09	Health & Life Insurance	66,862	71,788	71,788	76,068	4,280	78,350
SUB TOTAL		\$ 314,283	\$ 339,567	\$ 339,567	\$ 357,377	\$ 17,810	\$ 368,098

Contractual and Supply Services

20	Miscellaneous	-	1,000	1,000	1,000	-	1,000
24	Payments to Other Agencies	3,708,660	4,431,711	3,850,208	4,789,882	358,171	4,933,975
24A	Sewer Exempt Fee	1,460	2,500	2,000	2,000	(500)	2,000
36	Postage & Shipping	110,642	127,200	127,200	127,200	-	131,016
37	Printing-Computer & Billing	2,392	4,750	3,900	3,900	(850)	4,500
37A	Computer Rent & Equipment	136,154	256,302	225,000	143,249	(113,053)	175,000
42	Solid Waste	1,972,817	2,016,000	2,016,000	2,016,000	-	2,076,480
43	Sales Tax Water	386,849	489,623	489,623	505,519	15,896	504,312
43A	Sales Tax Urbandale Sanitary (SD)	41,073	48,718	42,641	52,759	4,041	54,342
43B	Sales Tax Urbandale W/H Sanitary (SR)	1,466	2,808	1,522	2,985	177	3,075
49a	Refunds	13,111	16,000	18,000	18,000	2,000	18,540
50	Storm Water	736,982	1,493,048	1,493,048	2,254,626	761,578	2,322,265
50A	Storm Water Sales Tax	21,462	41,408	41,408	62,250	20,842	61,118
SUB TOTAL		\$ 7,133,068	\$ 8,931,068	\$ 8,311,550	\$ 9,979,370	\$ 1,048,302	\$ 10,287,623

Total Water Accounting and Collection		\$ 7,447,351	\$ 9,270,635	\$ 8,651,117	\$ 10,336,747	\$ 1,066,112	\$ 10,655,721
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	242,579	254,669	254,669	267,291	12,622	275,310
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	18,239	20,492	20,492	21,458	966	22,101
07	IPERS	21,405	23,063	23,063	24,191	1,128	24,916
08	Retirement Trust	30,296	31,810	31,810	38,180	6,370	39,325
09	Health & Life Insurance	40,226	42,985	42,985	45,538	2,553	46,904
09B	Dental & Visual Insurance	2,110	2,550	2,550	2,550	-	2,627
09C	Self Insurance	23,798	31,784	31,784	31,784	-	32,738
SUB TOTAL		\$ 382,253	\$ 410,953	\$ 410,953	\$ 434,592	\$ 23,639	\$ 447,629

Contractual and Supply Services

11	Auto Allowance	9,600	9,600	9,600	9,600	-	9,600
20	Miscellaneous	1,275	2,000	2,000	2,000	-	2,000
20A	Trust Disbursement	21,378	25,000	25,000	25,000	-	27,000
21	Advertising & Legal Publications	1,660	2,000	2,000	2,000	-	2,200
22	Contract services	5,996	9,000	9,000	9,000	-	10,000
23	Consulting & Legal Fees	34,386	10,000	10,000	10,000	-	10,000
23A	Audit	9,945	18,000	12,000	12,000	(6,000)	15,000
24	Permit Fees (DNR)	4,614	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	5,320	6,000	6,000	6,000	-	6,000
29	Liability Insurance	61,342	65,200	65,200	65,200	-	67,156
36	Postage & Shipping (Stamps & Etc.)	2,149	2,585	2,585	2,460	(125)	2,534
44	Telephone (Phones & Service Bill)	11,885	10,860	10,860	13,440	2,580	13,843
45	Training	10,679	8,000	8,000	10,000	2,000	12,000
46	Travel & Conference Expense	4,418	10,000	8,000	10,000	-	10,000
47	Utilities	12,225	15,000	15,000	15,000	-	15,000
50	Petty Cash	960	1,500	1,500	1,500	-	1,500
58	Office Equipment & Supplies	9,001	17,500	15,600	15,600	(1,900)	16,000
94	Bank Service Charge	33,210	36,000	38,000	39,600	3,600	42,000
SUB TOTAL		\$ 240,043	\$ 254,245	\$ 246,345	\$ 254,400	\$ 155	\$ 267,833

Total Water Administration and General		\$ 622,296	\$ 665,198	\$ 657,298	\$ 688,992	\$ 23,794	\$ 715,462
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	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	INCREASE	FY 2017-18
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER OPERATING REVENUE

Revenue

601	Metered Water Sales	6,921,922	8,160,381	7,053,717	8,395,313	234,932	8,647,172
602	Sewer-SR	312,989	472,208	318,948	501,940	29,732	516,998
603	Sewer-SD	3,405,552	3,959,503	3,470,394	4,287,942	328,439	4,416,580
605	Service Charges	9,095	10,000	10,000	10,000	-	10,000
606	Late Charge	31,250	35,000	35,000	35,000	-	36,050
607	Water Service Hook On Fee	95,437	116,325	132,000	147,345	31,020	151,765
608	Meter & Parts	88,142	107,000	107,000	96,300	(10,700)	99,189
609	Sewer Exempt Fee	2,070	3,000	2,500	2,625	(375)	2,704
612	Collect Sewer (For Billing)	122,466	119,646	122,000	123,579	3,933	127,286
613	Taps	3,730	4,000	4,000	4,000	-	4,120
615	Bacteriological Samples	3,180	3,500	3,800	4,100	600	4,223
616	Miscellaneous	70,110	40,000	40,000	43,000	3,000	44,290
616A	Trust Receipts	28,498	29,500	29,500	29,500	-	30,385
617	Main Reimbursement	47,629	7,500	7,500	10,000	2,500	10,300
618	Rentals	450	-	-	-	-	-
620	Sales Tax Water	404,992	489,623	423,223	505,519	15,896	520,685
621	Sales Tax Sewer	43,092	52,144	43,912	55,744	3,600	57,416
623	Bulk & Construction Water	35,023	25,000	25,000	30,000	5,000	30,900
627	Hydrant Meter Rental	6,628	6,000	6,000	6,000	-	6,180
646	Lease Revenue (Nextel)	87,418	80,400	80,400	84,204	3,804	83,730
647	Solid Waste	1,975,711	2,016,000	2,016,000	2,016,000	-	2,076,480
648	Solid Waste Collect	28,010	27,500	28,300	28,300	800	29,149
649	Storm Water	747,775	1,493,048	1,493,048	2,254,626	761,578	2,322,265
649A	Storm Water Sales Tax	20,986	41,656	41,902	62,250	20,594	64,118
650	Storm Water Collect	30,525	30,420	30,650	30,800	380	31,724
651	State Revolving Fund loan proceeds	1,963,000	-	-	-	-	-
Total Water Operating Revenue		\$ 16,485,680	\$ 17,329,354	\$ 15,524,794	\$ 18,764,087	\$ 1,434,733	\$ 19,323,709

RECAP

Disbursements

Distribution Operation	1,327,300	2,529,588	2,526,949	2,013,032	(516,556)	1,978,142
Distribution Maintenance	529,217	647,686	675,288	711,979	64,293	705,827
Accounting & Collection	7,447,351	9,270,635	8,651,117	10,336,747	1,066,112	10,655,721
Administration & General	622,296	665,198	657,298	688,992	23,794	715,462
Water Purchased (DMWW + Xenia)	2,068,713	2,491,086	2,198,169	2,634,447	143,361	2,838,363
Sub Total	\$ 11,994,877	\$ 15,604,193	\$ 14,708,821	\$ 16,385,197	\$ 781,004	\$ 16,893,515
Debt Service	4,410,872	2,167,092	2,167,092	2,187,197	20,105	2,187,197
TOTAL	\$ 16,405,749	\$ 17,771,285	\$ 16,875,913	\$ 18,572,394	\$ 801,109	\$ 19,080,712

Income

Cash Balance	-	3,101,010	3,418,520	2,110,401	(990,609)	2,345,094
Restricted Funds	-	701,815	292,528	292,528	(409,287)	292,528
Net Cash Balance	\$ -	\$ 3,802,825	\$ 3,711,048	\$ 2,402,929	\$ (1,399,896)	\$ 2,637,622
Operating Revenue	\$ 16,485,680	\$ 17,329,354	\$ 15,524,794	\$ 18,764,087	\$ 1,434,733	\$ 19,323,709
Non-Operating Revenue						
Interest Earned	49,603	45,900	43,000	43,000	(2,900)	45,000
Extraordinary income	-	-	-	-	-	-
SUB TOTAL	\$ 16,535,283	\$ 21,178,079	\$ 19,278,842	\$ 21,210,016	\$ 31,937	\$ 22,006,331
Less Restricted Funds (trust fund)	-	701,815	292,528	292,528	(409,287)	292,528
Capital Reserve Fund	-	2,704,979	-	2,345,094	(359,885)	2,633,092
Total	\$ 16,535,283	\$ 17,771,285	\$ 18,986,314	\$ 18,572,394	\$ 801,109	\$ 19,080,711

