



CITY OF URBANDALE, IOWA  
**ADOPTED BUDGET**  
**2019-2020**



# **CITY OF URBANDALE**

Revised FY2018-19 Budget

Adopted FY2019-2020 Budget

Estimated FY2020-2021 Budget

## **Mayor and Council**

Robert D. Andeweg, Mayor

Tom Gayman, Mayor, Pro-Tem

Michael Carver, Councilmember  
Ron Pogge, Councilmember

David Russell, Councilmember  
Creighton Cox, Councilmember

## **Management Team**

A.J. Johnson, City Manager

Dale Acheson, Water Utility General Manager  
James Briear, Director of Technology  
Curtis Brown, Assistant City Manager & Economic Development Director  
Steve Franklin, Director of Community Development  
Jan Herke, Director of Parks and Recreation  
Jerry Holt, Fire Chief  
Rob Johansen, Police Chief  
John Konior, Director of Risk Management & Support Services  
Nicole Lamb, Finance Director  
Karla Lower, Director of Human Resources  
Nicole Lunders, City Clerk  
David McKay, Director of Engineering and Public Works  
Julie Wells, Library Director



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March 12, 2019

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

Re: FY2019-20 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2019-20 operating budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020. 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 12, 2019.

As proposed, the recommended tax levy for FY2019-20 would be set at \$10.52, which is \$.50 higher than the FY2018-19 levy. The current budget recommendation reflects a significant shuffling between the City's levies to reflect anticipated legislation that will reform the structure of the Iowa property tax system. The General Fund levy will increase from \$7.24 to \$8.10, the Debt Service Levy will lower from \$2.20 to \$2.00, and the Chapter 411 Fire and Police Retirement Levy will decrease \$0.26 from \$0.58 to \$0.32. A new levy, Employee Benefits, will be utilized for the first time, at \$0.10, which is discussed later in this letter. The Chapter 411 Fire and Police pension contribution rate is set by the State and will decrease from 26.02% to 24.41% in FY20. The ag land levy rate will remain at the statutory limit of \$3.00375.

In November 2017, a bond referendum vote successfully passed to construct a third Fire Station with fueling station. The total issued bond was for \$6,000,000, which was projected to equal \$0.14 cents of increase on the Debt Service Levy for a period of approximately 15 years to pay for the construction costs. At that same vote, the 1% LOSST vote also passed in Dallas County, which will generate approximately \$1,100,000 in revenue for FY19. The City's voter approved restriction on those funds is 50% for property tax relief and 50% for capital projects.

As in the prior budget, the LOSST funding is being used to offer immediate tax relief for the cost of the new fire station debt (\$500,000 per year), and thus, the planned tax increase is not being levied again in FY20. Additionally, the LOSST funding actually received in FY19 that is in excess of the required debt service on the fire station is being used to buy down the employee benefits levy by an additional \$0.04. This results in only needing \$0.10 additional for the benefits levy instead of \$0.14 to fund a portion employee insurance costs.

As City staff prepared the upcoming FY budget, the property tax changes approved by the State legislature in 2013 will continue to affect 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 promised to backfill this lost valuation revenue to cities at 100% for 2 years, then the backfill will be capped at FY2016-17 levels. To date, no legislative action has been taken to remove or reduce the commercial property tax backfill

standing appropriation despite legislative indication that it is likely to occur in the future. 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 property. City staff have reviewed the impact of the 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.

These legislative changes directly impact the City's tax rate and will continue to have an impact on the City's revenue stream, especially if backfill is not fully funded. The City's valuation growth for FY2019-20 is as follows. The City saw a positive valuation growth in Polk County (1.9%), combined with a positive growth in Dallas County (8.91%), for a combined growth of 3.6%. With the recommended total tax levy rate of \$10.52, the City will generate \$3,155,357 (8.4%) more in property tax revenues when compared to FY2018-19. State backfill revenue will account for \$958,400 in the recommended budget. If the 2019 State legislature alters or reduces the backfill, the City will be forced to continue to raise the levy in future years to make up the difference, or implement alternative revenue sources in the budget year, such as franchise fees, or possibly both

#### **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.

Of significant impact to the proposed budget is the construction of the third fire station and related equipping and staffing needs. The station is anticipated to be completed in fall 2019, and was planned to open with 9 full time staff, which will allow for 3 staff per 24-hour shift. In fall 2018, the City was awarded a SAFER grant for the acceleration of the remaining 9 positions so that the station can open at full capacity. Additionally, a 28E agreement with the City of Clive was approved, which allows for service cost contribution of 40% of staffing costs to go towards the new station's operations.

The current proposed budget does include the anticipated routine operations of the newly completed fire station (utilities, cleaning, etc.), as well as the costs for purchasing all the equipment to enable the building to open in fall 2019.

The other significant impact on the proposed budget is related to the ever increasing cost of health care benefits for employees. There is a direct relationship to our health insurance obligations with the number of "member lives" covered. From FY11 to FY19, 54 new employees have been added, with 35 of those being in the last 5 years. The increase in the number of member lives covered by insurance since FY14 has increased from 525 to 645, or an increase of 120 lives. Meanwhile the City's cost for administration and reinsurance fees have increased by 180% during the same 5 years. This aggressive

increase has resulted in the rapid erosion of the City's Risk Management internal service fund, which is used to pay all employee insurance benefits. This trend has prompted the recommendation to shift a portion of the City's employee benefit cost to the levy available for that purpose. The anticipated shortfall in the fund is \$2.5 million, which can be raised through the initial establishment of the levy at \$0.10 and increasing total contributions to the internal service fund by \$2.5 million.

The remainder of this letter will provide details about the significant factors that affected the FY2019-20 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. The budget is the guiding document for the City to provide public services while operating in a fiscally responsible manner.

## **FY2019-20 OPERATING BUDGET**

### **SIGNIFICANT BUDGETARY FACTORS**

The following significant factors affected the development of the recommended FY2019-20 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 increase in FY2019-20 to 56.918% from 55.6209% in FY2018-19. Additionally, in FY2019-20, 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, which is capped at the FY2016-17 level. Backfill is subject to annual appropriation by the State legislature. State backfill revenue will account for \$958,400 in the recommended budget. If the 2019 State legislature alters or reduces the backfill, the City will be forced to continue to raise the general levy in future years to make up the difference, or implement alternative revenue sources in the budget year, such as franchise fees, or possibly both. For FY2020, the taxable value of Multi-Residential housing set by the State will be 75.0%, and is scheduled to steadily decrease by approximately 4% annually over the next 5 years, when it will stabilize at the residential rollback rate in FY2023-24. The slight increase in the residential rollback, coupled with the stabilization in the commercial rate at the reduced/new level of 90%, and the continuation of the Multi-Residential rate reduction, will result in a net taxable valuation increase of approximately \$105.02 million (3.6%) during FY2019-20. The City's taxable valuation has grown by an average of 4.82% annually for the past 5 years; and 3.12% annual growth over the past 10 years.

#### **2. Local Economic Conditions**

Urbandale experienced another slight decline in residential construction in FY2018, with 159 new single-family detached residences constructed compared to 165 in the prior year. FY2018's \$54.88 million valuation was also slightly higher than the \$53.86 million valuation for FY2017.

FY2019 should reflect stronger single family detached and multi-family permitting and valuation, given the recent number of rezoning requests and platting activity. FY2018's \$61.66 million total valuation for commercial and industrial permits shows a large increase, from FY2017's total of \$39.83. This increase was bolstered in part by the anticipated opening of the new 100<sup>th</sup> Street Interchange, and construction of new office buildings in the Meredith Drive and Northpark Drive corridors. The total valuation for FY2016's was \$29.06 million.

### 3. Personnel Costs

The recommended City budget provides for 230 full-time positions, consisting of 115 (50%) public safety positions and 115 (50%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$28,103,103 or 55.1% of the total Operating Budget of \$50,997,061 (not including Special Revenue, Debt Retirement and Contingency). The FY2019-20 budget recommends 5 additional positions.

- The full-time staffing level for public safety employees will increase by 2 positions from 113 to 115, consisting of Police at 62 (53 sworn Officers and 9 civilians) and Fire/EMS at 53 (52 Fire/EMS personnel and 1 civilian).
- The increased count from prior budget shown in professional personnel in Fire/EMS are due to the additional personnel hired in FY18-19 from a SAFER grant the City received for 9 firefighters to fully staff the new station #43.
  - Costs for the originally planned 9 Fire staff for the new station will be 40% paid (salary/benefits only) by Clive under the approved 28E agreement, with additional positions added over 3 years until fully staffed. The accelerated hire of the 9 additional SAFER grant positions will not be reimbursed by Clive until originally scheduled.
- The remaining full-time staffing level for non-public safety departments will increase by 2 positions from 113 to 115.
- The recommended budget would add 5 positions, which are included in the above total of full-time counts, and detailed below:

Public Safety	Police	2	Officers
			Conversion of 3 current Lieutenant positions to Captains to align with staffing
Public Safety	Fire	0	
Public Works	Roadway Maintenance	1	Staff Engineer
Public Works	Engineering Services	1	Eng Technician - Mapping (not filled in FY19)
General Govt	Human Resources	1	Assistant Director of Human Resources
Total Proposed		5	

It should be noted that there are two unique items to note related to 2 of the positions listed above:

- The Engineering Technician - Mapping position is a carry-over from the 2 prior budgets, as it has yet to be filled. The position is contingent on the approval of a City right of way (ROW) ordinance being passed during the fiscal year. If the ordinance passes, there will be significant work to get the City's GIS system updated with ROW data, thus the position would be warranted at that time. Logically, any ROW ordinance will also eventually start to bring in a new revenue source, which should exceed the cost of the position. However, there

will be a delay in the timing of any such revenue flowing in versus when the department will need to gear up to handle the additional workload.

- The Human Resources Assistant Director position is a transitional replacement of current HR Director, who will be retiring in FY21. The replacement is anticipated to be hired in late 19-20 for overlap training with the current Director. Once the transition has occurred, this position will not be refilled.

The City has three unions, and each agreement extends through June 2021. The salary increases for each contract are as follows:

- Police 3% overall plus 3% steps
- Fire 3% overall plus 4% steps
- Laborers are at 2.75% overall with 2% steps

The City Council approved a change in compensation structure for non-union employees in fall 2018 to move all non-union positions back to a step-system, similar to the union structure. This allows for a more predictable wage increases and resolved many compression issues that had culminated over the years between union rates and promotional positions that become non-union. The new non-union step system begins on July 1, 2019, and allows for 2.5% step movement up to step 6 which is market rate) and 1.25% steps up to step 16. The FY2019-20 wage adjustment for the City's non-union full-time, permanent part-time employees was calculated at a 2.75%, which is in line with the above noted rates for union employees.

On the benefits side, the State sets the City's contributions to the retirement systems for all full-time employees for FY2019-20. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will decrease the employer rate from 26.02% of payroll to 24.41%; 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 9.44%; and the employee contribution rate will remain at 6.29%.

As noted earlier in this letter, the City contributions to the health insurance reserve fund will be \$5,500,000 for FY2019-20, which is up \$2,500,000 (83%) over prior year as a result of self-insurance renewal rates received from Wellmark coupled with exponential growth in the number of covered lives utilizing the City's insurance over the last 5 years. The Risk Management fund is an internal service fund that is used to pay for the City's portion of health, dental, life, and LTD insurance coverage for staff, as well as continuing to pay costs associated with the Employee Wellness Program. Over the last 5 years, the healthy fund balance has been eroded away by a steady increase in the number of covered lives and 180% fee increase from Wellmark for the City's claims administration and reinsurance premiums. In order to regain a stable fund balance to continue to provide vital employee insurance, it is proposed to access the Employee Benefits levy for the first time, which will raise \$442,000 to buy down the \$5.5 total contribution amount.

Additionally, the City will again contribute \$570,000 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 FY2019-20 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.

- 5. Infrastructure** – The FY2019-20 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 \$200,000 continues to be 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 FY2019-20 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, Local Option Sales Tax 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 Utility” 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. The Water Utility’s budget figures are included in the City’s state budget filing.

## **REVENUE**

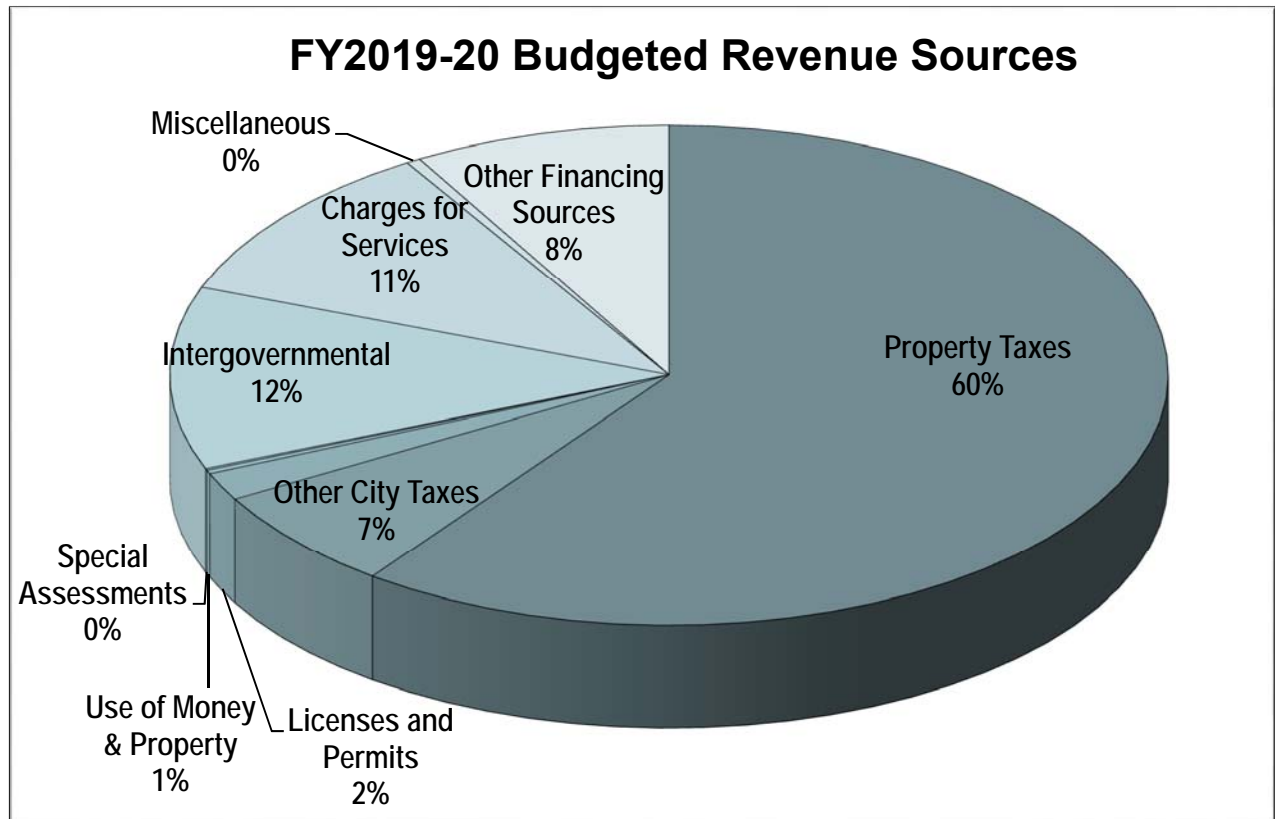
The majority of the City’s revenue is derived from ad valorem tax on property according to the values set by the Assessor in either Polk County or Dallas County where the real estate is located in Urbandale, and as adjusted by the State rollback. Property tax is the main revenue of the City’s General Fund, which provides for daily operations of all departments not funded through another specific revenue source. The recommended FY2019-20 budget anticipates total operational revenue of \$67,602,548 compared to the adopted FY2018-19 budget of \$65,169,285, which is an increase of 4,673,263 (7.17%).

	FY18-19		FY18-19		FY19-20	
	Adopted	%	Revised	%	Recomm.	%
Property & Other Taxes	41,553,387	63.8%	41,730,531	55.4%	45,128,125	67.1%
Licenses & Permits	1,273,800	2.0%	1,119,800	1.5%	1,217,550	1.8%
Use of Money & Property	71,000	0.1%	162,000	0.2%	162,000	0.2%
Special Assessments	75,000	0.1%	140,000	0.2%	75,000	0.1%
Intergovernmental	6,940,000	10.6%	6,965,353	9.3%	7,971,393	11.8%
Charges for Services	6,831,768	10.5%	6,936,027	9.2%	7,099,098	10.3%
Miscellaneous	354,300	0.5%	317,800	0.4%	312,500	0.5%
Other Financing & Debt Svc	8,070,030	12.4%	17,790,777	23.8%	5,636,882	8.3%
<b>TOTAL</b>	<b>65,169,285</b>	<b>100%</b>	<b>75,162,288</b>	<b>100%</b>	<b>67,602,548</b>	<b>100%</b>
\$ Difference to Adopted			9,993,003		2,433,263	
% Difference to Adopted			15.48%		6.10%	

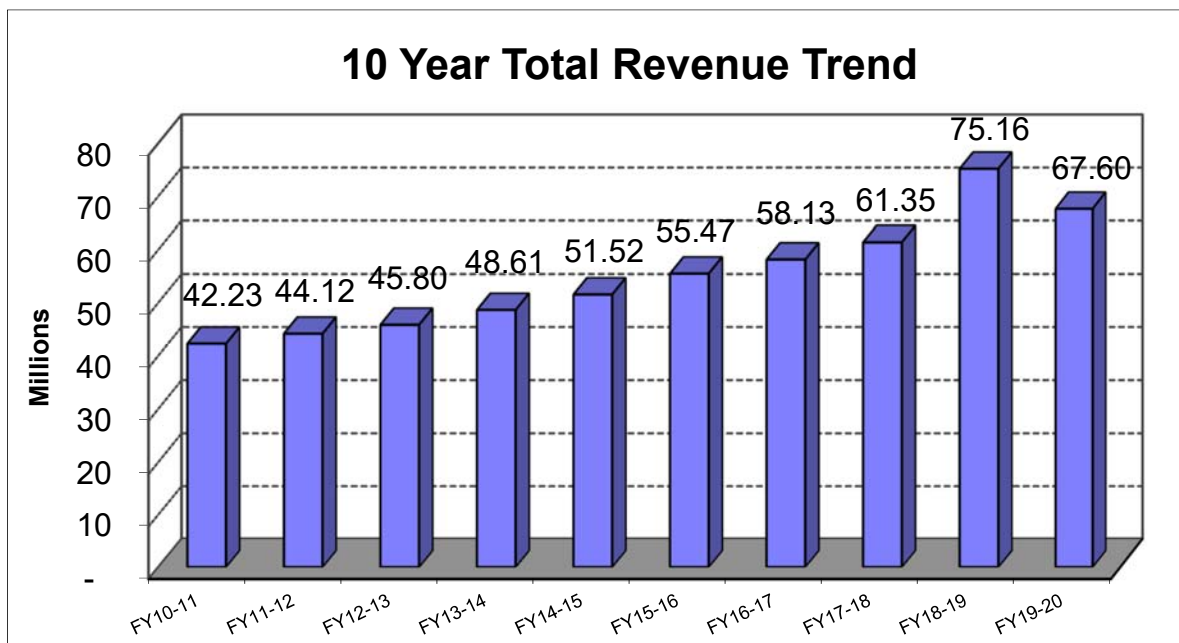
Also incorporated into the proposed budget are 2 new or changing revenue items. The first is a recommended increase of \$1 per month to the existing \$12 solid waste fee. This increase is consistent with the increase in tipping fees for waste, and is comparable to other surrounding city rates. The second new revenue is the right of way revenue, which as noted earlier will be contingent on an ordinance change prior to being available. The below table identifies these items, as well as the City's newer revenue sources of LOSST and Clive's 28E fire contribution:

Item	Actual FY18-19	Adopted FY19- 20	Difference
General Levy	\$ 7.24	\$ 8.10	\$ 0.86
Debt Service Levy	2.20	2.00	\$ (0.20)
Employee Benefits levy	-	0.10	\$ 0.10
Police & Fire Retirement	0.58	0.32	\$ (0.26)
<b>Total City Property Tax Levy</b>	<b>\$ 10.02</b>	<b>\$ 10.52</b>	<b>\$ 0.50</b>
Dallas County LOSST	\$ 1,179,760	\$ 1,100,000	
Right of Way ordinance revenue	\$ -	\$ 75,000	
Clive Fire operational contribution	\$ 215,000	\$ 700,000	
\$1 increase per month to SW fees	\$ 2,048,000	\$ 2,257,000	

The following pie chart shows the recommended revenues by funding source for FY2019-20. 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 \$42,231,000 in FY2010-11 to \$67,602,000 in FY2019-20. During this time, total revenue levels have increased by an average of 6.5% annually.



General Fund Balance:

The recommended FY2019-20 operating budget also anticipates the use of \$93,151 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 FY2018-19, it is estimated that the General Fund reserves will be \$10,319,184, representing 34.8% of General Fund expenditures. As discussed earlier, in addition to a 50 cent increase in the total levy from \$10.02 to \$10.52, there was a significant shift in the distribution of the tax levies in order to proactively position the City for future flexibility under newly proposed tax reform legislation being debated this legislative session. The FY2019-20 budgeted expenditures will result in a reduction to the general fund balance of \$93,151 which will take the reserves down to 30.0% 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:

FY	Property Tax Levy per \$1,000 of Valuation						City Property Tax Levy	Ag Land
	General	Debt Service	Police & Fire Retire- ment	Employee Benefits Levy				
FY19-20	\$ 8.10	\$ 2.00	\$ 0.32	\$ 0.10		<b>\$ 10.52</b>	\$ 3.00	
FY18-19	\$ 7.24	\$ 2.20	\$ 0.58	\$ -		<b>\$ 10.02</b>	\$ 3.00	
FY17-18	\$ 7.24	\$ 2.20	\$ 0.58	\$ -		<b>\$ 10.02</b>	\$ 3.00	
FY16-17	\$ 7.17	\$ 2.18	\$ 0.57	\$ -		<b>\$ 9.92</b>	\$ 3.00	
FY15-16	\$ 7.17	\$ 2.15	\$ 0.50	\$ -		<b>\$ 9.82</b>	\$ 3.00	
FY14-15	\$ 7.17	\$ 2.15	\$ 0.40	\$ -		<b>\$ 9.72</b>	\$ 3.00	
FY13-14	\$ 7.12	\$ 2.15	\$ 0.30	\$ -		<b>\$ 9.57</b>	\$ 3.00	
FY12-13	\$ 7.17	\$ 2.15	\$ 0.30	\$ -		<b>\$ 9.62</b>	\$ 3.00	
FY11-12	\$ 7.17	\$ 2.15	\$ 0.20	\$ -		<b>\$ 9.52</b>	\$ 3.00	
FY10-11	\$ 7.17	\$ 2.05	\$ 0.10	\$ -		<b>\$ 9.32</b>	\$ 3.00	

The City started collecting local option sales and service taxes (LOSST) for the Dallas County portion of the City in July 2018. This was voter approved in November 2017 and will generate approximately \$1,179,000 in new revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY19-20 budget, the City is utilizing the 50% funding for property tax relief to offset the voter approved bond issuance debt service for the third fire station. The debt service on the new bonds will be fully serviced by 50% of the LOSST funding received for Dallas County. A similar vote for LOSST funding took place in Polk County in March 2018, but did not pass. 5 cities reintroduced the LOSST vote individually in March 2019, and it was successful for all 5. It is anticipated that the remaining Polk County cities will go to vote later in 2019.

The City’s property tax levy for FY2019-20 is \$10.52 per \$1,000 of valuation, and the same levy will be assessed to residential properties, and commercial/industrial properties. 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 FY2019-20 budget, an Urbandale house valued at \$100,000 will pay approximately \$599 in gross City property taxes, which is \$28 more than the tax bill for the same home in FY2018-19 of \$557. Under the FY2019-20 residential rollback set by the State, 56.918% of a residential property's value will be subject to taxation, compared to the prior FY2018-19 residential rollback of 55.6209%. This means that even without any levy increase by the City, a \$100,000 home will pay \$13 more in FY19-20 due to rollback rate changes alone.

Based on the recommended FY2019-20 budget, an Urbandale business valued at \$100,000 will pay approximately \$947 in gross City property taxes. This property tax bill would be \$45 higher than in FY2018-19. 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 increase from FY19's budgeted figure by \$25,000 to \$1,950,000. The City Council allocates a portion of Hotel/Motel tax proceeds to fund eligible community and external organizations.

#### Licenses and Permits:

Licenses and Permits revenue is anticipated to decrease by \$56,250 to \$1,217,550. 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 2019, and anticipated to come in slightly under budgeted levels for FY19. As a result, the recommended budget anticipates steady revenue in Building Permits and inspections. 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. The City will also be reviewing right-of-way permit fees through ordinance in the upcoming year, and has \$75,000 in fees have been included in the FY2019-20 budget.

#### 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 are 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 2015 special census numbers.

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.

Also included in intergovernmental revenue is new revenue contributions from the City of Clive to help offset operational cost of the new third fire station, which will be providing closest unit response to help service Clive's residents. As part of the new station, the City was also awarded a federal SAFER grant for the accelerated addition of 9 firefighters so that the new station will be fully staffed from day one instead of transitional ramp-up over 3 years.

Charges for Services:

The monthly Solid Waste fee will be increased by \$1 per month to the existing \$12 fee. Storm Water Utility fees will remain unchanged at \$6 monthly for residential properties. Commercial and industrial properties, which are individually calculated based on the impermeable surface of the property, have a rate per ERU of \$6 monthly for the first 100 ERUs and \$5 per ERU over 100.

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.

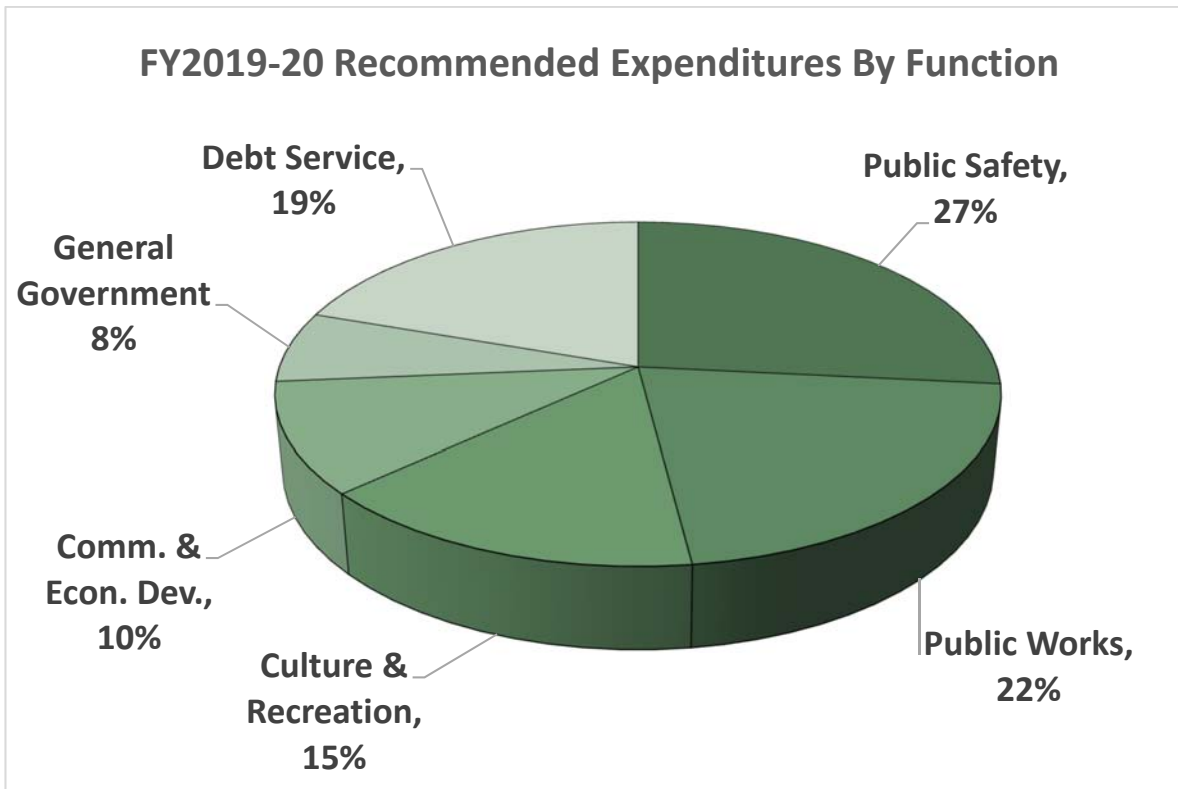
**EXPENDITURES**

The recommended FY2019-20 budget for operations, debt service and special revenue fund anticipates total expenditures of \$63,750,106, a decrease of \$1,128,139 (1.74%) from the adopted FY2018-19 budget of \$64,878,245. This is largely due to the fluctuation in debt service related expenditures between the 2 years. Core operating expenditures went up by \$1,528,430, or 3.1% over prior year’s budget. The current FY18-19 budgeted expenditures are significantly higher than budgeted due to the call and pay off of \$14.4 million in TIF bonds during the year.

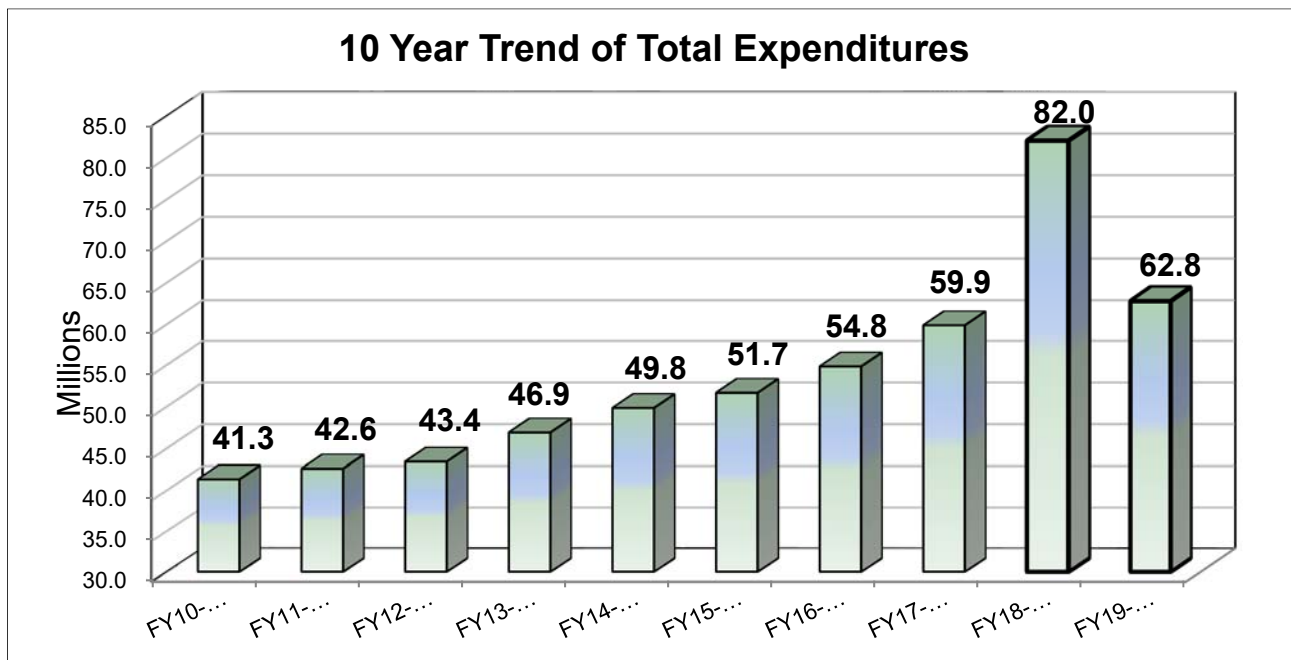
The following table summarizes the City’s expenditures by Function:

	<b>FY18-19 Adopted</b>	<b>%</b>	<b>FY18-19 Revised</b>	<b>%</b>	<b>FY19-20 Recomm.</b>	<b>%</b>
Public Safety	14,535,073	22.4%	14,105,368	17.1%	17,013,095	26.7%
Public Works	12,782,892	19.7%	12,226,975	14.8%	13,655,503	21.4%
Culture & Rec.	9,223,644	14.2%	9,070,916	11.0%	9,545,312	15.0%
Community & Econ Dev.	9,276,682	14.3%	18,751,008	22.7%	6,589,840	10.3%
General Gov't	3,750,340	5.8%	3,623,871	4.4%	4,293,311	6.7%
<b>Subtotal Operating Exp.</b>	<b>49,568,631</b>	<b>76.4%</b>	<b>57,778,138</b>	<b>69.9%</b>	<b>51,097,061</b>	<b>80.2%</b>
Special revenue funds	790,000	1.2%	675,000	0.8%	979,530	1.5%
Debt Service fund	14,519,614	22.4%	24,263,527	29.3%	11,673,515	18.3%
<b>TOTAL</b>	<b>64,878,245</b>	<b>100%</b>	<b>82,716,665</b>	<b>100%</b>	<b>63,750,106</b>	<b>100%</b>
\$ Difference to Adopted			17,838,420		(1,128,139)	
% Difference to Adopted			27.50%		-1.74%	

The following pie chart shows the recommended expenditures by Function for FY2019-20. 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 \$41,314,513 in FY2010-11 to \$62,770,576 in FY2019-20. During this time, total expenditure levels have increased by an average of 6.8% 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 \$28,103,103 is 55.1% 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 \$10,260,654 is 20.12% 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, and vehicle operation supplies.

### Capital Outlay:

Capital Outlay at \$12,633,304 is 24.78% 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 and to capital projects funds.

## 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 \$17,013,095 is 33.3% 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 \$2,478,022 (17.0%). Please see each department's budget narrative which details its "Significant Budget Impacts".

**Public Works Function** – This Function at \$13,655,503 is 26.7% 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 \$872,611 (6.8%). Please see each department's budget narrative which details "Significant Budget Impacts".

**Culture and Recreation Function** – This Function at \$9,545,312 is 18.7% 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 \$321,668 (3.5%). Please see each department's budget narrative which details its "Significant Budget Impacts".

**Community and Economic Development Function** – This Function at \$6,589,840 is 12.9% 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 a decrease of \$2,686,842 (-29.0%). Please see each department's budget narrative which details its "Significant Budget Impacts".

**General Government Function** – This Function at \$4,293,311 is 8.4% of the recommended operating budget. The Departments in this Function consist of ***Mayor and City Council, City Manager, Finance and Records, Technology, Human Resources, City Clerk, Legal Services, Marketing, and General Support.*** Overall, the recommended budget for this Function is a decrease of \$542,971 (8.4%). 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 2019 of \$25,210,000 in GOB for various capital improvement projects during the 2019 construction season, as well as the Public Works & Parks Maintenance facility. These improvements include all the GOB projects identified in the 2019-2024 Capital Improvements Program (CIP). The FY2018-19 debt service levy will reduce by \$0.20 to \$2.00/per \$1,000 of property valuation. It should be noted that both the TIF fund and the General fund support portions of the City's outstanding debt, however all debt service must be paid from this fund, thus transfers from TIF and the general support department are reflected in this budget. The total debt retirement costs paid out of Debt Service Fund are \$11,673,515.

**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 Utility** – 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.

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 Addison Riebkes, Accountant I, for their diligent efforts in preparing and reviewing this document.



A. J. Johnson, City Manager

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 Recomm.	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>REVENUE SUMMARY</b>						
<b>TAXES</b>						
<b>GENERAL PROPERTY TAXES</b>						
110 General tax levy	\$ 18,736,846	\$ 20,078,661	\$ 19,864,565	\$ 23,146,522	\$ 3,067,861	\$ 24,072,383
111 Ag land taxes	9,604	9,914	9,914	9,903	(11)	9,903
124 Business property tax credit	226,542	-	214,096	-	-	-
112 Homestead	424,390	425,000	440,778	450,000	25,000	468,000
<b>Subtotal: General Fund</b>	<b>19,397,382</b>	<b>20,513,575</b>	<b>20,529,353</b>	<b>23,606,425</b>	<b>3,092,850</b>	<b>24,550,286</b>
113 Taxes - TIF	7,338,882	8,486,297	8,486,297	9,364,802	878,505	8,500,000
<b>Subtotal: TIF Fund</b>	<b>7,338,882</b>	<b>8,486,297</b>	<b>8,486,297</b>	<b>9,364,802</b>	<b>878,505</b>	<b>8,500,000</b>
112 Homestead	128,966	130,000	133,982	135,000	5,000	135,000
110 Debt service levy	6,193,563	6,708,465	6,626,269	6,306,502	(401,963)	6,558,762
124 Business property tax credit	84,185	-	82,196	-	-	-
<b>Subtotal: Debt Service Fund</b>	<b>6,406,714</b>	<b>6,838,465</b>	<b>6,842,447</b>	<b>6,441,502</b>	<b>(396,963)</b>	<b>6,693,762</b>
112 Homestead	33,966	35,000	35,280	30,000	(5,000)	35,000
124 Business property tax credit	18,149	-	17,152	-	-	-
341 Taxes - Police & Fire Retirement levy	1,505,129	1,607,558	1,590,406	902,208	(705,350)	938,296
<b>Subtotal: Police &amp; Fire Ret. Fund</b>	<b>1,557,244</b>	<b>1,642,558</b>	<b>1,642,838</b>	<b>932,208</b>	<b>(710,350)</b>	<b>973,296</b>
112 Homestead	-	-	-	5,000	5,000	5,000
124 Business property tax credit	-	-	-	-	-	-
341 Taxes - Employee Benefit levy	-	-	-	286,315	286,315	376,000
<b>Subtotal: Employee Benefits Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>291,315</b>	<b>291,315</b>	<b>381,000</b>
<b>Total: General Property Taxes</b>	<b>\$ 34,700,222</b>	<b>\$ 37,480,895</b>	<b>\$ 37,500,935</b>	<b>\$ 40,636,252</b>	<b>\$ 3,155,357</b>	<b>\$ 41,098,344</b>
<b>OTHER CITY TAXES</b>						
337 Utility excise tax	\$ 527,750	\$ 626,804	\$ 623,172	\$ 894,583	\$ 267,779	\$ 930,366
222 Cable TV franchise	264,881	280,000	262,380	280,000	-	275,000
<b>Subtotal: General Fund</b>	<b>792,631</b>	<b>906,804</b>	<b>885,552</b>	<b>1,174,583</b>	<b>267,779</b>	<b>1,205,366</b>
338 Hotel/Motel tax	1,922,761	1,925,000	1,925,000	1,950,000	25,000	1,975,000
<b>Subtotal: Hotel Motel Fund</b>	<b>1,922,761</b>	<b>1,925,000</b>	<b>1,925,000</b>	<b>1,950,000</b>	<b>25,000</b>	<b>1,975,000</b>
337 Utility excise tax	160,366	190,461	189,362	220,888	30,427	229,724
<b>Subtotal: Debt Service Fund</b>	<b>160,366</b>	<b>190,461</b>	<b>189,362</b>	<b>220,888</b>	<b>30,427</b>	<b>229,724</b>
337 Utility excise tax	42,278	50,227	49,922	35,347	(14,880)	36,761
<b>Subtotal: Police &amp; Fire Ret. Fund</b>	<b>42,278</b>	<b>50,227</b>	<b>49,922</b>	<b>35,347</b>	<b>(14,880)</b>	<b>36,761</b>
337 Utility excise tax	-	-	-	11,055	11,055	11,497
<b>Subtotal: Employee Benefits Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,055</b>	<b>11,055</b>	<b>11,497</b>
LOSST - Dallas County	\$ -	\$ 1,000,000	\$ 1,179,760	\$ 1,100,000	\$ 100,000	\$ 1,100,000
LOSST - Polk County	-	-	-	-	-	-
<b>Subtotal: LOSST Funds</b>	<b>-</b>	<b>1,000,000</b>	<b>1,179,760</b>	<b>1,100,000</b>	<b>100,000</b>	<b>1,100,000</b>
<b>Total: Other City Taxes</b>	<b>\$ 2,918,036</b>	<b>\$ 4,072,492</b>	<b>\$ 4,229,596</b>	<b>\$ 4,491,873</b>	<b>\$ 419,381</b>	<b>\$ 4,558,348</b>
<b>TOTAL TAXES</b>	<b>\$ 37,618,258</b>	<b>\$ 41,553,387</b>	<b>\$ 41,730,531</b>	<b>\$ 45,128,125</b>	<b>\$ 3,574,738</b>	<b>\$ 45,656,692</b>
<b>LICENSES AND PERMITS</b>						
224 Liquor permits	\$ 39,921	\$ 44,000	\$ 44,000	\$ 44,000	\$ -	\$ 44,000
225 Cigarette permits	2,550	2,300	2,300	2,300	-	2,300
226 Utility permits	5,780	6,000	7,500	7,500	1,500	7,500
231 Peddler's licenses	10,350	6,000	6,000	6,000	-	6,000
232 Miscellaneous licenses	280	1,000	500	500	(500)	500
234 Pet licenses	65,824	65,000	65,000	65,000	-	65,000
249 COESCO inspection fees	33,100	40,000	40,000	40,000	-	40,000
250 Electrician licenses/permits	54,473	50,000	45,000	50,000	-	50,000
253 Plumbing licenses/permits	48,378	50,000	45,000	50,000	-	50,000
254 Mechanical licenses/permits	52,059	50,000	45,000	50,000	-	50,000
255 Building permits only	671,115	675,000	600,000	600,000	(75,000)	600,000
256 Sidewalk permits	1,760	2,000	2,000	2,500	500	2,500
257 Driveway approach	2,300	2,500	2,500	2,500	-	2,500
259 Sign permits	20,165	16,000	16,000	17,500	1,500	17,500
260 Construction inspections	139,684	125,000	110,000	115,000	(10,000)	115,000
261 Plat and site plan reviews	10,400	12,000	12,000	12,500	500	12,500
262 Housing inspections	62,380	25,000	50,000	50,000	25,000	50,000
263 Board of Adjustment fees	2,225	2,000	2,000	2,250	250	2,250
264 Change of zoning	24,329	25,000	25,000	25,000	-	25,000
new Right of way permits	-	75,000	-	75,000	-	75,000
<b>TOTAL LICENSES AND PERMITS</b>	<b>\$ 1,247,073</b>	<b>\$ 1,273,800</b>	<b>\$ 1,119,800</b>	<b>\$ 1,217,550</b>	<b>\$ (56,250)</b>	<b>\$ 1,217,550</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 Recomm.	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>USE OF MONEY &amp; PROPERTY</b>						
524 Interest	\$ 110,670	\$ 65,000	\$ 150,000	\$ 150,000	\$ 85,000	\$ 150,000
<b>Subtotal: General Fund</b>	<b>110,670</b>	<b>65,000</b>	<b>150,000</b>	<b>150,000</b>	<b>85,000</b>	<b>150,000</b>
524 Interest	22,685	6,000	12,000	12,000	6,000	12,000
<b>Subtotal: Debt Service Fund</b>	<b>22,685</b>	<b>6,000</b>	<b>12,000</b>	<b>12,000</b>	<b>6,000</b>	<b>12,000</b>
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>\$ 133,355</b>	<b>\$ 71,000</b>	<b>\$ 162,000</b>	<b>\$ 162,000</b>	<b>\$ 91,000</b>	<b>\$ 162,000</b>
<b>SPECIAL ASSESSMENTS</b>						
117 Special Assessments	\$ 66,543	\$ 75,000	\$ 140,000	\$ 75,000	\$ -	\$ 75,000
<b>Subtotal: Debt Service Fund</b>	<b>66,543</b>	<b>75,000</b>	<b>140,000</b>	<b>75,000</b>	<b>-</b>	<b>75,000</b>
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>\$ 66,543</b>	<b>\$ 75,000</b>	<b>\$ 140,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>
<b>INTERGOVERNMENTAL</b>						
330 Road Use tax	5,416,074	\$ 5,400,000	\$ 5,550,000	\$ 5,700,000	\$ 300,000	\$ 5,850,000
<b>Subtotal: Road Use Fund</b>	<b>5,416,074</b>	<b>5,400,000</b>	<b>5,550,000</b>	<b>5,700,000</b>	<b>300,000</b>	<b>5,850,000</b>
130 State backfill - General levy	699,121	700,000	699,608	700,000	-	700,000
329 Misc. grants	2,702	-	1,000	-	-	-
335 Federal grants	65,892	45,000	45,000	640,000	595,000	640,000
350 Clive Fire contribution	-	360,000	215,000	508,000	148,000	800,000
422 Library contracts	105,104	107,000	104,000	105,000	(2,000)	105,000
425 Library grant	83,378	60,000	82,111	60,000	-	60,000
<b>Subtotal: General Fund</b>	<b>956,197</b>	<b>1,272,000</b>	<b>1,146,719</b>	<b>2,013,000</b>	<b>741,000</b>	<b>2,305,000</b>
130 State backfill - Police & Fire Retirement levy	56,007	56,000	56,046	46,393	(9,607)	47,000
<b>Subtotal: Police &amp; Fire Retirement Fund</b>	<b>56,007</b>	<b>56,000</b>	<b>56,046</b>	<b>46,393</b>	<b>(9,607)</b>	<b>47,000</b>
130 State backfill - Debt Service levy	212,440	212,000	212,588	212,000	-	212,000
<b>Subtotal: Debt Service Fund</b>	<b>212,440</b>	<b>212,000</b>	<b>212,588</b>	<b>212,000</b>	<b>-</b>	<b>212,000</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 6,640,718</b>	<b>\$ 6,940,000</b>	<b>\$ 6,965,353</b>	<b>\$ 7,971,393</b>	<b>\$ 1,031,393</b>	<b>\$ 8,414,000</b>
<b>CHARGES FOR SERVICES</b>						
235 Kennel fees	\$ 19	\$ 2,000	\$ 500	\$ 500	\$ (1,500)	\$ 500
402 Open air shelter rentals	6,820	5,000	10,000	10,000	5,000	10,000
403 WJ fields/complex rental	81,295	80,000	83,000	85,000	5,000	85,000
406 Health facility fees	1,380	1,500	810	-	(1,500)	-
407 Pool program fees	144,531	185,000	185,000	192,600	7,600	192,600
408 Ambulance fees	771,385	800,000	800,000	800,000	-	800,000
409 Cemetery maintenance	-	-	-	-	-	-
410 Giovannetti shelter rental	42,015	45,000	46,000	46,000	1,000	46,000
412 Lions rental	23,910	22,000	23,000	23,000	1,000	23,000
414 Swimming pool admissions	123,584	130,000	130,000	130,000	-	130,000
416 Turf maintenance	10,068	8,000	11,610	12,000	4,000	12,000
418 Recreation program fees	174,584	190,000	185,000	192,000	2,000	192,000
419 Miscellaneous parks fees (WJ concession)	2,117	100	6,000	6,300	6,200	6,300
423 Equipment rental/donations	-	500	-	-	(500)	-
424 Misc. library receipts/photocopies	19,306	18,000	20,000	20,000	2,000	20,000
426 Senior Center rental	20,846	18,000	18,000	18,000	-	18,000
428 Senior Center congregate meal receipts	4,724	5,600	3,500	3,500	(2,100)	3,500
429 Senior Center off-site program fees	3,627	5,500	5,500	5,500	-	5,500
430 Senior Center on-site program fees	21,795	12,000	20,000	23,250	11,250	24,000
431 Library material sales	8,202	8,700	8,000	8,000	(700)	8,000
432 Library room rentals	2,740	1,750	2,000	2,000	250	2,000
511 Yard waste fees	327,399	325,115	301,900	336,000	10,885	340,000
513 Bulk item pickup	25,635	23,000	23,000	23,000	-	23,000
514 Urb. Sanitary Sewer District	509,375	423,822	530,581	422,224	(1,598)	425,000
515 Solid waste containers	1,852	14,000	14,000	14,000	-	14,000
516 Urb. W.H. Sanitary District	105,097	81,413	82,278	81,224	(189)	82,000
517 Solid waste fee	2,052,324	2,040,768	2,048,000	2,257,000	216,232	2,260,000
520 Liaison Officer	91,200	93,000	94,348	96,000	3,000	97,000
522 Crossing guards	35,439	52,000	52,000	52,000	-	52,000
<b>Subtotal: General Fund</b>	<b>4,611,269</b>	<b>4,591,768</b>	<b>4,704,027</b>	<b>4,859,098</b>	<b>267,330</b>	<b>4,871,400</b>
519 Storm Water user fees	2,249,192	2,240,000	2,232,000	2,240,000	2,240,000	2,248,000
<b>Subtotal: Storm Water Utility Fund</b>	<b>2,249,192</b>	<b>2,240,000</b>	<b>2,232,000</b>	<b>2,240,000</b>	<b>2,240,000</b>	<b>2,248,000</b>
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 6,860,461</b>	<b>\$ 6,831,768</b>	<b>\$ 6,936,027</b>	<b>\$ 7,099,098</b>	<b>\$ 2,507,330</b>	<b>\$ 7,119,400</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 Recomm.	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>MISCELLANEOUS REVENUES</b>						
265 Sale of maps and copies	\$ 19,072	\$ 18,000	\$ 20,000	\$ 20,000	\$ 2,000	\$ 20,000
420 Library fines	60,768	62,000	60,000	60,000	(2,000)	60,000
427 Library collection fees	881	800	800	500	(300)	500
510 Sale of assets	8,078	10,000	5,000	5,000	(5,000)	5,000
512 Court fines	209,559	250,000	215,000	215,000	(35,000)	215,000
518 Vehicle impound fees	9,300	7,500	6,000	6,000	(1,500)	6,000
756 ED Partner grants	7,751	-	5,000	-	-	-
526 Miscellaneous receipts	14,115	6,000	6,000	6,000	-	6,000
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 329,524</b>	<b>\$ 354,300</b>	<b>\$ 317,800</b>	<b>\$ 312,500</b>	<b>\$ (41,800)</b>	<b>\$ 312,500</b>
<b>OTHER FINANCING SOURCES</b>						
109 Intergovernmental transfers- other	\$ 21,022	\$ 20,967	\$ -	\$ 13,500	\$ (7,467)	\$ -
109 Intergovernmental transfers-Hotel Motel	686,700	687,500	687,500	696,429	8,929	705,357
<b>Subtotal: General Fund</b>	<b>707,722</b>	<b>708,467</b>	<b>687,500</b>	<b>709,929</b>	<b>1,462</b>	<b>705,357</b>
109 Intergovernmental transfers -TIF	7,465,908	4,387,051	1,927,185	4,018,060	(368,991)	6,037,633
109 Intergovernmental transfers-General Fund	284,913	274,512	274,512	269,013	(5,499)	166,512
109 Intergovernmental transfers -LOSST	-	500,000	500,000	500,000	-	500,000
Bond refinancing proceeds	-	2,200,000	14,401,580	-	(2,200,000)	-
<b>Subtotal: Debt Service Fund</b>	<b>7,750,821</b>	<b>7,361,563</b>	<b>17,103,277</b>	<b>4,787,073</b>	<b>(2,574,490)</b>	<b>6,704,145</b>
109 Intergovernmental transfers-LOSST	-	-	-	139,880	139,880	50,000
<b>Subtotal: Employee Benefits Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>139,880</b>	<b>139,880</b>	<b>50,000</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 8,458,543</b>	<b>\$ 8,070,030</b>	<b>\$ 17,790,777</b>	<b>\$ 5,636,882</b>	<b>\$ (2,433,148)</b>	<b>\$ 7,459,502</b>
<b>TOTAL OPERATIONAL REVENUES</b>	<b>\$ 61,354,475</b>	<b>\$ 65,169,285</b>	<b>\$ 75,162,288</b>	<b>\$ 67,602,548</b>	<b>\$ 4,673,263</b>	<b>\$ 70,416,644</b>
<b>REVENUE ACTIVITIES TOTAL BY FUND</b>						
General Fund	\$ 28,152,468	\$ 29,685,714	\$ 29,540,751	\$ 34,043,085	\$ 4,357,371	\$ 35,317,459
(1) Road Use Fund	5,416,074	5,400,000	5,550,000	5,700,000	300,000	5,850,000
(1) Hotel Motel Fund	1,922,761	1,925,000	1,925,000	1,950,000	25,000	1,975,000
(2) Debt Service Fund	14,619,569	14,683,489	24,499,674	11,748,463	(2,935,026)	13,926,631
(3) TIF Fund	7,338,882	8,486,297	8,486,297	9,364,802	878,505	8,500,000
(4) Storm Water Utility Fund	2,249,192	2,240,000	2,232,000	2,240,000	-	2,248,000
(5) Police & Fire Retirement Fund	1,655,529	1,748,785	1,748,806	1,013,948	(734,837)	1,057,057
(1) Capital Projects Fund	24,793,052	23,481,100	33,124,700	38,587,000	15,105,900	26,238,500
(8) LOSST Funds	-	1,000,000	1,179,760	1,100,000	100,000	1,100,000
(2) Employee Benefits Fund	-	-	-	442,250	442,250	442,497
(6) Special Revenue	412,914	80,000	225,000	115,000	35,000	120,000
(7) Proprietary - Water Utility	20,735,013	20,303,866	20,590,182	21,015,912	712,046	21,551,144
<b>Total State Certified Revenues</b>	<b>\$ 107,295,454</b>	<b>\$ 109,034,251</b>	<b>\$ 129,102,170</b>	<b>\$ 127,320,460</b>	<b>\$ 18,286,209</b>	<b>\$ 118,326,288</b>
<b>FUND BALANCE ACTIVITY FOR FISCAL YEAR</b>						
General	\$ 10,433,180	\$ 931,824	\$ 113,996	\$ 93,151	\$ (838,673)	\$ 57,196
Road Use	4,095,892	1,446,359	837,875	1,110,694	(335,665)	423,142
Hotel Motel	215,843	31,000	26,123	16,715	(14,285)	(89,071)
Debt Service	548,861	(163,875)	(236,147)	(74,948)	88,927	472,121
TIF	11,695,995	(1,338,279)	8,175,189	(4,712,242)	(3,373,963)	(1,793,367)
Storm Water Utility Fund	3,435,051	(962,420)	(959,093)	(226,394)	736,026	(1,220,938)
Police & Fire Retirement Fund	163,100	(25,649)	101,194	61,052	86,701	(45,057)
Employee Benefits Fund	-	-	-	-	-	(247)
Capital Projects	30,367,707	9,018,900	(4,574,700)	11,063,000	2,044,100	261,500
LOSST Funds	-	(500,000)	(679,760)	(460,120)	39,880	(550,000)
<b>Subtotal:</b>	<b>\$ 60,955,629</b>	<b>\$ 8,437,860</b>	<b>\$ 2,804,677</b>	<b>\$ 6,870,908</b>	<b>\$ (1,566,952)</b>	<b>\$ (2,484,721)</b>
<b>BUDGET TOTALS</b>	<b>\$ 168,251,083</b>	<b>\$ 117,472,111</b>	<b>\$ 131,906,847</b>	<b>\$ 134,191,368</b>	<b>\$ 16,719,257</b>	<b>\$ 115,841,567</b>

\* Actual Fund Balance at end of FY

\*\* Fund balance use (addition) for FY

- (1) Separate detail of this fund's activity is located in the Budget Summaries section of this document.
- (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.
- (8) LOSST Fund represents activity related to Dallas County 1% local option sales tax. Separate detail of this fund's activity is located in the Budget Summaries section of this document.

	FY 2008-09	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
<b>BUDGET SUMMARY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 8,451,371	\$ 13,931,641	\$ 15,033,603	\$ 14,854,840	\$ 16,480,774	\$ 1,447,171 \$ 17,155,259
02	Overtime	377,591	615,672	617,600	622,700	655,080	37,480 655,080
03	Part-time	1,271,413	1,335,598	1,518,910	1,380,787	1,487,432	(31,478) 1,476,854
04	Witness fees	1,222	(8)	500	100	500	- 500
06	FICA	503,596	778,291	831,162	818,458	896,777	65,615 927,388
07	Retirement - IPERS	415,406	804,707	907,503	874,747	932,126	24,623 966,404
08	Pension - MFPRSI	661,660	1,562,800	1,723,136	1,850,000	1,864,332	141,196 1,999,063
09	Group insurance	1,996,853	3,549,131	2,973,373	2,973,373	5,459,538	2,486,165 5,707,538
11	Allowance	39,968	112,353	121,236	121,240	120,867	(369) 120,817
12	Unemployment	1,996,854	1,001	3,000	2,000	3,000	- 3,000
13	Deferred comp plan City match	1,223	116,932	183,998	129,710	202,677	18,679 212,322
	<b>Sub-Total</b>	<b>\$13,719,080</b>	<b>\$ 22,808,118</b>	<b>\$ 23,914,021</b>	<b>\$ 23,627,955</b>	<b>\$ 28,103,103</b>	<b>\$ 4,189,082 \$ 29,224,225</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ 37,959	\$ 84,314	\$ 92,530	\$ 90,880	\$ 104,250	\$ 11,720 \$ 107,500
22	Recruitment	733,436	29,412	31,950	27,694	30,950	(1,000) 30,650
23	Professional services	733,437	822,351	1,143,240	1,064,516	1,158,445	15,205 1,123,890
24	Contributions to other agencies	2,091,123	3,125,927	3,419,748	3,133,746	3,785,618	365,870 3,759,848
27	Data processing	415,498	595,097	660,867	646,658	722,033	61,166 774,615
28	Dues and memberships	69,777	59,842	75,750	73,290	79,723	3,973 79,830
29	Insurance	670,077	640,000	585,000	585,000	570,000	(15,000) 570,000
32	Uniforms and laundry	129,606	107,632	140,090	139,595	129,845	(10,245) 129,815
35	Printing and copying	101,442	104,774	144,350	132,977	165,940	21,590 169,850
40	Building and grounds maint.	379,519	19,050	25,350	25,350	32,000	6,650 32,000
41	Vehicle and equipment maint.	83,193	194,053	218,250	223,200	222,000	3,750 179,500
44	Grant-funded purchases		82,226	60,000	82,111	60,000	- 60,000
46	Training and development	137,914	182,965	268,650	239,359	198,445	(70,205) 268,410
48	Utility service	930,290	1,056,752	1,096,935	1,070,565	1,110,320	13,385 1,109,675
49	Petty cash	458	300	1,000	800	1,000	- 1,000
51	Maintenance supplies	777,039	602,067	777,494	627,933	800,450	22,956 827,200
54	Minor equipment	25,580	36,045	46,400	33,809	36,350	(10,050) 38,350
55	DARE expenditures	3,803	5,057	7,500	5,500	6,000	(1,500) 7,500
56	Vehicle maintenance supplies	113,788	140,145	203,350	185,800	206,450	3,100 213,150
57	Vehicle operation supplies	353,225	253,628	372,020	333,200	349,440	(22,580) 394,250
58	Office supplies	52,593	46,259	50,225	49,750	51,300	1,075 53,450
59	Operating supplies	268,247	315,423	367,483	340,305	403,280	35,797 410,880
60	Safety and medical supplies	37,776	36,864	37,115	35,070	36,815	(300) 36,670
61	Refunds	15,709	-	-	400	-	- -
	<b>Sub-total</b>	<b>\$ 7,428,053</b>	<b>\$ 8,540,183</b>	<b>\$ 9,825,297</b>	<b>\$ 9,147,508</b>	<b>\$ 10,260,654</b>	<b>\$ 435,357 \$ 10,378,033</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 97,380	\$ 85,530	\$ 214,465	\$ 185,550	\$ 209,180	\$ (5,285) \$ 134,480
72	Furniture and fixtures	81,288	100,795	78,340	79,600	55,260	(23,080) 66,200
73	Equipment replacement fund	733,418	1,127,287	1,221,496	1,221,496	710,732	(510,764) 853,017
74	Office equipment	32,132	901	6,200	6,350	3,330	(2,870) 10,200
75	Operating equipment	20,590	24,582	343,485	234,057	157,425	(186,060) 42,425
76	Property improvements	581,081	399,016	545,000	579,185	445,000	(100,000) 500,000
77	Economic development - TIF	908,308	412,880	540,000	332,721	621,000	81,000 669,000
79	Books, films and recordings	218,496	206,421	209,195	209,195	200,630	(8,565) 205,000
80	Natural disaster cleanup		13,577	25,000	112,642	18,000	(7,000) 25,000
81	Building maintenance fund		1,158,041	1,113,602	1,113,602	924,345	(189,257) 998,788
97	Transfers out	2,518,465	10,506,543	11,432,530	20,828,277	9,288,402	(2,144,128) 9,515,303
	<b>Sub-total</b>	<b>\$ 5,191,158</b>	<b>\$ 14,035,573</b>	<b>\$ 15,729,313</b>	<b>\$ 24,902,675</b>	<b>\$ 12,633,304</b>	<b>\$ (3,096,009) \$ 13,019,413</b>
<b>OPERATING BUDGET SUB-TOTAL</b>							
		\$ 45,383,874	\$ 49,468,631	\$ 57,678,138	\$ 50,997,061	\$ 1,528,430	\$ 52,621,671
99	Special Revenue fund items	\$ 203,158	\$ 790,000	\$ 675,000	\$ 979,530	\$ 189,530	\$ 735,000
91	Debt retirement (Gen & Debt funds)	\$12,610,231	14,389,906	14,519,614	24,263,527	11,673,515	(2,846,099) 14,398,752
95	Contingency	-	100,000	100,000	100,000	100,000	- 100,000
<b>BUDGET SUMMARY</b>							
		<b>\$38,948,522</b>	<b>\$ 60,076,938</b>	<b>\$ 64,878,245</b>	<b>\$ 82,716,665</b>	<b>\$ 63,750,106</b>	<b>\$ (1,128,139) \$ 67,855,423</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 Recomm.	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>ROAD USE SUMMARY</b>						
Beginning Balance	\$ 2,963,105	\$ 3,945,448	\$ 3,797,125	\$ 2,959,250	\$ (986,198)	\$ 1,848,556
Revenue	5,416,074	5,400,000	5,550,000	5,700,000	300,000	5,850,000
<b>Total</b>	<b>\$ 8,379,179</b>	<b>\$ 9,345,448</b>	<b>\$ 9,347,125</b>	<b>\$ 8,659,250</b>	<b>\$ (686,198)</b>	<b>\$ 7,698,556</b>
Traffic Safety	262,227	\$ 376,409	\$ 351,808	\$ 398,304	\$ 21,895	\$ 409,849
Street Lighting	545,661	556,000	541,000	546,000	(10,000)	546,000
Roadway Maintenance	2,541,166	2,893,050	2,799,167	3,141,790	248,740	3,195,493
Transfers out to Capital projects	1,233,000	3,020,900	2,695,900	2,724,600	(296,300)	2,121,800
<b>Total</b>	<b>\$ 4,582,054</b>	<b>\$ 6,846,359</b>	<b>\$ 6,387,875</b>	<b>\$ 6,810,694</b>	<b>\$ (35,665)</b>	<b>\$ 6,273,142</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
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## HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 236,478	\$ 192,356	\$ 215,844	\$ 189,721	\$ (2,636)	\$ 173,006
Revenue	1,922,761	1,925,000	1,925,000	1,950,000	25,000	1,975,000
<b>Total</b>	<b>\$ 2,159,239</b>	<b>\$ 2,117,356</b>	<b>\$ 2,140,844</b>	<b>\$ 2,139,721</b>	<b>\$ 22,365</b>	<b>\$ 2,148,006</b>

## CULTURAL AND CONVENTION

Bravo!	\$ 517,360	\$ 518,000	\$ 518,000	\$ 525,143	\$ -	\$ 532,286
Convention Bureau	549,360	550,000	550,000	557,143	7,143	564,286
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
J-Hawk Soccer Club	5,000	20,000	20,000	20,000	-	-
Polk County Master Gardeners	5,000	-	-	7,500	7,500	-
UCAN Centennial Committee	-	-	-	-	-	-
Urbandale Chamber of Commerce	-	-	-	-	-	-
Urbandale Community Schools	3,500	3,500	3,500	3,500	-	-
Urbandale Development Association	-	-	-	-	-	-
Urbandale Girls Recreation Association	14,475	20,000	19,898	20,000	-	-
Urbandale Historical Association	-	-	-	-	-	-
Urbandale Little League	15,000	25,000	20,225	20,000	(5,000)	-
Urbandale 4th of July Committee	5,000	-	-	5,000	5,000	-
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	move to EconDev	move to EconDev	-	-
American Legion Post 663	move to Council	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	-	-

<b>Sub-Total</b>	<b>\$ 1,146,696</b>	<b>\$ 1,168,500</b>	<b>\$ 1,163,623</b>	<b>\$ 1,190,286</b>	<b>\$ 14,643</b>	<b>\$ 1,128,572</b>
Capital:UGRA/Soccer parking lot projec	110,000	100,000	100,000	80,000	(20,000)	50,000
<b>Total Earmarked</b>	<b>\$ 1,256,696</b>	<b>1,268,500</b>	<b>\$ 1,263,623</b>	<b>\$ 1,270,286</b>	<b>\$ (5,357)</b>	<b>\$ 1,178,572</b>
<b>General Fund Totals</b>	<b>686,700</b>	<b>687,500</b>	<b>687,500</b>	<b>696,429</b>	<b>8,929</b>	<b>705,357</b>
<b>Hotel/Motel Tax Totals</b>	<b>\$ 1,943,396</b>	<b>\$ 1,956,000</b>	<b>\$ 1,951,123</b>	<b>\$ 1,966,714</b>	<b>\$ 3,571</b>	<b>\$ 1,883,929</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>CAPITAL PROJECTS SUMMARY</b>						
Beginning Balance	\$ 20,632,095	\$ 26,305,695	\$ 30,367,706	\$ 34,942,406	\$ 8,636,711	\$ 23,879,406
Revenues:						
Bond proceeds	\$ 19,312,872	\$ 15,300,600	\$ 25,210,000	\$ 25,340,000	\$ 10,039,400	\$ 20,076,700
Intergovernmental	870,395	2,870,000	2,513,000	6,834,400	3,964,400	1,362,500
Interest	193,974	75,000	250,000	250,000	175,000	250,000
Private donations	438,400	151,000	393,000	184,000	33,000	220,000
Special assessments	1,895,102	1,232,000	1,231,200	1,692,200	460,200	1,475,000
Transfers in from other funds	2,082,309	3,852,500	3,527,500	4,286,400	433,900	2,854,300
<b>Total</b>	<b>\$ 45,425,147</b>	<b>\$ 49,786,795</b>	<b>\$ 63,492,406</b>	<b>\$ 73,529,406</b>	<b>\$ 23,742,611</b>	<b>\$ 50,117,906</b>
Expenditures:						
Project costs	\$ 15,057,441	\$ 32,500,000	\$ 28,550,000	\$ 49,650,000	\$ 17,150,000	\$ 26,500,000
Transfer out - Debt Service	-	-	-	-	-	-
Appropriations out to other funds	-	-	-	-	-	-
<b>Total</b>	<b>\$ 15,057,441</b>	<b>\$ 32,500,000</b>	<b>\$ 28,550,000</b>	<b>\$ 49,650,000</b>	<b>\$ 17,150,000</b>	<b>\$ 26,500,000</b>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>LOCAL OPTION SALES &amp; SERVICE TAX FUND</b>						
Beginning Balance of 50% prop tax relief fund	\$ -	\$ -	\$ -	\$ 89,880	\$ 89,880	\$ -
Beginning Balance of 50% capital project fund	\$ -	\$ -	\$ -	\$ 589,880	589,880	50,000
Revenues:						
Dallas County	\$ -	\$ 1,000,000	\$ 1,179,760	\$ 1,100,000	\$ 100,000	\$ 1,100,000
Polk County	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 1,179,760</b>	<b>\$ 1,779,760</b>	<b>\$ 779,760</b>	<b>\$ 1,150,000</b>
Expenditures:						
Dallas County 50% property tax relief - to debt service	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ 500,000
Dallas County 50% property tax relief - to EE Benefits PY catc	\$ -	\$ -	\$ -	\$ 89,880	89,880	-
Dallas County 50% property tax relief - to EE Benefits - CY	\$ -	\$ -	\$ -	\$ 50,000	50,000	50,000
Dallas County 50% capital projects	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 639,880</b>	<b>\$ 139,880</b>	<b>\$ 550,000</b>

	(A) Countywide Retail Sales *	(B) % to Urbandale **	(A x B) LOSST (1%)
Polk County	\$ -	0.00%	\$ -
Dallas County	\$ 1,279,589,792	8.53%	1,091,490
			<u>Total LOSST to Urbandale \$ 1,091,490</u>

Calculated FY20 property tax revenue needed to support FY20 budget @ \$10.72	\$ 33,089,431	100.00%
Amount of relief provided by LOSST (50% of total calculated above)	(545,745)	-1.65%
Addition amount of relief from FY19 LOSST funds received in excess of budgeted estimate	(94,135)	-0.28%
FY20 revised property tax revenue as reflected in this document @ \$10.52	<u>32,449,551</u>	<u>98.07%</u>

	Total levy	General Levy	411 Pension Levy	Employee Benefits Levy	Debt Service Levy
FY20 calculated Rate	\$ 10.56	\$ 8.10	\$ 0.32	\$ 0.14	\$ 2.00
Voter approved debt	\$ 0.16	\$ -	\$ -	\$ -	\$ 0.16 ***
FY20 rate should be	\$ 10.72	\$ 8.10	\$ 0.32	\$ 0.14	\$ 2.16
Reduced Rate proposed	\$ 10.52	\$ 8.10	\$ 0.32	\$ 0.10	\$ 2.00
<b>FY20 Property tax relief</b>	<b>\$ (0.20)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0.04)</b>	<b>\$ (0.16)</b>
% reduction on each levy	-1.939%	0.000%	0.000%	-44.000%	-8.000%

\* = per Iowa Department of Revenue for FY 2017

\*\* = based on existing formula which uses 1983-1985 valuations

\*\*\* = \$6M fire station - issued for 15 years, versus 20

<https://tax.iowa.gov/report/Annual>

<https://tax.iowa.gov/report/Local-Option-Tax>

	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>BUILDING MAINTENANCE FUND</b>						
Beginning Cash Balance	\$ 428,595	\$ 307,600	\$ 739,942	\$ 656,554	\$ 348,954	\$ 538,078
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	9,572	6,000	20,000	20,000	14,000	20,000
Miscellaneous revenue	-	-	-	-	-	-
Transfers in from Capital Proj Fund	-	-	-	-	-	-
Appropriations from departments	1,158,041	1,113,601	1,113,602	924,345	(189,256)	998,788
<b>Total</b>	<b>\$ 1,596,208</b>	<b>\$ 1,427,201</b>	<b>\$ 1,873,544</b>	<b>\$ 1,600,899</b>	<b>\$ 173,698</b>	<b>\$ 1,556,866</b>
Expenditures:						
Building repairs & maintenance	\$ 429,163	\$ 829,720	\$ 997,120	\$ 821,930	\$ (7,790)	\$ 719,580
Improvements capitalized - net	214,982	-	-	-	-	-
Personnel costs	212,121	221,354	219,870	240,891	19,537	248,968
<b>Total</b>	<b>\$ 856,266</b>	<b>\$ 1,051,074</b>	<b>\$ 1,216,990</b>	<b>\$ 1,062,821</b>	<b>\$ 11,747</b>	<b>\$ 968,548</b>

		FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21	
	FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
<b>EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT</b>								
<b>PUBLIC SAFETY</b>								
110	Police	GEN	\$ 7,186,408	\$ 7,623,936	\$ 7,332,883	\$ 9,419,078	\$ 1,795,142	\$ 9,893,420
150	Fire	GEN	4,059,828	4,976,276	4,739,060	6,062,857	1,086,581	6,208,393
180	Emergency Preparedness	GEN	26,010	54,725	38,425	54,725	-	25,225
190	Animal Control	GEN	77,022	132,000	120,000	173,000	41,000	178,000
117	Police & Fire Retirement Fur	411	1,562,800	1,723,136	1,850,000	1,075,000	(648,136)	1,012,000
112	Employee Benefit Levy Func	EEBen	-	-	-	203,435	203,435	203,435
198	Contingency	GEN	25,000	25,000	25,000	25,000	-	25,000
	<b>Sub-Total</b>		<b>\$ 12,937,068</b>	<b>\$ 14,535,073</b>	<b>\$ 14,105,368</b>	<b>\$ 17,013,095</b>	<b>\$ 2,478,022</b>	<b>\$ 17,545,473</b>
<b>PUBLIC WORKS</b>								
210	Roadway Maintenance	RU	\$ 3,774,166	\$ 5,893,050	\$ 5,474,167	\$ 5,850,990	\$ (42,060)	\$ 5,317,293
230	Street Lighting	RU	545,661	556,000	541,000	546,000	(10,000)	546,000
240	Traffic Safety	RU	262,227	397,309	372,708	413,704	16,395	409,849
260	Engineering Services	GEN	797,938	964,449	908,744	978,465	14,016	1,009,210
290	Solid Waste	GEN	2,043,686	2,210,061	2,194,785	2,308,934	98,873	2,468,774
291	Sanitary Sewer	GEN	458,486	472,061	463,262	476,634	4,573	487,709
292	Stormwater Utility Fund	STRM	1,158,359	1,277,580	1,272,907	2,013,606	736,026	1,027,062
295	E&PW Administration	GEN	987,533	987,382	974,402	957,258	(30,124)	937,793
112	Employee Benefit Levy Func	EEBen	-	-	-	84,912	84,912	84,912
298	Contingency	GEN	25,000	25,000	25,000	25,000	-	25,000
	<b>Sub-Total</b>		<b>\$ 10,053,056</b>	<b>\$ 12,782,892</b>	<b>\$ 12,226,975</b>	<b>\$ 13,655,503</b>	<b>\$ 872,611</b>	<b>\$ 12,313,602</b>
<b>CULTURE AND RECREATION</b>								
410	Library	GEN	\$ 2,629,898	\$ 2,737,407	\$ 2,755,657	\$ 2,843,395	\$ 105,988	\$ 2,950,782
430	Parks	GEN	2,374,445	2,851,619	2,693,323	2,793,703	(57,916)	2,951,454
435	Grounds Maintenance	GEN	96,505	110,141	104,744	128,157	18,016	125,942
440	Recreation	GEN	441,608	473,058	501,673	559,999	86,941	630,173
450	Cemetery Maintenance	GEN	17,525	9,800	9,700	9,800	-	9,800
460	Senior Center	GEN	359,731	405,610	393,932	440,163	34,553	454,667
470	Swimming Pool	GEN	611,708	655,009	635,764	681,085	26,076	692,878
499	Cultural & Convention	HM	1,943,396	1,956,000	1,951,123	1,966,715	10,715	1,885,929
112	Employee Benefit Levy Func	EEBen	-	-	-	97,295	97,295	97,295
498	Contingency	GEN	25,000	25,000	25,000	25,000	-	25,000
	<b>Sub-Total</b>		<b>\$ 8,499,816</b>	<b>\$ 9,223,644</b>	<b>\$ 9,070,916</b>	<b>\$ 9,545,312</b>	<b>\$ 321,668</b>	<b>\$ 9,823,920</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>								
520	Economic Development	GEN	\$ 477,820	\$ 557,500	\$ 545,908	\$ 252,570	\$ (304,930)	\$ 261,924
530	Code Enforcement	GEN	711,934	758,792	744,948	803,235	44,443	838,807
540	Community Development	GEN	759,990	812,372	798,666	858,478	46,106	859,534
125	Tax Increment Financing Fui	TIF	7,909,810	7,148,018	16,661,486	4,652,560	(2,495,458)	6,706,633
112	Employee Benefit Levy Func	EEBen	-	-	-	22,997	22,997	22,997
	<b>Sub-Total</b>		<b>\$ 9,859,554</b>	<b>\$ 9,276,682</b>	<b>\$ 18,751,008</b>	<b>\$ 6,589,840</b>	<b>\$ (2,686,842)</b>	<b>\$ 8,689,895</b>
<b>GENERAL GOVERNMENT</b>								
610	Mayor and City Council	GEN	\$ 191,027	\$ 236,097	\$ 232,197	\$ 240,994	\$ 4,897	\$ 221,694
615	City Manager	GEN	540,943	426,330	422,698	632,192	205,862	653,871
620	Finance and Records	GEN	879,415	699,794	687,925	728,158	28,364	757,777
625	Technology	GEN	545,004	763,340	677,035	783,110	19,770	856,339
630	Human Resources	GEN	267,988	269,531	262,459	364,199	94,668	379,644
635	City Clerk	GEN	-	274,471	259,315	266,758	(7,713)	275,255
640	Legal Services	GEN	133,799	130,465	130,465	135,000	4,535	135,000
645	General Support	GEN	1,551,204	925,312	926,777	884,847	(40,465)	794,222
650	Marketing	GEN	-	-	-	199,442	199,442	216,368
112	Employee Benefit Levy Func	EEBen	-	-	-	33,611	33,611	33,611
698	Contingency	GEN	25,000	25,000	25,000	25,000	-	25,000
	<b>Sub-Total</b>		<b>\$ 4,134,380</b>	<b>\$ 3,750,340</b>	<b>\$ 3,623,871</b>	<b>\$ 4,293,311</b>	<b>\$ 542,971</b>	<b>\$ 4,348,781</b>
<b>DEPT OPERATIONS BUDGET TOTAL</b>			<b>\$ 45,483,874</b>	<b>\$ 49,568,631</b>	<b>\$ 57,778,138</b>	<b>\$ 51,097,061</b>	<b>\$ 1,528,430</b>	<b>\$ 52,721,671</b>
<b>DEBT SERVICE FUND EXPENDITURES</b>			<b>\$ 14,389,906</b>	<b>\$ 14,519,614</b>	<b>\$ 24,263,527</b>	<b>\$ 11,673,515</b>	<b>\$ (2,846,099)</b>	<b>\$ 14,398,752</b>
<b>SPECIAL REV. FUND EXPENDITURES</b>			<b>\$ 203,158</b>	<b>\$ 790,000</b>	<b>\$ 675,000</b>	<b>\$ 979,530</b>	<b>\$ 189,530</b>	<b>\$ 735,000</b>
<b>CAPITAL PROJECTS FUND EXPENDITURES</b>			<b>\$ 15,057,443</b>	<b>\$ 32,500,000</b>	<b>\$ 28,550,000</b>	<b>\$ 49,650,000</b>	<b>\$ 17,150,000</b>	<b>\$ 26,500,000</b>
<b>PROPRIETARY FUND - WATER UTILITY</b>			<b>\$ 17,445,151</b>	<b>\$ 19,456,971</b>	<b>\$ 19,242,491</b>	<b>\$ 23,033,339</b>	<b>\$ 3,576,368</b>	<b>\$ 21,181,286</b>
<b>CERTIFIED BUDGET TOTAL</b>			<b>\$ 92,579,532</b>	<b>\$ 116,835,216</b>	<b>\$ 130,509,156</b>	<b>\$ 136,433,445</b>	<b>\$ 19,598,229</b>	<b>\$ 115,536,709</b>

		FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
<b>DEPARTMENTAL OPERATIONAL EXPENDITURES BY FUND</b>							
<b>GENERAL FUND</b>							
<b>PUBLIC SAFETY</b>							
110	Police	GEN	\$ 7,186,408	\$ 7,623,936	\$ 7,332,883	\$ 9,419,078	\$ 1,795,142 \$ 9,893,420
150	Fire	GEN	4,059,828	4,976,276	4,739,060	6,062,857	1,086,581 6,208,393
180	Emergency Preparedness	GEN	26,010	54,725	38,425	54,725	- 25,225
190	Animal Control	GEN	77,022	132,000	120,000	173,000	41,000 178,000
198	Contingency	GEN	25,000	25,000	25,000	25,000	- 25,000
	<b>Sub-Total</b>		<b>\$ 11,374,268</b>	<b>\$ 12,811,937</b>	<b>\$ 12,255,368</b>	<b>\$ 15,734,660</b>	<b>\$ 2,922,723 \$ 16,330,038</b>
<b>PUBLIC WORKS</b>							
260	Engineering Services	GEN	797,938	964,449	908,744	978,465	14,016 1,009,210
290	Solid Waste	GEN	2,043,686	2,210,061	2,194,785	2,308,934	98,873 2,468,774
291	Sanitary Sewer	GEN	458,486	472,061	463,262	476,634	4,573 487,709
295	E&PW Administration	GEN	987,533	987,382	974,402	957,258	(30,124) 937,793
298	Contingency	GEN	25,000	25,000	25,000	25,000	- 25,000
	<b>Sub-Total</b>		<b>\$ 4,312,643</b>	<b>\$ 4,658,953</b>	<b>\$ 4,566,193</b>	<b>\$ 4,746,291</b>	<b>\$ 87,338 \$ 4,928,486</b>
<b>CULTURE AND RECREATION</b>							
410	Library	GEN	\$ 2,629,898	\$ 2,737,407	\$ 2,755,657	\$ 2,843,395	\$ 105,988 \$ 2,950,782
430	Parks	GEN	2,374,445	2,851,619	2,693,323	2,793,703	(57,916) 2,951,454
435	Grounds Maintenance	GEN	96,505	110,141	104,744	128,157	18,016 125,942
440	Recreation	GEN	441,608	473,058	501,673	559,999	86,941 630,173
450	Cemetery Maintenance	GEN	17,525	9,800	9,700	9,800	- 9,800
460	Senior Center	GEN	359,731	405,610	393,932	440,163	34,553 454,667
470	Swimming Pool	GEN	611,708	655,009	635,764	681,085	26,076 692,878
498	Contingency	GEN	25,000	25,000	25,000	25,000	- 25,000
	<b>Sub-Total</b>		<b>\$ 6,556,420</b>	<b>\$ 7,267,644</b>	<b>\$ 7,119,793</b>	<b>\$ 7,481,302</b>	<b>\$ 213,658 \$ 7,840,696</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>							
520	Economic Development	GEN	\$ 477,820	\$ 557,500	\$ 545,908	\$ 252,570	\$ (304,930) \$ 261,924
530	Code Enforcement	GEN	711,934	758,792	744,948	803,235	44,443 838,807
540	Community Development	GEN	759,990	812,372	798,666	858,478	46,106 859,534
	<b>Sub-Total</b>		<b>\$ 1,949,744</b>	<b>\$ 2,128,664</b>	<b>\$ 2,089,522</b>	<b>\$ 1,914,283</b>	<b>\$ (214,381) \$ 1,960,265</b>
<b>GENERAL GOVERNMENT</b>							
610	Mayor and City Council	GEN	\$ 191,027	\$ 236,097	\$ 232,197	\$ 240,994	\$ 4,897 \$ 221,694
615	City Manager	GEN	540,943	426,330	422,698	632,192	205,862 653,871
620	Finance and Records	GEN	879,415	699,794	687,925	728,158	28,364 757,777
625	Technology	GEN	545,004	763,340	677,035	783,110	19,770 856,339
630	Human Resources	GEN	267,988	269,531	262,459	364,199	94,668 379,644
635	City Clerk	GEN	-	274,471	259,315	266,758	(7,713) 275,255
640	Legal Services	GEN	133,799	130,465	130,465	135,000	4,535 135,000
645	General Support	GEN	1,551,204	925,312	926,777	884,847	(40,465) 794,222
650	Marketing	GEN	-	-	-	199,442	199,442 216,368
698	Contingency	GEN	25,000	25,000	25,000	25,000	- 25,000
	<b>Sub-Total</b>		<b>\$ 4,134,380</b>	<b>\$ 3,750,340</b>	<b>\$ 3,623,871</b>	<b>\$ 4,259,700</b>	<b>\$ 509,360 \$ 4,315,170</b>
	<b>General Fund Total</b>		<b>28,327,455</b>	<b>30,617,538</b>	<b>29,654,747</b>	<b>34,136,236</b>	<b>3,518,698 35,374,655</b>
<b>Road Use Fund</b>							
210	Roadway Maintenance	RU	\$ 3,774,166	\$ 5,893,050	\$ 5,474,167	\$ 5,850,990	\$ (42,060) \$ 5,317,293
230	Street Lighting	RU	545,661	556,000	541,000	546,000	(10,000) 546,000
240	Traffic Safety	RU	262,227	397,309	372,708	413,704	16,395 409,849
	<b>Road Use Fund Total</b>		<b>4,582,054</b>	<b>6,846,359</b>	<b>6,387,875</b>	<b>6,810,694</b>	<b>(35,665) 6,273,142</b>
<b>411 Retirement Fund</b>							
117	Police & Fire Retirement Fu	411	1,562,800	1,723,136	1,850,000	1,075,000	(648,136) 1,012,000
<b>Employee Benefits Levy Fund</b>							
112	Employee Benefits Levy	EEBen	-	-	-	442,250	442,250 442,250
<b>Hotel Motel Fund</b>							
499	Cultural & Convention	HM	1,943,396	1,956,000	1,951,123	1,966,715	10,715 1,885,929
<b>Storm Water Utility Fund</b>							
292	Stormwater Utility Fund	STRM	1,158,359	1,277,580	1,272,907	2,013,606	736,026 1,027,062
<b>Tax Increment Financing Fund</b>							
125	Tax Increment Financing Fu	TIF	7,909,810	7,148,018	16,661,486	4,652,560	(2,495,458) 6,706,633
	<b>Grand Total Departmental Operations</b>		<b>\$ 45,483,874</b>	<b>\$ 49,568,631</b>	<b>\$ 57,778,138</b>	<b>\$ 51,097,061</b>	<b>\$ 1,528,430 \$ 52,721,671</b>



<b>PUBLIC SAFETY</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 100 PUBLIC SAFETY SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 6,527,356	\$ 7,143,207	\$ 7,143,207	\$ 8,198,842	\$ 1,055,635	\$ 8,535,027
02	Overtime	445,531	420,000	440,000	457,980	37,980	457,980
03	Part-time	326,092	397,900	282,000	382,380	(15,520)	382,000
04	Witness fees	(8)	500	100	500	-	500
06	FICA	138,137	145,978	148,036	182,237	36,259	188,024
07	Retirement - IPERS	67,415	83,919	72,000	86,037	2,118	88,034
08	Pension - MFPRSI	1,562,800	1,723,136	1,850,000	1,864,332	141,196	1,999,063
09	Group insurance	1,306,413	1,329,114	1,329,114	2,530,000	1,200,886	2,645,000
11	Allowance	47,409	57,550	57,550	57,850	300	57,850
12	Unemployment	1,001	3,000	2,000	3,000	-	3,000
13	Deferred comp plan City match	44,850	75,360	51,000	87,272	11,912	91,242
	<b>Sub-Total</b>	<b>\$ 10,466,996</b>	<b>\$ 11,379,664</b>	<b>\$ 11,375,007</b>	<b>\$ 13,850,430</b>	<b>\$ 2,470,766</b>	<b>\$ 14,447,720</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
22	Recruitment	18,237	15,250	16,750	15,100	(150)	15,850
23	Professional services	103,633	154,290	145,815	203,515	49,225	208,515
24	Contributions to other agencies	852,759	1,045,563	807,563	1,238,363	192,800	1,237,563
27	Data processing	105,737	95,194	94,194	132,185	36,991	147,000
28	Dues and memberships	10,122	12,305	11,765	13,745	1,440	13,745
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	76,560	101,610	101,610	92,385	(9,225)	92,385
35	Printing and copying	13,085	15,700	15,700	14,200	(1,500)	14,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	59,053	68,500	67,000	66,000	(2,500)	66,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	84,372	104,715	96,850	102,265	(2,450)	129,000
48	Utility service	122,417	120,405	119,105	147,125	26,720	147,125
49	Petty cash	25	400	200	400	-	400
51	Maintenance supplies	8,490	8,500	8,500	10,500	2,000	10,500
54	Minor equipment	9,938	9,500	9,500	9,500	-	9,500
55	DARE expenditures	5,057	7,500	5,500	6,000	(1,500)	7,500
56	Vehicle maintenance supplies	24,182	25,500	24,000	26,500	1,000	26,500
57	Vehicle operation supplies	100,470	118,500	107,000	126,450	7,950	126,450
58	Office supplies	13,441	12,250	12,250	14,000	1,750	14,000
59	Operating supplies	116,675	140,903	125,000	158,430	17,527	160,930
60	Safety and medical supplies	22,486	23,065	23,065	23,265	200	23,265
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 1,746,739</b>	<b>\$ 2,080,150</b>	<b>\$ 1,791,367</b>	<b>\$ 2,400,428</b>	<b>\$ 320,278</b>	<b>\$ 2,450,928</b>

### CAPITAL OUTLAY

71	Equipment	\$ 69,556	\$ 171,865	\$ 142,950	\$ 177,080	\$ 5,215	\$ 125,480
72	Furniture and fixtures	8,554	6,100	8,100	4,560	(1,540)	-
73	Equipment replacement fund	255,443	295,947	295,947	171,178	(124,769)	206,595
74	Office equipment	-	6,200	6,350	3,330	(2,870)	10,200
75	Operating equipment	24,582	303,485	188,485	157,425	(146,060)	42,425
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	5,500	-	-	-
81	Building maintenance fund	340,198	266,662	266,662	223,664	(42,998)	237,125
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 698,333</b>	<b>\$ 1,050,259</b>	<b>\$ 913,994</b>	<b>\$ 737,237</b>	<b>\$ (313,022)</b>	<b>\$ 621,825</b>

### OPERATING BUDGET SUB-TOTAL

		<b>\$ 12,912,068</b>	<b>\$ 14,510,073</b>	<b>\$ 14,080,368</b>	<b>\$ 16,988,095</b>	<b>\$ 2,478,022</b>	<b>\$ 17,520,473</b>
99	Special Revenue fund items	\$ 32,191	\$ 20,000	\$ 25,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	25,000	25,000	-	25,000

<b>PUBLIC SAFETY SUMMARY</b>		<b>\$ 12,969,259</b>	<b>\$ 14,555,073</b>	<b>\$ 14,130,368</b>	<b>\$ 17,033,095</b>	<b>\$ 2,478,022</b>	<b>\$ 17,565,473</b>
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**OVERVIEW:** This activity enhances public safety through preventive patrol, emergency response, crime investigation, and public education.

**POLICE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	5,542,227	5,618,882	5,602,762	7,336,945
Contractual & supply service	1,245,330	1,476,508	1,209,790	1,698,108
Capital outlay	398,851	528,546	520,331	384,025
<b>Total expenditures</b>	<b>\$ 7,186,408</b>	<b>\$ 7,623,936</b>	<b>\$ 7,332,883</b>	<b>\$ 9,419,078</b>
Fees	26,372	25,500	26,000	26,000
Grants	65,892	45,000	45,000	15,000
Other	924,634	988,402	965,168	1,115,645
<b>Total revenue</b>	<b>\$ 1,016,898</b>	<b>\$ 1,058,902</b>	<b>\$ 1,036,168</b>	<b>\$ 1,156,645</b>
<b>Net amount supported by property taxes</b>	<b>\$ 6,169,510</b>	<b>\$ 6,565,034</b>	<b>\$ 6,296,715</b>	<b>\$ 8,262,433</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase in salary costs of \$1,718,100 represents normal increases for existing staff and the addition of two new full-time patrol officers. This also includes a city wide increase for group insurance costs as well as the shift of pension costs for MFPRSI from a separate levy back to the department's budget.
- ↑ An increase of \$192,800 in contributions to other agencies represents an increase in Westcom operational expenses.
- ↓ A decrease of \$19,300 in equipment reflects phase 2 of the body camera replacement project offset by the 18 tasers purchased in the prior year.
- ↓ A decrease of \$77,600 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$11,000 in SERT equipment reflects Urbandale's share of an emergency response vehicle purchased in the prior year.
- ↓ A decrease of \$31,600 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Additional staff will be required to meet the needs of the growing community.
- ❖ A facility space needs assessment will be needed for expansion of fleet housing and office work space for personnel. These projects are reflected within the CIP document.
- ❖ A comprehensive technology assessment for expanding and required technology for law enforcement should be considered.
- ❖ Upgrades to various technology, including the current fingerprint scanning device and mobile routers in patrol vehicles to be band 14 compliant, will be required in the near future.
- ❖ With the transition of body cameras and in-car video systems, a redundant server will be needed as a backup for data.

<b>PUBLIC SAFETY</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>110 POLICE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 4,235,162	\$ 4,271,660	\$ 4,271,660	\$ 4,692,215	\$ 420,555	\$ 4,846,928
02	Overtime	235,535	240,000	240,000	253,980	13,980	253,980
03	Part-time	81,941	87,400	82,000	82,380	(5,020)	82,000
04	Witness fees	(8)	500	100	500	-	500
06	FICA	93,234	95,642	97,700	104,051	8,409	106,896
07	Retirement - IPERS	40,967	47,413	45,000	50,306	2,893	51,822
08	Pension - MFPRSI	-	-	-	789,332	789,332	987,063
09	Group insurance	776,087	772,152	772,152	1,254,322	482,170	1,316,322
11	Allowance	47,409	57,150	57,150	57,450	300	57,450
12	Unemployment	1,001	3,000	2,000	3,000	-	3,000
13	Deferred comp plan City match	30,899	43,965	35,000	49,409	5,444	51,286
<b>Sub-Total</b>		<b>\$ 5,542,227</b>	<b>\$ 5,618,882</b>	<b>\$ 5,602,762</b>	<b>\$ 7,336,945</b>	<b>\$ 1,718,063</b>	<b>\$ 7,757,247</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
22	Recruitment	11,708	10,250	10,250	12,350	2,100	13,100
23	Professional services	4,777	7,475	6,000	6,375	(1,100)	6,375
24	Contributions to other agencies	836,230	1,029,000	791,000	1,221,800	192,800	1,221,000
27	Data processing	57,704	64,415	64,415	77,818	13,403	88,638
28	Dues and memberships	8,482	9,965	9,965	10,000	35	10,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30,107	20,210	20,210	19,200	(1,010)	19,200
35	Printing and copying	8,930	10,200	10,200	8,700	(1,500)	8,700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	10,463	10,000	10,000	12,000	2,000	12,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	53,857	67,865	60,000	75,615	7,750	89,000
48	Utility service	63,536	61,905	61,905	66,625	4,720	66,625
49	Petty cash	25	300	100	300	-	300
51	Maintenance supplies	3,343	3,500	3,500	3,500	-	3,500
54	Minor equipment	221	500	500	500	-	500
55	Culture of Integrity	5,057	7,500	5,500	6,000	(1,500)	7,500
56	Vehicle maintenance supplies	14,273	16,500	15,000	16,500	-	16,500
57	Vehicle operation supplies	74,863	85,500	80,000	83,450	(2,050)	83,450
58	Office supplies	10,000	9,000	9,000	10,500	1,500	10,500
59	Operating supplies	49,587	59,678	50,000	63,930	4,252	66,430
60	Safety and medical supplies	2,167	2,245	2,245	2,445	200	2,445
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,245,330</b>	<b>\$ 1,476,508</b>	<b>\$ 1,209,790</b>	<b>\$ 1,698,108</b>	<b>\$ 221,600</b>	<b>\$ 1,726,263</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 35,497	\$ 115,415	\$ 100,000	\$ 96,080	\$ (19,335)	\$ 85,480
72	Furniture and fixtures	6,383	2,000	4,000	-	(2,000)	-
73	Equipment replacement fund	170,357	185,090	185,090	107,449	(77,641)	129,680
74	Office furniture	-	6,200	5,900	3,330	(2,870)	10,200
75	SERT equipment & training	24,582	53,485	53,485	42,425	(11,060)	42,425
76	Property Improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	5,500	-	-	-
81	Building maintenance fund	162,032	166,356	166,356	134,741	(31,615)	142,125
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 398,851</b>	<b>\$ 528,546</b>	<b>\$ 520,331</b>	<b>\$ 384,025</b>	<b>\$ (144,521)</b>	<b>\$ 409,910</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 7,186,408</b>	<b>\$ 7,623,936</b>	<b>\$ 7,332,883</b>	<b>\$ 9,419,078</b>	<b>\$ 1,795,142</b>	<b>\$ 9,893,420</b>
99	Special Revenue fund items	\$ 24,180	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>POLICE</b>		<b>\$ 7,210,588</b>	<b>\$ 7,643,936</b>	<b>\$ 7,352,883</b>	<b>\$ 9,439,078</b>	<b>\$ 1,795,142</b>	<b>\$ 9,913,420</b>

**Function: Public Safety**  
**Activity: Police**

### Activity Notes

Object	Description	Amount
01	53 officers, 9 civilians	\$ 4,692,215
02	Overtime pay – patrol minimum staffing requirements per shift	\$ 14,000
	Holiday pay @ double time	\$ 22,600
	Holiday pay @ 1.5 time	\$ 15,490
	On-call & FTO pay	\$ 46,400
	Miscellaneous OT for arrests, casework, investigations, special events, court	\$ 79,890
	Special event – 4 <sup>th</sup> of July celebration	\$ 12,400
	In-service training coverage	\$ 1,000
	GTSB overtime (reimbursable)	\$ 20,000
	SERT overtime for training and missions	\$ 6,200
	M.I.N.E. task force overtime	\$ 36,000
03	Crossing guards (12) and matrons	\$ 76,380
	Police Reserves annual stipend (12 @ \$500 per Reserve Officer)	\$ 6,000
04	Witness fees	\$ 500
06	FICA	\$ 104,051
07	IPERS	\$ 50,306
08	Pension - \$1,028,929 (24.41 %) \$285,202 being covered in 411 Fund expenses	\$ 789,332
09	Group insurance	\$ 1,254,322
11	Uniform maintenance allowance for 51 officers @ \$850 each per year	\$ 43,350
	Service awards program	\$ 1,500
	Vehicle allowance - Chief & 2 Captains	\$ 12,600
12	Unemployment (crossing guards)	\$ 3,000
13	Deferred compensation City match	\$ 49,409
21	Newspaper advertisements and official publications	\$ 500
22	Recruitment expenses (advertising, background checks, civil service testing, POST test)	\$ 4,100
	Pre-employment physical & drug screens (4)	\$ 3,000
	Pre-employment MMPI and polygraph (4 - MMPI @ \$175, polygraph @ \$200)	\$ 1,500
	Pre-employment (drug, physical & background check – crossing guards)	\$ 3,750
23	Interpreters	\$ 250
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,500
	Weapon armoring	\$ 2,000
	Radar certifications (15)	\$ 525
	Document shredding	\$ 500
	Blood draws	\$ 400
24	Westcom operations	\$ 1,220,000
	Polk County Crime Stoppers contribution	\$ 1,000
	DNR annual deer aerial survey	\$ 800
27	Adobe video editing software annual fee	\$ 475
	Annual Data911 body/in-car camera license & support software	\$ 3,500
	Bar code scanners for patrol vehicles (6 @ \$330 each)	\$ 1,980

**Function: Public Safety**  
**Activity: Police**

### Activity Notes

Object	Description	Amount
27 cont.	Building proximity cards	\$ 300
	Cellphone investigative software maintenance agreement	\$ 3,400
	CLEAR – investigative repository software	\$ 10,023
	Computer forensic equipment supplies	\$ 3,500
	CRASH Investigation desktop computer/monitors	\$ 2,000
	ESRI ArcView maintenance agreement	\$ 400
	File on Q Evidence software maintenance agreement	\$ 3,400
	File on Q Evidence software update	\$ 4,500
	ID CardPrinter hardware/software maintenance agreement	\$ 1,300
	Ident-A-Kit rental	\$ 500
	LEADS online pawn shop database annual subscription	\$ 4,730
	Magnet Axiom maintenance agreement	\$ 2,000
	Morpho Trac maintenance agreement	\$ 8,850
	Power DMS annual license – CALEA & training software	\$ 4,500
	Replacement computers (10 @ \$800) & license upgrades (6 @ \$100)	\$ 8,600
	Replacement monitors (15)	\$ 3,000
	Reveal accident invest software maintenance agreement	\$ 600
	Shieldware (NCIC)	\$ 2,800
	Taser maintenance agreement	\$ 700
	Video enhancing software (Input Ace)	\$ 3,500
	Wireless connection for police/public access (Mediacom 20x2)	\$ 2,160
	X-Ways Forensic computer software	\$ 1,100
28	CALEA	\$ 4,670
	Des Moines Rifle & Revolver Club	\$ 200
	F.B.I. LEEDA membership (2)	\$ 100
	F.B.I. National Academy Alumni Association (3)	\$ 360
	Fraud Examiners dues	\$ 195
	High Tech Crime Consortium	\$ 25
	International Association of Chiefs of Police (5)	\$ 950
	International Association of Police Chaplains (3)	\$ 375
	International Association of Property Evidence Technicians (2)	\$ 100
	International Crime Free Housing Association	\$ 50
	Iowa Crime Prevention Association (1)	\$ 50
	Iowa Division, Association of Identification (6)	\$ 180
	Iowa Police Chiefs Association	\$ 75
	Iowa Reserve Police Officers Association (12)	\$ 240
	K-9 city license	\$ 30
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160
	Midwest Association of Technical Accident Investigators (\$40 x 5 Investigators)	\$ 200
	Miscellaneous reports, journals, professional publications	\$ 800
	MOCIC agency membership	\$ 200

**Function: Public Safety**  
**Activity: Police**

### Activity Notes

Object	Description	Amount
28 cont.	National Association of Field Training Officers (NAFTO) (6)	\$ 240
	National Association of Town Watch	\$ 35
	National Child Seat Certification Program	\$ 50
	Notary renewal (8)	\$ 240
	Police Executive Research Forum	\$ 200
	RAD instructors membership (3)	\$ 225
	RADKids membership	\$ 50
32	Uniform – new officer issue (4)	\$ 10,400
	Ballistic vest replacements (3)	\$ 2,300
	Uniform replacement - police reserves	\$ 1,500
	Crossing guard uniform replacement	\$ 1,000
	Chaplain uniforms	\$ 1,000
	CSO uniforms	\$ 1,500
	Replacement due to damage	\$ 1,500
35	Copier repair & maintenance	\$ 3,000
	Printing forms	\$ 1,600
	Shipping charges	\$ 600
	Citation printing	\$ 1,000
	Postage	\$ 2,500
41	Fees for service and shop work, uninsured body work, miscellaneous repairs	\$ 12,000
46	Cellebrite Certification training	\$ 3,290
	Cellebrite Certification Extractor training	\$ 2,000
	Death Investigation Certification course	\$ 3,100
	FBI NA Associates training event (2) - local	\$ 1,200
	Field Training Officers School	\$ 450
	Fraud examiner recertification	\$ 750
	IACIS MAC computer forensic certification training	\$ 2,995
	ILEA advanced schools	\$ 8,000
	ILEA basic academy training (4 @ \$8,200 each)	\$ 32,800
	ILEA instructor recertification schools	\$ 1,500
	International Association of Identification Conference - local	\$ 1,925
	Iowa Association of Ident Officers conference (2)	\$ 300
	Iowa Death Investigators conference (1)	\$ 175
	Iowa Homeland Security conference	\$ 300
	Iowa Police Reserve Officers annual training conference (6)	\$ 800
	Iowa Sex Crimes Investigators conference (2)	\$ 300
	IPCA Administrative Professionals workshop (4)	\$ 200
	K9 recertification and training conference (1)	\$ 1,000
	Legal updates – County Attorney's Association (4)	\$ 200
	LEIN basic intelligence school (1)	\$ 250
	LEIN training conference (2)	\$ 350

**Function: Public Safety**  
**Activity: Police**

### Activity Notes

Object	Description	Amount
46 cont.	Lifesavers conference (\$1000 reimbursement via GTSB grant)	\$ 1,700
	Microsoft SSRS training RMS report writing - local	\$ 1,800
	Midwest Association of Technical Accident Investigators conference - local	\$ 1,170
	Police Legal Sciences legal training (53 officers @ \$120 each) - local	\$ 6,360
	Rentals – specialized training venues for Police	\$ 400
	TRITECH annual users conference - records management - San Antonio (1)	\$ 2,300
48	Utilities, heating, lights and cooling	\$ 30,000
	Telephone service	\$ 20,000
	Cell phone service & Verizon wireless cards	\$ 13,000
	Water service	\$ 3,025
	GPS cellular air time	\$ 600
49	Petty cash	\$ 300
51	Custodial supplies	\$ 3,500
54	Miscellaneous minor equipment	\$ 500
55	Culture of Integrity program (Urbandale, DSM Christian Schools and St. Pius X)	\$ 6,000
56	Replacement tires, batteries, parts, etc.	\$ 15,000
	Police bicycle maintenance and equipment	\$ 1,000
	Speed sign maintenance	\$ 500
57	Gasoline – fleet (42,500 gallons @ \$1.90 per gallon)	\$ 80,750
	Oil, filter and grease	\$ 2,000
	Transmission oil	\$ 200
	Anti-freeze, gas line de-icer and windshield solvent	\$ 500
58	Office supplies	\$ 10,500
59	Alco sensor mouthpieces	\$ 400
	C.I.D. fraud meeting supplies	\$ 250
	C.S.I. evidence and laboratory supplies	\$ 3,500
	Car wash tickets	\$ 3,500
	Chemical munitions ( training, deployment, expiration)	\$ 500
	Citizen Police Academy 2019	\$ 1,000
	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	Community relations promotional and training material	\$ 4,000
	Crime Free Multi-Housing Program (collaborating agencies program)	\$ 400
	Historical Committee supplies	\$ 500
	ID card supplies – city	\$ 500
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 3,500
	K-9 food, grooming & vet supplies	\$ 2,000
	Less-lethal shotgun rounds (training 183 rounds @ \$6 per round)	\$ 1,190
	National Night Out 2019 – supplies	\$ 2,000
	Police officers memorial service	\$ 1,000
	Property evidence bags and storage supplies	\$ 800
	Qualification, training and service ammunition	\$ 12,500

**Function: Public Safety**  
**Activity: Police**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59 cont.	R.A.D./R.A.D. kids supplies	\$ 250
	Range Ballistic Blocks	\$ 1,100
	Range supplies - firearms cleaning supplies, targets, etc.	\$ 1,500
	Run for the Badge	\$ 2,000
	Taser batteries (16 replacements @ \$35 per battery)	\$ 560
	Taser cartridges (training & duty 160 cartridges @ \$28 per cartridge)	\$ 4,480
	Trunk or Treat	\$ 1,500
	Vehicle towing and impoundment	\$ 13,000
60	General fire & safety supplies	\$ 800
	Protective eyewear and hearing, masks, etc.	\$ 600
	Injured officers – return to work medical review	\$ 500
	Latex gloves	\$ 500
	MVR annual fee	\$ 45
71	Body camera system for new officers (2)	\$ 2,000
	Crime scene barrier replacement	\$ 1,500
	Emergency light bar upgrades (3 @ \$2,000 each)	\$ 6,000
	Equipment transfer labor - patrol vehicles (6 @ \$6,100 per car)	\$ 36,600
	New patrol car misc. items (med kit, AED, tools, PBT, etc.)	\$ 4,330
	Patrol rifle (5 @ \$1,500)	\$ 7,500
	Patrol vehicle markings (7 @ \$450 per car)	\$ 3,150
	Portable radios for new officers (2)	\$ 7,000
	Replacement body camera system - completion of FY19 budgeted item	\$ 28,000
73	Equipment replacement fund contribution	\$ 107,449
74	Varidesk (6)	\$ 3,330
75	SERT training rentals (ranges & special venues)	\$ 900
	SERT ammo	\$ 12,500
	SERT chemical munitions	\$ 3,000
	SERT range supplies	\$ 2,300
	Annual SERT operator training (9 @ \$600 each)	\$ 5,400
	Iowa Crisis Negotiators conference	\$ 550
	Marksman/Observer school	\$ 1,925
	National Tactical Officers Association training conference (2)	\$ 4,000
	NTOA Agency/Team membership	\$ 150
	Radio headsets (2 @ \$850 each)	\$ 1,700
	Replacement ballistic vest and plates (5 @ \$2,000 each)	\$ 10,000
81	Building maintenance fund contribution – PM repairs	\$ 66,459
Police	Citywide building security plan	\$ 11,250
	<i>Total project specific contributions</i>	\$ 77,709
	<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>	
	Boiler water treatment program	\$ 1,300
	Building custodial services contract	\$ 21,012

**Function: Public Safety**  
**Activity: Police**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Building security monitoring	\$ 450
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 1,200
	Electrical maintenance and repair	\$ 1,000
	Fire alarm monitoring	\$ 960
	Fire alarm panel inspection	\$ 300
	Generator service & maintenance agreement	\$ 4,500
	HVAC service and repair	\$ 13,000
	Mat & rug service	\$ 1,300
	Miscellaneous building repairs and maintenance	\$ 7,500
	Pest control	\$ 700
	Replacement ceiling tiles	\$ 1,500
	Sprinkler testing	\$ 160
	Tile floor – waxing 2x year	\$ 1,750
	Window cleaning	\$ 400
	<i>Total line 40 items</i>	\$ 57,032
	<b>Grand total building maintenance for location</b>	<b>\$ 134,741</b>
<b>99</b>	<b>PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS/DONATIONS</b>	<b>\$ 20,000</b>

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

**FIRE/EMS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	3,361,969	4,037,646	3,922,245	5,235,050
Contractual & supply service	398,377	441,917	434,652	504,095
Capital outlay	299,482	496,713	382,163	323,712
<b>Total expenditures</b>	<b>\$ 4,059,828</b>	<b>\$ 4,976,276</b>	<b>\$ 4,739,060</b>	<b>\$ 6,062,857</b>
Fees	771,385	800,000	800,000	800,000
Grants & contributions	-	360,000	215,000	1,133,000
Other	332,426	387,324	390,234	484,461
<b>Total revenue</b>	<b>\$ 1,103,811</b>	<b>\$ 1,547,324</b>	<b>\$ 1,405,234</b>	<b>\$ 2,417,461</b>
<b>Net amount supported by property taxes</b>	<b>\$ 2,956,017</b>	<b>\$ 3,428,952</b>	<b>\$ 3,333,826</b>	<b>\$ 3,645,396</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase of \$1,197,400 in personnel costs reflects the reclassification of 3 Lieutenants to Captains to align with supervisory staffing changes associated with the third station. It also reflects 9 additional staff to be hired in March of 2019 with a federal SAFER Grant. The additional staff will be used to fully staff the new fire station #43. This also includes a city wide increase for group insurance costs.
- ↑ An increase of \$23,600 in data processing reflects the purchase of new ambulance billing and target solutions software systems.
- ↑ An increase of \$22,000 in utilities reflects the opening of fire station #43 mid-budget year.
- ↑ An increase of \$15,300 in operating supplies reflects an increase in EMS consumables.
- ↑ An increase of \$20,000 in equipment represents the purchase of replacement extrication equipment and thermal imaging cameras.
- ↓ A decrease of \$47,100 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$135,000 in operating equipment reflects a shift of a portion of the FY19's budget amount for equipment/furnishings needed for the new station that will be delayed into FY20 due to timing of the new station.
- ↓ A decrease of \$11,400 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Maintaining adequate response capabilities continues to be the top priority.
- ❖ The addition of an EMS Assistant Chief to oversee the department's EMS operations including a required medical quality improvement/quality assurance program.

<b>PUBLIC SAFETY</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 150 FIRE/EMS

### PERSONAL SERVICES

01	Salaries	\$ 2,292,194	\$ 2,871,547	\$ 2,871,547	\$ 3,506,627	\$ 635,080	\$ 3,688,099
02	Overtime	209,996	180,000	200,000	204,000	24,000	204,000
03	Part-time	244,151	310,500	200,000	300,000	(10,500)	300,000
04	Witness fees	-	-	-	-	-	-
06	FICA	44,903	50,336	50,336	78,186	27,850	81,128
07	Retirement - IPERS	26,448	36,506	27,000	35,731	(775)	36,212
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	530,326	556,962	556,962	1,072,243	515,281	1,125,243
11	Allowance	-	400	400	400	-	400
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	13,951	31,395	16,000	37,863	6,468	39,956
<b>Sub-Total</b>		<b>\$ 3,361,969</b>	<b>\$ 4,037,646</b>	<b>\$ 3,922,245</b>	<b>\$ 5,235,050</b>	<b>\$ 1,197,404</b>	<b>\$ 5,475,038</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	6,529	5,000	6,500	2,750	(2,250)	2,750
23	Professional services	21,655	19,515	19,515	26,840	7,325	26,840
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	48,010	28,917	28,917	52,505	23,588	56,500
28	Dues and memberships	1,640	2,340	1,800	3,745	1,405	3,745
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	46,453	81,400	81,400	73,185	(8,215)	73,185
35	Printing and copying	4,155	5,500	5,500	5,500	-	5,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	41,438	50,000	50,000	50,000	-	50,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	30,515	36,850	36,850	26,650	(10,200)	40,000
48	Utility service	56,754	55,000	55,000	77,000	22,000	77,000
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	5,147	5,000	5,000	7,000	2,000	7,000
54	Minor equipment	9,717	9,000	9,000	9,000	-	9,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	9,909	9,000	9,000	10,000	1,000	10,000
57	Vehicle operation supplies	25,607	33,000	27,000	43,000	10,000	43,000
58	Office supplies	3,441	3,250	3,250	3,500	250	3,500
59	Operating supplies	67,088	77,225	75,000	92,500	15,275	92,500
60	Safety and medical supplies	20,319	20,820	20,820	20,820	-	20,820
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 398,377</b>	<b>\$ 441,917</b>	<b>\$ 434,652</b>	<b>\$ 504,095</b>	<b>\$ 62,178</b>	<b>\$ 521,440</b>

### CAPITAL OUTLAY

71	Equipment	\$ 34,059	\$ 31,450	\$ 31,450	\$ 51,500	\$ 20,050	\$ 40,000
72	Furniture and fixtures	2,171	4,100	4,100	4,560	460	-
73	Equipment replacement fund	85,086	110,857	110,857	63,729	(47,128)	76,915
74	Office equipment	-	-	450	-	-	-
75	Operating equipment- new stati	-	250,000	135,000	115,000	(135,000)	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	178,166	100,306	100,306	88,923	(11,383)	95,000
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 299,482</b>	<b>\$ 496,713</b>	<b>\$ 382,163</b>	<b>\$ 323,712</b>	<b>\$ (173,001)</b>	<b>\$ 211,915</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 8,011	\$ -	\$ 5,000	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

<b>FIRE/EMS</b>	<b>\$ 4,067,839</b>	<b>\$ 4,976,276</b>	<b>\$ 4,744,060</b>	<b>\$ 6,062,857</b>	<b>\$ 1,086,581</b>	<b>\$ 6,208,393</b>
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**Function: Public Safety**  
**Activity: Fire/EMS**

### Activity Notes

Object	Description	Amount
01	Professional personnel (52), Billing Specialist	\$ 3,506,627
02	Overtime	\$ 204,000
03	Part-time firefighters/paramedics (2 FTE/day), Prevention/Pub Ed Specialist, Office Specialist, Assistant Chief: EMS & CPR/First Aid Coordinator	\$ 300,000
06	FICA	\$ 78,186
07	IPERS	\$ 35,731
08	Pension – \$836,191 (24.41%) covered in 411 Fund expenses	\$ -
09	Group insurance	\$ 1,072,243
11	On the spot awards	\$ 400
13	Deferred compensation City match	\$ 37,863
22	Recruitment	\$ 2,750
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	\$ 770
	Medical Director fee	\$ 9,000
	Bad debt collections	\$ 2,500
	Annual fit tester calibration (shared cost with Ankeny, Johnston/Grimes & Clive)	\$ 670
	Annual preemption maintenance cost in shared system w/ Clive	\$ 250
	Accreditation application	\$ 6,150
27	Active911 notification	\$ 790
	Annual preemption maintenance cost	\$ 1,350
	Hotspot data plan	\$ 500
	Computer replacements (2)	\$ 2,400
	Drug vending machine software maintenance	\$ 1,100
	FireHouse 2 licenses for archive use	\$ 1,950
	Knox Box annual maintenance	\$ 500
	Locution systems maintenance (station alerting)	\$ 900
	Lucas CPR Device preventative maintenance (4)	\$ 5,475
	Medical billing & electronic claims software updates and annual cost	\$ 2,850
	Net Motion maintenance	\$ 1,350
	New ambulance billing software	\$ 14,050
	Power Load Cot preventive maintenance (2)	\$ 3,200
	Public wifi –monthly charge (\$120/month x 2=\$2,880 + 10 months for new station)	\$ 4,080
	Scheduling software annual maintenance	\$ 1,000
	Software maintenance (Image Trend RMS 28E w/ Clive & four other cities)	\$ 8,910
	Target Solutions Truck Check software	\$ 2,100
28	Iowa Firefighters Association	\$ 15
	Iowa Fire Chief's Association	\$ 25
	Fire Marshal Association	\$ 50
	Polk County Fire Chiefs	\$ 25

**Function: Public Safety**  
**Activity: Fire/EMS**

### Activity Notes

Object	Description	Amount
28 cont.	International Society of Fire Service Instructors (2)	\$ 250
	Iowa Association of Professional Fire Chiefs	\$ 100
	National Fire Protection Association (2) Includes Code Subscription (1)	\$ 1,750
	International Association of Fire Chiefs (3)	\$ 855
	Federations of Fire Chaplains	\$ 125
	International Code Council	\$ 130
	IA EMS Association	\$ 250
	Academy of Professional Coders	\$ 120
	Central Iowa EMS Service Directors	\$ 50
32	Personal equipment and uniforms repairs (coats, pants, boots, etc.)	\$ 30,000
	Turnout gear - replacement schedule (12 sets/yr.)	\$ 31,185
	Body armor	\$ 12,000
35	Printing, copying and postage	\$ 5,500
41	Vehicle repair and maintenance by outside firms	\$ 50,000
46	National Fire Academy Courses (4)	\$ 1,200
	State and Local training & education - Fire (winter fire school, in-state conferences)	\$ 2,500
	State and Local training & education -EMS CEUs (IEMSA, in-state conference)	\$ 2,500
	CPSE Accreditation Excellence Conference (1)	\$ 1,750
	RMS Training - MN (1)	\$ 1,100
	Fire training materials and supplies	\$ 1,500
	Fire Prevention Materials	\$ 2,500
	Citizen Fire Academy/Kids Fire Academy	\$ 2,000
	On-Line EMS CEU & RMS	\$ 7,000
	EMS Training materials & supplies	\$ 1,500
	Fire Certification course materials	\$ 500
	Officer Development Course Materials	\$ 600
	EMS Training programs & CEU	\$ 500
	EMS Training materials & supplies	\$ 1,500
48	Telephone, data, heating and air conditioning, water service	\$ 77,000
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 7,000
54	Minor equipment (items less than \$500)	\$ 9,000
56	Vehicle maintenance supplies	\$ 10,000
57	Gas, oil, grease	\$ 43,000
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 15,000
	EMS supplies/equipment	\$ 68,000
	Training facility repairs and maintenance	\$ 4,500
	Open house supplies for new station grand opening	\$ 5,000
60	Physicals, TB tests, hepatitis shots	\$ 18,620
	Corrective lenses for SCBA	\$ 200

**Function: Public Safety**  
**Activity: Fire/EMS**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
60 cont.	Flu shots	\$ 2,000
71	Body camera (1 of 2) for Fire Marshal & Prevention Specialist	\$ 1,500
	Replacement of extrication equipment - various parts (spreader, cutter, ram)	\$ 48,000
	Thermal imaging camera for Firefighters (3) phase 1 of 3	\$ 2,000
72	Replacement of chairs in training room (25)	\$ 4,560
73	Equipment replacement fund contribution	\$ 63,729
75	Operating equipment - new station	\$ 115,000
81	Building maintenance fund contribution – PM projects	\$ 9,236
Fire #41	Citywide building security project	\$ 6,361
	<i>Total project specific contributions</i>	\$ 15,597
<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>		
	Backflow preventer testing	\$ 60
	Carpet cleaning	\$ 1,150
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 125
	Generator service & maintenance	\$ 542
	HVAC service and repair	\$ 2,500
	Miscellaneous building repairs	\$ 7,500
	Miscellaneous electrical repairs and maintenance	\$ 1,000
	Pest control	\$ 400
	Sprinkler inspection	\$ 150
	<i>Total line 40 items</i>	\$ 13,927
<b>Grand total for location</b>		<b>\$ 29,524</b>
Fire #42	Building maintenance fund contribution – PM projects	\$ 32,469
	Citywide building security project	\$ 7,413
	<i>Total project specific contributions</i>	\$ 39,882
<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>		
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Carpet cleaning	\$ 1,100
	Fire alarm monitoring	\$ 475
	Fire alarm panel inspection	\$ 350
	Generator service & maintenance	\$ 542
	HVAC service and repair	\$ 4,000
	Miscellaneous building repairs	\$ 5,000
	Miscellaneous electrical repairs and maintenance	\$ 1,000
	Pest control	\$ 785
	Range hood inspection	\$ 178
	Sprinkler inspection	\$ 150
	<i>Total line 40 items</i>	\$ 14,740
<b>Grand total for location</b>		<b>\$ 54,622</b>

**Function: Public Safety**  
**Activity: Fire/EMS**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Fire #43	<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 125
	Generator service & maintenance	\$ 542
	HVAC service and repair	\$ 1,000
	Miscellaneous building repairs	\$ 1,500
	Miscellaneous electrical repairs and maintenance	\$ 500
	Pest control	\$ 400
	Sprinkler inspection	\$ 150
	<b>Grand total for location</b>	<b>\$ 4,777</b>
	<b>Grand total building maintenance for department</b>	<b>\$ 88,923</b>

**FUNCTION: Public Safety**  
**ACTIVITY: Emergency Preparedness**

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

**EMERGENCY PREPAREDNESS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	26,010	29,725	26,925	25,225
Capital outlay	-	25,000	11,500	29,500
<b>Total expenditures</b>	<b>\$ 26,010</b>	<b>\$ 54,725</b>	<b>\$ 38,425</b>	<b>\$ 54,725</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,130	4,259	3,164	4,373
<b>Total revenue</b>	<b>\$ 2,130</b>	<b>\$ 4,259</b>	<b>\$ 3,164</b>	<b>\$ 4,373</b>
<b>Net amount supported by property taxes</b>	<b>\$ 23,880</b>	<b>\$ 50,466</b>	<b>\$ 35,261</b>	<b>\$ 50,352</b>

**SIGNIFICANT BUDGET IMPACTS:**

- ❖ No significant changes noted in the current budget. The budget does include the installation of a new siren at the new Waukee Elementary school in northwest Urbandale.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The expansion of our storm warning system including the possible purchase of additional storm sirens as the city expands to the West.

<b>PUBLIC SAFETY</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## **180 EMERGENCY PREPAREDNESS**

<b>PERSONAL SERVICES</b>						
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	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	179	300	300	300	300
24	Contributions to other agencies	16,529	16,563	16,563	16,563	16,563
27	Data processing	23	862	862	862	862
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	7,152	8,500	7,000	4,000	(4,500) 4,000
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	2,127	3,500	2,200	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	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 26,010</b>	<b>\$ 29,725</b>	<b>\$ 26,925</b>	<b>\$ 25,225</b>	<b>\$ (4,500) 25,225</b>
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ 25,000	\$ 11,500	\$ 29,500	\$ 4,500 -
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	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 11,500</b>	<b>\$ 29,500</b>	<b>\$ 4,500 -</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 26,010</b>	<b>\$ 54,725</b>	<b>\$ 38,425</b>	<b>\$ 54,725</b>	<b>\$ - 25,225</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>EMERGENCY PREPAREDNESS</b>		<b>\$ 26,010</b>	<b>\$ 54,725</b>	<b>\$ 38,425</b>	<b>\$ 54,725</b>	<b>\$ - 25,225</b>

**Function: Public Safety**  
**Activity: Emergency Preparedness**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Professional services - text alerting	\$ 300
24	Polk County EMA	\$ 16,563
27	Update outdoor warning siren computer software maintenance	\$ 862
41	Siren repairs, battery replacement for six outdoor warning sirens	\$ 4,000
48	Utility service	\$ 3,500
71	New siren - area of Alice's Road	\$ 25,000
	Replacement radio/storm siren activation	\$ 4,500



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

**ANIMAL CONTROL**

	FINANCIAL SUMMARY			
	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	77,022	132,000	120,000	173,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 77,022</b>	<b>\$ 132,000</b>	<b>\$ 120,000</b>	<b>\$ 173,000</b>
Fees	65,843	67,000	65,500	65,500
Grants	-	-	-	-
Other	6,307	10,274	9,881	13,824
<b>Total revenue</b>	<b>\$ 72,150</b>	<b>\$ 77,274</b>	<b>\$ 75,381</b>	<b>\$ 79,324</b>
<i>Net amount supported by property taxes</i>	<b>\$ 4,872</b>	<b>\$ 54,726</b>	<b>\$ 44,619</b>	<b>\$ 93,676</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An increase of \$43,000 in professional services reflects the Urbandale’s share of animal control services under a 28E agreement with West Des Moines Animal Control.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Urbandale will continue to be a full partner in animal control and licensing services provided through WestPet, a joint animal control operation with West Des Moines and Clive.
- ❖ Staffing, equipment and vehicle studies are being undertaken to judge the needs of this growing collaboration.

<b>PUBLIC SAFETY</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 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	-	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	77,022	127,000	120,000	170,000	43,000	175,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	1,000	-	1,000	-	1,000
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	-	4,000	-	2,000	(2,000)	2,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 77,022</b>	<b>\$ 132,000</b>	<b>\$ 120,000</b>	<b>\$ 173,000</b>	<b>\$ 41,000</b>	<b>\$ 178,000</b>

### 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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>ANIMAL CONTROL</b>		<b>\$ 77,022</b>	<b>\$ 132,000</b>	<b>\$ 120,000</b>	<b>\$ 173,000</b>	<b>\$ 41,000</b>	<b>\$ 178,000</b>
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**Function: Public Safety**  
**Activity: Animal Control**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Animal control services - West Des Moines	\$ 170,000
27	Credit card processing fees	\$ 1,000
59	Operating expenses for renewal processing	\$ 2,000



**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,562,800	1,723,136	1,850,000	1,075,000
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 1,562,800</b>	<b>\$ 1,723,136</b>	<b>\$ 1,850,000</b>	<b>\$ 1,075,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	56,007	56,000	56,046	46,393
<b>Total revenue</b>	<b>\$ 56,007</b>	<b>\$ 56,000</b>	<b>\$ 56,046</b>	<b>\$ 46,393</b>
<b>Net amount supported by 411 property taxes</b>	<b>\$ 1,506,793</b>	<b>\$ 1,667,136</b>	<b>\$ 1,793,954</b>	<b>\$ 1,028,607</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↓ Total pension cost for the year have increased due to staffing levels, however the source of funding for these costs was shifted in the budget in anticipation of property tax reform coming through the legislature. Previously, a levy of \$0.58 was established to cover MFPRSI pension costs. The pension levy supporting these obligations should have increased by \$.04 to \$0.62 for FY19-20, however 30 cents of the new levy amount was shifted to the general levy for FY20. Thus, this page shows a decrease of \$648,100 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 approximately 23% of the pension costs for Police personnel.
- ↓ The MFPRSI City contribution rate will decrease from 26.02% for FY18-19 to 24.41% for FY19-20.
- ↑ 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 9 years to begin funding a greater percentage of the City’s pension obligation and provide relief for the general levy. 100% funding was achieved in FY16-17. FY19-20 reflects the shift of 30 cents from the levy to the general levy, which still maintains 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, coupled with growth in the City’s public safety staffing, the City will have to continue to adjust this levy to provide enough revenue to cover our 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%.

<b>PUBLIC SAFETY</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 117 POLICE & FIRE RETIREMENT FUND

<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	1,562,800	1,723,136	1,850,000	1,075,000	(648,136)
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
<b>Sub-Total</b>		\$ 1,562,800	\$ 1,723,136	\$ 1,850,000	\$ 1,075,000	\$ (648,136)
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
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	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>						
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	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 1,562,800	\$ 1,723,136	\$ 1,850,000	\$ 1,075,000	\$ (648,136)
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>POLICE &amp; FIRE RETIREMENT FUND</b>		\$ 1,562,800	\$ 1,723,136	\$ 1,850,000	\$ 1,075,000	\$ (648,136)

**Function: Public Safety**  
**Activity: Police & Fire Retirement Fund**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
08	Municipal Police & Fire Retirement System - City contribution for Fire & EMS	\$ 836,191
	Municipal Police & Fire Retirement System - City contribution for Police	\$ 285,202



<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>200 PUBLIC WORKS SUMMARY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 2,866,195	\$ 3,186,114	\$ 3,066,837	\$ 3,375,552	\$ 189,438	\$ 3,498,186
02	Overtime	147,344	159,000	157,000	159,000	-	159,000
03	Part-time	57,146	65,200	55,700	64,000	(1,200)	64,000
04	Witness fees	-	-	-	-	-	-
06	FICA	230,418	248,126	242,073	264,306	16,180	273,215
07	Retirement - IPERS	267,694	303,869	294,713	317,068	13,199	330,227
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	582,066	594,934	594,934	1,056,000	461,066	1,104,000
11	Allowance	11,081	11,505	11,305	11,504	(1)	11,504
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	20,082	34,606	23,830	36,661	2,055	38,165
<b>Sub-Total</b>		<b>\$ 4,182,026</b>	<b>\$ 4,603,354</b>	<b>\$ 4,446,392</b>	<b>\$ 5,284,091</b>	<b>\$ 680,737</b>	<b>\$ 5,478,297</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,417	4,500	800	5,550	1,050	4,500
23	Professional services	46,519	83,100	77,356	86,700	3,600	45,500
24	Contributions to other agencies	928,400	982,163	961,300	1,121,741	139,578	1,166,013
27	Data processing	126,670	104,600	103,218	106,700	2,100	102,040
28	Dues and memberships	6,885	8,935	10,350	10,050	1,115	10,150
29	Insurance	213,393	172,290	172,290	173,400	1,110	173,400
32	Uniforms and laundry	21,722	26,110	25,630	26,410	300	26,410
35	Printing and copying	10,314	12,600	11,027	13,900	1,300	12,700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	129,037	132,750	142,000	141,750	9,000	100,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	22,541	20,120	20,724	13,800	(6,320)	17,100
48	Utility service	611,806	632,170	616,200	624,715	(7,455)	623,570
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	453,304	571,394	458,333	588,500	17,106	619,800
54	Minor equipment	11,288	12,000	12,000	14,500	2,500	16,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	90,581	150,300	135,300	151,400	1,100	158,100
57	Vehicle operation supplies	118,469	208,520	184,000	181,190	(27,330)	225,000
58	Office supplies	2,790	3,500	3,000	3,900	400	3,500
59	Operating supplies	15,348	20,500	17,000	20,500	-	20,500
60	Safety and medical supplies	9,044	5,430	5,200	5,480	50	5,450
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 2,821,528</b>	<b>\$ 3,150,982</b>	<b>\$ 2,955,728</b>	<b>\$ 3,290,186</b>	<b>\$ 139,204</b>	<b>\$ 3,330,983</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 8,265	\$ 36,000	\$ 36,000	\$ 27,900	\$ (8,100)	\$ 5,000
72	Furniture and fixtures	41,903	46,100	46,100	27,500	(18,600)	43,000
73	Equipment replacement fund	715,829	762,614	762,614	439,173	(323,441)	526,326
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	40,000	45,572	-	(40,000)	-
76	Property improvements	262,632	300,000	334,185	300,000	-	300,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	81,542	-	-	-
81	Building maintenance fund	67,873	66,342	66,342	55,253	(11,089)	58,196
97	Transfers out	1,928,000	3,752,500	3,427,500	4,206,400	453,900	2,546,800
<b>Sub-total</b>		<b>\$ 3,024,502</b>	<b>\$ 5,003,556</b>	<b>\$ 4,799,855</b>	<b>\$ 5,056,226</b>	<b>\$ 52,670</b>	<b>\$ 3,479,322</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 10,028,056</b>	<b>\$ 12,757,892</b>	<b>\$ 12,201,975</b>	<b>\$ 13,630,503</b>	<b>\$ 872,611</b>	<b>\$ 12,288,602</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	25,000	25,000	-	25,000
<b>PUBLIC WORKS SUMMARY</b>		<b>\$ 10,053,056</b>	<b>\$ 12,782,892</b>	<b>\$ 12,226,975</b>	<b>\$ 13,655,503</b>	<b>\$ 872,611</b>	<b>\$ 12,313,602</b>



**FUNCTION: Public Works**  
**ACTIVITY: Roadway Maintenance**

**RoadyOVERVIEW:** 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,359,826	1,429,441	1,404,016	1,874,758
Contractual & supply service	746,362	920,163	806,803	964,823
Capital outlay	1,667,978	3,543,446	3,263,348	3,011,409
<b>Total expenditures</b>	<b>\$ 3,774,166</b>	<b>\$ 5,893,050</b>	<b>\$ 5,474,167</b>	<b>\$ 5,850,990</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	4,461,135	4,648,087	4,756,140	4,896,805
<b>Total revenue</b>	<b>\$ 4,461,135</b>	<b>\$ 4,648,087</b>	<b>\$ 4,756,140</b>	<b>\$ 4,896,805</b>
<b>Net amount supported by Road Use taxes</b>	<b>\$ (686,969)</b>	<b>\$ 1,244,963</b>	<b>\$ 718,027</b>	<b>\$ 954,185</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased \$445,300 due to normal salary and benefit increases for existing staff, the addition of a Staff Engineer, and the reclassification of the Assistant Director of Public Works from Public Works Administration budget to Roadway Maintenance budget. This also includes a city-wide increase for group insurance costs.
- ↑ An increase of \$40,000 in professional services reflects completing a Complete Street Study.
- ↑ An increase of \$13,500 in maintenance supplies represents an increase in material costs of salt, sealant and calcium.
- ↑ A decrease of \$198,800 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$40,000 in operating equipment is from the purchase of a flatbed cab over truck purchased in last year's budget.
- ↓ A decrease of \$290,800 in transfers reflects variations in project costs that are transferred to the Capital Projects fund for expenditure.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Standard operating procedure is to handle a snow or ice event in one shift and split the staff into two shifts for a prolonged winter event. Assuming that the trend of mild winters ends soon, it will be necessary to operate in split shifts only. This will require more assistance from other departments, the hiring of additional staff, or utilizing contractors to assist with snow and ice removal.
- ❖ 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. In addition, maintenance staffing has remained stagnant while the size of the fleet has increased significantly, meaning more contracted equipment repairs are necessary.

<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>210 ROADWAY MAINTENANCE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 910,911	\$ 963,864	\$ 950,000	\$ 1,207,178	\$ 243,314	\$ 1,254,500
02	Overtime	56,865	60,000	58,000	60,000	-	60,000
03	Part-time	20,892	24,000	22,000	22,000	(2,000)	22,000
04	Witness fees	-	-	-	-	-	-
06	FICA	74,451	75,968	75,000	94,951	18,983	98,612
07	Retirement - IPERS	85,092	92,802	91,000	113,391	20,589	118,425
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	206,957	202,532	202,532	364,158	161,626	382,158
11	Allowance	384	684	484	1,068	384	1,068
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,274	9,591	5,000	12,012	2,421	12,545
<b>Sub-Total</b>		<b>\$ 1,359,826</b>	<b>\$ 1,429,441</b>	<b>\$ 1,404,016</b>	<b>\$ 1,874,758</b>	<b>\$ 445,317</b>	<b>\$ 1,949,308</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,222	1,000	-	1,000	-	1,000
23	Professional services	975	-	-	40,000	40,000	-
24	Contributions to other agencies	2,229	2,013	3,300	2,013	-	2,013
27	Data processing	31,848	16,460	15,000	14,010	(2,450)	12,000
28	Dues and memberships	842	-	-	-	-	-
29	Insurance	213,393	172,290	172,290	166,700	(5,590)	166,700
32	Uniforms and laundry	11,302	11,700	11,700	11,700	-	11,700
35	Printing and copying	13	-	13	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	34,599	80,000	94,000	87,500	7,500	40,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,240	5,000	5,000	5,000	-	7,000
48	Utility service	29,208	28,000	28,000	28,000	-	25,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	317,205	446,700	340,000	460,200	13,500	480,000
54	Minor equipment	4,565	6,500	6,500	8,000	1,500	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	39,894	50,000	50,000	50,000	-	50,000
57	Vehicle operation supplies	40,962	88,000	70,000	78,200	(9,800)	95,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	8,329	10,000	8,500	10,000	-	10,000
60	Safety and medical supplies	5,536	2,500	2,500	2,500	-	2,500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 746,362</b>	<b>\$ 920,163</b>	<b>\$ 806,803</b>	<b>\$ 964,823</b>	<b>\$ 44,660</b>	<b>\$ 912,913</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 2,095	\$ 16,000	\$ 16,000	\$ 20,000	\$ 4,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	403,900	451,619	451,619	252,830	(198,789)	302,339
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	40,000	45,572	-	(40,000)	-
76	Property improvements	-	-	32,609	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	6,721	-	-	-
81	Building maintenance fund	28,983	35,827	35,827	29,379	(6,448)	30,933
97	Transfers out to Capital Project:	1,233,000	3,000,000	2,675,000	2,709,200	(290,800)	2,121,800
<b>Sub-total</b>		<b>\$ 1,667,978</b>	<b>\$ 3,543,446</b>	<b>\$ 3,263,348</b>	<b>\$ 3,011,409</b>	<b>\$ (532,037)</b>	<b>\$ 2,455,072</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 3,774,166</b>	<b>\$ 5,893,050</b>	<b>\$ 5,474,167</b>	<b>\$ 5,850,990</b>	<b>\$ (42,060)</b>	<b>\$ 5,317,293</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ROADWAY MAINTENANCE</b>		<b>\$ 3,774,166</b>	<b>\$ 5,893,050</b>	<b>\$ 5,474,167</b>	<b>\$ 5,850,990</b>	<b>\$ (42,060)</b>	<b>\$ 5,317,293</b>

**Function: Public Works**  
**Activity: Roadway Maintenance**

### Activity Notes

Object	Description	Amount
01	Assistant Director of Public Works, Supervisor, Mechanic, Heavy Equip Operators (2), Light Equip Operators (3), Laborers (9), Staff Engineer	\$ 1,207,178
02	Overtime	\$ 60,000
03	Seasonal personnel (4) - 14 weeks	\$ 22,000
06	FICA	\$ 94,951
07	IPERS	\$ 113,391
09	Group insurance	\$ 364,158
11	On the spot awards	\$ 300
	Cell phone - Supervisor	\$ 768
13	Deferred compensation City match	\$ 12,012
22	Recruitment	\$ 1,000
23	Complete Streets Study	\$ 40,000
24	Salt storage facility building maint. Fund	\$ 1,800
	Salt storage insurance	\$ 213
27	AVL annual cost	\$ 10,500
	2 iPad data	\$ 960
	Computer replacements (3)	\$ 2,550
29	Property, casualty and cyber liability insurance, broker fee - Road Use share (43%)	\$ 148,793
	Workers Comp insurance coverage, 411 medical claims - Road Use share (17%)	\$ 17,907
32	Uniform allowance (16 @\$625)	\$ 10,000
	T-shirts for seasonals	\$ 200
	Mats and other services	\$ 1,500
41	Radio maintenance and installs	\$ 7,000
	Contract repairs or major component repairs	\$ 15,000
	Dump truck refurbish (3)	\$ 13,500
	Ground speed control retro (4 of 9)	\$ 52,000
46	Technical seminars (various staff)	\$ 5,000
48	Public Works complex utilities	\$ 26,000
	Consumer Lumber utilities	\$ 2,000
51	Concrete (1,100 cy)	\$ 132,000
	Asphalt (300 tons)	\$ 25,200
	Sealing materials (60,000 pounds)	\$ 30,000
	Various construction materials (dowels, epoxy, forms, tack, snow fence, etc.)	\$ 15,000
	Aggregates	\$ 15,000
	Equipment rentals	\$ 10,000
	Brush grinding services	\$ 5,000
	Salt (2,400 tons)	\$ 168,000
	Calcium for snow and ice removal and dust control (30,000 gal.)	\$ 27,000
	Snow plow blades	\$ 25,000
	Construction signs	\$ 5,000
	Miscellaneous materials	\$ 3,000
54	Miscellaneous shop tools	\$ 8,000

**Function: Public Works**  
**Activity: Roadway Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
56	Tires, batteries, wear items	\$ 10,000
	Maintenance parts	\$ 40,000
57	Fuel	\$ 68,200
	Oil, hydraulic fluid, coolant, grease	\$ 10,000
59	Shop supplies	\$ 6,600
	Cylinder rental and propane	\$ 2,000
	Parts washer service	\$ 400
	Towing	\$ 1,000
60	First aid supplies and fire extinguishers	\$ 1,500
	Safety equipment	\$ 500
	Gloves & related items	\$ 500
71	Planer (mounted skid loader)	\$ 20,000
73	Equipment Replacement Fund contribution	\$ 252,830
81	Building maintenance fund contribution - PM Projects	\$ 13,989
Public Works	Citywide building security plan	\$ 8,936
	<i>Total project specific contributions</i>	\$ 22,925
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 120
	Building custodial services contract	\$ 2,484
	Carpet cleaning	\$ 400
	Fire alarm monitoring (fleet storage & Consumer Lumber buildings)	\$ 900
	Miscellaneous building repair and maintenance	\$ 1,000
	Mat cleaning service	\$ 350
	Pest control	\$ 500
	Sprinkler testing (Consumer Lumber & fleet storage buildings)	\$ 500
	Window cleaning	\$ 200
	<i>Total Line 40 items</i>	\$ 6,454
	<b>Grand total for location</b>	<b>\$ 29,379</b>
97	PCC patching program	\$ 809,700
	72nd Street reconstruction	\$ 1,250,300
	142nd Street resurfacing - Waterford Road to NCL	\$ 167,500
	86th Street preservation	\$ 481,700

**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	545,661	556,000	541,000	546,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 545,661</b>	<b>\$ 556,000</b>	<b>\$ 541,000</b>	<b>\$ 546,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	644,982	438,540	470,039	456,958
<b>Total revenue</b>	<b>\$ 644,982</b>	<b>\$ 438,540</b>	<b>\$ 470,039</b>	<b>\$ 456,958</b>
<i>Net amount supported by Road Use taxes</i>	<b>\$ (99,321)</b>	<b>\$ 117,460</b>	<b>\$ 70,961</b>	<b>\$ 89,042</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↓ A decrease of \$10,000 in utilities reflects continued cost savings from LED upgrades throughout the City, despite increase in the actual inventory of lights.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The majority of city-owned streetlights have been upgraded to LED. This will significantly decrease energy and maintenance costs. In addition, MidAmerican Energy is in the process of upgrading their streetlights to LED resulting in additional savings to the City.

<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>230 STREET LIGHTING</b>							
<b>PERSONAL SERVICES</b>							
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	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
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.	13,715	6,000	6,000	6,000	-	6,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	531,946	550,000	535,000	540,000	(10,000)	540,000
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	-	-	-	-	-	-
<b>Sub-total</b>		\$ 545,661	\$ 556,000	\$ 541,000	\$ 546,000	\$ (10,000)	\$ 546,000
<b>CAPITAL OUTLAY</b>							
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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 545,661	\$ 556,000	\$ 541,000	\$ 546,000	\$ (10,000)	\$ 546,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>STREET LIGHTING</b>		\$ 545,661	\$ 556,000	\$ 541,000	\$ 546,000	\$ (10,000)	\$ 546,000

**Function: Public Works**  
**Activity: Street Lighting**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
41	City-owned street light maintenance	\$ 6,000
48	Energy cost for existing street light systems	\$ 540,000



**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	76,736	165,405	147,026	182,160
Contractual & supply service	157,879	136,004	132,334	129,055
Capital outlay	27,612	95,900	93,348	102,489
<b>Total expenditures</b>	<b>\$ 262,227</b>	<b>\$ 397,309</b>	<b>\$ 372,708</b>	<b>\$ 413,704</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	309,957	313,374	323,821	346,237
<b>Total revenue</b>	<b>\$ 309,957</b>	<b>\$ 313,374</b>	<b>\$ 323,821</b>	<b>\$ 346,237</b>
<i>Net amount supported by Road Use taxes</i>	<b>\$ (47,730)</b>	<b>\$ 83,935</b>	<b>\$ 48,887</b>	<b>\$ 67,467</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An increase of \$16,800 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↓ A decrease of \$20,000 in professional services reflects a West Suburban Regional Traffic Study that was accomplished in the prior year's budget.
- ↑ An increase of \$11,600 in maintenance supplies represents an increase in material costs for signs, posts, brackets and street painting materials.
- ↑ An increase of \$12,100 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The City is approximately 85% complete on an eight-year project to upgrade signs per the 2009 MUTCD. The new guidelines require increased sizing, font changes and signs to meet minimum retro-reflectivity standards. Currently, \$45,000 is expended annually to upgrade signs and maintain existing signs. It is anticipated that this level of funding will continue even after completion of the upgrade project as maintenance standards are higher than those established prior to 2009.

<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>240 TRAFFIC SAFETY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 49,953	\$ 112,656	\$ 101,000	\$ 114,954	\$ 2,298	\$ 119,126
02	Overtime	-	-	-	-	-	-
03	Part-time	4,540	6,000	2,200	5,500	(500)	5,500
04	Witness fees	-	-	-	-	-	-
06	FICA	4,111	9,134	7,900	9,302	168	9,625
07	Retirement - IPERS	4,805	11,175	9,600	10,798	(377)	11,245
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	12,935	25,316	25,316	40,462	15,146	42,462
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	392	1,124	1,010	1,144	20	1,191
<b>Sub-Total</b>		<b>\$ 76,736</b>	<b>\$ 165,405</b>	<b>\$ 147,026</b>	<b>\$ 182,160</b>	<b>\$ 16,755</b>	<b>\$ 189,149</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	26,764	20,000	20,000	-	(20,000)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,420	3,460	3,460	960	(2,500)	960
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	138	1,250	1,250	1,250	-	1,250
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	13,507	18,000	14,000	20,000	2,000	20,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	224	-	-	-
48	Utility service	23,305	23,700	23,700	25,645	1,945	26,200
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	90,021	66,894	67,000	78,500	11,606	80,000
54	Minor equipment	1,196	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	941	1,500	1,500	1,500	-	1,500
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	59	200	200	200	-	200
60	Safety and medical supplies	528	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 157,879</b>	<b>\$ 136,004</b>	<b>\$ 132,334</b>	<b>\$ 129,055</b>	<b>\$ (6,949)</b>	<b>\$ 131,110</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	12,089	12,089	14,590
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	27,612	75,000	72,448	75,000	-	75,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Capital Project:	-	20,900	20,900	15,400	(5,500)	-
<b>Sub-total</b>		<b>\$ 27,612</b>	<b>\$ 95,900</b>	<b>\$ 93,348</b>	<b>\$ 102,489</b>	<b>\$ 6,589</b>	<b>\$ 89,590</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 262,227</b>	<b>\$ 397,309</b>	<b>\$ 372,708</b>	<b>\$ 413,704</b>	<b>\$ 16,395</b>	<b>\$ 409,849</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>TRAFFIC SAFETY</b>		<b>\$ 262,227</b>	<b>\$ 397,309</b>	<b>\$ 372,708</b>	<b>\$ 413,704</b>	<b>\$ 16,395</b>	<b>\$ 409,849</b>

**Function: Public Works**  
**Activity: Traffic Safety**

### Activity Notes

Object	Description	Amount
01	Laborer, Engineering Technician - Traffic Signals	\$ 114,954
03	Summer intern (1)	\$ 5,500
06	FICA	\$ 9,302
07	IPERS	\$ 10,798
09	Group insurance	\$ 40,462
13	Deferred compensation City match	\$ 1,144
27	iPad data plan (2)	\$ 960
32	Uniform allowance (2)	\$ 1,250
41	Traffic signal hardware maintenance contract (50 signals @ 100%, 13 signals @ 50%, 6 school beacons)	\$ 17,000
	City of Clive Hickman maintenance	\$ 1,000
	Routine signal bulb replacement	\$ 2,000
48	Traffic signal electrical service (50 signals @ 100%, 13 signals @ 50%, 6 school beacons)	\$ 24,995
	Inspector cell phone	\$ 650
51	Signs	\$ 45,000
	Posts, brackets and hardware	\$ 15,000
	Street painting materials	\$ 13,875
	Bags of glass beads	\$ 4,625
54	Replacement stencils	\$ 1,000
56	Paint machine maintenance	\$ 1,500
59	Operating supplies	\$ 200
73	Equipment Replacement Fund contribution	\$ 12,089
76	Traffic Signal Improvement Program	\$ 75,000
97	Battery backup project - phase 3	\$ 15,400



**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	719,768	842,431	795,359	904,941
Contractual & supply service	38,313	83,380	74,747	58,530
Capital outlay	39,857	38,638	38,638	14,994
<b>Total expenditures</b>	<b>\$ 797,938</b>	<b>\$ 964,449</b>	<b>\$ 908,744</b>	<b>\$ 978,465</b>
Fees	172,784	240,000	150,000	230,000
Grants	-	-	-	-
Other	65,337	75,067	74,830	78,186
<b>Total revenue</b>	<b>\$ 238,121</b>	<b>\$ 315,067</b>	<b>\$ 224,830</b>	<b>\$ 308,186</b>
<i>Net amount supported by property taxes</i>	<b>\$ 559,817</b>	<b>\$ 649,382</b>	<b>\$ 683,914</b>	<b>\$ 670,279</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase in salary costs of \$62,500 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↓ A decrease of \$26,000 in professional services reflects shifting of the Complete Streets study to the Roadway Maintenance budget, as it was not completed in the prior year budget.
- ↓ A decrease of \$26,000 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.

**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.
- ❖ As the Geographic Information System (GIS) continues to become more integral to the operations of the City, ongoing software maintenance and training costs will continue to increase and additional staffing may be needed to keep GIS information current.

<b>PUBLIC WORKS</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 260 ENGINEERING SERVICES

### PERSONAL SERVICES

01	Salaries	\$ 474,196	\$ 570,779	\$ 530,000	\$ 570,980	\$ 201	\$ 588,109
02	Overtime	51,975	50,000	50,000	50,000	-	50,000
03	Part-time	13,034	16,800	13,500	17,000	200	17,000
04	Witness fees	-	-	-	-	-	-
06	FICA	40,438	43,911	43,911	45,416	1,505	46,741
07	Retirement - IPERS	46,704	53,614	53,500	53,632	18	55,517
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	90,543	101,264	101,264	161,848	60,584	169,848
11	Allowance	384	384	384	384	-	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,494	5,679	2,800	5,681	2	5,881
	<b>Sub-Total</b>	<b>\$ 719,768</b>	<b>\$ 842,431</b>	<b>\$ 795,359</b>	<b>\$ 904,941</b>	<b>\$ 62,510</b>	<b>\$ 933,480</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	280	300	300	300	-	300
23	Professional services	14,355	58,500	50,000	32,500	(26,000)	32,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	5,201	-	-	2,000	2,000	2,400
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,968	3,810	3,975	3,810	-	3,810
35	Printing and copying	48	-	72	100	100	100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	750	500	750	-	750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	31	2,700	2,700	1,100	(1,600)	2,700
48	Utility service	4,629	5,120	5,000	5,120	-	5,120
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	300	300	300	-	300
54	Minor equipment	169	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,640	2,000	2,000	1,600	(400)	1,600
57	Vehicle operation supplies	5,674	8,000	8,000	9,000	1,000	9,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,126	1,800	1,800	1,800	-	1,800
60	Safety and medical supplies	192	100	100	150	50	150
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 38,313</b>	<b>\$ 83,380</b>	<b>\$ 74,747</b>	<b>\$ 58,530</b>	<b>\$ (24,850)</b>	<b>\$ 60,530</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	39,857	38,638	38,638	12,594	(26,044)	15,200
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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 39,857</b>	<b>\$ 38,638</b>	<b>\$ 38,638</b>	<b>\$ 14,994</b>	<b>\$ (23,644)</b>	<b>\$ 15,200</b>

### OPERATING BUDGET SUB-TOTAL

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

### ENGINEERING SERVICES

		\$ 797,938	\$ 964,449	\$ 908,744	\$ 978,465	\$ 14,016	\$ 1,009,210
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**Function: Public Works**  
**Activity: Engineering Services**

### Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (2), Engineering Technician (5), GIS Coordinator	\$ 570,980
02	Overtime	\$ 50,000
03	Seasonal interns (3)	\$ 17,000
06	FICA	\$ 45,416
07	IPERS	\$ 53,632
09	Group insurance	\$ 161,848
11	Cell phone allowance (1)	\$ 384
13	Deferred compensation City match	\$ 5,681
22	Recruitment expenses	\$ 300
23	Well monitoring (Sylvan Ridge)	\$ 5,000
	Design standards, drawings & details	\$ 2,500
	Fiber optic work and supplies	\$ 5,000
	Bridge inspection consultant fees	\$ 5,000
	Iowa 1-call subscription	\$ 15,000
27	Computer workstation replacement (1)	\$ 2,000
32	Uniforms (6)	\$ 3,750
	City logo shirts (2)	\$ 60
35	Printing and copying	\$ 100
41	Vehicle and equipment repairs	\$ 750
46	Technical conferences (all inspectors)	\$ 500
	Concrete paving seminar	\$ 600
48	Inspector cell phones (7)	\$ 5,000
	Voice and data	\$ 120
51	Maintenance supplies	\$ 300
56	Vehicle maintenance and repair parts - batteries, tires, etc.	\$ 1,000
	Car washes	\$ 600
57	Gasoline and oil	\$ 9,000
59	Drafting supplies	\$ 600
	Field supplies - paint, lath, flagging material	\$ 1,200
60	First aid supplies	\$ 150
71	Concrete testing equipment (2)	\$ 1,400
	Smart levels (3)	\$ 1,000
73	Equipment Replacement Fund contribution	\$ 12,594



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	721,714	764,988	765,488	855,333
Contractual & supply service	1,094,738	1,190,330	1,149,733	1,310,608
Capital outlay	227,234	254,743	279,564	142,993
<b>Total expenditures</b>	<b>\$ 2,043,686</b>	<b>\$ 2,210,061</b>	<b>\$ 2,194,785</b>	<b>\$ 2,308,934</b>
Fees	2,405,358	2,388,883	2,372,900	2,616,000
Grants	-	-	-	-
Other	169,193	186,018	194,728	198,499
<b>Total revenue</b>	<b>\$ 2,574,551</b>	<b>\$ 2,574,901</b>	<b>\$ 2,567,628</b>	<b>\$ 2,814,499</b>
<i>Net amount supported by property taxes</i>	<b>\$ (530,865)</b>	<b>\$ (364,840)</b>	<b>\$ (372,843)</b>	<b>\$ (505,565)</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall increase of \$90,300 in personnel costs reflect normal increases in salary and benefits for existing staff, and a city-wide increase for group insurance costs.
- ↑ An increase of \$135,600 in contributions to other agencies reflects an anticipated increase in the Curb It! recycling program cost per home from \$2.68 to approximately \$3.43. An increase of \$1 per month in solid waste collection fees will be used to help offset this increase, effective July 1, 2019.
- ↓ A decrease of \$17,500 in vehicle operating supplies reflects the current decrease in fuel prices.
- ↓ A decrease of \$23,100 in furniture and fixtures represents purchasing of less solid waste containers due to storage space limitations during the construction of the Public Works facility.
- ↓ A decrease of \$85,200 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Projections indicate that with current customer growth and the capacity of the four automated garbage trucks, no increases in staffing or equipment will be necessary for at least 15 years.

<b>PUBLIC WORKS</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 290 SOLID WASTE COLLECTION

### PERSONAL SERVICES

01	Salaries	\$ 509,172	\$ 536,707	\$ 536,707	\$ 561,732	\$ 25,025	\$ 584,359
02	Overtime	18,310	30,000	30,000	30,000	-	30,000
03	Part-time	-	-	500	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	39,614	41,262	41,262	43,400	2,138	45,150
07	Retirement - IPERS	47,105	50,413	50,413	52,764	2,351	55,163
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	103,478	101,266	101,266	161,848	60,582	169,848
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,035	5,340	5,340	5,589	249	5,844
<b>Sub-Total</b>		<b>\$ 721,714</b>	<b>\$ 764,988</b>	<b>\$ 765,488</b>	<b>\$ 855,333</b>	<b>\$ 90,345</b>	<b>\$ 890,364</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	914,171	967,150	946,000	1,102,728	135,578	1,150,000
27	Data processing	5,984	8,460	8,300	3,460	(5,000)	3,460
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,887	5,000	5,000	5,000	-	5,000
35	Printing and copying	2,399	1,200	2,400	2,400	1,200	1,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	60,261	25,000	25,000	25,000	-	30,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	67	-	533	-	-	-
54	Minor equipment	2,528	2,000	2,000	3,000	1,000	3,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	39,666	80,000	65,000	85,000	5,000	90,000
57	Vehicle operation supplies	61,543	94,520	90,000	77,020	(17,500)	100,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	4,190	6,500	5,000	6,500	-	6,500
60	Safety and medical supplies	42	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,094,738</b>	<b>\$ 1,190,330</b>	<b>\$ 1,149,733</b>	<b>\$ 1,310,608</b>	<b>\$ 120,278</b>	<b>\$ 1,389,660</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)	\$ -
72	Furniture and fixtures	20,591	41,600	41,600	18,500	(23,100)	38,500
73	Equipment replacement fund	206,643	209,643	209,643	124,493	(85,150)	150,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	24,821	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 227,234</b>	<b>\$ 254,743</b>	<b>\$ 279,564</b>	<b>\$ 142,993</b>	<b>\$ (111,750)</b>	<b>\$ 188,750</b>

### OPERATING BUDGET SUB-TOTAL

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

### SOLID WASTE COLLECTION

<b>SOLID WASTE COLLECTION</b>		<b>\$ 2,043,686</b>	<b>\$ 2,210,061</b>	<b>\$ 2,194,785</b>	<b>\$ 2,308,934</b>	<b>\$ 98,873</b>	<b>\$ 2,468,774</b>
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**Function: Public Works**  
**Activity: Solid Waste Collection**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 561,732
02	Overtime	\$ 30,000
06	FICA	\$ 43,400
07	IPERS	\$ 52,764
09	Group insurance	\$ 161,848
13	Deferred compensation City match	\$ 5,589
24	Landfill and transfer station charges	\$ 486,400
	Curb It! recycling program	\$ 581,328
	Tonnage fee for yard waste	\$ 3,000
	Spring cleanup	\$ 32,000
27	AVL annual cost	\$ 2,500
	IPad data (2)	\$ 960
32	Uniform allowance for employees (8)	\$ 5,000
35	Spring cleanup mailing and container tags	\$ 2,400
41	Contracted equipment repairs	\$ 25,000
54	Miscellaneous tools	\$ 3,000
56	Wear items (tires, batteries, etc.)	\$ 20,000
	Repair parts	\$ 65,000
57	Fuel	\$ 72,020
	Oil, hydraulic fluid, coolant, grease	\$ 5,000
59	Miscellaneous supplies	\$ 1,500
	Towing	\$ 1,000
	Vehicle washing	\$ 4,000
60	Safety equipment	\$ 500
72	Solid waste container replacements	\$ 18,500
73	Equipment Replacement Fund contributions	\$ 124,493



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	181,221	201,388	190,226	213,881
Contractual & supply service	26,932	36,530	34,765	32,450
Capital outlay	250,333	234,143	238,271	230,303
<b>Total expenditures</b>	<b>\$ 458,486</b>	<b>\$ 472,061</b>	<b>\$ 463,262</b>	<b>\$ 476,634</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	652,014	541,977	651,006	541,534
<b>Total revenue</b>	<b>\$ 652,014</b>	<b>\$ 541,977</b>	<b>\$ 651,006</b>	<b>\$ 541,534</b>
<i>Net amount supported by property taxes</i>	<b>\$ (193,528)</b>	<b>\$ (69,916)</b>	<b>\$ (187,744)</b>	<b>\$ (64,900)</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase in salary costs of \$12,500 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↓ A decrease of \$3,500 in vehicle maintenance supplies represents the current decrease in fuel prices.
- ↓ A decrease of \$3,800 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The overall condition of the sanitary sewer collection system has improved significantly over the last 20 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.
- ❖ The sanitary sewer inspection program that was previously contracted was taken over by City staff. As a result, more inspection is taking place at a lower cost. The two Sewer District are using these savings to increase the size of the Property Improvement Program.

<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>291 SANITARY SEWERS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 119,083	\$ 133,273	\$ 124,130	\$ 130,871	\$ (2,402)	\$ 136,405
02	Overtime	7,535	7,000	7,000	7,000	-	7,000
03	Part-time	6,860	10,000	10,000	11,000	1,000	11,000
04	Witness fees	-	-	-	-	-	-
06	FICA	10,019	11,011	11,000	10,953	(58)	11,381
07	Retirement - IPERS	11,307	13,462	12,200	12,293	(1,169)	12,877
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	25,870	25,316	25,316	40,462	15,146	42,462
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	547	1,326	580	1,302	(24)	1,364
<b>Sub-Total</b>		<b>\$ 181,221</b>	<b>\$ 201,388</b>	<b>\$ 190,226</b>	<b>\$ 213,881</b>	<b>\$ 12,493</b>	<b>\$ 222,489</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,880	4,600	4,100	4,200	(400)	3,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,905	980	218	980	-	980
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	924	1,250	805	1,250	-	1,250
35	Printing and copying	107	-	42	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	6,955	2,000	2,000	1,500	(500)	3,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	400	800	800	400	400
48	Utility service	974	1,500	1,500	1,500	-	1,600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	5,747	7,000	7,000	7,000	-	7,000
54	Minor equipment	131	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	3,002	10,300	10,300	6,800	(3,500)	8,000
57	Vehicle operation supplies	3,842	6,000	5,500	5,920	(80)	7,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	302	500	500	500	-	500
60	Safety and medical supplies	1,163	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 26,932</b>	<b>\$ 36,530</b>	<b>\$ 34,765</b>	<b>\$ 32,450</b>	<b>\$ (4,080)</b>	<b>\$ 34,730</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 6,170	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	9,143	9,143	9,143	5,303	(3,840)	5,490
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	235,020	225,000	229,128	225,000	-	225,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 250,333</b>	<b>\$ 234,143</b>	<b>\$ 238,271</b>	<b>\$ 230,303</b>	<b>\$ (3,840)</b>	<b>\$ 230,490</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 458,486</b>	<b>\$ 472,061</b>	<b>\$ 463,262</b>	<b>\$ 476,634</b>	<b>\$ 4,573</b>	<b>\$ 487,709</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>SANITARY SEWERS</b>		<b>\$ 458,486</b>	<b>\$ 472,061</b>	<b>\$ 463,262</b>	<b>\$ 476,634</b>	<b>\$ 4,573</b>	<b>\$ 487,709</b>

<b>Function: Public Works</b>
<b>Activity: Sanitary Sewer and Wastewater</b>

### Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 130,871
02	Overtime	\$ 7,000
03	Seasonal Laborers (1)	\$ 11,000
06	FICA	\$ 10,953
07	IPERS	\$ 12,293
09	Group insurance	\$ 40,462
13	Deferred compensation City match	\$ 1,302
23	Mowing	\$ 1,000
	Legal fees	\$ 3,200
27	AVL annual cost	\$ 500
	IPad data	\$ 480
32	Uniform allowance (2)	\$ 1,250
41	Lift station maintenance	\$ 1,500
46	Wastewater training (2)	\$ 800
48	Electrical services	\$ 1,500
51	Castings, adjusting rings, concrete	\$ 7,000
54	Replacement tools	\$ 1,500
56	Jet rodder replacement parts & repair	\$ 4,000
	Maintenance items for four vehicles	\$ 1,000
	Jet machine hose	\$ 1,800
57	Fuel	\$ 5,120
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies/consumables	\$ 500
60	Safety equipment, supplies	\$ 500
73	Equipment Replacement Fund contributions	\$ 5,303
76	Lining Program	\$ 150,000
	Spot Repair Program	\$ 75,000



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	333,878	381,219	336,246	388,102
Contractual & supply service	73,195	94,690	84,990	106,340
Capital outlay	751,286	801,671	851,671	1,519,164
<b>Total expenditures</b>	<b>\$ 1,158,359</b>	<b>\$ 1,277,580</b>	<b>\$ 1,272,907</b>	<b>\$ 2,013,606</b>
Fees	2,225,476	2,240,000	2,232,000	2,240,000
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ 2,225,476</b>	<b>\$ 2,240,000</b>	<b>\$ 2,232,000</b>	<b>\$ 2,240,000</b>
<b>Net amount supported by stormwater fees</b>	<b>\$ (1,067,117)</b>	<b>\$ (962,420)</b>	<b>\$ (959,093)</b>	<b>\$ (226,394)</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase in salary costs of \$6,900 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↑ An increase of \$10,000 in professional services is for engaging a consultant to assist in crafting a FEMA buyout program.
- ↓ A decrease of \$11,000 in equipment reflects the purchase of a pipe saw and loader bucket in the prior budget.
- ↓ A decrease of \$21,700 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$750,200 in transfers reflects the funding for storm water improvement program, intake rebuilding, storm water grant program, and the funding of 104<sup>th</sup> and 72<sup>nd</sup> Street reconstruction projects. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with other funding sources to complete.

**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.

<b>PUBLIC WORKS</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 292 STORM WATER UTILITY FUND

### PERSONAL SERVICES

01	Salaries	\$ 218,159	\$ 258,170	\$ 220,000	\$ 268,347	\$ 10,177	\$ 278,553
02	Overtime	12,659	12,000	12,000	12,000	-	12,000
03	Part-time	7,404	8,400	7,500	8,500	100	8,500
04	Witness fees	-	-	-	-	-	-
06	FICA	17,696	20,491	18,000	21,383	892	22,172
07	Retirement - IPERS	20,581	25,043	22,000	25,206	163	26,295
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	55,620	54,430	54,430	49,880	(4,550)	91,293
11	Allowance	117	116	116	116	-	116
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,642	2,569	2,200	2,670	101	2,786
	<b>Sub-Total</b>	<b>\$ 333,878</b>	<b>\$ 381,219</b>	<b>\$ 336,246</b>	<b>\$ 388,102</b>	<b>\$ 6,883</b>	<b>\$ 441,715</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	445	-	-	10,000	10,000	10,000
24	Contributions to other agencies	12,000	13,000	12,000	17,000	4,000	14,000
27	Data processing	4,290	2,240	2,240	2,140	(100)	2,240
28	Dues and memberships	2,450	5,000	6,150	5,000	-	5,000
29	Insurance	-	-	-	6,700	6,700	6,700
32	Uniforms and laundry	1,153	2,500	2,500	2,500	-	2,500
35	Printing and copying	-	500	500	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	1,000	500	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	46	1,000	500	1,000	-	1,000
48	Utility service	-	650	-	650	-	650
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	39,037	48,000	42,000	40,000	(8,000)	50,000
54	Minor equipment	1,857	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,438	6,500	6,500	6,500	-	7,000
57	Vehicle operation supplies	6,448	12,000	10,500	11,050	(950)	14,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	31	1,000	500	1,000	-	1,000
60	Safety and medical supplies	-	300	100	300	-	300
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 73,195</b>	<b>\$ 94,690</b>	<b>\$ 84,990</b>	<b>\$ 106,340</b>	<b>\$ 11,650</b>	<b>\$ 116,890</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ 16,500	\$ 16,500	\$ 5,500	\$ (11,000)	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	56,286	53,571	53,571	31,864	(21,707)	38,457
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	50,000	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Capitals	695,000	731,600	731,600	1,481,800	750,200	425,000
	<b>Sub-total</b>	<b>\$ 751,286</b>	<b>\$ 801,671</b>	<b>\$ 851,671</b>	<b>\$ 1,519,164</b>	<b>\$ 717,493</b>	<b>\$ 468,457</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>STORM WATER UTILITY FUND</b>	<b>\$ 1,158,359</b>	<b>\$ 1,277,580</b>	<b>\$ 1,272,907</b>	<b>\$ 2,013,606</b>	<b>\$ 736,026</b>	<b>\$ 1,027,062</b>
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<b>Function: Public Works</b>
<b>Activity: Storm Water Utility</b>

### Activity Notes

Object	Description	Amount
01	30% Senior Engineer (70% in PW Administration), Light Equipment Operators (2), Storm Water Technician, Laborer	\$ 268,347
02	Overtime	\$ 12,000
03	Part-time (summer intern)	\$ 8,500
06	FICA	\$ 21,383
07	IPERS	\$ 25,206
09	Group insurance	\$ 49,880
11	Phone allowance (30% of Senior Engineer)	\$ 116
13	Deferred compensation City match	\$ 2,670
23	FEMA buyout study	\$ 10,000
24	Polk County - Watershed Management Coordinator	\$ 12,000
	Drake University Walnut Creek Study	\$ 5,000
27	AVL annual cost	\$ 700
	iPad data (3)	\$ 1,440
28	Storm Water Phase II regulations	\$ 5,000
29	Property, casualty and cyber liability insurance, broker fee - Storm Water share (1%)	\$ 1,628
	Workers Comp insurance coverage, 411 medical claims - Storm Water share (2%)	\$ 5,072
32	Uniform allowance (4)	\$ 2,500
35	Publications	\$ 500
41	Contracted street sweeper repairs	\$ 1,000
46	Seminars and training	\$ 1,000
48	Inspector cell phone	\$ 650
51	Intake maintenance supplies	\$ 25,000
	Storm sewer maintenance supplies	\$ 10,000
	Creek maintenance supplies	\$ 5,000
54	Intake repair tools	\$ 1,000
56	Street sweeper brooms and maintenance parts	\$ 6,500
57	Fuel	\$ 10,250
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 1,000
60	Safety equipment, supplies	\$ 300
71	Thumb bucket	\$ 5,500
73	Equipment Replacement Fund contributions	\$ 31,864
97	Stormwater improvement program	\$ 125,000
	Intake rebuilding program	\$ 250,000
	104th Street reconstruction project	\$ 256,600
	Stormwater grant program	\$ 200,000
	72nd Street reconstruction project	\$ 650,200



**FUNCTION: Public Works**  
**ACTIVITY: Engineering and Public Works Administration**

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

**ENGINEERING and PUBLIC WORKS ADMIN.**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	788,883	818,482	808,031	780,004
Contractual & supply service	138,448	133,885	131,356	142,380
Capital outlay	60,202	35,015	35,015	34,874
<b>Total expenditures</b>	<b>\$ 987,533</b>	<b>\$ 987,382</b>	<b>\$ 974,402</b>	<b>\$ 957,258</b>
Fees	5,780	6,000	7,500	7,500
Grants	-	-	-	-
Other	80,861	76,852	80,236	76,491
<b>Total revenue</b>	<b>\$ 86,641</b>	<b>\$ 82,852</b>	<b>\$ 87,736</b>	<b>\$ 83,991</b>
<b>Net amount supported by property taxes</b>	<b>\$ 900,892</b>	<b>\$ 904,530</b>	<b>\$ 886,666</b>	<b>\$ 873,267</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↓ Overall personnel costs decreased by \$38,500 which reflects the reclassification of Assistant Director of Public Works from this budget to the Roadway Maintenance budget, which is funded by the road use tax.
- ↑ An increase of \$10,200 in data processing reflects the replacement of 8 computers and one printer.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Due to the amount of staff time required to review development plans and the increased Capital Improvements Program workload, additional engineering staff may be required in order to maintain efficient and timely operations and keep projects on schedule.

<b>PUBLIC WORKS</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>295 ENGINEERING and PUBLIC WORKS ADMIN.</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 584,721	\$ 610,665	\$ 605,000	\$ 521,490	\$ (89,175)	\$ 537,134
02	Overtime	-	-	-	-	-	-
03	Part-time	4,416	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	44,089	46,349	45,000	38,901	(7,448)	39,534
07	Retirement - IPERS	52,100	57,360	56,000	48,984	(8,376)	50,705
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	86,663	84,810	84,810	152,430	67,620	121,017
11	Allowance	10,196	10,321	10,321	9,936	(385)	9,936
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,698	8,977	6,900	8,263	(714)	8,554
<b>Sub-Total</b>		<b>\$ 788,883</b>	<b>\$ 818,482</b>	<b>\$ 808,031</b>	<b>\$ 780,004</b>	<b>\$ (38,478)</b>	<b>\$ 766,880</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,915	3,200	500	4,250	1,050	3,200
23	Professional services	2,100	-	3,256	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	76,022	73,000	74,000	83,150	10,150	80,000
28	Dues and memberships	3,593	3,935	4,200	5,050	1,115	5,150
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	350	600	400	900	300	900
35	Printing and copying	7,747	10,900	8,000	10,900	-	10,900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	18,224	11,020	11,500	5,900	(5,120)	6,000
48	Utility service	21,744	23,200	23,000	23,800	600	25,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,227	2,500	1,500	2,500	-	2,500
54	Minor equipment	842	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,790	3,500	3,000	3,900	400	3,500
59	Operating supplies	311	500	500	500	-	500
60	Safety and medical supplies	1,583	1,530	1,500	1,530	-	1,500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 138,448</b>	<b>\$ 133,885</b>	<b>\$ 131,356</b>	<b>\$ 142,380</b>	<b>\$ 8,495</b>	<b>\$ 139,150</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	21,312	4,500	4,500	9,000	4,500	4,500
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	38,890	30,515	30,515	25,874	(4,641)	27,263
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 60,202</b>	<b>\$ 35,015</b>	<b>\$ 35,015</b>	<b>\$ 34,874</b>	<b>\$ (141)</b>	<b>\$ 31,763</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 987,533</b>	<b>\$ 987,382</b>	<b>\$ 974,402</b>	<b>\$ 957,258</b>	<b>\$ (30,124)</b>	<b>\$ 937,793</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ENGINEERING and PUBLIC WORKS ADMIN.</b>		<b>\$ 987,533</b>	<b>\$ 987,382</b>	<b>\$ 974,402</b>	<b>\$ 957,258</b>	<b>\$ (30,124)</b>	<b>\$ 937,793</b>

**Function: Public Works****Activity: Engineering and Public Works Administration****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director of Engineering & Public Works, Assistant Director of Engineering, Senior Engineer - Design 70% (30% in storm water), Senior Engineer - Construction, Administrative Technician, Administrative Specialist	\$ 521,490
06	FICA	\$ 38,901
07	IPERS	\$ 48,984
09	Group insurance	\$ 152,430
11	On-the-spot awards	\$ 200
	Cell phone allowance (2.7)	\$ 1,036
	Vehicle allowance (Director, Assistant Dir. Eng. partial)	\$ 8,700
13	Deferred compensation City match	\$ 8,263
22	Recruitment	\$ 4,250
27	GeoPak software maintenance	\$ 2,300
	CarteGraph maintenance	\$ 34,500
	ArcView maintenance	\$ 24,000
	MicroStation maintenance (3)	\$ 2,100
	Wireless card fees (5 cards +1 GPS)	\$ 1,500
	GPS software maintenance	\$ 600
	iPad	\$ 1,600
	PDF software subscription	\$ 200
	Replacement department printer	\$ 1,500
	Computer/workstation replacements (8)	\$ 14,850
28	APWA, AWWA, IES, ASCE and professional registrations and publications	\$ 5,050
32	Uniform allowance (3)	\$ 900
35	Miscellaneous printing/copying and postage	\$ 6,350
	Copier maintenance contract (other 1/2 in Community Development)	\$ 700
	City map printing	\$ 500
	Maintenance on plan copiers (other 1/2 in Community Development)	\$ 1,550
	Maintenance on color printer (other 1/2 in Community Development)	\$ 1,800
46	APWA National Conference, CEU qualified (2)	\$ 2,400
	APWA State Conference (2)	\$ 400
	Technical conferences, CEU qualified - all professional staff	\$ 2,300
	Concrete paving seminars	\$ 700
	IES meetings	\$ 100
48	Voice and data, water, electric, gas	\$ 22,500
	Cell phone plan (2)	\$ 1,300
51	Operating supplies	\$ 1,000
	Streetscape parts	\$ 1,500
58	Office supplies	\$ 3,900
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,500
60 cont.	MVR annual fee	\$ 30

**Function: Public Works**

**Activity: Engineering and Public Works Administration**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
72	Banners	\$ 9,000
81	Building maintenance fund contribution - PM projects	\$ 12,499
Eng/Cd	Citywide building security project	\$ 2,416
	<i>Total project specific contributions</i>	\$ 14,915
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building preventer testing	\$ 30
	Building security service	\$ 225
	Carpet cleaning	\$ 850
	Custodial services contract (administrative offices and public works facility)	\$ 5,382
	Electrical maintenance contract	\$ 500
	Fire alarm monitoring (Engineering/CD and City Hall)	\$ 250
	HVAC service and repair	\$ 500
	Mat cleaning service	\$ 200
	Miscellaneous building repairs and maintenance	\$ 2,500
	Pest control	\$ 200
	Sprinkler Inspection	\$ 75
	Window cleaning	\$ 247
	<i>Total Line 40 items</i>	\$ 10,959
	<b>Grand total for location</b>	<b>\$ 25,874</b>

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

#### 400 CULTURE AND RECREATION SUMMARY

##### PERSONAL SERVICES

01	Salaries	\$ 2,041,815	\$ 2,177,590	\$ 2,179,578	\$ 2,309,181	\$ 131,591	\$ 2,446,548
02	Overtime	8,197	20,500	10,500	20,000	(500)	20,000
03	Part-time	856,328	923,798	919,287	896,457	(27,341)	883,556
04	Witness fees	-	-	-	-	-	-
06	FICA	217,130	238,200	238,576	244,408	6,208	251,439
07	Retirement - IPERS	242,143	272,028	265,431	272,827	799	283,040
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	659,674	658,229	658,229	1,169,538	511,309	1,222,538
11	Allowance	11,486	12,645	11,597	11,877	(768)	11,877
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	14,613	26,003	15,748	28,210	2,207	29,301
	<b>Sub-Total</b>	<b>\$ 4,051,386</b>	<b>\$ 4,328,993</b>	<b>\$ 4,298,946</b>	<b>\$ 4,952,498</b>	<b>\$ 623,505</b>	<b>\$ 5,148,299</b>

##### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 9,731	\$ 15,100	\$ 13,950	\$ 16,000	\$ 900	\$ 19,000
22	Recruitment	7,406	12,100	9,700	10,100	(2,000)	10,100
23	Professional services	352,080	481,590	420,390	467,825	(13,765)	476,225
24	Contributions to other agencies	1,146,982	1,169,700	1,164,123	1,191,486	21,786	1,129,772
27	Data processing	101,419	99,906	103,006	86,442	(13,464)	96,200
28	Dues and memberships	14,687	16,665	16,665	19,178	2,513	19,320
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	9,066	11,590	11,590	10,090	(1,500)	10,090
35	Printing and copying	60,810	71,800	65,750	70,690	(1,110)	71,200
40	Building and grounds maint.	19,050	25,350	25,350	32,000	6,650	32,000
41	Vehicle and equipment maint.	4,797	16,000	13,000	13,250	(2,750)	11,750
44	Grant-funded purchases	82,226	60,000	82,111	60,000	-	60,000
46	Training and development	21,260	30,100	26,500	18,050	(12,050)	27,100
48	Utility service	269,851	294,600	284,100	290,600	(4,000)	291,100
49	Petty cash	275	500	500	500	-	500
51	Maintenance supplies	138,923	196,300	159,800	200,050	3,750	195,500
54	Minor equipment	12,792	22,900	10,100	10,850	(12,050)	10,850
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	24,054	24,500	24,500	25,500	1,000	25,500
57	Vehicle operation supplies	31,093	40,000	38,000	38,000	(2,000)	39,000
58	Office supplies	21,550	23,000	23,000	21,450	(1,550)	24,000
59	Operating supplies	160,645	171,850	168,350	192,750	20,900	193,750
60	Safety and medical supplies	5,026	7,130	6,015	7,115	(15)	7,100
61	Refunds	-	-	400	-	-	-
	<b>Sub-total</b>	<b>\$ 2,493,723</b>	<b>\$ 2,790,681</b>	<b>\$ 2,666,900</b>	<b>\$ 2,781,926</b>	<b>\$ (8,755)</b>	<b>\$ 2,750,057</b>

##### CAPITAL OUTLAY

71	Equipment	\$ 7,709	\$ 6,600	\$ 6,600	\$ 4,200	\$ (2,400)	\$ 4,000
72	Furniture and fixtures	27,146	23,900	24,400	23,200	(700)	23,200
73	Equipment replacement fund	136,140	147,560	147,560	91,681	(55,879)	109,596
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	136,384	245,000	245,000	145,000	(100,000)	200,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	206,421	209,195	209,195	200,630	(8,565)	205,000
80	Natural disaster cleanup	13,577	25,000	25,600	18,000	(7,000)	25,000
81	Building maintenance fund	595,630	624,215	624,215	521,748	(102,467)	571,411
97	Transfers out	806,700	797,500	797,500	781,429	(16,071)	762,357
	<b>Sub-total</b>	<b>\$ 1,929,707</b>	<b>\$ 2,078,970</b>	<b>\$ 2,080,070</b>	<b>\$ 1,785,888</b>	<b>\$ (293,082)</b>	<b>\$ 1,900,564</b>

##### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 170,967	\$ 170,000	\$ 150,000	\$ 219,650	\$ 49,650	\$ 165,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	25,000	25,000	-	25,000

##### CULTURE AND RECREATION

<b>SUMMARY</b>	<b>\$ 8,670,783</b>	<b>\$ 9,393,644</b>	<b>\$ 9,220,916</b>	<b>\$ 9,764,962</b>	<b>\$ 371,318</b>	<b>\$ 9,988,920</b>
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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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,761,109	1,854,793	1,853,432	2,062,861
Contractual & supply service	374,487	367,796	386,907	341,960
Capital outlay	494,302	514,818	515,318	438,574
<b>Total expenditures</b>	<b>\$ 2,629,898</b>	<b>\$ 2,737,407</b>	<b>\$ 2,755,657</b>	<b>\$ 2,843,395</b>
Fees	197,001	198,750	194,800	195,500
Grants	83,378	60,000	82,111	60,000
Other	215,341	213,064	226,912	227,206
<b>Total revenue</b>	<b>\$ 495,720</b>	<b>\$ 471,814</b>	<b>\$ 503,823</b>	<b>\$ 482,706</b>
<b>Net amount supported by property taxes</b>	<b>\$ 2,134,178</b>	<b>\$ 2,265,593</b>	<b>\$ 2,251,834</b>	<b>\$ 2,360,689</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased by \$208,100, which reflects normal increases for salaries and benefit costs for existing staff offset by planned reduction in use of part-time hours due to budget constraints. This also includes a city-wide increase for group insurance costs.
- ↓ A decrease of \$67,700 in building maintenance fund contributions reflects the decrease to City-wide contribution amounts to cover the building preventative maintenance program.
- ↓ Overall decreases in the library's operational costs in several areas of the budget reflect conservation of resources due to budget constraints.

**FUTURE BUDGET CONSIDERATIONS**

- ❖ As the library building continues to age, the need for higher levels of maintenance and repair costs continues to grow.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 410 LIBRARY

### PERSONAL SERVICES

01	Salaries	\$ 701,689	\$ 737,656	\$ 737,656	\$ 778,565	\$ 40,909	\$ 801,922
02	Overtime	254	500	500	-	(500)	-
03	Part-time	512,906	558,406	558,406	507,580	(50,826)	492,519
04	Witness fees	-	-	-	-	-	-
06	FICA	91,167	99,716	99,716	96,935	(2,781)	99,831
07	Retirement - IPERS	106,199	115,040	115,040	118,065	3,025	121,910
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	336,304	329,114	329,114	546,237	217,123	573,237
11	Allowance	5,200	5,300	5,300	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,390	9,061	7,700	10,179	1,118	10,537
	<b>Sub-Total</b>	<b>\$ 1,761,109</b>	<b>\$ 1,854,793</b>	<b>\$ 1,853,432</b>	<b>\$ 2,062,861</b>	<b>\$ 208,068</b>	<b>\$ 2,105,256</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 977	\$ 4,000	\$ 4,000	\$ -	\$ (4,000)	\$ 3,000
22	Recruitment	1,024	2,000	2,000	1,000	(1,000)	1,000
23	Professional services	10,625	13,390	13,390	13,125	(265)	13,125
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	82,661	79,206	79,206	65,942	(13,264)	81,000
28	Dues and memberships	10,341	12,485	12,485	14,953	2,468	15,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	27,130	29,300	29,300	30,990	1,690	31,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	477	3,000	3,000	2,000	(1,000)	-
44	Grant-funded purchases	82,226	60,000	82,111	60,000	-	60,000
46	Training and development	8,018	7,400	7,400	4,000	(3,400)	7,700
48	Utility service	99,194	106,000	103,000	103,000	(3,000)	103,000
49	Petty cash	200	500	500	500	-	500
51	Maintenance supplies	11,842	11,000	11,000	11,000	-	11,000
54	Minor equipment	2,936	3,000	3,000	1,000	(2,000)	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	13,725	14,000	14,000	12,450	(1,550)	15,000
59	Operating supplies	22,128	21,500	21,500	21,000	(500)	21,000
60	Safety and medical supplies	983	1,015	1,015	1,000	(15)	1,000
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 374,487</b>	<b>\$ 367,796</b>	<b>\$ 386,907</b>	<b>\$ 341,960</b>	<b>\$ (25,836)</b>	<b>\$ 364,325</b>

### CAPITAL OUTLAY

71	Equipment	\$ 667	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	(1,299)	-	500	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	206,421	209,195	209,195	200,630	(8,565)	205,000
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	288,513	305,623	305,623	237,944	(67,679)	276,201
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 494,302</b>	<b>\$ 514,818</b>	<b>\$ 515,318</b>	<b>\$ 438,574</b>	<b>\$ (76,244)</b>	<b>\$ 481,201</b>

### OPERATING BUDGET SUB-TOTAL

		<b>\$ 2,629,898</b>	<b>\$ 2,737,407</b>	<b>\$ 2,755,657</b>	<b>\$ 2,843,395</b>	<b>\$ 105,988</b>	<b>\$ 2,950,782</b>
99	Special Revenue fund items	\$ 14,603	\$ 45,000	\$ 25,000	\$ 92,000	\$ 47,000	\$ 45,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

<b>LIBRARY</b>		<b>\$ 2,644,501</b>	<b>\$ 2,782,407</b>	<b>\$ 2,780,657</b>	<b>\$ 2,935,395</b>	<b>\$ 152,988</b>	<b>\$ 2,995,782</b>
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**Function: Culture and Recreation****Activity: Library****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Library Director, Assistant Library Director/Collection Manager, Community Manager, Services Manager, Youth Specialist, Collection Specialist, Services Specialist, Library Assistant/Community, Library Assistant/Services (2) Custodian, Admin Tech	\$ 778,565
03	Part-time	\$ 507,580
06	FICA	\$ 96,935
07	IPERS	\$ 118,065
09	Group insurance	\$ 546,237
11	On-the-spot awards	\$ 500
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 10,179
22	Pre-employment background checks	\$ 500
	Pre-employment drug screenings	\$ 500
23	City audit share	\$ 4,085
	Book return delivery service	\$ 900
	Material and fee collections	\$ 2,750
	Notary renewal	\$ 90
	Website hosting and security updates	\$ 1,300
	Adult programming presenter fees	\$ 1,000
	Youth programming presenter fees	\$ 3,000
27	Computer replacements - 2 laptops, 12 desktops Windows 10 upgrade	\$ 4,000
	Deep Freeze annual subscription	\$ 1,587
	Mass storage array hardware support	\$ 2,000
	Meeting room booking software support	\$ 2,115
	My PC papercut software support	\$ 2,760
	Network switches hardware/software support	\$ 1,500
	OCLC cataloging records	\$ 21,000
	PDQ deploy software support	\$ 1,050
	Polaris integrated library system software support and third party subscriptions	\$ 25,235
	Secure site certificate	\$ 550
	Veeam backup and replication software support	\$ 445
	Virtualized servers hardware support	\$ 2,250
	Wireless controller hardware/software support	\$ 1,450
28	American Library Association	\$ 1,200
	Beanstack - summer reading program tracker	\$ 1,430
	Clip art	\$ 100
	Collection HQ	\$ 7,593
	Iowa Library Association	\$ 1,200
	MPLC movie public performance site license	\$ 205
	Polaris Users Group	\$ 100
	Public Library Association	\$ 150
	Survey Monkey	\$ 400
	Swank movie public performance site license - 2 year license	\$ 1,875

**Function: Culture and Recreation**  
**Activity: Library**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
28 cont.	When I Work	\$ 700
35	Business card, envelopes, and letterhead	\$ 600
	Card service brochures	\$ 1,000
	Magnets	\$ 500
	Photocopiers and printers lease and copy/print charges	\$ 17,000
	Postage	\$ 8,500
	Postage meter lease	\$ 840
	Postage supplies	\$ 500
	Shipping	\$ 300
	Signage	\$ 500
	Youth summer reading program brochures and reading logs	\$ 1,250
41	Equipment repair	\$ 2,000
44	Enrich Iowa grant purchases	\$ 60,000
46	Continuing education, meetings, and workshops	\$ 1,500
	Staff In-Service training	\$ 500
	Iowa/Nebraska Library Association conference - Council Bluffs (7)	\$ 1,500
	Kids conference - Ames (2)	\$ 300
	State Library Town Meeting - Des Moines (7)	\$ 200
48	Electric	\$ 61,000
	Gas	\$ 15,500
	Internet - public	\$ 9,500
	Internet - staff	\$ 4,000
	Phone	\$ 6,000
	Water	\$ 7,000
49	Petty cash	\$ 500
51	Maintenance supplies	\$ 11,000
54	Minor equipment	\$ 1,000
58	Office supplies	\$ 12,450
59	Operating supplies	\$ 15,000
59.4	Operating supplies - adult programming	\$ 1,500
59.9	Operating supplies - youth programming	\$ 4,500
60	First aid cabinet restocking	\$ 980
	MVR annual fee	\$ 20
79.1	Adult books	\$ 53,000
79.1.2	Young adult books	\$ 6,000
79.1.3	Juvenile books	\$ 30,000
79.2	Bridges eAudio/eBook consortium fees	\$ 6,250
	eAudio/eBooks	\$ 28,000
79.3	Audio books	\$ 12,000
79.3	Music	\$ 6,000
79.4	DVD's	\$ 20,000

**Function: Culture and Recreation****Activity: Library****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
79.4 cont.	Games	\$ 5,000
79.5	Newspaper and periodical subscriptions	\$ 8,000
79.6	Ancestry	\$ 2,725
	Consumer Reports	\$ 2,375
	Gale Collection	\$ 2,700
	Heritage Quest	\$ 1,075
	Morningstar	\$ 2,110
	Niche Academy	\$ 2,090
	Novelist Plus	\$ 1,810
	Novelist Select	\$ 1,850
	Outlook	\$ 220
	Reference USA	\$ 4,300
	Value Line	\$ 4,125
79.7	Cake pans	\$ 200
	Puppets	\$ 100
	Puzzles	\$ 100
	Steam Kits	\$ 600
81	Building maintenance fund contribution - PM projects	\$ 137,318
Library	Citywide building security plan	\$ 23,626
	<i>Total project specific contributions</i>	\$ 160,944
	<b><i>Building maintenance fund contribution - service contracts (former line 40 items):</i></b>	
	Backflow preventer testing	\$ 180
	Boiler water treatment program	\$ 2,400
	Building custodial services contract (weekends only)	\$ 7,080
	Building security and fire alarm monitoring	\$ 600
	Carpet and upholstery cleaning	\$ 4,500
	Chimney cleaning and inspection	\$ 275
	Electrical maintenance	\$ 5,000
	Fire alarm testing	\$ 370
	Generator service & maintenance	\$ 800
	HVAC heating and cooling service contract	\$ 38,700
	Lift inspection	\$ 350
	Miscellaneous building repairs and maintenance	\$ 10,000
	Pest control	\$ 1,500
	Public restroom sanitizing	\$ 2,520
	Roof/gutter inspection	\$ 2,000
	Sprinkler inspection	\$ 175
81 cont.	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 77,000
	<b><i>Grand total for location</i></b>	<b>\$ 237,944</b>

**Function: Culture and Recreation**  
**Activity: Library**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
<b>Library Fund</b>	<b>Special Revenue Fund</b>	<b>\$ 92,000</b>
99	Restitution reimbursement	\$ 47,000
99	Foundation	\$ 20,000
99	Dorothy Jackson Trust	\$ 25,000

**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,418,989	1,537,158	1,485,277	1,678,673
Contractual & supply service	539,443	742,820	636,405	723,470
Capital outlay	416,013	571,641	571,641	391,560
<b>Total expenditures</b>	<b>\$ 2,374,445</b>	<b>\$ 2,851,619</b>	<b>\$ 2,693,323</b>	<b>\$ 2,793,703</b>
Fees	187,071	178,100	197,610	200,300
Grants	2,702	-	1,000	-
Other	194,424	221,953	221,779	223,235
<b>Total revenue</b>	<b>\$ 384,197</b>	<b>\$ 400,053</b>	<b>\$ 420,389</b>	<b>\$ 423,535</b>
<i>Net amount supported by property taxes</i>	<b>\$ 1,990,248</b>	<b>\$ 2,451,566</b>	<b>\$ 2,272,934</b>	<b>\$ 2,370,168</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase in salary costs of \$141,500 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↓ A decrease of \$21,700 in professional services is due to a decrease in mowing contract costs.
- ↑ An increase of \$11,300 in operating supplies reflects the additional costs of maintaining the fields and grounds at Walker Johnston Park.
- ↓ A decrease of \$54,400 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$100,000 in property improvements reflects the completion of 2 open-air shelters in prior year budget and a decrease in the amount for playground improvements.
- ↓ A decrease of \$16,900 in building maintenance fund contributions reflects the decrease to City-wide contribution amounts to cover the building preventative maintenance program.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ With the creation of a Building Maintenance department in FY15, the Facilities Supervisor utilizes existing Parks department staff to perform building maintenance whenever possible. As the department refines its operations, some reallocation of staff may be required from the Parks budget into the Building Maintenance Department.

<b>CULTURE AND RECREATION</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>430 PARKS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 986,876	\$ 1,038,202	\$ 1,016,700	\$ 1,083,034	\$ 44,832	\$ 1,124,495
02	Overtime	7,943	20,000	10,000	20,000	-	20,000
03	Part-time	38,027	62,511	58,000	43,024	(19,487)	43,261
04	Witness fees	-	-	-	-	-	-
06	FICA	78,098	84,513	82,600	86,434	1,921	89,318
07	Retirement - IPERS	89,231	103,391	97,200	102,939	(452)	107,404
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	206,957	208,861	208,861	323,696	114,835	339,696
11	Allowance	5,802	6,736	5,688	5,968	(768)	5,968
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,055	12,944	6,228	13,578	634	14,145
<b>Sub-Total</b>		<b>\$ 1,418,989</b>	<b>\$ 1,537,158</b>	<b>\$ 1,485,277</b>	<b>\$ 1,678,673</b>	<b>\$ 141,515</b>	<b>\$ 1,744,287</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ 50	\$ -	\$ 150	\$ -	\$ -	\$ -
22	Recruitment	2,103	3,000	2,000	2,000	(1,000)	2,000
23	Professional services	191,642	303,300	250,000	281,600	(21,700)	290,000
24	Contributions to other agencies	286	1,200	500	1,200	-	1,200
27	Data processing	11,310	16,300	15,000	11,400	(4,900)	6,000
28	Dues and memberships	1,436	1,405	1,405	1,405	-	1,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	6,969	9,000	9,000	8,000	(1,000)	8,000
35	Printing and copying	4,206	7,750	5,000	7,750	-	7,750
40	Building and grounds maint.	19,050	25,350	25,350	32,000	6,650	32,000
41	Vehicle and equipment maint.	3,406	6,000	4,000	6,000	-	6,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,082	8,300	7,500	6,300	(2,000)	8,300
48	Utility service	77,982	88,500	85,000	88,500	-	89,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	110,385	160,800	125,000	157,800	(3,000)	160,000
54	Minor equipment	6,517	7,700	5,000	5,000	(2,700)	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	24,054	24,500	24,500	25,500	1,000	25,500
57	Vehicle operation supplies	31,093	40,000	38,000	38,000	(2,000)	39,000
58	Office supplies	1,923	2,000	2,000	2,000	-	2,000
59	Operating supplies	37,398	33,000	33,000	44,300	11,300	44,300
60	Safety and medical supplies	3,551	4,715	4,000	4,715	-	4,700
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 539,443</b>	<b>\$ 742,820</b>	<b>\$ 636,405</b>	<b>\$ 723,470</b>	<b>\$ (19,350)</b>	<b>\$ 732,250</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 6,015	\$ 6,000	\$ 6,000	\$ 4,200	\$ (1,800)	\$ 4,000
72	Furniture and fixtures	26,867	23,200	23,200	23,200	-	23,200
73	Equipment replacement fund	132,569	143,989	143,989	89,610	(54,379)	107,096
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	126,384	245,000	245,000	145,000	(100,000)	200,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	13,577	25,000	25,000	18,000	(7,000)	25,000
81	Building maintenance fund	110,601	128,452	128,452	111,550	(16,902)	115,621
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 416,013</b>	<b>\$ 571,641</b>	<b>\$ 571,641</b>	<b>\$ 391,560</b>	<b>\$ (180,081)</b>	<b>\$ 474,917</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,374,445</b>	<b>\$ 2,851,619</b>	<b>\$ 2,693,323</b>	<b>\$ 2,793,703</b>	<b>\$ (57,916)</b>	<b>\$ 2,951,454</b>
99	Special Revenue fund items	\$ 32,817	\$ 32,000	\$ 32,000	\$ 31,150	\$ (850)	\$ 32,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>PARKS</b>		<b>\$ 2,407,262</b>	<b>\$ 2,883,619</b>	<b>\$ 2,725,323</b>	<b>\$ 2,824,853</b>	<b>\$ (58,766)</b>	<b>\$ 2,983,454</b>

**Function: Culture and Recreation****Activity: Parks****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Assistant Director, Parks Supervisor, Turf Specialist (2), Mechanic (1), Facilities Maintenance Laborers (4), Laborers (6), 1/2 Administrative Technician	\$ 1,083,034
02	Overtime (snow removal, preparation for July 4th, mosquito control application, etc.)	\$ 20,000
03	Season labor staff - 120 day (5), 1/2 Admin. Tech., Intern for Arboretum	\$ 43,024
06	FICA	\$ 86,434
07	IPERS	\$ 102,939
09	Group insurance	\$ 323,696
11	Vehicle allowance - Director	\$ 4,800
	Spot awards	\$ 400
	Cell phone allowance - Director and Parks Supervisor	\$ 768
13	Deferred compensation City match	\$ 13,578
22	Recruitment expenses for seasonal staff (background checks, drug screens, physicals)	\$ 2,000
23	Contractual parks maintenance (mowing contract)	\$ 233,000
	Interchange mowing (Douglas 86th & 100th Street) 94 acres (budget four mowings)	\$ 10,000
	Tree service work	\$ 30,000
	Prairie management assistance (prescribed burn & Natural area restoration)	\$ 2,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 1,500
	Document Shredding Special Event - Shredding truck (2) fee	\$ 700
23.201	WJ Shelter - safe room manager (security system monitoring)	\$ 1,400
24	Contribution - Bike to Work Week	\$ 500
	Landfill and transfer charges	\$ 700
27	Computer software and supplies	\$ 700
	New computers and monitors - Director, Asst. Director, Parks Supervisor, Front Counter (P&R office), Parks shop (2) - employee computers - (Total of 6 computers)	\$ 5,100
	Online registration system annual fees and credit card fees	\$ 5,000
	I-pad internet service	\$ 600
28	National Park and Recreation Association (2)	\$ 420
	Iowa Parks and Recreation Association - (3)	\$ 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	\$ 8,000
35	Printing, copying and shipping	\$ 400
	Postage meter, color printer, toner at City Hall	\$ 1,000
	Promoting online seasonal program guide	\$ 4,500
	ArcGIS mapping annual fees	\$ 550
	Copy machine maintenance/contract (other 1/2 in Recreation)	\$ 350
	Regional/Urbandale trail map	\$ 950
40	Open air shelter - custodial for rentals (5240.4)	\$ 5,000
	Giovannetti Shelter (5240.1), Lions Park Shelter (5240.2), and Senior Recreation Center (5240.3) weekend custodial	\$ 27,000
41	Contract work on trucks and equipment, tire repair	\$ 6,000

**Function: Culture and Recreation**  
**Activity: Parks**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
46	Iowa Turf Grass local conference (4)	\$ 900
	Iowa Parks and Recreation Spring conference - local (3)	\$ 1,200
	Iowa Parks and Recreation Fall workshop - local (3)	\$ 1,000
	Iowa State University Shade Tree course - local (4)	\$ 600
	Staff technical training - playground inspections, electrical, plumbing workshops, prescribed burn training certification (various staff)	\$ 1,000
	Safety compliance trainings and supplies (OSHA and fire department mandated)	\$ 1,500
	Tree Board - training and development	\$ 100
48	Parks - gas, electric, water, telephone and data	\$ 53,500
	Memorial Tree Park and Gardens - electrical	\$ 800
48.1	Giovannetti Comm. Shelter - utilities (gas, electric, water, telephone/internet, security system)	\$ 9,100
48.2	Lions Shelter - utilities (gas, electric, water, telephone security system and data)	\$ 9,100
48.215	Walker Johnston Softball Complex - utilities (concession, Maint. Bldg., field lights & irrigation)	\$ 16,000
51	Seed and fertilizer	\$ 60,000
	Turf chemicals	\$ 10,000
	Pond treatment (chemicals) Lakeview, Kollmorgen, LA Ward, Walker Johnston, Avondale	\$ 8,000
	Lakeview pond fountain maintenance & Memorial Tree Park Fountain	\$ 1,700
	Mosquito control (Larvacide & Fogging applications)	\$ 8,500
	Plants and trees	\$ 9,000
	Flower garden material	\$ 9,000
	Portable toilets - parks (\$4,500); Special events (\$450); UCAN & Urbandale school events (reimburse, \$250)	\$ 5,200
	Sand and gravel (bike trail overlays and backfill, playground installations, etc.)	\$ 4,000
	Safety wood fiber for playground fall zones (32 playgrounds)	\$ 14,000
	Paint, hardware, shop chemicals, etc.	\$ 8,000
	Striping parking lots	\$ 3,000
51.8	Tree board plantings - Deer Ridge West Park 18 trees (\$5,400) offset by Tree's Please grant	\$ 5,400
51.215	WJ fields maintenance (fence & irrigation repair, lights, fertilizer, etc.)	\$ 2,500
	Walker Johnston Softball Complex - laser grade four infield surfaces	\$ 4,000
	Walker Johnston Softball Complex - deep tine aerify four outfield areas (6 acres)	\$ 5,500
54	Tools and replacement equipment	\$ 4,400
54.215	WJ fields - minor equipment	\$ 600
56	Equipment and truck parts, tires	\$ 24,000
56.215	WJ fields - equipment parts	\$ 1,500
57	Fuel, gas, etc.	\$ 38,000
58	Office supplies	\$ 2,000
59	Restroom supplies, park/shelter house janitorial supplies, trash can liners, paper products	\$ 6,500
	Graffiti removal/vandalism	\$ 3,000
	Signs for parks and trails	\$ 2,800
59.201	Giovannetti Community Shelter - shelter supplies, paper products, etc.	\$ 2,250
59.202	Lions Shelter - shelter supplies, paper products, etc.	\$ 2,250
59.215	WJ Complex supplies & expenses (chalk, field dry, infield material, bases, trash service, janitorial supplies, paper products, chemical applications, fuel, sales tax on rentals etc.)	\$ 15,400

**Function: Culture and Recreation**  
**Activity: Parks**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59.7	Public Art - \$1,500 stipends for Art Park artist (4) & Douglas Interchange (2) -(\$9,000), Community Awareness and Education/Events (\$1,000) and mailings/operating supplies/events (\$1,000), Library art gallery (\$1,000)	\$ 12,000
59.8	Tree Board- community event supplies (Arbor Day, special planting events, educational resources)	\$ 100
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
	OSHA training safety classes for staff	\$ 700
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800
	Hoist and sling compliance safety inspection	\$ 500
	MVR annual fee	\$ 165
71	Small gas powered equipment replacement (chainsaws, grass trimmers, blowers, etc.)	\$ 1,700
	Turf renovation harrow	\$ 2,500
72	Benches, grills, inside tables & chairs, replacement, bleachers, (5) waste receptacles & (6) multi-purpose wood picnic tables	\$ 5,400
	Permanent picnic tables and trash receptacles for park shelters (South Karen Acres & Deer Ridge West)	\$ 6,000
	Wayfinding signage (various locations)	\$ 2,000
	Water fountain (South Karen Acres)	\$ 8,000
	Safety - fall mats for under tire swings (2 @ \$900)	\$ 1,800
73	Equipment Replacement Fund contribution	\$ 89,610
76	Bike path City-wide improvements	\$ 100,000
	Playground improvements	\$ 45,000
80	Emerald Ash Borer (EAB) preparation: tree removal (\$7,000), tree replacement in parks (\$3,000), Tree-age insecticide treatment (\$5,000), rental of tub grinder (\$3,000)	\$ 18,000
81	Building maintenance fund contribution - PM projects	\$ 4,020
Giovanetti	Citywide building security project	\$ 2,774
	<i>Total project specific contributions</i>	\$ 6,794
	<b><i>Building maintenance fund contribution - service contracts (former line 40 items):</i></b>	
	Backflow preventer	\$ 60
	Building security system	\$ 450
	Custodial contract	\$ 5,750
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring & panel inspection	\$ 600
	Grease trap cleaning	\$ 1,300
	HVAC service and repair	\$ 2,000
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 130
	Sprinkler inspection	\$ 200
	Window cleaning service	\$ 900
	<i>Total Line 40 items</i>	\$ 17,390
Giovanetti	<b>Grand total for location</b>	<b>\$ 24,184</b>

**Function: Culture and Recreation**  
**Activity: Parks**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Lions	Building maintenance fund contribution - PM projects	\$ 10,694
	Citywide building security project	\$ 1,626
	<i>Total project specific contributions</i>	\$ 12,320
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building security service	\$ 450
	Carpet cleaning	\$ 700
	Custodial contract	\$ 9,600
	Electrical maintenance contract	\$ 1,000
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 90
	<i>Total Line 40 items</i>	\$ 16,840
Lions	<b>Grand total for location</b>	<b>\$ 29,160</b>
Parks Shop	Building maintenance fund contribution - PM Projects	\$ 10,924
	Citywide building security plan	\$ 4,831
	<i>Total project specific contributions</i>	\$ 15,755
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow testing	\$ 60
	Lift Inspection	\$ 500
	Building security service	\$ 450
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 100
	Mat cleaning service - park facilities	\$ 900
	Miscellaneous building repairs and maintenance	\$ 4,000
	Parks and recreation office and park maintenance building custodial service contract	\$ 1,140
	Pest control contract	\$ 1,100
	Strip and wax floor	\$ 200
	Window cleaning	\$ 150
	<i>Total Line 40 items</i>	\$ 9,100
Parks Shop	<b>Grand total for location</b>	<b>\$ 24,855</b>
Open Shelters	Building maintenance fund contribution - PM projects	\$ 8,552
	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 12,331
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Miscellaneous maintenance for open shelters	\$ 2,000
	Outside bathroom custodial service contract	\$ 7,000
	<i>Total line 40 items</i>	\$ 9,000
Open Shelters	<b>Grand total for location</b>	<b>\$ 21,331</b>
WJP Complex	Building maintenance fund contribution - PM projects	\$ 2,441

**Function: Culture and Recreation**  
**Activity: Parks**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 6,220
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Miscellaneous Maintenance	\$ 4,000
	Grease Interceptor Cleaning	\$ 1,300
	Building security monitoring	\$ 500
	<i>Total line 40 items</i>	\$ 5,800
WJP Complex	<b>Grand total for location</b>	<b>\$ 12,020</b>
	<b>Grand total for Parks Department</b>	<b>\$ 111,550</b>

<b>Dunlap Fund</b>	<b>Dunlap Arboretum Fund expenses (directly funded from Dunlap foundation special revenue fund):</b>	<b>Amount</b>
		<b>\$ 31,150</b>
99	Interpretive & identification signage	\$ 3,000
	Ash tree treatments	\$ 750
	Summer plan material	\$ 5,000
	Arboretum intern (5 months)	\$ 9,000
	Landscaping materials	\$ 2,500
	Contract mowing & trimming	\$ 5,000
	Contract tree work/tree pruning	\$ 5,000
	Compost and mulch bins & rain barrels	\$ 500
	Gas powered leaf blower	\$ 400



**FUNCTION: Culture and Recreation**  
**ACTIVITY: Grounds Maintenance**

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

**GROUNDS MAINTENANCE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	88,281	91,641	90,744	102,907
Contractual & supply service	8,224	18,500	14,000	25,250
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 96,505</b>	<b>\$ 110,141</b>	<b>\$ 104,744</b>	<b>\$ 128,157</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,902	8,573	8,625	10,241
<b>Total revenue</b>	<b>\$ 7,902</b>	<b>\$ 8,573</b>	<b>\$ 8,625</b>	<b>\$ 10,241</b>
<b>Net amount supported by property taxes</b>	<b>\$ 88,603</b>	<b>\$ 101,568</b>	<b>\$ 96,119</b>	<b>\$ 117,916</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase of \$11,300 in salary costs represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↑ An increase of \$6,750 in maintenance supplies is for the resurfacing of the fountain bowl at 70<sup>th</sup> & Douglas.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

### 435 GROUNDS MAINTENANCE

#### PERSONAL SERVICES

01	Salaries	\$ 64,626	\$ 66,891	\$ 66,124	\$ 69,997	\$ 3,106	\$ 72,957
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,783	5,143	5,000	5,408	265	5,637
07	Retirement - IPERS	5,888	6,283	6,300	6,575	292	6,887
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	12,935	12,658	12,658	20,231	7,573	21,231
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	49	666	662	696	30	730
	<b>Sub-Total</b>	<b>\$ 88,281</b>	<b>\$ 91,641</b>	<b>\$ 90,744</b>	<b>\$ 102,907</b>	<b>\$ 11,266</b>	<b>\$ 107,442</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	2,500	-	2,500	-	2,500
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	-	3,000	1,000	3,000	-	3,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	8,224	13,000	13,000	19,750	6,750	13,000
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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 8,224</b>	<b>\$ 18,500</b>	<b>\$ 14,000</b>	<b>\$ 25,250</b>	<b>\$ 6,750</b>	<b>\$ 18,500</b>

#### 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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### GROUNDS MAINTENANCE

		\$ 96,505	\$ 110,141	\$ 104,744	\$ 128,157	\$ 18,016	\$ 125,942
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**Function: Culture and Recreation**  
**Activity: Grounds Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Turf Specialist	\$ 69,997
06	FICA	\$ 5,408
07	IPERS	\$ 6,575
09	Group insurance	\$ 20,231
13	Deferred compensation City match	\$ 696
23	Tree removal and trimming - City facilities	\$ 2,500
48	Douglas interchange median irrigation	\$ 3,000
51	Seed, fertilizer, plants/material/pots for City grounds	\$ 6,250
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,000
	Federal and State flags and flag maintenance for City facilities	\$ 1,000
	Streetscape expenses, general fountain repairs, Douglas Interchange project maintenance, etc.	\$ 2,000
	Fountain repairs - Resurface bowl 70th & Douglas fountain bowl, tuck pointing IHOP fountain	\$ 7,500



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	228,818	250,837	279,252	333,718
Contractual & supply service	181,044	192,600	192,800	205,150
Capital outlay	31,746	29,621	29,621	21,131
<b>Total expenditures</b>	<b>\$ 441,608</b>	<b>\$ 473,058</b>	<b>\$ 501,673</b>	<b>\$ 559,999</b>
Fees	175,964	191,500	185,810	192,000
Grants	-	-	-	-
Other	36,160	36,820	41,310	44,748
<b>Total revenue</b>	<b>\$ 212,124</b>	<b>\$ 228,320</b>	<b>\$ 227,120</b>	<b>\$ 236,748</b>
<b>Net amount supported by property taxes</b>	<b>\$ 229,484</b>	<b>\$ 244,738</b>	<b>\$ 274,553</b>	<b>\$ 323,251</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased by \$82,900, which reflects the normal salary and benefits increases for existing staff, and a city-wide increase for group insurance costs.
- ↑ An increase of \$11,300 in operating supplies reflects an increase in the cost of program and special event supplies.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Staff will continue to make any needed adjustments to the City’s recreation programming as the school district develops their own community education program offerings.
- ❖ Recreation programming opportunities for the Walker Johnston softball complex will continue to be explored during the budget year to maximize the availability for programming needs identified in the Urbandale community.
- ❖ The MAC camp program is in its 11<sup>th</sup> year, and has been very successful. This program is nearly fully funded by grants and donations, so any consideration of expanding the program to other schools in Urbandale will be limited by availability of additional funding.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 440 RECREATION

### PERSONAL SERVICES

01	Salaries	\$ 133,301	\$ 144,024	\$ 169,798	\$ 177,135	\$ 33,111	\$ 240,710
02	Overtime	-	-	-	-	-	-
03	Part-time	42,622	41,950	41,950	58,099	16,149	58,261
04	Witness fees	-	-	-	-	-	-
06	FICA	13,171	14,266	17,650	18,131	3,865	18,554
07	Retirement - IPERS	12,735	17,468	17,000	17,847	379	18,475
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	25,870	31,646	31,646	60,693	29,047	63,693
11	Allowance	-	50	50	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,119	1,433	1,158	1,763	330	1,824
	<b>Sub-Total</b>	<b>\$ 228,818</b>	<b>\$ 250,837</b>	<b>\$ 279,252</b>	<b>\$ 333,718</b>	<b>\$ 82,881</b>	<b>\$ 401,567</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 3,635	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 7,500
22	Recruitment	1,973	3,100	3,100	3,100	-	3,100
23	Professional services	115,928	115,000	115,000	118,000	3,000	118,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	791	500	1,600	2,200	1,700	2,400
28	Dues and memberships	663	700	700	700	-	700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,097	1,800	1,800	500	(1,300)	500
35	Printing and copying	23,576	22,850	22,850	22,850	-	22,850
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	124	500	500	250	(250)	250
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,305	4,650	3,500	2,800	(1,850)	3,000
48	Utility service	2,503	3,100	3,100	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	492	500	500	500	-	500
54	Minor equipment	-	350	600	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,637	2,000	2,000	2,000	-	2,000
59	Operating supplies	26,320	29,750	29,750	41,000	11,250	42,000
60	Safety and medical supplies	-	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 181,044</b>	<b>\$ 192,600</b>	<b>\$ 192,800</b>	<b>\$ 205,150</b>	<b>\$ 12,550</b>	<b>\$ 206,550</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	3,571	3,571	3,571	2,071	(1,500)	2,500
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	18,175	16,050	16,050	14,060	(1,990)	14,556
97	Transfers out	10,000	10,000	10,000	5,000	(5,000)	5,000
	<b>Sub-total</b>	<b>\$ 31,746</b>	<b>\$ 29,621</b>	<b>\$ 29,621</b>	<b>\$ 21,131</b>	<b>\$ (8,490)</b>	<b>\$ 22,056</b>

### OPERATING BUDGET SUB-TOTAL

		\$ 441,608	\$ 473,058	\$ 501,673	\$ 559,999	\$ 86,941	\$ 630,173
99	Special Revenue fund items (M.	\$ 78,057	\$ 73,000	\$ 73,000	\$ 73,000	\$ -	\$ 73,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### RECREATION

		\$ 519,665	\$ 546,058	\$ 574,673	\$ 632,999	\$ 86,941	\$ 703,173
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**Function: Culture and Recreation****Activity: Recreation****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Recreation Superintendent, Rec Coordinator, 1/2 Administrative Specialist (other 1/2 in Parks)	\$ 177,135
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (1), 1/2 Admin. Technician	\$ 58,099
06	FICA	\$ 18,131
07	IPERS	\$ 17,847
09	Group insurance	\$ 60,693
11	Allowance	\$ 50
13	Deferred compensation City match	\$ 1,763
21	Program advertising/marketing (radio, FB ads, constant contact contract, etc.)	\$ 7,500
22	Recruitment expenses for summer staff (background checks, drug screens, physicals)	\$ 3,100
23	Contractual instructor fees, summer instructor and clinic fees, program supervisor fees	\$ 118,000
27	Computer software and supplies	\$ 500
	Computer replacements (2)	\$ 1,700
28	Iowa Parks and Recreation Association - Recreation Superintendent and Coordinator	\$ 270
	American License fees (broadcast permit)	\$ 250
	Subscriptions/publications	\$ 180
32	Shirts (rec staff)	\$ 500
35	Digital program guide (3 x per year)	\$ 22,000
	Flyers, schedules and brochures	\$ 550
	Copy machine maintenance/contract (other 1/2 in Parks)	\$ 300
41	Wellness Center - Maintenance and repair of wellness equipment	\$ 250
46	Iowa Parks and Recreation Spring conference & Fall workshop - local (2)	\$ 1,400
	Staff development training/workshops - local	\$ 400
	Mileage reimbursements (Rec Superintendent, Rec coordinator, Rec intern)	\$ 1,000
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
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 24,000
	Special events	\$ 5,000
	Signs/banners for special events	\$ 500
	Recreation program t-shirts	\$ 2,000
	Sales tax for facility rentals	\$ 1,000
	Summer rec programs - transportation (buses for Kids Kamp)	\$ 7,500
59.216	Program supplies for Miracle League activities (shirts, equipment, awards)	\$ 1,000
60	First aid supplies	\$ 300
73	Equipment Replacement Fund contribution	\$ 2,071
81	Building maintenance fund contribution - PM Repairs	\$ 4,469
Wellness	Citywide building security plan	\$ 621

**Function: Culture and Recreation**  
**Activity: Recreation**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
81 cont.	<i>Total project specific contributions</i>	\$ 5,090
	<b><i>Building maintenance fund contribution - service contracts (former line 40 items):</i></b>	
	Building security monitoring	\$ 450
	Carpet cleaning	\$ 500
	Custodial cleaning contract	\$ 2,520
	Electrical maintenance contract	\$ 500
	Fire alarm monitoring	\$ 500
	Mat service	\$ 300
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control service	\$ 200
	<i>Total line 40 items</i>	\$ 8,970
Wellness	<b><i>Grand total for location</i></b>	<b>\$ 14,060</b>
97	Transfer out to MAC fund	\$ 5,000
<b>MAC Fund</b>	<b>MAC Fund expenses (those items directly related to Making a Connection program):</b>	<b>\$ 73,000</b>
3	MAC Camp – program supervisor salaries	\$ 38,000
59	Making A Connection (MAC) program supplies, field trip transportation & admissions, t-shirts	\$ 35,000

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**FUNCTION: Culture and Recreation**  
**ACTIVITY: Cemetery Maintenance**

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**OVERVIEW:** This activity maintains the McDivitt Grove Cemetery grounds.

**CEMETERY MAINTENANCE**

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	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	7,525	9,800	9,700	9,800
Capital outlay	10,000	-	-	-
<b>Total expenditures</b>	<b>\$ 17,525</b>	<b>\$ 9,800</b>	<b>\$ 9,700</b>	<b>\$ 9,800</b>
Fees	68	-	-	-
Grants	-	-	-	-
Other	1,435	763	799	783
<b>Total revenue</b>	<b>\$ 1,503</b>	<b>\$ 763</b>	<b>\$ 799</b>	<b>\$ 783</b>
<i>Net amount supported by property taxes</i>	<b>\$ 16,022</b>	<b>\$ 9,037</b>	<b>\$ 8,901</b>	<b>\$ 9,017</b>

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**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ❖ None identified at this time.

**FUTURE BUDGET CONSIDERATIONS**

- ❖ None identified at this time.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 450 CEMETERY MAINTENANCE

<b>PERSONAL SERVICES</b>						
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	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	7,525	9,000	8,500	9,000	9,000
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	-	800	800	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	-	-	400	-	-
	<b>Sub-total</b>	\$ 7,525	\$ 9,800	\$ 9,700	\$ 9,800	\$ 9,800
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	10,000	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	<b>Sub-total</b>	\$ 10,000	\$ -	\$ -	\$ -	\$ -
	<b>OPERATING BUDGET SUB-TOTAL</b>	\$ 17,525	\$ 9,800	\$ 9,700	\$ 9,800	\$ 9,800
99	Special Revenue fund items	\$ 37,600	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
	<b>CEMETERY MAINTENANCE</b>	\$ 55,125	\$ 9,800	\$ 9,700	\$ 9,800	\$ 9,800

**Function: Culture and Recreation**  
**Activity: Cemetery Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Contract maintenance	\$ 7,000
	Tree maintenance	\$ 2,000
51	Turf chemicals, misc. supplies	\$ 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	188,443	203,204	200,126	239,650
Contractual & supply service	91,062	121,245	112,045	123,245
Capital outlay	80,226	81,161	81,761	77,268
<b>Total expenditures</b>	<b>\$ 359,731</b>	<b>\$ 405,610</b>	<b>\$ 393,932</b>	<b>\$ 440,163</b>
Fees	30,146	23,100	29,000	32,250
Grants	-	-	-	-
Other	29,455	31,570	32,438	35,172
<b>Total revenue</b>	<b>\$ 59,601</b>	<b>\$ 54,670</b>	<b>\$ 61,438</b>	<b>\$ 67,422</b>
<i>Net amount supported by property taxes</i>	<b>\$ 300,130</b>	<b>\$ 350,940</b>	<b>\$ 332,494</b>	<b>\$ 372,741</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Net overall personnel costs increased by \$36,400, which reflects the normal salary and benefits increases for existing staff and a city-wide increase for group insurance costs.
- ↑ An increase of \$5,200 in professional services reflects the need for additional contracted program instructors for onsite senior programs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Increased requests for technology funding to maintain and keep equipment in the computer lab up to date. 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.
- ❖ The Senior Recreation Center is operating at full capacity for programming and space use to meet the needs of this growing population. Any consideration for expansion of programming would require consideration of a new facility or expansion of the current facility.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 460 SENIOR RECREATION CENTER

### PERSONAL SERVICES

01	Salaries	\$ 87,337	\$ 119,977	\$ 119,000	\$ 125,234	\$ 5,257	\$ 128,991
02	Overtime	-	-	-	-	-	-
03	Part-time	41,876	20,076	20,076	26,454	6,378	27,248
04	Witness fees	-	-	-	-	-	-
06	FICA	9,083	10,752	9,800	11,700	948	12,050
07	Retirement - IPERS	11,343	13,155	13,200	14,248	1,093	14,749
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,804	37,975	37,975	60,693	22,718	63,693
11	Allowance	-	75	75	75	-	75
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	1,194	-	1,246	52	1,290
<b>Sub-Total</b>		<b>\$ 188,443</b>	<b>\$ 203,204</b>	<b>\$ 200,126</b>	<b>\$ 239,650</b>	<b>\$ 36,446</b>	<b>\$ 248,096</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 39	\$ 1,800	\$ 500	\$ 1,500	\$ (300)	\$ 1,500
22	Recruitment	173	-	100	-	-	-
23	Professional services	26,360	36,600	33,000	41,800	5,200	41,800
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,070	3,400	4,200	5,100	1,700	5,000
28	Dues and memberships	1,191	1,255	1,255	1,255	-	1,255
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	90	90	-	90
35	Printing and copying	2,973	5,600	5,600	5,100	(500)	5,600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	98	1,000	-	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,020	3,600	3,600	1,800	(1,800)	3,600
48	Utility service	23,050	27,000	27,000	26,000	(1,000)	26,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,551	3,200	3,000	3,200	-	3,200
54	Minor equipment	353	1,000	500	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,641	2,000	2,000	2,000	-	2,000
59	Operating supplies	26,479	34,500	31,000	33,200	(1,300)	33,200
60	Safety and medical supplies	64	200	200	200	-	200
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 91,062</b>	<b>\$ 121,245</b>	<b>\$ 112,045</b>	<b>\$ 123,245</b>	<b>\$ 2,000</b>	<b>\$ 125,445</b>

### CAPITAL OUTLAY

71	Equipment	\$ 1,027	\$ 600	\$ 600	\$ -	\$ (600)	\$ -
72	Furniture and fixtures	572	700	700	-	(700)	-
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	-	-	600	-	-	-
81	Building maintenance fund	78,627	79,861	79,861	77,268	(2,593)	81,126
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 80,226</b>	<b>\$ 81,161</b>	<b>\$ 81,761</b>	<b>\$ 77,268</b>	<b>\$ (3,893)</b>	<b>\$ 81,126</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 7,890	\$ 20,000	\$ 20,000	\$ 23,500	\$ 3,500	\$ 15,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### SENIOR RECREATION CENTER

		\$ 367,621	\$ 425,610	\$ 413,932	\$ 463,663	\$ 38,053	\$ 469,667
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**Function: Culture and Recreation**  
**Activity: Senior Recreation Center**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Senior Recreation Center Supervisor and Recreation Coordinator	\$ 125,234
03	Administrative Technician	\$ 26,454
06	FICA	\$ 11,700
07	IPERS	\$ 14,248
09	Group insurance	\$ 60,693
11	Allowance	\$ 75
13	Deferred compensation City match	\$ 1,246
21	Advertisements and program promotion	\$ 1,500
23	Professional services (contracted program instructors)	\$ 41,800
27	Computer software and supplies	\$ 500
	Digital Display Board ("Happy Board") program management fee	\$ 1,400
	My Senior Center' program management fee	\$ 1,500
	Replacement computers (2)	\$ 1,700
28	Senior center resource materials	\$ 400
	IPRA Dues for Senior Recreation Superior and Recreation Coordinator	\$ 270
	ICAA & NCOA membership	\$ 365
	American License fee (broadcast permit - ASCAP & BMI)	\$ 220
32	Staff shirts (3 @ 30)	\$ 90
35	Mailing and printing newsletters, envelopes, stamps	\$ 800
	Program guide digital (3)	\$ 4,000
	Flyers, schedules, brochures	\$ 300
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,000
46	Mileage reimbursement	\$ 400
	IPRA Spring Conference and Fall Workshop - local (2)	\$ 1,400
48	Telephone, water, electric, and natural gas	\$ 24,500
	Wireless internet service	\$ 1,500
51	Maintenance supplies - kitchen & restroom cleaning & paper supplies	\$ 2,000
	Landscape and outdoor maintenance supplies	\$ 1,200
54	Minor equipment - coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,000
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 1,500
	SHIP program office supplies - paper cartridges, general office supplies	\$ 500
59	Program supplies, kitchen & miscellaneous supplies	\$ 1,200
59.1	Congregate meals (Two days per week, condiments, coffee, 3 large event meals)	\$ 12,000
59.2	Off-site trips & events	\$ 6,500
59.3	On-site events	\$ 13,500
60	First aid supplies	\$ 200

**Function: Culture and Recreation**  
**Activity: Senior Recreation Center**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
81	Building maintenance fund contribution - PM Repairs	\$ 34,721
Senior Ctr.	Citywide building security plan	\$ 5,356
	Senior Center office reconfiguration	\$ 7,000
	<i>Total project specific contributions</i>	\$ 47,077
	<b><i>Building maintenance fund contribution - service contracts (former line 40 items):</i></b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 960
	Building maintenance and repairs	\$ 5,000
	Building security service	\$ 450
	Custodial contract	\$ 13,376
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring	\$ 700
	Fire alarm panel inspection	\$ 150
	Hood suppression system maintenance	\$ 230
	HVAC service and repair	\$ 2,000
	Mat service	\$ 840
	Pest control service	\$ 500
	Quarterly grease trap cleaning	\$ 500
	Semi-annual kitchen, tile, carpet & upholstery cleaning, annual strip & re-wax of craft room floor	\$ 3,600
	Sprinkler inspection	\$ 225
	Window cleaning	\$ 600
	<i>Total line 40 items</i>	\$ 30,191
Senior Ctr.	<b><i>Grand total for location</i></b>	<b>\$ 77,268</b>
<b>Senior Fund</b>	<b>Special Revenue Fund - Senior Center Activities and Donations</b>	<b>\$ 23,500</b>
99	Intern	\$ 3,500
	Senior donation fund expenditures	\$ 20,000

**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	365,746	391,360	390,115	437,394
Contractual & supply service	145,242	169,420	151,420	162,765
Capital outlay	100,720	94,229	94,229	80,926
<b>Total expenditures</b>	<b>\$ 611,708</b>	<b>\$ 655,009</b>	<b>\$ 635,764</b>	<b>\$ 681,085</b>
Fees	268,115	315,000	315,000	322,600
Grants	-	-	-	-
Other	50,088	50,982	52,351	54,423
<b>Total revenue</b>	<b>\$ 318,203</b>	<b>\$ 365,982</b>	<b>\$ 367,351</b>	<b>\$ 377,023</b>
<i>Net amount supported by property taxes</i>	<b>\$ 293,505</b>	<b>\$ 289,027</b>	<b>\$ 268,413</b>	<b>\$ 304,062</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An increase of \$46,000 in personnel costs reflects normal salary and benefit increases for existing staff, and an increase in part-time staffing as a direct result of additional programming being offered. Additional programming results in increased revenues to offset the expense of staff/instructors. This also includes a city-wide increase for group insurance costs.
- ↑ An increase of \$5,200 in advertising reflects increased special event advertising and marketing.
- ↓ A decrease of \$7,400 in minor equipment reflects the purchase of paddle boards in prior year's budget.
- ↓ A decrease of \$13,300 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The Swimming pool facility is 43 years old, and has had significant building repairs and renovations occurring in 2009, 2012, 2016 and 2017. The HVAC system and air exchanger are the final major components that have not yet been replaced.
- ❖ The City Council approved the three phased development plan recommended in the 2016 Aquatic Feasibility Study. In 2018, the Parks Master Plan (PMP) was completed and accepted by City Council. The PMP includes conducting an indoor recreation space needs study and updating the aquatic feasibility study to determine what the anticipated facility will include. The City Council approved the 2019-2023+ CIP, which includes conducting the studies and completing preliminary design in 2019, in preparation for the bond referendum and to seek regional partners. A voter approved bond referendum would be required in order to proceed with final design and construction of the facility.

<b>CULTURE AND RECREATION</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>470 SWIMMING POOL &amp; WADING POOLS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 67,986	\$ 70,840	\$ 70,300	\$ 75,216	\$ 4,376	\$ 77,473
02	Overtime	-	-	-	-	-	-
03	Part-time	220,897	240,855	240,855	261,300	20,445	262,267
04	Witness fees	-	-	-	-	-	-
06	FICA	20,828	23,810	23,810	25,800	1,990	26,049
07	Retirement - IPERS	16,747	16,691	16,691	13,153	(3,538)	13,615
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,804	37,975	37,975	60,693	22,718	63,693
11	Allowance	484	484	484	484	-	484
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	705	-	748	43	775
<b>Sub-Total</b>		<b>\$ 365,746</b>	<b>\$ 391,360</b>	<b>\$ 390,115</b>	<b>\$ 437,394</b>	<b>\$ 46,034</b>	<b>\$ 444,356</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ 5,030	\$ 1,800	\$ 1,800	\$ 7,000	\$ 5,200	\$ 7,000
22	Recruitment	2,133	4,000	2,500	4,000	-	4,000
23	Professional services	-	1,800	500	1,800	-	1,800
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,587	500	3,000	1,800	1,300	1,800
28	Dues and memberships	1,056	820	820	865	45	865
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	700	700	1,500	800	1,500
35	Printing and copying	2,925	6,300	3,000	4,000	(2,300)	4,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	692	5,500	5,500	4,000	(1,500)	4,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,835	6,150	4,500	3,150	(3,000)	4,500
48	Utility service	67,122	67,000	65,000	67,000	-	67,000
49	Petty cash	75	-	-	-	-	-
51	Maintenance supplies	5,429	7,000	6,500	7,000	-	7,000
54	Minor equipment	2,986	10,850	1,000	3,500	(7,350)	3,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,624	3,000	3,000	3,000	-	3,000
59	Operating supplies	48,320	53,100	53,100	53,250	150	53,250
60	Safety and medical supplies	428	900	500	900	-	900
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 145,242</b>	<b>\$ 169,420</b>	<b>\$ 151,420</b>	<b>\$ 162,765</b>	<b>\$ (6,655)</b>	<b>\$ 164,615</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,006	-	-	-	-	-
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	99,714	94,229	94,229	80,926	(13,303)	83,907
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 100,720</b>	<b>\$ 94,229</b>	<b>\$ 94,229</b>	<b>\$ 80,926</b>	<b>\$ (13,303)</b>	<b>\$ 83,907</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 611,708</b>	<b>\$ 655,009</b>	<b>\$ 635,764</b>	<b>\$ 681,085</b>	<b>\$ 26,076</b>	<b>\$ 692,878</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>SWIMMING POOL &amp; WADING POOLS</b>		<b>\$ 611,708</b>	<b>\$ 655,009</b>	<b>\$ 635,764</b>	<b>\$ 681,085</b>	<b>\$ 26,076</b>	<b>\$ 692,878</b>

**Function: Culture and Recreation**  
**Activity: Swimming Pool & Wading Pools**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Aquatics Program Supervisor	\$ 75,216
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors, cashiers, water instructor aids	\$ 261,300
06	FICA	\$ 25,800
07	IPERS	\$ 13,153
09	Group insurance	\$ 60,693
11	Phone Allowance	\$ 384
	On the Spot awards	\$ 100
13	Deferred compensation City match	\$ 748
21	Special event advertisements and program marketing	\$ 7,000
22	Recruitment expenses for part time staff (advertising, background checks, drug screens)	\$ 4,000
23	Special events	\$ 1,800
27	Computer software and supplies	\$ 500
	Wi-Fi installation (modem \$300; Cable mount \$1,000)	\$ 1,300
28	Iowa Park and Recreation Association membership	\$ 135
	Pool registration renewals (indoor pool, 2 wading pools)	\$ 510
	American License fee (broadcast permit - ASCAP & BMI)	\$ 220
32	Staff shirts/uniforms, whistles & lanyards	\$ 1,500
35	Program guide	\$ 3,700
	Mailing, shipping, business cards, printing, flyers, & schedules	\$ 300
41	Equipment maintenance and repair	\$ 4,000
46	Lifeguard training reimbursement	\$ 1,000
	Staff in-services, management training, etc.	\$ 500
	Certified Pool Operator (CPO) certification training (2)	\$ 500
	IPRA Spring conference - local (1)	\$ 450
	Mileage reimbursement	\$ 700
48	Telephone, gas, electric and water services	\$ 67,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 7,000
54	Replacement equipment	\$ 3,000
	Water fitness class supplies; aqua belts, dumbbells, noodles	\$ 500
58	Office supplies, tones	\$ 3,000
59	Chlorine, chemicals, iron treatment, ACCO - equipment lease	\$ 23,000
	Red Cross instruction supplies	\$ 6,000
	Red Cross swim lesson certification cards (swim lessons, LG-WSI-CPR trainings)	\$ 10,500
	Pool filters (\$450 each x 5)	\$ 2,250
	Special event supplies (T-shirts, ribbons, supplies, special event supplies, bounce house rental for special events)	\$ 5,500
	Quarterly sales tax remittances to State of Iowa (admissions)	\$ 6,000
60	First Aid supplies	\$ 450
	State of Iowa monthly water tests	\$ 350
	Fire extinguisher maintenance	\$ 100
81	Building maintenance fund contribution - PM Repairs	\$ 26,827

<b>Function: Culture and Recreation</b>
<b>Activity: Swimming Pool &amp; Wading Pools</b>

### Activity Notes

Object	Description	Amount
81 cont.	Citywide building security plan	\$ 8,321
Pool	<i>Total project specific contributions</i>	\$ 35,148
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Building security service	\$ 450
	Custodial cleaning contract - locker rooms, bathrooms, lobby	\$ 11,688
	Electrical maintenance	\$ 2,000
	Fire alarm monitoring	\$ 450
	Fire alarm testing	\$ 100
	HVAC service and repair	\$ 2,000
	Mat and mop cleaning service	\$ 600
	Miscellaneous building repairs and maintenance	\$ 25,000
	Pest control service	\$ 480
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 45,778
Pool	<b>Grand total for location</b>	<b>\$ 80,926</b>

**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	1,146,696	1,168,500	1,163,623	1,190,286
Transfer out to General Fund	796,700	787,500	787,500	776,429
<b>Total expenditures</b>	<b>\$ 1,943,396</b>	<b>\$ 1,956,000</b>	<b>\$ 1,951,123</b>	<b>\$ 1,966,715</b>
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,922,761	1,925,000	1,925,000	1,950,000
<b>Total revenue</b>	<b>\$ 1,922,761</b>	<b>\$ 1,925,000</b>	<b>\$ 1,925,000</b>	<b>\$ 1,950,000</b>
<i>Net amount used by (added to) fund balance</i>	<b>\$ 20,635</b>	<b>\$ 31,000</b>	<b>\$ 26,123</b>	<b>\$ 16,715</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An overall increase of \$10,700 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.

<b>CULTURE AND RECREATION</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

### 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	-	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	1,146,696	1,168,500	1,163,623	1,190,286	21,786	1,128,572
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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,146,696</b>	<b>\$ 1,168,500</b>	<b>\$ 1,163,623</b>	<b>\$ 1,190,286</b>	<b>\$ 21,786</b>	<b>\$ 1,128,572</b>

#### 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 to General/Capita	796,700	787,500	787,500	776,429	(11,071)	757,357
<b>Sub-total</b>		<b>\$ 796,700</b>	<b>\$ 787,500</b>	<b>\$ 787,500</b>	<b>\$ 776,429</b>	<b>\$ (11,071)</b>	<b>\$ 757,357</b>

#### OPERATING BUDGET SUB-TOTAL

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

**CULTURAL AND CONVENTION - HO1** \$ 1,943,396 \$ 1,956,000 \$ 1,951,123 \$ 1,966,715 \$ 10,715 \$ 1,885,929

<b>Function: Culture and Recreation</b>
<b>Activity: Cultural and Convention - Hotel Motel Fund</b>

### Activity Notes

Object	Description	Amount
24	Bravo! - annual 2/7th contribution per 28E agreement	\$ 525,143
	Convention and Visitors Bureau - annual 2/7th contribution per 28E agreement	\$ 557,143
	Iowa Events Center - per 28E agreement (reduction of Bravo 2/7th)	\$ 32,000
	J-Hawk Soccer Club - parking lot and lighting debt service payments	\$ 20,000
	Master Gardeners - shed addition and signage	\$ 7,500
	4th of July Committee - fireworks display	\$ 5,000
	Urbandale Little League - Gas grill, food warmer/display case, dugout privacy slats, batting cage reconstruction	\$ 20,000
	Urbandale Community Schools - Bassoon for UMS	\$ 3,500
	Urbandale Girls Recreation Association - Parking lot payment, hitting mats, field rakes, lighting repair	\$ 20,000
97	Transfer out to Capital Projects Fund - UGRA/Soccer complex parking lot paving project	\$ 80,000
	Transfer out to General Fund	\$ 696,429



**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	212,121	221,354	219,870	240,891
Contractual & supply service	429,163	426,720	426,120	421,280
Capital outlay	214,982	403,000	571,000	400,650
<b>Total expenditures</b>	<b>\$ 856,266</b>	<b>\$ 1,051,074</b>	<b>\$ 1,216,990</b>	<b>\$ 1,062,821</b>
Fees	1,158,041	1,113,601	1,113,602	992,569
Grants	-	-	-	-
Other	9,572	6,000	20,000	20,000
<b>Total revenue</b>	<b>\$ 1,167,613</b>	<b>\$ 1,119,601</b>	<b>\$ 1,133,602</b>	<b>\$ 1,012,569</b>
<i>Net amount supported by departmental allocations</i>	<b>\$ (311,347)</b>	<b>\$ (68,527)</b>	<b>\$ 83,388</b>	<b>\$ 50,252</b>

**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 FY13, the City established a Building Maintenance internal service fund to provide maintenance services to the various City buildings. 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), and known service contracts (ie: janitorial, HVAC, pest control, etc.). These expenses are reflected in each department’s line 81.
- ❖ In FY14, the Preventative Maintenance (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 following 5 years reflected needs of \$400,000 to \$500,000 per year. To date, all “level 1” items have been addressed and 75% of the “level 2 and 3” items have been addressed.
- ❖ In order to implement the PM study items, the Facilities Supervisor and Facilities Specialist 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.

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**FUNCTION: Culture and Recreation**

**ACTIVITY: Building Maintenance Fund – Internal Service**

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**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ A net increase of \$19,500 in personnel costs reflects normal increases in salary and benefits for existing staff as well as a city-wide increase in group insurance costs.
- ↓ A decrease of \$10,000 in professional services reflects the allocation for use of external architects and consultants as needed for large and/or specialized PM study projects.
- ↓ Year to year fluctuations in property improvements reflects the current estimate for PM study projects that should be completed, as well as those building specific projects that have been identified to complete.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The Facilities Supervisor position has been utilizing existing Parks and Grounds Maintenance 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 832 BUILDING MAINTENANCE FUND

#### PERSONAL SERVICES

01	Salaries	\$ 157,810	\$ 164,903	\$ 163,700	\$ 168,942	\$ 4,039	\$ 174,010
02	Overtime	259	500	500	500	-	500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	11,913	12,737	12,500	13,053	316	13,445
07	Retirement - IPERS	14,115	15,489	15,450	15,869	380	16,427
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	25,870	25,316	25,316	40,462	15,146	42,462
11	Allowance	576	768	768	384	(384)	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,578	1,641	1,636	1,681	40	1,740
<b>Sub-Total</b>		<b>\$ 212,121</b>	<b>\$ 221,354</b>	<b>\$ 219,870</b>	<b>\$ 240,891</b>	<b>\$ 19,537</b>	<b>\$ 248,968</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	34,638	40,000	40,000	30,000	(10,000)	30,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	7,835	5,288	5,288	7,200	1,912	5,500
28	Dues and memberships	301	350	350	400	50	400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	373,592	369,282	369,282	367,880	(1,402)	367,880
41	Vehicle and equipment maint.	-	1,200	500	1,200	-	1,200
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	500	600	1,000	500	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	8,628	6,000	6,000	6,000	-	6,000
54	Minor equipment	2,855	3,000	3,000	6,000	3,000	6,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	500	500	500
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	300	300	300	-	300
59	Operating supplies	1,314	800	800	800	-	800
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 429,163</b>	<b>\$ 426,720</b>	<b>\$ 426,120</b>	<b>\$ 421,280</b>	<b>\$ (5,440)</b>	<b>\$ 419,580</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	214,982	403,000	403,000	400,650	(2,350)	300,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	168,000	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 214,982</b>	<b>\$ 403,000</b>	<b>\$ 571,000</b>	<b>\$ 400,650</b>	<b>\$ (2,350)</b>	<b>\$ 300,000</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### BUILDING MAINTENANCE FUND

		<b>\$ 856,266</b>	<b>\$ 1,051,074</b>	<b>\$ 1,216,990</b>	<b>\$ 1,062,821</b>	<b>\$ 11,747</b>	<b>\$ 968,548</b>
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**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

Object	Description	Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Specialist	\$ 168,942
02	Overtime	\$ 500
06	FICA	\$ 13,053
07	IPERS	\$ 15,869
09	Group insurance	\$ 40,462
11	Cell phone allowance - Supervisor	\$ 384
13	Deferred compensation City match	\$ 1,681
23	Professional services	\$ 30,000
27	iPad data plan	\$ 1,000
	Replacement computers (2)	\$ 1,700
	Mpulse software maintenance contract	\$ 3,600
	Micro station license	\$ 900
28	International Facilities Management Association membership (IFMA)	\$ 400
40	Anticipated building maintenance expenditures for departments	\$ 367,880
41	Equipment maintenance	\$ 1,200
46	Certified Pool Operator (CPO) certification (2 facility maintenance laborers)	\$ 1,000
51	Maintenance supplies/inventory	\$ 6,000
54	Miscellaneous tools, equipment (scissor lift trailer \$3,000)	\$ 6,000
56	Vehicle Maintenance	\$ 500
58	Office supplies	\$ 300
59	Recycling light bulbs from facilities	\$ 800
76	Citywide building security project	\$ 200,000
	Senior Center office reconfiguration	\$ 7,000
	Preventative Maintenance Plan projects including:	
	Police station roofing project	\$ 143,650
	Unplanned facility maintenance projects	\$ 50,000

**CONTRIBUTIONS BY DEPARTMENTS:**

Below is detail of the individual contributions to their 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.

81	Building maintenance fund contribution - PM projects	\$ 4,020
Giovannetti	Citywide building security project	\$ 2,774
201	<i>Total project specific contributions</i>	\$ 6,794
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer	\$ 60
	Building security system	\$ 450
	Custodial contract	\$ 5,750
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring & panel inspection	\$ 600

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Giov. Cont.	Grease trap cleaning	\$ 1,300
	HVAC service and repair	\$ 2,000
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 130
	Sprinkler inspection	\$ 200
	Window cleaning service	\$ 900
	<i>Total Line 40 items</i>	\$ 17,390
<b>Giovanetti</b>	<b>Grand total for location</b>	<b>\$ 24,184</b>
Lions	Building maintenance fund contribution - PM projects	\$ 10,694
202	Citywide building security project	\$ 1,626
	<i>Total project specific contributions</i>	\$ 12,320
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building security service	\$ 450
	Carpet cleaning	\$ 700
	Custodial contract	\$ 9,600
	Electrical maintenance contract	\$ 1,000
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 90
	<i>Total Line 40 items</i>	\$ 16,840
<b>Lions</b>	<b>Grand total for location</b>	<b>\$ 29,160</b>
City Hall	Building maintenance fund contribution - PM Projects	\$ 62,883
203	Citywide building security plan	\$ 5,961
	<i>Total project specific contributions</i>	\$ 68,844
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Building security service	\$ 450
	Carpet and upholstery cleaning (1 x year)	\$ 2,300
	Custodial cleaning service	\$ 7,812
	Electrical maintenance contract	\$ 1,000
	Generator service and maintenance	\$ 600
	HVAC service and repair	\$ 5,000
	Mat service	\$ 420
	Miscellaneous building repairs and maintenance	\$ 10,000
	Pesticide service	\$ 670
	Window cleaning (outside & inside) (1 x year)	\$ 650
	<i>Total Line 40 items</i>	\$ 28,962
<b>City Hall</b>	<b>Grand total for location</b>	<b>\$ 97,806</b>

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Eng/Cd	Building maintenance fund contribution - PM projects	\$ 24,998
204	Citywide building security project	\$ 4,831
	<i>Total project specific contributions</i>	\$ 29,829
<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>		
	Building preventer testing	\$ 60
	Building security service	\$ 450
	Carpet cleaning	\$ 1,700
	Custodial services contract (administrative offices and public works facility)	\$ 10,764
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring (Engineering/CD and City Hall)	\$ 500
	HVAC service and repair	\$ 1,000
	Mat cleaning service	\$ 400
	Miscellaneous building repairs and maintenance	\$ 5,000
	Pest control	\$ 400
	Sprinkler Inspection	\$ 150
	Window cleaning	\$ 495
	<i>Total Line 40 items</i>	\$ 21,919
<b>Eng/Cd</b>	<b>Grand total for location</b>	<b>\$ 51,748</b>
Fire #41	Building maintenance fund contribution - PM Projects	\$ 9,236
205	Citywide building security plan	\$ 6,361
	<i>Total project specific contributions</i>	\$ 15,597
<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>		
	Carpet cleaning	\$ 150
	Sprinkler inspection	\$ 150
	Backflow preventer testing	\$ 60
	Generator service and maintenance	\$ 542
	Pest control	\$ 400
	Fire alarm testing	\$ 125
	Carpet Cleaning	\$ 1,000
	HVAC service and repair	\$ 2,500
	Miscellaneous building repairs	\$ 7,500
	Fire alarm monitoring	\$ 500
	Miscellaneous electric repairs and maintenance	\$ 1,000
	<i>Total Line 40 items</i>	\$ 13,927
<b>Fire #41</b>	<b>Grand total for location</b>	<b>\$ 29,524</b>
Fire #42	Building maintenance fund contribution - PM Projects	\$ 32,469
206	Citywide building security plan	\$ 7,413
	<i>Total project specific contributions</i>	\$ 39,882
<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>		
	Carpet cleaning	\$ 1,100
	Sprinkler inspection	\$ 150

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Fire #42 cont.	Backflow preventer testing	\$ 60
	Generator service and maintenance	\$ 542
	Pest control	\$ 785
	Fire alarm panel inspection	\$ 350
	HVAC service and repair	\$ 4,000
	Miscellaneous building repairs	\$ 5,000
	Fire alarm monitoring	\$ 475
	Miscellaneous electrical repairs and maintenance	\$ 1,000
	Range hood inspection	\$ 178
	Boiler water treatment program	\$ 1,100
	<i>Total Line 40 items</i>	\$ 14,740
<b>Fire #42</b>	<b>Grand total for location</b>	<b>\$ 54,622</b>
Fire #43	<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>	
216	Backflow preventer testing	\$ 60
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 125
	Generator service & maintenance	\$ 542
	HVAC service and repair	\$ 1,000
	Miscellaneous building repairs	\$ 1,500
	Miscellaneous electrical repairs and maintenance	\$ 500
	Pest control	\$ 400
	Sprinkler inspection	\$ 150
<b>Fire #43</b>	<b>Grand total for location</b>	<b>\$ 4,777</b>
Police	Building maintenance fund contribution - PM projects	\$ 66,459
207	Citywide building security project	\$ 11,250
	<i>Total project specific contributions</i>	\$ 77,709
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Boiler water treatment program	\$ 1,300
	Building Custodial services contract	\$ 21,012
	Building security monitoring	\$ 450
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 1,200
	Electrical maintenance and repair	\$ 1,000
	Fire alarm monitoring	\$ 960
	Fire alarm panel inspection	\$ 300
	Generator service & maintenance agreement	\$ 4,500
	HVAC service and repair	\$ 13,000
	Mat & rug service	\$ 1,300
	Miscellaneous building repairs and maintenance	\$ 7,500
	Pest control	\$ 700
	Replacement ceiling tiles	\$ 1,500
	Sprinkler testing	\$ 160

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Police Cont.	Tile floor - waxing 2x a year	\$ 1,750
	Window cleaning	\$ 400
	<i>Total Line 40 items</i>	\$ 57,032
<b>Police</b>	<b>Grand total for location</b>	<b>\$ 134,741</b>
Public Works	Building maintenance fund contribution - PM Projects	\$ 13,989
208	Citywide building security plan	\$ 8,936
	<i>Total project specific contributions</i>	\$ 22,925
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 120
	Building custodial services contract	\$ 2,484
	Carpet cleaning	\$ 400
	Fire alarm monitoring (Fleet Storage & Consumer Lumber)	\$ 900
	Miscellaneous building repair and maintenance	\$ 1,000
	Mat cleaning service	\$ 350
	Pest control	\$ 500
	Sprinkler testing (Consumer Lumber and Fleet Storage)	\$ 500
	Window cleaning	\$ 200
	<i>Total Line 40 items</i>	\$ 6,454
<b>Public Works</b>	<b>Grand total for location</b>	<b>\$ 29,379</b>
Library	Building maintenance fund contribution - PM projects	\$ 137,318
209	Citywide building security plan	\$ 23,626
	<i>Total project specific contributions</i>	\$ 160,944
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 180
	Boiler water treatment program	\$ 2,400
	Building security and fire alarm monitoring	\$ 600
	Carpet and upholstery cleaning	\$ 4,500
	Building custodial services contract (weekends only)	\$ 7,080
	Chimney cleaning and inspection	\$ 275
	Electrical maintenance	\$ 5,000
	Fire alarm testing	\$ 370
	Generator service & maintenance	\$ 800
	HVAC heating and cooling service contract	\$ 38,700
	Life inspection	\$ 350
	Miscellaneous building repairs and maintenance	\$ 10,000
	Pest Control	\$ 1,500
	Public restroom Sanitizing	\$ 2,520
	Roof/gutter inspection	\$ 2,000
	Sprinkler inspection	\$ 175

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Library Cont.	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 77,000
<b>Library</b>	<b>Grand total for location</b>	<b>\$ 237,944</b>
Parks Shop	Building maintenance fund contribution - PM Projects	\$ 10,924
210	Citywide building security plan	\$ 4,831
	<i>Total project specific contributions</i>	\$ 15,755
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow testing	\$ 60
	Lift Inspection	\$ 500
	Building security service	\$ 450
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 100
	Mat cleaning service - park facilities	\$ 900
	Miscellaneous building repairs and maintenance	\$ 4,000
	Parks and recreation office and park maintenance building custodial service contract	\$ 1,140
	Pest control contract	\$ 1,100
	Strip and wax floor	\$ 200
	Window cleaning	\$ 150
	<i>Total Line 40 items</i>	\$ 9,100
<b>Parks Shop</b>	<b>Grand total for location</b>	<b>\$ 24,855</b>
Pool	Building maintenance fund contribution - PM Repairs	\$ 26,827
211	Citywide building security plan	\$ 8,321
	<i>Total project specific contributions</i>	\$ 35,148
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Building security service	\$ 450
	Custodial cleaning contract - locker rooms, bathrooms, lobby	\$ 11,688
	Electrical maintenance	\$ 2,000
	Fire alarm monitoring	\$ 450
	Fire alarm testing	\$ 100
	HVAC service and repair	\$ 2,000
	Mat and mop cleaning service	\$ 600
	Miscellaneous building repairs and maintenance	\$ 25,000
	Pest control service	\$ 480
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 45,778
<b>Pool</b>	<b>Grand total for location</b>	<b>\$ 80,926</b>

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Senior Ctr.	Building maintenance fund contribution - PM Repairs	\$ 34,721
212	Citywide building security plan	\$ 5,356
	Senior Center office reconfiguration	\$ 7,000
	<i>Total project specific contributions</i>	\$ 47,077
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 960
	Building maintenance and repairs	\$ 5,000
	Building security service	\$ 450
	Custodial contract	\$ 13,376
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring	\$ 700
	Fire alarm panel inspection	\$ 150
	Hood suppression system maintenance	\$ 230
	HVAC service and repair	\$ 2,000
	MAT service	\$ 840
	Pest control service	\$ 500
	Quarterly grease trap cleaning	\$ 500
	Semi-annual kitchen, tile, carpet & upholstery cleaning, annual strip & re-wax of craft room floor	\$ 3,600
	Sprinkler inspection	\$ 225
	Window cleaning	\$ 600
	<i>Total line 40 items</i>	\$ 30,191
<b>Senior Ctr.</b>	<b>Grand total for location</b>	<b>\$ 77,268</b>
Wellness	Building maintenance fund contribution - PM Repairs	\$ 4,469
213	Citywide building security plan	\$ 621
	<i>Total project specific contributions</i>	\$ 5,090
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building security monitoring	\$ 450
	Carpet cleaning	\$ 500
	Custodial cleaning contract	\$ 2,520
	Electrical maintenance contract	\$ 500
	Fire alarm monitoring	\$ 500
	Mat service	\$ 300
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control service	\$ 200
	<i>Total line 40 items</i>	\$ 8,970
<b>Wellness</b>	<b>Grand total for location</b>	<b>\$ 14,060</b>

**Function: Culture and Recreation**  
**Activity: Building Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
Open Shelters	Building maintenance fund contribution - PM projects	\$ 8,552
214	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 12,331
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Miscellaneous maintenance for open shelters	\$ 2,000
	Outside bathroom custodial service contract	\$ 7,000
	<i>Total line 40 items</i>	\$ 9,000
<b>Open Shelters</b>	<b>Grand total for location</b>	<b>\$ 21,331</b>
WJP Complex	Building maintenance fund contribution - PM projects	\$ 2,441
215	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 6,220
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Miscellaneous Maintenance	\$ 4,000
	Grease Interceptor Cleaning	\$ 1,300
	Building security monitoring	\$ 500
	<i>Total line 40 items</i>	\$ 5,800
<b>WJP Complex</b>	<b>Grand total for location</b>	<b>\$ 12,020</b>
<b>Totals:</b>	<i>City departments contributions to building maintenance operations:</i>	\$ 450,000
	<i>City departments contributions to City-wide security project:</i>	\$ 99,465
	<i>City departments contributions to department specific projects:</i>	\$ 7,000
	<i>City departments contributions to location-specific maintenance: (line 40)</i>	\$ 367,880
	<i>Grand total from departmental budgets:</i>	<b>\$ 924,345</b>



COMMUNITY & ECON. DEV.	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
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## 500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 1,112,884	\$ 1,168,802	\$ 1,157,200	\$ 1,021,579	\$ (147,223)	\$ 1,052,228
02	Overtime	13,307	17,000	14,500	17,000	-	17,000
03	Part-time	1,533	6,500	6,500	5,000	(1,500)	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	85,742	90,709	89,000	79,199	(11,510)	81,347
07	Retirement - IPERS	100,547	110,400	111,200	96,429	(13,971)	99,802
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	194,021	189,089	189,089	286,000	96,911	299,000
11	Allowance	14,158	14,318	14,318	9,109	(5,209)	9,059
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	10,123	16,799	12,500	12,832	(3,967)	13,283
	<b>Sub-Total</b>	<b>\$ 1,532,315</b>	<b>\$ 1,613,617</b>	<b>\$ 1,594,307</b>	<b>\$ 1,527,148</b>	<b>\$ (86,469)</b>	<b>\$ 1,576,719</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 53,194	\$ 52,930	\$ 52,930	\$ 58,750	\$ 5,820	\$ 59,000
22	Recruitment	83	100	100	200	100	200
23	Professional services	59,447	119,400	118,900	85,000	(34,400)	60,000
24	Contributions to other agencies	79,356	104,062	102,500	102,278	(1,784)	102,500
27	Data processing	97,274	49,330	49,830	37,375	(11,955)	42,525
28	Dues and memberships	5,672	8,640	7,140	7,200	(1,440)	7,200
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	270	270	240	(30)	240
35	Printing and copying	8,708	34,650	31,100	12,300	(22,350)	12,350
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	1,166	900	900	900	-	900
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	21,218	46,755	39,000	26,200	(20,555)	34,450
48	Utility service	20,068	17,660	18,960	17,000	(660)	17,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	462	400	400	400	-	400
54	Minor equipment	382	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,328	3,050	2,000	3,050	-	3,050
57	Vehicle operation supplies	3,573	5,000	4,200	3,800	(1,200)	3,800
58	Office supplies	3,153	4,375	4,700	4,100	(275)	4,100
59	Operating supplies	11,308	18,380	15,080	16,000	(2,380)	20,300
60	Safety and medical supplies	235	1,015	315	765	(250)	765
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 366,657</b>	<b>\$ 466,917</b>	<b>\$ 448,325</b>	<b>\$ 375,558</b>	<b>\$ (91,359)</b>	<b>\$ 368,780</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,255	2,240	1,000	-	(2,240)	-
73	Equipment replacement fund	19,875	15,375	15,375	8,700	(6,675)	10,500
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	412,880	540,000	332,721	621,000	81,000	669,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	29,642	30,515	30,515	25,874	(4,641)	27,263
97	Transfers out	7,496,930	6,608,018	16,328,765	4,031,560	(2,576,458)	6,037,633
	<b>Sub-total</b>	<b>\$ 7,960,582</b>	<b>\$ 7,196,148</b>	<b>\$ 16,708,376</b>	<b>\$ 4,687,134</b>	<b>\$ (2,509,014)</b>	<b>\$ 6,744,396</b>

### OPERATING BUDGET SUB-TOTAL

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

### COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 9,859,554	\$ 9,376,682	\$ 18,751,008	\$ 6,689,840	\$ (2,686,842)	\$ 8,689,895
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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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	343,074	366,205	358,833	115,285
Contractual & supply service	134,670	189,055	186,075	137,285
Capital outlay	76	2,240	1,000	-
<b>Total expenditures</b>	<b>\$ 477,820</b>	<b>\$ 557,500</b>	<b>\$ 545,908</b>	<b>\$ 252,570</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	39,125	43,392	44,952	20,182
<b>Total revenue</b>	<b>\$ 39,125</b>	<b>\$ 43,392</b>	<b>\$ 44,952</b>	<b>\$ 20,182</b>
<b>Net amount supported by property taxes</b>	<b>\$ 438,695</b>	<b>\$ 514,108</b>	<b>\$ 500,956</b>	<b>\$ 232,388</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↓ Overall personnel costs decrease by \$250,900 due to the reclassification of the Assistant City Manager/Economic Development Director's salary to the City Manager department and the City's marketing function was split out into a separate department in the General Government section, thus the Communications and Marketing Specialist is also not reflected in this budget.
- ↓ A decrease of \$24,900 in professional services reflects the movement of services to the new Marketing department budget.
- ↓ A decrease of \$19,400 in printing and copying includes decreased printing and postage costs related to direct mailings, as most of those costs were moved to the new Marketing department budget.
- ↓ A decrease of \$9,300 in training and development reflects the elimination of out of state travel except for required certification trainings, as well as the split out of training for Marketing to separate department.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The City launched the Urban Loop brand to promote the interstate-served economic development areas in September 2017. The brand has been well-received and recognition is growing in the market. Advertising, sponsorship, printing/ mailing will continue to be needed to reinforce and sustain the successful rebranding.
- ❖ 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.

COMMUNITY & ECON. DEV.	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 520 ECONOMIC DEVELOPMENT

### PERSONAL SERVICES

01	Salaries	\$ 250,822	\$ 265,223	\$ 260,000	\$ 75,152	\$ (190,071)	\$ 77,407
02	Overtime	-	-	-	-	-	-
03	Part-time	1,533	6,500	6,500	5,000	(1,500)	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	19,822	20,891	20,000	6,189	(14,702)	6,364
07	Retirement - IPERS	22,377	25,526	25,000	7,531	(17,995)	7,779
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,804	37,190	37,190	20,231	(16,959)	21,231
11	Allowance	5,294	5,643	5,643	434	(5,209)	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,422	5,232	4,500	748	(4,484)	774
	<b>Sub-Total</b>	<b>\$ 343,074</b>	<b>\$ 366,205</b>	<b>\$ 358,833</b>	<b>\$ 115,285</b>	<b>\$ (250,920)</b>	<b>\$ 118,939</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 53,194	\$ 52,930	\$ 52,930	\$ 58,750	\$ 5,820	\$ 59,000
22	Recruitment	83	100	100	200	100	200
23	Professional services	27,669	47,900	47,900	23,000	(24,900)	23,000
24	Contributions to other agencies	28,000	32,500	32,500	32,500	-	32,500
27	Data processing	5,919	7,380	7,380	2,980	(4,400)	3,980
28	Dues and memberships	2,740	3,940	3,940	3,000	(940)	3,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	120	120	90	(30)	90
35	Printing and copying	1,304	22,350	22,350	3,000	(19,350)	3,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	7,758	15,805	12,000	6,550	(9,255)	11,000
48	Utility service	453	660	660	-	(660)	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	382	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	476	375	1,200	1,100	725	1,100
59	Operating supplies	6,680	4,980	4,980	6,100	1,120	6,100
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 134,670</b>	<b>\$ 189,055</b>	<b>\$ 186,075</b>	<b>\$ 137,285</b>	<b>\$ (51,770)</b>	<b>\$ 142,985</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	76	2,240	1,000	-	(2,240)	-
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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 76</b>	<b>\$ 2,240</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ (2,240)</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

### ECONOMIC DEVELOPMENT

	<b>\$ 477,820</b>	<b>\$ 657,500</b>	<b>\$ 545,908</b>	<b>\$ 352,570</b>	<b>\$ (304,930)</b>	<b>\$ 261,924</b>
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**Function: Community and Economic Development**  
**Activity: Economic Development**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Economic Development Specialist II	\$ 75,152
03	Intern	\$ 5,000
06	FICA	\$ 6,189
07	IPERS	\$ 7,531
09	Group insurance	\$ 20,231
11	Phone allowance (1)	\$ 384
	On the spot awards	\$ 50
13	Deferred compensation City match	\$ 748
21	DMACC small biz sponsor	\$ 2,500
	Sponsorships: promotional forums	\$ 7,000
	Urbandale Business Connection annual cost	\$ 33,000
	Iowa Commercial Real Estate expo booth	\$ 2,000
	Celebrate Business econ impact table	\$ 250
	Advertisements (Source and general community promotional items)	\$ 14,000
22	Advertising/background checks	\$ 200
23	Photography	\$ 3,000
	Miscellaneous economic development project consulting	\$ 5,000
23.2	TIF development agreement legal fees	\$ 15,000
24	Urbandale Chamber of Commerce - broker/developer luncheon	\$ 2,500
	Greater Des Moines Partnership contribution	\$ 30,000
27	Website modifications	\$ 1,000
	Annual subscription for LOIS-EcoDev tracker	\$ 1,000
	Mobile data hotspot	\$ 480
	Miscellaneous technology hardware/software	\$ 500
28	Iowa Commercial Real Estate Association - ICREA (2)	\$ 200
	International City/County Management Association - ICMA (1)	\$ 600
	International Economic Development Council - IEDC (2)	\$ 650
	Iowa City/County Management Association - IaCMA (1)	\$ 300
	Technology Association of Iowa	\$ 500
	Professional Developers of Iowa (PDI) (2)	\$ 750
32	City logo shirts (3)	\$ 90
35	Binding	\$ 100
	Map Making	\$ 250
	Printing and postage	\$ 2,650
46	State economic development/ city management conferences - local	\$ 2,500
	Other webinars, presentations, meetings, etc.	\$ 800
	Miscellaneous mileage	\$ 250
	Greater Des Moines Partnership Legislative trip - Washington DC (1)	\$ 3,000
58	General office supplies	\$ 1,100
59	Broker/developer/stakeholder/partner meetings	\$ 1,600
	Business headquarters, trade shows, market visits	\$ 4,500

**Function: Community and Economic Development**  
**Activity: Economic Development**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
60	MVR check	\$ 15
<b>RLF Fund</b>	<b>Economic Development Revolving Loan Fund expenses (those items directly funded from the ED-RLF special revenue fund):</b>	
99	Economic Development Revolving Loan Funds	\$ 100,000

**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	627,987	655,567	649,383	741,190
Contractual & supply service	64,072	87,850	80,190	53,345
Capital outlay	19,875	15,375	15,375	8,700
<b>Total expenditures</b>	<b>\$ 711,934</b>	<b>\$ 758,792</b>	<b>\$ 744,948</b>	<b>\$ 803,235</b>
Fees	477,423	439,750	419,750	427,500
Grants	-	-	-	-
Other	58,294	59,060	61,342	64,184
<b>Total revenue</b>	<b>\$ 535,717</b>	<b>\$ 498,810</b>	<b>\$ 481,092</b>	<b>\$ 491,684</b>
<i>Net amount supported by property taxes</i>	<b>\$ 176,217</b>	<b>\$ 259,982</b>	<b>\$ 263,856</b>	<b>\$ 311,551</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased by \$85,600, which reflects normal salary and benefit increases for existing staff, and a city-wide increase for group insurance costs.
- ↓ A decrease of \$19,500 in professional services reflects the completion of the historical permit record scanning project.
- ↓ A decrease of \$10,800 in training and development reflects the elimination of out of state travel except for required certification trainings.

**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 3<sup>rd</sup>-party structural plan reviews will increase with additional nonresidential construction, but is a direct pass-through cost that is recouped through permit fees.
- ❖ As technology evolves, increased mobility of inspectors may result in changes to the types of equipment needed in the field.

COMMUNITY & ECON. DEV.	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 530 CODE ENFORCEMENT

#### PERSONAL SERVICES

01	Salaries	\$ 443,649	\$ 463,477	\$ 460,200	\$ 491,218	\$ 27,741	\$ 505,955
02	Overtime	12,079	16,000	13,500	16,000	-	16,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	34,201	35,960	35,500	37,952	1,992	39,093
07	Retirement - IPERS	40,696	43,535	44,800	46,140	2,605	47,762
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	90,543	88,608	88,608	141,617	53,009	148,617
11	Allowance	4,064	3,375	3,375	3,375	-	3,375
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,755	4,612	3,400	4,888	276	5,060
<b>Sub-Total</b>		<b>\$ 627,987</b>	<b>\$ 655,567</b>	<b>\$ 649,383</b>	<b>\$ 741,190</b>	<b>\$ 85,623</b>	<b>\$ 765,862</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	31,100	31,500	31,000	12,000	(19,500)	12,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	777	2,450	2,450	2,545	95	3,545
28	Dues and memberships	1,584	1,700	1,700	1,700	-	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	-	90	-	-	-
35	Printing and copying	610	750	750	750	-	750
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	587	900	900	900	-	900
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	13,454	23,200	22,000	12,400	(10,800)	16,200
48	Utility service	6,342	6,000	5,000	6,000	-	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,328	3,050	2,000	3,050	-	3,050
57	Vehicle operation supplies	3,573	5,000	4,200	3,800	(1,200)	3,800
58	Office supplies	82	-	-	-	-	-
59	Operating supplies	4,597	12,800	10,000	9,700	(3,100)	14,000
60	Safety and medical supplies	8	500	100	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 64,072</b>	<b>\$ 87,850</b>	<b>\$ 80,190</b>	<b>\$ 53,345</b>	<b>\$ (34,505)</b>	<b>\$ 62,445</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	19,875	15,375	15,375	8,700	(6,675)	10,500
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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 19,875</b>	<b>\$ 15,375</b>	<b>\$ 15,375</b>	<b>\$ 8,700</b>	<b>\$ (6,675)</b>	<b>\$ 10,500</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### CODE ENFORCEMENT

		\$ 711,934	\$ 758,792	\$ 744,948	\$ 803,235	\$ 44,443	\$ 838,807
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**Function: Community and Economic Development**  
**Activity: Code Enforcement**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Building Official, Associate Building Official, Building Inspectors (5)	\$ 491,218
02	Overtime	\$ 16,000
06	FICA	\$ 37,952
07	IPERS	\$ 46,140
09	Group insurance	\$ 141,617
11	Clothing allowance (5)	\$ 3,125
	Spot awards	\$ 250
13	Deferred compensation City match	\$ 4,888
23	Structural plan reviews	\$ 11,000
	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	\$ 1,000
27	Software upgrades	\$ 1,000
	Adobe Acrobat (2)	\$ 1,095
	UPS Workstations backup (3 per year)	\$ 300
	View Companion Pro-software maintenance (9)	\$ 150
28	International Code Conference - ICC (1) governmental membership	\$ 200
	National Fire Protection Association-NFPA (1)	\$ 200
	Iowa Association of Building Officials-IABO (7)	\$ 200
	International Association of Plumbing & Mechanical Officials-IAPMO (1)	\$ 200
	Iowa ACE Housing Officials (7)	\$ 190
	Subscriptions-DSM Register	\$ 350
	International Association of Electrical Inspectors IAEI (3)	\$ 360
35	Form printing-permit applications, correction notices	\$ 750
41	Oil change-installed by vendor	\$ 600
	Washer fluid, wiper blades, scrapers-installed by staff	\$ 300
46	International Code Conference - ICC AMB/code hearings - Nevada, CEU qualified (1)	\$ 2,000
	Customer service training (1)	\$ 400
	Electrical license renewal, State of Iowa (2)	\$ 800
	IA ACE (housing code) local seminars (2)	\$ 400
	IA Association of Building Officials local seminars, CEU qualified (2)	\$ 1,000
	ICC-Group B Committee Action Hearings, CEU qualified (1)	\$ 2,000
	Inspector certificate renewal, ICC (4)	\$ 500
	Inspector new certificate exams, ICC (8)	\$ 1,600
	Inspector training - local	\$ 2,000
	International Association of Electrical Inspectors local seminars, CEU qualified (2)	\$ 700
	International Code Campus-online CEU webinars	\$ 500
	Mileage reimbursement	\$ 500
48	Cell phone service (7) and iPads with data plan (7)	\$ 5,200
	INS- Iowa Network Services	\$ 800
56	Tires installed (set of 4 and 2 replacements)	\$ 750
	Brakes, balance, alignment	\$ 500
56 cont.	Drivetrain repairs	\$ 1,000

**Function: Community and Economic Development**  
**Activity: Code Enforcement**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Batteries, A/C repairs	\$ 300
	Car washes	\$ 500
57	Fuel	\$ 3,800
59	Code books (hardcopy and PDF) 2015 and 2018	\$ 4,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$ 500
	Plan and Deck Analyst 2015 (7)	\$ 1,500
	Developer pre-construction info lunch combined with staff training	\$ 2,800
	Disaster Assessment Team - Designated Materials	\$ 900
60	Vehicle first aid kits, fire extinguishers	\$ 500
73	Equipment Replacement Fund contribution	\$ 8,700

**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	561,254	591,845	586,091	647,676
Contractual & supply service	167,915	190,012	182,060	184,928
Capital outlay	30,821	30,515	30,515	25,874
<b>Total expenditures</b>	<b>\$ 759,990</b>	<b>\$ 812,372</b>	<b>\$ 798,666</b>	<b>\$ 858,478</b>
Fees	472,162	469,750	424,750	434,750
Grants	-	-	-	-
Other	62,229	63,230	65,765	68,598
<b>Total revenue</b>	<b>\$ 534,391</b>	<b>\$ 532,980</b>	<b>\$ 490,515</b>	<b>\$ 503,348</b>
<i>Net amount supported by property taxes</i>	<b>\$ 225,599</b>	<b>\$ 279,392</b>	<b>\$ 308,151</b>	<b>\$ 355,130</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased \$55,800 due to normal salary and benefit increases for existing staff, and a city-wide increase for group insurance costs.
- ↑ An increase of \$10,000 in professional services reflects the inclusion of consultant fees for planned annexation work.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

COMMUNITY & ECON. DEV.	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 540 COMMUNITY DEVELOPMENT

### PERSONAL SERVICES

01	Salaries	\$ 418,413	\$ 440,102	\$ 437,000	\$ 455,209	\$ 15,107	\$ 468,866
02	Overtime	1,228	1,000	1,000	1,000	-	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	31,719	33,858	33,500	35,058	1,200	35,890
07	Retirement - IPERS	37,474	41,339	41,400	42,758	1,419	44,261
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	64,674	63,291	63,291	101,155	37,864	106,155
11	Allowance	4,800	5,300	5,300	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,946	6,955	4,600	7,196	241	7,449
<b>Sub-Total</b>		<b>\$ 561,254</b>	<b>\$ 591,845</b>	<b>\$ 586,091</b>	<b>\$ 647,676</b>	<b>\$ 55,831</b>	<b>\$ 668,921</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	678	40,000	40,000	50,000	10,000	25,000
24	Contributions to other agencies	51,356	71,562	70,000	69,778	(1,784)	70,000
27	Data processing	90,578	39,500	40,000	31,850	(7,650)	35,000
28	Dues and memberships	1,348	3,000	1,500	2,500	(500)	2,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	60	150	-	150
35	Printing and copying	6,794	11,550	8,000	8,550	(3,000)	8,600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	579	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6	7,750	5,000	7,250	(500)	7,250
48	Utility service	13,273	11,000	13,300	11,000	-	11,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	462	400	400	400	-	400
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,595	4,000	3,500	3,000	(1,000)	3,000
59	Operating supplies	31	600	100	200	(400)	200
60	Safety and medical supplies	215	500	200	250	(250)	250
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 167,915</b>	<b>\$ 190,012</b>	<b>\$ 182,060</b>	<b>\$ 184,928</b>	<b>\$ (5,084)</b>	<b>\$ 163,350</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,179	-	-	-	-	-
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	29,642	30,515	30,515	25,874	(4,641)	27,263
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 30,821</b>	<b>\$ 30,515</b>	<b>\$ 30,515</b>	<b>\$ 25,874</b>	<b>\$ (4,641)</b>	<b>\$ 27,263</b>

### OPERATING BUDGET SUB-TOTAL

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

### COMMUNITY DEVELOPMENT

		\$ 759,990	\$ 812,372	\$ 798,666	\$ 858,478	\$ 46,106	\$ 859,534
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**Function: Community and Economic Development**  
**Activity: Community Development**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Development Manager/Chief Planner, Planner II, Planner I, Administrative Specialist	\$ 455,209
02	Overtime	\$ 1,000
06	FICA	\$ 35,058
07	IPERS	\$ 42,758
09	Group insurance	\$ 101,155
11	Vehicle allowance - Director	\$ 4,800
	On the Spot awards	\$ 500
13	Deferred compensation City match	\$ 7,196
23	Annexation projects	\$ 50,000
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 44,062
	Metro Home Improvement Program	\$ 25,716
27	Citizenserve annual maintenance	\$ 28,500
	ArcGIS annual license maintenance	\$ 2,500
	Scanning computer replacement (1)	\$ 850
28	APA (4) and ASLA (1) memberships; library resource materials	\$ 2,500
32	City-logo apparel for office staff (5)	\$ 150
35	Copy machine maintenance (other 1/2 in Public Works Admin)	\$ 700
	Plan copier maintenance (other 1/2 in Public Works Admin)	\$ 1,550
	Color copier maintenance (other 1/2 in Public Works Admin)	\$ 1,800
	Miscellaneous printing/copying, postage	\$ 4,500
46	American Planning Association national conference-Houston, CEU qualified (2)	\$ 3,500
	American Society of Landscape Architects conference - San Diego, CEU qualified (1)	\$ 2,500
	Local and regional planning workshops or seminars for professional CEUs	\$ 1,000
	Mileage reimbursement	\$ 250
48	Electric, gas, telephone, data, water	\$ 11,000
51	Janitorial supplies	\$ 400
58	Paper, office & printer supplies	\$ 3,000
59	Operating supplies	\$ 200
60	Safety and first-aid supplies, MVR checks, fire extinguishers	\$ 250
81	Building maintenance fund contribution - PM projects	\$ 12,499
Eng/Cd	Citywide building security project	\$ 2,415
	<i>Total project specific contributions</i>	\$ 14,914
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building preventer testing	\$ 30
	Building security service	\$ 225
	Carpet cleaning	\$ 850
	Custodial services contract (administrative offices and public works facility)	\$ 5,382
	Electrical maintenance contract	\$ 500
	Fire alarm monitoring (Engineering/CD and City Hall)	\$ 250
81 cont.	HVAC service and repair	\$ 500
	Mat cleaning service	\$ 200

**Function: Community and Economic Development**  
**Activity: Community Development**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Miscellaneous building repairs and maintenance	\$ 2,500
	Pest control	\$ 200
	Sprinkler Inspection	\$ 75
	Window cleaning	\$ 248
	<i>Total Line 40 items</i>	<i>\$ 10,960</i>
<b>Eng/Cd</b>	<b>Grand total for location</b>	<b>\$ 25,874</b>

**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	7,909,810	7,148,018	16,661,486	4,652,560
<b>Total expenditures</b>	<b>\$ 7,909,810</b>	<b>\$ 7,148,018</b>	<b>\$ 16,661,486</b>	<b>\$ 4,652,560</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,338,882	8,486,297	8,486,297	9,364,802
<b>Total revenue</b>	<b>\$ 7,338,882</b>	<b>\$ 8,486,297</b>	<b>\$ 8,486,297</b>	<b>\$ 9,364,802</b>
<b>Net amount (added to) used by fund balance</b>	<b>\$ 570,928</b>	<b>\$ (1,338,279)</b>	<b>\$ 8,175,189</b>	<b>\$ (4,712,242)</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An increase of \$81,000 in TIF rebate payments, which reflect the continual fluctuation of existing property owners currently participating in the various rebate programs and City development agreements. The City’s rebate 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 and Westover TIF Districts. The DUNA district also has active rebates participating in the program, which consist of 3-years at 90%. For new properties constructed 2016 or after, the process has changed from the “by right” application process to instead enter into formal development agreements with each property.
- ↓ A decrease of \$2,576,500 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 FY20. 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 early retire those pieces of TIF bonds at the earliest time. TIF bonds have been called and paid off in 2017, 2018, and are planned again in 2019. Once the existing bonds are retired, structure for any newly issued debt can start to be shortened in maturity to accommodate increased cash flow availability.

COMMUNITY & ECON. DEV.	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	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	-	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### 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	-	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### 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	412,880	540,000	332,721	621,000	81,000	669,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	7,496,930	6,608,018	16,328,765	4,031,560	(2,576,458)	6,037,633
	<b>Sub-total</b>	\$ 7,909,810	\$ 7,148,018	\$ 16,661,486	\$ 4,652,560	\$ (2,495,458)	\$ 6,706,633

### OPERATING BUDGET SUB-TOTAL

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

<b>TAX INCREMENT FINANCING FUND</b>	\$ 7,909,810	\$ 7,148,018	\$ 16,661,486	\$ 4,652,560	\$ (2,495,458)	\$ 6,706,633
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**Function: Community and Economic Development**  
**Activity: Tax Increment Financing (TIF) Fund**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
77	Tax Increment Financing (TIF) rebates	\$ 621,000
97	Transfer out to Debt Service Fund to cover debt service payments for TIF districts	\$ 4,031,560



GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 600 GENERAL GOVERNMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 1,383,391	\$ 1,357,890	\$ 1,308,018	\$ 1,575,620	\$ 217,730	\$ 1,623,270
02	Overtime	1,293	1,100	700	1,100	-	1,100
03	Part-time	94,499	125,512	117,300	139,595	14,083	142,298
04	Witness fees	-	-	-	-	-	-
06	FICA	106,864	108,149	100,773	126,627	18,478	133,363
07	Retirement - IPERS	126,908	137,287	131,403	159,765	22,478	165,301
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	806,957	202,007	202,007	418,000	215,993	437,000
11	Allowance	28,219	25,218	26,470	30,527	5,309	30,527
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	27,264	31,230	26,632	37,702	6,472	40,331
	<b>Sub-Total</b>	<b>\$ 2,575,395</b>	<b>\$ 1,988,393</b>	<b>\$ 1,913,303</b>	<b>\$ 2,488,936</b>	<b>\$ 500,543</b>	<b>\$ 2,573,190</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 21,389	\$ 24,000	\$ 24,000	\$ 29,000	\$ 5,000	\$ 29,000
22	Recruitment	269	-	344	-	-	-
23	Professional services	260,672	304,860	302,055	315,405	10,545	333,650
24	Contributions to other agencies	118,430	118,260	98,260	131,750	13,490	124,000
27	Data processing	163,997	311,837	296,410	359,331	47,494	386,850
28	Dues and memberships	22,476	29,205	27,370	29,550	345	29,415
29	Insurance	426,607	412,710	412,710	396,600	(16,110)	396,600
32	Uniforms and laundry	254	510	495	720	210	690
35	Printing and copying	11,857	9,600	9,400	54,850	45,250	59,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	100	300	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	33,574	66,960	56,285	38,130	(28,830)	60,760
48	Utility service	32,610	32,100	32,200	30,880	(1,220)	30,880
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	888	900	900	1,000	100	1,000
54	Minor equipment	1,645	2,000	2,209	1,500	(500)	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	23	-	-	-	-	-
58	Office supplies	5,325	7,100	6,800	7,850	750	7,850
59	Operating supplies	11,447	15,850	14,875	15,600	(250)	15,400
60	Safety and medical supplies	73	475	475	190	(285)	90
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 1,111,536</b>	<b>\$ 1,336,567</b>	<b>\$ 1,285,188</b>	<b>\$ 1,412,556</b>	<b>\$ 75,989</b>	<b>\$ 1,477,285</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	21,937	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	901	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	124,698	125,868	125,868	97,806	(28,062)	104,793
97	Transfers out to Debt Service	274,913	274,512	274,512	269,013	(5,499)	168,513
	<b>Sub-total</b>	<b>\$ 422,449</b>	<b>\$ 400,380</b>	<b>\$ 400,380</b>	<b>\$ 366,819</b>	<b>\$ (33,561)</b>	<b>\$ 273,306</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ 500,000	\$ 500,000	\$ 639,880	\$ 139,880	\$ 550,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	25,000	25,000	-	25,000

<b>GENERAL GOVERNMENT SUMMARY</b>	<b>\$ 4,134,380</b>	<b>\$ 4,250,340</b>	<b>\$ 4,123,871</b>	<b>\$ 4,933,191</b>	<b>\$ 682,851</b>	<b>\$ 4,898,781</b>
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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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	53,070	53,072	53,072	55,514
Contractual & supply service	137,957	183,025	179,125	185,480
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 191,027</b>	<b>\$ 236,097</b>	<b>\$ 232,197</b>	<b>\$ 240,994</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	15,642	18,376	19,120	19,257
<b>Total revenue</b>	<b>\$ 15,642</b>	<b>\$ 18,376</b>	<b>\$ 19,120</b>	<b>\$ 19,257</b>
<b>Net amount supported by property taxes</b>	<b>\$ 175,385</b>	<b>\$ 217,721</b>	<b>\$ 213,077</b>	<b>\$ 221,737</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↓ A decrease of \$11,400 in professional services is due in part to the completion of the Biennial National Citizen survey in FY18-19, offset by the potential addition of a governmental affairs liaison (lobbyist) for the 2020 legislative session.
- ↑ An increase of \$15,850 in data processing is to upgrade the video cameras and computer equipment in the Council Chambers.
- ↓ A decrease of \$5,600 in training reflects the elimination of the Des Moines Partnership legislative trip for all but the Mayor.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 610 MAYOR and COUNCIL

### PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	48,500	48,500	48,500	48,500	-	48,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,757	1,972	1,972	3,710	1,738	3,710
07	Retirement - IPERS	2,813	2,600	2,600	3,304	704	3,304
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	<b>Sub-Total</b>	\$ 53,070	\$ 53,072	\$ 53,072	\$ 55,514	\$ 2,442	\$ 55,514

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	17,808	31,400	31,400	20,000	(11,400)	31,000
24	Contributions to other agencies	95,818	103,260	98,260	105,750	2,490	98,000
27	Data processing	-	14,150	14,150	30,000	15,850	1,000
28	Dues and memberships	14,409	19,135	19,135	19,650	515	20,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	180	180	180	-	180
35	Printing and copying	960	200	-	-	(200)	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,171	13,500	13,500	7,900	(5,600)	14,000
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	791	1,200	2,500	2,000	800	2,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	\$ 137,957	\$ 183,025	\$ 179,125	\$ 185,480	\$ 2,455	\$ 166,180

### 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	-	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### OPERATING BUDGET SUB-TOTAL

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

<b>MAYOR and COUNCIL</b>	\$ 191,027	\$ 236,097	\$ 232,197	\$ 240,994	\$ 4,897	\$ 221,694
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**Function: General Government**  
**Activity: Mayor and City Council**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
03	Mayor	\$ 11,000
	City Council	\$ 35,000
	Treasurer	\$ 2,500
06	FICA	\$ 3,710
07	IPERS	\$ 3,304
23	Council Strategic Plan	\$ 10,000
	Governmental Affairs Consultant (Lobbyist)	\$ 10,000
24	American Legion Post 663	\$ 500
	Capital Crossroads contribution	\$ 2,000
	Discretionary sponsorships/contribution	\$ 8,500
	DUNA - Downtown Urbandale Neighborhood Association	\$ 1,000
	Home Base Iowa incentives	\$ 2,500
	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	Section 8 housing program support – City of Des Moines	\$ 17,000
	U-CAN Urbandale Community Action Network contribution	\$ 50,000
	Urbandale Food Pantry	\$ 24,000
27	Upgrade council chambers audio/visual equipment	\$ 30,000
28	Iowa League of Cities	\$ 11,400
	MIALG membership	\$ 650
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 7,500
	Miscellaneous subscriptions	\$ 100
32	City logo shirts	\$ 180
46	Chamber of Commerce event participation	\$ 700
	Council Lunch and Learn sessions	\$ 1,750
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,750
	Greater Des Moines Partnership Legislative trip - Washington DC (1)	\$ 3,000
	Miscellaneous local workshops and meetings	\$ 500
	Regional Water discussion meetings	\$ 200
59	Service awards and plaques (staff retirements, citizen recognition, etc.)	\$ 2,000



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	514,719	394,005	393,973	622,917
Contractual & supply service	26,224	32,325	28,725	9,275
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 540,943</b>	<b>\$ 426,330</b>	<b>\$ 422,698</b>	<b>\$ 632,192</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	44,293	33,183	34,807	50,516
<b>Total revenue</b>	<b>\$ 44,293</b>	<b>\$ 33,183</b>	<b>\$ 34,807</b>	<b>\$ 50,516</b>
<b>Net amount supported by property taxes</b>	<b>\$ 496,650</b>	<b>\$ 393,147</b>	<b>\$ 387,891</b>	<b>\$ 581,676</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased by \$228,900 which reflects normal increases for existing staff, as well as the reclassification of the Assistant City Manager/Director of Economic Development to the City Manager department. This also includes a city-wide increase for group insurance costs.
- ↓ A decrease in data processing of \$11,600 reflects the reduction and reallocation of the Website annual hosting & support to the Marketing department.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 615 CITY MANAGER

### PERSONAL SERVICES

01	Salaries	\$ 393,801	\$ 301,040	\$ 305,000	\$ 457,040	\$ 156,000	\$ 470,751
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	26,619	19,143	15,700	30,274	11,131	29,187
07	Retirement - IPERS	32,638	28,277	27,700	42,930	14,653	44,439
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,804	24,793	24,793	60,693	35,900	63,693
11	Allowance	12,905	9,750	9,750	14,550	4,800	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	9,952	11,002	11,030	17,430	6,428	20,776
	<b>Sub-Total</b>	<b>\$ 514,719</b>	<b>\$ 394,005</b>	<b>\$ 393,973</b>	<b>\$ 622,917</b>	<b>\$ 228,912</b>	<b>\$ 643,396</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	32	50	-	50	-	50
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	9,975	12,485	12,485	850	(11,635)	-
28	Dues and memberships	5,254	5,395	4,610	4,610	(785)	4,610
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	60	-	90	30	90
35	Printing and copying	1,106	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,371	7,675	7,500	950	(6,725)	3,000
48	Utility service	1,526	1,680	1,500	1,680	-	1,680
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	382	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	96	100	100	100	-	100
59	Operating supplies	3,455	4,850	2,500	900	(3,950)	900
60	Safety and medical supplies	27	30	30	45	15	45
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 26,224</b>	<b>\$ 32,325</b>	<b>\$ 28,725</b>	<b>\$ 9,275</b>	<b>\$ (23,050)</b>	<b>\$ 10,475</b>

### 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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>CITY MANAGER</b>	<b>\$ 540,943</b>	<b>\$ 426,330</b>	<b>\$ 422,698</b>	<b>\$ 632,192</b>	<b>\$ 205,862</b>	<b>\$ 653,871</b>
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**Function: General Government**  
**Activity: City Manager**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Manager, Assistant City Manager/Director of Economic Development, Director of Risk Management/Support Services	\$ 457,040
06	FICA	\$ 30,274
07	Retirement	\$ 42,930
09	Group insurance	\$ 60,693
11	Vehicle allowance (3)	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 17,430
23	Records retention, storage and destruction	\$ 50
27	Computer replacement (1)	\$ 850
28	Business Record subscription	\$ 75
	Civil Rights Commission membership	\$ 50
	IACMA (2)	\$ 600
	ICMA (2)	\$ 2,250
	Miscellaneous publications	\$ 50
	Public Risk Management Association	\$ 385
	Rotary Club dues	\$ 1,200
32	City logo shirts (3)	\$ 90
46	Iowa City and County Management Association local meetings (1)	\$ 550
	Civil Rights Commission training - local	\$ 200
	Metro Managers meetings	\$ 200
48	Cell phone (1)	\$ 1,680
58	Miscellaneous office supplies	\$ 100
59	Operating supplies for onsite meetings	\$ 400
	Civil Rights Commission – outreach publications, media	\$ 500
60	MVR annual fees (3)	\$ 45
<b>GL Fund</b>	<b>General Liability Fund expenses</b>	
	City-wide safety program expenses, training expenses, policy review, IAMU contract	\$ 25,000



**OVERVIEW:** This activity monitors all financial operations to ensure fiscal viability of the City and maintains financial records for the City.

**FINANCE and RECORDS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	677,069	537,574	528,181	587,293
Contractual & supply service	195,790	162,220	159,744	140,865
Capital outlay	6,556	-	-	-
<b>Total expenditures</b>	<b>\$ 879,415</b>	<b>\$ 699,794</b>	<b>\$ 687,925</b>	<b>\$ 728,158</b>
Fees	53,101	-	-	-
Grants	-	-	-	-
Other	72,008	54,468	56,647	58,185
<b>Total revenue</b>	<b>\$ 125,109</b>	<b>\$ 54,468</b>	<b>\$ 56,647</b>	<b>\$ 58,185</b>
<i>Net amount supported by property taxes</i>	<b>\$ 754,306</b>	<b>\$ 645,326</b>	<b>\$ 631,278</b>	<b>\$ 669,973</b>

**SIGNIFICANT BUDGET IMPACTS:** The budget includes:

- ↑ Overall personnel costs increased by \$49,700. This increase reflects normal salary and benefit cost increases for existing staff, and a city-wide increase for group insurance costs.
- ↓ A decrease of \$8,000 in professional services is the transfer of bond issue-related trustee and CUSIP fees to the Capital Projects fund.
- ↓ A decrease of \$6,300 in data processing reflects the prior year purchase of 2 scanners and computer replacements.
- ↓ A decrease of \$7,000 in training and development reflects the elimination of out of state travel except for required certification trainings.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Technology will continue to evolve and develop new opportunities for mobility, remote access for staff, and transparency of City financial data for citizens, and online payments options for a variety of City service customers. Additional hardware and software needs may be required to expand services into these areas.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 620 FINANCE and RECORDS

### PERSONAL SERVICES

01	Salaries	\$ 501,666	\$ 361,037	\$ 360,000	\$ 374,711	\$ 13,674	\$ 385,953
02	Overtime	1,293	500	500	500	-	500
03	Part-time	-	33,912	26,000	30,231	(3,681)	31,138
04	Witness fees	-	-	-	-	-	-
06	FICA	37,484	30,246	30,100	30,753	507	31,357
07	Retirement - IPERS	44,463	37,098	36,800	38,037	939	39,373
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	77,609	63,291	63,291	101,155	37,864	106,155
11	Allowance	5,234	5,284	5,284	5,384	100	5,384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	9,320	6,206	6,206	6,522	316	6,752
	<b>Sub-Total</b>	<b>\$ 677,069</b>	<b>\$ 537,574</b>	<b>\$ 528,181</b>	<b>\$ 587,293</b>	<b>\$ 49,719</b>	<b>\$ 606,612</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 21,389	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
22	Recruitment	-	-	100	-	-	-
23	Professional services	69,527	75,755	73,000	67,755	(8,000)	68,000
24	Contributions to other agencies	22,612	-	-	-	-	-
27	Data processing	48,211	54,980	54,980	48,650	(6,330)	52,000
28	Dues and memberships	1,705	1,395	1,395	1,395	-	1,400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	168	150	120	150	-	150
35	Printing and copying	9,601	9,400	9,400	9,400	-	9,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	17,218	13,325	13,325	6,300	(7,025)	13,000
48	Utility service	222	-	-	-	-	-
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	209	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,036	6,000	6,000	6,000	-	6,000
59	Operating supplies	80	100	100	100	-	100
60	Safety and medical supplies	21	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 195,790</b>	<b>\$ 162,220</b>	<b>\$ 159,744</b>	<b>\$ 140,865</b>	<b>\$ (21,355)</b>	<b>\$ 151,165</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	6,105	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	451	-	-	-	-	-
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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 6,556</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

### FINANCE and RECORDS

		\$ 879,415	\$ 699,794	\$ 687,925	\$ 728,158	\$ 28,364	\$ 757,777
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<b>Function: General Government</b>
<b>Activity: Finance and Records</b>

### Activity Notes

Object	Description	Amount
01	Finance Director, Assistant Finance Director, Accountant I, Accounts Payable Clerk	\$ 374,711
02	Overtime	\$ 500
03	Accounts Receivable Clerk (25 hours)	\$ 30,231
06	FICA	\$ 30,753
07	IPERS	\$ 38,037
09	Group insurance	\$ 101,155
11	Vehicle and phone allowance - Director	\$ 5,184
	Spot awards	\$ 200
13	Deferred compensation City match	\$ 6,522
21	Official publications	\$ 1,000
23	Annual audit & A-133 audit (including 1 major federal program)	\$ 58,800
	State filing fee for audit	\$ 850
	GFOA Certificate of Achievement fee	\$ 505
	509A certification filing fee	\$ 100
	Arbitrage study	\$ 3,000
	Records retention and storage	\$ 2,000
	Piper Jaffray dissemination fees	\$ 2,000
	Other services	\$ 500
27	Financial/Payroll management system maintenance contract (NWS)	\$ 45,000
	Supplies and software	\$ 500
	Computer replacements (3)	\$ 2,550
	GASB 34 infrastructure software maintenance contract	\$ 600
28	Iowa Municipal Finance Officers Association (1)	\$ 50
	Government Finance Officers Association (2)	\$ 250
	Iowa Society of CPAs & Central IA Chapter (2)	\$ 420
	American Institute of CPAs (1)	\$ 225
	Association of Government Accountants (1)	\$ 150
	Iowa Licensing Division – CPA certificate renewal (2)	\$ 200
	Miscellaneous dues and subscriptions	\$ 100
32	Logo shirts (5)	\$ 150
35	Postage and shipping cost	\$ 5,000
	Postage meter lease	\$ 1,800
	Copy maintenance	\$ 600
	Financial document printing (CIP, Budget, CAFR)	\$ 2,000
46	Metro finance officers monthly meetings - local (1)	\$ 200
	Iowa League of Cities budget workshop - local (2)	\$ 100
	CPE training for Accountant (120 hrs. per triennial period) - webinars and local	\$ 2,000
	CPE training for Finance Director (120 hrs. per triennial period) - webinars and local	\$ 2,000
	Tyler Connect (NWS) national conference - Florida (CPE)	\$ 2,000
49	Petty cash	\$ 100
58	Stationery, office forms, check stock, office supplies	\$ 6,000

**Function: General Government**  
**Activity: Finance and Records**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59	Operating supplies	\$ 100
60	MVR annual fee	\$ 15

**FUNCTION: General Government**  
**ACTIVITY: Technology**

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

**TECHNOLOGY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	423,546	474,228	409,185	468,789
Contractual & supply service	120,930	289,112	267,850	314,321
Capital outlay	528	-	-	-
<b>Total expenditures</b>	<b>\$ 545,004</b>	<b>\$ 763,340</b>	<b>\$ 677,035</b>	<b>\$ 783,110</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	44,626	59,414	55,750	62,576
<b>Total revenue</b>	<b>\$ 44,626</b>	<b>\$ 59,414</b>	<b>\$ 55,750</b>	<b>\$ 62,576</b>
<b>Net amount supported by property taxes</b>	<b>\$ 500,378</b>	<b>\$ 703,926</b>	<b>\$ 621,285</b>	<b>\$ 720,534</b>

**SIGNIFICANT BUDGET IMPACTS:** The budget includes:

- ↓ Overall personnel costs decreased by \$5,400, which reflects the turnover of the department's Director and normal increases for existing staff. This also includes a city-wide increase for group insurance costs.
- ↑ An increase of \$27,800 in data processing, which reflects routine equipment and licensing renewal, including the purchase of two firewalls; one replacement and a new one for Fire Station #43.

**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.

<b>GENERAL GOVERNMENT</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>INCREASE</b>	<b>FY 2020-21</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>625 TECHNOLOGY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 312,078	\$ 352,551	\$ 300,000	\$ 322,114	\$ (30,437)	\$ 331,777
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	23,879	27,007	23,000	25,045	(1,962)	25,798
07	Retirement - IPERS	27,192	33,115	28,100	30,256	(2,859)	31,320
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	51,739	50,633	50,633	80,924	30,291	84,924
11	Allowance	4,896	4,800	5,952	5,184	384	5,184
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,762	6,122	1,500	5,266	(856)	5,451
<b>Sub-Total</b>		<b>\$ 423,546</b>	<b>\$ 474,228</b>	<b>\$ 409,185</b>	<b>\$ 468,789</b>	<b>\$ (5,439)</b>	<b>\$ 484,454</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	269	-	-	-	-	-
23	Professional services	15,119	59,500	59,500	66,250	6,750	66,250
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	101,176	216,677	200,000	244,436	27,759	300,000
28	Dues and memberships	-	500	-	-	(500)	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	60	120	120	120
35	Printing and copying	190	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	45	8,500	4,000	2,000	(6,500)	4,000
48	Utility service	2,641	1,920	2,200	-	(1,920)	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	1,263	2,000	2,000	1,500	(500)	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	143	-	-	-	-	-
59	Operating supplies	71	-	75	-	-	-
60	Safety and medical supplies	13	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 120,930</b>	<b>\$ 289,112</b>	<b>\$ 267,850</b>	<b>\$ 314,321</b>	<b>\$ 25,209</b>	<b>\$ 371,885</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	528	-	-	-	-	-
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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 528</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 545,004</b>	<b>\$ 763,340</b>	<b>\$ 677,035</b>	<b>\$ 783,110</b>	<b>\$ 19,770</b>	<b>\$ 856,339</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>TECHNOLOGY</b>		<b>\$ 545,004</b>	<b>\$ 763,340</b>	<b>\$ 677,035</b>	<b>\$ 783,110</b>	<b>\$ 19,770</b>	<b>\$ 856,339</b>

**Function: General Government**  
**Activity: Technology**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director of Technology, IT Specialist (3)	\$ 322,114
06	FICA	\$ 25,045
07	IPERS	\$ 30,256
09	Group insurance	\$ 80,924
11	Vehicle allowance - Director	\$ 5,184
13	Deferred compensation City match	\$ 5,266
23	Server/Network support	\$ 61,250
	LaserFiche support	\$ 2,000
	Logos support	\$ 2,000
	Printer repairs	\$ 1,000
27	Autonomic software patch manager	\$ 4,500
	Backup storage drives expansion disks (8)	\$ 9,880
	Cisco licenses for Library patron computers	\$ 3,900
	Cisco subscriptions	\$ 27,000
	Fire FTP License	\$ 100
	Firewalls (2) - one replacement, one new @ Fire #43	\$ 32,000
	HP data protector licenses	\$ 11,500
	HP warranty renewals	\$ 18,000
	LaserFiche licensing and maintenance	\$ 17,160
	LaserFiche service contract	\$ 4,788
	Miscellaneous security subscriptions	\$ 15,000
	Monthly data charges (4)	\$ 1,920
	New World application service contract	\$ 4,788
	Office 2016 CAL and licensing	\$ 20,000
	PDQ inventory and deploy	\$ 1,000
	Smartnet renewals	\$ 8,000
	Spare server hard drives (4)	\$ 4,000
	Spare users desktops (3)	\$ 3,000
	SQL server licensing (3)	\$ 45,000
	Tech staff laptop	\$ 2,000
	Tech staff PC	\$ 2,000
	UPS replacement batteries (4)	\$ 1,400
	UPS units (server racks) (3)	\$ 3,000
	Veeam licensing (manager and physical agents)	\$ 3,000
	WebEx 2 rooms 1 yr.	\$ 1,500
32	Staff logo shirts (4)	\$ 120
46	Certifications, local training, study materials and tests	\$ 2,000
54	Miscellaneous tools & equipment	\$ 1,500
60	MVR check	\$ 15

**Function: General Government**  
**Activity: Technology**

**Activity Notes**

Object	Description	Amount
TECH FUND	Technology Internal Service Fund purchases (one-time capital items with City-wide benefit):	
	City-wide Inventory software	\$ 12,000
	Timeclock system replacement	\$ 50,000

**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	231,059	235,076	234,854	330,359
Contractual & supply service	36,479	34,455	27,605	33,840
Capital outlay	450	-	-	-
<b>Total expenditures</b>	<b>\$ 267,988</b>	<b>\$ 269,531</b>	<b>\$ 262,459</b>	<b>\$ 364,199</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	21,943	20,979	21,612	29,102
<b>Total revenue</b>	<b>\$ 21,943</b>	<b>\$ 20,979</b>	<b>\$ 21,612</b>	<b>\$ 29,102</b>
<i>Net amount supported by property taxes</i>	<b>\$ 246,045</b>	<b>\$ 248,552</b>	<b>\$ 240,847</b>	<b>\$ 335,097</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ Overall personnel costs increased by \$95,300, which reflects the hiring of an Assistant Director for ¼ of the year in anticipation of the retirement of the HR Director, and the HR Analyst increasing hours to 32 a week. This also includes a city-wide increase for group insurance costs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ As the City grows, and staffing levels increase, the human resources department will need to grow to accommodate the workload. The Human Resources Analyst is a budgeted permanent part time position and it is anticipated future demands on this department will necessitate the position becoming full time in the FY21 budget year.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 630 HUMAN RESOURCES

#### PERSONAL SERVICES

01	Salaries	\$ 123,677	\$ 129,244	\$ 129,000	\$ 162,539	\$ 33,295	\$ 167,798
02	Overtime	-	-	-	-	-	-
03	Part-time	44,614	42,100	41,800	59,864	17,764	61,660
04	Witness fees	-	-	-	-	-	-
06	FICA	12,986	13,180	13,400	16,701	3,521	22,561
07	Retirement - IPERS	15,020	16,094	16,100	20,890	4,796	21,661
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	25,870	25,316	25,316	60,693	35,377	63,693
11	Allowance	5,184	5,284	5,384	5,284	-	5,284
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,708	3,858	3,854	4,388	530	3,112
	<b>Sub-Total</b>	<b>\$ 231,059</b>	<b>\$ 235,076</b>	<b>\$ 234,854.00</b>	<b>\$ 330,359</b>	<b>\$ 95,283</b>	<b>\$ 345,769</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	22,398	5,150	5,150	5,750	600	5,750
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	3,900	6,880	6,880	8,745	1,865	7,000
28	Dues and memberships	1,048	1,750	1,200	2,240	490	1,750
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	60	60	60	90	30	60
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,769	12,500	6,500	10,200	(2,300)	12,500
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	50	500	200	500	-	500
59	Operating supplies	5,242	7,600	7,600	6,300	(1,300)	6,300
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 36,479</b>	<b>\$ 34,455</b>	<b>\$ 27,605</b>	<b>\$ 33,840</b>	<b>\$ (615)</b>	<b>\$ 33,875</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	450	-	-	-	-	-
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	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 450</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### HUMAN RESOURCES

		\$ 267,988	\$ 269,531	\$ 262,459	\$ 364,199	\$ 94,668	\$ 379,644
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<b>Function: General Government</b>
<b>Activity: Human Resources</b>

### Activity Notes

Object	Description	Amount
01	Director, Assistant Director (quarter of year)	\$ 162,539
03	HR Analyst	\$ 59,864
06	FICA	\$ 16,701
07	IPERS	\$ 20,890
09	Group insurance	\$ 60,693
11	Car allowance and phone allowance - Director	\$ 5,184
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 4,388
23	Employee assistance program (EAP)	\$ 5,500
	Other services	\$ 250
27	NeoGov licensing fee	\$ 6,145
	Replacement computer (1) and new computer/monitor (1)	\$ 2,100
	Miscellaneous software/training programs	\$ 500
28	Local & National Society for Human Resource Management memberships (3)	\$ 795
	National Public Employer Labor Relations Association membership (3)	\$ 645
	Miscellaneous dues & subscriptions	\$ 800
32	Staff logo shirts	\$ 90
46	IAPELRA meetings – local (3)	\$ 675
	SHRM state conference - local (3)	\$ 600
	Iowa Employment Law conference - local (3)	\$ 825
	Citywide core skills training – Employee Supervision/Discipline	\$ 3,750
	Supervisory training – Performance Evaluation and Documentation	\$ 3,750
	Miscellaneous training manuals & reference books	\$ 100
	Miscellaneous HR meeting expenses	\$ 500
58	Office supplies	\$ 500
59	Training videos and miscellaneous operating supplies	\$ 1,000
	Employee service recognition - awards	\$ 3,200
	Employee service recognition - meal	\$ 2,100
60	MVR annual fees	\$ 15
<b>RM Fund</b>	<b>Risk Management Fund expenses</b>	
	City-wide wellness programming	\$ 20,000



**FUNCTION: General Government**  
**ACTIVITY: City Clerk**

**OVERVIEW:** This activity monitors and maintains all City Council proceedings and essential documents of the City. It also provides operational support to the City Council, Mayor, and Human Resources department. The department handles payroll processing for all City employees.

**CITY CLERK**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	216,306	215,906	199,968
Contractual & supply service	-	58,165	43,409	66,790
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ 274,471</b>	<b>\$ 259,315</b>	<b>\$ 266,758</b>
Fees	-	53,300	52,800	52,800
Grants	-	-	-	-
Other	-	21,363	21,353	21,316
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ 74,663</b>	<b>\$ 74,153</b>	<b>\$ 74,116</b>
<b>Net amount supported by property taxes</b>	<b>\$ -</b>	<b>\$ 199,808</b>	<b>\$ 185,162</b>	<b>\$ 192,642</b>

**SIGNIFICANT BUDGET IMPACTS:** The budget includes:

- ↓ Overall personnel costs decreased by \$16,300. This decrease reflects the retirement of the long time City Clerk.
- ↑ An increase of \$11,000 in contributions to other agencies reflects costs for one special election in FY20.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 635 CITY CLERK

#### PERSONAL SERVICES

01	Salaries	\$ -	\$ 159,499	\$ 159,499	\$ 133,153	\$ (26,346)	\$ 137,147
02	Overtime	-	500	100	500	-	500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	12,409	12,409	10,404	(2,005)	10,717
07	Retirement - IPERS	-	14,982	14,982	12,507	(2,475)	12,947
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	25,316	25,316	40,462	15,146	42,462
11	Allowance	-	100	100	100	-	100
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	3,500	3,500	2,842	(658)	2,942
<b>Sub-Total</b>		\$ -	\$ 216,306	\$ 215,906	\$ 199,968	\$ (16,338)	\$ 206,815

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	\$ 23,000
22	Recruitment	-	-	244	-	-	-
23	Professional services	-	500	500	500	-	500
24	Contributions to other agencies	-	15,000	-	26,000	11,000	26,000
27	Data processing	-	6,665	6,665	6,350	(315)	6,000
28	Dues and memberships	-	1,030	1,030	970	(60)	970
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	60	60	60	-	60
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	11,310	11,310	9,310	(2,000)	11,310
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	-	500	500	500	-	500
59	Operating supplies	-	100	100	100	-	100
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ 58,165	\$ 43,409	\$ 66,790	\$ 8,625	\$ 68,440

#### 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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### OPERATING BUDGET SUB-TOTAL

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

<b>CITY CLERK</b>		\$ -	\$ 274,471	\$ 259,315	\$ 266,758	\$ (7,713)	\$ 275,255
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**Function: General Government**  
**Activity: City Clerk**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Clerk, Chief Deputy City Clerk	\$ 133,153
02	Overtime	\$ 500
06	FICA	\$ 10,404
07	IPERS	\$ 12,507
09	Group insurance	\$ 40,462
11	Spot awards	\$ 100
13	Deferred compensation City match	\$ 2,842
21	Official publications	\$ 23,000
23	Miscellaneous services	\$ 500
24	Local special election (1)	\$ 13,000
	City Council election	\$ 13,000
27	Online codification system maintenance	\$ 5,000
	Computer replacement (1)	\$ 850
	Supplies and software	\$ 500
28	Iowa Municipal Finance Officers Association (2)	\$ 70
	Institute of Municipal Clerks (2)	\$ 500
	GCMOA (Golden Circle Municipal Officers Association) (2)	\$ 100
	Miscellaneous dues and subscriptions	\$ 300
32	Logo shirts (2)	\$ 60
46	Municipal Clerks conference – Ames, CEU qualified (2)	\$ 1,300
	Golden Circle group local meetings (2)	\$ 350
	Intl. Institute of Municipal Clerks national conference – St. Louis, MO, CEU qualified (1)	\$ 2,500
	Iowa Municipal Finance Officers Association spring/fall conference - local, CEU qualified (2)	\$ 500
	Deputy City Clerk miscellaneous local payroll training	\$ 500
	Mileage reimbursement	\$ 250
	Miscellaneous webinars	\$ 410
46.1	Tuition assistance	\$ 3,500
58	Stationery, office forms, miscellaneous office supplies	\$ 500
59	Operating supplies	\$ 100



**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**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	133,799	130,465	130,465	135,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 133,799</b>	<b>\$ 130,465</b>	<b>\$ 130,465</b>	<b>\$ 135,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	31,978	31,122	10,743	24,287
<b>Total revenue</b>	<b>\$ 31,978</b>	<b>\$ 31,122</b>	<b>\$ 10,743</b>	<b>\$ 24,287</b>
<b>Net amount supported by property taxes</b>	<b>\$ 101,821</b>	<b>\$ 99,343</b>	<b>\$ 119,722</b>	<b>\$ 110,713</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ❖ None identified at this time.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	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	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	133,799	130,465	130,465	135,000	4,535	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	-	-	-	-	-	-
<b>Sub-total</b>		\$ 133,799	\$ 130,465	\$ 130,465	\$ 135,000	\$ 4,535	\$ 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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### OPERATING BUDGET SUB-TOTAL

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

### LEGAL SERVICES

		\$ 133,799	\$ 130,465	\$ 130,465	\$ 135,000	\$ 4,535	\$ 135,000
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**Function: General Government**

**Activity: Legal Services**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	City Attorney, \$98,604 annual plus \$98 per hour for billable work	\$ 110,000
	Outside counsel and miscellaneous expenses	\$ 25,000



**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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	675,932	78,132	78,132	86,628
Contractual & supply service	460,357	446,800	448,265	431,400
Capital outlay	414,915	400,380	400,380	366,819
<b>Total expenditures</b>	<b>\$ 1,551,204</b>	<b>\$ 925,312</b>	<b>\$ 926,777</b>	<b>\$ 884,847</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	127,015	72,021	76,315	70,705
<b>Total revenue</b>	<b>\$ 127,015</b>	<b>\$ 72,021</b>	<b>\$ 76,315</b>	<b>\$ 70,705</b>
<b>Net amount supported by property taxes</b>	<b>\$ 1,424,189</b>	<b>\$ 853,291</b>	<b>\$ 850,462</b>	<b>\$ 814,142</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ An increase in salary costs of \$8,500 represents normal increases for existing staff and a city-wide increase for group insurance costs.
- ↓ A decrease of \$16,100 in insurance reflects the allocation % between Road Use fund, Storm Water Utility fund, and General fund for workers comp insurance and general liability. An allocation is based on the physical count of vehicles and staff amongst functions. Total premium allocation was \$570,000, which is \$15,000 less than prior budget.
- ↓ A decrease of \$28,100 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 645 GENERAL SUPPORT

### PERSONAL SERVICES

01	Salaries	\$ 52,169	\$ 54,519	\$ 54,519	\$ 55,283	\$ 764	\$ 56,941
02	Overtime	-	100	100	100	-	100
03	Part-time	1,385	1,000	1,000	1,000	-	1,000
04	Witness fees	-	-	-	-	-	-
06	FICA	4,139	4,192	4,192	4,271	79	4,400
07	Retirement - IPERS	4,782	5,121	5,121	5,193	72	5,375
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	612,935	12,658	12,658	20,231	7,573	21,231
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	522	542	542	550	8	569
	<b>Sub-Total</b>	<b>\$ 675,932</b>	<b>\$ 78,132</b>	<b>\$ 78,132</b>	<b>\$ 86,628</b>	<b>\$ 8,496</b>	<b>\$ 89,616</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,989	2,040	2,040	2,100	60	2,100
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	735	-	1,250	850	850	850
28	Dues and memberships	60	-	-	-	-	-
29	Insurance	426,607	412,710	412,710	396,600	(16,110)	396,600
32	Uniforms and laundry	26	-	15	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	100	300	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	150	150	150	-	150
48	Utility service	28,221	28,500	28,500	28,500	-	28,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	888	900	900	1,000	100	1,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	23	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,808	2,000	2,000	2,000	-	2,000
60	Safety and medical supplies	-	400	400	100	(300)	-
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 460,357</b>	<b>\$ 446,800</b>	<b>\$ 448,265</b>	<b>\$ 431,400</b>	<b>\$ (15,400)</b>	<b>\$ 431,300</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	15,304	-	-	-	-	-
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	124,698	125,868	125,868	97,806	(28,062)	104,793
97	Transfers out to Debt Service	274,913	274,512	274,512	269,013	(5,499)	168,513
	<b>Sub-total</b>	<b>\$ 414,915</b>	<b>\$ 400,380</b>	<b>\$ 400,380</b>	<b>\$ 366,819</b>	<b>\$ (33,561)</b>	<b>\$ 273,306</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>GENERAL SUPPORT</b>	<b>\$ 1,551,204</b>	<b>\$ 925,312</b>	<b>\$ 926,777</b>	<b>\$ 884,847</b>	<b>\$ (40,465)</b>	<b>\$ 794,222</b>
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**Function: General Government**  
**Activity: General Support**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Receptionist	\$ 55,283
02	Overtime	\$ 100
03	Part-time	\$ 1,000
06	FICA	\$ 4,271
07	IPERS	\$ 5,193
09	Group Insurance	\$ 20,231
13	Deferred compensation City match	\$ 550
23	Backup tape storage	\$ 2,100
27	Computer replacement (1)	\$ 850
29	Property, casualty and cyber liability insurance, broker fee – General Fund share (56%)	\$ 196,135
	Workers Comp insurance coverage, 411 medical claims – General Fund share (81%)	\$ 200,465
41	Repairs to general office equipment	\$ 100
46	Local customer service training	\$ 150
48	Electric, gas, water, telephone, data	\$ 28,500
51	Janitorial supplies	\$ 1,000
59	Office forms, breakroom supplies	\$ 2,000
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	\$ 100
81	Building maintenance fund contribution – PM projects	\$ 62,883
City Hall	Citywide building security project	\$ 5,961
	<i>Total project specific contributions</i>	\$ 68,844
	<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Building security service	\$ 450
	Carpet and upholstery cleaning (1 x year)	\$ 2,300
	Custodial cleaning service (Admin & Parks)	\$ 7,812
	Electrical maintenance contract	\$ 1,000
	Generator service and maintenance	\$ 600
	HVAC service and repair	\$ 5,000
	Mat Service	\$ 420
	Miscellaneous building repairs and maintenance	\$ 10,000
	Pesticide service	\$ 670
	Window cleaning (outside & inside) (1 x year)	\$ 650
	<i>Total Line 40 items</i>	\$ 28,962
	<b>Grand total for location</b>	<b>\$ 97,806</b>
97	Transfers to Debt Service fund for:	
	Community Development /Engineering office building (2010B GO bond payment)	\$ 102,500
	Administrative office expansion (2004/2014C capital loan note payment)	\$ 166,513



**OVERVIEW:** This activity provides for the City-wide marketing and communication efforts.

**MARKETING**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	103,857
Contractual & supply service	-	-	-	95,585
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 199,442</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	15,937
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,937</b>
<b>Net amount supported by property taxes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 183,505</b>

**SIGNIFICANT BUDGET IMPACTS:** This budget includes:

- ↑ This budget is an entirely new breakout for the FY20 budget document. The marketing efforts of the City have previously been encompassed in the Economic Development budget. Thus the increases shown in this department will have a corresponding decrease in the Economic Development budget.
- ↑ This budget plans for an increase in the number and quality of communications with residents through direct mailings, project signage, digital channels and events.
- ↑ The budget plans for educational information to be provided to voters in the event the City Council makes a decision to place a referendum on the Local Option Sales and Service Tax.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The marketing function was added to the budget in FY18, and with a one-person department, the focus has been on recreational programming and economic development needs. As the scope and complexity of the City's communications and marketing needs develop, additional staffing will likely be required to create capacity to address the growing needs and opportunities that arise for other City departments

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 650 MARKETING

### PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ 70,780	\$ 70,780	\$ 72,903
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	5,469	5,469	5,633
07	Retirement - IPERS	-	-	-	6,648	6,648	6,882
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	20,231	20,231	21,231
11	Allowance	-	-	-	25	25	25
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	704	704	729
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ 103,857	\$ 103,857	\$ 107,403

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	18,000	18,000	25,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	19,450	19,450	20,000
28	Dues and memberships	-	-	-	685	685	685
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	30	30	30
35	Printing and copying	-	-	-	45,450	45,450	50,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	1,320	1,320	2,800
48	Utility service	-	-	-	700	700	700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	750	750	750
59	Operating supplies	-	-	-	4,200	4,200	4,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ 95,585	\$ 95,585	\$ 108,965

### 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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### OPERATING BUDGET SUB-TOTAL

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

### MARKETING

		\$ -	\$ -	\$ -	\$ 199,442	\$ 199,442	\$ 216,368
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**Function: General Government**  
**Activity: Marketing**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Marketing and Communications Specialist	\$ 70,780
06	FICA	\$ 5,469
07	IPERS	\$ 6,648
09	Group Insurance	\$ 20,231
11	On the spot awards	\$ 25
13	Deferred compensation City match	\$ 704
21	Voter education - LOSST August 2019 Digital	\$ 1,000
	Project signage	\$ 3,000
	Miscellaneous advertising	\$ 1,000
23	Photography	\$ 2,000
	Videography (Community video and additional promotional videos)	\$ 10,000
	Professional consulting and copywriting	\$ 4,000
	Miscellaneous	\$ 2,000
27	Adobe Creative Suite and Stock Images Subscription	\$ 1,200
	Domain name registration	\$ 200
	E-Newsletter service	\$ 2,000
	Media monitoring service	\$ 2,400
	Miscellaneous software/training programs	\$ 450
	Sitecheck - website link verification software	\$ 2,100
	Social media analytics and promotion product	\$ 1,200
	Website annual hosting and support	\$ 7,900
	Website modifications	\$ 2,000
28	City/County Communications and Marketing Association	\$ 420
	American Institute of Graphic Arts (1)	\$ 265
32	Staff logo shirts	\$ 30
35	Binding and map making	\$ 350
	Mailing of every-household materials (6)	\$ 21,100
	Postage and delivery services	\$ 500
	Printing/mailing (Community information piece; 5 postcard mailings; LOSST informational)	\$ 20,000
	Miscellaneous printing	\$ 3,500
46	Chamber of Commerce and Business Record events	\$ 120
	Metro Communications Professionals luncheons (12)	\$ 180
	Miscellaneous Webinars, training and presentations	\$ 500
	Regional conferences and trainings	\$ 520
48	Cell phone service	\$ 700
58	Media and desk supplies	\$ 200
	Mobile phone photography accessories	\$ 550
59	Meeting refreshments and supplies	\$ 1,000
	Tent and equipment rentals	\$ 3,000
	Miscellaneous	\$ 200



**DEBT SERVICE FUND**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	14,389,906	14,519,614	24,263,527	11,673,515
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 14,389,906</b>	<b>\$ 14,519,614</b>	<b>\$ 24,263,527</b>	<b>\$ 11,673,515</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	14,619,569	14,683,489	24,499,674	11,748,463
<b>Total revenue</b>	<b>\$ 14,619,569</b>	<b>\$ 14,683,489</b>	<b>\$ 24,499,674</b>	<b>\$ 11,748,463</b>
<i>Net amount supported by debt service levy property taxes</i>	<b>\$ (229,663)</b>	<b>\$ (163,875)</b>	<b>\$ (236,147)</b>	<b>\$ (74,948)</b>

- ❖ This function represents all principal and interest payments on the City’s outstanding general obligation debt that are supported by the debt service levy. The levy is proposed to be reduced from \$2.20 to \$2.00.
- ❖ 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. These payments are included in the General Support department within the General Government section of this budget document and are transferred to this fund for actual payment to the bond holders.
- ❖ General Obligation bonds totaling \$25,210,000 are anticipated being issued in April 2019 to support capital projects specified within the 2019-2024 Capital Improvements Program.
- ❖ 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 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>200 DEBT SERVICE FUND</b>						
<b>PERSONAL SERVICES</b>						
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	-	-	-	-	-	-
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
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	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
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	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OPERATING BUDGET SUB-TOTAL</b>						
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	14,389,906	14,519,614	24,263,527	11,673,515	(2,846,099)	14,398,752
95 Contingency	-	-	-	-	-	-
<b>DEBT SERVICE FUND</b>	<b>\$ 14,389,906</b>	<b>\$ 14,519,614</b>	<b>\$ 24,263,527</b>	<b>\$ 11,673,515</b>	<b>\$ (2,846,099)</b>	<b>\$ 14,398,752</b>

**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**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	100,000	100,000	100,000	100,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>Net amount supported by property taxes</i></b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
<b>CONTINGENCY</b>						
<b>PERSONAL SERVICES</b>						
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	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
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	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>						
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	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>						
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	100,000	100,000	100,000	100,000	100,000
<b>CONTINGENCY</b>						
	<b>Sub-total</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

**FUNCTION: Special Revenue Levy**  
**ACTIVITY: Employee Benefits Levy**

**EMPLOYEE BENEFITS LEVY**

	FINANCIAL SUMMARY			
	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	442,250
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 442,250</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST funds	-	-	-	139,880
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 139,880</b>
<b>Net amount supported by Employee Benefit levy property taxes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 302,370</b>

- ❖ This function represents a portion of the City's employee benefit costs that are supported by the special levy for employee benefits. The levy is proposed to be \$0.10 for FY19-20, which will generate \$302,400 in revenue, plus LOSST revenue received in excess of budget estimates of \$139,000 will be used to further buy down the costs of benefits.
- ❖ These funds represent approximately 8% of the City's total contribution for employee insurance coverages (self-insured health, dental, vision, life, flex benefits).
- ❖ The contributions are allocated on a per benefitted employee basis by each department, and those funds are transferred to the City's internal service fund, Risk Management, for ultimate payment of expenses.

GENERAL GOVERNMENT	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 112 EMPLOYEE BENEFITS LEVY

### PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	442,250	442,250	442,250
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	442,250	442,250	442,250

### 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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### 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	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### OPERATING BUDGET SUB-TOTAL

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

<b>EMPLOYEE BENEFITS LEVY</b>	\$ -	\$ -	\$ -	\$ -	442,250	442,250	442,250
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**Function: General Government**  
**Activity: Employee Benefit Levy**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
09	Group Insurance - Public Safety functional cost allocation	\$ 203,435
	Group Insurance - Public Works functional cost allocation	\$ 84,912
	Group Insurance - Culture & Recreation functional cost allocation	\$ 97,295
	Group Insurance - Community & Economic Development functional cost allocation	\$ 22,997
	Group Insurance - General Government functional cost allocation	\$ 33,611
<b>09 Total</b>	<b>Total Employee benefit levied amount appropriated to Risk Management Fund</b>	<b>\$ 442,250</b>



	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### DISTRIBUTION OPERATIONS

#### Personal Services

1	Regular Salaries and Wages	470,540	547,454	507,454	565,399	17,945	582,361
3	Part-Time and Temporary Salaries	11,428	30,000	30,000	37,200	7,200	38,316
6	FICA	36,819	44,175	42,645	46,099	1,924	47,482
7	IPERS	41,450	51,680	48,476	53,374	1,694	54,975
9	Health and Life Insurance	122,925	158,092	142,092	170,310	12,218	178,826
SUB TOTAL		\$ 683,162	\$ 831,401	\$ 770,667	\$ 872,382	\$ 40,981	\$ 901,960

#### Contractual and Supply Services

20	Miscellaneous	63	2,500	2,500	2,500	-	2,500
35	Drafting Supplies	245	2,200	2,200	2,200	-	2,000
44B	One Call Service	8,001	12,000	10,000	12,000	-	12,360
47	Utilities	63,800	88,000	88,000	88,000	-	90,640
48	Bacteriological Samples	12,225	16,388	16,388	20,688	4,300	21,300
51	Bldg & Grounds Maint & Operation	47,163	128,544	128,544	125,246	(3,298)	85,000
57	Motor Vehicle Operation Supplies	21,094	28,000	28,000	28,000	-	28,800
64	New Meters	114,746	260,265	187,000	215,500	(44,765)	187,000
71	Automotive Equipment	16,792	59,000	59,000	65,000	6,000	65,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	110,160	676,000	676,000	1,855,310	1,179,310	1,200,000
88	Inspection & Engineering	437	75,000	75,000	75,000	-	75,000
SUB TOTAL		\$ 394,726	\$ 1,350,397	\$ 1,275,132	\$ 2,491,944	\$ 1,141,547	\$ 1,772,100

<b>Total Water Distribution Operations</b>		\$ 1,077,888	\$ 2,181,798	\$ 2,045,799	\$ 3,364,326	\$ 1,182,528	\$ 2,674,060
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### DISTRIBUTION MAINTENANCE

#### Personal Services

01	Regular Salaries	325,826	387,140	355,210	404,337	17,197	416,467
01A	Pager Pay	3,292	6,800	4,000	6,800	-	6,800
06	FICA	24,605	30,136	27,142	31,452	1,316	31,860
07	IPERS	29,156	36,546	34,532	38,169	1,623	39,314
09	Health & Life Insurance	86,350	132,950	102,950	135,384	2,434	142,153
SUB TOTAL		\$ 469,229	\$ 593,572	\$ 523,834	\$ 616,142	\$ 22,570	\$ 636,594

#### Contractual and Supply Services

20	Miscellaneous	240	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	-	10,000	10,000	10,000	-	10,000
41A	Purchase, Repair & Maintenance of Tractor	675	1,000	1,000	1,000	-	2,500
41B	Purchase, Repair, Maintenance of Equipment	14,001	77,200	77,200	40,800	(36,400)	45,000
54	Minor Equipment, Tools, Clothes	14,684	17,900	17,900	18,200	300	18,746
61	Main Maintenance Supplies	29,968	43,000	50,000	50,500	7,500	52,000
64	Meter Parts	14,884	17,500	10,000	14,500	(3,000)	14,500
65	Hydrants, Valves & Parts	30,578	65,000	65,000	65,000	-	65,000
87	System Maintenance	100,496	57,325	57,325	67,500	10,175	69,500
SUB TOTAL		\$ 205,526	\$ 289,675	\$ 289,175	\$ 268,250	\$ (21,425)	\$ 277,996

<b>Total Water Distribution Maintenance</b>		\$ 674,755	\$ 883,247	\$ 813,009	\$ 884,392	\$ 1,145	\$ 914,590
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	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	INCREASE	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### ACCOUNTING AND COLLECTION

#### Personal Services

01	Regular Salaries	242,382	254,969	254,969	263,659	8,690	271,569
03	Part-time & Temporary Salaries	0	4,800	4,800	4,800	-	4,800
06	FICA	17,412	19,872	19,872	20,537	665	21,153
07	IPERS	21,556	24,069	24,069	24,889	820	25,636
09	Health & Life Insurance	97,514	98,247	110,064	127,030	28,783	133,000
SUB TOTAL		\$ 378,864	\$ 401,957	\$ 413,774	\$ 440,915	\$ 38,958	\$ 456,158

#### Contractual and Supply Services

20	Miscellaneous	-	1,000	1,000	1,000	-	1,000
24	Payments to Other Agencies	4,412,147	5,083,874	4,783,874	5,106,661	22,787	5,236,390
24A	Sewer Exempt Fee	1,170	2,000	1,500	1,500	(500)	2,000
36	Postage & Shipping	123,594	132,200	132,200	138,000	5,800	142,140
37	Printing-Computer & Billing	511	3,600	3,600	3,600	-	4,000
37A	Computer Rent & Equipment	134,559	168,896	168,896	158,846	(10,050)	165,000
42	Solid Waste	2,046,002	2,034,000	2,050,000	2,250,300	216,300	2,317,809
43	Sales Tax Water	556,895	656,627	656,627	686,748	30,121	707,350
43A	Sales Tax Urbandale Sanitary (SD)	52,395	61,006	61,006	61,006	-	62,836
43B	Sales Tax Urbandale W/H Sanitary (SR)	2,322	2,542	2,542	2,542	-	2,618
49a	Refunds	48,512	15,000	30,000	35,000	20,000	35,000
50	Storm Water	2,285,366	2,267,462	2,295,366	2,320,904	53,442	2,390,531
50A	Storm Water Sales Tax	67,399	71,527	71,527	71,527	-	73,672
SUB TOTAL		\$ 9,730,872	\$ 10,499,734	\$ 10,258,138	\$ 10,837,634	\$ 337,900	\$ 11,140,346

<b>Total Water Accounting and Collection</b>		\$ 10,109,736	\$ 10,901,691	\$ 10,671,912	\$ 11,278,549	\$ 376,858	\$ 11,596,504
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### ADMINISTRATION AND GENERAL

#### Personal Services

01	Regular Salaries	276,564	280,587	280,587	297,663	17,076	306,592
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	20,254	22,475	22,475	23,781	1,306	23,485
07	IPERS	24,483	26,827	26,827	28,439	1,612	28,942
08	Retirement Trust	51,654	53,000	53,000	61,000	8,000	62,830
09	Health & Life Insurance	45,639	50,076	50,076	54,114	4,038	55,737
09B	Dental & Visual Insurance	2,079	2,850	2,850	2,850	-	2,935
09C	Self Insurance	22,948	22,950	22,950	15,988	(6,962)	16,467
SUB TOTAL		\$ 447,221	\$ 462,365	\$ 462,365	\$ 487,435	\$ 25,070	\$ 500,696

#### Contractual and Supply Services

11	Auto Allowance	9,600	9,600	9,600	9,600	-	9,600
20	Miscellaneous	927	2,000	1,500	2,000	-	2,000
20A	Trust Disbursement	26,510	30,000	30,000	40,000	10,000	30,000
21	Advertising & Legal Publications	1,290	2,300	2,300	2,000	(300)	2,369
22	Contract services	8,024	6,600	6,600	6,600	-	6,800
23	Consulting & Legal Fees	85,645	100,000	100,000	100,000	-	100,000
23A	Audit	16,879	18,000	18,000	18,000	-	18,500
24	Permit Fees (DNR)	5,116	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	6,476	7,000	7,000	7,000	-	7,000
29	Liability Insurance	92,548	95,644	95,644	95,788	144	98,600
36	Postage & Shipping (Stamps & Etc.)	1,870	2,210	2,210	2,556	346	2,456
44	Telephone (Phones & Service Bill)	13,898	15,290	19,000	9,102	(6,188)	12,000
45	Training	8,604	10,000	10,000	11,000	1,000	11,300
46	Travel & Conference Expense	3,783	10,000	10,000	10,000	-	10,000
47	Utilities	11,988	15,000	15,000	15,000	-	15,500
50	Petty Cash	1,407	1,500	1,500	1,500	-	1,500
58	Office Equipment & Supplies	12,086	16,600	16,600	20,100	3,500	20,500
94	Bank Service Charge	67,881	72,000	72,000	60,000	(12,000)	74,500
SUB TOTAL		\$ 374,532	\$ 419,744	\$ 422,954	\$ 416,246	\$ (3,498)	\$ 428,625

<b>Total Water Administration and General</b>		\$ 821,753	\$ 882,109	\$ 885,319	\$ 903,681	\$ 21,572	\$ 929,321
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	FY 2017-18 ACTUAL	FY 2018-19 ADOPTED	FY 2018-19 REVISED	FY 2019-20 ADOPTED	INCREASE (DECREASE)	FY 2020-21 ESTIMATE
<b>WATER</b>						
<b>OPERATING REVENUE</b>						
<b>Revenue</b>						
601 Metered Water Sales	10,308,270	9,357,390	9,544,685	9,544,685	187,295	9,831,025
602 Sewer-SR	321,255	432,129	432,129	367,999	(64,130)	445,092
603 Sewer-SD	4,078,799	4,651,745	4,651,745	4,738,662	86,917	4,791,297
605 Service Charges	9,455	10,000	10,000	10,500	500	10,500
606 Late Charge	31,060	35,000	32,000	34,000	(1,000)	33,000
607 Water Service Hook On Fee	158,743	130,400	130,400	150,200	19,800	134,300
608 Meter & Parts	91,425	96,500	96,500	101,900	5,400	99,000
609 Sewer Exempt Fee	1,785	1,950	1,950	1,950	-	2,700
612 Collect Sewer (For Billing)	127,275	126,684	128,000	128,340	1,656	129,205
613 Taps	3,980	4,000	4,000	4,000	-	4,000
615 Bacteriological Samples	2,820	3,600	3,600	3,700	100	4,500
616 Miscellaneous	63,832	60,000	60,000	110,000	50,000	113,000
616A Trust Receipts	29,030	31,500	40,000	63,000	31,500	31,500
617 Main Reimbursement	25,179	12,000	20,000	50,000	38,000	50,000
620 Sales Tax Water	626,882	656,627	640,000	677,438	20,811	697,761
621 Sales Tax Sewer	59,232	63,548	63,548	63,548	-	65,454
623 Bulk & Construction Water	18,894	23,000	23,000	23,000	-	23,500
627 Hydrant Meter Rental	5,979	7,000	6,000	6,000	(1,000)	7,200
646 Lease Revenue (Nextel)	115,833	125,004	125,004	126,936	1,932	126,936
647 Solid Waste	2,046,408	2,034,000	2,046,408	2,250,300	216,300	2,317,809
648 Solid Waste Collect	29,014	28,700	29,000	29,304	604	30,183
649 Storm Water	2,292,342	2,267,462	2,300,000	2,320,904	53,442	2,390,531
649A Storm Water Sales Tax	68,205	71,527	71,527	71,527	-	73,672
650 Storm Water Collect	31,703	31,600	32,000	32,019	419	32,979
<b>Total Water Operating Revenue</b>	<b>\$ 20,547,400</b>	<b>\$ 20,261,366</b>	<b>\$ 20,491,496</b>	<b>\$ 20,909,912</b>	<b>\$ 648,546</b>	<b>\$ 21,445,144</b>

## RECAP

### Disbursements

Distribution Operation	1,077,888	2,181,798	2,045,799	3,364,326	1,182,528	2,674,060
Distribution Maintenance	674,755	883,247	813,009	884,392	1,145	914,590
Accounting & Collection	10,109,736	10,901,691	10,671,912	11,278,549	376,858	11,596,504
Administration & General	821,753	882,109	885,319	903,681	21,572	929,321
Water Purchased ( DMWW + Xenia)	3,190,407	3,030,102	3,248,428	3,520,286	490,184	3,659,706
<b>Sub Total</b>	<b>\$ 15,874,539</b>	<b>\$ 17,878,947</b>	<b>\$ 17,664,467</b>	<b>\$ 19,951,234</b>	<b>\$ 2,072,287</b>	<b>\$ 19,774,181</b>
Debt Service	1,570,612	1,578,024	1,578,024	3,082,105	1,504,081	1,407,105
<b>TOTAL</b>	<b>\$ 17,445,151</b>	<b>\$ 19,456,971</b>	<b>\$ 19,242,491</b>	<b>\$ 23,033,339</b>	<b>\$ 3,576,368</b>	<b>\$ 21,181,286</b>

### Income

Cash Balance	-	5,442,928	7,128,209	8,475,900	3,032,972	6,458,473
Restricted Funds	-	295,404	298,575	298,575	3,171	298,575
<b>Net Cash Balance</b>	<b>\$ -</b>	<b>\$ 5,738,332</b>	<b>\$ 7,426,784</b>	<b>\$ 8,774,475</b>	<b>\$ 3,036,143</b>	<b>\$ 6,757,048</b>
<b>Operating Revenue</b>	<b>\$ 20,547,400</b>	<b>\$ 20,261,366</b>	<b>\$ 20,491,496</b>	<b>\$ 20,909,912</b>	<b>\$ 648,546</b>	<b>\$ 21,445,144</b>
Non-Operating Revenue						
Interest Earned	187,613	42,500	98,686	106,000	63,500	106,000
Extraordinary income	-	-	-	-	-	-
<b>SUB TOTAL</b>	<b>\$ 20,735,013</b>	<b>\$ 26,042,198</b>	<b>\$ 28,016,966</b>	<b>\$ 29,790,387</b>	<b>\$ 3,748,189</b>	<b>\$ 28,308,192</b>
Less Restricted Funds (trust fund)	-	295,404	298,575	298,575	3,171	298,575
Capital Reserve Fund	-	6,289,823	-	6,458,473	168,650	6,828,331
<b>Total</b>	<b>\$ 20,735,013</b>	<b>\$ 19,456,971</b>	<b>\$ 27,718,391</b>	<b>\$ 23,033,339</b>	<b>\$ 3,576,368</b>	<b>\$ 21,181,286</b>

