



CITY OF URBANDALE, IOWA

ADOPTED ANNUAL BUDGET 2020-2021

CITY OF URBANDALE

Revised FY2019-20 Budget

Adopted FY2020-2021 Budget

Estimated FY2021-2022 Budget

Mayor and Council

Robert D. Andeweg, Mayor

Ron Pogge, Mayor, Pro-Tem

Matt Blake, Councilmember
Bridget Carberry Montgomery, Councilmember
Adam Obrecht, Councilmember
David Russell, 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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February 25, 2020

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

Re: FY2020-21 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2020-21 operating budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021. 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 and strives to align with Council's strategic goals. A public hearing on the recommended budget will be held on March 10, 2020.

As proposed, the recommended tax levy for FY2020-21 would be set at \$10.16, which is \$0.36 lower than the FY2019-20 levy. The General Fund levy would remain unchanged at \$8.10, the Chapter 411 Fire and Police Retirement Levy would remain unchanged at \$0.32, the Employee Benefits levy will remain unchanged at \$0.10, and the Debt Service Levy would reduce from \$2.00 to \$1.64. The ag land levy rate will remain at the statutory limit of \$3.00375.

As City staff prepared the upcoming FY budget, several items had significant impact on the proposed budget. With the opening of the 3rd fire station, 18 new firefighters were brought on with the assistance of a federal SAFER grant, which covers 75% of the salary & benefit costs for 9 positions for 2 years, and a third year at 30%. The grant period started in March 2019, so the FY21 budget reflects the 2nd 75% coverage year of the grant. Another positive funding opportunity started in January 2019 with Clive for cost share of the new station in exchange for providing response coverage for them. This 40% contribution will step up over the next 2 years to reach full position count of 18 (the SAFER grant was unknown at the time of 28E agreement, so staffing levels were accelerated due to the grant award). As always, Public Safety positions are some of the most vital, yet expensive for the City budget. This is primarily due to being part of the Municipal Fire and Police pension system under Chapter 411. The City's pension contribution rate is set by the State and will increase in FY21 from 24.41% to 25.31%.

As in the prior budget, the Dallas County 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 \$0.16 tax increase is not being levied again in FY21. Additionally, the Polk County LOSST, which became effective on January 1, 2020 will be used to immediately pay off \$1.995 million in bonds in June 2020 to allow a 36 cent reduction in debt service to impact the FY21 levy noted above.

Again, 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 was reclassified as Multi-Residential and is being gradually being phased over 7 years to the lower residential rollback rate beginning in FY2016-17, so that by FY2023-24 it will have the same rollback rate as Residential property. For

FY2021, the taxable value of Multi-Residential housing set by the State will be 71.25%. 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 FY2020-21 is as follows: The City saw a positive valuation growth in Polk County (7.07%), combined with a positive growth in Dallas County (4.11%), for a combined growth of 6.31%. The combined property categories result in a net taxable valuation increase of approximately \$190.9 million during FY2020-21. The City's taxable valuation has grown by an average of 5.21% annually for the past 5 years; and 3.46% annual growth over the past 10 years.

With the recommended total tax levy rate of \$10.16, the City will generate \$1,087,264 (2.68%) more in property tax revenues when compared to FY2019-20. State backfill revenue will account for \$1,008,000 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. Residential rollback changed from 56.918% to 55.0743% for FY21.

Of other note, the new tax legislation passed in May 2019 will impact the process for approving the budget by requiring 2 public hearings and publications. The first hearing will outline the max levy notice, which shows what the City's levy rate would be for FY21 if the exact same revenue dollars as FY20 were generated (zero increase in revenue dollars). This method reflects the impact of valuation growth on the types of tax rates capped by the 2019 legislation; for Urbandale these are the General, Employee Benefits & Police/Fire Retirement levies. The currently proposed budget for FY21 reflects no change in the levy rates for these 3 levies, thus the annual % change in revenue is showing at 6.31%, which is exactly the increase in valuation. The reduction in our levy is on debt service, which is not a capped levy, thus not showing on the max levy notice. This first will likely cause confusion because the final hearing will reflect the total levy request of \$10.16 (including the \$1.64 debt levy) and the initial max levy hearing notice can only legally show the capped levy of \$8.52 (general, employee benefit & 411 pension levies).

This new legislation was intended to provide transparency about tax rates, and the new requirements mean any increase above 2% must be approved by a super majority vote of council (4 of 5). In a growing community like Urbandale, staying below the 2% cap is not feasible without significantly reducing service levels. A number of factors impact the need for 6.31% increase: union contracts requiring 3% wage increases for a majority of staff, 411 pension rates increasing from 24.41% to 25.31%, the addition of 9 new firefighters in FY20 for station #43, and maintaining quality services as the city grows to the west.

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 combined public works/parks maintenance facility and related equipping and staffing needs. The building is anticipated to be completed in spring 2021. With the new facility housing all the city mechanics, we are able to

establish a long overdue Fleet Maintenance division to oversee the full City fleet of vehicles and equipment. The new mechanics bays will have lifts that can finally service EMS and fire vehicles, thus outside servicing of these specialty vehicles will be greatly reduced. This new division will require the initial addition of one Supervisor position, which is reflected in the budget.

The current proposed budget does include the anticipated routine operations of the completed building (utilities, cleaning, etc.), as well as the costs for purchasing all the equipment to enable the building to open in spring 2021.

Also new in the proposed budget is the addition of a Community Services department, which will fall within the Health & Social Services function. This department will be used to establish programs aimed at providing support for segments of our community, either thru direct city services or by contracting with local organizations to provide the services. This effort is being funded through new LOSST dollars received in Polk County. Initial funding proposed is 10% of available LOSST, or \$300,000. As a result of this new department, currently funded items that fall within these parameters (UCAN & Urbandale Food Pantry) will be shifted from the Mayor/Council budget to the Community Services budget.

A continued 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 FY20, 58 new employees have been added, with 30 of those being in the last 5 years. Each new employee typically comes with spouses and children thus increasing the number of lives covered by insurance. Meanwhile the City's cost for administration and reinsurance fees increased significantly during the transition from prior claims administrator to Wellmark. This aggressive increase has resulted in the rapid erosion of the City's Risk Management internal service fund over the last 4 years, which is used to pay all employee insurance benefits. This trend prompted the FY20 shift of a portion of the City's employee benefit cost to the levy available for that purpose. The City made aggressive changes to the contributions for insurance in FY20 to start rebuilding the Risk Management fund, which has stabilized the fund. The FY21 budget maintains the same level of contribution.

The remainder of this letter will provide details about the significant factors that affected the FY2020-21 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.

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 of revenue and expenses are provided for the budgeted special revenue funds: Road Use Fund, Hotel/Motel Fund, Capital Projects Fund, Debt Service Fund, Tax Increment Financing Fund, Local Option Sales Tax Fund, Police & Fire Retirement Levy Fund, and the Employee Benefits Levy Fund. Also included is a summary of the Storm Water Utility Fund (enterprise fund) and the two internal service funds, Building Maintenance and Fleet Maintenance, while not budgeted, do include personnel.

The document is arranged into 8 budgetary tabs--1 tab for each Function of the City plus special revenue and internal service funds. 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.

FY2020-21 OPERATING BUDGET

SIGNIFICANT BUDGETARY FACTORS

1. Personnel Costs — The recommended City budget provides for 230 full-time positions, consisting of 117 (51%) public safety positions and 113 (49%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$28,696,391 or 53.4% of the total Operating Budget of \$53,698,806 (not including Special Revenue, Debt Retirement and Contingency). The FY2020-21 budget recommends 4 additional positions.

- The full-time staffing level for public safety employees will increase by 2 positions from 115 to 117, consisting of Police at 64 (55 sworn Officers and 9 civilians) and Fire/EMS at 53 (52 Fire/EMS personnel and 1 civilian).
- The police department also restructured operations to reallocate a vacant Captain position (sworn) back to patrol and will convert one non-civilian Admin Specialist position to an Office Manager to take over the administrative duties held by the previous Captain.
- The remaining full-time staffing level for non-public safety departments decreased by 2 positions from 115 to 113 due to turnover in the Library of full-time staff that were rehired with part-time.
- The recommended budget would add 4 positions, which are included in the above total of full-time counts, and detailed below:

<i>Function</i>	<i>Department</i>	<i>Qty</i>	<i>Position Title</i>
Public Safety	Police	2	Patrol Officer
Public Works	Fleet Maintenance	1	Fleet Supervisor
General Gov't	City Manager	1	Management Fellow (May 2021)
Total proposed	4		

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 more predictable wage adjustments 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 began 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 FY2020-21 wage adjustment for the City’s non-union full-time, permanent part-time employees was calculated at a 3.0%, 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 FY2020-21. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will increase the employer rate from 24.41% of payroll to 25.31%; 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's contribution to the health insurance reserve fund will be \$5,750,000 for FY2020-21, which is up \$250,000 (4.5%). In order to rebuild a stable fund balance to continue to provide vital employee insurance, it is proposed to maintain the Employee Benefits levy at 10 cents, which will raise \$321,500 to buy down the \$5.75 total contribution amount.

Additionally, the City will again contribute \$564,000 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.

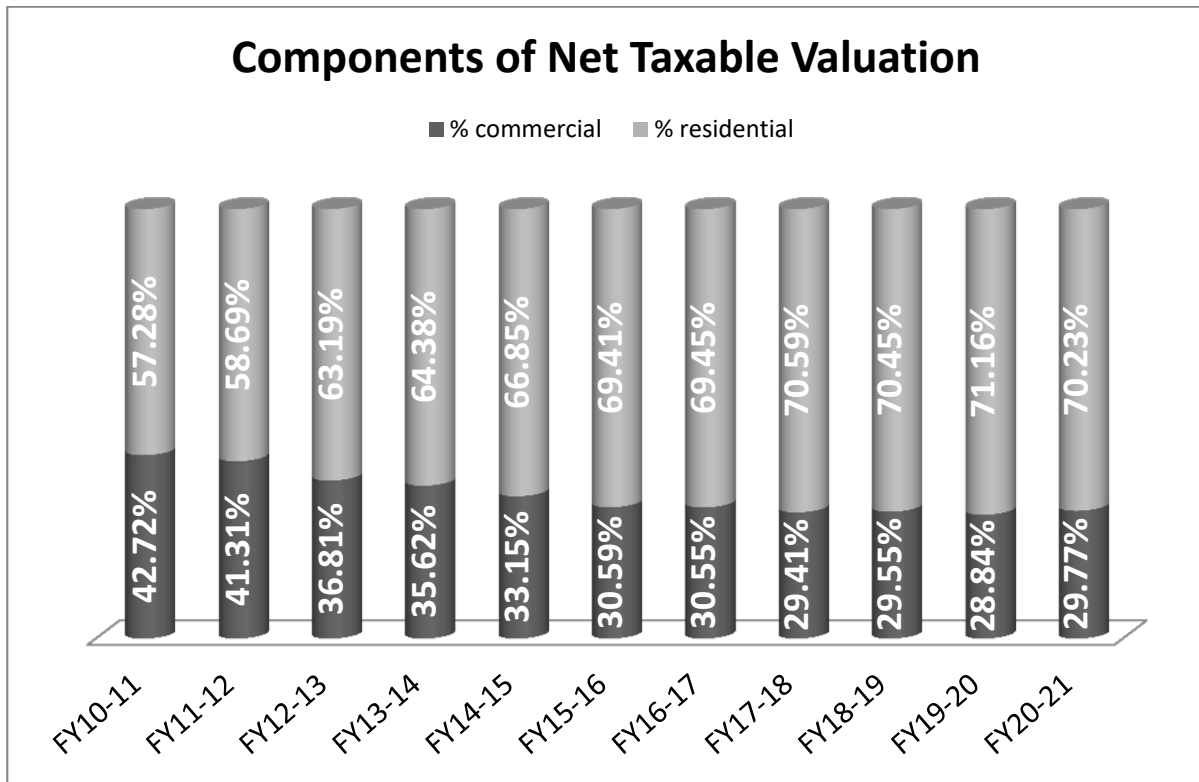
2. **Technology** – The FY2020-21 budget provides for on-going technology services and improvements across all applicable departments. The City allocates funding for annual maintenance agreements, licenses, hosting, software, and 24/7 security monitoring of its vast network. On-going technology needs are identified and budgeted on a departmental basis.
3. **Infrastructure** – The FY2020-21 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 programs 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.
4. **Building Maintenance** – As an internal service fund, the FY2020-21 budget will continue to address preventive maintenance of City facilities, 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.
5. **Fleet Maintenance** – A new internal service fund is being introduced with the FY2020-21 budget to coincide with the opening of the new Parks & Public works combined maintenance facility at 9401 Hickman. This new facility will bring together all the City mechanics into a single location, thus enabling the city to move to a more efficient model for maintaining the City's vast fleet of vehicles and equipment. This department will be headed by a Fleet Supervisor to oversee the City's three existing mechanics.

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 City saw taxable valuation growth overall of 6.31% compared to 3.6% in the prior budget year. While still positive growth number, this level of growth largely driven by increasing residential

valuations versus commercial, which is taxed at a much lower rate due to rollback, but tends to require a higher level of City services (roads, police, EMS, trails, etc.) to maintain the related infrastructure for new residential development. The City's balance between commercial and residential valuation has steadily slid downward over the last 10 years. The following graphic shows this trend:



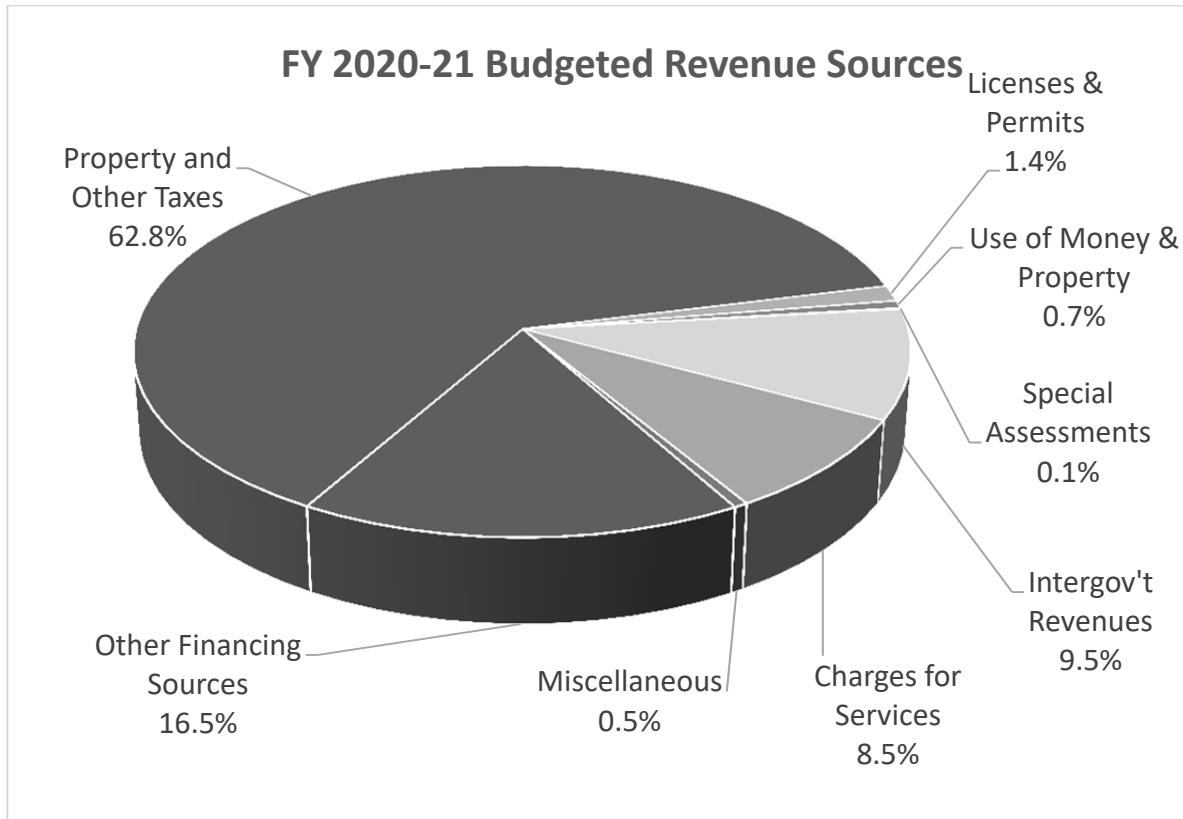
The following table summarizes the City's revenue by funding source:

	FY19-20 Adopted	%	FY19-20 Revised	%	FY20-21 Recomm.	%
Property & Other Taxes	45,128,125	66.6%	48,225,154	65.7%	52,457,628	62.8%
Licenses & Permits	1,217,550	1.8%	1,112,000	1.5%	1,142,000	1.4%
Use of Money & Property	346,000	0.5%	670,250	0.9%	557,250	0.7%
Special Assessments	75,000	0.1%	350,000	0.5%	75,000	0.1%
Intergovernmental	8,119,393	12.0%	7,900,604	10.8%	7,971,000	9.5%
Charges for Services	6,767,098	10.0%	6,853,550	9.3%	7,090,000	8.5%
Miscellaneous	422,500	0.6%	736,750	1.0%	436,300	0.5%
Other Financing & Debt Svc	5,641,882	8.3%	7,531,353	10.3%	13,824,046	16.5%
TOTAL	67,717,548	100%	73,379,661	100%	83,553,224	100%
\$ Difference to Adopted			5,662,113		15,835,676	
% Difference to Adopted			8.36%		23.38%	

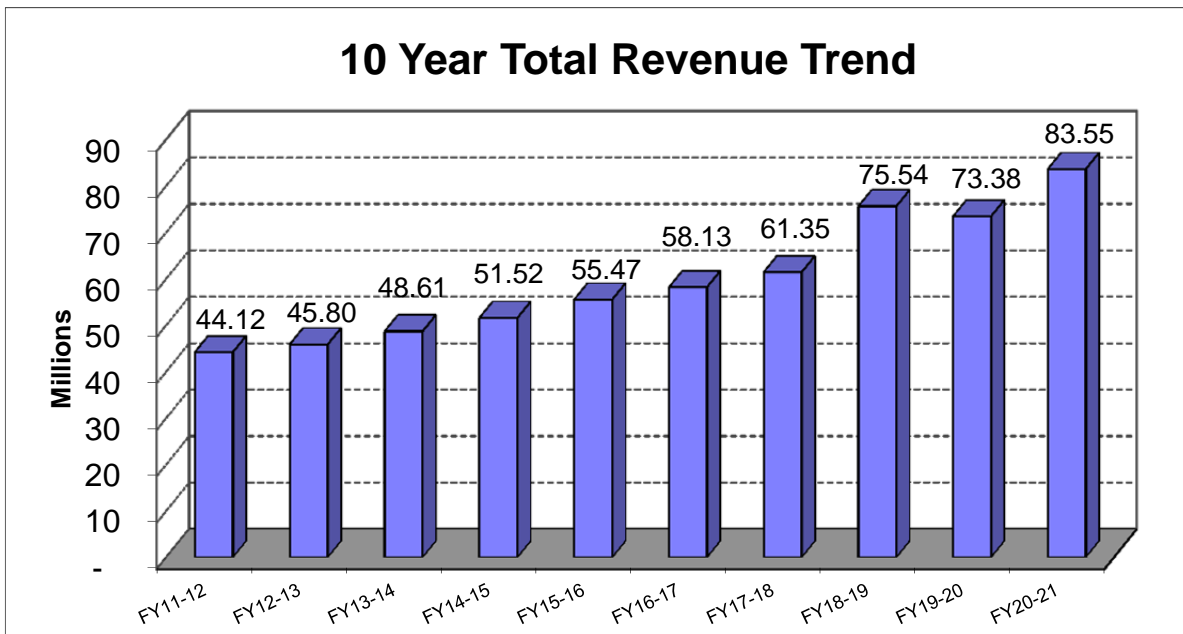
The recommended FY2020-21 budget anticipates total operational (non-capital) revenue of \$83,553,224 compared to the adopted FY2019-20 budget of \$67,717,548, which is an increase of 15,835,677 (23.38%).

The primary factor in significant fluctuations in revenue is the LOSST revenue showing up in the Other Taxes line above. FY20 revised reflects 4 months of collections for Polk County and the full year of collections in FY21, totaling \$6 million of new revenue, which in turn gets transferred immediately into the debt service fund for retirement of outstanding bonds, thus the funds also reflect in Other Financing Sources. The remaining revenue lines remain relatively stable for FY21.

The following pie chart shows the recommended revenues by funding source for FY2020-21. 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 \$44,116,710 in FY2011-12 to \$83,553,224 in FY2020-21. During this time, total revenue levels have increased by an average of 8.28% annually.



General Fund Balance:

The recommended FY2020-21 operating budget anticipates the use of \$183,503 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 FY2019-20, it is estimated that the General Fund reserves will be \$11,576,614, representing 35.03% of General Fund expenditures. The FY2020-21 budgeted expenditures will result in a reduction to the general fund balance of \$183,503 which will take the reserves down to 31.52% of annual operating expenses.

Property and Other Taxes:

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

Property Tax Levy per \$1,000 of Valuation						
FY	General	Debt Service	Police & Fire Retirement	Employee Benefits Levy	City Property Tax Levy	Ag Land
FY20-21	\$ 8.10	\$ 1.64	\$ 0.32	\$ 0.10	\$ 10.16	\$ 3.00
FY19-20	\$ 8.10	\$ 2.00	\$ 0.32	\$ 0.10	\$ 10.52	\$ 3.00
FY18-19	\$ 7.24	\$ 2.20	\$ 0.58	\$ -	\$ 10.02	\$ 3.00
FY17-18	\$ 7.24	\$ 2.20	\$ 0.58	\$ -	\$ 10.02	\$ 3.00
FY16-17	\$ 7.17	\$ 2.18	\$ 0.57	\$ -	\$ 9.92	\$ 3.00
FY15-16	\$ 7.17	\$ 2.15	\$ 0.50	\$ -	\$ 9.82	\$ 3.00
FY14-15	\$ 7.17	\$ 2.15	\$ 0.40	\$ -	\$ 9.72	\$ 3.00
FY13-14	\$ 7.12	\$ 2.15	\$ 0.30	\$ -	\$ 9.57	\$ 3.00
FY12-13	\$ 7.17	\$ 2.15	\$ 0.30	\$ -	\$ 9.62	\$ 3.00
FY11-12	\$ 7.17	\$ 2.15	\$ 0.20	\$ -	\$ 9.52	\$ 3.00

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 \$1,500,000 in revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY2020-21 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.

The City started collecting local option sales and service taxes (LOSST) for the Polk County portion of the City in January 2020. This was voter approved in August 2019 and will generate approximately \$6,000,000 in revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY2020-21 budget, the City is utilizing the 100% funding for property tax relief to call and retire outstanding bonds. By reducing outstanding debt, the City eliminates interest costs and frees up funds to further other priority projects of the City Council. The debt retirements for FY2020-21 allow the proposed levy rate to decrease by 36 cents on the debt service levy.

The City’s property tax levy for FY2020-21 is \$10.16 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 FY2020-21 budget, an Urbandale house valued at \$100,000 will pay approximately \$560 in gross City property taxes, which is \$39 less than the tax bill for the same home in FY2019-20 of \$599. Under the FY2020-21 residential rollback set by the State, 55.0743% of a residential property’s value will be subject to taxation, compared to the prior FY2019-20

residential rollback of 56.918%. This means that even without any levy decrease by the City, a \$100,000 home will pay \$19 less in FY20-21 due to rollback rate reduction alone.

Based on the recommended FY2020-21 budget, an Urbandale business valued at \$100,000 will pay approximately \$914 in gross City property taxes. This property tax bill would be \$32 lower than in FY2019-20. As previously noted, the property tax reform approved by the State in 2013 decreased the rollback for Commercial and Industrial properties 5% annually affecting taxes payable in 2014 and 2015, and has stabilized the assessed value for taxation at 90%.

Proceeds from the Hotel/Motel tax are expected to decrease from FY20's budgeted figure by \$150,000 to \$1,800,000 due to decreasing revenue trends metro-wide over the last 2 years. 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 \$75,600 to \$1,142,000. As noted previously, there has been a significant resurgence in residential and commercial construction for the last 3 calendar years. 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. In the previous budget, the City was pursuing right-of-way permit fees through ordinance, with anticipated \$75,000 in fees, however State legislation has now eliminated that option, thus the revenues have been removed from the FY2020-21 budget.

Use of Money & Property

This category represents interest income and rental fees from the use of City property. The current interest rate environment has increased over the past 2 years, thus the interest income on special revenue funds is now being budgeted.

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.

Revenue contributions from the City of Clive to help offset operational costs of the new third fire station is included in this category. 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. FY2020-21 will be the 2nd of 3 years under this grant.

Charges for Services:

The significant change in this area is related to ambulance fees. The City will be participating in the GEMT (Ground Emergency Medical Transportation) program to receive supplemental payments to cover the difference between actual cost and Medicaid base payments for EMS services. This should provide an additional \$200,000 in revenue in FY2020-21.

The monthly Solid Waste fee is unchanged at \$13 per month. 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. Also included are the various transfers between LOSST funds and Debt Service.

Capital Projects:

Revenues in this category fluctuate greatly based on bond issuance amounts and related federal and state funding for construction projects.

EXPENDITURES

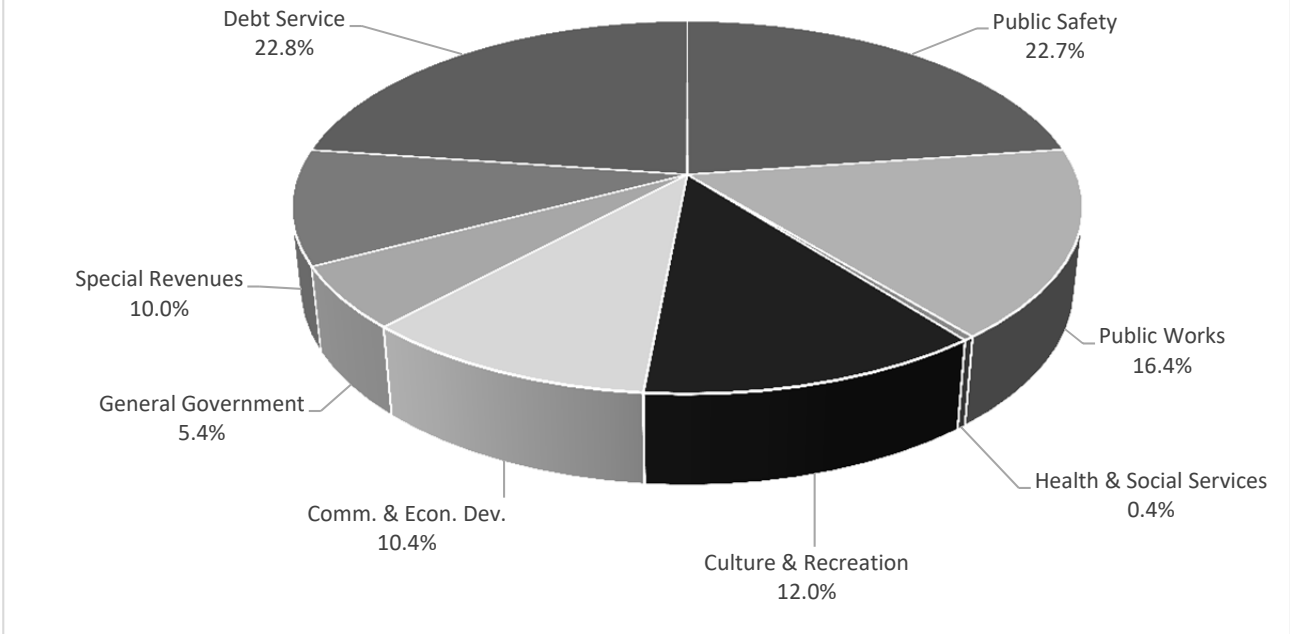
The recommended FY2020-21 budget for operations, debt service and special revenue fund anticipates total expenditures of \$79,987,944, an increase of \$16,237,838 (25.47%) from the adopted FY2019-20 budget of \$63,750,106. This is largely due to the fluctuation in debt service related expenditures and the LOSST transfers between the 2 years. Core operating expenditures went up by \$2,701,745, or 5.3% over prior year's budget. The FY19-20 revised expenditures are higher than budgeted due to the call and pay off of \$1.995 million in bonds anticipated in June 2020.

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

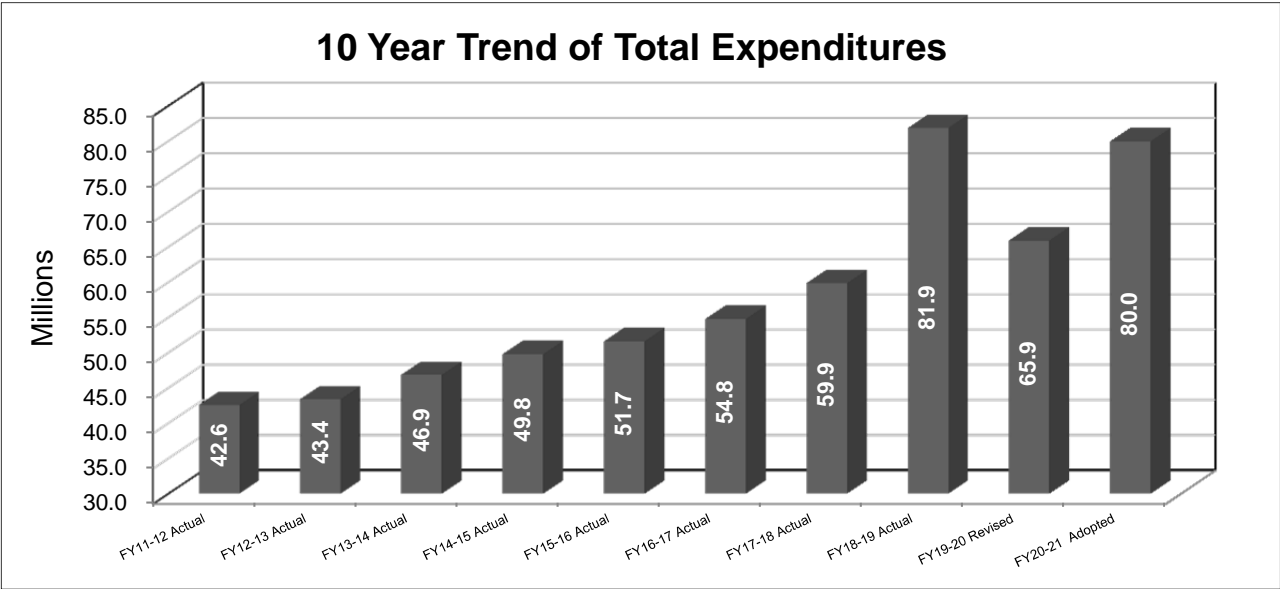
	FY19-20 Adopted	%	FY19-20 Revised	%	FY20-21 Recomm.	%
Public Safety	17,013,095	26.7%	16,357,476	24.8%	18,183,338	22.7%
Public Works	13,655,503	21.4%	12,849,408	19.5%	13,098,565	16.4%
Health & Social Services	-	0.0%	-	0.0%	300,000	0.4%
Culture & Rec.	9,545,312	15.0%	9,189,657	13.9%	9,599,626	12.0%
Community & Econ Dev.	6,589,840	10.3%	6,503,261	9.9%	8,301,829	10.4%
General Gov't	4,293,311	6.7%	4,165,433	6.3%	4,315,448	5.4%
Subtotal Operating Expense	51,097,061	80.2%	49,065,235	74.4%	53,798,806	67.3%
Special revenue funds	979,530	1.5%	3,201,880	4.9%	7,970,301	10.0%
Debt Service fund	11,673,515	18.3%	13,661,096	20.7%	18,218,837	22.8%
TOTAL	63,750,106	100%	65,928,211	100%	79,987,944	100%
\$ Difference to Adopted			2,178,105		16,237,838	
% Difference to Adopted			3.42%		25.47%	

The following pie chart shows the recommended expenditures by Function for FY2020-21. The percentage amounts equate to the number of cents per \$1 dollar expended to provide the services for that Function.

FY2020-21 Budgeted Expenditures By 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 \$42,583,978 in FY2011-12 to \$79,987,944 in FY2020-21. During this time, total expenditure levels have increased by an average of 7.69% 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 \$28,696,391 is 53.4% 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 \$11,228,338 is 20.91% 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 \$13,774,077 is 25.65% 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 eight major budget functions as shown in the Expenditure Summary Per Function - By Department page of this document.

Public Safety Function – This Function, at \$18,183,338 is 33.8% 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 \$1,170,243 (6.9%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Public Works Function – This Function at \$13,098,565 is 24.3% 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 (enterprise fund), and Engineering and Public Works Administration***. Overall, the recommended budget for this Function is a decrease of \$556,938 (-4.1%). Please see each department's budget narrative which details "Significant Budget Impacts".

Health and Social Services Function – This Function at \$300,000 is 0.6% of the recommended operating budget. The Department in this Function consists of a single new department called ***Community Services***. Overall, the recommended budget for this Function is an increase of \$300,000 (100%). Please see the department's budget narrative which details its "Significant Budget Impacts".

Culture and Recreation Function – This Function at \$9,599,626 is 17.8% 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 \$54,314 (0.6%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Community and Economic Development Function – This Function at \$8,301,829 is 15.4% of the recommended operating budget. The Departments in this Function consist of ***Economic Development, Code Enforcement, Community Development, and the Tax Increment Financing (TIF) Fund***. Overall, the recommended budget for this Function is an increase of

\$1,711,989 (26.0%). Please see each department's budget narrative which details its "Significant Budget Impacts".

General Government Function – This Function at \$4,315,448 is 8.0% of the recommended operating budget. The Departments in this Function consist of ***Mayor and City Council, City Manager, Finance and Records, Technology, Human Resources, City Clerk, Legal Services, Marketing, and General Support***. Overall, the recommended budget for this Function is an increase of \$22,137 (0.5%). Please see each department's budget narrative which details "Significant Budget Impacts".

Special Revenue Functions - The funds shown in this section represent other special revenue areas that fall outside the above functions.

Debt Service Fund – This fund 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 2020 of \$16,325,000 in GOB for various capital improvement projects during the 2020 construction season, as well as the Public Works & Parks Maintenance facility. These improvements include all the GOB projects identified in the 2020-2025 Capital Improvements Program (CIP). The FY2020-21 debt service levy will reduce by \$0.36 to \$1.64/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 budget also anticipates early retirement of \$6.42 million in outstanding bonds in June 2021. The total debt retirement costs paid out of Debt Service Fund are \$18,218,837.

Local Option Sales & Services Tax Funds – This special revenue fund represents the consolidation of 4 LOSST funds, two for Polk and two for Dallas. Each county's collection funds are split based on the 50% ballot language restrictions.

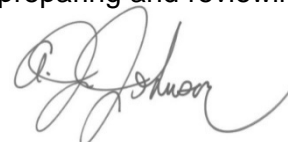
Employee Benefits Levy Fund - This special revenue fund represents the receipts under the separate employee benefits levy of 10 cents. These revenues are used to buy down the insurance costs for all the other departments of the City, and are allocated to the Risk Management Fund to pay employee insurance costs.

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

Capital Projects Fund – This reflects all the projects identified in the 2020-2025 Capital Improvements Program (CIP) as well as in progress projects rolling over from the 2019 construction season.

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 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
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REVENUE SUMMARY

TAXES

GENERAL PROPERTY TAXES

110 General tax levy	\$ 19,785,836	\$ 23,146,522	\$ 22,928,664	\$ 24,615,349	\$ 1,468,827	\$ 25,599,963
111 Ag land taxes	9,726	9,903	9,903	10,251	348	10,251
124 Business property tax credit	211,863	-	217,858	-	-	-
112 Homestead	429,116	450,000	489,440	490,000	40,000	509,600
Subtotal: General Fund	20,436,541	23,606,425	23,645,865	25,115,600	1,509,175	26,119,814
113 Taxes - TIF	8,335,464	9,364,802	9,427,856	9,703,613	338,811	9,700,000
Subtotal: TIF Fund	8,335,464	9,364,802	9,427,856	9,703,613	338,811	9,700,000
112 Homestead	130,439	135,000	120,944	120,000	(15,000)	120,000
110 Debt service levy	6,596,138	6,306,502	6,233,742	5,482,544	(823,958)	5,701,846
124 Business property tax credit	81,497	-	72,760	-	-	-
Subtotal: Debt Service Fund	6,808,074	6,441,502	6,427,446	5,602,544	(838,958)	5,821,846
112 Homestead	34,345	30,000	18,302	20,000	(10,000)	20,000
124 Business property tax credit	16,973	-	14,086	-	-	-
341 Taxes - Police & Fire Retirement levy	1,584,843	902,208	888,122	971,816	69,608	1,010,689
Subtotal: Police & Fire Ret. Fund	1,636,161	932,208	920,510	991,816	59,608	1,030,689
112 Homestead	-	5,000	5,726	6,000	1,000	6,000
124 Business property tax credit	-	-	2,690	-	-	-
341 Taxes - Employee Benefit levy	-	286,315	283,625	303,943	17,628	316,101
Subtotal: Employee Benefits Fund	-	291,315	292,041	309,943	18,628	322,101
Total: General Property Taxes	\$ 37,216,240	\$ 40,636,252	\$ 40,713,718	\$ 41,723,516	\$ 1,087,264	\$ 42,994,449

OTHER CITY TAXES

337 Utility excise tax	\$ 624,058	\$ 894,583	\$ 887,470	\$ 932,035	\$ 37,452	\$ 969,316
222 Cable TV franchise	265,648	280,000	264,032	265,000	(15,000)	265,000
Subtotal: General Fund	889,706	1,174,583	1,151,502	1,197,035	22,452	1,234,316
338 Hotel/Motel tax - Hotel Motel Fund	1,661,588	1,950,000	1,700,000	1,800,000	(150,000)	1,850,000
337 Utility excise tax - Debt Service Fund	189,631	220,888	219,128	188,726	(32,162)	196,275
337 Utility excise tax - Police & Fire Ret. Fund	49,994	35,347	35,060	36,834	1,487	38,307
337 Utility excise tax - Employee Benefits Fund	-	11,055	10,956	11,517	462	11,978
Subtotal: Special Revenue Funds	1,901,213	2,217,290	1,965,144	2,037,077	(180,213)	2,096,560
LOSST - Dallas County	\$ 1,121,528	\$ 1,100,000	\$ 1,394,790	\$ 1,500,000	\$ 400,000	\$ 1,600,000
LOSST - Polk County	-	-	3,000,000	6,000,000	6,000,000	6,500,000
Subtotal: LOSST Funds	1,121,528	1,100,000	4,394,790	7,500,000	6,400,000	8,100,000
Total: Other City Taxes	\$ 3,912,447	\$ 4,491,873	\$ 7,511,436	\$ 10,734,112	\$ 6,242,239	\$ 11,430,876
TOTAL TAXES	\$ 41,128,687	\$ 45,128,125	\$ 48,225,154	\$ 52,457,628	\$ 7,329,503	\$ 54,425,326

LICENSES AND PERMITS

224 Liquor permits	\$ 43,787	\$ 44,000	\$ 44,000	\$ 44,000	\$ -	\$ 44,000
225 Cigarette permits	2,900	2,300	2,500	2,500	200	2,500
226 Utility permits	8,850	7,500	7,500	7,500	-	7,500
231 Peddler's licenses	13,625	6,000	10,000	10,000	4,000	10,000
232 Miscellaneous licenses	610	500	500	500	-	500
234 Pet licenses	62,963	65,000	63,000	63,000	(2,000)	63,000
249 COESCO inspection fees	37,108	40,000	30,000	35,000	(5,000)	35,000
250 Electrician licenses/permits	49,048	50,000	50,000	50,000	-	50,000
253 Plumbing licenses/permits	44,069	50,000	45,000	50,000	-	50,000
254 Mechanical licenses/permits	47,080	50,000	50,000	50,000	-	50,000
255 Building permits only	663,102	600,000	600,000	600,000	-	600,000
256 Sidewalk permits	1,972	2,500	2,500	2,500	-	2,500
257 Driveway approach	2,422	2,500	2,500	2,500	-	2,500
259 Sign permits	20,755	17,500	20,000	20,000	2,500	20,000
260 Construction inspections	104,616	115,000	105,000	115,000	-	115,000
261 Plat and site plan reviews	6,950	12,500	12,500	12,500	-	12,500
262 Housing inspections	41,600	50,000	40,000	50,000	-	50,000
263 Board of Adjustment fees	875	2,250	2,000	2,000	(250)	2,000
264 Change of zoning	22,297	25,000	25,000	25,000	-	25,000
Right of way permits	-	75,000	-	-	(75,000)	-
TOTAL LICENSES AND PERMITS - General Fund	\$ 1,174,629	\$ 1,217,550	\$ 1,112,000	\$ 1,142,000	\$ (75,550)	\$ 1,142,000

USE OF MONEY & PROPERTY

524 Interest	\$ 233,445	\$ 150,000	\$ 250,000	\$ 225,000	\$ 75,000	\$ 225,000
402 Open air shelter rentals	9,310	10,000	10,000	10,000	-	10,000
403 WJ fields/complex rental	76,875	85,000	80,000	82,500	(2,500)	82,500
410 Giovannetti shelter rental	47,567	46,000	46,000	46,000	-	46,000
412 Lions rental	26,285	23,000	27,000	27,000	4,000	27,000
426 Senior Center rental	20,050	18,000	20,000	20,000	2,000	20,000
432 Library room rentals	1,748	2,000	1,750	1,750	(250)	1,750
Subtotal: General Fund	415,280	334,000	434,750	412,250	78,250	412,250

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
524 Interest - Debt Service Fund	56,656	12,000	40,000	40,000	28,000	40,000
524 Interest - TIF Fund	125,826	-	75,000	25,000	25,000	25,000
524 Interest - Employee Benefits Fund	-	-	500	-	-	-
524 Interest - Police and Fire Retirement Fund	7,289	-	5,000	-	-	-
524 Interest - LOSST Fund	10,555	-	20,000	20,000	20,000	20,000
524 Interest - All other special revenues	20,334	-	20,000	10,000	10,000	100,000
524 Interest - Storm Water Utility Fund	74,366	-	75,000	50,000	50,000	50,000
Subtotal: All funds other than General	295,026	12,000	235,500	145,000	133,000	235,000
TOTAL USE OF MONEY & PROPERTY	\$ 710,306	\$ 346,000	\$ 670,250	\$ 557,250	\$ 211,250	\$ 647,250

SPECIAL ASSESSMENTS

117 Special Assessments - Debt Service Fund	\$ 316,379	\$ 75,000	\$ 350,000	\$ 75,000	\$ -	\$ 75,000
TOTAL SPECIAL ASSESSMENTS	\$ 316,379	\$ 75,000	\$ 350,000	\$ 75,000	\$ -	\$ 75,000

INTERGOVERNMENTAL

130 State backfill - General levy	\$ 700,530	\$ 700,000	\$ 777,482	\$ 775,000	\$ 75,000	\$ 775,000
329 Misc. grants	13,847	-	1,000	-	-	-
335 Federal grants	45,244	640,000	500,000	250,000	(390,000)	20,000
336 State grants	457	-	-	-	-	-
350 Clive Fire contribution	212,612	508,000	484,000	755,000	247,000	832,000
520 Liaison Officer	94,348	96,000	96,000	99,000	3,000	102,000
522 Crossing guards	60,172	52,000	61,000	70,000	18,000	72,000
422 Library contracts	104,069	105,000	69,000	9,000	(96,000)	9,000
Subtotal: General Fund	1,231,279	2,101,000	1,988,482	1,958,000	(143,000)	1,810,000
330 Road Use tax - Road Use Fund	5,483,805	5,700,000	5,600,000	5,700,000	-	5,800,000
130 State backfill - Debt Service Fund	212,868	212,000	191,862	192,000	(20,000)	192,000
130 State backfill - Employee Benefits Fund	-	-	9,622	10,000	10,000	10,000
130 State backfill - Police & Fire Retirement Fund	56,120	46,393	30,638	31,000	(15,393)	31,000
425 Library grant - Enrich IA - Library Special Reve	82,111	60,000	80,000	80,000	20,000	80,000
746 Intergovernmental - all other funds	17,175	-	-	-	-	-
Subtotal: All funds other than General	5,852,079	6,018,393	5,912,122	6,013,000	(5,393)	6,113,000
TOTAL INTERGOVERNMENTAL	\$ 7,083,358	\$ 8,119,393	\$ 7,900,604	\$ 7,971,000	\$ (148,393)	\$ 7,923,000

CHARGES FOR SERVICES

235 Kennel fees	\$ -	\$ 500	\$ 100	\$ 100	\$ (400)	\$ 100
406 Health facility fees	1,405	-	600	600	600	600
407 Pool program fees	165,204	192,600	190,000	190,000	(2,600)	190,000
408 Ambulance fees	849,653	800,000	850,000	1,000,000	200,000	1,000,000
409 Cemetery maintenance	2,500	-	-	-	-	-
414 Swimming pool admissions	126,791	130,000	130,000	130,000	-	130,000
416 Turf maintenance	11,610	12,000	8,700	10,000	(2,000)	10,000
418 Recreation program fees	178,652	192,000	192,000	195,000	3,000	195,000
419 Miscellaneous parks fees (WJ concession)	7,154	6,300	8,000	8,000	1,700	8,000
424 Misc. library receipts/photocopies	19,414	20,000	19,000	19,000	(1,000)	19,000
428 Senior Center congregate meal receipts	3,925	3,500	50	-	(3,500)	-
429 Senior Center off-site program fees	5,462	5,500	5,600	5,500	-	5,500
430 Senior Center on-site program fees	27,343	23,250	26,500	26,500	3,250	26,500
431 Library material sales	6,815	8,000	6,500	6,500	(1,500)	6,500
511 Yard waste fees	374,279	336,000	356,000	361,000	25,000	365,000
513 Bulk item pickup	29,439	23,000	27,000	27,000	4,000	27,000
514 Urb. Sanitary Sewer District	479,496	422,224	435,000	505,000	82,776	505,000
515 Solid waste containers	5,934	14,000	7,000	7,000	(7,000)	7,000
516 Urb. W.H. Sanitary District	72,660	81,224	94,500	96,800	15,576	96,800
517 Solid waste fee	2,057,544	2,257,000	2,240,000	2,262,000	5,000	2,270,000
Subtotal: General Fund	4,425,280	4,527,098	4,596,550	4,850,000	322,902	4,862,000
519 Storm Water user fees	2,296,955	2,240,000	2,232,000	2,240,000	-	2,248,000
728 Special Revenue Funds charges for service	31,085	-	25,000	-	-	-
Subtotal: All funds other than General	2,328,040	2,240,000	2,257,000	2,240,000	-	2,248,000
TOTAL CHARGES FOR SERVICES	\$ 6,753,320	\$ 6,767,098	\$ 6,853,550	\$ 7,090,000	\$ 322,902	\$ 7,110,000

MISCELLANEOUS REVENUES

265 Sale of maps and copies	18,312	20,000	20,000	20,000	-	20,000
420 Library fines	58,073	60,000	75,000	75,000	15,000	75,000
427 Library collection fees	998	500	750	750	250	750
510 Sale of assets	23,755	5,000	10,000	10,000	5,000	10,000
512 Court fines	203,482	215,000	175,000	175,000	(40,000)	175,000
518 Vehicle impound fees	4,065	6,000	6,000	7,600	1,600	7,600
756 ED Partner grants	3,233	-	2,000	-	-	-
526 Miscellaneous receipts	3,116	6,000	5,000	10,000	4,000	5,000
Subtotal: General Fund	315,034	312,500	293,750	298,350	(14,150)	293,350

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
715 Revolving loan fund repayments	\$ 43,600	\$ -	\$ 34,500	\$ 34,500	\$ 34,500	\$ 14,500
718 Donations - Dunlap/Parks/other	32,000	-	77,000	26,450	26,450	27,000
724 Donations - Fire	5,981	-	6,000	-	-	-
739 Donations - Police	16,028	-	18,000	-	-	-
423 Donations - Library	26,809	-	7,500	5,000	5,000	5,000
718 Donations - MAC camp	50,794	80,000	50,000	50,000	(30,000)	50,000
718 Donations - Miracle League	217,102	30,000	250,000	22,000	(8,000)	-
Subtotal: Special revenue funds	392,314	110,000	443,000	137,950	27,950	96,500
TOTAL MISCELLANEOUS	\$ 707,348	\$ 422,500	\$ 736,750	\$ 436,300	\$ 13,800	\$ 389,850

OTHER FINANCING SOURCES

109 Intergovernmental transfers- other	\$ -	\$ 13,500	\$ -	\$ -	\$ (13,500)	\$ -
109 Intergovernmental transfer - LOSST	-	-	-	300,000	300,000	300,000
109 Intergovernmental transfers-Hotel Motel	593,424	696,429	607,143	692,857	(3,571)	710,714
Subtotal: General Fund	593,424	709,929	607,143	992,857	282,929	1,010,714
109 Intergovernmental transfers -TIF	16,328,765	4,018,060	4,015,317	5,364,825	1,346,765	5,475,075
109 Intergovernmental transfers-General Fund	274,512	269,013	269,013	168,513	(100,500)	165,413
109 Intergovernmental transfers - LOSST Polk Co	-	-	1,995,000	6,420,000	6,420,000	7,995,000
109 Intergovernmental transfers - LOSST Dallas C	500,000	500,000	500,000	500,000	-	500,000
Subtotal: Debt Service Fund	17,103,277	4,787,073	6,779,330	12,453,338	7,666,265	14,135,488
109 Transfers In - Employee Benefits Fund	-	139,880	139,880	372,851	232,971	300,000
109 Transfers In - all other funds	10,000	5,000	5,000	5,000	-	5,000
Subtotal: All other funds	10,000	144,880	144,880	377,851	232,971	305,000
TOTAL OTHER FINANCING SOURCES	\$ 17,706,701	\$ 5,641,882	\$ 7,531,353	\$ 13,824,046	\$ 8,182,165	\$ 15,451,202
TOTAL OPERATIONAL REVENUES (non-capital)	\$ 75,580,728	\$ 67,717,548	\$ 73,379,661	\$ 83,553,224	\$ 15,835,677	\$ 87,163,628

Capital Projects Fund Activity:

524 Interest - Capital Projects Fund	593,710	250,000	900,000	750,000	500,000	600,000
117 Special Assessments - Capital Projects Fund	310,788	1,692,200	293,000	1,495,000	(197,200)	1,425,000
006 Intergovernmental revenue - Capital Projects	1,495,610	6,834,400	536,000	294,000	(6,540,400)	1,595,000
005 Miscellaneous revenues - Capital Projects Fu	1,302,680	184,000	251,000	676,000	492,000	66,000
109 Transfers In - Capital Projects Fund	3,587,500	4,286,400	3,804,700	2,946,800	(1,339,600)	2,774,900
001 Bond proceeds	26,739,660	25,340,000	17,000,000	21,268,100	(4,071,900)	12,850,600
TOTAL NON-OPERATIONAL REVENUE (capital)	\$ 34,029,948	\$ 38,587,000	\$ 22,784,700	\$ 27,429,900	\$ (11,157,100)	\$ 19,311,500
Grand total City revenue	\$ 109,610,676	\$ 106,304,548	\$ 96,164,361	\$ 110,983,124	\$ 4,678,577	\$ 106,475,128

REVENUE ACTIVITIES TOTAL BY FUND

General Fund	\$ 29,481,173	\$ 33,983,085	\$ 33,830,042	\$ 35,966,092	\$ 1,983,008	\$ 36,884,445
(1) Hotel Motel Fund	1,661,588	1,950,000	1,700,000	1,800,000	(150,000)	1,850,000
(1) Road Use Fund	5,483,805	5,700,000	5,600,000	5,700,000	-	5,800,000
(2) Employee Benefits Fund	-	442,250	452,999	704,311	262,061	644,078
(5) Police & Fire Retirement Fund	1,749,564	1,013,948	991,208	1,059,650	45,702	1,099,996
(3) TIF Fund	8,461,290	9,364,802	9,502,856	9,728,613	363,811	9,725,000
(8) LOSST Funds	1,132,083	1,100,000	4,414,790	7,520,000	6,420,000	8,120,000
(2) Debt Service Fund	24,686,885	11,748,463	14,007,766	18,551,608	6,803,145	20,460,609
(1) Capital Projects Fund	34,029,948	38,587,000	22,784,700	27,429,900	(11,157,100)	19,311,500
(6) All other budgeted Special Revenue Funds	553,019	175,000	573,000	232,950	57,950	281,500
(4) Storm Water Utility Fund	2,371,321	2,240,000	2,307,000	2,290,000	50,000	2,298,000
(7) Component Unit - Water Utility	20,307,972	21,015,912	21,004,276	21,552,208	536,296	22,529,222
Total State Certified Revenues	\$ 129,918,648	\$ 127,320,460	\$ 117,168,637	\$ 132,535,332	\$ 5,214,873	\$ 129,004,350

FUND BALANCE ACTIVITY FOR FISCAL YEAR

General	\$ 10,797,378	\$ 93,151	\$ (779,236)	\$ 183,503	\$ 90,352	\$ (360,115)
Hotel Motel	170,905	16,715	34,572	(38,571)	(55,286)	(82,144)
Road Use	3,210,829	1,110,694	526,568	773,316	(337,378)	958,461
Employee Benefits Fund	-	-	(10,749)	(10,311)	(10,311)	(11,078)
Police & Fire Retirement Fund	194,295	61,052	158,792	(9,650)	(70,702)	4
LOSST Funds	632,082	(460,120)	(1,779,910)	72,851	532,971	975,000
TIF	3,496,480	(4,712,242)	(4,937,539)	(3,588,788)	1,123,454	(2,749,925)
Debt Service	977,325	(74,948)	(346,670)	(332,771)	(257,823)	(1,060,027)
Capital Projects	45,948,293	11,063,000	13,215,300	570,100	(10,492,900)	688,500
Storm Water Utility Fund	4,541,398	(226,394)	(311,278)	(759,359)	(532,965)	(856,168)
All other budgeted Special Revenue Funds	-	224,650	602,869	144,500	(80,150)	-
Fund Balance totals-use(addition) per year	\$ 69,968,985	\$ 7,095,558	\$ 6,372,719	\$ (2,995,180)	\$ (10,090,738)	\$ (2,497,492)

* 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 Special Revenue Funds 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 or unpredictable revenue sources. The one item 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
- (7) Separate detail of the Water Utility's operations can be found in the Water Department section of this budget document. The Water Utility is a component unit of the City for reporting purposes, thus included with City's certification.
- (8) LOSST Fund represents activity related to Dallas and Polk County 1% local option sales tax. Separate detail of this fund's activity is located in the Budget Summaries and Special Revenue Fund section of this document.

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 14,723,970	\$ 16,480,774	\$ 15,739,984	\$ 16,806,069	\$ 325,295	\$ 17,465,759
02 Overtime	703,922	655,080	676,165	663,400	8,320	491,600
03 Part-time	1,282,785	1,487,432	1,370,172	1,411,474	(75,958)	1,432,276
04 Witness fees	(378)	500	20	500	-	-
06 FICA	809,961	896,777	840,976	892,735	(4,042)	911,535
07 Retirement - IPERS	870,756	932,126	896,905	921,301	(10,825)	917,855
08 Pension - MFPRSI	1,718,369	1,864,332	1,861,866	2,047,893	183,561	2,151,386
09 Group insurance	3,607,873	5,459,538	5,459,538	5,626,685	167,147	5,625,197
11 Allowance	115,169	120,867	154,824	118,137	(2,730)	118,457
12 Unemployment	14,157	3,000	5,274	-	(3,000)	-
13 Deferred comp plan City match	116,570	202,677	157,864	208,197	5,520	215,782
Sub-Total	\$ 23,963,155	\$ 28,103,103	\$ 27,163,588	\$ 28,696,391	\$ 593,288	\$ 29,329,847
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 70,045	\$ 104,250	\$ 102,750	\$ 105,550	\$ 1,300	\$ 105,550
22 Recruitment	35,319	30,950	37,375	31,635	685	28,850
23 Professional services	867,304	1,158,445	1,146,837	1,444,871	286,426	1,370,461
24 Contributions to other agencies	2,977,089	3,785,618	3,538,233	3,707,629	(77,989)	3,748,399
27 Data processing	534,542	722,033	706,889	743,231	21,198	761,442
28 Dues and memberships	68,703	79,723	77,388	81,568	1,845	80,943
29 Insurance	585,000	570,000	570,000	564,000	(6,000)	569,754
32 Uniforms and laundry	145,351	129,845	138,108	117,994	(11,851)	117,994
35 Printing and copying	87,708	165,940	161,329	165,140	(800)	165,140
40 Building and grounds maint.	32,615	32,000	32,000	36,000	4,000	36,000
41 Vehicle and equipment maint.	212,756	222,000	228,475	39,460	(182,540)	34,850
44 Grant-funded purchases	80,730	60,000	-	-	(60,000)	-
46 Training and development	161,116	198,445	196,980	260,365	61,920	235,555
48 Utility service	1,037,284	1,110,320	1,070,028	1,130,620	20,300	1,136,195
49 Petty cash	155	1,000	670	1,000	-	1,000
51 Maintenance supplies	603,302	800,450	758,250	787,225	(13,225)	782,775
54 Minor equipment	23,859	36,350	34,926	30,850	(5,500)	36,350
55 DARE expenditures	7,518	6,000	6,000	7,700	1,700	7,700
56 Vehicle maintenance supplies	165,492	206,450	201,150	868,400	661,950	868,400
57 Vehicle operation supplies	311,902	349,440	348,390	375,620	26,180	392,820
58 Office supplies	39,818	51,300	52,050	51,600	300	51,100
59 Operating supplies	323,949	403,280	405,085	623,845	220,565	626,075
60 Safety and medical supplies	36,026	36,815	25,710	54,035	17,220	51,535
61 Refunds	2,050	-	-	-	-	-
Sub-total	\$ 8,409,633	\$ 10,260,654	\$ 9,838,623	\$ 11,228,338	\$ 967,684	\$ 11,208,888
CAPITAL OUTLAY						
71 Equipment	\$ 189,857	\$ 209,180	\$ 201,811	\$ 200,615	\$ (8,565)	\$ 83,710
72 Furniture and fixtures	59,509	55,260	40,645	88,450	33,190	50,500
73 Equipment replacement fund	1,193,407	710,732	710,732	1,301,960	591,228	1,301,960
74 Office equipment	6,265	3,330	3,330	107,485	104,155	-
75 Operating equipment	181,737	157,425	142,425	218,625	61,200	30,000
76 Property improvements	434,988	445,000	588,563	545,000	100,000	545,000
77 Economic development - TIF	332,039	621,000	550,000	775,000	154,000	1,500,000
79 Books, films and recordings	207,256	200,630	200,000	193,390	(7,240)	193,390
80 Natural disaster cleanup	32,977	18,000	-	18,000	-	18,000
81 Building maintenance fund	1,113,602	924,345	924,345	1,147,557	223,212	1,147,557
97 Transfers out	20,794,201	9,288,402	8,701,173	9,177,995	(110,407)	9,691,702
Sub-total	\$ 24,545,838	\$ 12,633,304	\$ 12,063,024	\$ 13,774,077	\$ 1,140,773	\$ 14,561,819
OPERATING BUDGET SUB-TOTAL						
	\$ 56,918,626	\$ 50,997,061	\$ 49,065,235	\$ 53,698,806	\$ 2,701,745	\$ 55,100,554
99 Special Revenue fund items	\$ 195,979	\$ 339,650	\$ 567,000	\$ 377,450	\$ 37,800	\$ 384,500
91 Debt retirement (Gen & Debt fu	24,258,421	11,673,515	13,661,096	18,218,837	6,545,322	19,400,582
95 Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY	\$ 81,373,026	\$ 63,110,226	\$ 63,293,331	\$ 72,395,093	\$ 9,284,867	\$ 74,985,636

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
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HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 215,843	\$ 189,721	\$ 170,905	\$ 136,334	\$ (53,387)	\$ 174,905
Revenue	1,661,588	1,950,000	1,700,000	1,800,000	(150,000)	1,850,000
Total	\$ 1,877,431	\$ 2,139,721	\$ 1,870,905	\$ 1,936,334	\$ (203,387)	\$ 2,024,905

CULTURAL AND CONVENTION

Bravo!	\$ 442,739	\$ 525,143	\$ 453,714	\$ 482,286	\$ (42,857)	\$ 496,571
Convention Bureau	474,739	557,143	485,714	514,286	(42,857)	528,571
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
J-Hawk Soccer Club	20,000	20,000	20,000	7,500	(12,500)	-
Polk County Master Gardeners	-	7,500	7,500	-	(7,500)	-
Urbandale Community Schools	3,500	3,500	3,500	2,000	(1,500)	-
Urbandale Girls Recreation Association	19,898	20,000	20,000	11,000	(9,000)	-
Urbandale Historical Association	-	-	-	3,500	3,500	-
Urbandale Little League	20,225	20,000	20,000	11,000	(9,000)	-
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 Comm Svcs	-	-
Choose Des Moines Communities	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	-	-
Urbandale Food Pantry	move to Council	move to Council	move to Council	move to Comm Svcs	-	-
Sub-Total	\$ 1,013,101	\$ 1,190,286	\$ 1,047,428	\$ 1,068,572	\$ (121,714)	\$ 1,057,142
Capital:UGRA/Soccer parking lot projec	100,000	80,000	80,000	-	(80,000)	-
General: USA loan default repayment	-	-	-	50,000	50,000	50,000
Total Earmarked	1,113,101	1,270,286	1,127,428	1,118,572	(151,714)	1,107,142
General Fund Totals	593,424	696,429	607,143	642,857	(53,571)	660,714
Hotel/Motel Tax Totals	\$ 1,706,525	\$ 1,966,715	\$ 1,734,571	\$ 1,761,429	\$ (205,285)	\$ 1,767,856

	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	% CHG	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ADOPT	ESTIMATE

ROAD USE SUMMARY

Beginning Balance	\$ 4,095,892	\$ 2,959,250	\$ 3,210,829	\$ 2,583,391	\$ (375,859)		\$ 1,810,075
Road Use tax revenue	5,483,805	5,700,000	5,600,000	5,700,000	-		5,800,000
Total	\$ 9,579,697	\$ 8,659,250	\$ 8,810,829	\$ 8,283,391	\$ (375,859)	\$ -	\$ 7,610,075
Traffic Safety	\$ 321,093	\$ 398,304	\$ 376,078	\$ 430,676	\$ 32,372		\$ 413,906
Street Lighting	513,754	546,000	545,000	540,000	(6,000)		540,000
Roadway Maintenance	2,838,121	3,141,790	3,063,460	3,380,840	239,050		3,294,055
Transfers out to Capital projects	2,695,900	2,724,600	2,242,900	2,121,800	(602,800)		2,510,500
Total	\$ 6,368,868	\$ 6,810,694	\$ 6,227,438	\$ 6,473,316	\$ (337,378)	\$ -	\$ 6,758,461

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
EMPLOYEE BENEFITS FUND SUMMARY						
Beginning Balance	\$ -	\$ -	\$ -	\$ 10,749	\$ 10,749	\$ 21,060
Revenue sources:						
112 Homestead	-	5,000	5,726	6,000	1,000	6,000
124 Business property tax credit	-	-	2,690	-	-	-
341 Taxes - EE Benefit levy	-	286,315	283,625	303,943	17,628	316,101
337 Utility excise tax - EE Benefit levy	-	11,055	10,956	11,517	462	11,978
524 Interest - EE Benefit fund	-	-	500	-	-	-
130 State backfill - Employee Benefit levy	-	-	9,622	10,000	10,000	10,000
109 Transfers In - Employee Benefits Fund	-	139,880	139,880	372,851	232,971	300,000
Total Revenues	\$ -	\$ 442,250	\$ 452,999	\$ 704,311	\$ 262,061	\$ 644,078
Functional Expenses:						
5109 Public Safety EE insurance contribution	\$ -	\$ 203,435	\$ 203,435	\$ 332,894	\$ 129,459	\$ 303,634
5109 Public Works EE insurance contribution	-	84,912	84,912	138,236	53,324	126,085
5109 Culture & Rec EE insurance contribution	-	97,295	97,295	135,415	38,120	123,512
5109 Comm & Econ Dev. EE insurance contribution	-	22,997	22,997	36,675	13,678	33,451
5109 General Government EE insurance contribution	-	33,611	33,611	50,780	17,169	46,318
Total Expenses	\$ -	\$ 442,250	\$ 442,250	\$ 694,000	\$ 251,750	\$ 633,000
Informational:						
Total actual insurance contributions:						
General, Road Use & Storm Water Funds	\$ 3,607,873	\$ 5,459,538	\$ 5,459,538	\$ 5,620,543	\$ 161,005	\$ 5,625,197
Internal Service Funds	30,716	40,462	40,462	123,317	82,855	124,805
Portion being covered by levy above	-	(442,250)	(442,250)	(694,000)	(251,750)	(633,000)
Remaining portion covered by General Fund	\$ 3,638,589	\$ 5,057,750	\$ 5,057,750	\$ 5,049,860	\$ (7,890)	\$ 5,117,002
Additional levy needed to reach 100% funding	1.25	1.67	1.67	1.57		1.53

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
POLICE & FIRE RETIREMENT FUND SUMMARY						
Beginning Balance	\$ 163,100	\$ -	\$ 194,294	\$ 110,502	\$ 110,502	\$ 120,152
Revenue sources:						
112 Homestead	34,345	30,000	18,302	20,000	(10,000)	20,000
124 Business property tax credit	16,973	-	14,086	-	-	-
341 Taxes - Police & Fire Retirement levy	1,584,843	902,208	888,122	971,816	69,608	1,010,689
337 Utility excise tax - Police & Fire Ret. Fund	49,994	35,347	35,060	36,834	1,487	38,307
524 Interest - Police and Fire Retirement Fund	7,289	-	5,000	-	-	-
130 State backfill - Employee Benefits Fund	56,120	46,393	30,638	31,000	(15,393)	31,000
Total Revenues	\$ 1,749,564	\$ 1,013,948	\$ 991,208	\$ 1,059,650	\$ 45,702	\$ 1,099,996
5108 Police pension costs	\$ 1,022,036	\$ 238,809	\$ 238,809	\$ 133,237	\$ (105,572)	\$ 127,685
5108 Fire pension costs	696,334	836,191	836,191	916,763	80,572	972,315
Total Expenses	\$ 1,718,370	\$ 1,075,000	\$ 1,075,000	\$ 1,050,000	\$ (25,000)	\$ 1,100,000
Informational:						
Total actual pension costs:						
Police pension total	\$ 1,022,036	\$ 1,028,141	\$ 1,025,809	\$ 1,124,073	\$ 95,932	\$ 1,171,499
Fire pension total	696,334	836,191	836,191	916,763	80,572	972,315
Portion being covered by levy above	(1,718,370)	(1,075,000)	(1,075,000)	(1,050,000)	25,000	(1,100,000)
Remaining portion covered by General Fund	\$ -	\$ 789,332.00	\$ 787,000.00	\$ 990,836.00	\$ 201,504.00	\$ 1,043,814.00
Additional levy needed to reach 100% funding	N/A-fully fundec	0.26	0.26	0.31		0.31

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
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LOCAL OPTION SALES & SERVICE TAX FUND

Beginning Balance of 50% prop tax relief fund - Dallas	\$ -	\$ 89,880	\$ 65,336	\$ 122,851	\$ 32,971	\$ -
Beginning Balance of 50% capital project fund - Dallas	-	589,880	566,746	1,264,141	674,261	2,014,141
Beginning Balance of 50% prop tax relief fund - Polk	-	-	-	10,000	10,000	20,000
Beginning Balance of 50% capital project fund - Polk	-	-	-	1,015,000	1,015,000	305,000
Revenues:						
Dallas County	\$ 1,121,528	\$ 1,100,000	\$ 1,394,790	\$ 1,500,000	\$ 400,000	\$ 1,600,000
Polk County	-	-	3,000,000	6,000,000	6,000,000	6,500,000
Interest	10,555	-	20,000	20,000	20,000	20,000
Total	\$ 1,132,083	\$ 1,779,760	\$ 5,046,872	\$ 9,931,992	\$ 8,152,232	\$ 10,459,141

Expenditures:

Dallas County 50% property tax relief - to debt service	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ 500,000
Dallas County 50% property tax relief - to EE Benefits PY catchup	-	89,880	65,336	122,851	32,971	-
Dallas County 50% property tax relief - to EE Benefits - CY	-	50,000	74,544	250,000	200,000	300,000
Dallas County 50% capital projects	-	-	-	-	-	-
Polk County 50% property tax relief - to debt service	-	-	1,500,000	3,000,000	3,000,000	3,250,000
Polk County 50% capital projects - to general fund Community Servi	-	-	-	300,000	300,000	300,000
Polk County 50% capital projects - to debt service	-	-	495,000	3,420,000	3,420,000	4,745,000
Total	\$ 500,000	\$ 639,880	\$ 2,634,880	\$ 7,592,851	\$ 6,952,971	\$ 9,095,000

	(A)	(B)	(A x B)
	100% Countywide Retail Sales *	90% Used for Budget	% to Urbandale ** LOSST (1%)
Polk County - effective 1/1/20	\$ 8,762,758,561	7,886,482,705	8.20% 6,466,916
Dallas County - effective 7/1/18	\$ 1,302,383,667	1,172,145,300	8.53% 999,840
Total FY21 estimated LOSST to Urbandale			\$ 7,466,756

Calculated FY21 property tax revenue needed to support FY21 budget @ \$10.68	\$ 35,014,974	100.00%
Amount of relief provided by LOSST (50% of actual received in prior year above)	(566,042)	-1.62%
Addition amount of relief from FY20 LOSST funds received in excess of budgeted estimate	(1,428,959)	-4.08%
FY21 revised property tax revenue as reflected in this document @ \$10.16	33,019,974	94.30%

	Total levy	General Levy	411 Pension Levy	Employee Benefits Levy	Debt Service Levy
FY21 calculated Rate	\$ 10.52	\$ 8.10	\$ 0.32	\$ 0.10	\$ 2.00
Voter approved fire station debt	\$ 0.16	\$ -	\$ -	\$ -	\$ 0.16 ***
FY21 rate should be	\$ 10.68	\$ 8.10	\$ 0.32	\$ 0.10	\$ 2.16
Reduced Rate proposed	\$ 10.16	\$ 8.10	\$ 0.32	\$ 0.10	\$ 1.64
FY21 Property tax relief	\$ (0.52)	\$ -	\$ -	\$ -	\$ (0.52)
% reduction on each levy	-5.118%	0.000%	0.000%	0.000%	-31.707%

- * = per Iowa Department of Revenue for fiscal year 2019
- ** = 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/Annual>
<https://tax.iowa.gov/report/Local-Option-Tax>

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
TAX INCREMENT FINANCING FUND SUMMARY						
Beginning Balance	\$ 11,695,994	\$ 3,520,806	\$ 3,496,480	\$ 8,434,019	\$ 4,913,213	\$ 12,022,807
<i>Revenue sources:</i>						
113 Taxes - TIF increment	8,335,464	9,364,802	9,427,856	9,703,613	338,811	9,700,000
524 Interest	125,826	-	75,000	25,000	25,000	25,000
Total Revenues	\$ 8,461,290	\$ 9,364,802	\$ 9,502,856	\$ 9,728,613	\$ 363,811	\$ 9,725,000
5109 Transfer out - to Debt Service (bond payments)	\$ 16,328,765	\$ 4,018,060	\$ 4,015,317	\$ 5,364,825	\$ 1,346,765	\$ 5,475,075
5109 Transfer out - to General Fund (legal cost reimb)	-	13,500	-	-	(13,500)	-
5224 TIF rebates paid	332,039	621,000	550,000	775,000	154,000	1,500,000
Total Expenses	\$ 16,660,804	\$ 4,652,560	\$ 4,565,317	\$ 6,139,825	\$ 1,487,265	\$ 6,975,075

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
Beginning Balance	\$ -	\$ -	\$ 428,464	\$ 775,134	\$ 775,134	\$ 1,107,905
Revenue sources:						
112 Homestead	130,439	135,000	120,944	120,000	(15,000)	120,000
124 Business property tax credit	81,497	-	72,760	-	-	-
110 Debt service levy	6,596,138	6,306,502	6,233,742	5,482,544	(823,958)	5,701,846
337 Utility excise tax	189,631	220,888	219,128	188,726	(32,162)	196,275
524 Interest	56,656	12,000	40,000	40,000	28,000	40,000
117 Special Assessments - Debt Service Fund	316,379	75,000	350,000	75,000	-	75,000
130 State backfill - Employee Benefits Fund	212,868	212,000	191,862	192,000	(20,000)	192,000
109 Intergovernmental transfers - TIF	16,328,765	4,018,060	4,015,317	5,364,825	1,346,765	5,475,075
109 Intergovernmental transfers-General Fund	274,512	269,013	269,013	168,513	(100,500)	165,413
109 Intergovernmental transfers - LOSST Polk Co	-	-	1,995,000	6,420,000	6,420,000	7,995,000
109 Intergovernmental transfers - LOSST Dallas Co.	500,000	500,000	500,000	500,000	-	500,000
Bond refinancing proceeds	-	-	-	-	-	-
Total Revenues	\$ 24,686,885	\$ 11,748,463	\$ 14,007,766	\$ 18,551,608	\$ 6,803,145	\$ 20,460,609
Expenditures:						
Debt Service for NW Market TIF bonds	\$ 1,830,524	\$ 3,916,510	\$ 3,913,767	\$ 5,120,625	\$ 1,204,115	\$ 5,232,775
Debt Service for DUNA TIF bonds	96,661	101,550	101,550	244,200	142,650	242,300
Debt Service for GO bonds - covered by debt levy	7,055,143	6,686,442	6,681,766	5,665,499	(1,020,943)	5,165,094
Debt Service for GO bonds - covered by General Fund	274,513	269,013	269,013	168,513	(100,500)	165,413
Debt Service for GO bonds - covered by LOSST funds	500,000	500,000	500,000	500,000	-	500,000
Debt Service for GO bonds - covered by fund balance	100,000	200,000	200,000	100,000	(100,000)	100,000
Bonds called for early retirement - covered by TIF funds	14,401,580	-	-	-	-	-
Bonds called for early retirement - covered by LOSST func	-	-	1,995,000	6,420,000	6,420,000	7,995,000
Total Expenses	\$ 24,258,421	\$ 11,673,515	\$ 13,661,096	\$ 18,218,837	\$ 6,545,322	\$ 19,400,582

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
CAPITAL PROJECTS SUMMARY						
Beginning Balance	\$ 30,367,706	\$ 34,942,406	\$ 45,948,292	\$ 32,732,992	\$ (2,209,414)	\$ 32,162,892
Revenues:						
Bond proceeds	\$ 26,739,660	\$ 25,340,000	\$ 17,000,000	\$ 21,268,100	\$ (4,071,900)	\$ 12,850,600
Intergovernmental	1,495,610	6,834,400	536,000	294,000	(6,540,400)	1,595,000
Interest	593,710	250,000	900,000	750,000	500,000	600,000
Private donations	1,302,680	184,000	251,000	676,000	492,000	66,000
Special assessments	310,788	1,692,200	293,000	1,495,000	(197,200)	1,425,000
Transfers in from other funds	3,587,500	4,286,400	3,804,700	2,946,800	(1,339,600)	2,774,900
Total	\$ 64,397,654	\$ 73,529,406	\$ 68,732,992	\$ 60,162,892	\$ (13,366,514)	\$ 51,474,392
Expenditures:						
Project costs	\$ 18,449,362	\$ 49,650,000	\$ 36,000,000	\$ 28,000,000	\$ (21,650,000)	\$ 20,000,000
Transfer out - Debt Service	-	-	-	-	-	-
Appropriations out to other funds	-	-	-	-	-	-
Total	\$ 18,449,362	\$ 49,650,000	\$ 36,000,000	\$ 28,000,000	\$ (21,650,000)	\$ 20,000,000

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
STORM WATER UTILITY FUND						
Beginning Cash Balance	\$ 3,435,051	\$ 4,397,471	\$ 4,541,397	\$ 4,623,865	\$ 226,394	\$ 5,383,224
Revenues:						
Storm Water user fees	\$ 2,296,955	\$ 2,240,000	\$ 2,232,000	\$ 2,240,000	\$ -	\$ 2,248,000
Interest	74,366	-	75,000	50,000	50,000	50,000
Total Revenues	\$ 2,371,321	\$ 2,240,000	\$ 2,307,000	\$ 2,290,000	\$ 50,000	\$ 2,298,000
Expenditures:						
Personnel costs	\$ 347,024.00	\$ 388,102	\$ 375,158	\$ 434,842	\$ 46,740	\$ 432,533
Operational costs	69,178	106,340	106,900	127,551	21,211	127,551
Capital outlay	57,173	37,364	31,864	143,248	105,884	56,748
Transfers out to Capital Projects Fun	791,600	1,481,800	1,481,800	825,000	(656,800)	825,000
Total Expenditures	\$ 1,264,975	\$ 2,013,606	\$ 1,995,722	\$ 1,530,641	\$ (482,965)	\$ 1,441,832

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
BUILDING MAINTENANCE FUND						
Beginning Cash Balance	\$ 739,942	\$ 989,469	\$ 989,469	\$ 874,140	\$ (115,329)	\$ 881,589
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	28,569	20,000	25,000	25,000	5,000	25,000
Miscellaneous revenue	3,037	-	-	-	-	-
Transfers in from Capital Proj Fund	-	-	-	-	-	-
Appropriations from departments	1,113,602	924,345	924,345	1,147,557	223,212	1,147,557
Total	\$ 1,885,150	\$ 1,933,814	\$ 1,938,814	\$ 2,046,697	\$ 112,883	\$ 2,054,146
Expenditures:						
Building repairs & maintenance	\$ 334,526	\$ 421,280	\$ 421,280	\$ 411,145	\$ (10,135)	\$ 402,145
Improvements capitalized - net	336,205	400,650	400,650	512,050	111,400	400,000
Personnel costs	224,950	240,891	242,744	241,913	1,022	247,635
Total	\$ 895,681	\$ 1,062,821	\$ 1,064,674	\$ 1,165,108	\$ 102,287	\$ 1,049,780

	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
FLEET MAINTENANCE FUND						
Beginning Cash Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,020
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	25,000	25,000	25,000
Appropriations from departments	-	-	-	961,443	961,443	939,393
Total	\$ -	\$ -	\$ -	\$ 986,443	\$ 986,443	\$ 1,104,413
Expenditures:						
Vehicle repairs & maintenance	\$ -	\$ -	\$ -	419,210	419,210	419,210
Personnel costs	-	-	-	427,213	427,213	436,835
Total	\$ -	\$ -	\$ -	\$ 846,423	\$ 846,423	\$ 856,045

		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22	
FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE		
EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT								
PUBLIC SAFETY								
110	Police	GEN	\$ 7,502,050	\$ 9,419,078	\$ 9,125,162	\$ 10,297,717	\$ 878,639	\$ 10,540,356
150	Fire	GEN	4,778,129	6,062,857	5,658,654	6,240,286	177,429	6,431,002
180	Emergency Preparedness	GEN	37,455	54,725	47,225	48,725	(6,000)	23,725
190	Animal Control	GEN	72,897	173,000	173,000	188,716	15,716	188,716
117	Police & Fire Retirement Fun	411	1,718,369	1,075,000	1,150,000	1,050,000	(25,000)	1,100,000
112	Employee Benefit Levy Fund	EEBen	-	203,435	203,435	332,894	129,459	303,634
198	Contingency	GEN	-	25,000	-	25,000	-	25,000
Sub-Total			\$ 14,108,900	\$ 17,013,095	\$ 16,357,476	\$ 18,183,338	\$ 1,170,243	\$ 18,612,433
PUBLIC WORKS								
210	Roadway Maintenance	RU	\$ 5,534,021	\$ 5,850,990	\$ 5,207,018	\$ 5,502,640	\$ (348,350)	\$ 5,804,555
230	Street Lighting	RU	513,754	546,000	545,000	540,000	(6,000)	540,000
240	Traffic Safety	RU	321,093	413,704	374,550	430,676	16,972	413,906
260	Engineering Services	GEN	901,511	978,465	845,364	925,038	(53,427)	895,786
290	Solid Waste	GEN	2,154,401	2,308,934	2,243,870	2,474,083	165,149	2,461,714
291	Sanitary Sewer	GEN	470,030	476,634	637,885	541,664	65,030	477,477
292	Stormwater Utility Fund	STRM	1,264,975	2,013,606	1,995,722	1,530,641	(482,965)	1,441,832
295	E&PW Administration	GEN	921,412	957,258	915,087	990,587	33,329	937,975
112	Employee Benefit Levy Fund	EEBen	-	84,912	84,912	138,236	53,324	126,085
298	Contingency	GEN	-	25,000	-	25,000	-	25,000
Sub-Total			\$ 12,081,197	\$ 13,655,503	\$ 12,849,408	\$ 13,098,565	\$ (556,938)	\$ 13,124,330
HEALTH & SOCIAL SERVICES								
370	Community Services		\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
Sub-Total			\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
CULTURE AND RECREATION								
410	Library	GEN	\$ 2,746,572	\$ 2,843,395	\$ 2,770,854	\$ 2,753,617	\$ (89,778)	\$ 2,798,628
430	Parks	GEN	2,476,174	2,793,703	2,742,945	3,000,800	207,097	2,999,464
435	Grounds Maintenance	GEN	106,450	128,157	127,519	138,620	10,463	131,020
440	Recreation	GEN	471,881	559,999	579,044	594,226	34,227	601,401
450	Cemetery Maintenance	GEN	9,499	9,800	9,800	10,000	200	10,000
460	Senior Center	GEN	387,908	440,163	428,121	471,400	31,237	468,502
470	Swimming Pool	GEN	666,661	681,085	699,507	709,119	28,034	708,084
499	Cultural & Convention	HM	1,706,526	1,966,715	1,734,572	1,761,429	(205,286)	1,767,856
112	Employee Benefit Levy Fund	EEBen	-	97,295	97,295	135,415	38,120	123,512
498	Contingency	GEN	-	25,000	-	25,000	-	25,000
Sub-Total			\$ 8,571,671	\$ 9,545,312	\$ 9,189,657	\$ 9,599,626	\$ 54,314	\$ 9,633,467
COMMUNITY AND ECONOMIC DEVELOPMENT								
520	Economic Development	GEN	\$ 475,102	\$ 252,570	\$ 276,052	\$ 324,914	\$ 72,344	\$ 328,988
530	Code Enforcement	GEN	744,845	803,235	783,712	861,886	58,651	876,735
540	Community Development	GEN	769,875	858,478	855,183	938,529	80,051	954,722
125	Tax Increment Financing Fun	TIF	16,660,804	4,652,560	4,565,317	6,139,825	1,487,265	6,975,075
112	Employee Benefit Levy Fund	EEBen	-	22,997	22,997	36,675	13,678	33,451
Sub-Total			\$ 18,650,626	\$ 6,589,840	\$ 6,503,261	\$ 8,301,829	\$ 1,711,989	\$ 9,168,971
GENERAL GOVERNMENT								
610	Mayor and City Council	GEN	\$ 212,321	\$ 240,994	\$ 238,418	\$ 142,703	\$ (98,291)	\$ 129,153
615	City Manager	GEN	426,029	632,192	602,512	655,118	22,926	721,710
620	Finance and Records	GEN	681,640	728,158	715,505	744,673	16,515	816,022
625	Technology	GEN	601,832	783,110	772,645	834,198	51,088	786,193
630	Human Resources	GEN	268,508	364,199	316,983	368,878	4,679	365,525
635	City Clerk	GEN	267,698	266,758	266,808	295,705	28,947	301,011
640	Legal Services	GEN	109,003	135,000	135,000	180,000	45,000	150,000
645	General Support	GEN	939,201	884,847	886,248	805,373	(79,474)	804,511
650	Marketing	GEN	-	199,442	197,703	213,020	13,578	215,910
112	Employee Benefit Levy Fund	EEBen	-	33,611	33,611	50,780	17,169	46,318
698	Contingency	GEN	-	25,000	-	25,000	-	25,000
Sub-Total			\$ 3,506,232	\$ 4,293,311	\$ 4,165,433	\$ 4,315,448	\$ 22,137	\$ 4,361,353
DEPT OPERATIONS BUDGET TOTAL			\$ 56,918,626	\$ 51,097,061	\$ 49,065,235	\$ 53,798,806	\$ 2,701,745	\$ 55,200,554
DEBT SERVICE FUND EXPENDITURES			\$ 24,258,421	\$ 11,673,515	\$ 13,661,096	\$ 18,218,837	\$ 6,545,322	\$ 19,400,582
SPECIAL REV. FUND EXPENDITURES			\$ 695,979	\$ 979,530	\$ 3,201,880	\$ 7,970,301	\$ 6,990,771	\$ 9,479,501
CAPITAL PROJECTS FUND EXPENDITURES			\$ 18,449,362	\$ 49,650,000	\$ 36,000,000	\$ 28,000,000	\$ (21,650,000)	\$ 20,000,000
PROPRIETARY FUND - WATER UTILITY			\$ 18,369,192	\$ 23,033,339	\$ 23,029,793	\$ 21,406,122	\$ (1,627,217)	\$ 22,485,469
CERTIFIED BUDGET TOTAL			\$ 118,691,580	\$ 136,433,445	\$ 124,958,004	\$ 129,394,066	\$ (7,039,379)	\$ 126,566,106

		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
DEPARTMENTAL OPERATIONAL EXPENDITURES BY FUND							
GENERAL FUND							
PUBLIC SAFETY							
110	Police	GEN \$ 7,502,050	\$ 9,419,078	\$ 9,125,162	\$ 10,297,717	\$ 878,639	\$ 10,540,356
150	Fire	GEN 4,778,129	6,062,857	5,658,654	6,240,286	177,429	6,431,002
180	Emergency Preparedness	GEN 37,455	54,725	47,225	48,725	(6,000)	23,725
190	Animal Control	GEN 72,897	173,000	173,000	188,716	15,716	188,716
198	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 12,390,531	\$ 15,734,660	\$ 15,004,041	\$ 16,800,444	\$ 1,065,784	\$ 17,208,799
PUBLIC WORKS							
260	Engineering Services	GEN 901,511	978,465	845,364	925,038	(53,427)	895,786
290	Solid Waste	GEN 2,154,401	2,308,934	2,243,870	2,474,083	165,149	2,461,714
291	Sanitary Sewer	GEN 470,030	476,634	637,885	541,664	65,030	477,477
295	E&PW Administration	GEN 921,412	957,258	915,087	990,587	33,329	937,975
298	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 4,447,354	\$ 4,746,291	\$ 4,642,206	\$ 4,956,372	\$ 210,081	\$ 4,797,952
HEALTH & SOCIAL SERVICES							
350	Mosquito Control	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
	Sub-Total	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
CULTURE AND RECREATION							
410	Library	GEN \$ 2,746,572	\$ 2,843,395	\$ 2,770,854	\$ 2,753,617	\$ (89,778)	\$ 2,798,628
430	Parks	GEN 2,476,174	2,793,703	2,742,945	3,000,800	207,097	2,999,464
435	Grounds Maintenance	GEN 106,450	128,157	127,519	138,620	10,463	131,020
440	Recreation	GEN 471,881	559,999	579,044	594,226	34,227	601,401
450	Cemetery Maintenance	GEN 9,499	9,800	9,800	10,000	200	10,000
460	Senior Center	GEN 387,908	440,163	428,121	471,400	31,237	468,502
470	Swimming Pool	GEN 666,661	681,085	699,507	709,119	28,034	708,084
498	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 6,865,145	\$ 7,481,302	\$ 7,357,790	\$ 7,702,782	\$ 221,480	\$ 7,742,099
COMMUNITY AND ECONOMIC DEVELOPMENT							
520	Economic Development	GEN \$ 475,102	\$ 252,570	\$ 276,052	\$ 324,914	\$ 72,344	\$ 328,988
530	Code Enforcement	GEN 744,845	803,235	783,712	861,886	58,651	876,735
540	Community Development	GEN 769,875	858,478	855,183	938,529	80,051	954,722
	Sub-Total	\$ 1,989,822	\$ 1,914,283	\$ 1,914,947	\$ 2,125,329	\$ 211,046	\$ 2,160,445
GENERAL GOVERNMENT							
610	Mayor and City Council	GEN \$ 212,321	\$ 240,994	\$ 238,418	\$ 142,703	\$ (98,291)	\$ 129,153
615	City Manager	GEN 426,029	632,192	602,512	655,118	22,926	721,710
620	Finance and Records	GEN 681,640	728,158	715,505	744,673	16,515	816,022
625	Technology	GEN 601,832	783,110	772,645	834,198	51,088	786,193
630	Human Resources	GEN 268,508	364,199	316,983	368,878	4,679	365,525
635	City Clerk	GEN 267,698	266,758	266,808	295,705	28,947	301,011
640	Legal Services	GEN 109,003	135,000	135,000	180,000	45,000	150,000
645	General Support	GEN 939,201	884,847	886,248	805,373	(79,474)	804,511
650	Marketing	GEN -	199,442	197,703	213,020	13,578	215,910
698	Contingency	GEN -	25,000	-	25,000	-	25,000
	Sub-Total	\$ 3,506,232	\$ 4,259,700	\$ 4,131,822	\$ 4,264,668	\$ 4,968	\$ 4,315,035
	General Fund Total	29,199,084	34,136,236	33,050,806	36,149,595	2,013,359	36,524,330
Road Use Fund							
210	Roadway Maintenance	RU \$ 5,534,021	\$ 5,850,990	\$ 5,207,018	\$ 5,502,640	\$ (348,350)	\$ 5,804,555
230	Street Lighting	RU 513,754	546,000	545,000	540,000	(6,000)	540,000
240	Traffic Safety	RU 321,093	413,704	374,550	430,676	16,972	413,906
	Road Use Fund Total	6,368,868	6,810,694	6,126,568	6,473,316	(337,378)	6,758,461
411 Retirement Fund							
117	Police & Fire Retirement Fund	411 1,718,369	1,075,000	1,150,000	1,050,000	(25,000)	1,100,000
Employee Benefits Levy Fund							
112	Employee Benefits Levy	EEBen -	442,250	442,250	694,000	251,750	633,000
Hotel Motel Fund							
499	Cultural & Convention	HM 1,706,526	1,966,715	1,734,572	1,761,429	(205,286)	1,767,856
Storm Water Utility Fund							
292	Stormwater Utility Fund	STRM 1,264,975	2,013,606	1,995,722	1,530,641	(482,965)	1,441,832
Tax Increment Financing Fund							
125	Tax Increment Financing Fund	TIF 16,660,804	4,652,560	4,565,317	6,139,825	1,487,265	6,975,075
	Grand Total Departmental Operations	\$ 56,918,626	\$ 51,097,061	\$ 49,065,235	\$ 53,798,806	\$ 2,701,745	\$ 55,200,554



PUBLIC SAFETY	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

100 PUBLIC SAFETY SUMMARY

PERSONAL SERVICES						
01	Salaries	\$ 7,100,954	\$ 8,198,842	\$ 7,799,954	\$ 8,637,964	\$ 439,122 \$ 9,006,292
02	Overtime	491,659	457,980	553,008	464,300	6,320 475,000
03	Part-time	220,948	382,380	211,438	206,000	(176,380) 206,000
04	Witness fees	(378)	500	20	500	- -
06	FICA	147,787	182,237	159,594	176,982	(5,255) 183,968
07	Retirement - IPERS	65,020	86,037	64,258	71,154	(14,883) 72,980
08	Pension - MFPRSI	1,718,369	1,864,332	1,861,866	2,047,893	183,561 2,151,386
09	Group insurance	1,612,614	2,530,000	2,530,000	2,758,130	228,130 2,758,130
11	Allowance	51,882	57,850	91,137	52,300	(5,550) 52,300
12	Unemployment	2,145	3,000	5,274	-	(3,000) -
13	Deferred comp plan City match	50,704	87,272	58,252	92,322	5,050 96,064
Sub-Total		\$ 11,461,704	\$ 13,850,430	\$ 13,334,801	\$ 14,507,545	\$ 657,115 \$ 15,002,120
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ - \$ 500
22	Recruitment	23,689	15,100	24,000	13,235	(1,865) 11,500
23	Professional services	95,427	203,515	199,382	358,521	155,006 358,521
24	Contributions to other agencies	839,699	1,238,363	1,146,563	1,264,363	26,000 1,316,563
27	Data processing	83,630	132,185	115,125	137,209	5,024 137,209
28	Dues and memberships	11,963	13,745	13,745	15,365	1,620 15,365
29	Insurance	-	-	-	-	- -
32	Uniforms and laundry	114,638	92,385	101,213	82,824	(9,561) 82,824
35	Printing and copying	12,041	14,200	14,200	14,200	- 14,200
40	Building and grounds maint.	-	-	-	-	- -
41	Vehicle and equipment maint.	97,205	66,000	69,500	2,500	(63,500) 2,500
44	Grant-funded purchases	-	-	-	-	- -
46	Training and development	66,802	102,265	101,650	136,910	34,645 110,000
48	Utility service	121,495	147,125	143,625	158,965	11,840 158,965
49	Petty cash	57	400	40	400	- 400
51	Maintenance supplies	7,029	10,500	11,500	10,700	200 10,700
54	Minor equipment	4,608	9,500	8,000	9,500	- 9,500
55	DARE expenditures	7,518	6,000	6,000	7,700	1,700 7,700
56	Vehicle maintenance supplies	16,909	26,500	26,500	206,700	180,200 206,700
57	Vehicle operation supplies	116,820	126,450	126,450	141,900	15,450 141,900
58	Office supplies	10,348	14,000	16,000	14,500	500 14,500
59	Operating supplies	126,561	158,430	164,500	174,170	15,740 173,900
60	Safety and medical supplies	27,386	23,265	12,445	38,380	15,115 38,380
61	Refunds	-	-	-	-	- -
Sub-total		\$ 1,783,825	\$ 2,400,428	\$ 2,300,438	\$ 2,788,542	\$ 388,114 \$ 2,811,827
CAPITAL OUTLAY						
71	Equipment	\$ 151,255	\$ 177,080	\$ 177,080	\$ 123,165	\$ (53,915) \$ 61,710
72	Furniture and fixtures	5,931	4,560	4,560	4,200	(360) 2,000
73	Equipment replacement fund	295,947	171,178	171,178	366,206	195,028 366,206
74	Office equipment	6,265	3,330	3,330	21,485	18,155 -
75	Operating equipment	136,165	157,425	142,425	33,625	(123,800) 30,000
76	Property improvements	-	-	-	-	- -
77	Economic development	-	-	-	-	- -
79	Books, films and recordings	-	-	-	-	- -
80	Natural disaster cleanup	1,146	-	-	-	- -
81	Building maintenance fund	266,662	223,664	223,664	313,570	89,906 313,570
97	Transfers out	-	-	-	-	- -
Sub-total		\$ 863,371	\$ 737,237	\$ 722,237	\$ 862,251	\$ 125,014 \$ 773,486
OPERATING BUDGET SUB-TOTAL						
		\$ 14,108,900	\$ 16,988,095	\$ 16,357,476	\$ 18,158,338	\$ 1,170,243 \$ 18,587,433
99	Special Revenue fund items	\$ 37,056	\$ 20,000	\$ 20,000	\$ 20,000	\$ - \$ 20,000
91	Debt retirement	-	-	-	-	- -
95	Contingency	-	25,000	-	25,000	- 25,000
PUBLIC SAFETY SUMMARY		\$ 14,145,956	\$ 17,033,095	\$ 16,377,476	\$ 18,203,338	\$ 1,170,243 \$ 18,632,433



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

POLICE

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	5,784,241	7,336,945	7,138,849	7,792,213
Contractual & supply service	1,207,173	1,698,108	1,602,288	1,994,614
Capital outlay	510,636	384,025	384,025	510,890
Total expenditures	\$ 7,502,050	\$ 9,419,078	\$ 9,125,162	\$ 10,297,717
Fees	22,377	26,000	26,000	27,600
Grants	35,797	15,000	15,000	15,000
Other	985,927	1,119,048	1,105,377	1,160,941
Total revenue	\$ 1,044,101	\$ 1,160,048	\$ 1,146,377	\$ 1,203,541
Net amount supported by property taxes	\$ 6,457,949	\$ 8,259,030	\$ 7,978,785	\$ 9,094,176

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase in salary costs of \$455,300 represents normal increases for existing staff and the addition of two new full-time patrol officers.
- ↑ An increase of \$140,700 in professional services reflects the change in crossing guards from a city employee coverage to a service contract. 50% of these costs will continue to be covered by each school district. The contract offsets the decrease of \$76,400 in part time salaries.
- ↑ An increase of \$26,000 in contributions to other agencies represents an increase in Westcom operational expenses.
- ↑ An increase of \$26,300 in training represents the cost for 2 new and 3 turnover positions to attend ILEA basic training.
- ↑ An increase of \$64,700 in Vehicle Maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$86,300 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$50,800 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.

PUBLIC SAFETY		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 4,303,274	\$ 4,692,215	\$ 4,533,088	\$ 4,933,789	\$ 241,574	\$ 5,127,448
02	Overtime	232,486	253,980	284,882	264,300	10,320	275,000
03	Part-time	81,687	82,380	75,918	6,000	(76,380)	6,000
04	Witness fees	(378)	500	20	500	-	-
06	FICA	96,834	104,051	101,692	103,562	(489)	107,693
07	Retirement - IPERS	45,599	50,306	45,898	45,929	(4,377)	47,544
08	Pension - MFPRSI	-	789,332	711,866	997,893	208,561	1,051,386
09	Group insurance	936,852	1,254,322	1,254,322	1,335,935	81,613	1,352,053
11	Allowance	51,882	57,450	91,137	51,900	(5,550)	51,900
12	Unemployment	2,145	3,000	5,274	-	(3,000)	-
13	Deferred comp plan City match	33,860	49,409	34,752	52,405	2,996	54,108
Sub-Total		\$ 5,784,241	\$ 7,336,945	\$ 7,138,849	\$ 7,792,213	\$ 455,268	\$ 8,073,132
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
22	Recruitment	9,700	12,350	16,000	11,735	(615)	10,000
23	Professional services	3,962	6,375	2,242	147,065	140,690	147,065
24	Contributions to other agencies	823,170	1,221,800	1,130,000	1,247,800	26,000	1,300,000
27	Data processing	58,937	77,818	60,758	74,589	(3,229)	74,589
28	Dues and memberships	8,555	10,000	10,000	11,620	1,620	11,620
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	15,394	19,200	28,028	33,900	14,700	33,900
35	Printing and copying	7,148	8,700	8,700	8,700	-	8,700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	10,399	12,000	12,000	-	(12,000)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	41,653	75,615	75,000	101,910	26,295	75,000
48	Utility service	62,850	66,625	66,625	67,465	840	67,465
49	Petty cash	27	300	40	300	-	300
51	Maintenance supplies	3,332	3,500	3,500	3,700	200	3,700
54	Minor equipment	396	500	500	500	-	500
55	Culture of Integrity	7,518	6,000	6,000	7,700	1,700	7,700
56	Vehicle maintenance supplies	10,542	16,500	16,500	81,200	64,700	81,200
57	Vehicle operation supplies	85,362	83,450	83,450	98,900	15,450	98,900
58	Office supplies	7,289	10,500	10,500	10,500	-	10,500
59	Operating supplies	48,396	63,930	70,000	77,270	13,340	77,000
60	Safety and medical supplies	2,543	2,445	2,445	9,260	6,815	9,260
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,207,173	\$ 1,698,108	\$ 1,602,288	\$ 1,994,614	\$ 296,506	\$ 2,017,899
CAPITAL OUTLAY							
71	Equipment	\$ 109,147	\$ 96,080	\$ 96,080	\$ 76,455	\$ (19,625)	\$ 40,000
72	Furniture and fixtures	2,000	-	-	-	-	-
73	Equipment replacement fund	185,090	107,449	107,449	193,757	86,308	193,757
74	Office furniture	5,851	3,330	3,330	21,485	18,155	-
75	SERT equipment & training	41,046	42,425	42,425	33,625	(8,800)	30,000
76	Property Improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	1,146	-	-	-	-	-
81	Building maintenance fund	166,356	134,741	134,741	185,568	50,827	185,568
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 510,636	\$ 384,025	\$ 384,025	\$ 510,890	\$ 126,865	\$ 449,325
OPERATING BUDGET SUB-TOTAL		\$ 7,502,050	\$ 9,419,078	\$ 9,125,162	\$ 10,297,717	\$ 878,639	\$ 10,540,356
99	Special Revenue fund items	\$ 29,524	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE		\$ 7,531,574	\$ 9,439,078	\$ 9,145,162	\$ 10,317,717	\$ 878,639	\$ 10,560,356

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
01	55 officers, 9 civilians	\$ 4,933,789
02	Overtime pay – patrol minimum staffing requirements per shift	\$ 14,400
	Holiday pay @ double time	\$ 23,300
	Holiday pay @ 1.5 time	\$ 16,000
	In-service training coverage	\$ 1,200
	M.I.N.E. task force overtime	\$ 37,100
	Miscellaneous OT for arrests, casework, investigations, special events, court	\$ 82,300
	On-call & FTO pay	\$ 47,800
	SERT overtime for training and missions	\$ 6,400
	Special event – 4 th of July celebration	\$ 12,800
	GTSB overtime (reimbursable)	\$ 23,000
03	Police Reserves annual stipend (10 @ \$600 per Reserve Officer)	\$ 6,000
04	Witness fees	\$ 500
06	FICA	\$ 103,608
07	IPERS	\$ 45,929
08	Pension - \$1,129,016 (25.31 %) partially covered by 411 Fund expenses	\$ 998,298
09	Group insurance	\$ 1,335,935
11	Service awards program	\$ 1,500
	Uniform maintenance allowance for 52 officers @ \$800 each per year	\$ 41,600
	Vehicle allowance - Chief	\$ 4,800
	Vehicle allowance - ILEA (5 @ \$800)	\$ 4,000
13	Deferred compensation City match	\$ 52,405
21	Newspaper advertisements and official publications	\$ 500
22	Pre-employment MMPI and polygraph (7 - MMPI @ \$205, polygraph @ \$275)	\$ 3,360
	Pre-employment physical & drug screens (5 officer @ \$825 and 2 civilian @ \$75)	\$ 4,275
	Recruitment expenses (advertising, background checks, civil service testing, POST test)	\$ 4,100
23	Blood draws	\$ 400
	Document shredding	\$ 500
	Interpreters	\$ 250
	Radar certifications (15)	\$ 525
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,500
	Weapon armoring	\$ 2,000
	Crossing guard contract	\$ 140,690
24	DNR annual deer aerial survey	\$ 800
	Polk County Crime Stoppers contribution	\$ 1,000
	Westcom operations	\$ 1,246,000
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 (7 @ \$330 each)	\$ 2,310
	Cellphone investigative software maintenance agreement	\$ 3,700

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
27 cont.	CLEAR – investigative repository software	\$ 6,280
	Clearview facial recognition software	\$ 1,000
	Computer forensic equipment supplies	\$ 3,500
	Computer/monitor replacements	\$ 5,000
	eLineup (photo lineup software) maintenance agreement	\$ 600
	ESRI ArcView maintenance agreement	\$ 400
	File on Q Evidence software maintenance agreement	\$ 3,400
	ID Card Printer hardware/software maintenance agreement	\$ 1,300
	Ident-A-Kit rental	\$ 500
	Inventory software maintenance agreement	\$ 2,160
	LEADS online pawn shop database annual subscription	\$ 5,114
	Liberty Interview software maintenance agreement	\$ 1,280
	Magnet Axion maintenance agreement	\$ 2,000
	Morpho Trac maintenance agreement	\$ 8,850
	NetMotion	\$ 1,550
	Power DMS annual license – CALEA & training software	\$ 4,500
	Reveal accident invest software maintenance agreement	\$ 600
	Shieldware (NCIC)	\$ 2,800
	Taser maintenance agreement	\$ 700
	Traffic signal preemption device maintenance agreement	\$ 900
	Video enhancing software (StarWitness) maintenance agreement	\$ 1,420
	WatchGuard (body and in-car camera system) maintenance agreement	\$ 5,550
	Wireless access point	\$ 2,500
	Wireless barcode scanner and printer	\$ 1,600
	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 (2)	\$ 240
	Fraud Examiners dues	\$ 260
	High Tech Crime Consortium	\$ 25
	International Association of Chiefs of Police (4)	\$ 760
	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 (10)	\$ 200
	K-9 city license	\$ 30
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
28 cont.	Midwest Association of Technical Accident Investigators (\$40 x 5 Investigators)	\$ 200
	Miscellaneous reports, journals, professional publications	\$ 800
	MOCIC agency membership	\$ 250
	National Association of Field Training Officers (NAFTO) (6)	\$ 240
	National Association of Town Watch	\$ 35
	National Child Seat Certification Program	\$ 50
	Notary renewal (9)	\$ 270
	Police Executive Research Forum	\$ 200
	RAD instructors membership (4)	\$ 300
	RADKids membership	\$ 50
	Rangemaster department membership	\$ 1,750
32	Ballistic vest replacements (19)	\$ 14,400
	Chaplain uniforms	\$ 1,000
	Crossing guard uniform replacement	\$ 1,000
	CSO uniforms	\$ 1,500
	Replacement due to damage	\$ 1,500
	Uniform - new officer issue (5 @ \$2600)	\$ 13,000
	Uniform replacement - police reserves	\$ 1,500
35	Citation printing	\$ 1,000
	Copier repair & maintenance	\$ 3,000
	Postage	\$ 2,500
	Printing forms	\$ 1,600
	Shipping charges	\$ 600
46	Advanced Firearms course (2)	\$ 1,700
	AR15 Armorer course (1)	\$ 1,100
	Bullying and Child victimization conference (1)	\$ 1,600
	CALEA conference (2)	\$ 2,100
	Central Square users conference (1)	\$ 2,300
	CSI advance crime scene investigation course (1)	\$ 1,100
	CSI basic Course (1)	\$ 1,300
	CSI crime scene reconstruction course (1)	\$ 1,600
	FBI GLEEDS supervisor training (1)	\$ 1,800
	FBI NA Associates 2020 National conference (1)	\$ 2,000
	FBI NA Associates training event (2) - local	\$ 1,200
	Field Training Officers School (1)	\$ 450
	Fraud examiner recertification (10)	\$ 750
	IACIS MAC computer forensic certification training (1)	\$ 2,995
	IACP Executive training conference (1)	\$ 1,800
	ILEA advanced schools	\$ 8,000
	ILEA basic academy training (5 @ \$8,725 each)	\$ 43,625
	ILEA instructor recertification schools	\$ 1,500

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
46 cont.	International Association of Identification Conference (1)	\$ 1,925
	Iowa Association of Ident Officers conference (2)	\$ 300
	Iowa Death Investigators conference (1)	\$ 175
	Iowa Homeland Security conference (1)	\$ 300
	Iowa Police Chiefs Association conference (1)	\$ 1,200
	Iowa Police Reserve Officers annual training conference (6)	\$ 1,200
	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)	\$ 400
	Lifesavers conference (\$1000 reimbursement via GTSB grant) (1)	\$ 1,700
	Microsoft SSRS training RMS report writing - local (1)	\$ 1,800
	Mid States Organized Crime Information Center conference (1)	\$ 900
	Midwest Association of Technical Accident Investigators conference - local (1)	\$ 1,170
	Police Legal Sciences legal training (53 @ \$120 - online)	\$ 10,000
	Property evidence management training (1)	\$ 1,000
	Rentals – specialized training venues for Police	\$ 400
	Springfield XD armorer course (1)	\$ 570
48	Cell phone service & Verizon wireless cards	\$ 13,480
	Cuddeback cellular service	\$ 360
	GPS cellular air time	\$ 600
	Telephone service	\$ 20,000
	Utilities, heating, lights and cooling	\$ 30,000
	Water service	\$ 3,025
49	Petty cash	\$ 300
51	Custodial supplies	\$ 3,700
54	Miscellaneous minor equipment	\$ 500
55	Culture of Integrity program (Urbandale, DSM Christian Schools and St. Pius X)	\$ 7,700
56	Fleet management - overhead contribution	\$ 50,000
	Fleet management - repair and maintenance supplies	\$ 30,200
	Police bicycle maintenance and equipment	\$ 1,000
57	Gasoline – fleet (43,000 gallons @ \$2.30 per gallon)	\$ 98,900
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	\$ 1,000

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
59 cont.	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	Community relations promotional and training material	\$ 5,000
	Crime Free Multi-Housing Program (collaborating agencies program)	\$ 400
	Historical Committee supplies	\$ 500
	ID card supplies – city	\$ 200
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 4,500
	K-9 food, grooming & vet supplies	\$ 2,000
	Less-lethal shotgun rounds (training 183 rounds @ \$6 per round)	\$ 1,190
	NARCAN	\$ 2,400
	National Night Out	\$ 10,000
	Police officers memorial service	\$ 1,000
	Property evidence bags and storage supplies	\$ 800
	Qualification, training and service ammunition	\$ 12,500
	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
	Speed sign maintenance	\$ 500
	Taser batteries (20 replacements @ \$65 per battery)	\$ 1,300
	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	\$ 1,000
	Injured officers – return to work medical review	\$ 500
	Latex gloves	\$ 600
	Mental health/wellness check (53 @ 120)	\$ 6,360
	Protective eyewear and earing, masks, etc.	\$ 800
71	AR15 rifle suppressors	\$ 10,810
	Collapsible traffic safety cones	\$ 2,850
	Covert pole camera system	\$ 12,100
	CSI Camera and lens replacement (2)	\$ 4,000
	Equipment transfer labor - patrol vehicles 3 @ \$6,100 per car)	\$ 18,300
	In-car camera system (3)	\$ 16,800
	Paper shredder	\$ 500
	Patrol vehicle markings (3 @ \$450 per car)	\$ 1,350
	PIT vehicle fabrication	\$ 5,000
	Portable presentation system	\$ 500
	Preliminary breath test device	\$ 420
	Replacement body cameras (3)	\$ 3,300
	Water bottle adapter for water cooler	\$ 525
73	Equipment replacement fund contribution	\$ 193,757

Function: Public Safety
Activity: Police

Activity Notes

Object	Description	Amount
74	Conference room chairs	\$ 12,500
	Varidesk (7)	\$ 3,885
	2 person work station	\$ 5,100
75	Ballistic vest and plates (1 @ \$2,000 each)	\$ 2,000
	Iowa Crisis Negotiators conference	\$ 600
	Marksman/Observer school	\$ 1,925
	National Tactical Officers Association training conference (2)	\$ 4,000
	NTOA Agency/Team membership	\$ 150
	Radio headsets (1 @ \$850 each)	\$ 850
	SERT ammo	\$ 12,500
	SERT chemical munitions	\$ 3,000
	SERT operator training (9 @ \$600 each)	\$ 5,400
	SERT range supplies	\$ 2,300
	SERT training rentals (ranges & special venues)	\$ 900
81	Building maintenance fund contribution – PM repairs	\$ 95,236
Police	Citywide building security plan	\$ 11,250
	Epoxy hallway and evidence processing	\$ 3,250
	Front lobby modification	\$ 18,000
	Mechanical lock reconfiguration	\$ 800
	Contracted services (former line 40 items)	\$ 57,032
99	PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS/DONATIONS	\$ 20,000

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

FIRE/EMS

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	3,959,094	5,235,050	4,842,517	5,332,438
Contractual & supply service	477,800	504,095	507,425	581,487
Capital outlay	341,235	323,712	308,712	326,361
Total expenditures	\$ 4,778,129	\$ 6,062,857	\$ 5,658,654	\$ 6,240,286
Fees	849,653	800,000	850,000	1,000,000
Grants & contributions	222,516	1,133,000	969,000	990,000
Other	399,931	486,652	479,583	495,056
Total revenue	\$ 1,472,100	\$ 2,419,652	\$ 2,298,583	\$ 2,485,056
<i>Net amount supported by property taxes</i>	\$ 3,306,029	\$ 3,643,205	\$ 3,360,071	\$ 3,755,230

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$97,400 in personnel costs reflects normal salary and benefits increases for existing staff.
- ↓ A decrease of \$24,300 in uniforms reflects prior year outfitting of 9 new staff for station #43.
- ↑ An increase of \$115,500 in Vehicle Maintenance reflects the department’s contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↓ A decrease of \$29,800 in equipment represents prior year purchase of replacement extrication equipment and thermal imaging cameras.
- ↑ An increase of \$108,700 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$115,000 in operating equipment reflects prior year purchase of equipment for station #43.
- ↑ An increase of \$39,100 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.

PUBLIC SAFETY		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE/EMS							
PERSONAL SERVICES							
01	Salaries	\$ 2,797,680	\$ 3,506,627	\$ 3,266,866	\$ 3,704,175	\$ 197,548	\$ 3,878,844
02	Overtime	259,173	204,000	268,126	200,000	(4,000)	200,000
03	Part-time	139,261	300,000	135,520	200,000	(100,000)	200,000
04	Witness fees	-	-	-	-	-	-
06	FICA	50,953	78,186	57,902	73,420	(4,766)	76,275
07	Retirement - IPERS	19,421	35,731	18,360	25,225	(10,506)	25,436
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	675,762	1,072,243	1,072,243	1,089,301	17,058	1,102,443
11	Allowance	-	400	-	400	-	400
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	16,844	37,863	23,500	39,917	2,054	41,956
Sub-Total		\$ 3,959,094	\$ 5,235,050	\$ 4,842,517	\$ 5,332,438	\$ 97,388	\$ 5,525,354
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	13,989	2,750	8,000	1,500	(1,250)	1,500
23	Professional services	21,669	26,840	26,840	26,640	(200)	26,640
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	24,693	52,505	52,505	60,758	8,253	60,758
28	Dues and memberships	3,408	3,745	3,745	3,745	-	3,745
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	99,244	73,185	73,185	48,924	(24,261)	48,924
35	Printing and copying	1,792	5,500	5,500	5,500	-	5,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	79,322	50,000	57,500	-	(50,000)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	25,149	26,650	26,650	35,000	8,350	35,000
48	Utility service	56,703	77,000	77,000	88,000	11,000	88,000
49	Petty cash	30	100	-	100	-	100
51	Maintenance supplies	3,697	7,000	8,000	7,000	-	7,000
54	Minor equipment	4,212	9,000	7,500	9,000	-	9,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,367	10,000	10,000	125,500	115,500	125,500
57	Vehicle operation supplies	31,458	43,000	43,000	43,000	-	43,000
58	Office supplies	3,059	3,500	5,500	4,000	500	4,000
59	Operating supplies	78,165	92,500	92,500	93,700	1,200	93,700
60	Safety and medical supplies	24,843	20,820	10,000	29,120	8,300	29,120
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 477,800	\$ 504,095	\$ 507,425	\$ 581,487	\$ 77,392	\$ 581,487
CAPITAL OUTLAY							
71	Equipment	\$ 30,608	\$ 51,500	\$ 51,500	\$ 21,710	\$ (29,790)	\$ 21,710
72	Furniture and fixtures	3,931	4,560	4,560	4,200	(360)	2,000
73	Equipment replacement fund	110,857	63,729	63,729	172,449	108,720	172,449
74	Office equipment	414	-	-	-	-	-
75	Operating equipment- new stati	95,119	115,000	100,000	-	(115,000)	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	100,306	88,923	88,923	128,002	39,079	128,002
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 341,235	\$ 323,712	\$ 308,712	\$ 326,361	\$ 2,649	\$ 324,161
OPERATING BUDGET SUB-TOTAL		\$ 4,778,129	\$ 6,062,857	\$ 5,658,654	\$ 6,240,286	\$ 177,429	\$ 6,431,002
99	Special Revenue fund items	\$ 7,532	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FIRE/EMS		\$ 4,785,661	\$ 6,062,857	\$ 5,658,654	\$ 6,240,286	\$ 177,429	\$ 6,431,002

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description	Amount
01	Professional personnel (52), Billing Specialist	\$ 3,704,175
02	Overtime	\$ 200,000
03	Part-time firefighters/paramedics (2 FTE/day), Office Specialist, Assistant Chief: EMS & CPR/First Aid Coordinator, Prevention/Public Ed Specialist	\$ 200,000
06	FICA	\$ 73,420
07	IPERS	\$ 25,225
08	Pension – \$916,763 (25.31%) covered in 411 Fund expenses	\$ -
09	Group insurance	\$ 1,089,301
11	On the spot awards	\$ 400
13	Deferred compensation City match	\$ 39,917
22	Recruitment	\$ 1,500
23	Annual fit tester calibration (shared cost with Ankeny, Johnston/Grimes & Clive)	\$ 670
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 1,500
	Annual SCBA flow tester calibration	\$ 770
	Bad debt collections	\$ 2,500
	Cardiac monitors calibration/PM	\$ 6,300
	Medical Director fee	\$ 9,000
	SCBA fill station maintenance	\$ 3,200
27	Accreditation Dashboard	\$ 6,500
	Active911 notification	\$ 790
	Annual ambulance billing software	\$ 7,750
	Annual preemption maintenance cost	\$ 900
	Cell Phones	\$ 2,400
	Computers	\$ 7,500
	Drug vending machine software maintenance	\$ 4,120
	FireHouse 2 licenses for archive use	\$ 1,950
	Knox Box annual maintenance	\$ 550
	Locution systems maintenance (station alerting)	\$ 900
	Lucas CPR Device PM	\$ 5,616
	Medical billing & electronic claims software updates and annual cost (Trizetto)	\$ 1,376
	Net Motion maintenance	\$ 1,350
	Power Load Cot preventive maintenance (4)	\$ 5,489
	Printer replacement	\$ 1,500
	Scheduling software	\$ 1,100
	Software maintenance (Image Trend RMS 28E w/ Clive & four other cities)	\$ 8,867
	Target Solutions Truck Check software	\$ 2,100
28	Academy of Professional Coders	\$ 120
	Central Iowa EMS Service Directors	\$ 50
	Federations of Fire Chaplains	\$ 125
	Fire Marshal Association	\$ 50
	IA EMS Association	\$ 250

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description	Amount
28 cont.	International Association of Fire Chiefs (3)	\$ 855
	International Code Council	\$ 130
	International Society of Fire Service Instructors (2)	\$ 250
	Iowa Association of Professional Fire Chiefs	\$ 100
	Iowa Fire Chief's Association	\$ 25
	Iowa Firefighters Association	\$ 15
	National Fire Protection Association (2) Includes Code Subscription (1)	\$ 1,750
	Polk County Fire Chiefs	\$ 25
32	Body armor (5 sets)	\$ 3,330
	Personal equipment and uniforms repairs (coats, pants, boots, etc.)	\$ 30,000
	Turnout gear - replacement schedule (6 sets/yr.)	\$ 15,594
35	Printing, copying and postage	\$ 5,500
46	Citizen Fire Academy/Kids Fire Academy	\$ 2,000
	CPSE Accreditation Excellence Conference (1)	\$ 2,000
	EMS Training materials & supplies	\$ 1,500
	EMS Training materials & supplies	\$ 1,500
	EMS Training programs & CEU	\$ 500
	Fire Certification course materials	\$ 500
	Fire Department Instructor's conference 9 Indianapolis (2)	\$ 2,200
	Fire Prevention Materials	\$ 2,500
	Fire training materials and supplies	\$ 1,500
	Mental health training	\$ 1,500
	National Fire Academy Courses (4) (All costs are covered except meals)	\$ 1,200
	Officer Development Course Materials	\$ 600
	On-Line EMS CEU & RMS	\$ 7,000
	RMS Training - MN (1)	\$ 1,500
	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
	Tuition reimbursement program	\$ 4,000
48	Telephone, data, heating and air conditioning, water service	\$ 88,000
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	Fleet management - overhead contribution	\$ 50,000
	Fleet management - repair and maintenance supplies	\$ 75,500
57	Fuel	\$ 43,000
58	Office supplies	\$ 4,000
59	EMS supplies/equipment	\$ 70,000
	Operating supplies	\$ 15,000
	Training facility inspection	\$ 4,200
	Training facility repairs and maintenance	\$ 4,500

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description	Amount
60	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 2,500
	Mental health screening	\$ 7,800
	Physicals, TB tests, hepatitis shots	\$ 18,620
71	Airshore replacement	\$ 4,500
	Ambulance child restraint	\$ 860
	Drug vending machine station #42	\$ 8,450
	Rope Rescue equipment	\$ 3,500
	Station 42 overhead door electric safety eyes	\$ 2,000
	Thermal imaging camera for firefighters (3) phase 2 of 3	\$ 2,400
72	Appliance replacement (2 refrigerators, washer, dishwasher, gas stove)	\$ 4,200
73	Equipment replacement fund contribution	\$ 172,449
81	Building maintenance fund contribution – PM projects	\$ 84,009
	Citywide building security project	\$ 13,774
	Contracted services (former line 40 items):	\$ 30,219



FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

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

EMERGENCY PREPAREDNESS

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	25,955	25,225	17,725	23,725
Capital outlay	11,500	29,500	29,500	25,000
Total expenditures	\$ 37,455	\$ 54,725	\$ 47,225	\$ 48,725
Fees	-	-	-	-
Grants	-	-	-	-
Other	3,135	4,393	4,002	3,865
Total revenue	\$ 3,135	\$ 4,393	\$ 4,002	\$ 3,865
Net amount supported by property taxes	\$ 34,320	\$ 50,332	\$ 43,223	\$ 44,860

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.

PUBLIC SAFETY	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

180 EMERGENCY PREPAREDNESS

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	300	300	300	300
24	Contributions to other agencies	16,529	16,563	16,563	16,563	16,563
27	Data processing	-	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.	7,484	4,000	-	2,500	2,500
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	1,942	3,500	-	3,500	3,500
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 25,955	\$ 25,225	\$ 17,725	\$ 23,725	\$ (1,500)
CAPITAL OUTLAY						
71	Equipment	\$ 11,500	\$ 29,500	\$ 29,500	\$ 25,000	\$ (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	-	-	-	-	-
Sub-total		\$ 11,500	\$ 29,500	\$ 29,500	\$ 25,000	\$ (4,500)
OPERATING BUDGET SUB-TOTAL		\$ 37,455	\$ 54,725	\$ 47,225	\$ 48,725	\$ (6,000)
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
EMERGENCY PREPAREDNESS		\$ 37,455	\$ 54,725	\$ 47,225	\$ 48,725	\$ (6,000)

Function: Public Safety
Activity: Emergency Preparedness

Activity Notes

Object	Description	Amount
23	Professional services - text alerting	\$ 300
24	Polk County EMA	\$ 16,563
27	Update outdoor warning siren computer software maintenance	\$ 862
41	Siren repairs	\$ 2,500
48	Utility service	\$ 3,500
71	New siren - area of Alice's Road	\$ 25,000



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

ANIMAL CONTROL

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	72,897	173,000	173,000	188,716
Capital outlay	-	-	-	-
Total expenditures	\$ 72,897	\$ 173,000	\$ 173,000	\$ 188,716
Fees	62,963	65,500	63,100	63,100
Grants	-	-	-	-
Other	6,102	13,886	14,662	14,971
Total revenue	\$ 69,065	\$ 79,386	\$ 77,762	\$ 78,071
Net amount supported by property taxes	\$ 3,832	\$ 93,614	\$ 95,238	\$ 110,645

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$14,500 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.

PUBLIC SAFETY	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

190 ANIMAL CONTROL

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	69,796	170,000	170,000	184,516	184,516
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	1,000	1,000	1,000	1,000
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	3,101	-	-	-	-
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	-	2,000	2,000	3,200	3,200
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 72,897	\$ 173,000	\$ 173,000	\$ 188,716	\$ 188,716
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 72,897	\$ 173,000	\$ 173,000	\$ 188,716	\$ 188,716
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
ANIMAL CONTROL		\$ 72,897	\$ 173,000	\$ 173,000	\$ 188,716	\$ 188,716

Function: Public Safety
Activity: Animal Control

Activity Notes

Object	Description	Amount
23	Animal control services - West Des Moines	\$ 184,516
27	Credit card processing fees	\$ 1,000
59	Operating expenses for renewal processing	\$ 3,200



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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,718,369	1,075,000	1,150,000	1,050,000
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 1,718,369	\$ 1,075,000	\$ 1,150,000	\$ 1,050,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	113,403	81,740	70,698	67,834
Total revenue	\$ 113,403	\$ 81,740	\$ 70,698	\$ 67,834
Net amount supported by 411 property taxes	\$ 1,604,966	\$ 993,260	\$ 1,079,302	\$ 982,166

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ The MFPRSI City contribution rate increased from 24.41% for FY19-20 to 25.31% for FY20-21.
- ❖ The FY21 budge reflects a 411 levy at the same \$0.32 as in FY20. Full funding of the 411 pension obligation through this levy would result in a levy of \$0.63, or a 31 cent increase. This burden is being absorbed by the general fund levy.
- ❖ This fund was established in FY10-11 to account for the public safety retirement levy revenue being collected, and was been incrementally raised over 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 levy should have been \$0.62 to fully fund the pension obligation, however due to changes in legislation, 30 cents was shifted from this levy to the general levy.

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 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%.

PUBLIC SAFETY	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

117 POLICE & FIRE RETIREMENT FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	1,718,369	1,075,000	1,150,000	1,050,000	(25,000)	1,100,000
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ 1,718,369	\$ 1,075,000	\$ 1,150,000	\$ 1,050,000	\$ (25,000)	\$ 1,100,000

CONTRACTUAL AND SUPPLY SERVICES

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

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

POLICE & FIRE RETIREMENT FUND		\$ 1,718,369	\$ 1,075,000	\$ 1,150,000	\$ 1,050,000	\$ (25,000)	\$ 1,100,000
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Function: Public Safety
Activity: Police & Fire Retirement Fund

Activity Notes

Object	Description	Amount
08	Municipal Police & Fire Retirement System - City contribution for Fire & EMS	\$ 916,763
	Municipal Police & Fire Retirement System - City contribution for Police	\$ 133,237



PUBLIC WORKS	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
200 PUBLIC WORKS SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 3,019,114	\$ 3,375,552	\$ 3,175,648	\$ 3,206,697	\$ (168,855)	\$ 3,298,830
02 Overtime	181,059	159,000	90,002	161,000	2,000	-
03 Part-time	48,520	64,000	65,304	61,000	(3,000)	61,000
04 Witness fees	-	-	-	-	-	-
06 FICA	242,846	264,306	249,156	251,380	(12,926)	248,370
07 Retirement - IPERS	300,339	317,068	306,518	302,281	(14,787)	311,409
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	721,834	1,056,000	1,056,000	1,063,114	7,114	1,062,123
11 Allowance	11,325	11,504	11,388	11,972	468	11,972
12 Unemployment	6,250	-	-	-	-	-
13 Deferred comp plan City match	15,433	36,661	23,322	35,185	(1,476)	36,156
Sub-Total	\$ 4,546,721	\$ 5,284,091	\$ 4,977,338	\$ 5,092,629	\$ (191,462)	\$ 5,029,860
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	2,984	5,550	2,325	5,550	-	5,550
23 Professional services	27,336	86,700	79,225	46,700	(40,000)	36,700
24 Contributions to other agencies	947,109	1,121,741	1,105,013	1,133,113	11,372	1,133,113
27 Data processing	95,292	106,700	110,816	106,122	(578)	106,802
28 Dues and memberships	9,818	10,050	9,000	10,100	50	10,100
29 Insurance	172,290	173,400	173,400	167,971	(5,429)	173,725
32 Uniforms and laundry	21,517	26,410	26,410	25,190	(1,220)	25,190
35 Printing and copying	12,655	13,900	10,975	13,900	-	13,900
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	107,604	141,750	144,725	26,000	(115,750)	26,000
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	15,129	13,800	12,950	19,545	5,745	19,945
48 Utility service	593,968	624,715	586,487	623,400	(1,315)	628,400
49 Petty cash	-	-	30	-	-	-
51 Maintenance supplies	468,491	588,500	545,300	576,075	(12,425)	581,375
54 Minor equipment	7,122	14,500	14,300	8,500	(6,000)	14,500
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	123,613	151,400	146,100	558,050	406,650	558,050
57 Vehicle operation supplies	156,478	181,190	180,140	190,120	8,930	207,320
58 Office supplies	2,145	3,900	3,000	3,500	(400)	3,500
59 Operating supplies	15,946	20,500	21,100	10,800	(9,700)	10,800
60 Safety and medical supplies	4,850	5,480	5,200	5,480	-	5,480
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 2,784,347	\$ 3,290,186	\$ 3,176,496	\$ 3,530,116	\$ 239,930	\$ 3,560,450
CAPITAL OUTLAY						
71 Equipment	\$ 12,143	\$ 27,900	\$ 20,000	\$ 51,500	\$ 23,600	\$ 12,000
72 Furniture and fixtures	42,169	27,500	12,885	58,500	31,000	38,500
73 Equipment replacement fund	753,471	439,173	439,173	756,999	317,826	756,999
74 Office equipment	-	-	-	86,000	86,000	-
75 Operating equipment	45,572	-	-	185,000	185,000	-
76 Property improvements	340,185	300,000	443,563	300,000	-	300,000
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	2,747	-	-	-	-	-
81 Building maintenance fund	66,342	55,253	55,253	66,021	10,768	66,021
97 Transfers out	3,487,500	4,206,400	3,724,700	2,946,800	(1,259,600)	3,335,500
Sub-total	\$ 4,750,129	\$ 5,056,226	\$ 4,695,574	\$ 4,450,820	\$ (605,406)	\$ 4,509,020
OPERATING BUDGET SUB-TOTAL						
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	-	25,000	-	25,000	-	25,000
PUBLIC WORKS SUMMARY	\$ 12,081,197	\$ 13,655,503	\$ 12,849,408	\$ 13,098,565	\$ (556,938)	\$ 13,124,330



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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,450,428	1,874,758	1,773,854	1,767,149
Contractual & supply service	821,120	964,823	899,570	1,021,954
Capital outlay	3,262,473	3,011,409	2,533,594	2,713,537
Total expenditures	\$ 5,534,021	\$ 5,850,990	\$ 5,207,018	\$ 5,502,640
Fees	-	-	-	-
Grants	-	-	-	-
Other	4,764,974	4,896,805	4,759,484	4,845,283
Total revenue	\$ 4,764,974	\$ 4,896,805	\$ 4,759,484	\$ 4,845,283
Net amount supported by Road Use taxes	\$ 769,047	\$ 954,185	\$ 447,534	\$ 657,357

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased \$107,600 due to normal salary and benefit increases for existing staff, offset by the reclassification of one mechanic position to the new Fleet Maintenance department.
- ↓ A decrease of \$40,000 in professional services reflects prior year completion of the Complete Streets Study.
- ↑ An increase of \$211,000 in Vehicle Maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$183,200 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$51,000 in office equipment reflects 60% of the cost to equip the new facility.
- ↑ An increase of \$60,000 in operating equipment reflects the purchase of a new forklift.
- ↓ A decrease of \$587,400 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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 941,304	\$ 1,207,178	\$ 1,161,740	\$ 1,128,430	\$ (78,748)	\$ 1,161,565
02	Overtime	65,199	60,000	17,120	60,000	-	-
03	Part-time	21,021	22,000	24,716	22,000	-	22,000
04	Witness fees	-	-	-	-	-	-
06	FICA	76,978	94,951	89,980	88,867	(6,084)	91,431
07	Retirement - IPERS	95,084	113,391	110,436	106,066	(7,325)	109,652
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	245,732	364,158	364,158	349,398	(14,760)	353,614
11	Allowance	384	1,068	768	1,152	84	1,152
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,726	12,012	4,936	11,236	(776)	11,616
Sub-Total		\$ 1,450,428	\$ 1,874,758	\$ 1,773,854	\$ 1,767,149	\$ (107,609)	\$ 1,751,030
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,410	1,000	1,000	1,000	-	1,000
23	Professional services	146	40,000	40,000	-	(40,000)	-
24	Contributions to other agencies	3,300	2,013	2,013	2,013	-	2,013
27	Data processing	13,078	14,010	12,320	12,320	(1,690)	13,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	172,290	166,700	166,700	160,946	(5,754)	166,700
32	Uniforms and laundry	9,890	11,700	11,700	11,075	(625)	11,075
35	Printing and copying	13	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	85,271	87,500	87,500	-	(87,500)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,653	5,000	3,000	4,600	(400)	5,000
48	Utility service	29,793	28,000	6,637	25,000	(3,000)	30,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	383,736	460,200	420,000	449,700	(10,500)	455,000
54	Minor equipment	3,156	8,000	8,000	4,000	(4,000)	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	47,898	50,000	50,000	261,000	211,000	261,000
57	Vehicle operation supplies	57,994	78,200	78,200	82,800	4,600	100,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	8,945	10,000	10,000	5,000	(5,000)	5,000
60	Safety and medical supplies	1,547	2,500	2,500	2,500	-	2,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 821,120	\$ 964,823	\$ 899,570	\$ 1,021,954	\$ 57,131	\$ 1,062,288
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 20,000	\$ 20,000	\$ 12,000	\$ (8,000)	\$ 12,000
72	Furniture and fixtures	-	-	3,885	-	-	-
73	Equipment replacement fund	451,619	252,830	252,830	436,056	183,226	436,056
74	Office equipment	-	-	-	51,000	51,000	-
75	Operating equipment	45,572	-	-	60,000	60,000	-
76	Property improvements	32,609	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	946	-	-	-	-	-
81	Building maintenance fund	35,827	29,379	29,379	32,681	3,302	32,681
97	Transfers out to Capital Project:	2,695,900	2,709,200	2,227,500	2,121,800	(587,400)	2,510,500
Sub-total		\$ 3,262,473	\$ 3,011,409	\$ 2,533,594	\$ 2,713,537	\$ (297,872)	\$ 2,991,237
OPERATING BUDGET SUB-TOTAL		\$ 5,534,021	\$ 5,850,990	\$ 5,207,018	\$ 5,502,640	\$ (348,350)	\$ 5,804,555
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		\$ 5,534,021	\$ 5,850,990	\$ 5,207,018	\$ 5,502,640	\$ (348,350)	\$ 5,804,555

Function: Public Works
Activity: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Assistant Director of Public Works, Supervisor, Heavy Equip Operators (2), Light Equip Operators (3), Laborers (9), Staff Engineer	\$ 1,128,430
02	Overtime	\$ 60,000
03	Seasonal personnel (4) - 14 weeks	\$ 22,000
06	FICA	\$ 88,867
07	IPERS	\$ 106,066
09	Group insurance	\$ 349,398
11	Cell phone - Assistant Director, Supervisor, Engineer	\$ 1,152
13	Deferred compensation City match	\$ 11,236
22	Recruitment	\$ 1,000
24	Salt storage facility building maintenance contribution	\$ 1,800
	Salt storage insurance	\$ 213
27	AVL annual cost	\$ 11,600
	iPad data plan (2)	\$ 720
29	Property, casualty and cyber liability insurance, broker fee - Road Use share (41%)	\$ 142,965
	Workers Comp insurance coverage, 411 medical claims - Road Use share (17%)	\$ 17,981
32	Mats and other services	\$ 1,500
	T-shirts for seasonals	\$ 200
	Uniform allowance (15 @ \$625)	\$ 9,375
46	Training	\$ 4,600
48	Public Works complex utilities	\$ 25,000
51	Aggregates	\$ 15,000
	Asphalt (300 tons)	\$ 25,200
	Brush grinding services	\$ 5,000
	Calcium for snow and ice removal and dust control (30,000 gal.)	\$ 24,000
	Concrete (1,000 cy)	\$ 125,000
	Construction signs	\$ 5,000
	Equipment rentals	\$ 10,000
	Miscellaneous materials	\$ 3,000
	Salt (2,500 tons)	\$ 167,500
	Sealing materials (60,000 pounds)	\$ 30,000
	Snow plow blades	\$ 25,000
	Various construction materials (dowels, epoxy, forms, tack, snow fence, etc.)	\$ 15,000
54	Miscellaneous shop tools	\$ 4,000
56	Fleet management - overhead contribution	\$ 170,000
	Fleet management - repair and maintenance supplies	\$ 91,000
57	Fuel	\$ 82,800
59	Shop supplies	\$ 5,000
60	First aid supplies and fire extinguishers	\$ 1,500
	Gloves & related items	\$ 500
	Safety equipment	\$ 500
71	Breaker for backhoe	\$ 12,000

Function: Public Works
Activity: Roadway Maintenance

Activity Notes

Object	Description	Amount
73	Equipment Replacement Fund contribution	\$ 436,056
74	Furnishing Parks/PW building (60%)	\$ 51,000
75	Forklift	\$ 60,000
81	Building maintenance fund contribution - PM Projects	\$ 18,041
	Citywide building security plan	\$ 8,936
	Contracted services (former line 40 items):	\$ 5,704
97	PCC patching program	\$ 2,121,800

FUNCTION: Public Works
ACTIVITY: Street Lighting

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

STREET LIGHTING

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	513,754	546,000	545,000	540,000
Capital outlay	-	-	-	-
Total expenditures	\$ 513,754	\$ 546,000	\$ 545,000	\$ 540,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	442,359	456,958	498,158	475,490
Total revenue	\$ 442,359	\$ 456,958	\$ 498,158	\$ 475,490
Net amount supported by Road Use taxes	\$ 71,395	\$ 89,042	\$ 46,842	\$ 64,510

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$6,000 in utilities reflects continued cost savings from LED upgrades throughout the City, despite increase in the actual inventory of lights.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With few exceptions, all of city-owned and MidAmerican Energy owned streetlights have been upgraded to LED. Over the previous six years the City has seen a steady decline in energy costs. This will level off in the future.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
230 STREET LIGHTING							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	807	6,000	20,000	6,000	-	6,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	512,947	540,000	525,000	534,000	(6,000)	534,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 513,754	\$ 546,000	\$ 545,000	\$ 540,000	\$ (6,000)	\$ 540,000
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 513,754	\$ 546,000	\$ 545,000	\$ 540,000	\$ (6,000)	\$ 540,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STREET LIGHTING		\$ 513,754	\$ 546,000	\$ 545,000	\$ 540,000	\$ (6,000)	\$ 540,000

Function: Public Works
Activity: Street Lighting

Activity Notes

Object	Description	Amount
41	City-owned street light maintenance	\$ 6,000
48	Energy cost for existing street light systems	\$ 534,000



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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	148,261	182,160	147,932	186,572
Contractual & supply service	100,384	129,055	130,566	127,261
Capital outlay	72,448	102,489	96,052	116,843
Total expenditures	\$ 321,093	\$ 413,704	\$ 374,550	\$ 430,676
Fees	-	-	-	-
Grants	-	-	-	-
Other	276,472	346,237	342,358	379,227
Total revenue	\$ 276,472	\$ 346,237	\$ 342,358	\$ 379,227
Net amount supported by Road Use taxes	\$ 44,621	\$ 67,467	\$ 32,192	\$ 51,449

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$4,400 represents normal salary and benefit increases for existing staff.
- ↓ A decrease of \$4,900 in maintenance supplies represents a decrease in material costs for street painting materials.
- ↑ An increase of \$21,000 in equipment reflects the purchase of a conflict monitor tester and a surface grinder.
- ↑ An increase of \$8,800 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$15,400 in transfers reflects the prior year transfer of funds to capital projects fund for a battery backup project.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The City is approximately 90% 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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	\$ 100,272	\$ 114,954	\$ 86,402	\$ 118,600	\$ 3,646	\$ 121,707
02	Overtime	-	-	-	-	-	-
03	Part-time	1,504	5,500	5,256	5,000	(500)	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	7,507	9,302	6,734	9,546	244	9,787
07	Retirement - IPERS	9,969	10,798	8,214	11,140	342	11,489
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	28,016	40,462	40,462	41,106	644	41,602
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	993	1,144	864	1,180	36	1,217
Sub-Total		\$ 148,261	\$ 182,160	\$ 147,932	\$ 186,572	\$ 4,412	\$ 190,802
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,995	960	1,286	3,486	2,526	3,486
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,069	1,250	1,250	1,250	-	1,250
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	13,109	20,000	20,000	20,000	-	20,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,564	-	1,000	1,000	1,000	1,000
48	Utility service	25,053	25,645	25,000	24,750	(895)	24,750
49	Petty cash	-	-	30	-	-	-
51	Maintenance supplies	53,941	78,500	78,500	73,575	(4,925)	73,575
54	Minor equipment	383	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	3,129	1,500	1,500	2,000	500	2,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	141	200	1,000	200	-	200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 100,384	\$ 129,055	\$ 130,566	\$ 127,261	\$ (1,794)	\$ 127,261
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ 21,000	\$ 21,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	12,089	12,089	20,843	8,754	20,843
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	72,448	75,000	68,563	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:	-	15,400	15,400	-	(15,400)	-
Sub-total		\$ 72,448	\$ 102,489	\$ 96,052	\$ 116,843	\$ 14,354	\$ 95,843
OPERATING BUDGET SUB-TOTAL		\$ 321,093	\$ 413,704	\$ 374,550	\$ 430,676	\$ 16,972	\$ 413,906
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TRAFFIC SAFETY		\$ 321,093	\$ 413,704	\$ 374,550	\$ 430,676	\$ 16,972	\$ 413,906

Function: Public Works
Activity: Traffic Safety

Activity Notes

Object	Description	Amount
01	Laborer, Engineering Technician - Traffic Signals	\$ 118,600
03	Summer intern (1)	\$ 5,000
06	FICA	\$ 9,546
07	IPERS	\$ 11,140
09	Group insurance	\$ 41,106
13	Deferred compensation City match	\$ 1,180
27	Cell phone plan	\$ 566
	GIS computer (1)	\$ 2,200
	iPad data plan (2)	\$ 720
32	Uniform allowance (2)	\$ 1,250
41	City of Clive Hickman maintenance	\$ 1,000
	Routine signal bulb replacement	\$ 2,000
	Traffic signal hardware maintenance contract (48 signals @ 100%, 13 signals @ 50%, 8 school beacons)	\$ 17,000
46	Training and development	\$ 1,000
48	Traffic signal electrical service (51 signals @ 100%, 13 signals @ 50%, 6 school beacons)	\$ 24,750
51	Bags of glass beads	\$ 4,725
	Posts, brackets and hardware	\$ 15,000
	Signs	\$ 45,000
	Street painting materials	\$ 8,850
54	Replacement stencils	\$ 1,000
56	Fleet management - overhead contribution	\$ 500
	Fleet management - repair and maintenance supplies	\$ 1,500
59	Operating supplies	\$ 200
71	Conflict monitor tester	\$ 13,000
	Surface grinder	\$ 8,000
73	Equipment Replacement Fund contribution	\$ 20,843
76	Traffic Signal Improvement Program	\$ 75,000



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

ENGINEERING SERVICES

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	815,872	904,941	782,060	837,094
Contractual & supply service	47,001	58,530	50,710	66,230
Capital outlay	38,638	14,994	12,594	21,714
Total expenditures	\$ 901,511	\$ 978,465	\$ 845,364	\$ 925,038
Fees	141,724	230,000	135,000	150,000
Grants	-	-	-	-
Other	75,457	78,539	71,646	73,385
Total revenue	\$ 217,181	\$ 308,539	\$ 206,646	\$ 223,385
Net amount supported by property taxes	\$ 684,330	\$ 669,926	\$ 638,718	\$ 701,653

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease in salary costs of \$67,800 represents normal salary and benefit increases for existing staff, offset by the removal of a previously budgeted (but never filled) Mapping Specialist position. This position was to be funded through right-of-way permit fees, however new legislation now makes those fees illegal, so no funding source is currently available for this position.
- ↑ An increase of \$6,600 in Vehicle Maintenance reflects the department’s contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$9,100 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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 529,649	\$ 570,980	\$ 461,680	\$ 529,636	\$ (41,344)	\$ 545,525
02	Overtime	46,365	50,000	49,822	50,000	-	-
03	Part-time	13,300	17,000	18,368	16,000	(1,000)	16,000
04	Witness fees	-	-	-	-	-	-
06	FICA	43,705	45,416	39,822	42,145	(3,271)	43,374
07	Retirement - IPERS	54,022	53,632	47,264	49,785	(3,847)	51,498
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	125,564	161,848	161,848	143,870	(17,978)	145,606
11	Allowance	384	384	384	384	-	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,883	5,681	2,872	5,274	(407)	5,455
Sub-Total		\$ 815,872	\$ 904,941	\$ 782,060	\$ 837,094	\$ (67,847)	\$ 807,842
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	624	300	325	300	-	300
23	Professional services	21,532	32,500	25,000	32,500	-	32,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,776	2,000	2,000	-	(2,000)	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,175	3,810	3,810	3,780	(30)	3,780
35	Printing and copying	72	100	75	100	-	100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	96	750	500	-	(750)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,851	1,100	1,100	3,900	2,800	3,900
48	Utility service	4,634	5,120	5,100	5,150	30	5,150
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	20	300	300	300	-	300
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	305	1,600	1,600	8,150	6,550	8,150
57	Vehicle operation supplies	7,883	9,000	9,000	9,800	800	9,800
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,033	1,800	1,800	2,100	300	2,100
60	Safety and medical supplies	-	150	100	150	-	150
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 47,001	\$ 58,530	\$ 50,710	\$ 66,230	\$ 7,700	\$ 66,230
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 2,400	\$ -	\$ -	\$ (2,400)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	38,638	12,594	12,594	21,714	9,120	21,714
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 38,638	\$ 14,994	\$ 12,594	\$ 21,714	\$ 6,720	\$ 21,714
OPERATING BUDGET SUB-TOTAL		\$ 901,511	\$ 978,465	\$ 845,364	\$ 925,038	\$ (53,427)	\$ 895,786
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 901,511	\$ 978,465	\$ 845,364	\$ 925,038	\$ (53,427)	\$ 895,786

Function: Public Works
Activity: Engineering Services

Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (2), Engineering Technician (4), GIS Coordinator	\$ 529,636
02	Overtime	\$ 50,000
03	Seasonal interns (2)	\$ 16,000
06	FICA	\$ 42,145
07	IPERS	\$ 49,785
09	Group insurance	\$ 143,870
11	Cell phone allowance (1)	\$ 384
13	Deferred compensation City match	\$ 5,274
22	Recruitment expenses	\$ 300
23	Bridge inspection consultant fees	\$ 5,000
	Design standards, drawings & details	\$ 2,500
	Fiber optic work and supplies	\$ 5,000
	Iowa 1-call subscription	\$ 15,000
	Well monitoring (Sylvan Ridge)	\$ 5,000
32	City logo shirts (1)	\$ 30
	Uniforms (6)	\$ 3,750
35	Printing and copying	\$ 100
46	Concrete paving seminar (6)	\$ 1,400
	GIS Training - National (1) San Diego, CA	\$ 2,000
	Technical conferences and DOT certifications (all inspectors)	\$ 500
48	Inspector cell phones (6) hotspot (2)	\$ 5,000
	Voice and data	\$ 150
51	Maintenance supplies	\$ 300
56	Fleet management - overhead contribution	\$ 5,000
	Fleet management - repair and maintenance supplies	\$ 2,550
	Car washes	\$ 600
57	Fuel	\$ 9,800
59	Drafting supplies	\$ 600
	Field supplies - paint, lath, flagging material	\$ 1,500
60	First aid supplies	\$ 150
73	Equipment Replacement Fund contribution	\$ 21,714



FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

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

SOLID WASTE COLLECTION

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	813,457	855,333	832,362	763,670
Contractual & supply service	1,087,933	1,310,608	1,287,015	1,457,270
Capital outlay	253,011	142,993	124,493	253,143
Total expenditures	\$ 2,154,401	\$ 2,308,934	\$ 2,243,870	\$ 2,474,083
Fees	2,461,262	2,616,000	2,623,000	2,650,000
Grants	-	-	-	-
Other	186,258	199,333	197,173	203,275
Total revenue	\$ 2,647,520	\$ 2,815,333	\$ 2,820,173	\$ 2,853,275
<i>Net amount supported by property taxes</i>	\$ (493,119)	\$ (506,399)	\$ (576,303)	\$ (379,192)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall decrease of \$91,700 in personnel costs reflect normal increases in salary and benefits for existing staff, offset by the reallocation to one mechanic position to the new Fleet Maintenance department.
- ↑ An increase of \$148,000 in vehicle maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$20,000 in furniture and fixtures reflects prior year's purchase of less solid waste containers due to storage space limitations during the construction of the Public Works facility.
- ↑ An increase of \$90,200 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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
290 SOLID WASTE COLLECTION							
PERSONAL SERVICES							
01	Salaries	\$ 547,115	\$ 561,732	\$ 551,120	\$ 499,347	\$ (62,385)	\$ 512,578
02	Overtime	40,428	30,000	18,598	30,000	-	-
03	Part-time	500	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	44,003	43,400	42,838	38,580	(4,820)	39,604
07	Retirement - IPERS	54,477	52,764	53,782	46,904	(5,860)	48,387
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	122,866	161,848	161,848	143,870	(17,978)	145,606
11	Allowance	-	-	-	-	-	-
12	Unemployment	4,067	-	-	-	-	-
13	Deferred comp plan City match	-	5,589	4,176	4,969	(620)	5,126
Sub-Total		\$ 813,457	\$ 855,333	\$ 832,362	\$ 763,670	\$ (91,663)	\$ 751,301
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	25	-	-	-
24	Contributions to other agencies	930,209	1,102,728	1,086,000	1,118,100	15,372	1,118,100
27	Data processing	6,027	3,460	5,920	8,650	5,190	8,650
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	4,271	5,000	5,000	4,375	(625)	4,375
35	Printing and copying	3,290	2,400	2,400	2,400	-	2,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	1,804	25,000	15,000	-	(25,000)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	150	1,095	1,095	1,095
48	Utility service	-	-	-	5,000	5,000	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	533	-	500	-	-	-
54	Minor equipment	1,004	3,000	3,000	1,000	(2,000)	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	58,833	85,000	85,000	233,000	148,000	233,000
57	Vehicle operation supplies	77,289	77,020	77,020	81,650	4,630	81,650
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	4,033	6,500	6,500	1,500	(5,000)	1,500
60	Safety and medical supplies	640	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,087,933	\$ 1,310,608	\$ 1,287,015	\$ 1,457,270	\$ 146,662	\$ 1,457,270
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	42,169	18,500	-	38,500	20,000	38,500
73	Equipment replacement fund	209,643	124,493	124,493	214,643	90,150	214,643
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	1,199	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 253,011	\$ 142,993	\$ 124,493	\$ 253,143	\$ 110,150	\$ 253,143
OPERATING BUDGET SUB-TOTAL		\$ 2,154,401	\$ 2,308,934	\$ 2,243,870	\$ 2,474,083	\$ 165,149	\$ 2,461,714
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SOLID WASTE COLLECTION		\$ 2,154,401	\$ 2,308,934	\$ 2,243,870	\$ 2,474,083	\$ 165,149	\$ 2,461,714

Function: Public Works
Activity: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Waste Collection Operators (6)	\$ 499,347
02	Overtime	\$ 30,000
06	FICA	\$ 38,580
07	IPERS	\$ 46,904
09	Group insurance	\$ 143,870
13	Deferred compensation City match	\$ 4,969
24	Curb It! recycling program	\$ 621,600
	Landfill and transfer station charges	\$ 468,000
	Spring cleanup	\$ 25,500
	Tonnage fee for yard waste	\$ 3,000
27	AVL annual cost	\$ 2,500
	Cell phone - Supervisor	\$ 570
	iPad data (2)	\$ 2,880
	iPads (6)	\$ 2,700
32	Uniform allowance for employees (7)	\$ 4,375
35	Spring cleanup mailing and container tags	\$ 2,400
46	Training and development	\$ 1,095
48	Public Works complex utilities (10%)	\$ 5,000
54	Miscellaneous tools	\$ 1,000
56	Fleet management - overhead contribution	\$ 120,000
	Fleet management - repair and maintenance supplies	\$ 113,000
57	Fuel	\$ 81,650
59	Miscellaneous supplies	\$ 1,500
60	Safety equipment	\$ 500
72	Solid waste container replacements	\$ 38,500
73	Equipment Replacement Fund contributions	\$ 214,643



FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

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

SANITARY SEWERS

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	198,254	213,881	234,372	205,104
Contractual & supply service	27,505	32,450	23,210	42,560
Capital outlay	244,271	230,303	380,303	294,000
Total expenditures	\$ 470,030	\$ 476,634	\$ 637,885	\$ 541,664
Fees	-	-	-	-
Grants	-	-	-	-
Other	591,498	541,706	883,562	644,771
Total revenue	\$ 591,498	\$ 541,706	\$ 883,562	\$ 644,771
<i>Net amount supported by property taxes</i>	\$ (121,468)	\$ (65,072)	\$ (245,677)	\$ (103,107)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease in salary costs of \$8,800 represents normal salary and benefits increases for existing staff offset by the retirement of a long-term equipment operator.
- ↑ An increase of \$12,500 in vehicle maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$3,700 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$60,000 in operating equipment reflects the purchase of easement machine.

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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 124,209	\$ 130,871	\$ 156,082	\$ 122,960	\$ (7,911)	\$ 125,713
02	Overtime	11,874	7,000	2,054	8,000	1,000	-
03	Part-time	7,043	11,000	7,332	10,000	(1,000)	10,000
04	Witness fees	-	-	-	-	-	-
06	FICA	10,879	10,953	12,646	10,265	(688)	10,478
07	Retirement - IPERS	12,955	12,293	14,928	11,550	(743)	11,867
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	30,716	40,462	40,462	41,106	644	41,602
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	578	1,302	868	1,223	(79)	1,257
Sub-Total		\$ 198,254	\$ 213,881	\$ 234,372	\$ 205,104	\$ (8,777)	\$ 200,917
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,279	4,200	4,200	4,200	-	4,200
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,516	980	1,340	1,340	360	1,340
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	961	1,250	1,250	1,250	-	1,250
35	Printing and copying	124	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	6,227	1,500	1,000	-	(1,500)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	330	800	800	800	-	800
48	Utility service	1,130	1,500	1,100	1,500	-	1,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,092	7,000	2,500	5,000	(2,000)	5,000
54	Minor equipment	203	1,500	500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,901	6,800	4,000	19,300	12,500	19,300
57	Vehicle operation supplies	5,263	5,920	5,920	6,670	750	6,670
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	545	500	300	500	-	500
60	Safety and medical supplies	934	500	300	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 27,505	\$ 32,450	\$ 23,210	\$ 42,560	\$ 10,110	\$ 42,560
CAPITAL OUTLAY							
71	Equipment	\$ 9,143	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	5,303	5,303	9,000	3,697	9,000
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	60,000	60,000	-
76	Property improvements	235,128	225,000	375,000	225,000	-	225,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 244,271	\$ 230,303	\$ 380,303	\$ 294,000	\$ 63,697	\$ 234,000
OPERATING BUDGET SUB-TOTAL		\$ 470,030	\$ 476,634	\$ 637,885	\$ 541,664	\$ 65,030	\$ 477,477
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		\$ 470,030	\$ 476,634	\$ 637,885	\$ 541,664	\$ 65,030	\$ 477,477

Function: Public Works
Activity: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 122,960
02	Overtime	\$ 8,000
03	Seasonal Laborers (1)	\$ 10,000
06	FICA	\$ 10,265
07	IPERS	\$ 11,550
09	Group insurance	\$ 41,106
13	Deferred compensation City match	\$ 1,223
23	Legal fees	\$ 3,200
	Mowing	\$ 1,000
27	AVL annual cost	\$ 500
	iPad data and hotspot	\$ 840
32	Uniform allowance (2)	\$ 1,250
46	Wastewater training (2)	\$ 800
48	Electrical services	\$ 1,500
51	Castings, adjusting rings, concrete	\$ 5,000
54	Replacement tools	\$ 1,500
56	Fleet management - overhead contribution	\$ 10,000
	Fleet management - repair and maintenance supplies	\$ 9,300
57	Fuel	\$ 6,670
59	Operating supplies/consumables	\$ 500
60	Safety equipment, supplies	\$ 500
73	Equipment Replacement Fund contributions	\$ 9,000
75	Easement machine	\$ 60,000
76	Lining Program	\$ 175,000
	Spot Repair Program	\$ 50,000



FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

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

STORM WATER UTILITY FUND

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	347,024	388,102	375,158	434,842
Contractual & supply service	69,178	106,340	106,900	127,551
Capital outlay	848,773	1,519,164	1,513,664	968,248
Total expenditures	\$ 1,264,975	\$ 2,013,606	\$ 1,995,722	\$ 1,530,641
Fees	2,296,955	2,240,000	2,232,000	2,240,000
Grants	-	-	-	-
Other	-	75,000	-	50,000
Total revenue	\$ 2,296,955	\$ 2,315,000	\$ 2,232,000	\$ 2,290,000
Net amount supported by stormwater fees	\$ (1,031,980)	\$ (301,394)	\$ (236,278)	\$ (759,359)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase in salary costs of \$46,700 represents normal salary and benefit increases for existing staff.
- ↓ A decrease of \$10,000 in professional services reflects prior year services to work on a FEMA buyout program.
- ↑ An increase of \$28,100 in vehicle maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$7,500 in equipment reflects the purchase of a GPS unit.
- ↑ An increase of \$22,900 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$8,500 in office equipment reflects the 10% cost of equipping the new facility.
- ↑ An increase of \$65,000 in operating equipment reflects the purchase of an excavator.
- ↓ A decrease of \$656,800 in transfers reflects the funding for storm water improvement program, intake rebuilding, storm water grant program, and the funding of a storm water/storm sewer engineering study. 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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
292 STORM WATER UTILITY FUND							
PERSONAL SERVICES							
01	Salaries	\$ 219,945	\$ 268,347	\$ 264,314	\$ 274,925	\$ 6,578	\$ 282,959
02	Overtime	13,618	12,000	2,408	13,000	1,000	-
03	Part-time	5,152	8,500	9,632	8,000	(500)	8,000
04	Witness fees	-	-	-	-	-	-
06	FICA	18,028	21,383	20,986	21,853	470	22,475
07	Retirement - IPERS	21,943	25,206	25,178	25,835	629	26,711
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	66,040	49,880	49,880	88,377	38,497	89,443
11	Allowance	115	116	116	115	(1)	115
12	Unemployment	2,183	-	-	-	-	-
13	Deferred comp plan City match	-	2,670	2,644	2,737	67	2,830
Sub-Total		\$ 347,024	\$ 388,102	\$ 375,158	\$ 434,842	\$ 46,740	\$ 432,533
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	10,000	10,000	-	(10,000)	-
24	Contributions to other agencies	13,600	17,000	17,000	13,000	(4,000)	13,000
27	Data processing	2,178	2,140	4,950	2,426	286	2,426
28	Dues and memberships	6,150	5,000	5,000	5,000	-	5,000
29	Insurance	-	6,700	6,700	7,025	325	7,025
32	Uniforms and laundry	1,836	2,500	2,500	2,500	-	2,500
35	Printing and copying	389	500	500	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	290	1,000	500	-	(1,000)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	275	1,000	1,000	1,000	-	1,000
48	Utility service	-	650	650	5,000	4,350	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	26,851	40,000	41,000	45,000	5,000	45,000
54	Minor equipment	2,376	1,000	1,800	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,547	6,500	4,000	34,600	28,100	34,600
57	Vehicle operation supplies	8,049	11,050	10,000	9,200	(1,850)	9,200
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	84	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	553	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 69,178	\$ 106,340	\$ 106,900	\$ 127,551	\$ 21,211	\$ 127,551
CAPITAL OUTLAY							
71	Equipment	\$ 3,000	\$ 5,500	\$ -	\$ 13,000	\$ 7,500	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	53,571	31,864	31,864	54,743	22,879	54,743
74	Office equipment	-	-	-	8,500	8,500	-
75	Operating equipment	-	-	-	65,000	65,000	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	602	-	-	-	-	-
81	Building maintenance fund	-	-	-	2,005	2,005	2,005
97	Transfers out to Capitals	791,600	1,481,800	1,481,800	825,000	(656,800)	825,000
Sub-total		\$ 848,773	\$ 1,519,164	\$ 1,513,664	\$ 968,248	\$ (550,916)	\$ 881,748
OPERATING BUDGET SUB-TOTAL		\$ 1,264,975	\$ 2,013,606	\$ 1,995,722	\$ 1,530,641	\$ (482,965)	\$ 1,441,832
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND		\$ 1,264,975	\$ 2,013,606	\$ 1,995,722	\$ 1,530,641	\$ (482,965)	\$ 1,441,832

Function: Public Works
Activity: Storm Water Utility

Activity Notes

Object	Description	Amount
01	30% Senior Engineer (70% in PW Administration), Light Equipment Operators (2), Storm Water Technician, Laborer	\$ 274,925
02	Overtime	\$ 13,000
03	Part-time (summer intern)	\$ 8,000
06	FICA	\$ 21,853
07	IPERS	\$ 25,835
09	Group insurance	\$ 88,377
11	Phone allowance (30% of Senior Engineer)	\$ 115
13	Deferred compensation City match	\$ 2,737
24	Polk County - Watershed Management Coordinator	\$ 13,000
27	AVL annual cost	\$ 780
	Cell phone - Storm Water Tech	\$ 566
	iPad data (3)	\$ 1,080
28	Storm Water Phase II regulations	\$ 5,000
29	Property, casualty and cyber liability insurance, broker fee - Storm Water share (2%)	\$ 5,295
	Workers Comp insurance coverage, 411 medical claims - Storm Water share (2%)	\$ 1,730
32	Uniform allowance (4)	\$ 2,500
35	Publications	\$ 500
46	Seminars and training	\$ 1,000
48	Public Works complex utilities (10%)	\$ 5,000
51	Creek maintenance supplies	\$ 5,000
	Intake maintenance supplies	\$ 30,000
	Storm sewer maintenance supplies	\$ 10,000
54	Intake repair tools	\$ 1,000
56	Fleet management - overhead contribution	\$ 25,000
	Fleet management - repair and maintenance supplies	\$ 9,600
57	Fuel	\$ 9,200
59	Operating supplies	\$ 1,000
60	Safety equipment, supplies	\$ 300
71	GPS unit	\$ 13,000
73	Equipment Replacement Fund contributions	\$ 54,743
74	Furnishing Parks/PW building (10%)	\$ 8,500
75	Excavator	\$ 65,000
81	Building maintenance fund contribution - PM Projects	\$ 2,005
97	Stormwater improvement program	\$ 125,000
	Intake rebuilding program	\$ 250,000
	Stormwater grant program	\$ 200,000
	Stormwater/Storm Sewer Engineering Study	\$ 250,000



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.

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	773,425	780,004	746,688	759,962
Contractual & supply service	117,472	142,380	133,525	147,290
Capital outlay	30,515	34,874	34,874	83,335
Total expenditures	\$ 921,412	\$ 957,258	\$ 915,087	\$ 990,587
Fees	8,850	7,500	7,500	7,500
Grants	-	-	-	-
Other	77,123	76,837	77,556	78,585
Total revenue	\$ 85,973	\$ 84,337	\$ 85,056	\$ 86,085
Net amount supported by property taxes	\$ 835,439	\$ 872,921	\$ 830,031	\$ 904,502

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by \$20,000 which reflects normal increases for existing staff, offset by the adjustment of group insurance for staff engineer that was reallocated to storm water in prior budget.
- ↑ An increase of \$10,000 in professional service reflects completing an administrative cost study to support overhead charges being used for sanitary sewer districts administration.
- ↑ An increase of \$5,500 in equipment reflects the replacement of one printer and one copier.
- ↑ An increase of \$11,000 in furniture reflects the replacement of streetscape banners.
- ↑ An increase of \$26,500 reflects the General Fund's share (30%) of equipping the new public works/parks maintenance facility.
- ↑ An increase of \$5,500 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

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.

PUBLIC WORKS		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
295 ENGINEERING and PUBLIC WORKS ADMIN.							
PERSONAL SERVICES							
01	Salaries	\$ 556,620	\$ 521,490	\$ 494,310	\$ 532,799	\$ 11,309	\$ 548,783
02	Overtime	3,575	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	41,746	38,901	36,150	40,124	1,223	31,221
07	Retirement - IPERS	51,889	48,984	46,716	51,001	2,017	51,805
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	102,900	152,430	152,430	117,151	(35,279)	118,565
11	Allowance	10,442	9,936	10,120	10,321	385	10,321
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,253	8,263	6,962	8,566	303	8,655
Sub-Total		\$ 773,425	\$ 780,004	\$ 746,688	\$ 759,962	\$ (20,042)	\$ 769,350
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	950	4,250	1,000	4,250	-	4,250
23	Professional services	4,379	-	-	10,000	10,000	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	67,722	83,150	83,000	77,900	(5,250)	77,900
28	Dues and memberships	3,668	5,050	4,000	5,100	50	5,100
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	315	900	900	960	60	960
35	Printing and copying	8,767	10,900	8,000	10,900	-	10,900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	225	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,456	5,900	5,900	7,150	1,250	7,150
48	Utility service	20,411	23,800	23,000	23,000	(800)	23,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,318	2,500	2,500	2,500	-	2,500
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,145	3,900	3,000	3,500	(400)	3,500
59	Operating supplies	165	500	500	500	-	500
60	Safety and medical supplies	1,176	1,530	1,500	1,530	-	1,530
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 117,472	\$ 142,380	\$ 133,525	\$ 147,290	\$ 4,910	\$ 137,290
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ -
72	Furniture and fixtures	-	9,000	9,000	20,000	11,000	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	26,500	26,500	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	30,515	25,874	25,874	31,335	5,461	31,335
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 30,515	\$ 34,874	\$ 34,874	\$ 83,335	\$ 48,461	\$ 31,335
OPERATING BUDGET SUB-TOTAL		\$ 921,412	\$ 957,258	\$ 915,087	\$ 990,587	\$ 33,329	\$ 937,975
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING and PUBLIC WORKS ADMIN.		\$ 921,412	\$ 957,258	\$ 915,087	\$ 990,587	\$ 33,329	\$ 937,975

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

Object	Description	Amount
01	Director of Engineering & Public Works, Assistant Director of Engineering, Senior Engineer, Senior Engineer 70% (30% in storm water), Administrative Technician, Administrative Specialist	\$ 532,799
06	FICA	\$ 40,124
07	IPERS	\$ 51,001
09	Group insurance	\$ 117,151
11	Cell phone allowance (3.7)	\$ 1,421
	On-the-spot awards	\$ 200
	Vehicle allowance (Director, Assistant Dir. Eng. partial)	\$ 8,700
13	Deferred compensation City match	\$ 8,566
22	Recruitment	\$ 4,250
23	Administrative cost allocation study for sanitary sewer district fees	\$ 10,000
27	ArcView maintenance	\$ 24,000
	CarteGraph maintenance	\$ 43,000
	GeoPak software maintenance	\$ 2,500
	GIS computer	\$ 2,500
	GPS software maintenance	\$ 600
	iPads	\$ 1,600
	MicroStation maintenance (3)	\$ 2,100
	PDF software subscription (3)	\$ 600
	Wireless card fees (1 card +1 GPS)	\$ 1,000
28	APWA, AWWA, IES, ASCE and professional registrations and publications	\$ 5,100
32	City logo shirts (2)	\$ 60
	Uniform allowance (3)	\$ 900
35	City map printing	\$ 500
	Copier maintenance contract (other 1/2 in Community Development)	\$ 700
	Maintenance on color printer (other 1/2 in Community Development)	\$ 1,800
	Maintenance on plan copiers (other 1/2 in Community Development)	\$ 1,550
	Miscellaneous printing/copying and postage	\$ 6,350
46	APWA National Conference, CEU qualified (2) New Orleans, LA	\$ 4,800
	APWA State Conference (2)	\$ 750
	IES meetings	\$ 100
	Technical conferences, CEU qualified - all professional staff	\$ 1,500
48	Voice and data, water, electric, gas	\$ 23,000
51	Operating supplies	\$ 1,000
	Streetscape parts	\$ 1,500
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,500
	MVR annual fee	\$ 30
71	Color printer replacement (other 1/2 in Comm. Dev.)	\$ 1,500
	Office copier replacement (other 1/2 in Comm. Dev.)	\$ 3,500

Function: Public Works

Activity: Engineering and Public Works Administration

Activity Notes

Object	Description	Amount
71 cont.	Stand up desk	\$ 500
72	Banners	\$ 20,000
74	Furnishing Parks/PW building (30%)	\$ 25,500
	Lobby chairs (4)	\$ 1,000
81	Building maintenance fund contribution - PM projects	\$ 17,911
	Citywide building security project	\$ 2,415
	Contracted services (former line 40 items):	\$ 11,009

HEALTH & SOCIAL SERVICES	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

300 HEALTH AND SOCIAL SERVICES SUMMARY

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	90,000	90,000	90,000
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	-	-	-	210,000	210,000	210,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

HEALTH AND SOCIAL SERVICES SU	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
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FUNCTION: Health and Social Services
ACTIVITY: Community Services

OVERVIEW: This activity provides support to various Urbandale entities that provide a broad spectrum of community based services for residents of all ages within the community. The activity may also support projects that generally improve the quality of life for Urbandale residents.

COMMUNITY SERVICES

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	300,000
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ -	\$ -	\$ 300,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	300,000
Total revenue	\$ -	\$ -	\$ -	\$ 300,000
Net amount supported by property taxes	\$ -	\$ -	\$ -	\$ -

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$300,000 reflects the establishment of the department in FY20-21. This new department encompasses the currently provided contributions to the Urbandale Community Action Network (UCAN) and the Urbandale Food Pantry (previously funded in Mayor/Council budget, as well as funding for further projects in the area of community services with special emphasis on health and human services endeavors.

FUTURE BUDGET CONSIDERATIONS:

- ❖ During the next several months, a committee will work to define a plan for execution of the City Council goals in the area of health and human services. Projects and initiatives will be vetted by the committee that will be charged with balancing outreach activities inclusive of specific regions within the City, specific demographic groups (seniors, at-risk youth, etc.) and age bands represented within the City.
- ❖ Once an approved plan and framework for distribution of funds is in place, permanent funding will need to be allocated for this program.

HEALTH & SOCIAL SERVICES	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

370 COMMUNITY SERVICES

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	90,000	90,000	90,000
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	-	-	-	210,000	210,000	210,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

COMMUNITY SERVICES

COMMUNITY SERVICES		\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000
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Function: Health and Social Services

Activity: Community Services

Activity Notes

Object	Description	Amount
24	U-CAN Urbandale Community Action Network contribution	\$ 55,000
	Urbandale Food Pantry	\$ 35,000
59	Community service projects as identified	\$ 210,000



CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

400 CULTURE AND RECREATION SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 2,154,140	\$ 2,309,181	\$ 2,232,434	\$ 2,254,911	\$ (54,270)	\$ 2,320,912
02	Overtime	15,340	20,000	20,049	20,000	-	-
03	Part-time	892,533	896,457	960,440	992,813	96,356	1,010,595
04	Witness fees	-	-	-	-	-	-
06	FICA	228,117	244,408	243,556	248,496	4,088	254,539
07	Retirement - IPERS	266,602	272,827	278,089	276,546	3,719	281,267
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	798,629	1,169,538	1,169,538	1,080,847	(88,691)	1,080,349
11	Allowance	11,332	11,877	11,422	11,877	-	11,877
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	15,813	28,210	24,734	27,990	(220)	28,640
	Sub-Total	\$ 4,382,506	\$ 4,952,498	\$ 4,940,262	\$ 4,913,480	\$ (39,018)	\$ 4,988,179

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 5,381	\$ 16,000	\$ 16,000	\$ 16,000	\$ -	\$ 16,000
22	Recruitment	7,838	10,100	10,300	11,600	1,500	11,600
23	Professional services	389,288	467,825	467,825	478,390	10,565	478,390
24	Contributions to other agencies	1,013,191	1,191,486	1,048,629	1,069,772	(121,714)	1,058,342
27	Data processing	103,813	86,442	84,242	85,341	(1,101)	84,341
28	Dues and memberships	15,605	19,178	17,893	17,548	(1,630)	17,548
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,635	10,090	9,590	8,990	(1,100)	8,990
35	Printing and copying	38,575	70,690	70,690	65,640	(5,050)	65,640
40	Building and grounds maint.	32,615	32,000	32,000	36,000	4,000	36,000
41	Vehicle and equipment maint.	7,658	13,250	13,250	10,860	(2,390)	6,250
44	Grant-funded purchases	80,730	60,000	-	-	(60,000)	-
46	Training and development	16,498	18,050	18,050	21,250	3,200	20,950
48	Utility service	271,129	290,600	291,850	300,375	9,775	300,950
49	Petty cash	83	500	500	500	-	500
51	Maintenance supplies	125,766	200,050	200,050	199,050	(1,000)	189,300
54	Minor equipment	11,171	10,850	10,939	10,850	-	10,350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	23,939	25,500	25,500	93,800	68,300	93,800
57	Vehicle operation supplies	35,099	38,000	38,000	39,000	1,000	39,000
58	Office supplies	18,230	21,450	21,450	21,500	50	21,500
59	Operating supplies	163,419	192,750	187,550	188,800	(3,950)	191,300
60	Safety and medical supplies	3,542	7,115	7,115	9,235	2,120	6,735
61	Refunds	2,050	-	-	-	-	-
	Sub-total	\$ 2,374,255	\$ 2,781,926	\$ 2,571,423	\$ 2,684,501	\$ (97,425)	\$ 2,657,486

CAPITAL OUTLAY

71	Equipment	\$ 11,084	\$ 4,200	\$ 4,200	\$ 20,950	\$ 16,750	\$ 5,000
72	Furniture and fixtures	11,055	23,200	23,200	25,750	2,550	10,000
73	Equipment replacement fund	143,989	91,681	91,681	158,184	66,503	158,184
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	94,803	145,000	145,000	245,000	100,000	245,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	207,256	200,630	200,000	193,390	(7,240)	193,390
80	Natural disaster cleanup	29,084	18,000	-	18,000	-	18,000
81	Building maintenance fund	624,215	521,748	521,748	617,514	95,766	617,514
97	Transfers out	693,424	781,429	692,143	697,857	(83,572)	715,714
	Sub-total	\$ 1,814,910	\$ 1,785,888	\$ 1,677,972	\$ 1,976,645	\$ 190,757	\$ 1,962,802

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 136,423	\$ 219,650	\$ 547,000	\$ 257,450	\$ 37,800	\$ 264,500
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000

CULTURE AND RECREATION

SUMMARY		\$ 8,708,094	\$ 9,764,962	\$ 9,736,657	\$ 9,857,076	\$ 92,114	\$ 9,897,967
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FUNCTION: Culture and Recreation
ACTIVITY: Library

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

LIBRARY

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,883,954	2,062,861	2,050,950	1,998,090
Contractual & supply service	348,234	341,960	281,960	263,884
Capital outlay	514,384	438,574	437,944	491,643
Total expenditures	\$ 2,746,572	\$ 2,843,395	\$ 2,770,854	\$ 2,753,617
Fees	191,117	195,500	172,000	112,000
Grants	82,111	60,000	80,000	80,000
Other	229,889	228,233	234,836	218,451
Total revenue	\$ 503,117	\$ 483,733	\$ 486,836	\$ 410,451
Net amount supported by property taxes	\$ 2,243,455	\$ 2,359,662	\$ 2,284,018	\$ 2,343,166

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by \$65,800, which reflects normal increases for salaries and benefit costs for existing staff offset by a change in use of part-time benefitted positions to non-benefitted positions. This also reflects funding for reinstatement of 4 operating hours that were reduced in FY20.
- ↓ A decrease of \$60,000 in grant-funded purchases reflect the reclassification of Enrich Iowa funding to the Library's special revenue fund, shown in line 99. Anticipated grants funds of \$80,000 will be received and spent through the separate fund going forward. The net increase of \$36,000 in line 99 reflect the additional \$80,000 in Enrich Iowa grant funds, offset by the prior year purchases of equipment using restitution funds received.
- ↑ An increase of \$60,300 in building maintenance fund contributions reflects the allocation for City-wide contribution amounts to cover the building preventative maintenance program.

FUTURE BUDGET CONSIDERATIONS

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

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

410 LIBRARY

PERSONAL SERVICES

01	Salaries	\$ 733,261	\$ 778,565	\$ 740,758	\$ 763,462	\$ (15,103)	\$ 786,365
02	Overtime	81	-	25	-	-	-
03	Part-time	528,528	507,580	538,512	563,700	56,120	577,411
04	Witness fees	-	-	-	-	-	-
06	FICA	94,452	96,935	96,382	100,700	3,765	103,516
07	Retirement - IPERS	115,600	118,065	116,128	123,141	5,076	123,307
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	399,314	546,237	546,237	431,610	(114,627)	436,817
11	Allowance	5,075	5,300	5,000	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,643	10,179	7,908	10,177	(2)	10,385
	Sub-Total	\$ 1,883,954	\$ 2,062,861	\$ 2,050,950	\$ 1,998,090	\$ (64,771)	\$ 2,043,101

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 468	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,318	1,000	1,000	1,500	500	1,500
23	Professional services	9,642	13,125	13,125	8,790	(4,335)	8,790
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	73,612	65,942	65,942	65,641	(301)	65,641
28	Dues and memberships	11,840	14,953	14,953	12,693	(2,260)	12,693
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	22,153	30,990	30,990	25,440	(5,550)	25,440
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	4,571	2,000	2,000	2,000	-	2,000
44	Grant-funded purchases	80,730	60,000	-	-	(60,000)	-
46	Training and development	3,995	4,000	4,000	3,000	(1,000)	3,000
48	Utility service	98,051	103,000	103,000	98,200	(4,800)	98,200
49	Petty cash	83	500	500	500	-	500
51	Maintenance supplies	11,982	11,000	11,000	12,000	1,000	12,000
54	Minor equipment	857	1,000	1,000	1,500	500	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	10,240	12,450	12,450	12,500	50	12,500
59	Operating supplies	17,571	21,000	21,000	19,500	(1,500)	19,500
60	Safety and medical supplies	1,121	1,000	1,000	620	(380)	620
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 348,234	\$ 341,960	\$ 281,960	\$ 263,884	\$ (78,076)	\$ 263,884

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	493	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	207,256	200,630	200,000	193,390	(7,240)	193,390
80	Natural disaster cleanup	1,012	-	-	-	-	-
81	Building maintenance fund	305,623	237,944	237,944	298,253	60,309	298,253
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 514,384	\$ 438,574	\$ 437,944	\$ 491,643	\$ 53,069	\$ 491,643

OPERATING BUDGET SUB-TOTAL

		\$ 2,746,572	\$ 2,843,395	\$ 2,770,854	\$ 2,753,617	\$ (89,778)	\$ 2,798,628
99	Special Revenue fund items	\$ 21,031	\$ 92,000	\$ 92,000	\$ 128,000	\$ 36,000	\$ 128,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

LIBRARY		\$ 2,767,603	\$ 2,935,395	\$ 2,862,854	\$ 2,881,617	\$ (53,778)	\$ 2,926,628
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Function: Culture and Recreation
Activity: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director/Collection Manager, Community Manager, Services Manager, Youth Specialist, Collection Specialist, Services Specialist, Library Assistant/Community, Library Assistant/Services (2) Custodian, Admin Tech	\$ 763,462
03	Part-time	\$ 563,700
06	FICA	\$ 100,700
07	IPERS	\$ 123,141
09	Group insurance	\$ 431,610
11	On-the-spot awards	\$ 500
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 10,177
22	Pre-employment background checks	\$ 1,000
	Pre-employment drug screenings	\$ 500
23	Adult programming presenter fees	\$ 1,000
	Book return delivery service	\$ 900
	Material and fee collections	\$ 2,500
	Notary renewal	\$ 90
	Website hosting and security updates	\$ 1,300
	Youth programming presenter fees	\$ 3,000
27	Computer replacements - 14 monitors, 2 laptops	\$ 4,000
	Deep Freeze annual subscription	\$ 1,587
	Mass storage array hardware support	\$ 2,000
	Meeting room booking software support	\$ 2,135
	My PC papercut software support	\$ 2,675
	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	\$ 24,809
	Secure site certificate	\$ 550
	Veeam backup and replication software support	\$ 445
	Virtualized servers hardware support	\$ 2,250
	Visitor counter hardware/software support	\$ 190
	Wireless controller hardware/software support	\$ 1,450
28	American Library Association	\$ 1,200
	Beanstack - summer reading program tracker	\$ 1,475
	Clip art	\$ 100
	Collection HQ	\$ 7,593
	Iowa Library Association	\$ 1,200
	MPLC movie public performance site license	\$ 200
	Polaris Users Group	\$ 100
	Public Library Association	\$ 150
	When I Work	\$ 675
35	Photocopiers and printers lease and copy/print charges	\$ 15,500

Function: Culture and Recreation
Activity: Library

Activity Notes

Object	Description	Amount
35 cont.	Postage	\$ 8,000
	Postage meter lease	\$ 840
	Printing	\$ 500
	Shipping	\$ 100
	Signage	\$ 500
41	Equipment repair	\$ 2,000
46	Continuing education, meetings, and workshops	\$ 1,000
	Iowa/Nebraska Library Association conference - Dubuque (7)	\$ 1,500
	Staff in-service training	\$ 500
48	Electric	\$ 65,500
	Gas	\$ 13,000
	Internet - public	\$ 6,000
	Internet - staff	\$ 1,500
	Phone	\$ 6,200
	Water	\$ 6,000
49	Petty cash	\$ 500
51	Maintenance supplies	\$ 12,000
54	Minor equipment	\$ 1,500
58	Office supplies	\$ 12,500
59	Operating supplies	\$ 13,500
59.4	Operating supplies - adult programming	\$ 1,500
59.9	Operating supplies - youth programming	\$ 4,500
60	First aid cabinet restocking	\$ 600
	MVR annual fee	\$ 20
79.1	Adult books	\$ 55,000
79.1.2	Young adult books	\$ 7,000
79.1.3	Juvenile books	\$ 32,000
79.2	Bridges eAudio/eBook consortium fees	\$ 8,000
	eAudio/eBooks	\$ 22,000
79.3	Audio books	\$ 12,000
	Music	\$ 3,000
79.4	DVD's	\$ 20,000
	Games	\$ 5,000
79.5	Newspaper and periodical subscriptions	\$ 8,000
79.6	Ancestry	\$ 2,585
	Consumer Reports	\$ 2,500
	Gale Collection	\$ 2,700
	Heritage Quest	\$ 1,045
	Morningstar	\$ 1,900
	Niche Academy	\$ 1,900
	Novelist Plus	\$ 1,825

Function: Culture and Recreation
Activity: Library

Activity Notes

Object	Description	Amount
79.6 cont.	Novelist Select	\$ 1,860
	Outlook	\$ 225
	Value Line	\$ 3,850
79.7	Cake pans	\$ 200
	Puppets	\$ 100
	Puzzles	\$ 100
	Steam Kits	\$ 600
81	Building maintenance fund contribution - PM projects	\$ 196,777
	Citywide building security plan	\$ 23,626
	Contracted services (former line 40 items):	\$ 77,850
Library Fund	Special Revenue Fund #175	\$ 128,000
99	Art Gallery	\$ 3,000
99	Dorothy Jackson Trust	\$ 25,000
99	Enrich Iowa Grant Purchases	\$ 80,000
99	Foundation	\$ 20,000



FUNCTION: Culture and Recreation
ACTIVITY: Parks

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

PARKS

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,493,379	1,678,673	1,646,335	1,616,090
Contractual & supply service	570,338	723,470	723,050	807,275
Capital outlay	412,457	391,560	373,560	577,435
Total expenditures	\$ 2,476,174	\$ 2,793,703	\$ 2,742,945	\$ 3,000,800
Fees	198,851	200,300	199,700	203,500
Grants	13,847	-	1,000	-
Other	207,257	224,244	232,470	238,060
Total revenue	\$ 419,955	\$ 424,544	\$ 433,170	\$ 441,560
Net amount supported by property taxes	\$ 2,056,219	\$ 2,369,159	\$ 2,309,775	\$ 2,559,240

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease in salary costs of \$62,600 represents normal salary and benefit increases for existing staff, offset by the reallocation of the mechanic position to the new Fleet Maintenance Department.
- ↑ An increase of \$11,300 in utilities reflects the 20% cost share of utilities for the new facility. Future utility costs should decrease once the current parks shop building is no longer in use.
- ↑ An increase of \$66,800 in Vehicle Maintenance reflects the department’s contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.
- ↑ An increase of \$10,000 in equipment reflects the replacement of a copy machine and scoreboard controllers at Walker Johnston park complex.
- ↑ An increase of \$65,000 in equipment replacement contributions reflects a city-wide adjustment to funding schedules for capital equipment purchases.
- ↑ An increase of \$100,000 in property improvements reflects the addition of 2 open-air shelters.
- ↑ An increase of \$13,900 in building maintenance fund contributions reflects the adjustment to City-wide contribution amounts to cover the building preventative maintenance program.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the top community priorities in the Parks, Recreation and Open Space Master Plan are addressed, the City will need to be proactive in hiring adequate staff to be able to maintain the needed and increased amenities. Priority projects identified include adding parks, trails, playgrounds, disc golf course, flushable restrooms in parks, a dog park, landscaping on street and signage projects.

CULTURE AND RECREATION		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 995,798	\$ 1,083,034	\$ 1,050,696	\$ 1,025,793	\$ (57,241)	\$ 1,055,459
02	Overtime	15,259	20,000	20,000	20,000	-	-
03	Part-time	42,679	43,024	43,024	70,349	27,325	70,839
04	Witness fees	-	-	-	-	-	-
06	FICA	79,464	86,434	86,434	84,374	(2,060)	86,288
07	Retirement - IPERS	94,989	102,939	102,939	98,414	(4,525)	101,224
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	253,411	323,696	323,696	298,016	(25,680)	301,612
11	Allowance	5,783	5,968	5,968	5,968	-	5,968
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	5,996	13,578	13,578	13,176	(402)	13,464
Sub-Total		\$ 1,493,379	\$ 1,678,673	\$ 1,646,335	\$ 1,616,090	\$ (62,583)	\$ 1,634,854
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,140	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,357	2,000	2,000	3,000	1,000	3,000
23	Professional services	231,960	281,600	281,600	287,600	6,000	287,600
24	Contributions to other agencies	89	1,200	1,200	1,200	-	1,200
27	Data processing	20,585	11,400	11,400	13,900	2,500	13,900
28	Dues and memberships	556	1,405	985	1,160	(245)	1,160
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,393	8,000	8,000	8,000	-	8,000
35	Printing and copying	2,756	7,750	7,750	7,750	-	7,750
40	Building and grounds maint.	32,615	32,000	32,000	36,000	4,000	36,000
41	Vehicle and equipment maint.	2,225	6,000	6,000	-	(6,000)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,526	6,300	6,300	5,900	(400)	7,700
48	Utility service	76,052	88,500	88,500	99,650	11,150	99,650
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	91,490	157,800	157,800	150,800	(7,000)	150,800
54	Minor equipment	4,160	5,000	5,000	5,000	-	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	23,939	25,500	25,500	92,300	66,800	92,300
57	Vehicle operation supplies	35,099	38,000	38,000	38,000	-	38,000
58	Office supplies	2,223	2,000	2,000	2,000	-	2,000
59	Operating supplies	29,228	44,300	44,300	47,800	3,500	47,800
60	Safety and medical supplies	1,945	4,715	4,715	7,215	2,500	4,715
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 570,338	\$ 723,470	\$ 723,050	\$ 807,275	\$ 83,805	\$ 806,575
CAPITAL OUTLAY							
71	Equipment	\$ 6,849	\$ 4,200	\$ 4,200	\$ 14,200	\$ 10,000	\$ 5,000
72	Furniture and fixtures	10,292	23,200	23,200	20,200	(3,000)	10,000
73	Equipment replacement fund	143,989	89,610	89,610	154,613	65,003	154,613
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	94,803	145,000	145,000	245,000	100,000	245,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	28,072	18,000	-	18,000	-	18,000
81	Building maintenance fund	128,452	111,550	111,550	125,422	13,872	125,422
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 412,457	\$ 391,560	\$ 373,560	\$ 577,435	\$ 185,875	\$ 558,035
OPERATING BUDGET SUB-TOTAL		\$ 2,476,174	\$ 2,793,703	\$ 2,742,945	\$ 3,000,800	\$ 207,097	\$ 2,999,464
99	Special Revenue fund items	\$ 31,273	\$ 31,150	\$ 350,000	\$ 26,450	\$ (4,700)	\$ 30,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
PARKS		\$ 2,507,447	\$ 2,824,853	\$ 3,092,945	\$ 3,027,250	\$ 202,397	\$ 3,029,464

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description	Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist (2), Facilities Maintenance Technician, Laborers (6), Facilities Maintenance Laborers (3), 1/2 Administrative Technician	\$ 1,025,793
02	Overtime (snow removal, preparation for July 4th, mosquito control application, etc.)	\$ 20,000
03	Season labor staff - 120 day (5), 8-month (1), 1/2 Admin. Tech., Arboretum intern	\$ 70,349
06	FICA	\$ 84,374
07	IPERS	\$ 98,414
09	Group insurance	\$ 298,016
11	Cell phone allowance - Director and Parks Supervisor	\$ 768
	Spot awards	\$ 400
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 13,176
22	Recruitment expenses for seasonal staff (background checks, drug screens, physicals)	\$ 3,000
23	Annual inspection and maintenance for underground chemical storage tank	\$ 1,400
	Contractual parks maintenance (mowing contract)	\$ 237,000
	Document shredding special event - Shredding truck (2)	\$ 700
	Interchange mowing (Douglas 86th & 100th Street) 94 acres (four mowings)	\$ 10,000
	Prairie management assistance (prescribed burn, pest control, and natural area restoration)	\$ 4,000
	Tree chipping at North Plant	\$ 3,000
	Tree service work	\$ 30,000
23.201	WJ Shelter - safe room manager (security system monitoring)	\$ 1,500
24	Contribution - Bike to Work Week	\$ 500
	Landfill and transfer charges	\$ 700
27	Computer software and supplies	\$ 700
	I-pad internet service	\$ 600
	Online registration annual fee	\$ 3,600
	Sportsman registration system credit card fees	\$ 9,000
28	Iowa Parks and Recreation Association - (3)	\$ 435
	Iowa Sports Turf Mgr. Association (5)	\$ 320
	National Park and Recreation Association (1)	\$ 175
	Subscriptions/publications	\$ 215
	Tree Board - National Arbor Day Foundation	\$ 15
32	Uniform allowances (13), part time staff T-shirts, sweatshirts	\$ 8,000
35	ArcGIS mapping annual fees	\$ 550
	Copy machine maintenance/contract (other 1/2 in Recreation)	\$ 300
	Marketing and promotions	\$ 4,500
	Postage & toner	\$ 1,400
	Regional/Urbandale trail map	\$ 1,000
40	Giovannetti Shelter (5240.1), Lions Park Shelter (5240.2), and Senior Recreation Center (5240.3) weekend custodial	\$ 30,000
	Open air shelter - custodial for rentals (5240.4)	\$ 6,000
46	Iowa Parks and Recreation Fall workshop - Ankeny, IA (3)	\$ 700
	Iowa Parks and Recreation Spring conference - Sioux City, IA (3)	\$ 1,400

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description	Amount
46 cont.	Iowa State University Shade Tree course - local (2)	\$ 300
	Iowa Turf Grass local conference (4)	\$ 900
	Safety compliance trainings and supplies (OSHA and fire department mandated)	\$ 1,500
	Staff technical training - playground inspections, electrical, plumbing workshops, prescribed burn training certification (various staff)	\$ 1,000
	Tree Board - training and development	\$ 100
48	Memorial Tree Park and Gardens - electrical	\$ 800
	Parks - gas, electric, water, telephone and data	\$ 53,500
	Parks & Public Works new facility (20% of utilities - shared with PW)	\$ 10,000
48.1	Giovannetti Comm. Shelter - utilities (gas, electric, water, telephone/internet, security system)	\$ 9,675
48.2	Lions Shelter - utilities (gas, electric, water, telephone security system and data)	\$ 9,675
48.215	Walker Johnston Softball Complex - utilities (concession, Maint. Bldg., field lights & irrigation)	\$ 16,000
51	Flower garden material	\$ 8,000
	Lakeview pond fountain maintenance & Memorial Tree Park Fountain	\$ 1,700
	Mosquito control (Larvacide & Fogging applications)	\$ 8,500
	Paint, hardware, shop chemicals, etc.	\$ 8,000
	Plants and trees	\$ 8,000
	Pond treatment (chemicals) Lakeview, Kollmorgen, LA Ward, Walker Johnston, Avondale	\$ 12,000
	Portable toilets - parks (\$4,500); Special events (\$450); UCAN & school events (\$250)	\$ 5,200
	Safety wood fiber for playground fall zones (32 playgrounds)	\$ 14,000
	Sand and gravel (bike trail overlays and backfill, playground installations, etc.)	\$ 4,000
	Seed and fertilizer	\$ 58,000
	Striping parking lots	\$ 3,000
	Turf chemicals	\$ 10,000
51.8	Tree board plantings - Waterford Park 18 trees (\$5,400) offset by Tree's Please grant	\$ 5,400
51.215	Walker Johnston Softball Complex - deep tine aerify four outfield areas (6 acres)	\$ 2,500
	WJ fields maintenance (fence & irrigation repair, lights, fertilizer, etc.)	\$ 2,500
54	Tools and replacement equipment	\$ 4,400
54.215	WJ fields - minor equipment	\$ 600
56	Fleet management - overhead contribution	\$ 55,000
	Fleet management - repair and maintenance supplies	\$ 35,800
56.215	WJ fields - equipment parts	\$ 1,500
57	Fuel, gas, etc.	\$ 38,000
58	Office supplies	\$ 2,000
59	Graffiti removal/vandalism	\$ 3,000
	Outdoor ice rink replacement liner	\$ 1,000
	Restroom supplies, park/shelter house janitorial supplies, trash can liners, paper products	\$ 6,500
	Signs for parks and trails	\$ 2,800
59.201	Giovannetti Community Shelter - shelter supplies, paper products, etc.	\$ 2,500
59.202	Lions Shelter - shelter supplies, paper products, etc.	\$ 2,500
	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

Object	Description	Amount
59.7	Public Art - \$1,500 stipends for (4) Art Park sculptures (\$6,000), Community Awareness and Education/Events (\$1,000) and mailings/operating supplies/events (\$1,000), Library art gallery (\$1,000), Community Mural Project (\$5,000)	\$ 14,000
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
	Hoist and sling compliance safety inspection	\$ 500
	MVR annual fee	\$ 165
	OSHA training safety classes for staff	\$ 700
	Random drug testing for staff, first-aid kits for trucks and facilities	\$ 1,300
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800
	Safety tripod for confined spaces	\$ 2,500
71	Copy machine purchase (50% shared with Recreation)	\$ 3,000
	Small gas powered equipment replacement (chainsaws, grass trimmers, blowers, etc.)	\$ 1,700
	Walk-behind snow blower (two-stage)	\$ 1,500
71.215	WJ Park complex - scoreboard controller replacement	\$ 7,000
	WJ Park complex - Turf roller	\$ 1,000
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
	Safety - fall mats for under tire swings (2 @ \$900)	\$ 1,800
	Walker Johnston Skate Park (replacement decking)	\$ 5,000
	Wayfinding signage (various locations)	\$ 2,000
73	Equipment Replacement Fund contribution	\$ 154,613
76	Bike path City-wide improvements	\$ 100,000
	Open air shelter - construction of 2 new (Deer Ridge West & South Karen Acres)	\$ 85,000
	Playground improvements	\$ 60,000
80	Emerald Ash Borer (EAB) preparation: tree removal (\$8,000), tree replacement in parks (\$4,000), Tree-age insecticide treatment (\$3,000), rental of tub grinder (\$3,000)	\$ 18,000
81	Building maintenance fund contribution - PM projects	\$ 52,493
	Citywide building security project	\$ 16,789
	Contracted services (former line 40 items):	\$ 56,140
Dunlap Arboretum Fund expenses (directly funded from Dunlap foundation special revenue fund):		
Dunlap Fund		\$ 26,450
99	Arboretum intern (5 months)	\$ 9,000
	Ash tree treatments	\$ 650
	Contract mowing & trimming	\$ 6,800
	Contract tree work/tree pruning	\$ 2,500
	Gas powered leaf blower	\$ 500
	Interpretive & identification signage	\$ 3,500
	Landscaping materials	\$ 2,000
	Summer plant material	\$ 1,500



FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

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

GROUNDS MAINTENANCE

FINANCIAL SUMMARY

	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	93,449	102,907	101,019	103,870
Contractual & supply service	13,001	25,250	26,500	34,750
Capital outlay	-	-	-	-
Total expenditures	\$ 106,450	\$ 128,157	\$ 127,519	\$ 138,620
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,910	10,287	10,808	10,997
Total revenue	\$ 8,910	\$ 10,287	\$ 10,808	\$ 10,997
Net amount supported by property taxes	\$ 97,540	\$ 117,870	\$ 116,711	\$ 127,623

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$5,000 in maintenance supplies reflects \$11,000 for renovation of the medians at 72nd & Douglas.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ 65,936	\$ 69,997	\$ 68,206	\$ 70,539	\$ 542	\$ 72,118
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,965	5,408	5,300	5,450	42	5,572
07	Retirement - IPERS	6,531	6,575	6,600	6,626	51	6,808
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	15,358	20,231	20,231	20,553	322	20,801
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	659	696	682	702	6	721
Sub-Total		\$ 93,449	\$ 102,907	\$ 101,019	\$ 103,870	\$ 963	\$ 106,020

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	2,500	2,500	6,000	3,500	6,000
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	284	3,000	4,250	4,000	1,000	4,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	12,717	19,750	19,750	24,750	5,000	15,000
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	-	-	-	-	-	-
Sub-total		\$ 13,001	\$ 25,250	\$ 26,500	\$ 34,750	\$ 9,500	\$ 25,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

GROUNDS MAINTENANCE

		\$ 106,450	\$ 128,157	\$ 127,519	\$ 138,620	\$ 10,463	\$ 131,020
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Function: Culture and Recreation
Activity: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 70,539
06	FICA	\$ 5,450
07	IPERS	\$ 6,626
09	Group insurance	\$ 20,553
13	Deferred compensation City match	\$ 702
23	Douglas interchange landscaping and plant material maintenance	\$ 3,500
	Tree removal and trimming - City facilities	\$ 2,500
48	Douglas interchange median irrigation	\$ 4,000
51	Douglas Avenue & 72nd Street median renovation	\$ 11,000
	Federal and State flags and flag maintenance for City facilities	\$ 1,000
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,000
	Seed, fertilizer, plants/material/pots for City grounds	\$ 6,250
	Streetscape expenses, general fountain repairs, plant materials for the Douglas Avenue beautification project	\$ 3,500



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

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	287,381	333,718	352,663	357,590
Contractual & supply service	164,879	205,150	205,250	209,070
Capital outlay	19,621	21,131	21,131	27,566
Total expenditures	\$ 471,881	\$ 559,999	\$ 579,044	\$ 594,226
Fees	180,057	192,000	192,600	195,600
Grants	-	-	-	-
Other	39,497	44,950	49,075	47,141
Total revenue	\$ 219,554	\$ 236,950	\$ 241,675	\$ 242,741
Net amount supported by property taxes	\$ 252,327	\$ 323,049	\$ 337,369	\$ 351,485

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$23,900, which reflects the normal salary and benefits increases for existing staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ A decision will need to be made regarding the current swimming pool and recreation facilities for the community, and future bond referendum for a recreation/aquatic/senior recreation facility. These decisions will greatly affect the future operations, management and staffing of this department.
- ❖ The MAC camp program is in its 12th 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.

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES

01	Salaries	\$ 170,030	\$ 177,135	\$ 176,868	\$ 184,135	\$ 7,000	\$ 189,659
02	Overtime	-	-	24	-	-	-
03	Part-time	44,771	58,099	77,362	61,849	3,750	62,339
04	Witness fees	-	-	-	-	-	-
06	FICA	15,895	18,131	18,854	18,957	826	19,423
07	Retirement - IPERS	17,096	17,847	17,586	18,832	985	19,394
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,396	60,693	60,693	71,935	11,242	72,803
11	Allowance	30	50	70	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,163	1,763	1,206	1,832	69	1,897
	Sub-Total	\$ 287,381	\$ 333,718	\$ 352,663	\$ 357,590	\$ 23,872	\$ 365,565

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 1,766	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 7,500
22	Recruitment	1,319	3,100	3,100	3,100	-	3,100
23	Professional services	105,204	118,000	118,000	118,000	-	118,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,533	2,200	-	500	(1,700)	500
28	Dues and memberships	1,511	700	700	1,220	520	1,220
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	242	500	-	750	250	750
35	Printing and copying	9,535	22,850	22,850	22,850	-	22,850
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	90	250	250	250	-	250
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,675	2,800	2,800	3,100	300	2,800
48	Utility service	2,431	3,100	3,100	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	130	500	500	500	-	500
54	Minor equipment	564	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	1,500	1,500	1,500
57	Vehicle operation supplies	-	-	-	1,000	1,000	1,000
58	Office supplies	1,389	2,000	2,000	2,000	-	2,000
59	Operating supplies	37,268	41,000	43,800	43,050	2,050	45,550
60	Safety and medical supplies	222	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 164,879	\$ 205,150	\$ 205,250	\$ 209,070	\$ 3,920	\$ 211,270

CAPITAL OUTLAY

71	Equipment	\$ 3,571	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	2,071	2,071	3,571	1,500	3,571
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	16,050	14,060	14,060	15,995	1,935	15,995
97	Transfers out	-	5,000	5,000	5,000	-	5,000
	Sub-total	\$ 19,621	\$ 21,131	\$ 21,131	\$ 27,566	\$ 6,435	\$ 24,566

OPERATING BUDGET SUB-TOTAL

		\$ 471,881	\$ 559,999	\$ 579,044	\$ 594,226	\$ 34,227	\$ 601,401
99	Special Revenue fund items (M.	\$ 67,648	\$ 73,000	\$ 73,000	\$ 83,000	\$ 10,000	\$ 83,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

RECREATION

		\$ 539,529	\$ 632,999	\$ 652,044	\$ 677,226	\$ 44,227	\$ 684,401
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Function: Culture and Recreation
Activity: Recreation

Activity Notes

Object	Description	Amount
01	Recreation Superintendent, Recreation Coordinator, 1/2 Administrative Specialist (other 1/2 in Parks)	\$ 184,135
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (1), 1/2 Admin. Technician	\$ 61,849
06	FICA	\$ 18,957
07	IPERS	\$ 18,832
09	Group insurance	\$ 71,935
11	Allowance	\$ 50
13	Deferred compensation City match	\$ 1,832
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
28	American License fees (broadcast permit)	\$ 250
	Iowa Parks and Recreation Association - Recreation Superintendent and Coordinator	\$ 290
	National Miracle League Organization - Annual membership fee	\$ 500
	Subscriptions/publications	\$ 180
32	Shirts (rec staff)	\$ 750
35	Copy machine maintenance/contract (other 1/2 in Parks)	\$ 300
	Flyers, schedules and brochures	\$ 550
	Marketing and promotions - digital program guide, programs, events	\$ 22,000
41	Wellness Center - Maintenance and repair of wellness equipment	\$ 250
46	Iowa Parks and Recreation Spring conference (Sioux City) & Fall workshop (Ankeny) - (2)	\$ 1,400
	Mileage reimbursements (Rec Superintendent, Rec coordinator, Rec intern)	\$ 1,000
	Staff development training/workshops - local	\$ 700
48	Wellness Center - phone, cable service	\$ 500
	Wellness Center - utilities (water, gas, electric)	\$ 2,600
51	Recreation facility supplies	\$ 250
	Wellness Center - cleaning supplies, toilet paper, paper towels, etc.	\$ 250
54	Wellness Center - exercise equipment (balls, ropes, bands, mats, etc.)	\$ 350
56	Fleet management - overhead contribution	\$ 500
	Fleet management - repair and maintenance supplies	\$ 1,000
57	Fuel - van	\$ 1,000
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 21,000
	Recreation program t-shirts	\$ 2,500
	Sales tax for facility rentals	\$ 1,000
	Signs/banners for special events	\$ 750
	Special events	\$ 7,500
	Summer rec programs - transportation (buses for Kids Kamp)	\$ 8,300
59.216	Program supplies for Miracle League activities (shirts, equipment, awards)	\$ 2,000
60	First aid supplies	\$ 300

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

Object	Description	Amount
71	Copy machine replacement (other 1/2 in Parks)	\$ 3,000
73	Equipment Replacement Fund contribution	\$ 3,571
81	Building maintenance fund contribution - PM Repairs	\$ 6,404
	Citywide building security plan	\$ 621
	Contracted services (former line 40 items):	\$ 8,970
97	Transfer out to MAC fund	\$ 5,000
MAC Fund	MAC Fund expenses (those items directly related to Making a Connection program):	\$ 83,000
03	MAC Camp – program supervisor salaries	\$ 48,000
59	Making A Connection (MAC) program supplies, field trip transportation & admissions, t-shirts	\$ 35,000

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	9,499	9,800	9,800	10,000
Capital outlay	-	-	-	-
Total expenditures	\$ 9,499	\$ 9,800	\$ 9,800	\$ 10,000
Fees	2,500	-	-	-
Grants	-	-	-	-
Other	795	787	831	793
Total revenue	\$ 3,295	\$ 787	\$ 831	\$ 793
Net amount supported by property taxes	\$ 6,204	\$ 9,013	\$ 8,969	\$ 9,207

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ None identified at this time.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

450 CEMETERY MAINTENANCE

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	7,199	9,000	9,000	9,200	200	9,200
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	250	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	2,050	-	-	-	-	-
Sub-total		\$ 9,499	\$ 9,800	\$ 9,800	\$ 10,000	\$ 200	\$ 10,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 1,165	\$ -	\$ 8,500	\$ -	\$ -	\$ 8,500
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CEMETERY MAINTENANCE

		\$ 10,664	\$ 9,800	\$ 18,300	\$ 10,000	\$ 200	\$ 18,500
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Function: Culture and Recreation
Activity: Cemetery Maintenance

Activity Notes

Object	Description	Amount
23	Contract maintenance	\$ 7,200
	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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	208,674	239,650	235,319	257,458
Contractual & supply service	98,439	123,245	115,534	120,840
Capital outlay	80,795	77,268	77,268	93,102
Total expenditures	\$ 387,908	\$ 440,163	\$ 428,121	\$ 471,400
Fees	36,730	32,250	32,150	32,000
Grants	-	-	-	-
Other	32,468	35,331	36,284	37,397
Total revenue	\$ 69,198	\$ 67,581	\$ 68,434	\$ 69,397
<i>Net amount supported by property taxes</i>	\$ 318,710	\$ 372,582	\$ 359,687	\$ 402,003

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Net overall personnel costs increased by \$17,800, which reflects the normal salary and benefits increases for existing staff.
- ↑ An increase of \$5,200 in professional services reflects the need for additional contracted program instructors for onsite senior programs.
- ↓ A decrease of \$8,000 in operating supplies reflects the elimination of the congregate meal program.
- ↑ An increase of \$5,600 in fixtures reflects installation of a water bottle refill station and a handicap accessible door access button on the entry way doors.
- ↑ An increase of \$8,000 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The kitchen is approaching 20 years of age and updates to appliances, counter, and cupboards will be necessary to keep the facility desirable for public rental space, as well as for cooking/nutritional programs and special events.
- ❖ 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.
- ❖ Approximately 28% of the state’s population is 55+ (and expected to continue to rise). Iowa’s population is aging at a rate that is among the highest in the U.S. Today’s newest seniors are increasingly health-conscious and wanting to learn and try new things. Demand for senior services will continue to grow.
- ❖ 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.

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

460 SENIOR RECREATION CENTER

PERSONAL SERVICES

01	Salaries	\$ 118,726	\$ 125,234	\$ 122,618	\$ 132,443	\$ 7,209	\$ 136,416
02	Overtime	-	-	-	-	-	-
03	Part-time	20,916	26,454	26,112	33,569	7,115	34,576
04	Witness fees	-	-	-	-	-	-
06	FICA	9,745	11,700	11,170	12,801	1,101	13,185
07	Retirement - IPERS	13,182	14,248	14,100	15,593	1,345	16,142
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	46,075	60,693	60,693	61,659	966	62,402
11	Allowance	30	75	-	75	-	75
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	1,246	626	1,318	72	1,364
Sub-Total		\$ 208,674	\$ 239,650	\$ 235,319	\$ 257,458	\$ 17,808	\$ 264,160

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 2,007	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ 1,500
22	Recruitment	445	-	200	-	-	-
23	Professional services	33,341	41,800	41,800	47,000	5,200	47,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	6,082	5,100	5,100	3,500	(1,600)	3,500
28	Dues and memberships	838	1,255	1,255	1,450	195	1,450
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	90	90	-	90
35	Printing and copying	486	5,100	5,100	5,100	-	5,100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	220	1,000	1,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,683	1,800	1,800	3,600	1,800	1,800
48	Utility service	25,528	26,000	26,000	26,000	-	26,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,020	3,200	3,200	3,200	-	3,200
54	Minor equipment	266	1,000	1,089	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,681	2,000	2,000	2,000	-	2,000
59	Operating supplies	21,825	33,200	25,200	25,200	(8,000)	25,200
60	Safety and medical supplies	17	200	200	200	-	200
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 98,439	\$ 123,245	\$ 115,534	\$ 120,840	\$ (2,405)	\$ 119,040

CAPITAL OUTLAY

71	Equipment	\$ 664	\$ -	\$ -	\$ 2,250	\$ 2,250	\$ -
72	Furniture and fixtures	270	-	-	5,550	5,550	-
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	79,861	77,268	77,268	85,302	8,034	85,302
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 80,795	\$ 77,268	\$ 77,268	\$ 93,102	\$ 15,834	\$ 85,302

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 15,306	\$ 23,500	\$ 23,500	\$ 20,000	\$ (3,500)	\$ 15,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

SENIOR RECREATION CENTER

		\$ 403,214	\$ 463,663	\$ 451,621	\$ 491,400	\$ 27,737	\$ 483,502
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Function: Culture and Recreation
Activity: Senior Recreation Center

Activity Notes

Object	Description	Amount
01	Senior Recreation Center Supervisor and Recreation Coordinator	\$ 132,443
03	Administrative Technician	\$ 33,569
06	FICA	\$ 12,801
07	IPERS	\$ 15,593
09	Group insurance	\$ 61,659
11	Allowance	\$ 75
13	Deferred compensation City match	\$ 1,318
21	Advertisements and program promotion	\$ 1,500
23	Professional services (contracted program instructors)	\$ 47,000
27	Computer software and supplies	\$ 500
	My Senior Center' program management fee	\$ 1,500
	Monitors (3)	\$ 1,200
	Printer for SHIP program	\$ 300
28	American License fee (broadcast permit - ASCAP & BMI)	\$ 220
	ICAA & NCOA membership	\$ 365
	IPRA Dues for Senior Recreation Superior and Recreation Coordinator/NRPA	\$ 465
	Senior center resource materials	\$ 400
32	Staff shirts (3 @ 30)	\$ 90
35	Flyers, schedules, brochures	\$ 400
	Mailing and printing newsletters, envelopes, stamps	\$ 700
	Marketing and promotions - digital program guide, programs, events	\$ 4,000
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,000
46	IPRA Spring Conference (Sioux City) and Fall Workshop (Ankeny) - (2)	\$ 1,400
	Mileage reimbursement	\$ 400
	NRPA national conference (Orlando)	\$ 1,800
48	Telephone, water, electric, and natural gas	\$ 26,000
51	Landscape and outdoor maintenance supplies	\$ 1,200
	Maintenance supplies - kitchen & restroom cleaning & paper supplies	\$ 2,000
54	Minor equipment - coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,000
58	SHIP program office supplies - paper cartridges, general office supplies	\$ 500
	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 1,500
59	Program supplies, kitchen & miscellaneous supplies	\$ 1,200
59.2	Off-site trips & events	\$ 6,500
59.3	On-site events	\$ 17,500
60	First aid supplies	\$ 200
71	PA system	\$ 1,000
	TVs & wall mounts	\$ 1,250
72	Water bottle filling station	\$ 1,550
	Accessible door entry button	\$ 4,000

Function: Culture and Recreation
Activity: Senior Recreation Center

Activity Notes

Object	Description	Amount
81	Building maintenance fund contribution - PM Repairs	\$ 49,755
	Citywide building security plan	\$ 5,356
	Contracted services (former line 40 items):	\$ 30,191
Senior Fund	Special Revenue Fund - Senior Center Activities and Donations	\$ 15,000
99	Grant matching for van purchase	\$ 5,000
99	Senior donation fund expenditures	\$ 15,000

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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	415,669	437,394	456,681	444,967
Contractual & supply service	156,763	162,765	161,900	170,110
Capital outlay	94,229	80,926	80,926	94,042
Total expenditures	\$ 666,661	\$ 681,085	\$ 699,507	\$ 709,119
Fees	291,995	322,600	320,000	320,000
Grants	-	-	-	-
Other	55,800	54,669	59,285	56,256
Total revenue	\$ 347,795	\$ 377,269	\$ 379,285	\$ 376,256
Net amount supported by property taxes	\$ 318,866	\$ 303,816	\$ 320,222	\$ 332,863

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$7,600 in personnel costs reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$11,600 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 44 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 2020-2025+ CIP, which includes conducting the studies and completing preliminary design in 2020, 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.

CULTURE AND RECREATION	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

470 SWIMMING POOL & WADING POOLS

PERSONAL SERVICES

01	Salaries	\$ 70,389	\$ 75,216	\$ 73,288	\$ 78,539	\$ 3,323	\$ 80,895
02	Overtime	-	-	-	-	-	-
03	Part-time	255,639	261,300	275,430	263,346	2,046	265,430
04	Witness fees	-	-	-	-	-	-
06	FICA	23,596	25,800	25,416	26,214	414	26,555
07	Retirement - IPERS	19,204	13,153	20,736	13,940	787	14,392
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	46,075	60,693	60,693	61,659	966	62,402
11	Allowance	414	484	384	484	-	484
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	352	748	734	785	37	809
	Sub-Total	\$ 415,669	\$ 437,394	\$ 456,681	\$ 444,967	\$ 7,573	\$ 450,967

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	\$ 7,000
22	Recruitment	1,399	4,000	4,000	4,000	-	4,000
23	Professional services	1,942	1,800	1,800	1,800	-	1,800
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,001	1,800	1,800	1,800	-	800
28	Dues and memberships	860	865	-	1,025	160	1,025
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	1,500	1,500	150	(1,350)	150
35	Printing and copying	3,645	4,000	4,000	4,500	500	4,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	552	4,000	4,000	7,610	3,610	3,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,619	3,150	3,150	5,650	2,500	5,650
48	Utility service	68,783	67,000	67,000	69,425	2,425	70,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	6,177	7,000	7,000	7,000	-	7,000
54	Minor equipment	5,324	3,500	3,500	3,000	(500)	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,697	3,000	3,000	3,000	-	3,000
59	Operating supplies	57,527	53,250	53,250	53,250	-	53,250
60	Safety and medical supplies	237	900	900	900	-	900
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 156,763	\$ 162,765	\$ 161,900	\$ 170,110	\$ 7,345	\$ 164,575

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -
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	94,229	80,926	80,926	92,542	11,616	92,542
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 94,229	\$ 80,926	\$ 80,926	\$ 94,042	\$ 13,116	\$ 92,542

OPERATING BUDGET SUB-TOTAL

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

SWIMMING POOL & WADING POOLS

	\$ 666,661	\$ 681,085	\$ 699,507	\$ 709,119	\$ 28,034	\$ 708,084
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Function: Culture and Recreation
Activity: Swimming Pool & Wading Pools

Activity Notes

Object	Description	Amount
01	Aquatics Program Supervisor	\$ 78,539
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors, cashiers, water instructor aids	\$ 263,346
06	FICA	\$ 26,214
07	IPERS	\$ 13,940
09	Group insurance	\$ 61,659
11	On the Spot awards	\$ 100
	Phone allowance (1)	\$ 384
13	Deferred compensation City match	\$ 785
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
	iPad with case for water aerobic classes	\$ 1,000
	Program music fees	\$ 300
28	American License fee (broadcast permit - ASCAP & BMI)	\$ 220
	Iowa Park and Recreation Association membership	\$ 145
	Pool registration renewals (indoor pool, 2 wading pools)	\$ 510
	Renewal of AEA certification for Aquatic Program Supervisor (2 year membership)	\$ 150
32	Staff shirts/uniforms, whistles & lanyards	\$ 150
35	Mailing, shipping, business cards, printing, flyers, & schedules	\$ 800
	Marketing and promotions - digital program guide, programs, events	\$ 3,700
41	Equipment maintenance and repair	\$ 2,000
	Fencing on deck for equipment storage	\$ 3,000
	Gutter grates and snap caps for aquatics playground	\$ 2,610
46	AEA CEU aerobics instructor training - Program Supervisors and Water Fitness Instructors	\$ 2,500
	Certified Pool Operator (CPO) certification training (2)	\$ 500
	IPRA Spring conference - Sioux City (1)	\$ 450
	Lifeguard training reimbursement	\$ 1,000
	Mileage reimbursement	\$ 700
	Staff in-services, management training, etc.	\$ 500
48	Telephone, gas, electric and water services	\$ 69,425
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 7,000
54	New storage cart for barbells	\$ 500
	Replacement equipment	\$ 2,500
58	Office supplies, toner	\$ 3,000
59	Chlorine, chemicals, iron treatment, ACCO - equipment lease	\$ 23,000
	Pool filters (5 @ \$450)	\$ 2,250
	Quarterly sales tax remittances to State of Iowa (admissions)	\$ 6,000
	Red Cross instruction supplies	\$ 6,000
	Red Cross swim lesson certification cards (swim lessons, LG-WSI-CPR trainings)	\$ 10,500

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

Activity Notes

Object	Description	Amount
59 cont.	Special event supplies (T-shirts, ribbons, supplies, special event supplies, bounce house rental for special events)	\$ 5,500
60	Fire extinguisher maintenance	\$ 100
	First aid supplies	\$ 450
	State of Iowa monthly water tests	\$ 350
71	Water fitness sound system	\$ 1,500
81	Building maintenance fund contribution - PM Repairs	\$ 38,443
	Citywide building security plan	\$ 8,321
	Contracted services (former line 40 items):	\$ 45,778

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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	1,013,102	1,190,286	1,047,429	1,068,572
Transfer out to General Fund	693,424	776,429	687,143	692,857
Total expenditures	\$ 1,706,526	\$ 1,966,715	\$ 1,734,572	\$ 1,761,429
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,661,588	1,950,000	1,700,000	1,800,000
Total revenue	\$ 1,661,588	\$ 1,950,000	\$ 1,700,000	\$ 1,800,000
Net amount used by (added to) fund balance	\$ 44,938	\$ 16,715	\$ 34,572	\$ (38,571)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An overall increase of \$205,300 in costs is directly correlated to the change in hotel motel tax revenue the City brings in. Revenues in FY19 and FY20 are significantly lower than anticipated, which results in a more conservative budget for FY21 to offset the use of fund balance in the prior two years.
- ❖ For each percent of the 7% hotel motel tax, the City has contractual obligations to remit 2% of the revenue to the Convention and Visitors Bureau, 2% to Bravo, and 2.5% goes to the City's General Fund for property tax relief. The remaining 0.5% of the tax rate is allocated to various external organizations through an annual application process. Details of those allocations are presented in the notes of this department.

CULTURE AND RECREATION		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	1,013,102	1,190,286	1,047,429	1,068,572	(121,714)	1,057,142
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,013,102	\$ 1,190,286	\$ 1,047,429	\$ 1,068,572	\$ (121,714)	\$ 1,057,142
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	693,424	776,429	687,143	692,857	(83,572)	710,714
Sub-total		\$ 693,424	\$ 776,429	\$ 687,143	\$ 692,857	\$ (83,572)	\$ 710,714
OPERATING BUDGET SUB-TOTAL		\$ 1,706,526	\$ 1,966,715	\$ 1,734,572	\$ 1,761,429	\$ (205,286)	\$ 1,767,856
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CULTURAL AND CONVENTION - HO1		\$ 1,706,526	\$ 1,966,715	\$ 1,734,572	\$ 1,761,429	\$ (205,286)	\$ 1,767,856

Function: Culture and Recreation
Activity: Cultural and Convention - Hotel Motel Fund

Activity Notes

Object	Description	Amount
24	Bravo! - annual 2/7th contribution per 28E agreement	\$ 482,286
	Convention and Visitors Bureau - annual 2/7th contribution per 28E agreement	\$ 514,286
	Iowa Events Center - per 28E agreement (reduction of Bravo 2/7th)	\$ 32,000
	J-Hawk Soccer Club - parking lot payment, lighting debt service	\$ 7,500
	Urbandale Historical Society - tree removal and property improvements	\$ 3,500
	4th of July Committee - portable toilets for 4th of July	\$ 5,000
	Urbandale Little League - Tractor/mower, safety warning tracks, mound tarps, and portable toilets	\$ 11,000
	Urbandale Community Schools - musical equipment	\$ 2,000
	Urbandale Girls Recreation Association - Parking lot payment, lighting replacement, batting cage updates/replacement	\$ 11,000
97	Transfer out to General Fund - USA loan default reimbursement	\$ 50,000
	Transfer out to General Fund	\$ 642,857
Requests funded through other General Fund departments:		
Econ Dev.	Greater Des Moines Partnership - media placements in national/regional publications	\$ 30,000
City Council	American Legion - operational expenses	\$ 600
Comm. Services	Urbandale Food Pantry - Rent and direct service products	\$ 35,000
Comm. Services	Urbandale Community Action Network (UCAN) - operational expenses to support residents	\$ 55,000



COMMUNITY & ECON. DEV.	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,137,643	\$ 1,021,579	\$ 1,028,276	\$ 1,092,903	\$ 71,324	\$ 1,125,690
02	Overtime	15,830	17,000	12,326	17,000	-	16,000
03	Part-time	3,796	5,000	5,022	5,000	-	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	87,425	79,199	78,966	84,664	5,465	86,805
07	Retirement - IPERS	108,908	96,429	96,666	104,058	7,629	106,737
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	226,889	286,000	286,000	303,862	17,862	303,862
11	Allowance	14,535	9,109	9,832	10,295	1,186	10,295
12	Unemployment	5,762	-	-	-	-	-
13	Deferred comp plan City match	7,669	12,832	11,358	13,848	1,016	14,133
	Sub-Total	\$ 1,608,457	\$ 1,527,148	\$ 1,528,446	\$ 1,631,630	\$ 104,482	\$ 1,668,522

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 44,803	\$ 58,750	\$ 58,750	\$ 56,050	\$ (2,700)	\$ 56,050
22	Recruitment	474	200	200	200	-	200
23	Professional services	78,232	85,000	85,000	171,200	86,200	166,200
24	Contributions to other agencies	103,030	102,278	102,278	102,031	(247)	102,031
27	Data processing	23,334	37,375	37,375	37,690	315	37,690
28	Dues and memberships	6,500	7,200	7,200	6,825	(375)	6,825
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	90	240	330	240	-	240
35	Printing and copying	17,095	12,300	10,574	13,150	850	13,150
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	25	900	900	-	(900)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	29,482	26,200	26,200	28,530	2,330	28,530
48	Utility service	18,136	17,000	17,186	17,000	-	17,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	549	400	400	400	-	400
54	Minor equipment	126	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,031	3,050	3,050	8,950	5,900	8,950
57	Vehicle operation supplies	3,505	3,800	3,800	4,600	800	4,600
58	Office supplies	3,641	4,100	4,100	4,100	-	4,100
59	Operating supplies	4,901	16,000	16,300	21,750	5,750	21,750
60	Safety and medical supplies	167	765	750	750	(15)	750
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 335,121	\$ 375,558	\$ 374,393	\$ 473,466	\$ 97,908	\$ 468,466

CAPITAL OUTLAY

71	Equipment	\$ 15,375	\$ -	\$ 531	\$ 5,000	\$ 5,000	\$ 5,000
72	Furniture and fixtures	354	-	-	-	-	-
73	Equipment replacement fund	-	8,700	8,700	20,571	11,871	20,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	332,039	621,000	550,000	775,000	154,000	1,500,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	30,515	25,874	25,874	31,337	5,463	31,337
97	Transfers out	16,328,765	4,031,560	4,015,317	5,364,825	1,333,265	5,475,075
	Sub-total	\$ 16,707,048	\$ 4,687,134	\$ 4,600,422	\$ 6,196,733	\$ 1,509,599	\$ 7,031,983

OPERATING BUDGET SUB-TOTAL

		\$ 18,650,626	\$ 6,589,840	\$ 6,503,261	\$ 8,301,829	\$ 1,711,989	\$ 9,168,971
99	Special Revenue fund items	\$ 22,500	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 18,673,126	\$ 6,689,840	\$ 6,503,261	\$ 8,401,829	\$ 1,711,989	\$ 9,268,971
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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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	336,587	115,285	139,791	153,874
Contractual & supply service	138,161	137,285	135,730	171,040
Capital outlay	354	-	531	-
Total expenditures	\$ 475,102	\$ 252,570	\$ 276,052	\$ 324,914
Fees	-	-	-	-
Grants	3,233	-	-	-
Other	39,766	20,273	25,396	25,776
Total revenue	\$ 42,999	\$ 20,273	\$ 25,396	\$ 25,776
<i>Net amount supported by property taxes</i>	\$ 432,103	\$ 232,297	\$ 250,656	\$ 299,138

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$38,600 in personnel costs reflects the addition of an Assistant Director position instead of an Economic Development Specialist.
- ↑ An increase of \$31,200 in professional services reflects the addition of consulting services for the Northpark and Plum Drive corridors.

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, including at national events and other markets when necessary.

COMMUNITY & ECON. DEV.	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

520 ECONOMIC DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 239,332	\$ 75,152	\$ 97,478	\$ 107,516	\$ 32,364	\$ 110,741
02	Overtime	-	-	-	-	-	-
03	Part-time	3,796	5,000	5,022	5,000	-	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	18,894	6,189	7,658	8,690	2,501	8,939
07	Retirement - IPERS	22,612	7,531	8,260	10,607	3,076	10,926
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	42,590	20,231	20,231	20,553	322	20,801
11	Allowance	5,074	434	370	434	-	434
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,289	748	772	1,074	326	1,107
Sub-Total		\$ 336,587	\$ 115,285	\$ 139,791	\$ 153,874	\$ 38,589	\$ 157,948

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 44,803	\$ 58,750	\$ 58,750	\$ 56,050	\$ (2,700)	\$ 56,050
22	Recruitment	424	200	200	200	-	200
23	Professional services	23,526	23,000	23,000	54,200	31,200	54,200
24	Contributions to other agencies	32,500	32,500	32,500	30,000	(2,500)	30,000
27	Data processing	5,921	2,980	2,980	2,295	(685)	2,295
28	Dues and memberships	2,670	3,000	3,000	2,625	(375)	2,625
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	90	90	-	90
35	Printing and copying	10,402	3,000	1,274	4,100	1,100	4,100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	11,665	6,550	6,550	8,880	2,330	8,880
48	Utility service	574	-	186	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,606	1,100	1,100	1,100	-	1,100
59	Operating supplies	4,057	6,100	6,100	11,500	5,400	11,500
60	Safety and medical supplies	13	15	-	-	(15)	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 138,161	\$ 137,285	\$ 135,730	\$ 171,040	\$ 33,755	\$ 171,040

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ 531.00	\$ -	\$ -	\$ -
72	Furniture and fixtures	354	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 354	\$ -	\$ 531	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 22,500	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

ECONOMIC DEVELOPMENT

		\$ 497,602	\$ 352,570	\$ 276,052	\$ 424,914	\$ 72,344	\$ 428,988
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Function: Community and Economic Development
Activity: Economic Development

Activity Notes

Object	Description	Amount
01	Assistant Director	\$ 107,516
03	Intern	\$ 5,000
06	FICA	\$ 8,690
07	IPERS	\$ 10,607
09	Group insurance	\$ 20,553
11	On the spot awards	\$ 50
	Phone allowance (1)	\$ 384
13	Deferred compensation City match	\$ 1,074
21	Advertisements (Source and general community promotional items)	\$ 9,000
	Celebrate Business econ. impact table	\$ 250
	DMACC small biz sponsor	\$ 2,500
	Iowa Commercial Real Estate expo booth	\$ 2,000
	Sponsorships: promotional forums	\$ 7,000
	Urbandale Business Connection annual cost	\$ 35,300
22	Advertising/background checks	\$ 200
23	Economic development project consulting (Northpark/Plum Drive corridors)	\$ 40,000
	Photography	\$ 3,000
	Professional copywriting for Urbandale Business Connection	\$ 1,200
23.2	TIF development agreement legal fees	\$ 10,000
24	Greater Des Moines Partnership contribution	\$ 30,000
27	Annual subscription for LOIS-EcoDev tracker	\$ 675
	Miscellaneous technology hardware/software	\$ 500
	Mobile data hotspot	\$ 120
	Website modifications	\$ 1,000
28	Greater Des Moines Leadership Institute Alumni Association	\$ 75
	International Council of Shopping Centers	\$ 100
	International Economic Development Council - IEDC (2)	\$ 650
	Iowa Commercial Real Estate Association - ICREA (2)	\$ 200
	Professional Developers of Iowa (PDI) (2)	\$ 800
	Technology Association of Iowa	\$ 500
	Urban Land Institute	\$ 300
32	City logo shirts (3)	\$ 90
35	Binding	\$ 100
	Map Making	\$ 500
	Printing and postage	\$ 3,500
46	IEDC National Conference (Dallas, TX or Phoenix, AZ)	\$ 1,900
	MidAmerica Economic Development Council Competitiveness Conference (Chicago, IL)	\$ 2,250
	Miscellaneous mileage	\$ 300
	Other webinars, presentations, meetings, etc.	\$ 800
	State economic development/ city management conferences - local	\$ 3,630
58	General office supplies	\$ 1,100

Function: Community and Economic Development
Activity: Economic Development

Activity Notes

Object	Description	Amount
59	Broker/developer/stakeholder/partner meetings; annual appreciation luncheon	\$ 4,500
	Business headquarters, trade shows, market visits	\$ 4,500
	Urbandale Chamber of Commerce - broker/developer luncheon	\$ 2,500
RLF Fund	Economic Development Revolving Loan Fund expenses (those items directly funded from the ED-RLF special revenue fund):	
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

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	671,203	741,190	721,277	776,070
Contractual & supply service	58,267	53,345	53,735	65,245
Capital outlay	15,375	8,700	8,700	20,571
Total expenditures	\$ 744,845	\$ 803,235	\$ 783,712	\$ 861,886
Fees	445,447	427,500	415,000	427,500
Grants	-	-	-	-
Other	62,344	64,474	66,421	68,375
Total revenue	\$ 507,790	\$ 491,974	\$ 481,421	\$ 495,875
Net amount supported by property taxes	\$ 237,055	\$ 311,261	\$ 302,291	\$ 366,011

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$34,900, which reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$5,900 in Vehicle Maintenance reflects the department's contribution to the new Fleet Maintenance internal service fund. This is offset by reductions in lines 41 and 57.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased workload for new construction inspections will necessitate the restoration of private contracts for housing code inspections, or the addition of a City Housing Inspector. Costs for 3rd-party structural plan reviews will increase with additional nonresidential construction, but is a direct pass-through cost that is recouped through permit fees.
- ❖ As technology evolves, increased mobility of inspectors may result in changes to the types of equipment needed in the field.

COMMUNITY & ECON. DEV.	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

530 CODE ENFORCEMENT

PERSONAL SERVICES

01	Salaries	\$ 460,882	\$ 491,218	\$ 477,968	\$ 517,167	\$ 25,949	\$ 532,682
02	Overtime	14,518	16,000	10,820	16,000	-	16,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	35,376	37,952	36,590	39,961	2,009	41,158
07	Retirement - IPERS	44,878	46,140	46,142	49,018	2,878	50,285
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	107,508	141,617	141,617	143,870	2,253	145,606
11	Allowance	4,661	3,375	4,662	4,861	1,486	4,861
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,380	4,888	3,478	5,193	305	5,327
	Sub-Total	\$ 671,203	\$ 741,190	\$ 721,277	\$ 776,070	\$ 34,880	\$ 795,919

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	31,679	12,000	12,000	17,000	5,000	12,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,185	2,545	2,545	3,545	1,000	3,545
28	Dues and memberships	1,423	1,700	1,700	1,700	-	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	90	-	90	-	-	-
35	Printing and copying	552	750	750	500	(250)	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	25	900	900	-	(900)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	13,421	12,400	12,400	12,400	-	12,400
48	Utility service	4,528	6,000	6,000	6,000	-	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,031	3,050	3,050	8,950	5,900	8,950
57	Vehicle operation supplies	3,505	3,800	3,800	4,600	800	4,600
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	741	9,700	10,000	10,050	350	10,050
60	Safety and medical supplies	87	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 58,267	\$ 53,345	\$ 53,735	\$ 65,245	\$ 11,900	\$ 60,245

CAPITAL OUTLAY

71	Equipment	\$ 15,375	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	8,700	8,700	20,571	11,871	20,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 15,375	\$ 8,700	\$ 8,700	\$ 20,571	\$ 11,871	\$ 20,571

OPERATING BUDGET SUB-TOTAL

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

CODE ENFORCEMENT

		\$ 744,845	\$ 803,235	\$ 783,712	\$ 861,886	\$ 58,651	\$ 876,735
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Function: Community and Economic Development
Activity: Code Enforcement

Activity Notes

Object	Description	Amount
01	Building Official, Associate Building Official, Building Inspectors (4), Inspector II	\$ 517,167
02	Overtime	\$ 16,000
06	FICA	\$ 39,961
07	IPERS	\$ 49,018
09	Group insurance	\$ 143,870
11	Clothing allowance (5)	\$ 3,125
	Phone allowance (4)	\$ 1,536
	Spot awards	\$ 200
13	Deferred compensation City match	\$ 5,193
23	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	\$ 1,000
	Data Conversion of Old CDP MS Access database files to Laserfiche Archive	\$ 5,000
	Structural plan reviews	\$ 11,000
27	Adobe Acrobat (2)	\$ 1,095
	iPad replacement (1)	\$ 1,000
	Software upgrades	\$ 1,000
	UPS Workstations backup (3 per year)	\$ 300
	View Companion Pro-software maintenance (9)	\$ 150
28	International Association of Electrical Inspectors-IAEI (3)	\$ 360
	International Association of Plumbing & Mechanical Officials-IAPMO (1)	\$ 250
	International Code Conference-ICC governmental membership (1)	\$ 150
	Iowa ACE Housing Officials (7)	\$ 190
	Iowa Association of Building Officials-IABO (7)	\$ 200
	National Fire Protection Association-NFPA (1)	\$ 200
	Newspaper subscription	\$ 350
35	Form printing-permit applications, correction notices	\$ 500
46	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
	International Code Conference - ICC AMB/code hearings - St. Louis, MO CEU qualified (1)	\$ 2,000
	Mileage reimbursement	\$ 500
48	Cell phone service (7) and iPads with data plan (7)	\$ 5,200
	INS- Iowa Network Services	\$ 800
56	Car washes	\$ 500
	Fleet management - overhead contribution	\$ 5,000

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

Object	Description	Amount
56 cont.	Fleet management - repair and maintenance supplies	\$ 3,450
57	Fuel	\$ 4,600
59	Code books (hardcopy and PDF) 2015 and 2018	\$ 4,000
	Developer pre-construction info lunch combined with staff training	\$ 2,800
	Digital Smart Level - (5 @ \$150)	\$ 750
	Disaster Assessment Team - Designated Materials	\$ 500
	IBC 2010 Plan Analyst 2018 (3)	\$ 500
	Legacy Archives - Framing and Display	\$ 1,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$ 500
60	Vehicle first aid kits, fire extinguishers	\$ 500
73	Equipment Replacement Fund contribution	\$ 20,571

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

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

COMMUNITY DEVELOPMENT

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	600,667	647,676	644,381	665,011
Contractual & supply service	138,693	184,928	184,928	237,181
Capital outlay	30,515	25,874	25,874	36,337
Total expenditures	\$ 769,875	\$ 858,478	\$ 855,183	\$ 938,529
Fees	454,724	434,750	434,500	437,000
Grants	-	-	-	-
Other	64,439	68,908	72,479	74,456
Total revenue	\$ 519,162	\$ 503,658	\$ 506,979	\$ 511,456
<i>Net amount supported by property taxes</i>	\$ 250,713	\$ 354,820	\$ 348,204	\$ 427,073

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$17,300 due to normal salary and benefit increases for existing staff.
- ↑ An increase of \$50,000 in professional services reflects the inclusion of consultant fees for planned annexation work and an update to the city’s comprehensive plan.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

COMMUNITY & ECON. DEV.	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 437,429	\$ 455,209	\$ 452,830	\$ 468,220	\$ 13,011	\$ 482,267
02	Overtime	1,312	1,000	1,506	1,000	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	33,155	35,058	34,718	36,013	955	36,708
07	Retirement - IPERS	41,418	42,758	42,264	44,433	1,675	45,526
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	76,791	101,155	101,155	102,764	1,609	104,004
11	Allowance	4,800	5,300	4,800	5,000	(300)	5,000
12	Unemployment	5,762	-	-	-	-	-
13	Deferred comp plan City match	-	7,196	7,108	7,581	385	7,699
	Sub-Total	\$ 600,667	\$ 647,676	\$ 644,381	\$ 665,011	\$ 17,335	\$ 681,204

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	50	-	-	-	-	-
23	Professional services	23,027	50,000	50,000	100,000	50,000	100,000
24	Contributions to other agencies	70,530	69,778	69,778	72,031	2,253	72,031
27	Data processing	16,228	31,850	31,850	31,850	-	31,850
28	Dues and memberships	2,407	2,500	2,500	2,500	-	2,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	150	150	-	150
35	Printing and copying	6,141	8,550	8,550	8,550	-	8,550
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,396	7,250	7,250	7,250	-	7,250
48	Utility service	13,034	11,000	11,000	11,000	-	11,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	549	400	400	400	-	400
54	Minor equipment	126	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,035	3,000	3,000	3,000	-	3,000
59	Operating supplies	103	200	200	200	-	200
60	Safety and medical supplies	67	250	250	250	-	250
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 138,693	\$ 184,928	\$ 184,928	\$ 237,181	\$ 52,253	\$ 237,181

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
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	30,515	25,874	25,874	31,337	5,463	31,337
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 30,515	\$ 25,874	\$ 25,874	\$ 36,337	\$ 10,463	\$ 36,337

OPERATING BUDGET SUB-TOTAL \$ 769,875 \$ 858,478 \$ 855,183 \$ 938,529 \$ 80,051 \$ 954,722

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

COMMUNITY DEVELOPMENT \$ 769,875 \$ 858,478 \$ 855,183 \$ 938,529 \$ 80,051 \$ 954,722

Function: Community and Economic Development
Activity: Community Development

Activity Notes

Object	Description	Amount
01	Director, Development Manager/Chief Planner, Planner II, Planner I, Administrative Specialist	\$ 468,220
02	Overtime	\$ 1,000
06	FICA	\$ 36,013
07	IPERS	\$ 44,433
09	Group insurance	\$ 102,764
11	On the Spot awards	\$ 200
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 7,581
23	Annexation/Comprehensive Plan	\$ 100,000
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 44,062
	Metro Home Improvement Program	\$ 27,969
27	ArcGIS annual license maintenance	\$ 2,500
	Citizenserve annual maintenance	\$ 28,500
	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	Color copier maintenance (other 1/2 in Public Works Admin)	\$ 1,800
	Copy machine maintenance (other 1/2 in Public Works Admin)	\$ 700
	Miscellaneous printing/copying, postage	\$ 4,500
	Plan copier maintenance (other 1/2 in Public Works Admin)	\$ 1,550
46	American Planning Association national conference-Boston, AICP CEU qualified (2)	\$ 3,750
	American Society of Landscape Architects conference - Miami, PLA CEU qualified (1)	\$ 2,250
	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
71	Color printer replacement (other 1/2 in Public Works Admin.)	\$ 1,500
	Office copier replacement (other 1/2 in Public Works Admin.)	\$ 3,500
81	Building maintenance fund contribution - PM projects	\$ 17,911
	Citywide building security project	\$ 2,416
	Contracted services (former line 40 items):	\$ 11,010



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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	16,660,804	4,652,560	4,565,317	6,139,825
Total expenditures	\$ 16,660,804	\$ 4,652,560	\$ 4,565,317	\$ 6,139,825
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,461,290	9,364,802	9,502,856	9,728,613
Total revenue	\$ 8,461,290	\$ 9,364,802	\$ 9,502,856	\$ 9,728,613
Net amount (added to) used by fund balance	\$ 8,199,514	\$ (4,712,242)	\$ (4,937,539)	\$ (3,588,788)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$154,000 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.
- ↑ An increase of \$1,333,300 in transfers out, which reflects the funds needed to pay the TIF-supported portion of the City’s outstanding general obligation debt. All general obligation debt is required by state law to be paid from the City’s Debt Service Fund. When the City issues debt specifically related to TIF areas, a TIF revenue certification is completed annually to request a portion of the TIF increment for use in generating property tax dollars specifically for the retirement of this debt. Also included in the certification are amounts needed to support the above mentioned rebate program. When these certified TIF property tax dollars are received, they are required by law to be receipted into the TIF Special Revenue Fund and then are either transferred to the Debt Service Fund as noted above, or retained in the fund for payment of rebates.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The TIF revenues continue to reflect a high level for 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 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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

125 TAX INCREMENT FINANCING FUND

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

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

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF ret	332,039	621,000	550,000	775,000	154,000	1,500,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	16,328,765	4,031,560	4,015,317	5,364,825	1,333,265	5,475,075
	Sub-total	\$ 16,660,804	\$ 4,652,560	\$ 4,565,317	\$ 6,139,825	\$ 1,487,265	\$ 6,975,075

OPERATING BUDGET SUB-TOTAL

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

TAX INCREMENT FINANCING FUND

		\$ 16,660,804	\$ 4,652,560	\$ 4,565,317	\$ 6,139,825	\$ 1,487,265	\$ 6,975,075
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Function: Community and Economic Development
Activity: Tax Increment Financing (TIF) Fund

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) rebates	\$ 775,000
97	Transfer out to Debt Service Fund to cover debt service payments for TIF districts	\$ 5,364,825



GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

600 GENERAL GOVERNMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,312,119	\$ 1,575,620	\$ 1,503,672	\$ 1,613,594	\$ 37,974	\$ 1,714,035
02	Overtime	34	1,100	780	1,100	-	600
03	Part-time	116,988	139,595	127,968	146,661	7,066	149,681
04	Witness fees	-	-	-	-	-	-
06	FICA	103,786	126,627	109,704	131,213	4,586	137,853
07	Retirement - IPERS	129,887	159,765	151,374	167,262	7,497	145,462
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	247,907	418,000	418,000	420,732	2,732	420,733
11	Allowance	26,095	30,527	31,045	31,693	1,166	32,013
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	26,951	37,702	40,198	38,852	1,150	40,789
	Sub-Total	\$ 1,963,767	\$ 2,488,936	\$ 2,382,741	\$ 2,551,107	\$ 62,171	\$ 2,641,166

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 19,861	\$ 29,000	\$ 28,000	\$ 33,000	\$ 4,000	\$ 33,000
22	Recruitment	334	-	550	1,050	1,050	-
23	Professional services	277,021	315,405	315,405	390,060	74,655	330,650
24	Contributions to other agencies	74,060	131,750	135,750	48,350	(83,400)	48,350
27	Data processing	228,473	359,331	359,331	376,869	17,538	395,400
28	Dues and memberships	24,817	29,550	29,550	31,730	2,180	31,105
29	Insurance	412,710	396,600	396,600	396,029	(571)	396,029
32	Uniforms and laundry	471	720	565	750	30	750
35	Printing and copying	7,342	54,850	54,890	58,250	3,400	58,250
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	264	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	33,205	38,130	38,130	54,130	16,000	56,130
48	Utility service	32,556	30,880	30,880	30,880	-	30,880
49	Petty cash	15	100	100	100	-	100
51	Maintenance supplies	1,467	1,000	1,000	1,000	-	1,000
54	Minor equipment	832	1,500	1,687	2,000	500	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	900	900	900
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,454	7,850	7,500	8,000	150	7,500
59	Operating supplies	13,122	15,600	15,635	18,325	2,725	18,325
60	Safety and medical supplies	81	190	200	190	-	190
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 1,132,085	\$ 1,412,556	\$ 1,415,873	\$ 1,451,713	\$ 39,157	\$ 1,410,659

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	125,868	97,806	97,806	119,115	21,309	119,115
97	Transfers out to Debt Service	284,512	269,013	269,013	168,513	(100,500)	165,413
	Sub-total	\$ 410,380	\$ 366,819	\$ 366,819	\$ 287,628	\$ (79,191)	\$ 284,528

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000

GENERAL GOVERNMENT SUMMARY

		\$ 3,506,232	\$ 4,293,311	\$ 4,165,433	\$ 4,315,448	\$ 22,137	\$ 4,361,353
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

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

MAYOR and COUNCIL

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	53,151	55,514	53,118	52,823
Contractual & supply service	159,170	185,480	185,300	89,880
Capital outlay	-	-	-	-
Total expenditures	\$ 212,321	\$ 240,994	\$ 238,418	\$ 142,703
Fees	-	-	-	-
Grants	-	-	-	-
Other	17,771	19,344	20,206	11,321
Total revenue	\$ 17,771	\$ 19,344	\$ 20,206	\$ 11,321
Net amount supported by property taxes	\$ 194,550	\$ 221,650	\$ 218,212	\$ 131,382

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$2,500 in part-time salaries reflects the retirement of the City Treasurer position.
- ↑ An increase of \$8,600 in professional services is due to public relations training.
- ↓ A decrease of \$83,400 in contributions reflects moving the funding for the UCAN and food pantry to the new Community Services departmental budget.
- ↓ A decrease of \$29,000 in data processing reflects the prior year upgrade of video cameras and computer equipment in the Council Chambers.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	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	46,000	(2,500)	46,000
04	Witness fees	-	-	-	-	-	-
06	FICA	1,981	3,710	1,974	3,519	(191)	3,519
07	Retirement - IPERS	2,670	3,304	2,644	3,304	-	3,304
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	\$ 53,151	\$ 55,514	\$ 53,118	\$ 52,823	\$ (2,691)	\$ 52,823

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	45,230	20,000	20,000	28,550	8,550	15,000
24	Contributions to other agencies	74,060	105,750	105,750	22,350	(83,400)	22,350
27	Data processing	15,187	30,000	30,000	1,000	(29,000)	1,000
28	Dues and memberships	19,315	19,650	19,650	19,950	300	19,950
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	188	180	-	180	-	180
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,411	7,900	7,900	15,350	7,450	15,350
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	1,779	2,000	2,000	2,500	500	2,500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 159,170	\$ 185,480	\$ 185,300	\$ 89,880	\$ (95,600)	\$ 76,330

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

MAYOR and COUNCIL	\$ 212,321	\$ 240,994	\$ 238,418	\$ 142,703	\$ (98,291)	\$ 129,153
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Function: General Government
Activity: Mayor and City Council

Activity Notes

Object	Description	Amount
03	Mayor	\$ 11,000
	City Council (5)	\$ 35,000
06	FICA	\$ 3,519
07	IPERS	\$ 3,304
23	Communication - Public Relations Training	\$ 10,000
	Governmental Affairs Consultant (Lobbyist)	\$ 3,000
	National Community Survey	\$ 15,550
24	American Legion Post 663	\$ 600
	Capital Crossroads contribution	\$ 2,000
	Home Base Iowa incentives	\$ 2,500
	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	Section 8 housing program support – City of Des Moines	\$ 17,000
27	Misc. technology equipment	\$ 1,000
28	Iowa League of Cities	\$ 11,750
	MIALG membership	\$ 600
	Miscellaneous subscriptions	\$ 100
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 7,500
32	City logo shirts (6)	\$ 180
46	Chamber of Commerce event participation	\$ 700
	Council Lunch and Learn sessions	\$ 1,700
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,750
	Greater Des Moines Partnership Legislative trip - Washington DC (3)	\$ 10,500
	Miscellaneous local workshops and meetings	\$ 500
	Regional Water discussion meetings	\$ 200
59	Awards and plaques (staff retirements, citizen recognition, etc.)	\$ 2,500



FUNCTION: General Government
ACTIVITY: City Manager

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

CITY MANAGER

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	400,966	622,917	593,087	638,098
Contractual & supply service	25,063	9,275	9,425	17,020
Capital outlay	-	-	-	-
Total expenditures	\$ 426,029	\$ 632,192	\$ 602,512	\$ 655,118
Fees	-	-	-	-
Grants	-	-	-	-
Other	35,659	50,745	51,064	51,972
Total revenue	\$ 35,659	\$ 50,745	\$ 51,064	\$ 51,972
Net amount supported by property taxes	\$ 390,370	\$ 581,447	\$ 551,448	\$ 603,146

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$15,200 which reflects normal salary and benefit increases for existing staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 299,085	\$ 457,040	\$ 434,920	\$ 467,298	\$ 10,258	\$ 531,012
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	20,475	30,274	20,516	31,544	1,270	30,276
07	Retirement - IPERS	27,649	42,930	41,056	45,253	2,323	45,407
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	32,893	60,693	60,693	61,659	966	62,402
11	Allowance	9,625	14,550	14,400	14,614	64	14,934
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	11,239	17,430	21,502	17,730	300	20,834
	Sub-Total	\$ 400,966	\$ 622,917	\$ 593,087	\$ 638,098	\$ 15,181	\$ 704,865

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	1,050	1,050	-
23	Professional services	-	50	50	-	(50)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	13,626	850	850	-	(850)	-
28	Dues and memberships	2,479	4,610	4,610	6,525	1,915	5,900
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	90	120	30	120
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,176	950	950	5,900	4,950	7,900
48	Utility service	1,254	1,680	1,680	1,680	-	1,680
49	Petty cash	15	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	100	250	800	700	300
59	Operating supplies	2,488	900	900	900	-	900
60	Safety and medical supplies	25	45	45	45	-	45
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 25,063	\$ 9,275	\$ 9,425	\$ 17,020	\$ 7,745	\$ 16,845

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

CITY MANAGER	\$ 426,029	\$ 632,192	\$ 602,512	\$ 655,118	\$ 22,926	\$ 721,710
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Function: General Government
Activity: City Manager

Activity Notes

Object	Description	Amount
01	City Manager, Assistant City Manager/Director of Economic Development, Director of Risk Management/Support Services, Management Fellow (2 mo.)	\$ 467,298
06	FICA	\$ 31,544
07	Retirement	\$ 45,253
09	Group insurance	\$ 61,659
11	Cell phone allowance - Mangement Fellow (2 mo.)	\$ 64
	Vehicle allowance (3)	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 17,730
22	Pre-employment drug screen	\$ 50
	Recruitment expenses (advertising, background check, moving expense)	\$ 1,000
28	Business Record subscription	\$ 75
	Civil Rights Commission membership	\$ 50
	IACMA (4)	\$ 1,200
	ICMA (3)	\$ 3,500
	NFBPA/LGHN or other professional membership	\$ 250
	Miscellaneous publications	\$ 50
	Public Risk Management Association	\$ 400
	Rotary Club dues	\$ 1,000
32	City logo shirts (4)	\$ 120
46	Associate in Risk Management (ARM) Program (1) - online	\$ 2,000
	Civil Rights Commission training - local	\$ 200
	ICMA Annual Conference (1) - Toronto, Canada	\$ 2,500
	Iowa City and County Management Association local meetings (1)	\$ 500
	Metro Managers meetings	\$ 200
	US Army War College (1) - Carlisle, PA	\$ 500
48	Cell phone (1)	\$ 1,680
58	Miscellaneous office supplies	\$ 800
59	Operating supplies for onsite meetings	\$ 400
	Civil Rights Commission – outreach publications, media	\$ 500
60	MVR annual fees (3)	\$ 45
GL Fund	General Liability Fund expenses	
	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

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	540,440	587,293	575,485	605,453
Contractual & supply service	141,200	140,865	140,020	139,220
Capital outlay	-	-	-	-
Total expenditures	\$ 681,640	\$ 728,158	\$ 715,505	\$ 744,673
Fees	-	-	-	-
Grants	-	-	-	-
Other	57,054	58,448	60,641	59,077
Total revenue	\$ 57,054	\$ 58,448	\$ 60,641	\$ 59,077
Net amount supported by property taxes	\$ 624,586	\$ 669,710	\$ 654,864	\$ 685,596

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$18,200. This increase reflects normal salary and benefit cost increases for existing staff, and an increase of 5 hours per week for part-time staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Hardware and servers that run the City's financial and payroll systems are at the end of their useful lives. Instead of purchasing new hardware, in FY22, it will be recommended to transition these two vital systems to a remote hosted environment instead of on physical servers on City grounds. This moves the City closer to its disaster recovery plan to minimize downtime in the event of a localized emergency. The cost of remote hosting decreases the City's expenditures and maintenance of physical hardware and licensing, but will have a significant impact on annual subscription costs.
- ❖ 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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

620 FINANCE and RECORDS

PERSONAL SERVICES

01	Salaries	\$ 360,888	\$ 374,711	\$ 367,534	\$ 380,414	\$ 5,703	\$ 391,826
02	Overtime	-	500	180	500	-	500
03	Part-time	25,394	30,231	28,046	37,830	7,599	38,965
04	Witness fees	-	-	-	-	-	-
06	FICA	29,147	30,753	29,844	32,040	1,287	32,595
07	Retirement - IPERS	36,698	38,037	37,124	39,775	1,738	40,666
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	76,791	101,155	101,155	102,764	1,609	104,004
11	Allowance	5,234	5,384	5,284	5,384	-	5,384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,288	6,522	6,318	6,746	224	6,822
Sub-Total		\$ 540,440	\$ 587,293	\$ 575,485	\$ 605,453	\$ 18,160	\$ 620,762

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 1,000	\$ -	\$ -	\$ (1,000)	\$ -
22	Recruitment	90	-	90	-	-	-
23	Professional services	73,415	67,755	67,755	67,860	105	70,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	46,441	48,650	48,650	46,100	(2,550)	100,000
28	Dues and memberships	1,425	1,395	1,395	1,395	-	1,395
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	119	150	150	150	-	150
35	Printing and copying	7,198	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	6,695	6,300	6,300	8,100	1,800	8,100
48	Utility service	(26)	-	-	-	-	-
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	336	-	-	-	-	-
54	Minor equipment	-	-	50	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,156	6,000	6,000	6,000	-	6,000
59	Operating supplies	319	100	105	100	-	100
60	Safety and medical supplies	32	15	25	15	-	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 141,200	\$ 140,865	\$ 140,020	\$ 139,220	\$ (1,645)	\$ 195,260

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

FINANCE and RECORDS

		\$ 681,640	\$ 728,158	\$ 715,505	\$ 744,673	\$ 16,515	\$ 816,022
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Function: General Government
Activity: Finance and Records

Activity Notes

Object	Description	Amount
01	Finance Director, Assistant Finance Director, Accountant I, Accounts Payable Clerk	\$ 380,414
02	Overtime	\$ 500
03	Accounts Receivable Clerk (30 hours)	\$ 37,830
06	FICA	\$ 32,040
07	IPERS	\$ 39,775
09	Group insurance	\$ 102,764
11	Spot awards	\$ 200
	Vehicle and phone allowance - Director	\$ 5,184
13	Deferred compensation City match	\$ 6,746
23	509A certification filing fee	\$ 100
	Annual audit & A-133 audit (including 1 major federal program)	\$ 58,800
	Arbitrage study	\$ 3,000
	GFOA Certificate of Achievement fee	\$ 610
	Other services	\$ 500
	Piper Jaffray dissemination fees & EMMA filings	\$ 4,000
	State filing fee for audit	\$ 850
27	Financial/Payroll management system maintenance contract (NWS) & Executime	\$ 45,000
	GASB 34 infrastructure software maintenance contract	\$ 600
	Supplies and software	\$ 500
28	American Institute of CPAs (1)	\$ 225
	Association of Government Accountants (1)	\$ 150
	Government Finance Officers Association (2)	\$ 250
	Iowa Licensing Division – CPA certificate renewal (2)	\$ 200
	Iowa Municipal Finance Officers Association (1)	\$ 50
	Iowa Society of CPAs & Central IA Chapter (2)	\$ 420
	Miscellaneous dues and subscriptions	\$ 100
32	Logo shirts (5)	\$ 150
35	Copy machine maintenance	\$ 600
	Financial document printing (CIP, Budget, CAFR)	\$ 2,000
	Postage and shipping cost	\$ 5,000
	Postage meter lease	\$ 1,800
46	CPE training for Accountant (120 hrs. per triennial period) - webinars and local	\$ 1,000
	CPE training for Finance Director (120 hrs. per triennial period) - webinars and local	\$ 1,000
	GFOA - Chicago, IL (2)	\$ 2,500
	Iowa League of Cities budget workshop - local (3)	\$ 150
	Metro finance officers monthly meetings - local (1)	\$ 200
	Tyler Connect (NWS) national conference - San Antonio, TX (CPE)	\$ 2,000
	Tyler Connect (NWS) user advisory group - Troy, Michigan	\$ 1,250
49	Petty cash	\$ 100
58	Stationery, office forms, check stock, office supplies	\$ 6,000
59	Operating supplies	\$ 100

Function: General Government
Activity: Finance and Records

Activity Notes

Object	Description	Amount
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

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	418,056	468,789	457,894	478,444
Contractual & supply service	183,776	314,321	314,751	355,754
Capital outlay	-	-	-	-
Total expenditures	\$ 601,832	\$ 783,110	\$ 772,645	\$ 834,198
Fees	-	-	-	-
Grants	-	-	-	-
Other	50,374	62,858	65,483	66,179
Total revenue	\$ 50,374	\$ 62,858	\$ 65,483	\$ 66,179
Net amount supported by property taxes	\$ 551,458	\$ 720,252	\$ 707,162	\$ 768,019

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$9,700, which normal salary and benefits increases for existing staff.
- ↑ An increase of \$40,900 in data processing, which reflects the migration to Office 365 for all City users.

FUTURE BUDGET CONSIDERATIONS:

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

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

625 TECHNOLOGY

PERSONAL SERVICES

01	Salaries	\$ 297,873	\$ 322,114	\$ 313,320	\$ 327,554	\$ 5,440	\$ 337,381
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	22,508	25,045	24,070	25,479	434	26,232
07	Retirement - IPERS	28,119	30,256	29,268	31,365	1,109	7,137
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	61,433	80,924	80,924	82,211	1,287	83,203
11	Allowance	5,952	5,184	5,952	6,336	1,152	6,336
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,171	5,266	4,360	5,499	233	5,519
	Sub-Total	\$ 418,056	\$ 468,789	\$ 457,894	\$ 478,444	\$ 9,655	\$ 465,808

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	400	-	-	-
23	Professional services	41,979	66,250	66,250	66,250	-	66,250
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	136,324	244,436	244,436	285,369	40,933	250,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	60	120	120	120	-	120
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,121	2,000	2,000	2,000	-	2,000
48	Utility service	2,425	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	439	1,500	1,500	2,000	500	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	416	-	30	-	-	-
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 183,776	\$ 314,321	\$ 314,751	\$ 355,754	\$ 41,433	\$ 320,385

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

TECHNOLOGY

		\$ 601,832	\$ 783,110	\$ 772,645	\$ 834,198	\$ 51,088	\$ 786,193
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Function: General Government
Activity: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, IT Specialist (3)	\$ 327,554
06	FICA	\$ 25,479
07	IPERS	\$ 31,365
09	Group insurance	\$ 82,211
11	Vehicle allowance - Director	\$ 4,800
	Phone allowance (4)	\$ 1,536
13	Deferred compensation City match	\$ 5,499
23	Laserfiche support	\$ 2,000
	Logos support	\$ 2,000
	Printer repairs	\$ 1,000
	Server/Network support	\$ 61,250
27	Adobe Acrobat Licenses	\$ 2,030
	Autonomic software patch manager	\$ 4,500
	Cabinet installation (Senior Center & Pool)	\$ 10,000
	Century Link Could Fax	\$ 1,200
	Cisco subscriptions	\$ 45,460
	Citrix Netscaler annual license	\$ 2,455
	Fire FTP License	\$ 100
	Fuel Master annual support	\$ 1,000
	HP warranty renewals	\$ 21,318
	Jamf Pro yearly renewal	\$ 3,000
	Laserfiche licensing and maintenance	\$ 17,000
	Laserfiche service contract	\$ 4,788
	Microsoft Office 365 (migration and licenses)	\$ 117,542
	Monthly data charges (4)	\$ 2,000
	New World application service contract	\$ 9,576
	PDQ inventory and deploy	\$ 2,000
	Spare server hard drives (8)	\$ 10,000
	Spare users desktops (3)	\$ 3,000
	SQL copy (current year version)	\$ 15,000
	Tech staff laptop	\$ 2,000
	Tech staff PC	\$ 2,000
	UPS replacement batteries (4)	\$ 1,400
	UPS units (server racks) (3)	\$ 3,000
	Veeam Co-term update	\$ 3,000
	WebEx 2 rooms 1 yr.	\$ 2,000
32	Staff logo shirts (4)	\$ 120
46	Certifications, local training, study materials and tests	\$ 2,000
54	Miscellaneous tools & equipment	\$ 2,000
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 Hall campus fiber replacement project	\$ 18,170

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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	240,527	330,359	283,583	316,478
Contractual & supply service	27,981	33,840	33,400	52,400
Capital outlay	-	-	-	-
Total expenditures	\$ 268,508	\$ 364,199	\$ 316,983	\$ 368,878
Fees	-	-	-	-
Grants	-	-	-	-
Other	22,474	29,233	26,865	29,264
Total revenue	\$ 22,474	\$ 29,233	\$ 26,865	\$ 29,264
Net amount supported by property taxes	\$ 246,034	\$ 334,966	\$ 290,118	\$ 339,614

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by \$13,900, which reflects the transition back to a single full-time position. A transitional hire of an Assistant HR Director in spring 2020 for overlap prior to Fall 2020 retirement of the current director is planned. Once the transition is complete, the Assistant Director position will be eliminated.
- ↑ An increase of \$18,300 in professional services reflects the compensation study refresh, which will update benchmarked positions on the initial three year cycle, as approved with the new non-union pay plan.

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 future.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

630 HUMAN RESOURCES

PERSONAL SERVICES

01	Salaries	\$ 128,639	\$ 162,539	\$ 132,282	\$ 163,644	\$ 1,105	\$ 170,890
02	Overtime	-	-	-	-	-	-
03	Part-time	42,702	59,864	50,294	62,831	2,967	64,716
04	Witness fees	-	-	-	-	-	-
06	FICA	13,152	16,701	13,726	17,288	587	23,245
07	Retirement - IPERS	16,175	20,890	17,236	21,763	873	22,241
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	30,716	60,693	60,693	41,106	(19,587)	41,602
11	Allowance	5,284	5,284	5,384	5,284	-	5,284
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,859	4,388	3,968	4,562	174	3,147
	Sub-Total	\$ 240,527	\$ 330,359	\$ 283,583	\$ 316,478	\$ (13,881)	\$ 331,125

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	60	-	-	-
23	Professional services	5,148	5,750	5,750	24,000	18,250	6,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	7,382	8,745	8,745	7,800	(945)	7,800
28	Dues and memberships	828	2,240	2,240	1,800	(440)	1,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	59	90	90	60	(30)	60
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,793	10,200	10,200	9,700	(500)	9,700
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	80	500	-	500	-	500
59	Operating supplies	5,679	6,300	6,300	8,525	2,225	8,525
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 27,981	\$ 33,840	\$ 33,400	\$ 52,400	\$ 18,560	\$ 34,400

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

HUMAN RESOURCES

		\$ 268,508	\$ 364,199	\$ 316,983	\$ 368,878	\$ 4,679	\$ 365,525
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Function: General Government
Activity: Human Resources

Activity Notes

Object	Description	Amount
01	Director, Assistant Director (quarter of year)	\$ 163,644
03	HR Analyst	\$ 62,831
06	FICA	\$ 17,288
07	IPERS	\$ 21,763
09	Group insurance	\$ 41,106
11	Car allowance and phone allowance - Director	\$ 5,184
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 4,562
23	Compensation study	\$ 18,000
	Employee assistance program (EAP)	\$ 6,000
27	Applicant Text messaging add-on NeoGov	\$ 600
	Miscellaneous software/training programs	\$ 500
	NeoGov licensing fee	\$ 6,700
28	Local & National Society for Human Resource Management memberships (2)	\$ 500
	Miscellaneous dues & subscriptions	\$ 800
	National Public Employer Labor Relations Association membership (2)	\$ 500
32	Staff logo shirts (2)	\$ 60
46	Citywide core skills training – Mental Health First Aid - NAMI classes	\$ 4,000
	IAPELRA meetings – local (2)	\$ 600
	Iowa Employment Law conference - local (2)	\$ 700
	Miscellaneous HR meeting expenses	\$ 500
	Miscellaneous training manuals & reference books	\$ 100
	SHRM state conference - local (2)	\$ 800
	Supervisory training – Federal Motor Carrier Clearinghouse training	\$ 3,000
58	Office supplies	\$ 500
59	Employee service recognition - awards	\$ 5,125
	Employee service recognition - meal	\$ 2,400
	Training videos and miscellaneous operating supplies	\$ 1,000
60	MVR annual fees	\$ 15
RM Fund	Risk Management Fund expenses	
	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

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	231,096	199,968	196,018	215,765
Contractual & supply service	36,602	66,790	70,790	79,940
Capital outlay	-	-	-	-
Total expenditures	\$ 267,698	\$ 266,758	\$ 266,808	\$ 295,705
Fees	60,922	52,800	57,000	57,000
Grants	-	-	-	-
Other	22,406	21,412	22,613	23,459
Total revenue	\$ 83,328	\$ 74,212	\$ 79,613	\$ 80,459
Net amount supported by property taxes	\$ 184,370	\$ 192,546	\$ 187,195	\$ 215,246

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$15,800, which reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$9,200 in data processing reflects the annual maintenance costs associated with the new council voting & agenda management system.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

635 CITY CLERK

PERSONAL SERVICES

01	Salaries	\$ 171,710	\$ 133,153	\$ 130,104	\$ 145,965	\$ 12,812	\$ 150,344
02	Overtime	34	500	500	500	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	12,322	10,404	9,852	11,398	994	11,742
07	Retirement - IPERS	13,459	12,507	12,294	13,711	1,204	14,192
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	30,716	40,462	40,462	41,106	644	41,602
11	Allowance	-	100	-	50	(50)	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,855	2,842	2,806	3,035	193	3,141
Sub-Total		\$ 231,096	\$ 199,968	\$ 196,018	\$ 215,765	\$ 15,797	\$ 221,071

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 19,861	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	\$ 23,000
22	Recruitment	244	-	-	-	-	-
23	Professional services	-	500	500	2,000	1,500	2,000
24	Contributions to other agencies	-	26,000	30,000	26,000	-	26,000
27	Data processing	8,220	6,350	6,350	15,500	9,150	15,500
28	Dues and memberships	710	970	970	970	-	970
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	60	60	60	-	60
35	Printing and copying	96	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,936	9,310	9,310	11,810	2,500	11,810
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	128	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	218	500	500	500	-	500
59	Operating supplies	159	100	100	100	-	100
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 36,602	\$ 66,790	\$ 70,790	\$ 79,940	\$ 13,150	\$ 79,940

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

CITY CLERK

		\$ 267,698	\$ 266,758	\$ 266,808	\$ 295,705	\$ 28,947	\$ 301,011
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Function: General Government
Activity: City Clerk

Activity Notes

Object	Description	Amount
01	City Clerk, Chief Deputy City Clerk	\$ 145,965
02	Overtime	\$ 500
06	FICA	\$ 11,398
07	IPERS	\$ 13,711
09	Group insurance	\$ 41,106
11	Spot awards	\$ 50
13	Deferred compensation City match	\$ 3,035
21	Official publications	\$ 23,000
23	Cassette conversion	\$ 1,500
	Miscellaneous services	\$ 500
24	Local special election (2)	\$ 26,000
27	iCompass annual maintenance	\$ 10,000
	Online codification system maintenance	\$ 5,000
	Supplies and software	\$ 500
28	GCMOA (Golden Circle Municipal Officers Association) (2)	\$ 100
	Institute of Municipal Clerks (2)	\$ 500
	Iowa Municipal Finance Officers Association (2)	\$ 70
	Miscellaneous dues and subscriptions	\$ 300
32	Logo shirts (2)	\$ 60
46	Deputy City Clerk miscellaneous local payroll training	\$ 500
	Golden Circle group local meetings (2)	\$ 350
	Intl. Institute of Municipal Clerks national conference – Grand Rapids, MI, CEU qualified (1)	\$ 2,500
	Iowa Municipal Finance Officers Association spring/fall conference - local, CEU qualified (2)	\$ 500
	Mileage reimbursement	\$ 250
	Miscellaneous webinars	\$ 410
	Municipal Clerks conference – Ames, CEU qualified (2)	\$ 1,300
	Tyler Connect - San Antonio, TX (1)	\$ 2,500
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

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	109,003	135,000	135,000	180,000
Capital outlay	-	-	-	-
Total expenditures	\$ 109,003	\$ 135,000	\$ 135,000	\$ 180,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	30,146	24,336	11,442	27,780
Total revenue	\$ 30,146	\$ 24,336	\$ 11,442	\$ 27,780
Net amount supported by property taxes	\$ 78,857	\$ 110,664	\$ 123,558	\$ 152,220

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$45,000 in professional services reflects the costs for union contract negotiations for 3 unions and use of outside counsel.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

640 LEGAL SERVICES

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	109,003	135,000	135,000	180,000	45,000	150,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 109,003	\$ 135,000	\$ 135,000	\$ 180,000	\$ 45,000	\$ 150,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

LEGAL SERVICES

		\$ 109,003	\$ 135,000	\$ 135,000	\$ 180,000	\$ 45,000	\$ 150,000
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Function: General Government

Activity: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$101,600 annual plus \$200 per hour for billable work	\$ 115,000
	Legal Services for contract negotiations (3)	\$ 40,000
	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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	79,531	86,628	87,827	85,986
Contractual & supply service	449,290	431,400	431,602	431,759
Capital outlay	410,380	366,819	366,819	287,628
Total expenditures	\$ 939,201	\$ 884,847	\$ 886,248	\$ 805,373
Fees	-	-	-	-
Grants	-	-	-	-
Other	78,612	71,025	75,111	63,892
Total revenue	\$ 78,612	\$ 71,025	\$ 75,111	\$ 63,892
Net amount supported by property taxes	\$ 860,589	\$ 813,822	\$ 811,137	\$ 741,481

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$21,300 in building maintenance contributions reflects a city-wide adjustment to funding schedules related to long-term building repairs.
- ↓ A decrease of \$100,500 in transfers out reflect the retirement of one of two remaining bonds being paid by the General Fund.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

645 GENERAL SUPPORT

PERSONAL SERVICES

01	Salaries	\$ 53,924	\$ 55,283	\$ 56,152	\$ 55,313	\$ 30	\$ 56,973
02	Overtime	-	100	100	100	-	100
03	Part-time	392	1,000	1,128	-	(1,000)	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,201	4,271	4,472	4,274	3	4,402
07	Retirement - IPERS	5,117	5,193	5,204	5,196	3	5,378
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	15,358	20,231	20,231	20,553	322	20,801
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	539	550	540	550	-	570
	Sub-Total	\$ 79,531	\$ 86,628	\$ 87,827	\$ 85,986	\$ (642)	\$ 88,224

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	2,246	2,100	2,100	2,100	-	2,100
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,293	850	850	850	-	850
28	Dues and memberships	60	-	-	-	-	-
29	Insurance	412,710	396,600	396,600	396,029	(571)	396,029
32	Uniforms and laundry	15	-	25	30	30	30
35	Printing and copying	48	-	40	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	264	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	73	150	150	150	-	150
48	Utility service	28,903	28,500	28,500	28,500	-	28,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,131	1,000	1,000	1,000	-	1,000
54	Minor equipment	265	-	137	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	900	900	900
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,282	2,000	2,000	2,000	-	2,000
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 449,290	\$ 431,400	\$ 431,602	\$ 431,759	\$ 359	\$ 431,759

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	125,868	97,806	97,806	119,115	21,309	119,115
97	Transfers out to Debt Service	284,512	269,013	269,013	168,513	(100,500)	165,413
	Sub-total	\$ 410,380	\$ 366,819	\$ 366,819	\$ 287,628	\$ (79,191)	\$ 284,528

OPERATING BUDGET SUB-TOTAL

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

GENERAL SUPPORT	\$ 939,201	\$ 884,847	\$ 886,248	\$ 805,373	\$ (79,474)	\$ 804,511
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Function: General Government
Activity: General Support

Activity Notes

Object	Description	Amount
01	Administrative Technician	\$ 55,313
02	Overtime	\$ 100
06	FICA	\$ 4,274
07	IPERS	\$ 5,196
09	Group Insurance	\$ 20,553
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 (58%)	\$ 204,740
	Workers Comp insurance coverage, 411 medical claims – General Fund share (82%)	\$ 191,289
32	Logo shirt	\$ 30
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
56	Fleet management - overhead contribution	\$ 500
	Fleet management - repair and maintenance supplies	\$ 400
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	\$ 90,112
City Hall	Citywide building security project	\$ 5,961
	Contracted services (former line 40 items):	\$ 23,042
97	Transfers to Debt Service fund for:	
	Administrative office expansion (2004/2014C capital loan note payment)	\$ 168,513



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

MARKETING

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	103,857	102,118	107,280
Contractual & supply service	-	95,585	95,585	105,740
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 199,442	\$ 197,703	\$ 213,020
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	16,009	16,756	16,899
Total revenue	\$ -	\$ 16,009	\$ 16,756	\$ 16,899
Net amount supported by property taxes	\$ -	\$ 183,433	\$ 180,947	\$ 196,121

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$5,000 in advertising reflects the plans for quality of communications with residents through direct mailings, project signage, digital channels and events. The FY21 budget will cover more social media and video communication items.

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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

650 MARKETING

PERSONAL SERVICES

01	Salaries	\$ -	\$ 70,780	\$ 69,360	\$ 73,406	\$ 2,626	\$ 75,609
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	5,469	5,250	5,671	202	5,842
07	Retirement - IPERS	-	6,648	6,548	6,895	247	7,137
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	20,231	20,231	20,553	322	20,801
11	Allowance	-	25	25	25	-	25
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	704	704	730	26	756
Sub-Total		\$ -	\$ 103,857	\$ 102,118	\$ 107,280	\$ 3,423	\$ 110,170

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 5,000	\$ 5,000	\$ 10,000	\$ 5,000	\$ 10,000
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	18,000	18,000	19,300	1,300	19,300
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	19,450	19,450	20,250	800	20,250
28	Dues and memberships	-	685	685	1,090	405	1,090
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	30	30	30	-	30
35	Printing and copying	-	45,450	45,450	48,850	3,400	48,850
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	1,320	1,320	1,120	(200)	1,120
48	Utility service	-	700	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	200	(550)	200
59	Operating supplies	-	4,200	4,200	4,200	-	4,200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ 95,585	\$ 95,585	\$ 105,740	\$ 10,155	\$ 105,740

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

MARKETING

		\$ -	\$ 199,442	\$ 197,703	\$ 213,020	\$ 13,578	\$ 215,910
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Function: General Government
Activity: Marketing

Activity Notes

Object	Description	Amount
01	Marketing and Communications Specialist	\$ 73,406
06	FICA	\$ 5,671
07	IPERS	\$ 6,895
09	Group Insurance	\$ 20,553
11	On the spot awards	\$ 25
13	Deferred compensation City match	\$ 730
21	Community ballot or survey initiatives	\$ 1,000
	Miscellaneous advertising (including Urbandale Source)	\$ 6,000
	Project signage	\$ 3,000
23	Photography	\$ 2,000
	Professional consulting and copywriting	\$ 4,000
	Videography (community video and additional promotional videos)	\$ 12,000
	Miscellaneous	\$ 1,300
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	\$ 8,700
	Website modifications	\$ 2,000
28	American Institute of Graphic Arts (1)	\$ 250
	City/County Communications and Marketing Association (1)	\$ 400
	Public Relations Society of America (1)	\$ 440
32	Staff logo shirts	\$ 30
35	Binding and map making	\$ 350
	Mailing of every-household materials (7)	\$ 24,500
	Miscellaneous printing	\$ 3,500
	Postage and delivery services	\$ 500
	Printing/mailing (Community information piece; 7 postcard mailings)	\$ 20,000
46	Chamber of Commerce and Business Record events	\$ 120
	Metro Communications Professionals luncheons (12)	\$ 180
	Miscellaneous webinars, training and presentations	\$ 300
	Regional conferences and trainings	\$ 520
48	Cell phone service	\$ 700
58	Media and desk supplies	\$ 200
59	Meeting refreshments and supplies	\$ 1,000
	Miscellaneous	\$ 200
	Tent and equipment rentals	\$ 3,000



FUNCTION: General Government
ACTIVITY: Contingency

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

CONTINGENCY

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 100,000	\$ -	\$ 100,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
<i>Net amount supported by property taxes</i>	\$ -	\$ 100,000	\$ -	\$ 100,000

	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
CONTINGENCY						
PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL						
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	100,000	-	100,000	100,000
CONTINGENCY						
	Sub-total	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000

DEBT SERVICE FUND

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	24,258,421	11,673,515	13,661,096	18,218,837
Capital outlay	-	-	-	-
Total expenditures	\$ 24,258,421	\$ 11,673,515	\$ 13,661,096	\$ 18,218,837
Fees	-	-	-	-
Grants	-	-	-	-
Other	17,878,811	5,306,961	7,580,320	12,949,064
Total revenue	\$ 17,878,811	\$ 5,306,961	\$ 7,580,320	\$ 12,949,064
Net amount supported by debt service levy property taxes	\$ 6,379,610	\$ 6,366,554	\$ 6,080,776	\$ 5,269,773

- ❖ 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 36 cents from \$2.00 to \$1.64 for FY20-21.
- ❖ 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 \$16,600,000 are anticipated being issued in April 2020 to support capital projects specified within the 2020-2025 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.
- ❖ Additionally, the Council policy related to LOSST funds will determine the future use of LOSST funding to retire bonds as they become callable. As part of the passage of the Polk County LOSST ballot, City Council promised to use the initial FY20 collections from LOSST to call and retire debt immediately. This will occur in June 2020 for \$1,995,000 in bonds, resulting in the 36 cent reduction noted above. Planned in the FY21 budget is the retirement of another \$6,420,000 in bonds using LOSST funds received in FY21.

SPECIAL REVENUE FUND	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

200 DEBT SERVICE FUND

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

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

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	24,258,421	11,673,515	13,661,096	18,218,837	6,545,322	19,400,582
95	Contingency	-	-	-	-	-	-

DEBT SERVICE FUND	\$ 24,258,421	\$ 11,673,515	\$ 13,661,096	\$ 18,218,837	\$ 6,545,322	\$ 19,400,582
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Function: Special Revenue Fund
Activity: Debt Service

Activity Notes

Object	Description	Amount
91	Annual Debt Service for NW Market TIF bonds	\$ 5,120,625
	Annual Debt Service for DUNA TIF bonds	\$ 244,200
	Annual Debt Service for general obligation bonds - covered by debt levy	\$ 5,665,499
	Annual Debt Service for general obligation bonds - covered by General Fund	\$ 268,513
	Annual Debt Service for general obligation bonds - covered by LOSST funds	\$ 500,000
	Bonds called for early retirement - covered by LOSST funds	\$ 6,420,000
91	Total Debt Service expense	\$ 18,218,837



FUNCTION: Special Revenue Levy
ACTIVITY: Employee Benefits Levy

EMPLOYEE BENEFITS LEVY

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	442,250	442,250	694,000
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 442,250	\$ 442,250	\$ 694,000
Fees	-	-	-	-
State Backfill	-	-	9,622	10,000
Other - LOSST funds	-	139,880	140,380	372,851
Total revenue	\$ -	\$ 139,880	\$ 150,002	\$ 382,851
Net amount supported by Employee Benefit levy property taxes	\$ -	\$ 302,370	\$ 292,248	\$ 311,149

- ❖ This function represents a portion of the City's employee benefit costs that are supported by the special levy for employee benefits. The levy was introduced in FY19-20, and is proposed to remain at \$0.10 for FY20-21, which will generate \$321,500 in revenue, plus LOSST revenue received in excess of budget estimates of \$372,900 will be used to further buy down the costs of benefits.
- ❖ These funds represent approximately 12% 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.

SPECIAL REVENUE FUND	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	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	694,000	251,750	633,000
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
Sub-Total		\$ -	\$ 442,250	\$ 442,250	\$ 694,000	\$ 251,750	\$ 633,000

CONTRACTUAL AND SUPPLY SERVICES

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

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

EMPLOYEE BENEFITS LEVY

		\$ -	\$ 442,250	\$ 442,250	\$ 694,000	\$ 251,750	\$ 633,000
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Function: Special Revenue Fund
Activity: Employee Benefit Levy

Activity Notes

Object	Description	Amount
09	Group Insurance - Public Safety functional cost allocation	\$ 332,894
	Group Insurance - Public Works functional cost allocation	\$ 138,236
	Group Insurance - Culture & Recreation functional cost allocation	\$ 135,415
	Group Insurance - Community & Economic Development functional cost allocation	\$ 36,675
	Group Insurance - General Government functional cost allocation	\$ 50,780
09 Total	Total Employee benefit levied amount appropriated to Risk Management Fund	\$ 694,000



FUNCTION: Special Revenue Levy
ACTIVITY: Local Option Sales and Service Tax

121/122/123/124 LOCAL OPTION SALES TAX FUNDS - CONSOLIDATED ACTIVITY

	FINANCIAL SUMMARY			
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Transfers out	500,000	639,880	2,634,880	7,592,851
Total expenditures	\$ 500,000	\$ 639,880	\$ 2,634,880	\$ 7,592,851
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST funds	1,132,083	1,100,000	4,414,790	7,520,000
Total revenue	\$ 1,132,083	\$ 1,100,000	\$ 4,414,790	\$ 7,520,000
<i>Net amount (added)used to fund balance for next year's use</i>	\$ (632,083)	\$ (460,120)	\$ (1,779,910)	\$ 72,851

- ❖ This function represents the activity for local option sales tax from Polk and Dallas Counties. In order to ensure transparency, there are four special revenue funds maintained by the City to account for each county and the 50% share within each county that is restricted by ballot language.
- ❖ Dallas County LOSST was established July 1, 2018. Voter approved ballot language restricts the funds for 50% property tax relief and 50% for capital projects, including related debt service. The proceeds of the Dallas County LOSST were immediately used to forego a 16 cent increase to debt service to fund the new fire station in Dallas County. The 50% property tax relief portion of Dallas LOSST funds are being used to service the fire station debt (\$500,000 per year) until it is callable in June 2024. The remaining 50% is being held and accumulated in order to pay off the debt in full in 2024, thus resulting in construction and payment of a \$6 million building with zero levy increase.
- ❖ Polk County LOSST was established January 1, 2020. Voter approved ballot language also restricts the funds for 50% property tax relief and 50% for capital project, related debt service and any other lawful purpose. City Council promised to use the FY20 collections to immediately pay down callable bonds, thus promising a 36 cent reduction in the debt service levy for FY21. \$1,995,000 in bonds will be called in June 2020, and the proposed budget reflects the 36 cent reduction in the debt service levy from \$2.00 to \$1.64.
- ❖ In FY21, \$300,000, or 10%, of the Polk county LOSST available for projects will be transferred to the Community Services department to fund activities that support community social service needs.
- ❖ LOSST funds are paid monthly by the Department of Revenue based on an estimate generated from 90% of the previous year's retail sales. Thus, the payments are one year in arrears from actual results, which causes an annual true-up to occur each October. City budget estimates are based on state figures, and are conservative to ensure over commitment of funds does not occur. If State estimates are too high, the City must pay back any overage received in lump sum each October. Each budget cycle, actual receipts from the previous year are then applied towards the next budget year to ensure appropriate use within ballot language restrictions for each year's actual collections.

SPECIAL REVENUE FUND	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

121/122/123/124 LOCAL OPTION SALES TAX FUNDS - CONSOLIDATED ACTIVITY

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

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

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	500,000	639,880	2,634,880	7,592,851	6,952,971	9,095,000
Sub-total		\$ 500,000	\$ 639,880	\$ 2,634,880	\$ 7,592,851	\$ 6,952,971	\$ 9,095,000

OPERATING BUDGET SUB-TOTAL

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

121/122/123/124 LOCAL OPTION SAL \$ 500,000 \$ 639,880 \$ 2,634,880 \$ 7,592,851 \$ 6,952,971 \$ 9,095,001

Function: Special Revenue Fund
Activity: Local Option Sales and Service Tax

Activity Notes

Object	Description	Amount
99	Dallas County 50% property tax relief - to debt service	\$ 500,000
	Dallas County 50% property tax relief - to EE Benefits PY catchup	\$ 122,851
	Dallas County 50% property tax relief - to EE Benefits - CY	\$ 250,000
	Dallas County 50% capital projects	\$ -
	Polk County 50% property tax relief - to debt service	\$ 3,000,000
	Polk County 50% capital projects - 10% to General fund Community Services Department	\$ 300,000
	Polk County 50% capital projects - to debt service	\$ 3,420,000
99 Total	Total LOSST revenue to be transferred out	\$ 7,592,851



FUNCTION: Internal Service
ACTIVITY: Building Maintenance Fund

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 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	224,950	240,891	242,744	241,913
Contractual & supply service	334,526	421,280	421,280	411,145
Capital outlay	336,205	400,650	400,650	512,050
Total expenditures	\$ 895,681	\$ 1,062,821	\$ 1,064,674	\$ 1,165,108
Fees	1,116,639	924,345	924,345	961,443
Grants	-	-	-	-
Other	28,569	20,000	25,000	25,000
Total revenue	\$ 1,145,208	\$ 944,345	\$ 949,345	\$ 986,443
Net amount supported by departmental allocations	\$ (249,527)	\$ 118,476	\$ 115,329	\$ 178,665

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 80% 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.

FUNCTION: Internal Service
ACTIVITY: Building Maintenance Fund

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$10,900 in building maintenance reflects the routine maintenance costs amongst the 17 facilities the department monitors.
- ↑ 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. The major project for FY21 is the replacement of the police department roof.

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.
- ❖ As Urbandale continues to grow and new City facilities are opened, additional building maintenance staff is anticipated in order to effectively address all facilities maintenance needs and preventative maintenance within the City. For example, in 2020 the new fire station will open, followed by the Parks/Public Works facility in 2021. This will introduce an a net increase of additional 127,000 sf of building space the department will need to maintain, in addition to the existing 18 city facilities currently being maintained.

INTERNAL SERVICE FUND		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
832 BUILDING MAINTENANCE FUND							
PERSONAL SERVICES							
01	Salaries	\$ 163,839	\$ 168,942	\$ 170,634	\$ 168,869	\$ (73)	\$ 173,935
02	Overtime	208	500	726	500	-	500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	12,295	13,053	12,958	13,048	(5)	13,439
07	Retirement - IPERS	15,486	15,869	15,556	15,934	65	16,420
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	30,716	40,462	40,462	41,106	644	41,602
11	Allowance	768	384	768	768	384	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,638	1,681	1,640	1,688	7	1,739
Sub-Total		\$ 224,950	\$ 240,891	\$ 242,744	\$ 241,913	\$ 1,022	\$ 247,635
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	37,026	30,000	30,000	25,000	(5,000)	25,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,783	7,200	7,200	11,000	3,800	8,000
28	Dues and memberships	301	400	400	400	-	400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	59	-	-	-	-	-
40	Building and grounds maint.	279,617	367,880	367,880	356,945	(10,935)	356,945
41	Vehicle and equipment maint.	-	1,200	1,200	1,200	-	1,200
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	597	1,000	1,000	-	(1,000)	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	6,627	6,000	6,000	8,000	2,000	8,000
54	Minor equipment	2,945	6,000	6,000	6,000	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	500	500	-	(500)	-
57	Vehicle operation supplies	-	-	-	500	500	500
58	Office supplies	142	300	300	300	-	300
59	Operating supplies	2,429	800	800	1,800	1,000	1,800
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 334,526	\$ 421,280	\$ 421,280	\$ 411,145	\$ (10,135)	\$ 402,145
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	336,205	400,650	400,650	512,050	111,400	400,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 336,205	\$ 400,650	\$ 400,650	\$ 512,050	\$ 111,400	\$ 400,000
OPERATING BUDGET SUB-TOTAL		\$ 895,681	\$ 1,062,821	\$ 1,064,674	\$ 1,165,108	\$ 102,287	\$ 1,049,780
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
BUILDING MAINTENANCE FUND		\$ 895,681	\$ 1,062,821	\$ 1,064,674	\$ 1,165,108	\$ 102,287	\$ 1,049,780

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Specialist	\$ 168,869
02	Overtime	\$ 500
06	FICA	\$ 13,048
07	IPERS	\$ 15,934
09	Group insurance	\$ 41,106
11	Cell phone allowance (2)	\$ 768
13	Deferred compensation City match	\$ 1,688
23	Professional services	\$ 25,000
27	iPad data plan (5)	\$ 2,400
	iPads for facility laborers (4)	\$ 4,000
	Micro station license	\$ 900
	Mpulse software maintenance contract	\$ 3,700
28	International Facilities Management Association membership (IFMA)	\$ 400
40	Anticipated building maintenance expenditures for departments	\$ 356,945
41	Equipment maintenance	\$ 1,200
46	Certified Pool Operator (CPO) certification (2 facility maintenance laborers)	\$ 500
51	Maintenance supplies/inventory	\$ 8,000
54	Miscellaneous tools, equipment	\$ 6,000
57	Fuel	\$ 500
58	Office supplies	\$ 300
59	Recycling light bulbs from facilities	\$ 800
	Security system supplies	\$ 1,000
76	Citywide building security project	\$ 100,000
	Police - epoxy hallway and evidence processing	\$ 3,250
	Police - front lobby modification	\$ 18,000
	Police - mechanical lock reconfiguration	\$ 800
	Preventative Maintenance Plan projects including:	
	Police station roof replacement	\$ 340,000
	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	\$ 5,760
Giovanetti	Citywide building security project	\$ 2,774
201	<i>Total project specific contributions</i>	\$ 8,534
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Backflow preventer	\$ 60
	Building security system	\$ 450
	Custodial contract	\$ 6,250

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
Giovanetti	Electrical maintenance contract	\$ 1,000
cont.	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>	\$ 17,890
Giovanetti	Grand total for location	\$ 26,424
Lions	Building maintenance fund contribution - PM projects	\$ 15,324
202	Citywide building security project	\$ 1,626
	<i>Total project specific contributions</i>	\$ 16,950
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Building security service	\$ 450
	Carpet cleaning	\$ 560
	Custodial contract	\$ 9,600
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 90
	<i>Total Line 40 items</i>	\$ 15,700
Lions	Grand total for location	\$ 32,650
City Hall	Building maintenance fund contribution - PM Projects	\$ 90,112
203	Citywide building security plan	\$ 5,961
	<i>Total project specific contributions</i>	\$ 96,073
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Backflow preventer testing	\$ 60
	Building security service	\$ 450
	Carpet and upholstery cleaning (1 x year)	\$ 2,300
	Custodial cleaning service (Admin & Parks)	\$ 7,812
	Generator service and maintenance	\$ 600
	Mat service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 10,000
	Pesticide service	\$ 670
	Window cleaning (outside & inside) (1 x year)	\$ 650
	<i>Total Line 40 items</i>	\$ 23,042
City Hall	Grand total for location	\$ 119,115

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
Eng/Cd	Building maintenance fund contribution - PM projects	\$ 35,822
204	Citywide building security project	\$ 4,831
	<i>Total project specific contributions</i>	\$ 40,653
Building maintenance fund contribution - service contracts (former line 40 items):		
	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	\$ 500
	Miscellaneous building repairs and maintenance	\$ 5,000
	Pest control	\$ 400
	Sprinkler Inspection	\$ 150
	Window cleaning	\$ 495
	<i>Total Line 40 items</i>	\$ 22,019
Eng/Cd	Grand total for location	\$ 62,672
Fire #41	Building maintenance fund contribution - PM Projects	\$ 13,236
205	Citywide building security plan	\$ 6,361
	<i>Total project specific contributions</i>	\$ 19,597
Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	\$ 60
	Carpet Cleaning	\$ 1,000
	Electrical maintenance	\$ 1,000
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 125
	Generator service and maintenance	\$ 542
	HVAC service and repair	\$ 1,000
	Miscellaneous building repairs	\$ 7,500
	Pest control	\$ 400
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 12,277
Fire #41	Grand total for location	\$ 31,874
Fire #42	Building maintenance fund contribution - PM Projects	\$ 46,529
206	Citywide building security plan	\$ 7,413
	<i>Total project specific contributions</i>	\$ 53,942
Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Carpet cleaning	\$ 1,100

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
Fire #42	Fire alarm monitoring	\$ 475
cont.	Fire alarm panel inspection	\$ 350
	Generator service and 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	\$ 200
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 14,762
Fire #42	Grand total for location	\$ 68,704
Fire #43	Building maintenance fund contribution - PM Projects	\$ 24,244
216	Building maintenance fund contribution – service contracts (former line 40 items):	
	Backflow preventer testing	\$ 120
	Fire alarm monitoring	\$ 475
	Fire alarm panel inspection	\$ 350
	Glycol system treatment program	\$ 1,100
	Pest control	\$ 785
	Range hood inspection	\$ 200
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 3,180
Fire #43	Grand total for location	\$ 27,424
Police	Building maintenance fund contribution - PM projects	\$ 95,236
207	Citywide building security project	\$ 11,250
	Epoxy hallway and evidence processing	\$ 3,250
	Front lobby modification	\$ 18,000
	Mechanical lock reconfiguration	\$ 800
	<i>Total project specific contributions</i>	\$ 128,536
	Building maintenance fund contribution - service contracts (former line 40 items):	
	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	\$ 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

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
Police Cont.	Replacement ceiling tiles	\$ 1,500
	Sprinkler testing	\$ 160
	Tile floor - waxing 2x a year	\$ 1,750
	Window cleaning	\$ 400
	<i>Total Line 40 items</i>	\$ 57,032
Police		Grand total for location \$ 185,568
Public Works	Building maintenance fund contribution - PM Projects	\$ 18,041
208	Citywide building security plan	\$ 8,936
	<i>Total project specific contributions</i>	\$ 26,977
Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	\$ 120
	Building custodial services contract	\$ 2,484
	Fire alarm monitoring (Fleet Storage)	\$ 450
	Mat cleaning service	\$ 500
	Miscellaneous building repair and maintenance	\$ 1,000
	Pest control	\$ 500
	Sprinkler testing (Fleet Storage)	\$ 250
	Window cleaning	\$ 400
	<i>Total Line 40 items</i>	\$ 5,704
Public Works		Grand total for location \$ 32,681
Library	Building maintenance fund contribution - PM projects	\$ 196,777
209	Citywide building security plan	\$ 23,626
	<i>Total project specific contributions</i>	\$ 220,403
Building maintenance fund contribution - service contracts (former line 40 items):		
	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
	Door access system support	\$ 850
	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

Object	Description	Amount
Library cont.	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 77,850
Library	Grand total for location	\$ 298,253
Parks Shop	Building maintenance fund contribution - PM Projects	\$ 15,654
210	Citywide building security plan	\$ 4,831
	<i>Total project specific contributions</i>	\$ 20,485
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Backflow testing	\$ 60
	Building security service	\$ 450
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 100
	Lift Inspection	\$ 500
	Mat cleaning service - park facilities	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Park maintenance building custodial service contract	\$ 1,140
	Pest control contract	\$ 500
	<i>Total Line 40 items</i>	\$ 7,750
Parks Shop	Grand total for location	\$ 28,235
Pool	Building maintenance fund contribution - PM Repairs	\$ 38,443
211	Citywide building security plan	\$ 8,321
	<i>Total project specific contributions</i>	\$ 46,764
	Building maintenance fund contribution - service contracts (former line 40 items):	
	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	Grand total for location	\$ 92,542
Senior Ctr.	Building maintenance fund contribution - PM Repairs	\$ 49,755
212	Citywide building security plan	\$ 5,356
	<i>Total project specific contributions</i>	\$ 55,111

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
Senior Ctr.	Building maintenance fund contribution - service contracts (former line 40 items):	
cont.	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	\$ 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.	Grand total for location	\$ 85,302
Wellness	Building maintenance fund contribution - PM Repairs	\$ 6,404
213	Citywide building security plan	\$ 621
	<i>Total project specific contributions</i>	\$ 7,025
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Building security monitoring	\$ 450
	Carpet cleaning	\$ 500
	Custodial cleaning contract	\$ 2,520
	Electrical maintenance	\$ 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	Grand total for location	\$ 15,995
Open Shelters	Building maintenance fund contribution - PM projects	\$ 12,255
214	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 16,034
	Building maintenance fund contribution - service contracts (former line 40 items):	
	Miscellaneous maintenance for open shelters	\$ 2,000
	Outside bathroom custodial service contract	\$ 7,000
	<i>Total line 40 items</i>	\$ 9,000
Open Shelters	Grand total for location	\$ 25,034

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description	Amount
WJP Complex	Building maintenance fund contribution - PM projects	\$ 3,500
215	Citywide building security plan	\$ 3,779
	<i>Total project specific contributions</i>	\$ 7,279
Building maintenance fund contribution - service contracts (former line 40 items):		
	Building security monitoring	\$ 500
	Grease interceptor cleaning	\$ 1,300
	Miscellaneous maintenance	\$ 4,000
	<i>Total line 40 items</i>	\$ 5,800
WJP Complex		Grand total for location \$ 13,079
Storm Water	Building maintenance fund contributions -PM projects	\$ 2,005
216		
Storm Water		Grand total for location \$ 2,005
Totals:	<i>City departments contributions to building maintenance operations:</i>	\$ 669,097
	<i>City departments contributions to City-wide security project:</i>	\$ 99,465
	<i>City departments contributions to department specific projects:</i>	\$ 22,050
	<i>City departments contributions to location-specific maintenance: (line 40)</i>	\$ 356,945
	<i>Grand total from departmental budgets:</i>	\$ 1,147,557



FUNCTION: Internal Service Fund
ACTIVITY: Fleet Management Fund

OVERVIEW: The fleet maintenance internal service fund provides for routine maintenance of the City's vehicles and equipment. The department also handles vehicle purchasing.

FLEET MANAGEMENT FUND

FINANCIAL SUMMARY				
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	427,213
Contractual & supply service	-	-	-	419,210
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ -	\$ -	\$ 846,423
Fees	-	-	-	864,800
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ 864,800
Net amount supported by departmental allocations	\$ -	\$ -	\$ -	\$ (18,377)

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 as they have no employees.
- ❖ With the planned opening of a new public works and parks maintenance building in FY21, the City established a Fleet Maintenance internal service fund to provide maintenance services to the various City vehicles. Contributions to the fund from each department are based on the count, type and specialization of vehicles and equipment in each area. Each department is also allocated a share of overhead to cover salaries of 4 staff in the new department. These expenses are reflected in each department's line 56.
- ❖ A Fleet Supervisor will be hired in FY21 to oversee the City's existing 3 mechanics. The mechanic positions were previously funded in Roadway, Solid Waste and Parks. This position will coordinate the work on all City fleet utilizing existing mechanic staff and external contractors, as needed. The department will also coordinate purchases of vehicles during the year, which has previously been done by each department. This should result in time savings from each department.
- ❖ Each department's routine vehicle maintenance and non-fuel expense items (previously charged to line 41 and 57 in each budget) are also reallocated to this internal service fund so that all City contracts can be coordinated and paid together. Fuel costs will still be charged back to each department based on actual usage.

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$427,200 in personnel costs reflects normal increases in salary and benefits for 3 existing staff as well as the addition of one Fleet Supervisor.
- ↑ An increase of \$373,300 in vehicle maintenance reflects the anticipated costs of materials for City-wide fleet maintenance.
- ❖ While the line 56 cost to some individual departments has gone up, the city-wide efficiency impact, the cost savings of eliminating most outside service work and time savings for staff doing vehicle purchasing will result in a net benefit to all departments over time.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Fleet Supervisor position will be creating this function from the ground up. As this department develops and refines its operations and staffing needs are determined, additional staff is anticipated in order to effectively address all vehicle maintenance needs within the City. Specifically, it is anticipated that administrative support will be needed once the new facility is open and operational.

INTERNAL SERVICE FUND		FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
833 FLEET MANAGEMENT FUND							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ 291,682	\$ 291,682	\$ 298,856
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	22,536	22,536	23,091
07	Retirement - IPERS	-	-	-	27,398	27,398	28,212
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	82,211	82,211	83,203
11	Allowance	-	-	-	484	484	484
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	2,902	2,902	2,989
Sub-Total		\$ -	\$ -	\$ -	\$ 427,213	\$ 427,213	\$ 436,835
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	1,050	1,050	1,050
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	2,250	2,250	2,250
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	3,500	3,500	3,500
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	5,000	5,000	5,000
48	Utility service	-	-	-	5,000	5,000	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	8,000	8,000	8,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	373,300	373,300	373,300
57	Vehicle operation supplies	-	-	-	1,610	1,610	1,610
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	14,500	14,500	14,500
60	Safety and medical supplies	-	-	-	5,000	5,000	5,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ 419,210	\$ 419,210	\$ 419,210
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ -	\$ -	\$ -	\$ 846,423	\$ 846,423	\$ 856,045
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FLEET MANAGEMENT FUND		\$ -	\$ -	\$ -	\$ 846,423	\$ 846,423	\$ 856,045

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description	Amount
01	Fleet Supervisor, Mechanic (3)	\$ 291,682
06	FICA	\$ 22,536
07	IPERS	\$ 27,398
09	Group insurance	\$ 82,211
11	On the spot awards	\$ 100
	Cell phone allowance - Supervisor	\$ 384
13	Deferred compensation City match	\$ 2,902
22	Recruitment - Fleet supervisor	\$ 1,050
	AVL annual cost	\$ 250
	Computer & monitor	\$ 2,000
32	Uniform allowance (4)	\$ 2,500
	Mats, other shop services	\$ 1,000
46	Staff training	\$ 5,000
48	Utilities (10% of cost for maintenance facility)	\$ 5,000
54	Miscellaneous tools	\$ 8,000
56	Anticipated fleet management expenditures for all departments	\$ 373,300
57	Fuel	\$ 1,610
59	Shop supplies	\$ 8,000
	Cylinder rental and propane	\$ 2,000
	Parts washer service	\$ 500
	Towing	\$ 4,000
60	Safety equipment	\$ 5,000

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 fleet 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 41 above.

Police	Fleet management fund contribution - overhead	\$ 50,000
300	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Fees for service and shop work, uninsured body work miscellaneous repairs (former line 41)	\$ 12,000
	Replacement tires, batteries, parts, etc. (former line 56)	\$ 15,000
	Oil, filters, and grease (former line 57)	\$ 3,200
	<i>Total department specific contributions</i>	\$ 30,200
	Police	Grand total for location \$ 80,200
Fire	Fleet management fund contributions - overhead	\$ 50,000
305	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Vehicle repair and maintenance (former line 41)	\$ 65,000
	Vehicle maintenance supplies (former line 56)	\$ 7,500
	Oil, filters, and grease (former line 57)	\$ 3,000
	<i>Total department specific contributions</i>	\$ 75,500
	Fire	Grand total for location \$ 125,500
EMS	Fleet management fund contributions - overhead	\$ -
310		

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description	Amount
EMS Cont.	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	\$ -
EMS	Grand total for location	\$ -
Parks	Fleet management fund contributions - overhead	\$ 55,000
315	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Contract work on trucks and equipment, tire repair (former line 41)	\$ 6,700
	Equipment and truck parts, tires (former line 56)	\$ 24,200
	Oil, hydraulic fluid, coolant, etc. (former line 57)	\$ 4,900
	<i>Total department specific contributions</i>	\$ 35,800
Parks	Grand total for Department	\$ 90,800
Recreation	Fleet management fund contributions - overhead	\$ 500
320	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Vehicle repair and maintenance (former line 41)	\$ 500
	Vehicle maintenance supplies (former line 56)	\$ 300
	Oil, filters, and grease (former line 57)	\$ 200
	<i>Total department specific contributions</i>	\$ 1,000
Recreation	Grand total for location	\$ 1,500
Senior Center	Fleet management fund contributions - overhead	\$ -
325	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	\$ -
Senior Center	Grand total for location	\$ -
Roadway Mnt.	Fleet management fund contributions - overhead	\$ 170,000
330	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Radio maintenance and installations (former line 41)	\$ 2,000
	Contract repairs or major component repairs (former line 41)	\$ 20,000
	Dump truck refurbish	\$ 9,000
	Tires, batteries, and wear items (former line 56)	\$ 10,000
	Maintenance parts (former line 56)	\$ 40,000
	Oil, filters, and grease (former line 57)	\$ 10,000
	<i>Total department specific contributions</i>	\$ 91,000
Roadway Mnt.	Grand total for Department	\$ 261,000
Traffic Safety	Fleet management fund contributions - overhead	\$ 500
335	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Paint machine maintenance (former line 56)	\$ 1,500
Traffic Safety	Grand total for Department	\$ 2,000
Engineering	Fleet management fund contributions - overhead	\$ 5,000
340	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Vehicle equipment repair (former line 41)	\$ 750
	Vehicle maintenance and repair parts - batteries, tires, etc. (former line 56)	\$ 1,600
	Oil, filters, and grease (former line 57)	\$ 200
	<i>Total department specific contributions</i>	\$ 2,550
Engineering Svc.	Grand total for Department	\$ 7,550

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description	Amount
Solid Waste	Fleet management fund contributions - overhead	\$ 120,000
345	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Contracted equipment repairs (former line 41)	\$ 15,000
	Wear items - tires, batteries, etc. (former line 56)	\$ 20,000
	Repair parts (former line 56)	\$ 70,000
	Oil, hydraulic fluid, coolant, grease (former line 57)	\$ 8,000
	<i>Total department specific contributions</i>	\$ 113,000
Solid Waste		Grand total for Department \$ 233,000
San. Sewer	Fleet management fund contributions - overhead	\$ 10,000
350	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Lift station maintenance (former line 41)	\$ 2,000
	Jet rodder replacement parts and repair (former line 56)	\$ 4,000
	Maintenance items for four vehicles (former line 56)	\$ 1,000
	Jet machine hose (former line 56)	\$ 1,500
	Oil, hydraulic fluid, coolant, etc. (former line 57)	\$ 800
	<i>Total department specific contributions</i>	\$ 9,300
San. Sewer		Grand total for Department \$ 19,300
Storm Water	Fleet management fund contributions - overhead	\$ 25,000
355	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Contracted street sweeper repairs (former line 41)	\$ 1,000
	Street sweeper brooms and parts (former line 56)	\$ 7,800
	Oil, hydraulic fluid, coolant, etc. (former line 57)	\$ 800
	<i>Total department specific contributions</i>	\$ 9,600
Storm Water		Grand total for location \$ 34,600
Building	Fleet management fund contribution - overhead	\$ 5,000
360	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Oil change-installed by vendor (former line 41)	\$ 600
	Washer fluid, wiper blades, scrapers (former line 41)	\$ 300
	Batteries, A/C repairs (former line 56)	\$ 300
	Brakes, balance, alignment (former line 56)	\$ 500
	Drivetrain repairs (former line 56)	\$ 1,000
	Tires installed - set of 4 and 2 replacements (former line 56)	\$ 750
	<i>Total department specific contributions</i>	\$ 3,450
Comm. Dev.		Grand total for Department \$ 8,450

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description	Amount
Gen. Support	Fleet management fund contribution - overhead	\$ 500
365	Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:	
	Vehicle equipment repair	\$ 300
	Vehicle maintenance and repair parts - battery, oil, filters, etc.	\$ 100
	<i>Total department specific contributions</i>	\$ 400
Gen. Support	Grand total for location	\$ 900

Totals:	<i>City departments contributions to fleet management overhead:</i>	\$ 491,500
	<i>City departments contributions for fleet management operating budget:</i>	\$ 373,300
	<i>Grand total from departmental budgets:</i>	\$ 864,800



	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	488,686	565,399	565,399	589,544	24,145	607,230
3	Part-Time and Temporary Salaries	11,809	37,200	37,200	38,250	1,050	39,398
6	FICA	38,083	46,099	46,099	48,026	1,927	49,467
7	IPERS	45,536	53,374	53,374	55,653	2,279	57,323
9	Health and Life Insurance	131,444	170,310	170,310	174,453	4,143	183,176
SUB TOTAL		\$ 715,558	\$ 872,382	\$ 872,382	\$ 905,926	\$ 33,544	\$ 936,594

Contractual and Supply Services

20	Miscellaneous	-	2,500	2,500	2,500	-	2,500
35	Drafting Supplies	773	2,200	2,200	2,500	300	2,000
44B	One Call Service	7,142	12,000	10,000	12,000	-	12,000
47	Utilities	71,805	88,000	88,000	88,000	-	90,640
48	Bacteriological Samples	21,911	20,688	20,688	20,838	150	21,460
51	Bldg & Grounds Maint & Operation	67,508	125,246	125,246	111,500	(13,746)	114,845
57	Motor Vehicle Operation Supplies	20,918	28,000	25,000	28,000	-	28,800
64	New Meters	112,162	215,500	215,500	192,275	(23,225)	198,000
71	Automotive Equipment	60,017	65,000	68,000	43,000	(22,000)	68,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	667,756	1,855,310	1,855,310	1,126,110	(729,200)	1,073,000
88	Inspection & Engineering	8,590	75,000	75,000	75,000	-	75,000
SUB TOTAL		\$ 1,038,582	\$ 2,491,944	\$ 2,489,944	\$ 1,704,223	\$ (787,721)	\$ 1,688,745

Total Water Distribution Operations		\$ 1,754,140	\$ 3,364,326	\$ 3,362,326	\$ 2,610,149	\$ (754,177)	\$ 2,625,339
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	348,302	404,337	404,337	422,443	18,106	435,117
01A	Pager Pay	3,267	6,800	6,800	6,800	-	7,004
06	FICA	26,203	31,452	31,452	32,837	1,385	33,822
07	IPERS	32,934	38,169	38,169	39,879	1,710	41,075
09	Health & Life Insurance	89,671	135,384	135,384	131,563	(3,821)	138,141
SUB TOTAL		\$ 500,377	\$ 616,142	\$ 616,142	\$ 633,522	\$ 17,380	\$ 655,159

Contractual and Supply Services

20	Miscellaneous	-	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	6,592	10,000	10,000	10,000	-	10,000
41A	Purchase, Repair & Maintenance of Tractor	2,958	1,000	1,000	40,000	39,000	2,500
41B	Purchase, Repair, Maintenance of Equipment	62,259	40,800	40,800	58,750	17,950	45,000
54	Minor Equipment, Tools, Clothes	11,795	18,200	15,000	18,200	-	18,200
61	Main Maintenance Supplies	43,680	50,500	50,500	50,500	-	52,000
64	Meter Parts	7,184	14,500	10,000	14,500	-	14,500
65	Hydrants, Valves & Parts	54,744	65,000	65,000	65,000	-	67,000
87	System Maintenance	51,751	67,500	67,500	70,250	2,750	69,500
SUB TOTAL		\$ 240,963	\$ 268,250	\$ 260,550	\$ 327,950	\$ 59,700	\$ 279,450

Total Water Distribution Maintenance		\$ 741,340	\$ 884,392	\$ 876,692	\$ 961,472	\$ 77,080	\$ 934,609
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	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	INCREASE	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	252,523	263,659	263,659	274,585	10,926	282,822
03	Part-time & Temporary Salaries	-	4,800	4,800	4,800	-	4,944
06	FICA	18,111	20,537	20,537	21,373	836	22,014
07	IPERS	23,744	24,889	24,889	25,921	1,032	26,698
09	Health & Life Insurance	114,712	127,030	127,030	110,735	(16,295)	116,271
SUB TOTAL		\$ 409,090	\$ 440,915	\$ 440,915	\$ 437,414	\$ (3,501)	\$ 452,749

Contractual and Supply Services

20	Miscellaneous	-	1,000	1,000	1,000	-	1,000
24	Payments to Other Agencies	4,470,220	5,106,661	5,106,661	5,402,823	296,162	5,905,622
24A	Sewer Exempt Fee	880	1,500	1,500	1,500	-	1,550
36	Postage & Shipping	127,578	138,000	138,000	130,600	(7,400)	134,500
37	Printing-Computer & Billing	2,603	3,600	3,600	3,600	-	3,700
37A	Computer Rent & Equipment	181,449	158,846	180,000	194,938	36,092	200,500
42	Solid Waste	2,075,225	2,250,300	2,250,300	2,273,700	23,400	2,341,911
43	Sales Tax Water	541,267	686,748	686,748	697,916	11,168	718,850
43A	Sales Tax Urbandale Sanitary (SD)	51,836	61,006	61,006	61,006	-	62,836
43B	Sales Tax Urbandale W/H Sanitary (SR)	1,942	2,542	2,542	2,542	-	2,618
43C	Sales Tax Miscellaneous	-	-	-	1,155	1,155	-
49a	Refunds	22,388	35,000	20,000	20,000	(15,000)	20,600
50	Storm Water	2,328,910	2,320,904	2,320,904	2,371,188	50,284	2,442,323
50A	Storm Water Sales Tax	63,099	71,527	71,527	64,560	(6,967)	66,500
SUB TOTAL		\$ 9,867,397	\$ 10,837,634	\$ 10,843,788	\$ 11,226,528	\$ 388,894	\$ 11,902,510

Total Water Accounting and Collection	\$ 10,276,487	\$ 11,278,549	\$ 11,284,703	\$ 11,663,942	\$ 385,393	\$ 12,355,259
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	286,587	297,663	297,663	308,572	10,909	317,829
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	20,626	23,781	23,781	24,616	835	25,354
07	IPERS	26,827	28,439	28,439	29,469	1,030	30,353
08	Retirement Trust	56,706	61,000	61,000	67,480	6,480	69,504
09	Health & Life Insurance	48,929	54,114	54,114	52,125	(1,989)	53,688
09B	Dental & Visual Insurance	1,622	2,850	2,850	-	2,935	-
09C	Self Insurance	9,242	15,988	15,988	16,363	375	16,853
SUB TOTAL		\$ 454,139	\$ 487,435	\$ 487,435	\$ 505,075	\$ 17,640	\$ 520,224

Contractual and Supply Services

11	Auto Allowance	9,600	9,600	9,600	9,600	-	9,600
20	Miscellaneous	1,000	2,000	2,000	2,000	-	2,000
20A	Trust Disbursement	31,315	40,000	40,000	50,000	10,000	51,500
21	Advertising & Legal Publications	1,449	2,000	2,000	2,000	-	2,060
22	Contract services	6,044	6,600	6,600	6,600	-	6,800
23	Consulting & Legal Fees	83,596	100,000	100,000	100,000	-	100,000
23A	Audit	16,644	18,000	18,000	18,000	-	18,500
24	Permit Fees (DNR)	5,009	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	6,421	7,000	7,000	7,000	-	7,000
29	Liability Insurance	96,676	95,788	95,788	96,291	503	99,180
36	Postage & Shipping (Stamps & Etc.)	1,941	2,556	2,556	2,350	(206)	2,456
44	Telephone (Phones & Service Bill)	18,751	9,102	9,102	17,541	8,439	12,000
45	Training	5,177	11,000	11,000	11,000	-	11,300
46	Travel & Conference Expense	4,527	10,000	10,000	10,000	-	10,000
47	Utilities	12,214	15,000	15,000	15,000	-	15,450
50	Petty Cash	1,100	1,500	1,500	1,500	-	1,500
58	Office Equipment & Supplies	18,510	20,100	20,100	20,300	200	20,500
94	Bank Service Charge	52,125	60,000	60,000	60,000	-	62,500
SUB TOTAL		\$ 372,099	\$ 416,246	\$ 416,246	\$ 435,182	\$ 18,936	\$ 438,346

Total Water Administration and General	\$ 826,238	\$ 903,681	\$ 903,681	\$ 940,257	\$ 36,576	\$ 958,570
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	FY 2018-19 ACTUAL	FY 2019-20 ADOPTED	FY 2019-20 REVISED	FY 2020-21 ADOPTED	INCREASE (DECREASE)	FY 2021-22 ESTIMATE
WATER						
OPERATING REVENUE						
Revenue						
601 Metered Water Sales	9,799,617	9,544,685	9,544,685	9,704,230	159,545	9,995,356
602 Sewer-SR	315,174	367,999	367,999	405,212	37,213	442,921
603 Sewer-SD	4,148,811	4,738,662	4,738,662	4,997,611	258,949	5,462,700
605 Service Charges	9,760	10,500	10,500	10,000	(500)	10,500
606 Late Charge	30,131	34,000	34,000	31,000	(3,000)	33,000
607 Water Service Hook On Fee	132,471	150,200	130,500	132,550	(17,650)	136,525
608 Meter & Parts	91,542	101,900	101,900	95,500	(6,400)	99,000
609 Sewer Exempt Fee	1,275	1,950	1,950	1,500	(450)	2,000
612 Collect Sewer (For Billing)	128,334	128,340	128,340	129,996	1,656	130,000
613 Taps	6,160	4,000	4,000	6,100	2,100	6,280
615 Bacteriological Samples	2,890	3,700	3,700	3,700	-	3,850
616 Miscellaneous	105,583	110,000	110,000	110,000	-	113,000
616A Trust Receipts	54,285	63,000	63,000	63,000	-	64,900
617 Main Reimbursement	62,694	50,000	50,000	50,000	-	50,000
618 Miscellaneous Taxable Items	-	-	-	16,500	16,500	16,900
619 Sales Tax Miscellaneous	-	-	-	1,155	1,155	1,189
620 Sales Tax Water	546,492	677,438	677,438	688,606	11,168	709,264
621 Sales Tax Sewer	54,592	63,548	63,548	60,651	(2,897)	62,470
623 Bulk & Construction Water	20,757	23,000	23,000	23,000	-	23,690
627 Hydrant Meter Rental	6,375	6,000	6,000	6,500	500	6,695
646 Lease Revenue	126,459	126,936	110,000	107,064	(19,872)	108,000
647 Solid Waste	2,075,982	2,250,300	2,250,300	2,273,700	23,400	2,341,911
648 Solid Waste Collect	29,320	29,304	29,304	29,605	301	30,500
649 Storm Water	2,331,460	2,320,904	2,320,904	2,371,188	50,284	2,442,323
649A Storm Water Sales Tax	63,644	71,527	71,527	64,560	(6,967)	72,000
650 Storm Water Collect	31,955	32,019	32,019	32,280	261	33,248
Total Water Operating Revenue	\$ 20,175,763	\$ 20,909,912	\$ 20,873,276	\$ 21,415,208	\$ 505,296	\$ 22,398,222

RECAP

Disbursements

Distribution Operation	1,754,140	3,364,326	3,362,326	2,610,149	(754,177)	2,625,339
Distribution Maintenance	741,340	884,392	876,692	961,472	77,080	934,609
Accounting & Collection	10,276,487	11,278,549	11,284,703	11,663,942	385,393	12,355,259
Administration & General	826,238	903,681	903,681	940,257	36,576	958,570
Water Purchased (DMWW + Xenia)	3,201,480	3,520,286	3,520,286	3,822,352	302,066	4,204,587
Sub Total	\$ 16,799,685	\$ 19,951,234	\$ 19,947,688	\$ 19,998,172	\$ 46,938	\$ 21,078,364
Debt Service	1,569,507	3,082,105	3,082,105	1,407,950	(1,674,155)	1,407,105
TOTAL	\$ 18,369,192	\$ 23,033,339	\$ 23,029,793	\$ 21,406,122	\$ (1,627,217)	\$ 22,485,469

Income

Cash Balance	-	8,475,900	9,041,103	7,015,586	(1,460,314)	7,161,672
Restricted Funds	-	298,575	324,461	324,461	25,886	324,461
Net Cash Balance	\$ -	\$ 8,774,475	\$ 9,365,564	\$ 7,340,047	\$ (1,434,428)	\$ 7,486,133
Operating Revenue	\$ 20,175,763	\$ 20,909,912	\$ 20,873,276	\$ 21,415,208	\$ 505,296	\$ 22,398,222
Non-Operating Revenue						
Interest Earned	132,209	106,000	131,000	137,000	31,000	131,000
Extraordinary income	-	-	-	-	-	-
SUB TOTAL	\$ 20,307,972	\$ 29,790,387	\$ 30,369,840	\$ 28,892,255	\$ (898,132)	\$ 30,015,355
Less Restricted Funds (trust fund)	-	298,575	324,461	324,461	25,886	324,461
Capital Reserve Fund	-	6,458,473	-	7,161,672	703,199	7,205,425
Total	\$ 20,307,972	\$ 23,033,339	\$ 30,045,379	\$ 21,406,122	\$ (1,627,217)	\$ 22,485,469

