

City of Urbandale, Iowa

# ADOPTED ANNUAL BUDGET

2021-2022



**CITY OF URBANDALE**



# **CITY OF URBANDALE**

Revised FY2020-21 Budget

Adopted FY2021-2022 Budget

Estimated FY2022-2023 Budget

## **Mayor and Council**

Robert D. Andeweg, Mayor

Adam Obrecht, Mayor, Pro-Tem

Matt Blake, Councilmember (military deployment Jan. 2021 – Nov. 2021)

Bridget Carberry Montgomery, Councilmember

Adam Kaduce, Councilmember (interim during deployment of Matt Blake)

Ron Pogge, 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

Erin Freeman, Director of Human Resources

Jan Herke, Director of Parks and Recreation

Jerry Holt, Fire Chief

Nicholas Janning, Library Director

Rob Johansen, Police Chief

John Konior, Director of Risk Management & Support Services

Nicole Lamb, Finance Director

John Larson, Director of Engineering and Public Works

Nicole Lunders, City Clerk



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February 26, 2021

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

Re: FY2021-22 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2021-22 operating budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022. 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 budget will be held on March 9, 2021.

As proposed, the recommended tax levy for FY2021-22 would be set at \$10.11, which is \$0.05 lower than the FY2020-21 levy. The General Fund levy would remain unchanged at \$8.10, the Chapter 411 Fire and Police Retirement Levy would increase 5 cents to \$0.37, the Employee Benefits levy will remain unchanged at \$0.10, and the Debt Service Levy would reduce 10 cents from \$1.64 to \$1.54. 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 impact on the proposed budget. The COVID pandemic has had significant impacts on nearly every department of the City; some positive and some negative. Not only has COVID had a revenue and expense impact, but has created a fundamental shift for our workforce and how services are provided. These changes are highlighted throughout the budget discussion.

Additionally, the FY22 budget sees continued impact from the opening of the 3<sup>rd</sup> fire station, which has added 18 new firefighters 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 FY22 budget reflects the 3<sup>rd</sup> 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 has stepped up over 2 years to reach full position count of 18 in the FY22 budget. The SAFER grant was unknown at the time of 28E agreement, and with the grant funding staffing levels were able to be accelerated such that the full 18 staff level was reached in FY20. 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 FY22 from 25.31% to 26.18%.

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 FY22. Additionally, the Polk County LOSST, which became effective on January 1, 2020 was 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. An additional \$6.42 million in bonds will be retired in June 2021, which allows for an additional 10-cent reduction in the debt service levy. For FY22, bond retirement is budgeted for an additional \$6.15 million.

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 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. The FY22 rollback for multi-residential property is 67.5%. City staff have reviewed the impact of the changes in Multi-Residential and have determined that those changes will have little, if any, impact. 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 FY2021-22 is as follows: The City saw positive valuation growth in Polk County (4.08%), combined with positive growth in Dallas County (6.2%), for a blended growth rate of 4.61%. With the recommended total tax levy rate of \$10.11, the City will generate \$745,797 (1.79%) more in property tax revenues when compared to FY2020-21. State backfill revenue will account for \$976,000 in the recommended budget. If the 2021 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 55.0743% to 56.4094% for FY22. This means the amount of residential property being taxed is higher than FY21 by 2.42%. Commercial rollback (90%) was unchanged.

As in the prior year, the process for approving the budget now requires two public hearings and two publications. The first hearing will outline the max levy notice, which shows what the City's levy rate would be for FY22 if the exact same revenue dollars as FY21 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 max levy notice does NOT include the debt service levy by statute, thus the decrease of 10 cents on that levy for FY22 is not shown in the notice. The currently proposed budget for FY22 reflects a 5 cent increase in the levy rates for the 3 levies represented by the max levy notice, thus the annual % change in revenue is showing at 5.22%. This first hearing will likely cause confusion because the final hearing will reflect the total levy request of \$10.11 (including the lower \$1.54 debt levy) and the initial max levy hearing notice can only legally show the capped levy of \$8.57 (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 a greater than 2% increase: wage increases for staff, 411 pension rates increasing from 25.31% to 26.18%, the addition of 4 new staff, (including the transition of 3 firefighters from part time to full time), and maintaining quality services as the city grows to the west.

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.

While the COVID pandemic continues to provide us with uncertainty for the coming months and potentially years, I directed staff to assume and budget for a "normal" year of operations with related normalized expenditures. The end of FY20 and all of FY21 was obviously not normal for many departments due to closures, cancellations, no staff travel for training and generally significant alterations in how the City conducts its business. Thus, the FY20 and FY21 results were in some cases significantly different than budgeted amounts. FY22 may very well also end up being "off" for similar reasons, but with progress continuing with vaccinations, the FY22 budget was prepared with a more positive outlook in mind.

Of continuing 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; the FY22 budget reflects a full year of operations for the new facility.

Also continuing in the proposed budget is the Community Services department, which falls within the Health & Social Services function. This department will continue to be developed 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 using 5% of LOSST dollars received in Polk County. In addition to contributions to long-time city assistance to organizations like the UCAN & Urbandale Food Pantry, the department provides funding for the City's 3-year commitment to the Neighborhood Finance Corp to establish Urbandale's first housing improvement and accessibility program.

One item that you will not see in the FY22 budget proposal is any expense or revenue associated with the Iowa Reinvestment Act project for the Merle Hay Mall and Buccaneers Hockey arena. While this is an exciting project with the City's full support, due to the timing of the City's application to the IDEA, any awards of funding will not be known until Spring 2021. If funding is awarded, the FY22 budget will be immediately amended to reflect the operational items associated with such an award.

Another item missing in the FY22 budget is the external funding program the City normally offers for distribution of Hotel Motel revenues to community groups. Because of the uncertainty surrounding Hotel Motel tax receipts, and the significantly lower revenue we have received since the start of the pandemic, the decision was made to suspend the program for FY22. The City will continue to monitor revenues in the upcoming year to determine when the program will be restarted. The economic hit to the travel industry was significant, which in turn is a direct reduction to hotel motel tax collections. How quickly these revenues rebound will directly affect the future grant opportunities for community organizations.

The remainder of this overview narrative will provide details about the significant factors that affected the FY2021-22 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: Hotel/Motel Fund, Road Use Fund, Employee Benefits Levy Fund, Police & Fire Retirement Levy Fund, Local Option Sales Tax Fund, Tax Increment Financing Fund, and the Capital Projects 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.

# FY2021-22 OPERATING BUDGET

## SIGNIFICANT BUDGETARY FACTORS

**Personnel Costs** — The recommended City budget provides for 236 full-time positions, consisting of 121 (51%) public safety positions and 115 (49%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$29,517,755 or 52.9% of the total Operating Budget of \$55,817,507 (not including Special Revenue, Debt Retirement and Contingency).

- 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	Fire	3	Firefighter/EMT
Public Works	PW Admin	1	Administrative Technician
Total proposed		4	

- The full-time staffing level for public safety employees will increase by 3 positions, consisting of Police at 65 (56 sworn Officers and 9 civilians) and Fire/EMS at 56 (55 Fire/EMS personnel and 1 civilian). The 3 positions in Fire are currently staffed through use of part-time personnel, thus not technically new positions, but a transition of part-time to full-time.

The City has three unions, and each agreement extends through June 2021. Negotiations for new contracts will occur in Spring 2021. The current 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 the fall of 2018 to move all non-union positions back to a step-system, similar to the union structure. This allows for more predictable wage increases and resolved many compression issues that had culminated over the years between union rates and promotional positions that become non-union. The new non-union step system 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 FY2021-22 wage adjustment for the City's non-union full-time, permanent part-time employees is budgeted at a 3.0%, which is in line with the above noted existing 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 FY2021-22. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will increase the employer rate from 25.31% of payroll to 26.18%; 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%.

The City contributions to the health insurance reserve fund will be \$5,500,000 for FY2021-22, which is down \$250,000 (4.3%). 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 \$336,280 to buy down the \$5.5 million total contribution amount.

Additionally, the City will again contribute \$695,940 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.

**Technology** – The FY2021-22 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.

**Infrastructure** – The FY2021-22 budget will finance important infrastructure projects, enhancements, and on-going maintenance. In Roadway Maintenance, the annual asphalt and concrete repair programs will continue. 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, playground improvements and continued expansion of pre-fab shelters in existing parks.

**Building Maintenance** – As an internal service fund, the FY2021-22 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. The PM Plan is scheduled to be updated in FY2021-22.

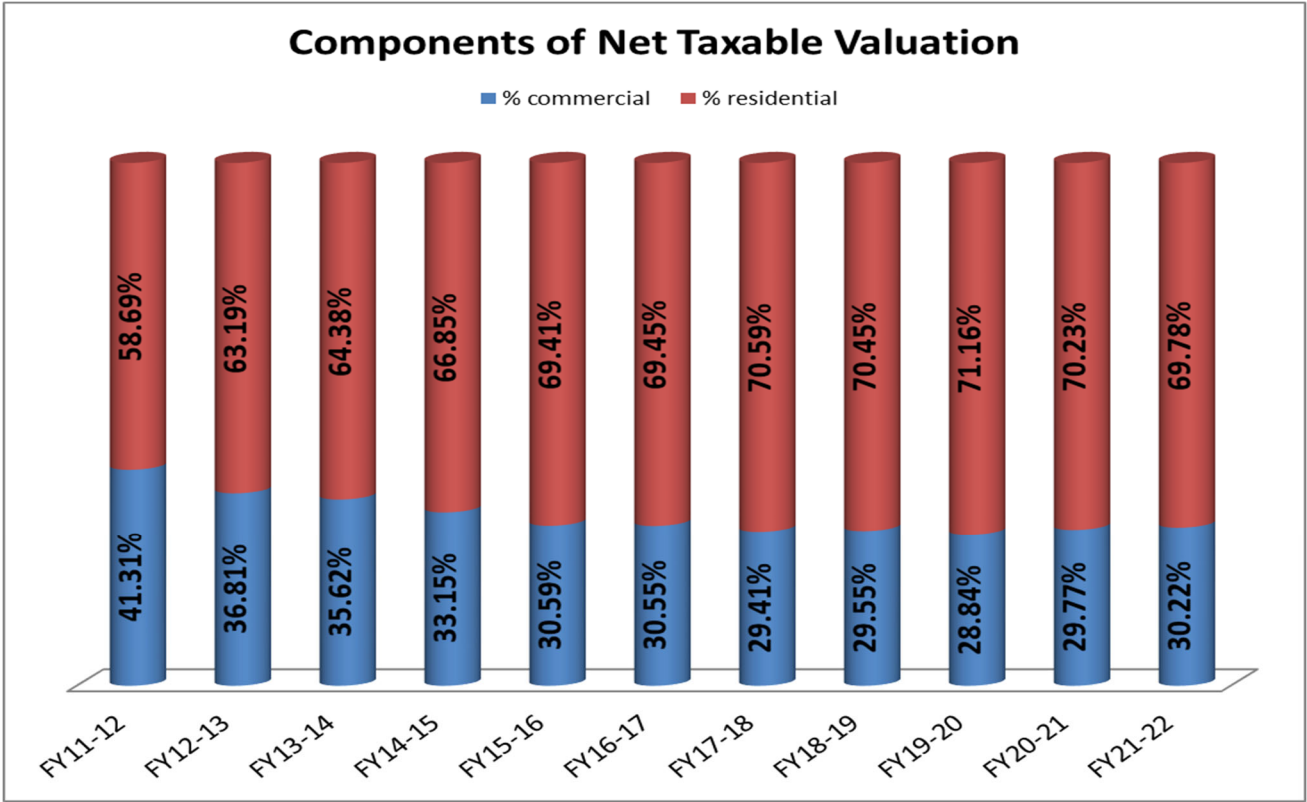
**Fleet Maintenance** – A new internal service fund was introduced with the FY2020-21 budget to coincide with the opening of the new Parks & Public works combined maintenance facility at 9401 Hickman. This new facility will bring together all the City mechanics into a single location, thus enabling the city to move to a more efficient model for maintaining the City's vast fleet of vehicles and equipment. This department is headed by a Fleet Supervisor to oversee the City's three existing mechanics.

## REVENUE

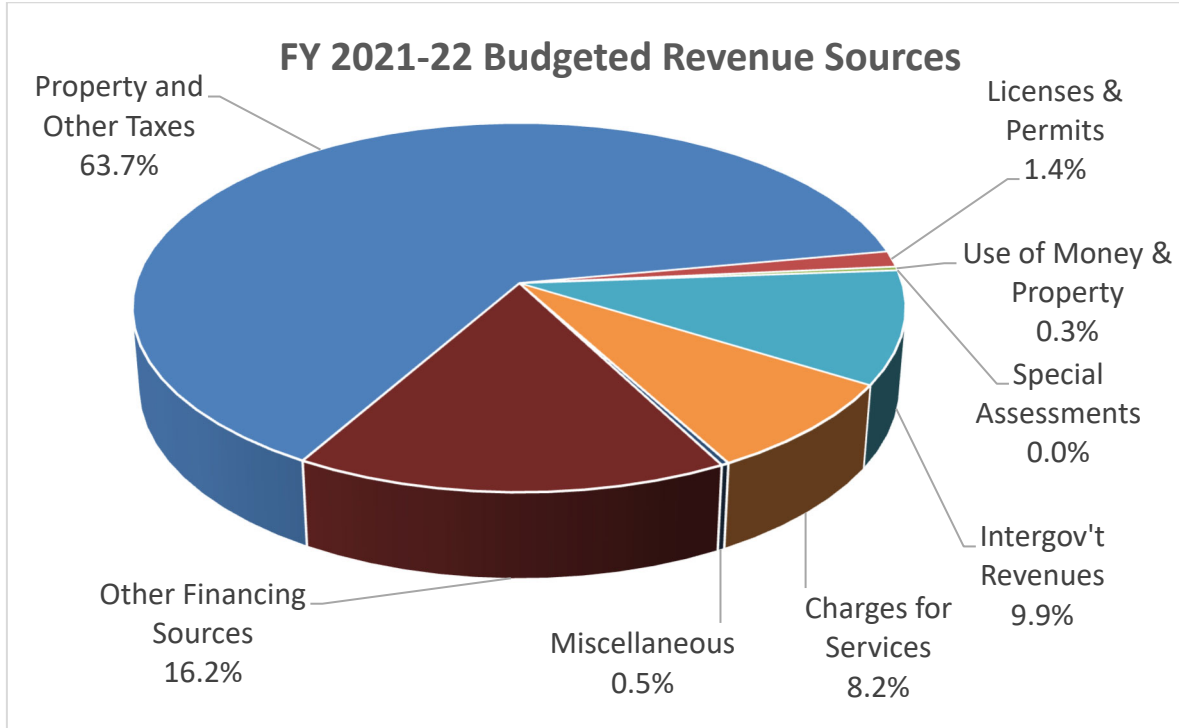
Most of the City's revenue is derived from ad valorem tax on property according to the values set by the Assessor in either Polk County or Dallas County where the real estate is located in Urbandale, and as adjusted by the State rollback. Property tax is the main revenue of the City's General Fund, which provides for daily operations of all departments not funded through another specific revenue source.

The City saw taxable valuation growth overall of 4.61% compared to 6.31% in the prior budget year. While still a positive number, this level of growth largely driven by increasing residential valuations versus commercial. Residential 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 pie chart shows the recommended revenues by funding source for FY2021-22. The percentage amounts equate to the number of cents per \$1 dollar received from the revenue source.



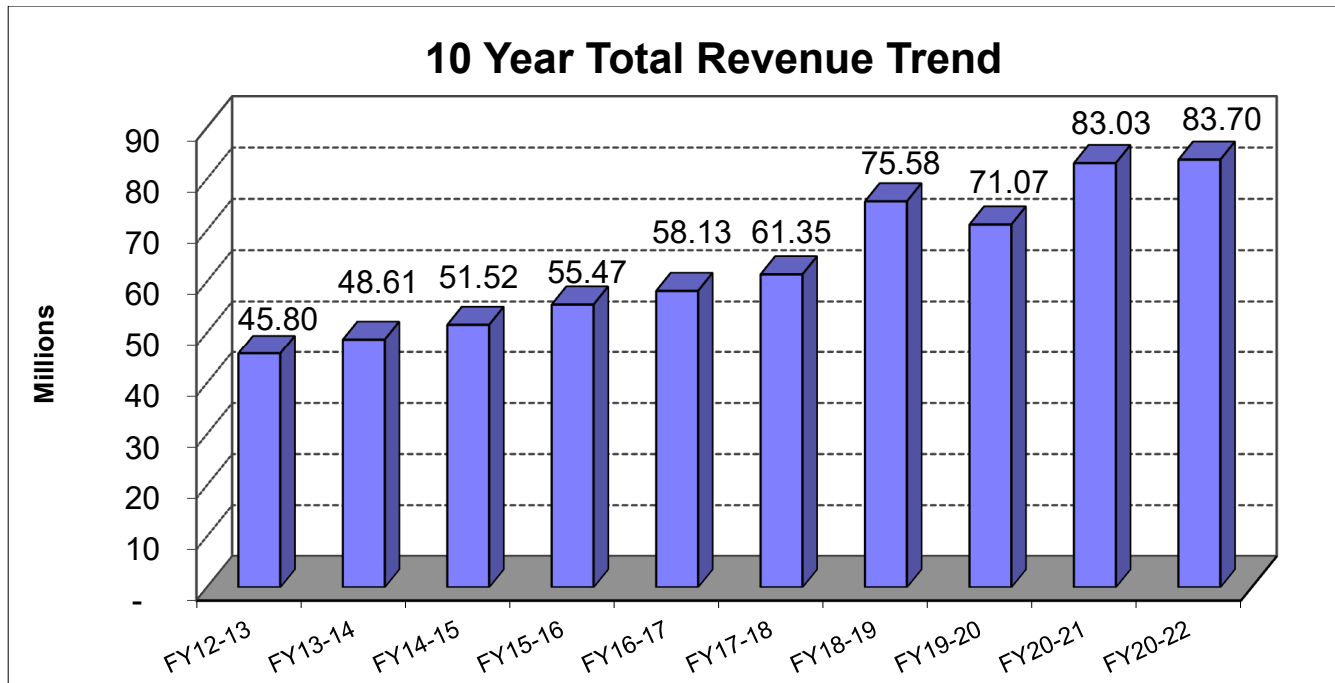
The following table summarizes the City's revenue by funding source:

	<b>FY20-21 Adopted</b>	<b>%</b>	<b>FY20-21 Revised</b>	<b>%</b>	<b>FY21-22 Recomm.</b>	<b>%</b>
Property & Other Taxes	52,457,628	62.8%	52,020,864	62.7%	53,292,120	63.7%
Licenses & Permits	1,142,000	1.4%	1,117,000	1.3%	1,162,000	1.4%
Use of Money & Property	557,250	0.7%	250,000	0.3%	281,000	0.3%
Special Assessments	75,000	0.1%	-	0.0%	-	0.0%
Intergovernmental	7,971,000	9.5%	9,339,514	11.2%	8,283,000	9.9%
Charges for Services	7,090,000	8.5%	6,524,203	7.9%	6,865,473	8.2%
Miscellaneous	436,300	0.5%	340,200	0.4%	239,400	0.3%
Other Financing & Debt Svc	13,824,046	16.5%	13,437,710	16.2%	13,581,088	16.2%
<b>TOTAL</b>	<b>83,553,224</b>	<b>100%</b>	<b>83,029,491</b>	<b>100%</b>	<b>83,704,081</b>	<b>100%</b>
\$ Difference to Adopted			(523,733)		150,857	
% Difference to Adopted			-0.63%		0.18%	

The recommended FY2021-22 budget anticipates total operational (non-capital) revenue of \$83,704,081 compared to the adopted FY2020-21 budget of \$83,553,224, which is an increase of \$150,857 (0.18%).

The primary factor in significant fluctuations in revenue relates to interest rate declines in FY21, hotel motel tax declines, unplanned Federal CARES ACT grant revenue, and lower charges for services revenue due to many facilities being closed and programs being cancelled due to COVID. The remaining revenue lines remain relatively stable for FY22.

The following bar graph shows the revenue trend for the last ten years. As noted below, the operational revenues have increased from \$45,799,559 in FY2012-13 to \$83,704,081 in FY2021-22. During this time, total revenue levels have increased by an average of 6.88% annually.



**General Fund Balance:**

The recommended FY2021-22 operating budget anticipates the use of \$574,466 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 FY2020-21, it is estimated that the General Fund reserves will be \$13,844,547, representing 39.7% of General Fund expenditures. The FY2021-22 budgeted expenditures will result in a reduction to the general fund balance of \$574,466 which will take the reserves down to 35.7% 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:

FY	Property Tax Levy per \$1,000 of Valuation					
	General	Debt Service	Police & Fire Retirement	Employee Benefits Levy	City Property Tax Levy	Ag Land
FY21-22	\$ 8.10	\$ 1.54	\$ 0.37	\$ 0.10	\$ 10.11	\$ 3.00
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

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 generates approximately \$1,780,000 in revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY2021-22 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 FY2021-22 budget, the City is utilizing the 95% 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 FY2021-22 allow the proposed levy rate to decrease by 10 cents on the debt service levy. The remaining 5% is allocated to fund the Community Services Department.

The City's property tax levy for FY2021-22 is \$10.11 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 FY2021-22 budget, an Urbandale house valued at \$100,000 will pay approximately \$575 in gross City property taxes, which is \$16 more than the tax bill for the same home in FY2020-21 of \$560. Under the FY2021-22 residential rollback set by the State, 56.4094% of a residential property's value will be subject to taxation, compared to the prior FY2020-21 residential rollback of 55.0743%. This means that even without any levy decrease by the City, a \$100,000 home will pay \$19 more in FY2021-22 due to the increased rollback rate alone.

Based on the recommended FY2021-22 budget, an Urbandale business valued at \$100,000 will pay approximately \$910 in gross City property taxes. This property tax bill would be \$5 lower than in

FY2020-21. 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 FY21's budgeted figure by \$700,000 to \$1,100,000 due to drastically decreasing revenue trends metro-wide with COVID. The City Council normally allocates a portion of Hotel/Motel tax proceeds to fund eligible community and external organizations, but with the lower revenues, the Council opted to suspend the program for FY2021-22.

#### Licenses and Permits:

Licenses and Permits revenue is anticipated to stay relatively stable with a slight increase of \$20,000 to \$1,162,000. As noted previously, there has been a significant resurgence in residential and commercial construction for the last several 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.

#### Use of Money & Property

This category represents interest income and rental fees from the use of City property. The current interest rate environment has plummeted over the last year, thus the interest income is more than 48% lower than FY2020-21. Additionally, facility rental revenue is budgeted \$81,000 less than FY2020-21 due to anticipated lingering effects of COVID.

#### 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 2020 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. There is no change in budgeted backfill revenue for FY21-22.

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 was fully staffed from day one instead of transitional ramp-up over 3 years. FY2021-22 will be the 3<sup>rd</sup> of 3 years under this grant.

The significant change in this area is related to GEMT fees. The City started participating in the GEMT (Ground Emergency Medical Transportation) program in FY2020-21 to receive supplemental payments to cover the difference between actual cost and Medicaid base payments for EMS services. In prior year, this was included with Ambulance fees (included in the Charges for Services category) but has been reclassified to the intergovernmental category based on guidance from the Department of Management. Thus, the net increase in revenue is only \$50,000 for FY2021-22 for GEMT.

#### Charges for Services:

The main fluctuation in this category relates to the recreation and pool programming revenue. This category of revenue will vary based on the status of pandemic restrictions and status of the programming available through the Recreation departments. 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.

#### Miscellaneous Revenues:

Revenues in this category reflect sources that do not fit into another defined category. The major fluctuation this year is the Court fine revenue, which reflects the declining trend for police ticketing and library fines being waived during the pandemic.

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.

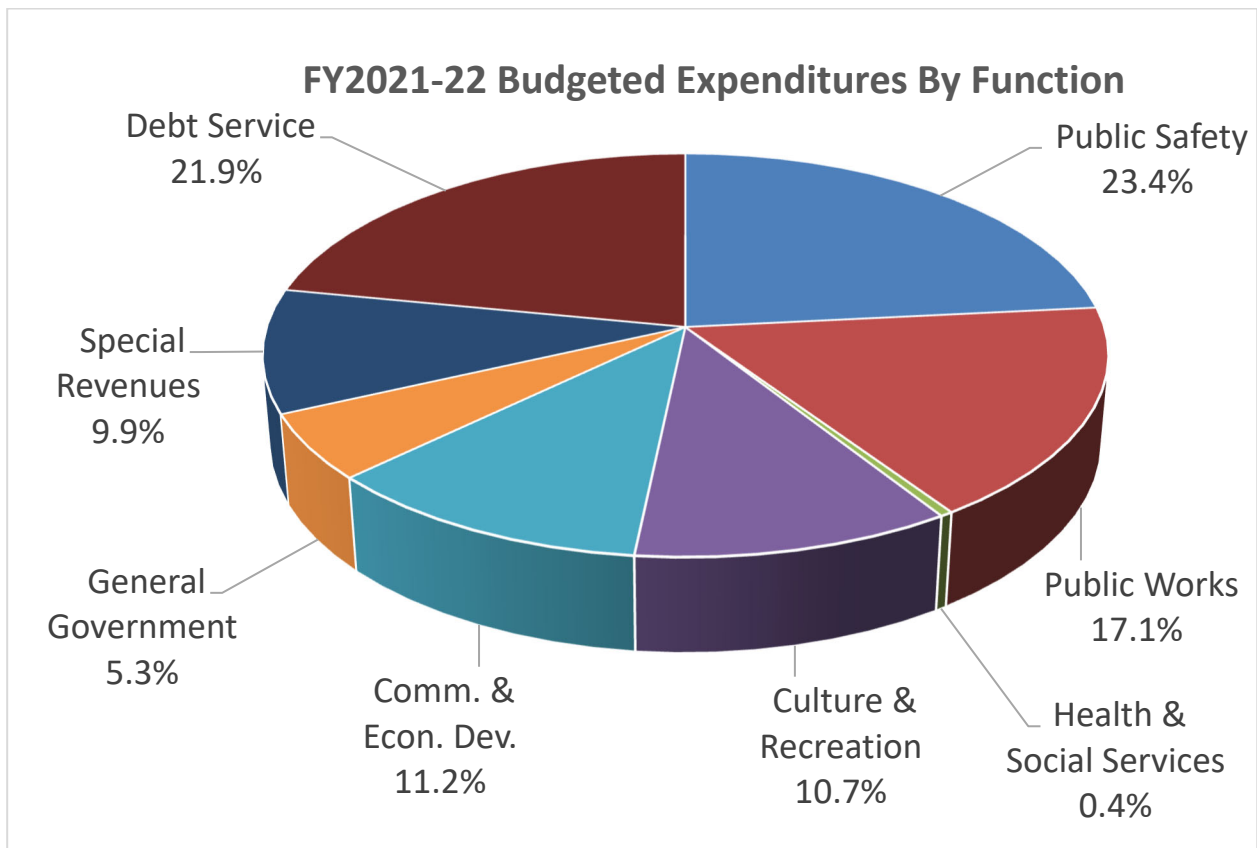
Capital Projects:

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

**EXPENDITURES**

The recommended FY2021-22 budget for operations, debt service and special revenue fund anticipates total expenditures of \$82,235,123, an increase of \$2,247,179 (2.81%) from the adopted FY2020-21 budget of \$79,987,944. The FY20-21 operating expenses are anticipated to be well under budget largely due to the effects of COVID on departmental operations.

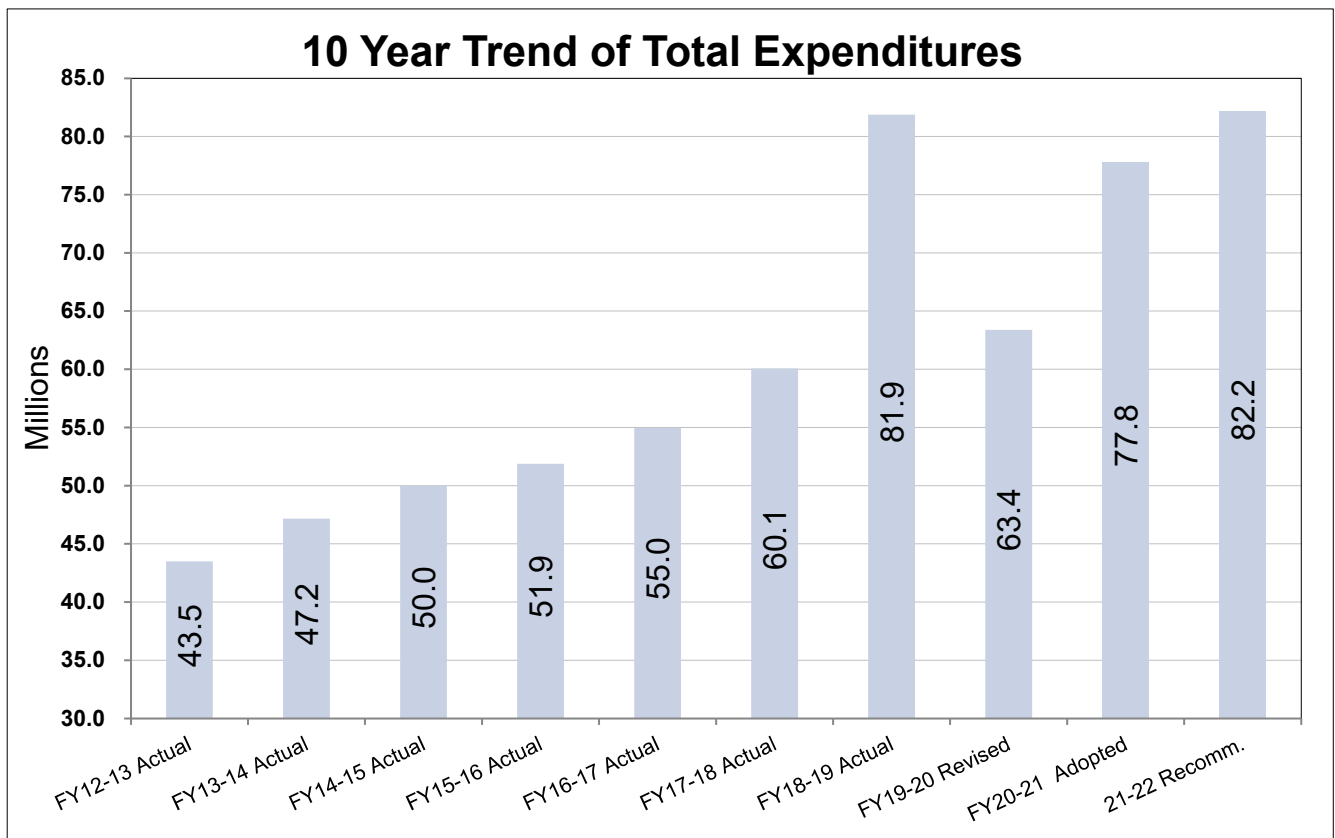
The following pie chart shows the recommended expenditures by Function for FY2021-22. The percentage amounts equate to the number of cents per \$1 dollar expended to provide the services for that Function.



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

	<b>FY20-21 Adopted</b>	<b>%</b>	<b>FY20-21 Revised</b>	<b>%</b>	<b>FY21-22 Recomm.</b>	<b>%</b>
Public Safety	18,183,338	22.7%	17,953,966	23.1%	19,255,021	23.4%
Public Works	13,098,565	16.4%	12,911,700	16.6%	14,059,330	17.1%
Health & Social Services	300,000	0.4%	300,000	0.4%	350,750	0.4%
Culture & Rec.	9,599,626	12.0%	8,300,345	10.7%	8,830,392	10.7%
Community & Econ Dev.	8,301,829	10.4%	7,970,127	10.2%	9,228,919	11.2%
General Gov't	4,315,448	5.4%	3,975,131	5.1%	4,336,676	5.3%
<b>Subtotal Operating Expense</b>	<b>53,798,806</b>	<b>67.3%</b>	<b>51,411,269</b>	<b>66.1%</b>	<b>56,061,088</b>	<b>68.2%</b>
Special revenue funds	7,970,301	10.0%	8,074,301	10.4%	8,151,679	9.9%
Debt Service fund	18,218,837	22.8%	18,341,238	23.6%	18,022,356	21.9%
<b>TOTAL</b>	<b>79,987,944</b>	<b>100%</b>	<b>77,826,808</b>	<b>100%</b>	<b>82,235,123</b>	<b>100%</b>
\$ Difference to Adopted			(2,161,136)		2,247,179	
% Difference to Adopted			-2.70%		2.81%	

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 \$29,517,755 is 52.7% 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 \$11,118,702 is 19.9% 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 \$15,324,631 is 27.4% 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 \$19,255,021 is 34.3% of the departmental operating budget. The Departments in this Function consist of ***Police, Fire/EMS, Emergency Preparedness, and Animal Control***; and includes the separate ***411-Police and Fire Retirement Fund***. Overall, the recommended budget for this Function is an increase of \$1,071,683 (5.9%). Please see each department’s budget narrative, which details its “Significant Budget Impacts”.

**Public Works Function** – This Function at \$14,059,330 is 25.1% 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 an increase of \$960,765 (7.3%). Please see each department’s budget narrative, which details “Significant Budget Impacts”.

**Health and Social Services Function** – This Function at \$350,750 is 0.6% of the recommended operating budget. The Department in this Function is ***Community Services***. Overall, the recommended budget for this Function is an increase of \$50,750 (16.9%). Please see the department’s budget narrative, which details its “Significant Budget Impacts”.

**Culture and Recreation Function** – This Function at \$8,830,392 is 15.8% 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 a decrease of \$769,234 (-8.0%). Please see each department’s budget narrative, which details its “Significant Budget Impacts”.

**Community and Economic Development Function** – This Function at \$9,228,919 is 16.5% 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 \$927,090 (11.2%). Please see each department's budget narrative, which details its "Significant Budget Impacts".

**General Government Function** – This Function at \$4,336,676 is 7.7% of the recommended operating budget. The Departments in this Function consist of **Mayor & City Council, City Manager, Finance & Records, Technology, Human Resources, City Clerk, Legal Services, Marketing, and General Support**. Overall, the recommended budget for this Function is an increase of \$21,228 (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 2021 of \$10,825,000 in GOB for various capital improvement projects in the 2021 construction season. These improvements include all GOB projects identified in the 2021-2026 Capital Improvements Program (CIP). The FY2021-22 debt service levy will reduce by \$0.10 to \$1.54/per \$1,000 of property valuation. It should be noted that the TIF fund supports portions of the City's outstanding debt, however all debt service must be paid from this fund, thus transfers in from TIF fund are reflected in this budget. The budget also anticipates retirement of \$6.15 million in outstanding bonds in June 2022. Total debt retirement costs paid out of this fund are \$18,022,356.

**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 tax receipts received through the employee benefits levy of \$0.10. These funds are used to buy down employee insurance costs for all City departments and allocated to the Risk Management Fund to pay insurance costs.

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

**Capital Projects Fund** – This reflects all the projects identified in the 2021-2026 Capital Improvements Program (CIP) as well as projects that are in progress and roll over from the 2020 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 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
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**REVENUE SUMMARY**

**TAXES**

**GENERAL PROPERTY TAXES**

110 General tax levy	\$ 22,567,861	\$ 24,615,349	\$ 24,390,837	\$ 25,542,692	\$ 927,343	\$ 26,564,400
111 Ag land taxes	10,089	10,251	10,251	10,453	202	10,453
124 Business property tax credit	217,857	-	224,512	-	-	-
112 Homestead	489,439	490,000	508,524	512,000	22,000	532,480
<b>Subtotal: General Fund</b>	<b>23,285,246</b>	<b>25,115,600</b>	<b>25,134,124</b>	<b>26,065,145</b>	<b>949,545</b>	<b>27,107,333</b>
113 Taxes - TIF	9,055,538	9,703,613	9,618,061	9,459,331	(244,282)	9,000,000
<b>Subtotal: TIF Fund</b>	<b>9,055,538</b>	<b>9,703,613</b>	<b>9,618,061</b>	<b>9,459,331</b>	<b>(244,282)</b>	<b>9,000,000</b>
112 Homestead	120,945	120,000	102,952	100,000	(20,000)	120,000
110 Debt service levy	6,148,404	5,482,544	5,425,458	5,333,021	(149,523)	5,546,342
124 Business property tax credit	72,759	-	57,086	-	-	-
<b>Subtotal: Debt Service Fund</b>	<b>6,342,108</b>	<b>5,602,544</b>	<b>5,585,496</b>	<b>5,433,021</b>	<b>(169,523)</b>	<b>5,666,342</b>
112 Homestead	18,301	20,000	18,450	20,000	-	20,000
124 Business property tax credit	8,607	-	8,870	-	-	-
341 Taxes - Police & Fire Retirement levy	894,367	971,816	962,946	1,170,153	198,337	1,434,748
<b>Subtotal: Police &amp; Fire Ret. Fund</b>	<b>921,275</b>	<b>991,816</b>	<b>990,266</b>	<b>1,190,153</b>	<b>198,337</b>	<b>1,454,748</b>
112 Homestead	5,726	6,000	5,774	6,000	-	6,000
124 Business property tax credit	2,690	-	2,772	-	-	-
341 Taxes - Employee Benefit Levy	279,567	303,943	301,171	315,663	11,720	328,290
<b>Subtotal: Employee Benefits Fund</b>	<b>287,983</b>	<b>309,943</b>	<b>309,717</b>	<b>321,663</b>	<b>11,720</b>	<b>334,290</b>
<b>Total: General Property Taxes</b>	<b>\$ 39,892,150</b>	<b>\$ 41,723,516</b>	<b>\$ 41,637,664</b>	<b>\$ 42,469,313</b>	<b>\$ 745,797</b>	<b>\$ 43,562,712</b>

**OTHER CITY TAXES**

337 Utility excise tax	\$ 889,617	\$ 932,035	\$ 953,116	\$ 1,183,999	\$ 251,964	\$ 1,231,359
222 Cable TV franchise	262,906	265,000	262,688	265,000	-	265,000
<b>Subtotal: General Fund</b>	<b>1,152,523</b>	<b>1,197,035</b>	<b>1,215,804</b>	<b>1,448,999</b>	<b>251,964</b>	<b>1,496,359</b>
338 Hotel/Motel tax - Hotel Motel Fund	1,607,029	1,800,000	1,100,000	1,200,000	(600,000)	1,300,000
337 Utility excise tax - Debt Service Fund	219,659	188,726	192,976	225,107	36,381	234,111
337 Utility excise tax - Police & Fire Ret. Fund	35,145	36,834	37,654	54,084	17,250	56,247
337 Utility excise tax - Employee Benefits Fund	10,983	11,517	11,766	14,617	3,100	15,202
<b>Subtotal: Special Revenue Funds</b>	<b>1,872,816</b>	<b>2,037,077</b>	<b>1,342,396</b>	<b>1,493,808</b>	<b>(543,269)</b>	<b>1,605,560</b>
LOSST - Dallas County	\$ 1,586,216	\$ 1,500,000	\$ 1,776,000	\$ 1,780,000	\$ 280,000	\$ 1,800,000
LOSST - Polk County	2,376,368	6,000,000	6,049,000	6,100,000	100,000	6,200,000
<b>Subtotal: LOSST Funds</b>	<b>3,962,584</b>	<b>7,500,000</b>	<b>7,825,000</b>	<b>7,880,000</b>	<b>380,000</b>	<b>8,000,000</b>
<b>Total: Other City Taxes</b>	<b>\$ 6,987,923</b>	<b>\$ 10,734,112</b>	<b>\$ 10,383,200</b>	<b>\$ 10,822,807</b>	<b>\$ 88,695</b>	<b>\$ 11,101,919</b>
<b>TOTAL TAXES</b>	<b>\$ 46,880,073</b>	<b>\$ 52,457,628</b>	<b>\$ 52,020,864</b>	<b>\$ 53,292,120</b>	<b>\$ 834,492</b>	<b>\$ 54,664,631</b>

**LICENSES AND PERMITS**

224 Liquor permits	\$ 39,928	\$ 44,000	\$ 44,000	\$ 44,000	\$ -	\$ 44,000
225 Cigarette permits	2,950	2,500	2,500	2,500	-	2,500
226 Utility permits	9,065	7,500	7,500	7,500	-	7,500
231 Peddler's licenses	2,500	10,000	5,000	5,000	(5,000)	10,000
232 Miscellaneous licenses	470	500	500	500	-	500
234 Pet licenses	55,441	63,000	63,000	63,000	-	63,000
249 COSESCO inspection fees	29,620	35,000	40,000	35,000	-	35,000
250 Electrician licenses/permits	52,190	50,000	50,000	50,000	-	50,000
253 Plumbing licenses/permits	40,720	50,000	45,000	50,000	-	50,000
254 Mechanical licenses/permits	43,320	50,000	50,000	50,000	-	50,000
255 Building permits only	546,680	600,000	600,000	625,000	25,000	625,000
256 Sidewalk permits	2,160	2,500	2,500	2,500	-	2,500
257 Driveway approach	2,530	2,500	2,500	2,500	-	2,500
259 Sign permits	21,430	20,000	20,000	20,000	-	20,000
260 Construction inspections	95,939	115,000	105,000	115,000	-	115,000
261 Plat and site plan reviews	11,575	12,500	12,500	12,500	-	12,500
262 Housing inspections	38,360	50,000	40,000	50,000	-	50,000
263 Board of Adjustment fees	1,925	2,000	2,000	2,000	-	2,000
264 Change of zoning	28,364	25,000	25,000	25,000	-	25,000
<b>TOTAL LICENSES AND PERMITS - General Fund</b>	<b>\$ 1,025,167</b>	<b>\$ 1,142,000</b>	<b>\$ 1,117,000</b>	<b>\$ 1,162,000</b>	<b>\$ 20,000</b>	<b>\$ 1,167,000</b>

**USE OF MONEY & PROPERTY**

524 Interest	\$ 167,041	\$ 225,000	\$ 80,000	\$ 80,000	\$ (145,000)	\$ 85,000
402 Open air shelter rentals	3,570	10,000	3,000	6,000	(4,000)	7,000
403 WJ fields/complex rental	68,818	82,500	20,000	20,000	(62,500)	75,000
410 Giovannetti shelter rental	28,615	46,000	20,000	40,000	(6,000)	42,000
412 Lions rental	15,775	27,000	11,000	22,000	(5,000)	24,000
426 Senior Center rental	17,560	20,000	10,000	17,000	(3,000)	20,000
432 Library room rentals	900	1,750	500	1,000	(750)	1,750
<b>Subtotal: General Fund</b>	<b>302,279</b>	<b>412,250</b>	<b>144,500</b>	<b>186,000</b>	<b>(226,250)</b>	<b>254,750</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
524 Interest - Debt Service Fund	59,297	40,000	10,000	10,000	(30,000)	10,000
524 Interest - TIF Fund	113,064	25,000	40,000	30,000	5,000	30,000
524 Interest - Employee Benefits Fund	721	-	500	-	-	-
524 Interest - Police and Fire Retirement Fund	4,198	-	5,000	-	-	-
524 Interest - LOSST Fund	29,159	20,000	20,000	20,000	-	20,000
524 Interest - All other special revenues	21,902	10,000	5,000	5,000	(5,000)	10,000
524 Interest - Storm Water Utility Fund	78,093	50,000	25,000	30,000	(20,000)	30,000
<b>Subtotal: All funds other than General</b>	<b>306,434</b>	<b>145,000</b>	<b>105,500</b>	<b>95,000</b>	<b>(50,000)</b>	<b>100,000</b>
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>\$ 608,713</b>	<b>\$ 557,250</b>	<b>\$ 250,000</b>	<b>\$ 281,000</b>	<b>\$ (276,250)</b>	<b>\$ 354,750</b>

**SPECIAL ASSESSMENTS**

117 Special Assessments - Debt Service Fund	\$ 241,388	\$ 75,000	\$ -	\$ -	\$ (75,000)	\$ -
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>\$ 241,388</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (75,000)</b>	<b>\$ -</b>

**INTERGOVERNMENTAL**

130 State backfill - General levy	\$ 778,440	\$ 775,000	\$ 788,176	\$ 775,000	\$ -	\$ 775,000
329 Misc. grants	3,020	-	1,000	-	-	-
335 Federal grants	526,382	250,000	1,675,000	350,000	100,000	70,000
336 State grants	-	-	-	-	-	-
350 Clive Fire contribution	483,779	755,000	628,000	745,000	(10,000)	832,000
355 GEMT Reimbursement	185,995	-	225,000	250,000	250,000	275,000
520 Liaison Officer	95,670	99,000	99,000	99,000	-	102,000
522 Crossing guards	47,629	70,000	74,000	74,000	4,000	76,000
422 Library contracts	71,172	9,000	9,000	9,000	-	9,000
<b>Subtotal: General Fund</b>	<b>2,192,087</b>	<b>1,958,000</b>	<b>3,499,176</b>	<b>2,302,000</b>	<b>344,000</b>	<b>2,139,000</b>
330 Road Use tax - Road Use Fund	5,456,326	5,700,000	5,500,000	5,700,000	-	5,800,000
130 State backfill - Debt Service Fund	192,153	192,000	159,470	160,000	(32,000)	160,000
130 State backfill - Employee Benefits Fund	9,622	10,000	9,730	10,000	-	10,000
130 State backfill - Police & Fire Retirement Fund	30,714	31,000	31,138	31,000	-	31,000
425 Library grant - Enrich IA - Library Special Re	84,038	80,000	80,000	80,000	-	80,000
746 Intergovernmental - all other funds	15,615	-	60,000	-	-	-
<b>Subtotal: All funds other than General</b>	<b>5,788,468</b>	<b>6,013,000</b>	<b>5,840,338</b>	<b>5,981,000</b>	<b>(32,000)</b>	<b>6,081,000</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 7,980,555</b>	<b>\$ 7,971,000</b>	<b>\$ 9,339,514</b>	<b>\$ 8,283,000</b>	<b>\$ 312,000</b>	<b>\$ 8,220,000</b>

**CHARGES FOR SERVICES**

235 Kennel fees	\$ 9	\$ 100	\$ 100	\$ 100	\$ -	\$ 100
406 Health facility fees	740	600	600	600	-	600
407 Pool program fees	97,415	190,000	-	90,000	(100,000)	150,000
408 Ambulance fees	781,905	1,000,000	800,000	800,000	(200,000)	800,000
409 Cemetery maintenance	400	-	-	-	-	-
414 Swimming pool admissions	89,921	130,000	-	60,000	(70,000)	80,000
416 Turf maintenance	8,625	10,000	5,400	5,400	(4,600)	7,000
418 Recreation program fees	106,930	195,000	35,000	95,000	(100,000)	95,000
419 Miscellaneous parks fees (WJ concession)	4,901	8,000	-	4,000	(4,000)	4,000
424 Misc. library receipts/photocopies	15,113	19,000	4,000	10,000	(9,000)	10,000
428 Senior Center congregate meal receipts	38	-	-	-	-	-
429 Senior Center off-site program fees	2,503	5,500	-	2,500	(3,000)	2,500
430 Senior Center on-site program fees	20,435	26,500	5,000	15,000	(11,500)	20,000
431 Library material sales	5,157	6,500	2,000	6,500	-	6,500
511 Yard waste fees	428,903	361,000	388,700	380,200	19,200	380,200
513 Bulk item pickup	25,827	27,000	35,000	35,000	8,000	35,000
514 Urb. Sanitary Sewer District	377,208	505,000	488,025	495,048	(9,952)	500,000
515 Solid waste containers	18,005	7,000	16,000	16,000	9,000	16,000
516 Urb. W.H. Sanitary District	81,294	96,800	103,578	173,525	76,725	100,000
517 Solid waste fee	2,240,839	2,262,000	2,265,800	2,296,600	34,600	2,300,000
<b>Subtotal: General Fund</b>	<b>4,306,168</b>	<b>4,850,000</b>	<b>4,149,203</b>	<b>4,485,473</b>	<b>(364,527)</b>	<b>4,506,900</b>
519 Storm Water user fees	2,326,402	2,240,000	2,350,000	2,380,000	140,000	2,400,000
728 Special Revenue Funds charges for service	32,248	-	25,000	-	-	-
<b>Subtotal: All funds other than General</b>	<b>2,358,650</b>	<b>2,240,000</b>	<b>2,375,000</b>	<b>2,380,000</b>	<b>140,000</b>	<b>2,400,000</b>
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 6,664,818</b>	<b>\$ 7,090,000</b>	<b>\$ 6,524,203</b>	<b>\$ 6,865,473</b>	<b>\$ (224,527)</b>	<b>\$ 6,906,900</b>

**MISCELLANEOUS REVENUES**

265 Sale of maps and copies	16,100	20,000	10,000	15,000	(5,000)	15,000
420 Library fines	53,853	75,000	10,000	35,000	(40,000)	55,000
427 Library collection fees	425	750	750	750	-	750
510 Sale of assets	6,980	10,000	165,000	10,000	-	10,000
512 Court fines	133,560	175,000	50,000	75,000	(100,000)	75,000
518 Vehicle impound fees	2,920	7,600	3,000	3,000	(4,600)	3,000
756 ED Partner grants	1,940	-	-	-	-	-
526 Miscellaneous receipts	75,781	10,000	25,000	5,000	(5,000)	5,000
<b>Subtotal: General Fund</b>	<b>291,559</b>	<b>298,350</b>	<b>263,750</b>	<b>143,750</b>	<b>(154,600)</b>	<b>163,750</b>

	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
715 Revolving loan fund repayments	\$ 64,500	\$ 34,500	\$ 4,500	\$ 4,500	\$ (30,000)	\$ 4,500
718 Donations - Duniap/Parks/other	76,180	26,450	26,450	26,150	(300)	27,000
724 Donations - Fire	14,002	-	5,000	5,000	5,000	5,000
739 Donations - Police	27,721	-	18,000	5,000	5,000	5,000
423 Donations - Library	17,134	5,000	7,500	5,000	-	5,000
718 Donations - MAC camp	60,000	50,000	1,000	50,000	-	50,000
718 Donations - Miracle League	282,287	22,000	14,000	-	(22,000)	-
<b>Subtotal: Special revenue funds</b>	<b>541,824</b>	<b>137,950</b>	<b>76,450</b>	<b>95,650</b>	<b>(42,300)</b>	<b>96,500</b>
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 833,383</b>	<b>\$ 436,300</b>	<b>\$ 340,200</b>	<b>\$ 239,400</b>	<b>\$ (196,900)</b>	<b>\$ 260,250</b>

**OTHER FINANCING SOURCES**

109 Intergovernmental transfers- other	\$ 13,500	\$ -	\$ -	\$ -	\$ -	\$ -
109 Intergovernmental transfer - LOSST	-	300,000	300,000	305,000	5,000	310,000
109 Intergovernmental transfers-Hotel Motel	573,939	692,857	442,857	478,571	(214,286)	514,286
<b>Subtotal: General Fund</b>	<b>587,439</b>	<b>992,857</b>	<b>742,857</b>	<b>783,571</b>	<b>(209,286)</b>	<b>824,286</b>
109 Intergovernmental transfers -TIF	4,015,317	5,364,825	5,362,002	5,667,988	303,163	6,195,938
109 Intergovernmental transfers-General Fund	-	168,513	-	-	(168,513)	-
109 Intergovernmental transfers - LOSST Polk Cc	1,336,434	6,420,000	6,420,000	6,150,000	(270,000)	5,700,000
109 Intergovernmental transfers - LOSST Dallas	500,000	500,000	500,000	500,000	-	500,000
<b>Subtotal: Debt Service Fund</b>	<b>5,851,751</b>	<b>12,453,338</b>	<b>12,282,002</b>	<b>12,317,988</b>	<b>(135,350)</b>	<b>12,395,938</b>
109 Transfers In - Employee Benefits Fund	139,880	372,851	372,851	439,529	66,678	440,000
109 Transfers In - all other funds	252,052	5,000	40,000	40,000	35,000	5,000
<b>Subtotal: All other funds</b>	<b>391,932</b>	<b>377,851</b>	<b>412,851</b>	<b>479,529</b>	<b>101,678</b>	<b>445,000</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 6,831,122</b>	<b>\$ 13,824,046</b>	<b>\$ 13,437,710</b>	<b>\$ 13,581,088</b>	<b>\$ (242,958)</b>	<b>\$ 13,665,224</b>
<b>TOTAL OPERATIONAL REVENUES (non-capital)</b>	<b>\$ 71,065,219</b>	<b>\$ 83,553,224</b>	<b>\$ 83,029,491</b>	<b>\$ 83,704,081</b>	<b>\$ 150,857</b>	<b>\$ 85,238,755</b>

**Capital Projects Fund Activity:**

524 Interest - Capital Projects Fund	748,393	750,000	150,000	100,000	(650,000)	100,000
117 Special Assessments - Capital Projects Fund	1,229,070	1,495,000	670,000	651,000	(844,000)	1,737,500
006 Intergovernmental revenue - Capital Projects	370,651	294,000	100,000	1,097,000	803,000	5,200,000
005 Miscellaneous revenues - Capital Projects Fu	373,095	676,000	215,000	500,000	(176,000)	35,000
109 Transfers In - Capital Projects Fund	3,804,700	2,946,800	3,246,800	4,235,500	1,288,700	3,786,000
001 Bond proceeds	17,113,262	21,268,100	11,298,300	12,528,000	(8,740,100)	21,714,400
<b>TOTAL NON-OPERATIONAL REVENUE (capital)</b>	<b>\$ 23,639,171</b>	<b>\$ 27,429,900</b>	<b>\$ 15,680,100</b>	<b>\$ 19,111,500</b>	<b>\$ (8,318,400)</b>	<b>\$ 32,572,900</b>
<b>Grand total City revenue</b>	<b>\$ 94,704,390</b>	<b>\$ 110,983,124</b>	<b>\$ 98,709,591</b>	<b>\$ 102,815,581</b>	<b>\$ (8,167,543)</b>	<b>\$ 117,811,655</b>

**REVENUE ACTIVITIES TOTAL BY FUND**

General Fund	\$ 33,142,468	\$ 35,966,092	\$ 36,266,414	\$ 36,576,938	\$ 610,846	\$ 37,659,377
(1) Hotel Motel Fund	1,607,029	1,800,000	1,100,000	1,200,000	(600,000)	1,300,000
(1) Road Use Fund	5,456,326	5,700,000	5,500,000	5,700,000	-	5,800,000
(2) Employee Benefits Fund	449,189	704,311	704,564	785,809	81,498	799,491
(5) Police & Fire Retirement Fund	991,332	1,059,650	1,064,058	1,275,237	215,587	1,541,995
(3) TIF Fund	9,168,602	9,728,613	9,658,061	9,489,331	(239,282)	9,030,000
(8) LOSST Funds	3,991,743	7,520,000	7,845,000	7,900,000	380,000	8,020,000
(2) Debt Service Fund	12,906,356	18,551,608	18,229,944	18,146,116	(405,492)	18,466,391
(1) Capital Projects Fund	23,639,171	27,429,900	15,680,100	19,111,500	(8,318,400)	32,572,900
(6) All other budgeted Special Revenue Funds	947,679	232,950	286,450	220,650	(12,300)	191,500
(4) Storm Water Utility Fund	2,404,495	2,290,000	2,375,000	2,410,000	120,000	2,430,000
(7) Component Unit - Water Utility	20,543,919	21,552,208	21,497,208	23,171,177	1,618,969	23,764,711
<b>Total State Certified Revenues</b>	<b>\$ 115,248,309</b>	<b>\$ 132,535,332</b>	<b>\$ 120,206,799</b>	<b>\$ 125,986,758</b>	<b>\$ (6,548,574)</b>	<b>\$ 141,576,366</b>

**FUND BALANCE ACTIVITY FOR FISCAL YEAR**

General	\$ 12,463,800	\$ 183,503	\$ (1,380,747)	\$ 574,466	\$ 390,963	\$ 129,009
Hotel Motel	132,834	(38,571)	2,022	(35,715)	2,856	(42,856)
Road Use	2,864,609	773,316	816,371	664,802	(108,514)	926,417
Employee Benefits Fund	6,939	(10,311)	(10,564)	(809)	9,502	(14,491)
Police & Fire Retirement Fund	7,853	(9,650)	(14,058)	(10,078)	(428)	(7,475)
LOSST Funds	2,647,511	72,851	47,851	(130,471)	(203,322)	(700,000)
TIF	8,144,111	(3,588,788)	(3,814,023)	(2,421,343)	1,167,445	(1,634,062)
Debt Service	220,009	(332,771)	111,294	(123,760)	209,011	141,603
Capital Projects	42,959,770	570,100	16,520,454	3,488,500	2,918,400	(2,900)
Storm Water Utility Fund	4,949,330	(759,359)	(851,829)	(142,549)	616,810	(917,908)
All other budgeted Special Revenue Funds	-	144,500	-	-	(144,500)	-
<b>Fund Balance totals-use(addition) per year</b>	<b>\$ 74,396,766</b>	<b>\$ (2,995,180)</b>	<b>\$ 11,426,771</b>	<b>\$ 1,863,043</b>	<b>\$ 4,858,223</b>	<b>\$ (2,122,663)</b>

\* Actual Fund Balance at end of FY

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

- (1) Separate detail of this fund's activity is located in the Budget Summaries section of this document.
- (2) Separate detail of this fund's activity is located in the 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 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>BUDGET SUMMARY</b>						
<b>PERSONAL SERVICES</b>						
01 Salaries	\$ 15,824,019	\$ 16,806,069	\$ 16,349,946	\$ 17,610,596	\$ 804,527	\$ 18,290,418
02 Overtime	682,945	663,400	1,181,594	773,530	110,130	758,000
03 Part-time	1,244,632	1,411,474	1,022,300	1,051,886	(359,588)	1,070,700
04 Witness fees	(32)	500	500	500	-	500
06 FICA	833,262	892,735	834,767	898,799	6,064	922,112
07 Retirement - IPERS	889,970	921,301	853,052	934,900	13,599	954,664
08 Pension - MFPRSI	1,798,579	2,047,893	2,000,363	2,255,397	207,504	2,383,140
09 Group insurance	5,459,538	5,626,685	5,626,685	5,366,916	(259,769)	5,328,892
11 Allowance	114,390	118,137	118,137	117,476	(661)	118,792
12 Unemployment	11,035	-	1,250	-	-	-
13 Deferred comp plan City match	141,440	208,197	170,274	217,554	9,357	226,931
<b>Sub-Total</b>	<b>\$ 26,999,778</b>	<b>\$ 28,696,391</b>	<b>\$ 28,158,868</b>	<b>\$ 29,227,554</b>	<b>\$ 531,163</b>	<b>\$ 30,054,149</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21 Advertising	\$ 87,501	\$ 105,550	\$ 99,571	\$ 97,220	\$ (8,330)	\$ 97,220
22 Recruitment	24,661	31,635	35,554	27,875	(3,760)	27,875
23 Professional services	875,526	1,444,871	1,215,490	1,942,204	497,333	2,078,578
24 Contributions to other agencies	3,425,551	3,707,629	3,399,996	3,559,561	(148,068)	3,706,765
27 Data processing	600,691	743,231	746,108	870,555	127,324	906,655
28 Dues and memberships	71,901	81,568	78,673	74,850	(6,718)	74,950
29 Insurance	570,000	564,000	564,000	695,940	131,940	660,321
32 Uniforms and laundry	131,335	117,994	117,384	122,360	4,366	122,390
35 Printing and copying	78,344	165,140	132,410	148,710	(16,430)	148,710
40 Building and grounds maint.	26,735	36,000	25,000	36,000	-	36,000
41 Vehicle and equipment maint.	211,678	39,460	67,680	37,350	(2,110)	37,350
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	106,319	260,365	148,320	260,480	115	260,845
48 Utility service	931,795	1,130,620	1,031,380	1,048,645	(81,975)	1,054,995
49 Petty cash	210	1,000	300	700	(300)	700
51 Maintenance supplies	506,234	787,225	656,720	757,713	(29,512)	769,850
54 Minor equipment	24,383	30,850	27,416	26,650	(4,200)	32,650
55 DARE expenditures	5,770	7,700	7,700	7,700	-	7,700
56 Vehicle maintenance supplies	169,400	868,400	868,343	867,900	(500)	867,900
57 Vehicle operation supplies	260,183	375,620	263,318	253,960	(121,660)	305,250
58 Office supplies	36,377	51,600	41,636	45,100	(6,500)	45,100
59 Operating supplies	325,104	623,845	331,612	475,050	(148,795)	475,050
60 Safety and medical supplies	35,421	54,035	46,438	53,880	(155)	53,880
61 Refunds	-	-	40,000	-	-	-
<b>Sub-total</b>	<b>\$ 8,505,119</b>	<b>\$ 11,228,338</b>	<b>\$ 9,945,049</b>	<b>\$ 11,410,403</b>	<b>\$ 182,065</b>	<b>\$ 11,770,734</b>
<b>CAPITAL OUTLAY</b>						
71 Equipment	\$ 95,790	\$ 200,615	\$ 221,343	\$ 185,375	\$ (15,240)	\$ 168,975
72 Furniture and fixtures	42,658	88,450	95,950	73,200	(15,250)	73,700
73 Equipment replacement fund	742,029	1,301,960	1,301,960	1,383,008	81,048	1,374,961
74 Office equipment	2,997	107,485	106,916	-	(107,485)	-
75 Operating equipment	149,376	218,625	168,800	41,520	(177,105)	41,520
76 Property improvements	386,708	545,000	715,576	605,000	60,000	580,000
77 Economic development - TIF	492,154	775,000	482,036	1,400,000	625,000	1,200,000
79 Books, films and recordings	170,523	193,390	193,390	194,920	1,530	194,920
80 Natural disaster cleanup	35,716	18,000	82,165	22,000	4,000	22,000
81 Building maintenance fund	924,345	1,147,557	1,147,557	1,376,049	228,492	1,287,314
97 Transfers out	8,412,456	9,177,995	8,791,659	10,042,059	864,064	10,121,224
<b>Sub-total</b>	<b>\$ 11,454,752</b>	<b>\$ 13,774,077</b>	<b>\$ 13,307,352</b>	<b>\$ 15,323,131</b>	<b>\$ 1,549,054</b>	<b>\$ 15,064,614</b>
<b>OPERATING BUDGET SUB-TOTAL</b>						
	<b>\$ 46,959,649</b>	<b>\$ 53,698,806</b>	<b>\$ 51,411,269</b>	<b>\$ 55,961,088</b>	<b>\$ 2,262,282</b>	<b>\$ 56,889,497</b>
99 Special Revenue fund items	\$ 682,307	\$ 377,450	\$ 181,450	\$ 377,150	\$ (300)	\$ 377,150
91 Debt retirement	13,663,671	18,218,837	18,341,238	18,022,356	(196,481)	18,232,244
95 Contingency	100,000	100,000	-	100,000	-	100,000
<b>BUDGET SUMMARY</b>	<b>\$ 61,405,627</b>	<b>\$ 72,395,093</b>	<b>\$ 69,933,957</b>	<b>\$ 74,460,594</b>	<b>\$ 2,065,501</b>	<b>\$ 75,598,891</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 Proposed	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
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## HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 170,906	\$ 136,334	\$ 132,835	\$ 130,813	\$ (5,521)	\$ 166,528
Revenue	1,607,029	1,800,000	1,100,000	1,200,000	(600,000)	1,300,000
<b>Total</b>	<b>\$ 1,777,935</b>	<b>\$ 1,936,334</b>	<b>\$ 1,232,835</b>	<b>\$ 1,330,813</b>	<b>\$ (605,521)</b>	<b>\$ 1,466,528</b>

## CULTURAL AND CONVENTION

Bravo!	\$ 427,151	\$ 482,286	\$ 282,286	\$ 310,857	\$ (171,429)	\$ 339,429
Convention Bureau	459,151	514,286	314,286	342,857	(171,429)	371,429
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
J-Hawk Soccer Club	20,000	7,500	3,093	-	(7,500)	-
Polk County Master Gardeners	6,747	-	-	-	-	-
Urbandale Community Schools	3,500	2,000	2,000	-	(2,000)	-
Urbandale Girls Recreation Association	20,000	11,000	11,000	-	(11,000)	-
Urbandale Historical Association	-	3,500	3,500	-	(3,500)	-
Urbandale Little League	17,612	11,000	11,000	-	(11,000)	-
Urbandale 4th of July Committee	5,000	5,000	-	-	(5,000)	-
<b>Sub-Total</b>	<b>\$ 991,161</b>	<b>\$ 1,068,572</b>	<b>\$ 659,165</b>	<b>\$ 685,714</b>	<b>\$ (382,858)</b>	<b>\$ 742,858</b>
Capital:UGRA/Soccer parking lot projec	80,000	-	-	-	-	-
General: USA loan default repayment	-	50,000	50,000	50,000	-	50,000
<b>Total Earmarked</b>	<b>1,071,161</b>	<b>1,118,572</b>	<b>709,165</b>	<b>735,714</b>	<b>(382,858)</b>	<b>792,858</b>
<b>General Fund Totals</b>	<b>573,939</b>	<b>642,857</b>	<b>392,857</b>	<b>428,571</b>	<b>(214,286)</b>	<b>464,286</b>
<b>Hotel/Motel Tax Totals</b>	<b>\$ 1,645,100</b>	<b>\$ 1,761,429</b>	<b>\$ 1,102,022</b>	<b>\$ 1,164,285</b>	<b>\$ (597,144)</b>	<b>\$ 1,257,144</b>

	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	% CHG	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ADOPT	ESTIMATE
<b>ROAD USE SUMMARY</b>							
Beginning Balance	\$ 3,210,829	\$ 2,583,391	\$ 2,864,599	\$ 2,048,228	\$ (535,163)		\$ 1,383,426
Road Use tax revenue	5,456,326	5,700,000	5,500,000	5,700,000	-		5,800,000
<b>Total</b>	<b>\$ 8,667,155</b>	<b>\$ 8,283,391</b>	<b>\$ 8,364,599</b>	<b>\$ 7,748,228</b>	<b>\$ (535,163)</b>	<b>\$ -</b>	<b>\$ 7,183,426</b>
Traffic Safety	\$ 330,767	\$ 430,676	\$ 427,804	\$ 397,244	\$ (33,432)		\$ 407,468
Street Lighting	468,281	540,000	555,000	510,000	(30,000)		522,000
Roadway Maintenance	2,760,608	3,380,840	3,211,767	3,152,058	(228,782)		3,201,519
Transfers out to Capital projects	2,242,900	2,121,800	2,121,800	2,305,500	183,700		2,606,000
<b>Total</b>	<b>\$ 5,802,556</b>	<b>\$ 6,473,316</b>	<b>\$ 6,316,371</b>	<b>\$ 6,364,802</b>	<b>\$ (108,514)</b>	<b>\$ -</b>	<b>\$ 6,736,987</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
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## EMPLOYEE BENEFITS FUND SUMMARY

Beginning Balance	\$ -	\$ -	\$ 6,939	\$ 17,503	\$ 17,503	\$ 18,312
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### Revenue sources:

112 Homestead	5,726	6,000	5,774	6,000	-	6,000
124 Business property tax credit	2,690	-	2,772	-	-	-
341 Taxes - EE Benefit levy	279,567	303,943	301,171	315,663	11,720	328,290
337 Utility excise tax - EE Benefit levy	10,983	11,517	11,766	14,617	3,100	15,202
524 Interest - EE Benefit fund	721	-	500	-	-	-
130 State backfill - Employee Benefit levy	9,622	10,000	9,730	10,000	-	10,000
109 Transfers In - LOSST	139,880	372,851	372,851	439,529	66,678	440,000
<b>Total Revenues</b>	<b>\$ 449,189</b>	<b>\$ 704,311</b>	<b>\$ 704,564</b>	<b>\$ 785,809</b>	<b>\$ 81,498</b>	<b>\$ 799,491</b>

### Functional Expenses:

5109 Public Safety EE insurance contribution	\$ 203,435	\$ 332,894	\$ 332,894	\$ 383,004	\$ 50,110	\$ 383,004
5109 Public Works EE insurance contribution	84,912	138,236	138,236	158,266	20,030	158,266
5109 Culture & Rec EE insurance contribution	97,295	135,415	135,415	145,605	10,190	145,605
5109 Comm & Econ Dev. EE insurance contribution	22,997	36,675	36,675	41,149	4,474	41,149
5109 General Government EE insurance contribution	33,611	50,780	50,780	56,976	6,196	56,976
<b>Total Expenses</b>	<b>\$ 442,250</b>	<b>\$ 694,000</b>	<b>\$ 694,000</b>	<b>\$ 785,000</b>	<b>\$ 91,000</b>	<b>\$ 785,000</b>

### Informational:

#### Total actual insurance contributions:

General, Road Use & Storm Water Funds	\$ 5,459,538	\$ 6,320,683	\$ 6,320,683	\$ 5,366,916	\$ (953,767)	\$ 5,366,916
Internal Service Funds	40,462	123,317	123,317	133,084	9,767	133,084
Portion being covered by levy above	(442,250)	(694,000)	(694,000)	(785,000)	(91,000)	(785,000)
<b>Remaining portion covered by General Fund</b>	<b>\$ 5,057,750</b>	<b>\$ 5,750,000</b>	<b>\$ 5,750,000</b>	<b>\$ 4,715,000</b>	<b>\$ (1,035,000)</b>	<b>\$ 4,715,000</b>

Additional levy needed to reach 100% funding	1.73	1.90	1.90	1.47		1.41
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	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## POLICE & FIRE RETIREMENT FUND SUMMARY

Beginning Balance	\$	194,294	\$	96,110	\$	7,853	\$	21,911	\$	(74,199)	\$	31,989
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### Revenue sources:

112 Homestead		18,301		20,000		18,450		20,000		-		20,000
124 Business property tax credit		8,607		-		8,870		-		-		-
341 Taxes - Police & Fire Retirement levy		894,367		971,816		962,946		1,170,153		198,337		1,434,748
337 Utility excise tax - Police & Fire Ret. Fund		35,145		36,834		37,654		54,084		17,250		56,247
524 Interest - Police and Fire Retirement Fund		4,198		-		5,000		-		-		-
130 State backfill - Employee Benefits Fund		30,714		31,000		31,138		31,000		-		31,000

<b>Total Revenues</b>	<b>\$</b>	<b>991,332</b>	<b>\$</b>	<b>1,059,650</b>	<b>\$</b>	<b>1,064,058</b>	<b>\$</b>	<b>1,275,237</b>	<b>\$</b>	<b>215,587</b>	<b>\$</b>	<b>1,541,995</b>
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5108 Police pension costs	\$	400,432	\$	133,237	\$	133,237	\$	210,000	\$	76,763	\$	410,000
5108 Fire pension costs		777,341		916,763		916,763		1,055,159		138,396		1,124,520

<b>Total Expenses</b>	<b>\$</b>	<b>1,177,773</b>	<b>\$</b>	<b>1,050,000</b>	<b>\$</b>	<b>1,050,000</b>	<b>\$</b>	<b>1,265,159</b>	<b>\$</b>	<b>215,159</b>	<b>\$</b>	<b>1,534,520</b>
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### Informational:

#### Total actual pension costs:

Police pension total	\$	1,021,237	\$	1,124,073	\$	1,083,600	\$	1,200,238	\$	76,165	\$	1,258,620
Fire pension total		777,341		916,763		886,000		1,055,159		138,396		1,124,520
Portion being covered by levy above		(1,177,773)		(1,050,000)		(1,050,000)		(1,265,159)		(215,159)		(1,534,520)
<b>Remaining portion covered by General Fund</b>		<b>620,805</b>		<b>990,836</b>		<b>919,600</b>		<b>990,238</b>		<b>(598)</b>		<b>848,620</b>

Additional levy needed to reach 100% funding		0.21		0.31		0.29		0.29				0.24
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	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>LOCAL OPTION SALES &amp; SERVICE TAX FUND</b>						
Beginning Balance of 50% prop tax relief fund - Dallas	\$ 65,337	\$ 122,851	\$ 224,380	\$ 239,529	\$ 116,678	\$ 190,000
Beginning Balance of 50% capital project fund - Dallas	566,746	1,264,141	1,378,043	1,966,043	701,902	2,476,043
Beginning Balance of 50% prop tax relief fund - Polk	-	10,000	522,544	137,044	127,044	47,044
Beginning Balance of 50% capital project fund - Polk	-	1,015,000	522,544	257,044	(757,956)	12,044
Revenues:						
Dallas County	\$ 1,586,216	\$ 1,500,000	\$ 1,776,000	\$ 1,780,000	\$ 280,000	\$ 1,800,000
Polk County	2,376,368	6,000,000	6,049,000	6,100,000	100,000	6,200,000
Interest	29,159	20,000	20,000	20,000	-	20,000
<b>Total</b>	<b>\$ 3,991,743</b>	<b>\$ 9,931,992</b>	<b>\$ 10,492,511</b>	<b>\$ 10,499,660</b>	<b>\$ 567,668</b>	<b>\$ 10,745,131</b>
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	139,880	122,851	122,851	239,529	116,678	190,000
Dallas County 50% property tax relief - to EE Benefits - CY	-	250,000	250,000	200,000	(50,000)	250,000
Dallas County 50% capital projects	-	-	300,000	380,000	-	380,000
Polk County 50% property tax relief - to debt service	668,217	3,000,000	3,420,000	3,150,000	150,000	3,000,000
Polk County 50% capital projects - to general fund Community Servi	-	300,000	300,000	305,000	5,000	310,000
Polk County 50% capital projects - to debt service	668,217	3,420,000	3,000,000	3,000,000	(420,000)	2,700,000
<b>Total</b>	<b>\$ 1,976,314</b>	<b>\$ 7,592,851</b>	<b>\$ 7,892,851</b>	<b>\$ 7,774,529</b>	<b>\$ (198,322)</b>	<b>\$ 7,330,000</b>

Calculated FY22 property tax revenue needed to support FY22 budget @ \$10.50

\$ 35,871,396 100.00%

Amount of relief provided by LOSST (50% of actual received in prior year above)

(1,981,292) -5.52%

Addition amount of relief in FY21 budget LOSST funds received in excess of budgeted estimate

625,000 1.74%

FY22 revised property tax revenue as reflected in this document @ \$10.11

34,515,104 96.22%

	Total levy	General Levy	411 Pension Levy	Employee Benefits Levy	Debt Service Levy
FY22 calculated Rate	\$ 10.34	\$ 8.10	\$ 0.37	\$ 0.23	\$ 1.64
Voter approved fire station debt	\$ 0.16	\$ -	\$ -	\$ -	\$ 0.16 ***
FY22 rate should be	\$ 10.50	\$ 8.10	\$ 0.37	\$ 0.23	\$ 1.80
Reduced Rate proposed	\$ 10.11	\$ 8.10	\$ 0.37	\$ 0.10	\$ 1.54
FY21 Property tax relief	\$ (0.39)	\$ -	\$ -	\$ (0.13)	\$ (0.26)
% reduction on each levy	-3.86%	0.00%	0.00%	-130.71%	-16.88%

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

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

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>TAX INCREMENT FINANCING FUND SUMMARY</b>						
Beginning Balance	\$ 3,496,480	\$ 3,520,806	\$ 8,144,111	\$ 11,958,134	\$ 8,437,328	\$ 14,379,477
<b>Revenue sources:</b>						
113 Taxes - TIF increment	9,055,538	9,703,613	9,618,061	9,459,331	(244,282)	9,000,000
524 Interest	113,064	25,000	40,000	30,000	5,000	30,000
<b>Total Revenues</b>	<b>\$ 9,168,602</b>	<b>\$ 9,728,613</b>	<b>\$ 9,658,061</b>	<b>\$ 9,489,331</b>	<b>\$ (239,282)</b>	<b>\$ 9,030,000</b>
5109 Transfer out - to Debt Service (bond payments)	\$ 4,015,317	\$ 5,364,825	\$ 5,362,002	\$ 5,667,988	\$ 303,163	\$ 6,195,938
5109 Transfer out - to General Fund (legal cost reimb)	13,500	-	-	-	-	-
5224 TIF rebates paid	492,154	775,000	482,036	1,400,000	625,000	1,200,000
<b>Total Expenses</b>	<b>\$ 4,520,971</b>	<b>\$ 6,139,825</b>	<b>\$ 5,844,038</b>	<b>\$ 7,067,988</b>	<b>\$ 928,163</b>	<b>\$ 7,395,938</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>DEBT SERVICE FUND SUMMARY</b>						
Beginning Balance	\$ 977,325	\$ 775,134	\$ 220,010	\$ 108,716	\$ (666,418)	\$ 232,476
<b>Revenue sources:</b>						
112 Homestead	120,945	120,000	102,952	100,000	(20,000)	120,000
124 Business property tax credit	72,759	-	57,086	-	-	-
110 Debt service levy	6,148,404	5,482,544	5,425,458	5,333,021	(149,523)	5,546,342
337 Utility excise tax	219,659	188,726	192,976	225,107	36,381	234,111
524 Interest	59,297	40,000	10,000	10,000	(30,000)	10,000
117 Special Assessments - Debt Service Fund	241,388	75,000	-	-	(75,000)	-
130 State backfill - Employee Benefits Fund	192,153	192,000	159,470	160,000	(32,000)	160,000
109 Intergovernmental transfers -TIF	4,015,317	5,364,825	5,362,002	5,667,988	303,163	6,195,938
109 Intergovernmental transfers-General Fund	-	168,513	-	-	(168,513)	-
109 Intergovernmental transfers - LOSST Polk Co	1,336,434	6,420,000	6,420,000	6,150,000	(270,000)	5,700,000
109 Intergovernmental transfers - LOSST Dallas Co.	500,000	500,000	500,000	500,000	-	500,000
Bond refinancing proceeds	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 12,906,356</b>	<b>\$ 18,551,608</b>	<b>\$ 18,229,944</b>	<b>\$ 18,146,116</b>	<b>\$ (405,492)</b>	<b>\$ 18,466,391</b>
<b>Expenditures:</b>						
Debt Service for NW Market TIF bonds	\$ 3,913,767	\$ 5,120,625	\$ 5,122,271	\$ 5,429,538	\$ 308,913	\$ 5,956,238
Debt Service for DUNA TIF bonds	101,550	244,200	239,731	238,450	(5,750)	239,700
Debt Service for GO bonds - covered by debt levy	6,561,767	5,665,499	5,778,472	5,654,368	(11,131)	5,486,306
Debt Service for GO bonds - covered by General Fund	-	168,513	-	-	(168,513)	-
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	591,587	100,000	280,764	50,000	(50,000)	50,000
Bonds called for early retirement - covered by TIF funds	-	-	-	-	-	-
Bonds called for early retirement - covered by LOSST func	1,995,000	6,420,000	6,420,000	6,150,000	(270,000)	6,000,000
<b>Total Expenses</b>	<b>\$ 13,663,671</b>	<b>\$ 18,218,837</b>	<b>\$ 18,341,238</b>	<b>\$ 18,022,356</b>	<b>\$ (196,481)</b>	<b>\$ 18,232,244</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>CAPITAL PROJECTS SUMMARY</b>						
Beginning Balance	\$ 45,948,292	\$ 34,942,406	\$ 42,959,770	\$ 26,439,316	\$ (8,503,090)	\$ 22,950,816
Revenues:						
Bond proceeds	\$ 17,113,262	\$ 21,268,100	\$ 11,298,300	\$ 12,528,000	\$ (8,740,100)	\$ 21,714,400
Intergovernmental	370,651	294,000	100,000	1,097,000	803,000	5,200,000
Interest	748,393	750,000	150,000	100,000	(650,000)	100,000
Private donations	373,095	676,000	215,000	500,000	(176,000)	35,000
Special assessments	1,229,070	1,495,000	670,000	651,000	(844,000)	1,737,500
Transfers in from other funds	3,804,700	2,946,800	3,246,800	4,235,500	1,288,700	3,786,000
<b>Total</b>	<b>\$ 69,587,463</b>	<b>\$ 62,372,306</b>	<b>\$ 58,639,870</b>	<b>\$ 45,550,816</b>	<b>\$ (16,821,490)</b>	<b>\$ 55,523,716</b>
Expenditures:						
Project costs	\$ 26,380,641	\$ 49,650,000	\$ 32,200,554	\$ 22,600,000	\$ (27,050,000)	\$ 32,570,000
Appropriations out to other funds	247,052	-	-	-	-	-
<b>Total</b>	<b>\$ 26,627,693</b>	<b>\$ 49,650,000</b>	<b>\$ 32,200,554</b>	<b>\$ 22,600,000</b>	<b>\$ (27,050,000)</b>	<b>\$ 32,570,000</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>STORM WATER UTILITY FUND</b>						
Beginning Cash Balance	\$ 4,541,397	\$ 4,397,471	\$ 4,949,329	\$ 5,801,158	\$ 1,403,687	\$ 5,943,707
<b>Revenues:</b>						
Storm Water user fees	\$ 2,326,402	\$ 2,240,000	\$ 2,350,000	\$ 2,380,000	\$ 140,000	\$ 2,400,000
Interest	78,093	50,000	25,000	30,000	(20,000)	30,000
<b>Total Revenues</b>	<b>\$ 2,404,495</b>	<b>\$ 2,290,000</b>	<b>\$ 2,375,000</b>	<b>\$ 2,410,000</b>	<b>\$ 120,000</b>	<b>\$ 2,430,000</b>
<b>Expenditures:</b>						
Personnel costs	\$ 378,450	\$ 434,842	\$ 430,664	\$ 447,372	\$ 12,530	\$ 456,529
Operational costs	101,746	127,551	120,025	131,472	3,921	131,840
Capital outlay	34,567	143,248	147,482	138,607	(4,641)	123,607
Transfers out to Capital Projects Func	1,481,800	825,000	825,000	1,550,000	725,000	800,000
<b>Total Expenditures</b>	<b>\$ 1,996,563</b>	<b>\$ 1,530,641</b>	<b>\$ 1,523,171</b>	<b>\$ 2,267,451</b>	<b>\$ 736,810</b>	<b>\$ 1,511,976</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>BUILDING MAINTENANCE FUND</b>						
Beginning Cash Balance	\$ 989,469	\$ 1,109,740	\$ 1,109,740	\$ 1,161,515	\$ 51,775	\$ 1,265,435
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	28,019	25,000	10,000	10,000	(15,000)	10,000
Miscellaneous revenue	-	-	-	-	-	-
Transfers in from Capital Proj Fund	-	-	-	-	-	-
Appropriations from departments	924,345	1,147,557	1,147,557	1,375,553	227,996	1,375,553
<b>Total</b>	<b>\$ 1,941,833</b>	<b>\$ 2,282,297</b>	<b>\$ 2,267,297</b>	<b>\$ 2,547,068</b>	<b>\$ 264,771</b>	<b>\$ 2,650,988</b>
Expenditures:						
Building repairs & maintenance	\$ 267,151	\$ 411,145	\$ 351,500	\$ 506,641	\$ 95,496	\$ 505,830
Improvements capitalized - net	326,278	512,050	513,420	442,432	(69,618)	450,000
Personnel costs	238,664	241,913	240,862	332,560	90,647	340,726
<b>Total</b>	<b>\$ 832,093</b>	<b>\$ 1,165,108</b>	<b>\$ 1,105,782</b>	<b>\$ 1,281,633</b>	<b>\$ 116,525</b>	<b>\$ 1,296,556</b>

	FY 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED	INCREASE (DECREASE)	FY 2022-23 ESTIMATE
<b>FLEET MAINTENANCE FUND</b>						
Beginning Cash Balance	\$ -	\$ -	\$ -	\$ 64,599	\$ 64,599	\$ 77,486
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	25,000	3,000	1,000	(24,000)	1,000
Appropriations from departments	-	864,800	864,800	864,800	-	864,800
<b>Total</b>	<b>\$ -</b>	<b>\$ 986,443</b>	<b>\$ 867,800</b>	<b>\$ 930,399</b>	<b>\$ 40,599</b>	<b>\$ 943,286</b>
Expenditures:						
Vehicle repairs & maintenance	\$ -	\$ 419,210	\$ 407,088	\$ 415,660	\$ (3,550)	\$ 416,300
Personnel costs	-	427,213	396,113	437,253	10,040	446,588
<b>Total</b>	<b>\$ -</b>	<b>\$ 846,423</b>	<b>\$ 803,201</b>	<b>\$ 852,913</b>	<b>\$ 6,490</b>	<b>\$ 862,888</b>

		FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
<b>EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT</b>							
<b>PUBLIC SAFETY</b>							
110 Police	GEN	\$ 8,879,657	\$ 10,297,717	\$ 9,719,202	\$ 10,473,352	\$ 175,635	\$ 10,553,995
150 Fire	GEN	5,878,976	6,240,286	6,658,774	6,889,033	648,747	7,099,348
180 Emergency Preparedness	GEN	21,237	48,725	48,896	26,695	(22,030)	26,795
190 Animal Control	GEN	135,238	188,716	144,200	192,778	4,062	194,200
117 Police & Fire Retirement Fun	411	1,177,774	1,050,000	1,050,000	1,265,159	215,159	1,534,520
112 Employee Benefit Levy Fund	EEBen	203,435	332,894	332,894	383,004	50,110	383,004
198 Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>		<b>\$ 16,321,317</b>	<b>\$ 18,183,338</b>	<b>\$ 17,953,966</b>	<b>\$ 19,255,021</b>	<b>\$ 1,071,683</b>	<b>\$ 19,816,862</b>
<b>PUBLIC WORKS</b>							
210 Roadway Maintenance	RU	\$ 4,988,107	\$ 5,502,640	\$ 5,333,567	\$ 5,457,558	\$ (45,082)	\$ 5,808,949
230 Street Lighting	RU	468,271	540,000	555,000	510,000	(30,000)	510,000
240 Traffic Safety	RU	346,167	430,676	427,804	397,244	(33,432)	407,468
260 Engineering Services	GEN	823,131	925,038	926,195	1,030,724	105,686	1,055,195
290 Solid Waste	GEN	2,115,536	2,474,083	2,496,328	2,486,224	12,141	2,578,241
291 Sanitary Sewer	GEN	486,082	541,664	490,361	599,834	58,170	583,450
292 Stormwater Utility Fund	STRM	1,996,562	1,530,641	1,523,171	2,267,451	736,810	1,512,092
295 E&PW Administration	GEN	904,163	990,587	1,021,038	1,127,029	136,442	1,148,578
112 Employee Benefit Levy Fund	EEBen	84,912	138,236	138,236	158,266	20,030	158,266
298 Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>		<b>\$ 12,237,931</b>	<b>\$ 13,098,565</b>	<b>\$ 12,911,700</b>	<b>\$ 14,059,330</b>	<b>\$ 960,765</b>	<b>\$ 13,787,239</b>
<b>HEALTH &amp; SOCIAL SERVICES</b>							
370 Community Services		\$ -	\$ 300,000	\$ 300,000	\$ 350,750	\$ 50,750	\$ 350,750
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 350,750</b>	<b>\$ 50,750</b>	<b>\$ 350,750</b>
<b>CULTURE AND RECREATION</b>							
410 Library	GEN	\$ 2,648,015	\$ 2,753,617	\$ 2,559,049	\$ 2,718,613	\$ (35,004)	\$ 2,759,085
430 Parks	GEN	2,494,465	3,000,800	2,855,251	2,880,910	(119,890)	2,895,765
435 Grounds Maintenance	GEN	112,372	138,620	147,624	130,138	(8,482)	133,902
440 Recreation	GEN	472,357	594,226	440,490	591,416	(2,810)	598,808
450 Cemetery Maintenance	GEN	5,445	10,000	10,000	10,200	200	10,200
460 Senior Center	GEN	382,729	471,400	394,189	453,213	(18,187)	459,696
470 Swimming Pool	GEN	574,283	709,119	656,305	711,012	1,893	716,434
499 Cultural & Convention	HM	1,645,100	1,761,429	1,102,022	1,164,285	(597,144)	1,257,144
112 Employee Benefit Levy Fund	EEBen	97,295	135,415	135,415	145,605	10,190	145,605
498 Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>		<b>\$ 8,457,061</b>	<b>\$ 9,599,626</b>	<b>\$ 8,300,345</b>	<b>\$ 8,830,392</b>	<b>\$ (769,234)</b>	<b>\$ 9,001,639</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>							
520 Economic Development	GEN	\$ 242,501	\$ 324,914	\$ 318,321	\$ 328,211	\$ 3,297	\$ 332,130
530 Code Enforcement	GEN	775,353	861,886	847,547	877,425	15,539	896,312
540 Community Development	GEN	796,652	938,529	923,546	914,146	(24,383)	930,273
125 Tax Increment Financing Fun	TIF	4,520,971	6,139,825	5,844,038	7,067,988	928,163	7,395,938
112 Employee Benefit Levy Fund	EEBen	22,997	36,675	36,675	41,149	4,474	41,149
<b>Sub-Total</b>		<b>\$ 6,358,474</b>	<b>\$ 8,301,829</b>	<b>\$ 7,970,127</b>	<b>\$ 9,228,919</b>	<b>\$ 927,090</b>	<b>\$ 9,595,802</b>
<b>GENERAL GOVERNMENT</b>							
610 Mayor and City Council	GEN	\$ 213,521	\$ 142,703	\$ 129,830	\$ 116,203	\$ (26,500)	\$ 116,203
615 City Manager	GEN	602,184	655,118	635,249	656,530	1,412	672,283
620 Finance and Records	GEN	699,052	744,673	736,314	771,472	26,799	823,145
625 Technology	GEN	663,806	834,198	809,501	901,977	67,779	913,854
630 Human Resources	GEN	307,625	368,878	325,433	346,431	(22,447)	352,754
635 City Clerk	GEN	270,463	295,705	259,321	312,090	16,385	317,968
640 Legal Services	GEN	106,744	180,000	180,000	168,050	(11,950)	171,200
645 General Support	GEN	615,127	805,373	636,626	730,269	(75,104)	732,243
650 Marketing	GEN	147,733	213,020	212,077	251,678	38,658	255,579
112 Employee Benefit Levy Fund	EEBen	33,611	50,780	50,780	56,976	6,196	56,976
698 Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>		<b>\$ 3,684,866</b>	<b>\$ 4,315,448</b>	<b>\$ 3,975,131</b>	<b>\$ 4,336,676</b>	<b>\$ 21,228</b>	<b>\$ 4,437,205</b>
<b>DEPT OPERATIONS BUDGET TOTAL</b>		<b>\$ 47,059,649</b>	<b>\$ 53,798,806</b>	<b>\$ 51,411,269</b>	<b>\$ 56,061,088</b>	<b>\$ 2,262,282</b>	<b>\$ 56,989,497</b>
<b>DEBT SERVICE FUND EXPENDITURES</b>		<b>\$ 13,663,671</b>	<b>\$ 18,218,837</b>	<b>\$ 18,341,238</b>	<b>\$ 18,022,356</b>	<b>\$ (196,481)</b>	<b>\$ 18,232,244</b>
<b>SPECIAL REV. FUND EXPENDITURES</b>		<b>\$ 2,658,621</b>	<b>\$ 7,970,301</b>	<b>\$ 8,074,301</b>	<b>\$ 8,151,679</b>	<b>\$ 181,378</b>	<b>\$ 7,707,150</b>
<b>CAPITAL PROJECTS FUND EXPENDITURES</b>		<b>\$ 26,627,693</b>	<b>\$ 49,650,000</b>	<b>\$ 32,200,554</b>	<b>\$ 22,600,000</b>	<b>\$ (27,050,000)</b>	<b>\$ 32,570,000</b>
<b>PROPRIETARY FUND - WATER UTILITY</b>		<b>\$ 20,751,143</b>	<b>\$ 21,406,122</b>	<b>\$ 22,227,220</b>	<b>\$ 26,117,959</b>	<b>\$ 4,711,837</b>	<b>\$ 23,749,448</b>
<b>CERTIFIED BUDGET TOTAL</b>		<b>\$ 110,760,777</b>	<b>\$ 151,044,066</b>	<b>\$ 132,254,582</b>	<b>\$ 130,953,082</b>	<b>\$ (20,090,984)</b>	<b>\$ 139,248,339</b>

		FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
FUND	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	

## DEPARTMENTAL OPERATIONAL EXPENDITURES BY FUND

### GENERAL FUND

#### PUBLIC SAFETY

110	Police	GEN	\$ 8,879,657	\$ 10,297,717	\$ 9,719,202	\$ 10,473,352	\$ 175,635	\$ 10,553,995
150	Fire	GEN	5,878,976	6,240,286	6,658,774	6,889,033	648,747	7,099,348
180	Emergency Preparedness	GEN	21,237	48,725	48,896	26,695	(22,030)	26,795
190	Animal Control	GEN	135,238	188,716	144,200	192,778	4,062	194,200
198	Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>			<b>\$ 14,940,108</b>	<b>\$ 16,800,444</b>	<b>\$ 16,571,072</b>	<b>\$ 17,606,858</b>	<b>\$ 806,414</b>	<b>\$ 17,899,338</b>

#### PUBLIC WORKS

260	Engineering Services	GEN	823,131	925,038	926,195	1,030,724	105,686	1,055,195
290	Solid Waste	GEN	2,115,536	2,474,083	2,496,328	2,486,224	12,141	2,578,241
291	Sanitary Sewer	GEN	486,082	541,664	490,361	599,834	58,170	583,450
295	E&PW Administration	GEN	904,163	990,587	1,021,038	1,127,029	136,442	1,148,578
298	Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>			<b>\$ 4,353,912</b>	<b>\$ 4,956,372</b>	<b>\$ 4,933,922</b>	<b>\$ 5,268,811</b>	<b>\$ 312,439</b>	<b>\$ 5,390,464</b>

#### HEALTH & SOCIAL SERVICES

350	Community Services		\$ -	\$ 300,000	\$ 300,000	\$ 350,750	\$ 50,750	\$ 350,750
<b>Sub-Total</b>			<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 350,750</b>	<b>\$ 50,750</b>	<b>\$ 350,750</b>

#### CULTURE AND RECREATION

410	Library	GEN	\$ 2,648,015	\$ 2,753,617	\$ 2,559,049	\$ 2,718,613	\$ (35,004)	\$ 2,759,085
430	Parks	GEN	2,494,465	3,000,800	2,855,251	2,880,910	(119,890)	2,895,765
435	Grounds Maintenance	GEN	112,372	138,620	147,624	130,138	(8,482)	133,902
440	Recreation	GEN	472,357	594,226	440,490	591,416	(2,810)	598,808
450	Cemetery Maintenance	GEN	5,445	10,000	10,000	10,200	200	10,200
460	Senior Center	GEN	382,729	471,400	394,189	453,213	(18,187)	459,696
470	Swimming Pool	GEN	574,283	709,119	656,305	711,012	1,893	716,434
498	Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>			<b>\$ 6,714,666</b>	<b>\$ 7,702,782</b>	<b>\$ 7,062,908</b>	<b>\$ 7,520,502</b>	<b>\$ (182,280)</b>	<b>\$ 7,598,890</b>

#### COMMUNITY AND ECONOMIC DEVELOPMENT

520	Economic Development	GEN	\$ 242,501	\$ 324,914	\$ 318,321	\$ 328,211	\$ 3,297	\$ 332,130
530	Code Enforcement	GEN	775,353	861,886	847,547	877,425	15,539	896,312
540	Community Development	GEN	796,652	938,529	923,546	914,146	(24,383)	930,273
<b>Sub-Total</b>			<b>\$ 1,814,506</b>	<b>\$ 2,125,329</b>	<b>\$ 2,089,414</b>	<b>\$ 2,119,782</b>	<b>\$ (5,547)</b>	<b>\$ 2,158,715</b>

#### GENERAL GOVERNMENT

610	Mayor and City Council	GEN	\$ 213,521	\$ 142,703	\$ 129,830	\$ 116,203	\$ (26,500)	\$ 116,203
615	City Manager	GEN	602,184	655,118	635,249	656,530	1,412	672,283
620	Finance and Records	GEN	699,052	744,673	736,314	771,472	26,799	823,145
625	Technology	GEN	663,806	834,198	809,501	901,977	67,779	913,854
630	Human Resources	GEN	307,625	368,878	325,433	346,431	(22,447)	352,754
635	City Clerk	GEN	270,463	295,705	259,321	312,090	16,385	317,968
640	Legal Services	GEN	106,744	180,000	180,000	168,050	(11,950)	171,200
645	General Support	GEN	615,127	805,373	636,626	730,269	(75,104)	732,243
650	Marketing	GEN	-	213,020	212,077	251,678	38,658	255,579
698	Contingency	GEN	25,000	25,000	-	25,000	-	25,000
<b>Sub-Total</b>			<b>\$ 3,503,522</b>	<b>\$ 4,264,668</b>	<b>\$ 3,924,351</b>	<b>\$ 4,279,700</b>	<b>\$ 15,032</b>	<b>\$ 4,380,229</b>

<b>General Fund Total</b>			<b>31,326,714</b>	<b>36,149,595</b>	<b>34,881,667</b>	<b>37,146,403</b>	<b>996,808</b>	<b>37,778,386</b>
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### Road Use Fund

210	Roadway Maintenance	RU	\$ 4,988,107	\$ 5,502,640	\$ 5,333,567	\$ 5,457,558	\$ (45,082)	\$ 5,808,949
230	Street Lighting	RU	468,271	540,000	555,000	510,000	(30,000)	510,000
240	Traffic Safety	RU	346,167	430,676	427,804	397,244	(33,432)	407,468
<b>Road Use Fund Total</b>			<b>5,802,545</b>	<b>6,473,316</b>	<b>6,316,371</b>	<b>6,364,802</b>	<b>(108,514)</b>	<b>6,726,417</b>

### 411 Retirement Fund

117	Police & Fire Retirement Fund	411	1,177,774	1,050,000	1,050,000	1,265,159	215,159	1,534,520
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### Employee Benefits Levy Fund

112	Employee Benefits Levy	EEBen	442,250	694,000	694,000	785,000	91,000	785,000
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### Hotel Motel Fund

499	Cultural & Convention	HM	1,645,100	1,761,429	1,102,022	1,164,285	(597,144)	1,257,144
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### Storm Water Utility Fund

292	Stormwater Utility Fund	STRM	1,996,562	1,530,641	1,523,171	2,267,451	736,810	1,512,092
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### Tax Increment Financing Fund

125	Tax Increment Financing Fund	TIF	4,520,971	6,139,825	5,844,038	7,067,988	928,163	7,395,938
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<b>Grand Total Departmental Operations</b>			<b>\$ 46,911,916</b>	<b>\$ 53,798,806</b>	<b>\$ 51,411,269</b>	<b>\$ 56,061,088</b>	<b>\$ 2,262,282</b>	<b>\$ 56,989,497</b>
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<b>PUBLIC SAFETY</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 100 PUBLIC SAFETY SUMMARY

<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 7,893,883	\$ 8,637,964	\$ 8,295,300	\$ 9,144,843	\$ 506,879	\$ 9,565,310
02	Overtime	554,329	464,300	1,000,000	570,530	106,230	575,000
03	Part-time	249,959	206,000	204,200	127,200	(78,800)	127,200
04	Witness fees	(32)	500	500	500	-	500
06	FICA	165,528	176,982	170,000	179,031	2,049	187,535
07	Retirement - IPERS	64,789	71,154	71,154	63,496	(7,658)	65,200
08	Pension - MFPRSI	1,798,579	2,047,893	2,000,363	2,255,397	207,504	2,383,140
09	Group insurance	2,530,000	2,758,130	2,758,130	2,683,471	(74,659)	2,683,471
11	Allowance	50,761	52,300	52,300	47,084	(5,216)	48,400
12	Unemployment	2,636	-	1,250	-	-	-
13	Deferred comp plan City match	60,142	92,322	79,405	97,810	5,488	101,854
	<b>Sub-Total</b>	<b>\$ 13,370,574</b>	<b>\$ 14,507,545</b>	<b>\$ 14,632,602</b>	<b>\$ 15,169,362</b>	<b>\$ 661,817</b>	<b>\$ 15,737,610</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	19,915	13,235	20,235	14,675	1,440	14,675
23	Professional services	159,377	358,521	252,940	389,842	31,321	391,264
24	Contributions to other agencies	1,220,270	1,264,363	1,155,484	1,391,926	127,563	1,392,026
27	Data processing	123,409	137,209	137,209	217,341	80,132	217,341
28	Dues and memberships	12,877	15,365	13,745	15,580	215	15,580
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	102,232	82,824	82,824	86,630	3,806	86,630
35	Printing and copying	6,084	14,200	7,500	14,200	-	14,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	79,632	2,500	6,250	6,500	4,000	6,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	74,223	136,910	78,000	136,645	(265)	136,645
48	Utility service	117,578	158,965	132,100	161,365	2,400	161,365
49	Petty cash	33	400	100	400	-	400
51	Maintenance supplies	12,652	10,700	10,700	11,200	500	11,200
54	Minor equipment	7,558	9,500	8,500	8,300	(1,200)	8,300
55	DARE expenditures	5,770	7,700	7,700	7,700	-	7,700
56	Vehicle maintenance supplies	19,316	206,700	206,700	206,700	-	206,700
57	Vehicle operation supplies	99,729	141,900	100,000	86,450	(55,450)	86,450
58	Office supplies	11,903	14,500	11,500	14,500	-	14,500
59	Operating supplies	148,614	174,170	161,900	183,845	9,675	183,845
60	Safety and medical supplies	29,660	38,380	34,120	40,740	2,360	40,740
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 2,250,832</b>	<b>\$ 2,788,542</b>	<b>\$ 2,428,007</b>	<b>\$ 2,995,039</b>	<b>\$ 206,497</b>	<b>\$ 2,996,561</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 90,639	\$ 123,165	\$ 123,165	\$ 154,075	\$ 30,910	\$ 154,075
72	Furniture and fixtures	2,144	4,200	4,200	-	(4,200)	-
73	Equipment replacement fund	202,475	366,206	366,206	414,825	48,619	406,896
74	Office equipment	2,997	21,485	20,916	-	(21,485)	-
75	Operating equipment	149,376	33,625	43,800	41,520	7,895	41,520
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	3,616	-	21,500	-	-	-
81	Building maintenance fund	223,664	313,570	313,570	455,200	141,630	455,200
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 674,911</b>	<b>\$ 862,251</b>	<b>\$ 893,357</b>	<b>\$ 1,065,620</b>	<b>\$ 203,369</b>	<b>\$ 1,057,691</b>
	<b>OPERATING BUDGET SUB-TOTAL</b>	<b>\$ 16,296,317</b>	<b>\$ 18,158,338</b>	<b>\$ 17,953,966</b>	<b>\$ 19,230,021</b>	<b>\$ 1,071,683</b>	<b>\$ 19,791,862</b>
99	Special Revenue fund items	\$ 36,807	\$ 20,000	\$ 35,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	-	25,000	-	25,000
	<b>PUBLIC SAFETY SUMMARY</b>	<b>\$ 16,358,124</b>	<b>\$ 18,203,338</b>	<b>\$ 17,988,966</b>	<b>\$ 19,275,021</b>	<b>\$ 1,071,683</b>	<b>\$ 19,836,862</b>



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

**POLICE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	6,988,295	7,792,213	7,590,782	7,796,995
Contractual & supply service	1,536,616	1,994,614	1,616,224	2,090,720
Capital outlay	354,746	510,890	512,196	585,637
<b>Total expenditures</b>	<b>\$ 8,879,657</b>	<b>\$ 10,297,717</b>	<b>\$ 9,719,202</b>	<b>\$ 10,473,352</b>
Fees	19,020	27,600	13,000	18,000
Grants	29,816	15,000	570,139	70,000
Other	1,056,501	1,160,941	958,464	1,046,458
<b>Total revenue</b>	<b>\$ 1,105,337</b>	<b>\$ 1,203,541</b>	<b>\$ 1,541,603</b>	<b>\$ 1,134,458</b>
<b>Net amount supported by property taxes</b>	<b>\$ 7,774,320</b>	<b>\$ 9,094,176</b>	<b>\$ 8,177,599</b>	<b>\$ 9,338,894</b>

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

- ↑ Personnel costs reflect a net increase of \$4,800, which includes the addition of one new officer secured through a FY21 COPS federal grant and offset by a citywide lower contribution rate for group insurance.
- ↑ An increase of \$7,900 in professional services reflects an increase in the crossing guards contract.
- ↑ An increase of \$27,200 in agency contributions represents an increase in Westcom operational expenses.
- ↑ An increase of \$83,400 in data processing represents the cost of a traffic camera recording system as well as a body camera back up system and related maintenance contract.
- ↓ A decrease of \$38,700 in vehicle operating supplies is due to the decreased price of fuel.
- ↑ An increase of \$57,300 in equipment reflects the purchase of additional body cameras and in-car camera systems.
- ↑ An increase of \$44,300 in equipment replacement contributions reflects a citywide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$21,500 in office furniture reflects the purchase of conference room chairs in the prior year budget.
- ↓ A decrease of \$13,300 in building maintenance contributions reflects a citywide 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.

<b>PUBLIC SAFETY</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>110 POLICE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 4,569,319	\$ 4,933,789	\$ 4,653,300	\$ 5,040,552	\$ 106,763	\$ 5,256,113
02	Overtime	241,527	264,300	400,000	270,530	6,230	275,000
03	Part-time	68,977	6,000	4,200	7,200	1,200	7,200
04	Witness fees	(32)	500	500	500	-	500
06	FICA	99,904	103,562	95,000	105,852	2,290	111,084
07	Retirement - IPERS	45,209	45,929	45,929	46,315	386	47,823
08	Pension - MFPRSI	620,805	997,893	950,363	990,238	(7,655)	848,620
09	Group insurance	1,254,322	1,335,935	1,335,935	1,235,790	(100,145)	1,235,790
11	Allowance	50,761	51,900	51,900	46,300	(5,600)	48,000
12	Unemployment	2,636	-	1,250	-	-	-
13	Deferred comp plan City match	34,867	52,405	52,405	53,718	1,313	55,508
<b>Sub-Total</b>		<b>\$ 6,988,295</b>	<b>\$ 7,792,213</b>	<b>\$ 7,590,782</b>	<b>\$ 7,796,995</b>	<b>\$ 4,782</b>	<b>\$ 7,885,638</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	11,983	11,735	11,735	13,175	1,440	13,175
23	Professional services	4,539	147,065	86,000	154,924	7,859	154,924
24	Contributions to other agencies	1,126,175	1,247,800	1,033,800	1,275,026	27,226	1,275,026
27	Data processing	71,477	74,589	74,589	158,070	83,481	158,070
28	Dues and memberships	9,679	11,620	10,000	11,820	200	11,820
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	23,372	33,900	33,900	39,830	5,930	39,830
35	Printing and copying	4,120	8,700	5,000	8,700	-	8,700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	13,856	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	57,974	101,910	60,000	99,945	(1,965)	99,945
48	Utility service	57,849	67,465	65,000	69,865	2,400	69,865
49	Petty cash	33	300	100	300	-	300
51	Maintenance supplies	3,365	3,700	3,700	3,700	-	3,700
54	Minor equipment	110	500	500	500	-	500
55	Culture of Integrity	5,770	7,700	7,700	7,700	-	7,700
56	Vehicle maintenance supplies	15,236	81,200	81,200	81,200	-	81,200
57	Vehicle operation supplies	68,200	98,900	65,000	60,200	(38,700)	60,200
58	Office supplies	7,734	10,500	7,500	10,500	-	10,500
59	Operating supplies	53,807	77,270	65,000	84,145	6,875	84,145
60	Safety and medical supplies	1,337	9,260	5,000	10,620	1,360	10,620
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,536,616</b>	<b>\$ 1,994,614</b>	<b>\$ 1,616,224</b>	<b>\$ 2,090,720</b>	<b>\$ 96,106</b>	<b>\$ 2,090,720</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 80,543	\$ 76,455	\$ 76,455	\$ 133,775	\$ 57,320	\$ 133,775
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	107,449	193,757	193,757	238,090	44,333	230,090
74	Office furniture	2,997	21,485	20,916	-	(21,485)	-
75	SERT equipment & training	26,080	33,625	33,000	41,520	7,895	41,520
76	Property Improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	2,936	-	2,500	-	-	-
81	Building maintenance fund	134,741	185,568	185,568	172,252	(13,316)	172,252
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 354,746</b>	<b>\$ 510,890</b>	<b>\$ 512,196</b>	<b>\$ 585,637</b>	<b>\$ 74,747</b>	<b>\$ 577,637</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 8,879,657</b>	<b>\$ 10,297,717</b>	<b>\$ 9,719,202</b>	<b>\$ 10,473,352</b>	<b>\$ 175,635</b>	<b>\$ 10,553,995</b>
99	Special Revenue fund items	\$ 26,142	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>POLICE</b>		<b>\$ 8,905,799</b>	<b>\$ 10,317,717</b>	<b>\$ 9,739,202</b>	<b>\$ 10,493,352</b>	<b>\$ 175,635</b>	<b>\$ 10,573,995</b>

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

### Activity Notes

Object	Description	Amount
01	56 officers, 9 civilians	\$ 5,040,552
02	GTSB Overtime (reimbursable)	\$ 22,000
	Holiday pay @ 1.5 time	\$ 16,480
	Holiday pay @ double time	\$ 24,000
	In-service training coverage	\$ 1,240
	MINE Task Force overtime	\$ 38,210
	Miscellaneous OT for arrests, casework, investigations, special events, court	\$ 84,770
	On-call & FTO pay	\$ 49,230
	Overtime- patrol minimum staffing	\$ 14,830
	SERT overtime for training and missions	\$ 6,590
	Special event- July 4th celebration	\$ 13,180
03	Police Reserves annual stipend (10 @ \$600 per Reserve Officer)	\$ 6,000
04	Witness fees	\$ 500
06	FICA	\$ 105,852
07	IPERS	\$ 46,315
08	Pension - \$1,200,238 (26.18 %) partially covered by 411 Fund expenses	\$ 990,238
09	Group insurance	\$ 1,235,786
11	Service awards program	\$ 1,500
	Uniform maintenance allowance for 50 officers @ \$800 each per year	\$ 40,000
	Vehicle allowance - Chief	\$ 4,800
13	Deferred compensation City match	\$ 53,718
21	Newspaper advertisements and official publications	\$ 500
22	Pre-employment MMPI and polygraph(10 - MMPI @ \$205, polygraph @ \$275)	\$ 4,800
	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
	Crossing guard contract	\$ 147,724
	Document shredding	\$ 850
	Interpreters	\$ 250
	Radar certifications (15)	\$ 600
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,500
	Weapon armoring	\$ 2,400
24	DNR annual deer aerial survey	\$ 800
	Polk County Crime Stoppers contribution	\$ 1,000
	Westcom operations	\$ 1,273,226
27	Adobe video editing software annual fee	\$ 500
	Annual Data911 body/in-car camera license & support software	\$ 3,500
	Bar code scanners for patrol vehicles (5 @ \$330 each)	\$ 1,650
	Cellphone investigative software maintenance agreement	\$ 4,300
	CLEAR – investigative repository software	\$ 6,600

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

### Activity Notes

Object	Description	Amount
27 cont.	Computer forensic equipment supplies	\$ 3,500
	Computer replacements (15 Desktops, 8 laptops)	\$ 33,465
	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	\$ 5,120
	Liberty Interview software maintenance agreement	\$ 1,280
	Live Scan repair and maintenance	\$ 1,500
	Magnet Axion maintenance agreement	\$ 2,000
	Milestone traffic camera recording system	\$ 16,595
	Milestone maintenance agreement	\$ 7,950
	NetMotion	\$ 1,630
	Power DMS annual license – CALEA & training software	\$ 5,100
	Reveal accident invest software maintenance agreement	\$ 600
	Shieldware (NCIC)	\$ 2,800
	Taser maintenance agreement	\$ 700
	Traffic signal preemption device maintenance agreement	\$ 1,700
	Video enhancing software (StarWitness) maintenance agreement	\$ 1,420
	Watchguard body camera back up system	\$ 40,000
	WatchGuard (body and in-car camera system) maintenance agreement	\$ 7,800
28	CALEA	\$ 4,670
	Crimedex (2)	\$ 160
	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)	\$ 240
	K-9 city license	\$ 30
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160
	Midwest Association of Technical Accident Investigators (\$40 x 5 Investigators)	\$ 200

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
28 cont.	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
	Rangemasters Department membership	\$ 1,750
32	Ballistic vest replacements (12)	\$ 9,480
	Chaplain uniforms	\$ 1,000
	CSO uniforms	\$ 1,500
	Replacement due to damage	\$ 1,500
	Reserve Uniforms	\$ 11,350
	Uniform - new officer issue (5 @ \$2700)	\$ 13,500
	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
41	Watchguard body camera repair	\$ 3,000
46	Advanced Firearms courses (in-state and regional)	\$ 4,000
	Advanced Investigative training courses (in-State and regional)	\$ 5,000
	Bullying and Child victimizataion conference (1) (national) (cost split with UHS)	\$ 1,600
	Central Square users conference (1) (national)	\$ 2,300
	CSI Training (basic, advanced, reconstruction) (in-State and regional)	\$ 4,000
	FBI GLEEDS supervisor training (1) (regional)	\$ 1,800
	FBI NA Associates 2020 National conference (1) (national)	\$ 2,000
	FBI NA Associates training event (2) (in-state)	\$ 1,200
	Field Training Officers certification (2) (local or in-state)	\$ 900
	Fraud examiner recertification (1) (online)	\$ 750
	IACP Executive training conference (1) (national)	\$ 2,000
	ILEA advanced schools (local)	\$ 8,000
	ILEA basic academy training (5 @ \$8,725 each) (local)	\$ 43,625
	ILEA instructor recertification schools (local)	\$ 2,000
	International Association of Identification training conference (1) (regional)	\$ 1,925
	Iowa Association of Ident Officers conference (2) (in-state)	\$ 300
	Iowa death investigators conference (1) (in-state)	\$ 175
	Iowa Homeland Security conference (1) (in-state)	\$ 400

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

### Activity Notes

Object	Description	Amount
46 cont.	Iowa Police Chiefs Association conference 1 (in-state)	\$ 1,200
	Iowa Police Reserve Officers annual training conference (6) (in-state)	\$ 1,200
	Iowa sex crimes investigators conference (2) (in-state)	\$ 300
	Iowa Women Police Officers Training conference 2 (in-state)	\$ 1,200
	IPCA Administrative Professionals workshop (4) (in-state)	\$ 200
	K9 recertification and training conference (1) (regional)	\$ 1,000
	Legal updates – County Attorney’s Association (4) (local)	\$ 200
	LEIN basic intelligence school (1) (local)	\$ 250
	LEIN training conference (2) (local)	\$ 400
	Lifesavers conference (\$1000 reimbursement via GTSB grant) (1) (national)	\$ 1,700
	Mid States Organized Crime Information Center conference (1) (regional)	\$ 900
	Midwest Association of Technical Accident Investigators conference - (1) (regional)	\$ 1,200
	Police Legal Sciences legal training (56 officers @ \$120 each) - (online)	\$ 6,720
	Property evidence management training (1) (regional)	\$ 1,000
	Rentals – specialized training venues	\$ 500
48	Arlo surveillance camera cell service	\$ 2,400
	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 @ \$1.40 per gallon)	\$ 60,200
58	Office supplies	\$ 10,500
59	Alco sensor mouthpieces	\$ 400
	Car wash tickets	\$ 3,500
	Chamber of Commerce annual banquet	\$ 175
	Chemical munitions ( training, deployment, expiration)	\$ 500
	C.I.D. fraud meeting supplies	\$ 250
	Citizen Police Academy	\$ 1,000
	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
	C.S.I. evidence and laboratory supplies	\$ 3,500

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

### Activity Notes

Object	Description	Amount
59 cont.	Historical committee supplies	\$ 500
	ID card supplies – city	\$ 200
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 6,500
	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	\$ 15,000
	R.A.D./R.A.D. kids supplies	\$ 250
	Range Ballistic Blocks	\$ 1,500
	Range supplies - firearms cleaning supplies, targets, etc.	\$ 2,500
	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)	\$ 5,280
	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 (56 @ 120)	\$ 6,720
	Protective eyewear and earing, masks, etc.	\$ 1,800
71	Batons (10)	\$ 1,000
	Emergency lighting for Invest vehicles	\$ 600
	Equipment replacement- patrol vehicles (4 @ 12,000)	\$ 48,000
	Equipment transfer labor - patrol vehicles (4 @ \$6,100 per car)	\$ 24,400
	Gas masks (10)	\$ 5,900
	Helmets (10)	\$ 1,500
	In-car camera system (4)	\$ 22,500
	Mobile radio for patrol Commander vehicle	\$ 4,200
	Multiport portable radio charger	\$ 600
	Patrol vehicle markings (4 @ \$875 per car)	\$ 3,500
	RAD aggressor suits (2)	\$ 3,000
	Shields (10)	\$ 2,500
	Video equipment	\$ 250
	Watchguard body cameras (12)	\$ 13,200
	Watchguard chargers	\$ 500
	Watchguard charging bank (1)	\$ 1,600
	Water bottle adapter for water cooler	\$ 525

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
73	Equipment replacement fund contribution	\$ 238,090
75	Gas masks (8)	\$ 4,720
	Iowa Crisis Negotiators conference	\$ 600
	Marksman/Observer school	\$ 1,925
	National Tactical Officers Association training conference (2)	\$ 4,000
	NTOA Agency/Team membership	\$ 450
	SERT ammo	\$ 15,000
	SERT chemical munitions	\$ 3,000
	SERT operator training (Annual- 9 @\$600 each)	\$ 5,400
	SERT range supplies	\$ 2,300
	SERT training rentals (ranges & special venues)	\$ 1,000
	Shields (8)	\$ 2,000
	Lazrbloc protective glasses	\$ 1,125
81	Building maintenance fund contribution – PM repairs	\$ 106,420
Police	Sallyport security upgrade	\$ 4,500
	Datalines	\$ 3,000
	Mechanical lock reconfiguration	\$ 800
	Building maintenance - contracted services	\$ 57,532
<b>99</b>	<b>PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS/DONATIONS</b>	<b>\$ 20,000</b>

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

**FIRE/EMS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	5,001,070	5,332,438	5,658,926	5,724,204
Contractual & supply service	557,741	581,487	643,687	684,846
Capital outlay	320,165	326,361	356,161	479,983
<b>Total expenditures</b>	<b>\$ 5,878,976</b>	<b>\$ 6,240,286</b>	<b>\$ 6,658,774</b>	<b>\$ 6,889,033</b>
Fees	781,905	1,000,000	800,000	800,000
Grants & contributions	980,344	990,000	1,733,057	1,025,000
Other	702,174	495,056	728,878	775,200
<b>Total revenue</b>	<b>\$ 2,464,423</b>	<b>\$ 2,485,056</b>	<b>\$ 3,261,935</b>	<b>\$ 2,600,200</b>
<b>Net amount supported by property taxes</b>	<b>\$ 3,414,553</b>	<b>\$ 3,755,230</b>	<b>\$ 3,396,839</b>	<b>\$ 4,288,833</b>

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

- ↑ A net increase of \$391,800 in personnel costs reflects normal salary and benefits increases for existing staff and the addition of 3 full-time fire/EMS positions that were previously being staffed through part-time employees.
- ↑ An increase of \$19,400 in professional services reflects the addition of accreditation costs (step 2 & 3) plus the maintenance of a new SCBA fill station at station #43.
- ↑ An increase of \$100,000 in contributions to other agencies reflects the state's share of GEMT (ambulance ground transportation) revenue.
- ↓ A decrease of \$16,750 in vehicle operation supplies reflects lower fuel contract prices.
- ↑ An increase of \$154,900 in building maintenance contributions reflects a citywide adjustment to funding schedules related to long-term building repairs plus the addition of station #43 on the building maintenance schedule.

**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.
- ❖ The department is still relying on part-time staff to fill one position per shift. The transition to all full-time staff should be considered to lessen reliance on part-time positions, which are challenging to keep staffed and trained.

<b>PUBLIC SAFETY</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>150 FIRE/EMS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 3,324,564	\$ 3,704,175	\$ 3,642,000	\$ 4,104,291	\$ 400,116	\$ 4,309,197
02	Overtime	312,802	200,000	600,000	300,000	100,000	300,000
03	Part-time	180,982	200,000	200,000	120,000	(80,000)	120,000
04	Witness fees	-	-	-	-	-	-
06	FICA	65,624	73,420	75,000	73,179	(241)	76,451
07	Retirement - IPERS	19,580	25,225	25,225	17,181	(8,044)	17,377
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	1,072,243	1,089,301	1,089,301	1,064,677	(24,624)	1,064,677
11	Allowance	-	400	400	784	384	400
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	25,275	39,917	27,000	44,092	4,175	46,346
<b>Sub-Total</b>		<b>\$ 5,001,070</b>	<b>\$ 5,332,438</b>	<b>\$ 5,658,926</b>	<b>\$ 5,724,204</b>	<b>\$ 391,766</b>	<b>\$ 5,934,448</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	7,932	1,500	8,500	1,500	-	1,500
23	Professional services	23,654	26,640	26,640	46,040	19,400	46,040
24	Contributions to other agencies	77,566	-	104,800	100,000	100,000	100,000
27	Data processing	50,835	60,758	60,758	54,776	(5,982)	54,776
28	Dues and memberships	3,198	3,745	3,745	3,760	15	3,760
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	78,860	48,924	48,924	46,800	(2,124)	46,800
35	Printing and copying	1,964	5,500	2,500	5,500	-	5,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	62,953	-	2,500	4,000	4,000	4,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	16,249	35,000	18,000	36,700	1,700	36,700
48	Utility service	57,884	88,000	65,000	88,000	-	88,000
49	Petty cash	-	100	-	100	-	100
51	Maintenance supplies	9,287	7,000	7,000	7,500	500	7,500
54	Minor equipment	7,448	9,000	8,000	7,800	(1,200)	7,800
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	4,080	125,500	125,500	125,500	-	125,500
57	Vehicle operation supplies	31,529	43,000	35,000	26,250	(16,750)	26,250
58	Office supplies	4,169	4,000	4,000	4,000	-	4,000
59	Operating supplies	91,810	93,700	93,700	96,500	2,800	96,500
60	Safety and medical supplies	28,323	29,120	29,120	30,120	1,000	30,120
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 557,741</b>	<b>\$ 581,487</b>	<b>\$ 643,687</b>	<b>\$ 684,846</b>	<b>\$ 103,359</b>	<b>\$ 684,846</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 10,096	\$ 21,710	\$ 21,710	\$ 20,300	\$ (1,410)	\$ 20,300
72	Furniture and fixtures	2,144	4,200	4,200	-	(4,200)	-
73	Equipment replacement fund	95,026	172,449	172,449	176,735	4,286	176,806
74	Office equipment	-	-	-	-	-	-
75	Operating equipment- new stati	123,296	-	10,800	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	680	-	19,000	-	-	-
81	Building maintenance fund	88,923	128,002	128,002	282,948	154,946	282,948
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 320,165</b>	<b>\$ 326,361</b>	<b>\$ 356,161</b>	<b>\$ 479,983</b>	<b>\$ 153,622</b>	<b>\$ 480,054</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 5,878,976</b>	<b>\$ 6,240,286</b>	<b>\$ 6,658,774</b>	<b>\$ 6,889,033</b>	<b>\$ 648,747</b>	<b>\$ 7,099,348</b>
99	Special Revenue fund items	\$ 10,665	\$ -	\$ 15,000	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>FIRE/EMS</b>		<b>\$ 5,889,641</b>	<b>\$ 6,240,286</b>	<b>\$ 6,673,774</b>	<b>\$ 6,889,033</b>	<b>\$ 648,747</b>	<b>\$ 7,099,348</b>

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

### Activity Notes

Object	Description	Amount
01	Professional personnel (52 + 3 new), Billing Specialist	\$ 4,104,291
02	Overtime	\$ 300,000
03	Part-time firefighters/paramedics (1 FTE/day), Office Specialist, Assistant Chief: EMS & CPR/First Aid Coordinator, Prevention/Public Ed Specialist	\$ 120,000
06	FICA	\$ 73,179
07	IPERS	\$ 17,181
08	Pension – \$1,055,159 (26.18%) actual cost - 100% covered in 411 Fund expenses	\$ -
09	Group insurance	\$ 1,064,677
11	On the spot awards/cell phone reimbursement	\$ 784
13	Deferred compensation City match	\$ 44,092
22	Recruitment	\$ 1,500
23	SCBA fill station maintenance	\$ 6,400
	Annual ladder testing	\$ 3,000
	Annual pump testing and service	\$ 2,500
	Cardiac monitors calibration/PM	\$ 6,300
	Annual SCBA flow tester calibration	\$ 770
	Medical Director fee	\$ 10,000
	Bad debt collections	\$ 2,500
	Annual fit tester calibration (shared cost with Ankeny, Johnston/Grimes & Clive)	\$ 670
	Annual preemption maintenance cost in shared system w/Clive	\$ 250
	Accreditation applicant agency + candidate agency + site visit	\$ 13,650
24	State Share GEMT revenue	\$ 100,000
27	Active911 notification	\$ 800
	Annual ambulance billing software	\$ 5,250
	Annual preemption maintenance cost	\$ 900
	Accreditation Dashboard	\$ 6,500
	Cell Phones	\$ 5,172
	Computers	\$ 3,000
	Drug vending machine software maintenance	\$ 2,200
	FireHouse 2 licenses for archive use	\$ 1,950
	Knox Box annual maintenance	\$ 550
	Locution systems maintenance (station alerting - 2 stations)	\$ 1,567
	Lucas CPR Device PM	\$ 5,616
	Medical billing & electronic claims software updates and annual cost (Trizetto)	\$ 2,500
	Net Motion maintenance	\$ 1,350
	Power Load Cot preventive maintenance (4)	\$ 5,489
	Scheduling software	\$ 1,100
	Software maintenance (Image Trend RMS 28E w/Clive & four other cities)	\$ 8,732
	Target Solutions Truck Check software	\$ 2,100
28	Iowa Firefighters Association	\$ 15
	Iowa Fire Chief's Association	\$ 25
	Fire Marshal Association	\$ 50

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

### Activity Notes

Object	Description	Amount
28 cont.	Polk County Fire Chiefs	\$ 25
	International Society of Fire Service Instructors (2)	\$ 250
	Iowa Association of Professional Fire Chiefs	\$ 100
	National Fire Protection Association (2) Includes Code Subscription (1)	\$ 1,750
	International Association of Fire Chiefs (3)	\$ 855
	Federations of Fire Chaplains	\$ 125
	International Code Council	\$ 145
	IA EMS Association	\$ 250
	Academy of Professional Coders	\$ 120
	Central Iowa EMS Service Directors	\$ 50
32	Personal equipment and uniforms repairs (coats, pants, boots, etc.)	\$ 30,000
	Turnout gear - replacement schedule (6 sets/yr.)	\$ 16,800
35	Printing, copying and postage	\$ 5,500
41	Repairs of small equipment	\$ 4,000
46	National Fire Academy Courses (4) (All costs are covered except meals)	\$ 1,200
	State and Local training & education - Fire (winter fire school, in-state conferences)	\$ 2,500
	State and Local training & education -EMS CEUs (IEMSA, in-state conference)	\$ 2,500
	Fire Department Instructor's conference 9 Indianapolis (2)	\$ 2,800
	CPSE Accreditation Excellence Conference (1)	\$ 2,200
	RMS training - MN (1)	\$ 1,500
	Fire training equipment & materials	\$ 1,500
	Mental health training	\$ 1,500
	Fire Prevention Materials	\$ 2,500
	Citizen Fire Academy/Kids Fire Academy	\$ 2,000
	On-Line EMS CEU & RMS	\$ 7,000
	EMS training materials & supplies	\$ 1,500
	Fire Certification course materials	\$ 500
	Officer Development Course Materials	\$ 600
	EMS training programs & CEU	\$ 500
	Training manikins for Station #41 & #43	\$ 2,400
46.1	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	\$ 7,500
54	Minor equipment (items less than \$500)	\$ 7,800
56	Fleet management - overhead contribution	\$ 50,000
	Fleet management - repair and maintenance supplies	\$ 75,500
57	Gas, oil & grease	\$ 26,250
58	Office supplies	\$ 4,000
59	EMS supplies/equipment	\$ 75,000
	Operating supplies	\$ 17,000

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59 cont.	Training facility repairs and maintenance	\$ 4,500
60	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 3,500
	Mental health screening	\$ 7,800
	Physicals, TB tests, hepatitis shots	\$ 18,620
71	Thermal imaging camera for firefighters (3)	\$ 2,500
	Hose replacement	\$ 6,500
	TIC	\$ 7,700
	Bed replacement @ Station #41 (6)	\$ 3,600
73	Equipment replacement fund contribution	\$ 176,735
81	Building maintenance fund contribution – PM projects	\$ 79,097
	Concrete repair/replacement - Station #41	\$ 35,457
	Doors for dorm rooms - Station #41	\$ 1,500
	Efis repair - Station #42	\$ 10,000
	Irrigation system - Station #42	\$ 30,000
	Concrete repair/replacement - Station #42	\$ 80,675
	Ceiling treatment - Station #43	\$ 5,000
	Trash receptacle enclosure - Sation #43	\$ 1,500
	Screening/privacy fence - Station #43	\$ 1,000
	Building maintenance - contracted services	\$ 38,719



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

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

**EMERGENCY PREPAREDNESS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	21,237	23,725	23,896	26,695
Capital outlay	-	25,000	25,000	-
<b>Total expenditures</b>	<b>\$ 21,237</b>	<b>\$ 48,725</b>	<b>\$ 48,896</b>	<b>\$ 26,695</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	1,865	3,865	3,700	2,035
<b>Total revenue</b>	<b>\$ 1,865</b>	<b>\$ 3,865</b>	<b>\$ 3,700</b>	<b>\$ 2,035</b>
<b>Net amount supported by property taxes</b>	<b>\$ 19,372</b>	<b>\$ 44,860</b>	<b>\$ 45,196</b>	<b>\$ 24,660</b>

**SIGNIFICANT BUDGET IMPACTS:**

- ↓ A decrease of \$25,000 in equipment reflects the prior year installation of one new outdoor warning siren.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC SAFETY</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## **180 EMERGENCY PREPAREDNESS**

<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	300	300	300	300
24	Contributions to other agencies	16,529	16,563	16,884	16,900	17,000
27	Data processing	40	862	862	3,495	3,495
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	2,823	2,500	3,750	2,500	2,500
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	1,845	3,500	2,100	3,500	3,500
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 21,237</b>	<b>\$ 23,725</b>	<b>\$ 23,896</b>	<b>\$ 26,695</b>	<b>\$ 26,795</b>
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ (25,000)
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	-	-	-	-	-
97	Transfers out	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ (25,000)</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 21,237</b>	<b>\$ 48,725</b>	<b>\$ 48,896</b>	<b>\$ 26,695</b>	<b>\$ (22,030)</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>EMERGENCY PREPAREDNESS</b>		<b>\$ 21,237</b>	<b>\$ 48,725</b>	<b>\$ 48,896</b>	<b>\$ 26,695</b>	<b>\$ (22,030)</b>

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Professional services - text alerting	\$ 300
24	Polk County EMA	\$ 16,563
27	Update outdoor warning siren computer software	\$ 3,495
41	Siren repairs, battery replacement for six outdoor warning sirens	\$ 2,500
48	Utility service	\$ 3,500



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

**ANIMAL CONTROL**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	135,238	188,716	144,200	192,778
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 135,238</b>	<b>\$ 188,716</b>	<b>\$ 144,200</b>	<b>\$ 192,778</b>
Fees	55,450	63,100	63,100	63,100
Grants	-	-	-	-
Other	11,874	14,971	10,912	14,697
<b>Total revenue</b>	<b>\$ 67,324</b>	<b>\$ 78,071</b>	<b>\$ 74,012</b>	<b>\$ 77,797</b>
<i>Net amount supported by property taxes</i>	<b>\$ 67,914</b>	<b>\$ 110,645</b>	<b>\$ 70,188</b>	<b>\$ 114,981</b>

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

- ↓ A decrease of \$4,100 in professional services reflects the Urbandale's share of animal control services under a 28E agreement with West Des Moines Animal Control.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC SAFETY</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 190 ANIMAL CONTROL

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	131,184	184,516	140,000	188,578	4,062	190,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,057	1,000	1,000	1,000	-	1,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,997	3,200	3,200	3,200	-	3,200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 135,238</b>	<b>\$ 188,716</b>	<b>\$ 144,200</b>	<b>\$ 192,778</b>	<b>\$ 4,062</b>	<b>\$ 194,200</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

### ANIMAL CONTROL

		\$ 135,238	\$ 188,716	\$ 144,200	\$ 192,778	\$ 4,062	\$ 194,200
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**Function: Public Safety**  
**Activity: Animal Control**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Animal control services - West Des Moines	\$ 188,578
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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,177,774	1,050,000	1,050,000	1,265,159
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 1,177,774</b>	<b>\$ 1,050,000</b>	<b>\$ 1,050,000</b>	<b>\$ 1,265,159</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	70,057	67,834	73,792	85,084
<b>Total revenue</b>	<b>\$ 70,057</b>	<b>\$ 67,834</b>	<b>\$ 73,792</b>	<b>\$ 85,084</b>
<b>Net amount supported by 411 property taxes</b>	<b>\$ 1,107,717</b>	<b>\$ 982,166</b>	<b>\$ 976,208</b>	<b>\$ 1,180,075</b>

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

- ↑ The MFPRSI City contribution rate increased from 25.31% for FY20-21 to 26.18% for FY21-22.
- ↑ The FY21 budget reflects a 411 levy 5 cents higher to \$0.37 for FY22. Full funding of the 411 pension obligation through this levy would require a levy of \$0.66, or a 29 cent increase over the FY22 proposed rate. 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 incrementally raised over 9 years to move towards funding a greater percentage of the City’s pension obligation and provide relief for the general levy. 100% funding was achieved in FY16-17. In FY19-20, due to anticipated changes in legislation, 30 cents was shifted from this levy to the general levy. Thus, the full pension obligation for police and fire is no longer fully covered by this 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%.

<b>PUBLIC SAFETY</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 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	1,177,774	1,050,000	1,050,000	1,265,159	215,159	1,534,520
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ 1,177,774</b>	<b>\$ 1,050,000</b>	<b>\$ 1,050,000</b>	<b>\$ 1,265,159</b>	<b>\$ 215,159</b>	<b>\$ 1,534,520</b>

### CONTRACTUAL AND SUPPLY SERVICES

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

### CAPITAL OUTLAY

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

**OPERATING BUDGET SUB-TOTAL** \$ 1,177,774 \$ 1,050,000 \$ 1,050,000 \$ 1,265,159 \$ 215,159 \$ 1,534,520

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

**POLICE & FIRE RETIREMENT FUND** \$ 1,177,774 \$ 1,050,000 \$ 1,050,000 \$ 1,265,159 \$ 215,159 \$ 1,534,520

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
08	Municipal Police & Fire Retirement System - City contribution for Fire & EMS	\$ 1,055,159
	Municipal Police & Fire Retirement System - City contribution for Police	\$ 210,000



<b>PUBLIC WORKS</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>200 PUBLIC WORKS SUMMARY</b>						
<b>PERSONAL SERVICES</b>						
01 Salaries	\$ 3,176,227	\$ 3,206,697	\$ 3,222,500	\$ 3,367,837	\$ 161,140	\$ 3,472,824
02 Overtime	106,654	161,000	145,000	166,000	5,000	166,000
03 Part-time	37,246	61,000	37,300	61,000	-	61,000
04 Witness fees	-	-	-	-	-	-
06 FICA	246,602	251,380	246,137	264,720	13,340	272,025
07 Retirement - IPERS	307,375	302,281	301,187	318,575	16,294	327,834
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	1,056,000	1,063,114	1,063,114	1,032,823	(30,291)	1,032,823
11 Allowance	11,488	11,972	11,972	16,442	4,470	16,442
12 Unemployment	4,178	-	-	-	-	-
13 Deferred comp plan City match	19,150	35,185	23,891	36,741	1,556	37,712
<b>Sub-Total</b>	<b>\$ 4,964,920</b>	<b>\$ 5,092,629</b>	<b>\$ 5,051,101</b>	<b>\$ 5,264,138</b>	<b>\$ 171,509</b>	<b>\$ 5,386,660</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	769	5,550	3,300	5,550	-	5,550
23 Professional services	44,198	46,700	34,750	36,700	(10,000)	36,700
24 Contributions to other agencies	1,011,384	1,133,113	1,189,116	1,162,709	29,596	1,217,669
27 Data processing	100,231	106,122	108,960	106,762	640	107,466
28 Dues and memberships	9,183	10,100	9,350	10,600	500	10,700
29 Insurance	173,400	167,971	167,971	209,019	41,048	173,400
32 Uniforms and laundry	20,289	25,190	24,580	25,250	60	25,250
35 Printing and copying	10,003	13,900	12,500	13,100	(800)	13,100
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	127,868	26,000	51,045	28,000	2,000	28,000
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	6,819	19,545	11,350	22,635	3,090	23,000
48 Utility service	522,240	623,400	604,100	604,350	(19,050)	610,700
49 Petty cash	30	-	-	-	-	-
51 Maintenance supplies	372,209	576,075	473,320	562,663	(13,412)	574,800
54 Minor equipment	9,840	8,500	6,917	8,500	-	14,500
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	129,639	558,050	557,993	558,050	-	558,050
57 Vehicle operation supplies	129,981	190,120	129,000	123,710	(66,410)	175,000
58 Office supplies	4,130	3,500	3,500	3,500	-	3,500
59 Operating supplies	14,255	10,800	11,500	11,500	700	11,500
60 Safety and medical supplies	2,396	5,480	4,350	5,450	(30)	5,450
61 Refunds	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ 2,688,864</b>	<b>\$ 3,530,116</b>	<b>\$ 3,403,602</b>	<b>\$ 3,498,048</b>	<b>\$ (32,068)</b>	<b>\$ 3,594,335</b>
<b>CAPITAL OUTLAY</b>						
71 Equipment	\$ 1,340	\$ 51,500	\$ 73,728	\$ 21,400	\$ (30,100)	\$ 5,000
72 Furniture and fixtures	19,435	58,500	66,000	41,000	(17,500)	41,000
73 Equipment replacement fund	439,173	756,999	756,999	834,402	77,403	834,402
74 Office equipment	-	86,000	86,000	-	(86,000)	-
75 Operating equipment	-	185,000	125,000	-	(185,000)	-
76 Property improvements	315,731	300,000	305,576	400,000	100,000	375,000
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	3,515	-	30,873	-	-	-
81 Building maintenance fund	55,253	66,021	66,021	119,842	53,821	119,842
97 Transfers out	3,724,700	2,946,800	2,946,800	3,855,500	908,700	3,406,000
<b>Sub-total</b>	<b>\$ 4,559,147</b>	<b>\$ 4,450,820</b>	<b>\$ 4,456,997</b>	<b>\$ 5,272,144</b>	<b>\$ 821,324</b>	<b>\$ 4,781,244</b>
<b>OPERATING BUDGET SUB-TOTAL</b>						
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	25,000	25,000	-	25,000	-	25,000
<b>PUBLIC WORKS SUMMARY</b>	<b>\$ 12,237,931</b>	<b>\$ 13,098,565</b>	<b>\$ 12,911,700</b>	<b>\$ 14,059,330</b>	<b>\$ 960,765</b>	<b>\$ 13,787,239</b>



**RoadwayOVERVIEW:** 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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,757,735	1,767,149	1,699,950	1,597,908
Contractual & supply service	716,472	1,021,954	888,240	1,030,737
Capital outlay	2,513,900	2,713,537	2,745,377	2,828,913
<b>Total expenditures</b>	<b>\$ 4,988,107</b>	<b>\$ 5,502,640</b>	<b>\$ 5,333,567</b>	<b>\$ 5,457,558</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	4,690,483	4,845,283	4,644,220	4,887,517
<b>Total revenue</b>	<b>\$ 4,690,483</b>	<b>\$ 4,845,283</b>	<b>\$ 4,644,220</b>	<b>\$ 4,887,517</b>
<i>Net amount supported by Road Use taxes</i>	<b>\$ 297,624</b>	<b>\$ 657,357</b>	<b>\$ 689,347</b>	<b>\$ 570,041</b>

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

- ↓ Overall personnel costs decreased \$169,200 due to normal salary and benefit increases for existing staff, offset by the reclassification of the Assistant Director of Public Works to the Engineering and Public Works Administration department.
- ↑ An increase of \$33,900 in insurance reflects an increase in premiums for property, casualty & cyber liability insurance.
- ↓ A decrease of \$29,800 in vehicle operations reflects the lower price of city contract fuel.
- ↓ A decrease of \$12,000 in equipment reflects the prior year purchase of a breaker for backhoe.
- ↑ An increase of \$11,200 in equipment replacement contributions reflects a citywide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$51,000 in office equipment reflects prior year equipment for the new facility.
- ↓ A decrease of \$60,000 in operating equipment reflects prior year purchase of a forklift.
- ↑ An increase of \$43,400 in Building Maintenance fund contribution is the expense for the new maintenance facility.
- ↑ An increase of \$183,700 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/ice event in one shift and to split staff into two shifts for prolonged winter events. When necessary to operate in split shifts only, it may require more assistance from other departments, the hiring of additional staff, or utilizing contractors to assist with snow and ice removal.

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

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- ❖ 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.
- ❖ The overall condition rating for the street system continues to decrease. Additional investments in the street maintenance will be necessary to provide a system acceptable to residents.

<b>PUBLIC WORKS</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>210 ROADWAY MAINTENANCE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 1,148,625	\$ 1,128,430	\$ 1,089,200	\$ 1,021,355	\$ (107,075)	\$ 1,057,263
02	Overtime	29,462	60,000	60,000	63,000	3,000	63,000
03	Part-time	12,358	22,000	8,800	22,000	-	22,000
04	Witness fees	-	-	-	-	-	-
06	FICA	88,457	88,867	84,000	80,571	(8,296)	83,372
07	Retirement - IPERS	109,269	106,066	103,000	96,212	(9,854)	99,806
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	364,158	349,398	349,398	304,194	(45,204)	304,194
11	Allowance	768	1,152	1,152	384	(768)	384
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,638	11,236	4,400	10,192	(1,044)	10,573
<b>Sub-Total</b>		<b>\$ 1,757,735</b>	<b>\$ 1,767,149</b>	<b>\$ 1,699,950</b>	<b>\$ 1,597,908</b>	<b>\$ (169,241)</b>	<b>\$ 1,640,592</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	49	1,000	500	1,000	-	1,000
23	Professional services	30,834	-	-	-	-	-
24	Contributions to other agencies	1,800	2,013	3,456	3,669	1,656	3,669
27	Data processing	12,227	12,320	12,320	12,320	-	13,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	166,700	160,946	160,946	194,873	33,927	166,700
32	Uniforms and laundry	9,991	11,075	11,075	11,075	-	11,075
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	88,025	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,703	4,600	3,000	4,600	-	5,000
48	Utility service	21,929	25,000	20,000	25,000	-	30,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	279,865	449,700	350,000	452,700	3,000	455,000
54	Minor equipment	4,257	4,000	4,000	4,000	-	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	46,592	261,000	260,943	261,000	-	261,000
57	Vehicle operation supplies	40,935	82,800	55,000	53,000	(29,800)	75,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	10,202	5,000	5,000	5,000	-	5,000
60	Safety and medical supplies	1,363	2,500	2,000	2,500	-	2,500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 716,472</b>	<b>\$ 1,021,954</b>	<b>\$ 888,240</b>	<b>\$ 1,030,737</b>	<b>\$ 8,783</b>	<b>\$ 1,038,944</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ 12,000	\$ 13,840	\$ -	\$ (12,000)	\$ -
72	Furniture and fixtures	3,885	-	-	-	-	-
73	Equipment replacement fund	252,830	436,056	436,056	447,283	11,227	447,283
74	Office equipment	-	51,000	51,000	-	(51,000)	-
75	Operating equipment	-	60,000	60,000	-	(60,000)	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	306	-	30,000	-	-	-
81	Building maintenance fund	29,379	32,681	32,681	76,130	43,449	76,130
97	Transfers out to Capital Projects	2,227,500	2,121,800	2,121,800	2,305,500	183,700	2,606,000
<b>Sub-total</b>		<b>\$ 2,513,900</b>	<b>\$ 2,713,537</b>	<b>\$ 2,745,377</b>	<b>\$ 2,828,913</b>	<b>\$ 115,376</b>	<b>\$ 3,129,413</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 4,988,107</b>	<b>\$ 5,502,640</b>	<b>\$ 5,333,567</b>	<b>\$ 5,457,558</b>	<b>\$ (45,082)</b>	<b>\$ 5,808,949</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ROADWAY MAINTENANCE</b>		<b>\$ 4,988,107</b>	<b>\$ 5,502,640</b>	<b>\$ 5,333,567</b>	<b>\$ 5,457,558</b>	<b>\$ (45,082)</b>	<b>\$ 5,808,949</b>

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

### Activity Notes

Object	Description	Amount
01	Supervisor, Heavy Equip Operators (2), Light Equip Operators (3), Laborers (9), Staff Engineer	\$ 1,021,355
02	Overtime	\$ 63,000
03	Seasonal personnel (4) - 14 weeks	\$ 22,000
06	FICA	\$ 80,571
07	IPERS	\$ 96,212
09	Group insurance	\$ 304,194
11	Cell phone - Supervisor	\$ 384
13	Deferred compensation City match	\$ 10,192
22	Recruitment	\$ 1,000
24	Salt storage facility building maintenance contribution	\$ 3,456
	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 (39%)	\$ 174,917
	Workers Comp insurance coverage, 411 medical claims - Road Use share (19%)	\$ 19,956
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)	\$ 130,000
	Construction signs	\$ 5,000
	Equipment rentals	\$ 10,000
	Miscellaneous materials	\$ 3,000
	Salt (2,500 tons)	\$ 162,500
	Sealing materials (60,000 pounds)	\$ 33,000
	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	\$ 53,000
59	Shop supplies	\$ 5,000
60	First aid supplies and fire extinguishers	\$ 1,500
	Gloves & related items	\$ 500

<b>Function: Public Works</b>
<b>Activity: Roadway Maintenance</b>

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
60 cont.	Safety equipment	\$ 500
73	Equipment replacement fund contribution	\$ 447,283
81	Building maintenance fund contribution - PM Projects	\$ 64,388
	Building maintenance - contracted services	\$ 11,742
97	Douglas Avenue Urbanization	\$ 750,000
	Meredith Drive - 170th Street to 184th Street - overlay	\$ 120,000
	PCC patching program	\$ 1,435,500

<b>Metro Salt Storage Maintenance Special Revenue Fund #160</b>		<b>\$ 10,000</b>
99	Insurance	\$ 1,000
99	Equipment maintenance & repair	\$ 4,500
99	Storage facility maintenance & repair	\$ 4,500



**FUNCTION: Public Works**  
**ACTIVITY: Street Lighting**

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

**STREET LIGHTING**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	468,271	540,000	555,000	510,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 468,271</b>	<b>\$ 540,000</b>	<b>\$ 555,000</b>	<b>\$ 510,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	440,331	475,490	483,268	456,731
<b>Total revenue</b>	<b>\$ 440,331</b>	<b>\$ 475,490</b>	<b>\$ 483,268</b>	<b>\$ 456,731</b>
<b>Net amount supported by Road Use taxes</b>	<b>\$ 27,940</b>	<b>\$ 64,510</b>	<b>\$ 71,732</b>	<b>\$ 53,269</b>

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

- ↓ A decrease of \$30,000 in utilities reflects continued cost savings from LED upgrades throughout the City, despite increase in the actual inventory of lights.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The majority of City-owned and MidAmerican Energy owned streetlights have been upgraded to LED. While energy costs have decreased over the last several years, this will level off from here on out.

<b>PUBLIC WORKS</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

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

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
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.	18,766	6,000	30,000	6,000	-	6,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	449,505	534,000	525,000	504,000	(30,000)	504,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 468,271</b>	<b>\$ 540,000</b>	<b>\$ 555,000</b>	<b>\$ 510,000</b>	<b>\$ (30,000)</b>	<b>\$ 510,000</b>

#### CAPITAL OUTLAY

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

#### OPERATING BUDGET SUB-TOTAL

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

#### STREET LIGHTING

		\$ 468,271	\$ 540,000	\$ 555,000	\$ 510,000	\$ (30,000)	\$ 510,000
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**Function: Public Works**  
**Activity: Street Lighting**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
41	City-owned street light maintenance	\$ 6,000
48	Energy cost for existing street light systems	\$ 504,000



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	159,046	186,572	176,181	188,852
Contractual & supply service	84,594	127,261	113,050	112,549
Capital outlay	102,527	116,843	138,573	95,843
<b>Total expenditures</b>	<b>\$ 346,167</b>	<b>\$ 430,676</b>	<b>\$ 427,804</b>	<b>\$ 397,244</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	325,512	379,227	372,512	355,752
<b>Total revenue</b>	<b>\$ 325,512</b>	<b>\$ 379,227</b>	<b>\$ 372,512</b>	<b>\$ 355,752</b>
<b>Net amount supported by Road Use taxes</b>	<b>\$ 20,655</b>	<b>\$ 51,449</b>	<b>\$ 55,292</b>	<b>\$ 41,492</b>

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

- ↑ An increase of \$5,900 represents an increase in electricity for traffic signals.
- ↓ A decrease of \$18,400 in maintenance supplies represents a decrease in replacement of street signs and posts.
- ↓ A decrease of \$21,000 in equipment reflects the purchase of a conflict monitor tester and a surface grinder in the prior year budget.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ A 10+ year project to upgrade signs per the 2009 MUTCD is substantially complete. The new guidelines require increased sizing, font changes and signs to meet minimum retro-reflectivity standards. This required an investment of approximately \$45,000 annually. Now that this project is complete sign maintenance expenses will decrease.

<b>PUBLIC WORKS</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>240 TRAFFIC SAFETY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 98,484	\$ 118,600	\$ 112,300	\$ 123,116	\$ 4,516	\$ 126,501
02	Overtime	-	-	-	-	-	-
03	Part-time	2,628	5,000	3,000	5,000	-	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	7,387	9,546	8,600	9,891	345	10,157
07	Retirement - IPERS	9,371	11,140	10,601	11,593	453	11,942
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	40,462	41,106	41,106	38,024	(3,082)	38,024
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	714	1,180	574	1,228	48	1,265
<b>Sub-Total</b>		<b>\$ 159,046</b>	<b>\$ 186,572</b>	<b>\$ 176,181</b>	<b>\$ 188,852</b>	<b>\$ 2,280</b>	<b>\$ 192,889</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,262	3,486	4,000	1,286	(2,200)	1,286
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,022	1,250	1,250	1,250	-	1,250
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	15,517	20,000	20,000	20,000	-	20,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	244	1,000	1,000	1,000	-	1,000
48	Utility service	27,370	24,750	28,600	30,650	5,900	32,000
49	Petty cash	30	-	-	-	-	-
51	Maintenance supplies	35,748	73,575	55,000	55,163	(18,412)	60,000
54	Minor equipment	1,447	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	962	2,000	2,000	2,000	-	2,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	992	200	200	200	-	200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 84,594</b>	<b>\$ 127,261</b>	<b>\$ 113,050</b>	<b>\$ 112,549</b>	<b>\$ (14,712)</b>	<b>\$ 118,736</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ 21,000	\$ 42,730	\$ -	\$ (21,000)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	12,089	20,843	20,843	20,843	-	20,843
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	75,038	75,000	75,000	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	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 102,527</b>	<b>\$ 116,843</b>	<b>\$ 138,573</b>	<b>\$ 95,843</b>	<b>\$ (21,000)</b>	<b>\$ 95,843</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 346,167</b>	<b>\$ 430,676</b>	<b>\$ 427,804</b>	<b>\$ 397,244</b>	<b>\$ (33,432)</b>	<b>\$ 407,468</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>TRAFFIC SAFETY</b>		<b>\$ 346,167</b>	<b>\$ 430,676</b>	<b>\$ 427,804</b>	<b>\$ 397,244</b>	<b>\$ (33,432)</b>	<b>\$ 407,468</b>

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

### Activity Notes

Object	Description	Amount
01	Laborer, Engineering Technician - Traffic Signals	\$ 123,116
03	Summer intern (1)	\$ 5,000
06	FICA	\$ 9,891
07	IPERS	\$ 11,593
09	Group insurance	\$ 38,024
13	Deferred compensation City match	\$ 1,228
27	Cell phone plan	\$ 566
	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 (51 signals @ 100%, 13 signals @ 50%, 12 school beacons)	\$ 17,000
46	Training and development	\$ 1,000
48	Traffic signal electrical service (54 signals @ 100%, 13 signals @ 50%, 6 school beacons)	\$ 30,000
	Inspector cell phone	\$ 650
51	Bags of glass beads	\$ 5,000
	Posts, brackets and hardware	\$ 10,000
	Signs	\$ 30,000
	Street painting materials	\$ 10,163
54	Tools & stencils	\$ 1,000
56	Fleet management - overhead contribution	\$ 500
	Fleet management - repair and maintenance supplies	\$ 1,500
59	Operating supplies	\$ 200
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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	779,695	837,094	849,051	939,640
Contractual & supply service	30,842	66,230	55,430	68,170
Capital outlay	12,594	21,714	21,714	22,914
<b>Total expenditures</b>	<b>\$ 823,131</b>	<b>\$ 925,038</b>	<b>\$ 926,195</b>	<b>\$ 1,030,724</b>
Fees	125,559	150,000	145,000	150,000
Grants	-	-	-	-
Other	72,272	73,385	70,086	78,579
<b>Total revenue</b>	<b>\$ 197,831</b>	<b>\$ 223,385</b>	<b>\$ 215,086</b>	<b>\$ 228,579</b>
<b>Net amount supported by property taxes</b>	<b>\$ 625,300</b>	<b>\$ 701,653</b>	<b>\$ 711,109</b>	<b>\$ 802,145</b>

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

- ↑ An increase in salary costs of \$102,500 represents normal salary and benefit increases for existing staff, plus a full year of one GIS Specialist position that was added in FY21 to accommodate citywide fiber access installation.

**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 integral to the operations of the City, ongoing software maintenance and training costs will continue to increase to keep GIS information current.

<b>PUBLIC WORKS</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>260 ENGINEERING SERVICES</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 471,903	\$ 529,636	\$ 548,200	\$ 609,345	\$ 79,709	\$ 627,625
02	Overtime	43,018	50,000	45,000	50,000	-	50,000
03	Part-time	12,210	16,000	14,500	16,000	-	16,000
04	Witness fees	-	-	-	-	-	-
06	FICA	39,391	42,145	41,937	48,293	6,148	49,717
07	Retirement - IPERS	47,922	49,785	51,750	57,415	7,630	59,248
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	161,848	143,870	143,870	152,097	8,227	152,097
11	Allowance	384	384	384	408	24	408
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,019	5,274	3,410	6,082	808	6,276
<b>Sub-Total</b>		<b>\$ 779,695</b>	<b>\$ 837,094</b>	<b>\$ 849,051</b>	<b>\$ 939,640</b>	<b>\$ 102,546</b>	<b>\$ 961,371</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	720	300	300	300	-	300
23	Professional services	10,813	32,500	21,000	32,500	-	32,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,681	-	3,000	-	-	-
28	Dues and memberships	160	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,529	3,780	3,780	3,810	30	3,810
35	Printing and copying	48	100	100	100	-	100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	404	3,900	2,000	6,040	2,140	6,000
48	Utility service	6,016	5,150	6,500	8,000	2,850	8,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	108	300	150	300	-	300
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	491	8,150	8,150	8,150	-	8,150
57	Vehicle operation supplies	6,613	9,800	7,800	6,020	(3,780)	10,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,185	2,100	2,500	2,800	700	2,800
60	Safety and medical supplies	74	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 30,842</b>	<b>\$ 66,230</b>	<b>\$ 55,430</b>	<b>\$ 68,170</b>	<b>\$ 1,940</b>	<b>\$ 72,110</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	12,594	21,714	21,714	21,714	-	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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 12,594</b>	<b>\$ 21,714</b>	<b>\$ 21,714</b>	<b>\$ 22,914</b>	<b>\$ 1,200</b>	<b>\$ 21,714</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 823,131</b>	<b>\$ 925,038</b>	<b>\$ 926,195</b>	<b>\$ 1,030,724</b>	<b>\$ 105,686</b>	<b>\$ 1,055,195</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ENGINEERING SERVICES</b>		<b>\$ 823,131</b>	<b>\$ 925,038</b>	<b>\$ 926,195</b>	<b>\$ 1,030,724</b>	<b>\$ 105,686</b>	<b>\$ 1,055,195</b>

**Function: Public Works**  
**Activity: Engineering Services**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Senior Engineering Technician (2), Engineering Technician (4), GIS Coordinator, GIS Specialist	\$ 609,345
02	Overtime	\$ 50,000
03	Seasonal interns (3)	\$ 16,000
06	FICA	\$ 48,293
07	IPERS	\$ 57,415
09	Group insurance	\$ 152,097
11	Cell phone allowance (1)	\$ 408
13	Deferred compensation City match	\$ 6,082
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 (2)	\$ 60
	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)	\$ 2,640
48	Inspector cell phones (7) hotspot (2)	\$ 6,000
	Voice and data	\$ 2,000
51	Maintenance supplies	\$ 300
56	Fleet management - overhead contribution	\$ 5,000
	Fleet management - repair and maintenance supplies	\$ 2,550
	Car washes	\$ 600
57	Fuel	\$ 6,020
59	Drafting supplies	\$ 600
	Field supplies - paint, lath, flagging material	\$ 2,200
60	First aid supplies	\$ 150
71	Traffic counter box and clamps	\$ 1,200
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	832,772	763,670	756,970	767,381
Contractual & supply service	1,147,126	1,457,270	1,478,005	1,453,200
Capital outlay	135,638	253,143	261,353	265,643
<b>Total expenditures</b>	<b>\$ 2,115,536</b>	<b>\$ 2,474,083</b>	<b>\$ 2,496,328</b>	<b>\$ 2,486,224</b>
Fees	2,695,569	2,650,000	2,689,500	2,711,800
Grants	-	-	-	-
Other	203,751	203,275	204,900	205,542
<b>Total revenue</b>	<b>\$ 2,899,320</b>	<b>\$ 2,853,275</b>	<b>\$ 2,894,400</b>	<b>\$ 2,917,342</b>
<b>Net amount supported by property taxes</b>	<b>\$ (783,784)</b>	<b>\$ (379,192)</b>	<b>\$ (398,072)</b>	<b>\$ (431,118)</b>

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

- ↑ An increase of \$27,900 in contributions to other agencies, includes increases in landfill and recycling programs.
- ↓ A decrease of \$27,100 in vehicle operations reflects the lower price of city contract fuel
- ↑ An increase of \$15,000 in equipment replacement contributions reflects a citywide adjustment to funding schedules for capital equipment purchases.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC WORKS</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>290 SOLID WASTE COLLECTION</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 549,951	\$ 499,347	\$ 498,000	\$ 509,829	\$ 10,482	\$ 524,377
02	Overtime	20,714	30,000	25,000	32,000	2,000	32,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	42,210	38,580	39,000	39,373	793	40,516
07	Retirement - IPERS	53,871	46,904	47,000	48,008	1,104	49,501
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	161,848	143,870	143,870	133,085	(10,785)	133,085
11	Allowance	-	-	-	-	-	-
12	Unemployment	4,178	-	-	-	-	-
13	Deferred comp plan City match	-	4,969	4,100	5,086	117	5,244
<b>Sub-Total</b>		<b>\$ 832,772</b>	<b>\$ 763,670</b>	<b>\$ 756,970</b>	<b>\$ 767,381</b>	<b>\$ 3,711</b>	<b>\$ 784,723</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	25	-	-	-	-	-
24	Contributions to other agencies	992,584	1,118,100	1,173,660	1,146,040	27,940	1,200,000
27	Data processing	3,809	8,650	4,000	3,790	(4,860)	4,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,957	4,375	4,375	4,375	-	4,375
35	Printing and copying	2,725	2,400	2,900	2,400	-	2,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	418	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	419	1,095	-	1,095	-	1,100
48	Utility service	-	5,000	1,000	5,000	-	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,050	-	170	-	-	-
54	Minor equipment	524	1,000	400	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	70,732	233,000	233,000	233,000	-	233,000
57	Vehicle operation supplies	69,605	81,650	56,000	54,500	(27,150)	75,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,264	1,500	2,000	1,500	-	1,500
60	Safety and medical supplies	14	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,147,126</b>	<b>\$ 1,457,270</b>	<b>\$ 1,478,005</b>	<b>\$ 1,453,200</b>	<b>\$ (4,070)</b>	<b>\$ 1,527,875</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	11,145	38,500	46,000	36,000	(2,500)	36,000
73	Equipment replacement fund	124,493	214,643	214,643	229,643	15,000	229,643
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	710	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 135,638</b>	<b>\$ 253,143</b>	<b>\$ 261,353</b>	<b>\$ 265,643</b>	<b>\$ 12,500</b>	<b>\$ 265,643</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,115,536</b>	<b>\$ 2,474,083</b>	<b>\$ 2,496,328</b>	<b>\$ 2,486,224</b>	<b>\$ 12,141</b>	<b>\$ 2,578,241</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>SOLID WASTE COLLECTION</b>		<b>\$ 2,115,536</b>	<b>\$ 2,474,083</b>	<b>\$ 2,496,328</b>	<b>\$ 2,486,224</b>	<b>\$ 12,141</b>	<b>\$ 2,578,241</b>

**Function: Public Works**  
**Activity: Solid Waste Collection**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Supervisor, Waste Collection Operators (6)	\$ 509,829
02	Overtime	\$ 32,000
06	FICA	\$ 39,373
07	IPERS	\$ 48,008
09	Group insurance	\$ 133,085
13	Deferred compensation City match	\$ 5,086
24	Curb It! recycling program	\$ 634,740
	Landfill and transfer station charges	\$ 478,800
	Spring cleanup	\$ 29,500
	Tonnage fee for yard waste	\$ 3,000
27	AVL annual cost	\$ 2,500
	Cell phone - Supervisor	\$ 570
	iPad data (2)	\$ 720
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	\$ 54,500
59	Miscellaneous supplies	\$ 1,500
60	Safety equipment	\$ 500
72	Solid waste container replacements	\$ 36,000
73	Equipment replacement fund contributions	\$ 229,643



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	214,999	205,104	203,176	221,954
Contractual & supply service	25,087	42,560	53,185	43,880
Capital outlay	245,996	294,000	234,000	334,000
<b>Total expenditures</b>	<b>\$ 486,082</b>	<b>\$ 541,664</b>	<b>\$ 490,361</b>	<b>\$ 599,834</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	501,180	644,771	628,709	714,303
<b>Total revenue</b>	<b>\$ 501,180</b>	<b>\$ 644,771</b>	<b>\$ 628,709</b>	<b>\$ 714,303</b>
<i>Net amount supported by property taxes</i>	<b>\$ (15,098)</b>	<b>\$ (103,107)</b>	<b>\$ (138,348)</b>	<b>\$ (114,469)</b>

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

- ↑ A net increase in salary costs of \$16,850 represents normal salary and benefits increases for existing staff.
- ↓ A decrease of \$60,000 in operating equipment reflects prior year budget for purchase of easement machine.
- ↑ An increase of \$100,000 in property improvements reflects the additional work requested for the UWHSD lining program.

**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.

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**FUNCTION: Public Works**

**ACTIVITY: Sanitary Sewer and Wastewater**

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- ❖ 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.
- ❖ The City has recently taken over maintenance of Windsor Heights sanitary sewer system. Any increase in costs will be borne by the Urbandale Windsor Heights Sanitary District. There will also be additional revenue generated from the agreement.

<b>PUBLIC WORKS</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>291 SANITARY SEWERS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 139,309	\$ 122,960	\$ 129,000	\$ 139,808	\$ 16,848	\$ 144,687
02	Overtime	5,744	8,000	6,000	8,000	-	8,000
03	Part-time	3,666	10,000	4,000	10,000	-	10,000
04	Witness fees	-	-	-	-	-	-
06	FICA	11,078	10,265	9,800	11,562	1,297	11,944
07	Retirement - IPERS	13,693	11,550	12,000	13,165	1,615	13,658
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	40,462	41,106	41,106	38,024	(3,082)	38,024
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,047	1,223	1,270	1,395	172	1,447
<b>Sub-Total</b>		<b>\$ 214,999</b>	<b>\$ 205,104</b>	<b>\$ 203,176</b>	<b>\$ 221,954</b>	<b>\$ 16,850</b>	<b>\$ 227,760</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	2,526	4,200	3,500	4,200	-	4,200
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,312	1,340	1,340	1,340	-	1,340
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	930	1,250	1,200	1,250	-	1,250
35	Printing and copying	135	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	4,917	-	1,045	2,000	2,000	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	465	800	500	800	-	800
48	Utility service	718	1,500	1,000	1,300	(200)	1,300
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,181	5,000	20,000	7,000	2,000	7,000
54	Minor equipment	239	1,500	500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,464	19,300	19,300	19,300	-	19,300
57	Vehicle operation supplies	5,010	6,670	4,200	4,190	(2,480)	7,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	142	500	500	500	-	500
60	Safety and medical supplies	48	500	100	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 25,087</b>	<b>\$ 42,560</b>	<b>\$ 53,185</b>	<b>\$ 43,880</b>	<b>\$ 1,320</b>	<b>\$ 46,690</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	5,303	9,000	9,000	9,000	-	9,000
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	60,000	-	-	(60,000)	-
76	Property improvements	240,693	225,000	225,000	325,000	100,000	300,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 245,996</b>	<b>\$ 294,000</b>	<b>\$ 234,000</b>	<b>\$ 334,000</b>	<b>\$ 40,000</b>	<b>\$ 309,000</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 486,082</b>	<b>\$ 541,664</b>	<b>\$ 490,361</b>	<b>\$ 599,834</b>	<b>\$ 58,170</b>	<b>\$ 583,450</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>SANITARY SEWERS</b>		<b>\$ 486,082</b>	<b>\$ 541,664</b>	<b>\$ 490,361</b>	<b>\$ 599,834</b>	<b>\$ 58,170</b>	<b>\$ 583,450</b>

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

### Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 139,808
02	Overtime	\$ 8,000
03	Seasonal Laborers (2)	\$ 10,000
06	FICA	\$ 11,562
07	IPERS	\$ 13,165
09	Group insurance	\$ 38,024
13	Deferred compensation City match	\$ 1,395
23	Legal fees	\$ 3,200
	Mowing	\$ 1,000
27	AVL annual cost	\$ 500
	iPad data and hotspot	\$ 840
32	Uniform allowance (2)	\$ 1,250
41	Lift station maintenance	\$ 2,000
46	Wastewater training (2)	\$ 800
48	Electrical services	\$ 1,300
51	Castings, adjusting rings, concrete	\$ 7,000
54	Replacement tools	\$ 1,500
56	Fleet management - overhead contribution	\$ 10,000
	Fleet management - repair and maintenance supplies	\$ 9,300
57	Fuel	\$ 4,190
59	Operating supplies/consumables	\$ 500
60	Safety equipment, supplies	\$ 500
73	Equipment replacement fund contributions	\$ 9,000
76	Lining Program- USSD	\$ 175,000
	Lining Program - UWHSD	\$ 100,000
	Spot Repair Program - USSD	\$ 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**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	378,450	434,842	430,664	447,372
Contractual & supply service	101,745	127,551	120,025	131,472
Capital outlay	1,516,367	968,248	972,482	1,688,607
<b>Total expenditures</b>	<b>\$ 1,996,562</b>	<b>\$ 1,530,641</b>	<b>\$ 1,523,171</b>	<b>\$ 2,267,451</b>
Fees	2,326,402	2,240,000	2,350,000	2,380,000
Grants	-	-	-	-
Other	78,093	50,000	25,000	30,000
<b>Total revenue</b>	<b>\$ 2,404,495</b>	<b>\$ 2,290,000</b>	<b>\$ 2,375,000</b>	<b>\$ 2,410,000</b>
<i>Net amount supported by stormwater fees</i>	<b>\$ (407,933)</b>	<b>\$ (759,359)</b>	<b>\$ (851,829)</b>	<b>\$ (142,549)</b>

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

- ↑ A net increase in salary costs of \$12,500 represents normal salary and benefit increases for existing staff.
- ↑ An increase of \$7,100 in insurance in for an increase in property and casualty insurance.
- ↑ An increase of \$7,000 in equipment reflects the purchase of an automatic floor cleaner.
- ↑ An increase of \$51,200 in equipment replacement contributions reflects a citywide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$8,500 in office equipment reflects prior year purchases for new facility.
- ↓ A decrease of \$65,000 in operating equipment reflects prior year excavator purchase.
- ↑ An increase of \$10,600 to the Building Maintenance Fund represents the department's contribution for upkeep of the new maintenance facility.
- ↑ An increase of \$725,000 in transfers reflects the funding for storm water improvement program, intake rebuilding, storm water grant program, a culvert removal at old 100<sup>th</sup> Street, Douglas Avenue Urbanization and the purchase of a floodplain house. 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.
- ❖ A study is currently taking place to analyze the City's Stormwater collection system. It is anticipated that this will reveal a need to invest significantly more to upgrade and maintain storm sewers and the creek system. At this time rates may need to be adjusted.
- ❖ Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the storm water system. Any projects would be a joint venture between the City and the two sanitary sewer districts.

<b>PUBLIC WORKS</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 292 STORM WATER UTILITY FUND

### PERSONAL SERVICES

01	Salaries	\$ 265,224	\$ 274,925	\$ 275,800	\$ 291,083	\$ 16,158	\$ 298,871
02	Overtime	7,566	13,000	9,000	13,000	-	13,000
03	Part-time	6,384	8,000	7,000	8,000	-	8,000
04	Witness fees	-	-	-	-	-	-
06	FICA	20,878	21,853	21,800	23,095	1,242	23,704
07	Retirement - IPERS	25,751	25,835	25,835	27,421	1,586	28,213
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	49,880	88,377	88,377	81,752	(6,625)	81,752
11	Allowance	115	115	115	116	1	116
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,652	2,737	2,737	2,905	168	2,989
	<b>Sub-Total</b>	<b>\$ 378,450</b>	<b>\$ 434,842</b>	<b>\$ 430,664</b>	<b>\$ 447,372</b>	<b>\$ 12,530</b>	<b>\$ 456,645</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	250	-	-	-
24	Contributions to other agencies	17,000	13,000	12,000	13,000	-	14,000
27	Data processing	2,296	2,426	2,400	2,426	-	2,240
28	Dues and memberships	4,965	5,000	4,950	5,000	-	5,000
29	Insurance	6,700	7,025	7,025	14,146	7,121	6,700
32	Uniforms and laundry	2,712	2,500	2,500	2,500	-	2,500
35	Printing and copying	-	500	500	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	227	1,000	500	1,000	-	1,000
48	Utility service	-	5,000	2,000	5,000	-	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	51,694	45,000	45,000	45,000	-	50,000
54	Minor equipment	2,534	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,398	34,600	34,600	34,600	-	34,600
57	Vehicle operation supplies	7,818	9,200	6,000	6,000	(3,200)	8,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	401	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	-	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 101,745</b>	<b>\$ 127,551</b>	<b>\$ 120,025</b>	<b>\$ 131,472</b>	<b>\$ 3,921</b>	<b>\$ 131,840</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ 13,000	\$ 11,658	\$ 20,000	\$ 7,000	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	31,864	54,743	54,743	105,919	51,176	105,919
74	Office equipment	-	8,500	8,500	-	(8,500)	-
75	Operating equipment	-	65,000	65,000	-	(65,000)	-
76	Property improvements	-	-	5,576	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	2,703	-	-	-	-	-
81	Building maintenance fund	-	2,005	2,005	12,688	10,683	12,688
97	Transfers out to Capitals	1,481,800	825,000	825,000	1,550,000	725,000	800,000
	<b>Sub-total</b>	<b>\$ 1,516,367</b>	<b>\$ 968,248</b>	<b>\$ 972,482</b>	<b>\$ 1,688,607</b>	<b>\$ 720,359</b>	<b>\$ 923,607</b>

### OPERATING BUDGET SUB-TOTAL

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

### STORM WATER UTILITY FUND

		<b>\$ 1,996,562</b>	<b>\$ 1,530,641</b>	<b>\$ 1,523,171</b>	<b>\$ 2,267,451</b>	<b>\$ 736,810</b>	<b>\$ 1,512,092</b>
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**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	\$ 291,083
02	Overtime	\$ 13,000
03	Part-time (summer intern)	\$ 8,000
06	FICA	\$ 23,095
07	IPERS	\$ 27,421
09	Group insurance	\$ 81,752
11	Phone allowance (30% of Senior Engineer)	\$ 116
13	Deferred compensation City match	\$ 2,905
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%)	\$ 12,347
	Workers Comp insurance coverage, 411 medical claims - Storm Water share (3%)	\$ 1,799
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	\$ 6,000
59	Operating supplies	\$ 1,000
60	Safety equipment, supplies	\$ 300
71	Automatic floor cleaner	\$ 20,000
73	Equipment replacement fund contributions	\$ 105,919
81	Building maintenance fund contribution - PM Projects	\$ 12,688
97	Stormwater improvement program	\$ 350,000
	Intake rebuilding program	\$ 250,000
	Stormwater grant program	\$ 200,000
	Culvert removal - old 100th Street	\$ 200,000
	Floodplain home purchase	\$ 250,000
	Douglas Avenue Urbanization	\$ 300,000



**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.**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	757,311	759,962	796,873	942,765
Contractual & supply service	114,727	147,290	140,667	148,040
Capital outlay	32,125	83,335	83,498	36,224
<b>Total expenditures</b>	<b>\$ 904,163</b>	<b>\$ 990,587</b>	<b>\$ 1,021,038</b>	<b>\$ 1,127,029</b>
Fees	9,065	7,500	7,500	7,500
Grants	-	-	-	-
Other	79,386	78,585	77,263	85,921
<b>Total revenue</b>	<b>\$ 88,451</b>	<b>\$ 86,085</b>	<b>\$ 84,763</b>	<b>\$ 93,421</b>
<b>Net amount supported by property taxes</b>	<b>\$ 815,712</b>	<b>\$ 904,502</b>	<b>\$ 936,275</b>	<b>\$ 1,033,608</b>

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

- ↑ Overall personnel costs increased by \$182,800 which reflects normal increases for existing staff, plus the reclassification of Assistant Director of Public Works from the Roadway Maintenance budget to this budget. Also included is the addition of one Administrative Technician position that will support the various departments housed in the new Park/Public Works maintenance facility.
- ↓ A decrease of \$10,000 in professional service reflects prior year completion of an administrative cost study for use with sanitary sewer district billings.
- ↑ An increase of \$7,700 in data processing reflects increases in software maintenance contracts.
- ↓ A decrease of \$5,300 in equipment reflects the prior year purchase of one printer and one copier.
- ↓ A decrease of \$15,000 in furniture reflects the prior year replacement of streetscape banners.
- ↓ A decrease of \$26,500 reflects the prior year purchase of equipment for the new facility.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC WORKS</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 295 ENGINEERING and PUBLIC WORKS ADMIN.

### PERSONAL SERVICES

01	Salaries	\$ 502,731	\$ 532,799	\$ 570,000	\$ 673,301	\$ 140,502	\$ 693,500
02	Overtime	150	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	37,201	40,124	41,000	51,935	11,811	52,615
07	Retirement - IPERS	47,498	51,001	51,001	64,761	13,760	65,466
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	152,430	117,151	117,151	127,381	10,230	127,381
11	Allowance	10,221	10,321	10,321	15,534	5,213	15,534
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,080	8,566	7,400	9,853	1,287	9,918
<b>Sub-Total</b>		<b>\$ 757,311</b>	<b>\$ 759,962</b>	<b>\$ 796,873</b>	<b>\$ 942,765</b>	<b>\$ 182,803</b>	<b>\$ 964,414</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	4,250	2,500	4,250	-	4,250
23	Professional services	-	10,000	10,000	-	(10,000)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	76,644	77,900	81,900	85,600	7,700	85,600
28	Dues and memberships	4,058	5,100	4,400	5,600	500	5,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	148	960	400	990	30	990
35	Printing and copying	7,095	10,900	9,000	10,100	(800)	10,100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	225	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,357	7,150	4,350	8,100	950	8,100
48	Utility service	16,702	23,000	20,000	25,400	2,400	25,400
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	563	2,500	3,000	2,500	-	2,500
54	Minor equipment	839	-	17	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,130	3,500	3,500	3,500	-	3,500
59	Operating supplies	69	500	300	500	-	500
60	Safety and medical supplies	897	1,530	1,300	1,500	(30)	1,500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 114,727</b>	<b>\$ 147,290</b>	<b>\$ 140,667</b>	<b>\$ 148,040</b>	<b>\$ 750</b>	<b>\$ 148,140</b>

### CAPITAL OUTLAY

71	Equipment	\$ 1,340	\$ 5,500	\$ 5,500	\$ 200	\$ (5,300)	\$ -
72	Furniture and fixtures	4,405	20,000	20,000	5,000	(15,000)	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	26,500	26,500	-	(26,500)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	506	-	163	-	-	-
81	Building maintenance fund	25,874	31,335	31,335	31,024	(311)	31,024
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 32,125</b>	<b>\$ 83,335</b>	<b>\$ 83,498</b>	<b>\$ 36,224</b>	<b>\$ (47,111)</b>	<b>\$ 36,024</b>

### OPERATING BUDGET SUB-TOTAL

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

### ENGINEERING and PUBLIC WORKS ADMIN.

		<b>\$ 904,163</b>	<b>\$ 990,587</b>	<b>\$ 1,021,038</b>	<b>\$ 1,127,029</b>	<b>\$ 136,442</b>	<b>\$ 1,148,578</b>
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**Function: Public Works****Activity: Engineering and Public Works Administration****Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director of Engineering & Public Works, Assistant Director of Public Works, Assistant Director of Engineering 70% (30% in storm water), Senior Engineer (2), Administrative Technician (1) + 1 new (2), Administrative Specialist	\$ 673,301
06	FICA	\$ 51,935
07	IPERS	\$ 64,761
09	Group insurance	\$ 127,381
11	Cell phone allowance (6.7)	\$ 2,734
	On-the-spot awards	\$ 200
	Vehicle allowance (Director, Assistant Directors partial)	\$ 12,600
13	Deferred compensation City match	\$ 9,853
22	Recruitment	\$ 4,250
27	ArcView maintenance	\$ 25,000
	CarteGraph maintenance	\$ 48,000
	GeoPak software maintenance	\$ 2,500
	GIS computers -2 (Sr Engr and GIS spec) & software maintenance	\$ 4,600
	iPads	\$ 1,600
	Lighting design software	\$ 900
	MicroStation maintenance (3)	\$ 2,300
	Video editing software	\$ 200
	Wireless card fees (1 GPS)	\$ 500
28	APWA, AWWA, IES, ASCE and professional registrations and publications	\$ 5,600
32	City logo shirts (3)	\$ 90
	Uniform allowance (3)	\$ 900
35	City map printing	\$ 500
	Copier maintenance contract (1/2 in Parks)	\$ 1,000
	Maintenance on color printer & plan copiers (other 1/2 in Community Development)	\$ 2,250
	Miscellaneous printing/copying and postage	\$ 6,350
46	APWA National Conference, CEU qualified (3) St. Louis, MO	\$ 5,500
	APWA State Conference (2 Assist Dir, 2 SR Eng)	\$ 1,000
	IES meetings	\$ 100
	Technical conferences, CEU qualified - all professional staff	\$ 1,500
48	Voice and data, water, electric, gas	\$ 25,400
51	Operating supplies	\$ 1,000
	Streetscape parts	\$ 1,500
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,500
71	Monitor arms	\$ 200
72	Banners	\$ 5,000
81	Building maintenance fund contribution - PM projects	\$ 20,014
	Building maintenance - contracted services	\$ 11,010



HEALTH & SOCIAL SERVICES	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	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	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	90,000	263,000	211,200	121,200	246,200
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	50	50	50
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	-	-	-	200	200	200
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	2,000	104,300	(105,700)	104,300
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ 300,000	\$ 265,000	\$ 315,750	\$ 15,750	\$ 350,750

#### 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	-	-	35,000	35,000	35,000	-
<b>Sub-total</b>		\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000	\$ -

#### OPERATING BUDGET SUB-TOTAL

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

<b>HEALTH AND SOCIAL SERVICES SU</b>	\$ -	\$ 300,000	\$ 300,000	\$ 350,750	\$ 50,750	\$ 350,750
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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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	-	300,000	265,000	315,750
Capital outlay / transfers	-	-	35,000	35,000
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 350,750</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST transfer	-	300,000	300,000	305,000
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 305,000</b>
<b>Net amount supported by property taxes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,750</b>

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

- ❖ This department is partially funded with 5% of the budgeted Polk County local option sales tax (LOSST) revenue.
- ↑ The adjustments shown in this budget reflect several reclassifications throughout this budget document to pull in all community outreach-related services the City provides. This includes Civil Rights Commission expenses, Metro Home Improvement program and Section 8 housing program support. Thus, the overall budget increased \$50,750 overall to reflect the reclassified items.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ During FY21, a committee was created 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.

<b>HEALTH &amp; SOCIAL SERVICES</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

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

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	90,000	263,000	211,200	121,200	246,200
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	50	50	50
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	-	-	-	200	200	200
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	2,000	104,300	(105,700)	104,300
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 265,000</b>	<b>\$ 315,750</b>	<b>\$ 15,750</b>	<b>\$ 350,750</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	35,000	35,000	35,000	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### COMMUNITY SERVICES

<b>COMMUNITY SERVICES</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 350,750</b>	<b>\$ 50,750</b>	<b>\$ 350,750</b>
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**Function: Health and Social Services**

**Activity: Community Services**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
24	U-CAN Urbandale Community Action Network contribution	\$ 55,000
	Urbandale Food Pantry	\$ 37,200
	Neighborhood Finance Corp - year 2 of 3 loan program contribution	\$ 74,000
	Section 8 housing program support – City of Des Moines	\$ 17,000
	Metro Home Improvement Program	\$ 28,000
28	Civil Rights Commission membership	\$ 50
46	Civil Rights Commission training - local or webinar	\$ 200
59	Civil Rights Commission - outreach publications, media	\$ 500
	Community service projects as identified	\$ 103,800
97	Urbandale MAC Camp support	\$ 35,000



<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

#### **400 CULTURE AND RECREATION SUMMARY**

##### **PERSONAL SERVICES**

01	Salaries	\$ 2,207,495	\$ 2,254,911	\$ 2,126,770	\$ 2,233,970	\$ (20,941)	\$ 2,302,421
02	Overtime	10,280	20,000	21,094	20,000	-	-
03	Part-time	824,400	992,813	695,000	738,327	(254,486)	754,925
04	Witness fees	-	-	-	-	-	-
06	FICA	226,757	248,496	206,500	228,804	(19,692)	234,458
07	Retirement - IPERS	268,734	276,546	230,226	271,509	(5,037)	275,261
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	1,169,538	1,080,847	1,080,847	963,124	(117,723)	925,100
11	Allowance	11,162	11,877	11,877	11,802	(75)	11,802
12	Unemployment	4,221	-	-	-	-	-
13	Deferred comp plan City match	17,821	27,990	16,910	27,828	(162)	28,430
	<b>Sub-Total</b>	<b>\$ 4,740,408</b>	<b>\$ 4,913,480</b>	<b>\$ 4,389,224</b>	<b>\$ 4,495,364</b>	<b>\$ (418,116)</b>	<b>\$ 4,532,397</b>

##### **CONTRACTUAL AND SUPPLY SERVICES**

21	Advertising	\$ 11,189	\$ 16,000	\$ 10,021	\$ 9,000	\$ (7,000)	\$ 9,000
22	Recruitment	3,344	11,600	11,600	7,450	(4,150)	7,450
23	Professional services	384,968	478,390	393,090	965,856	487,466	1,095,564
24	Contributions to other agencies	991,661	1,069,772	660,365	686,914	(382,858)	744,058
27	Data processing	73,188	85,341	85,341	84,120	(1,221)	84,120
28	Dues and memberships	16,560	17,548	17,548	10,505	(7,043)	10,505
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,368	8,990	8,990	9,490	500	9,490
35	Printing and copying	34,030	65,640	44,440	60,160	(5,480)	60,160
40	Building and grounds maint.	26,735	36,000	25,000	36,000	-	36,000
41	Vehicle and equipment maint.	4,082	10,860	10,118	2,750	(8,110)	2,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	7,159	21,250	10,000	16,000	(5,250)	16,000
48	Utility service	244,485	300,375	247,300	233,750	(66,625)	233,750
49	Petty cash	97	500	100	200	(300)	200
51	Maintenance supplies	119,683	199,050	171,300	182,450	(16,600)	182,450
54	Minor equipment	6,004	10,850	10,850	7,850	(3,000)	7,850
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	19,483	93,800	93,800	93,800	-	93,800
57	Vehicle operation supplies	24,687	39,000	30,300	39,200	200	39,200
58	Office supplies	13,862	21,500	15,500	15,000	(6,500)	15,000
59	Operating supplies	140,886	188,800	118,000	135,750	(53,050)	135,750
60	Safety and medical supplies	3,005	9,235	7,020	6,735	(2,500)	6,735
61	Refunds	-	-	40,000	-	-	-
	<b>Sub-total</b>	<b>\$ 2,133,476</b>	<b>\$ 2,684,501</b>	<b>\$ 2,010,683</b>	<b>\$ 2,602,980</b>	<b>\$ (81,521)</b>	<b>\$ 2,789,832</b>

##### **CAPITAL OUTLAY**

71	Equipment	\$ 3,280	\$ 20,950	\$ 19,450	\$ 9,900	\$ (11,050)	\$ 9,900
72	Furniture and fixtures	21,079	25,750	25,750	32,200	6,450	32,700
73	Equipment replacement fund	91,681	158,184	158,184	113,210	(44,974)	113,092
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	70,977	245,000	410,000	205,000	(40,000)	205,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	170,523	193,390	193,390	194,920	1,530	194,920
80	Natural disaster cleanup	19,950	18,000	28,293	22,000	4,000	22,000
81	Building maintenance fund	521,748	617,514	617,514	646,247	28,733	557,512
97	Transfers out	658,939	697,857	447,857	483,571	(214,286)	519,286
	<b>Sub-total</b>	<b>\$ 1,558,177</b>	<b>\$ 1,976,645</b>	<b>\$ 1,900,438</b>	<b>\$ 1,707,048</b>	<b>\$ (269,597)</b>	<b>\$ 1,654,410</b>

##### **OPERATING BUDGET SUB-TOTAL**

		<b>\$ 8,432,061</b>	<b>\$ 9,574,626</b>	<b>\$ 8,300,345</b>	<b>\$ 8,805,392</b>	<b>\$ (769,234)</b>	<b>\$ 8,976,639</b>
99	Special Revenue fund items	\$ 645,500	\$ 257,450	\$ 146,450	\$ 257,150	\$ (300)	\$ 257,150
91	Debt retirement	-	-	-	-	-	-
95	Contingency	25,000	25,000	-	25,000	-	25,000

##### **CULTURE AND RECREATION**

<b>SUMMARY</b>		<b>\$ 9,102,561</b>	<b>\$ 9,857,076</b>	<b>\$ 8,446,795</b>	<b>\$ 9,087,542</b>	<b>\$ (769,534)</b>	<b>\$ 9,258,789</b>
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**FUNCTION: Culture and Recreation**  
**ACTIVITY: Library**

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

**LIBRARY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	2,016,810	1,998,090	1,812,935	1,971,082
Contractual & supply service	220,152	263,884	253,284	254,875
Capital outlay	411,053	491,643	492,830	492,656
<b>Total expenditures</b>	<b>\$ 2,648,015</b>	<b>\$ 2,753,617</b>	<b>\$ 2,559,049</b>	<b>\$ 2,718,613</b>
Fees	146,620	112,000	26,250	62,250
Grants	-	-	-	-
Other	232,498	218,451	193,646	207,259
<b>Total revenue</b>	<b>\$ 379,118</b>	<b>\$ 330,451</b>	<b>\$ 219,896</b>	<b>\$ 269,509</b>
<b>Net amount supported by property taxes</b>	<b>\$ 2,268,897</b>	<b>\$ 2,423,166</b>	<b>\$ 2,339,153</b>	<b>\$ 2,449,104</b>

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

- ↓ Overall personnel costs decreased by \$27,000 which reflects normal increases for salaries and benefit costs for existing staff, and offset by a reduction in group insurance costs.
- ↓ A decrease of \$6,000 in dues and memberships is the discontinuation of the Collection HQ.

**FUTURE BUDGET CONSIDERATIONS**

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

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 410 LIBRARY

### PERSONAL SERVICES

01	Salaries	\$ 739,835	\$ 763,462	\$ 659,000	\$ 771,169	\$ 7,707	\$ 794,304
02	Overtime	58	-	25	-	-	-
03	Part-time	510,281	563,700	525,000	573,430	9,730	588,065
04	Witness fees	-	-	-	-	-	-
06	FICA	93,874	100,700	85,000	103,729	3,029	106,541
07	Retirement - IPERS	113,858	123,141	101,000	127,067	3,926	126,775
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	546,237	431,610	431,610	380,242	(51,368)	380,242
11	Allowance	5,050	5,300	5,300	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,617	10,177	6,000	10,145	(32)	10,327
<b>Sub-Total</b>		<b>\$ 2,016,810</b>	<b>\$ 1,998,090</b>	<b>\$ 1,812,935</b>	<b>\$ 1,971,082</b>	<b>\$ (27,008)</b>	<b>\$ 2,011,554</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,035	1,500	1,500	1,350	(150)	1,350
23	Professional services	11,033	8,790	8,790	12,570	3,780	12,570
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	47,864	65,641	65,641	67,220	1,579	67,220
28	Dues and memberships	13,010	12,693	12,693	6,655	(6,038)	6,655
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	20,608	25,440	25,440	23,860	(1,580)	23,860
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	644	2,000	2,000	1,500	(500)	1,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,538	3,000	3,000	3,000	-	3,000
48	Utility service	91,592	98,200	95,000	99,000	800	99,000
49	Petty cash	97	500	100	200	(300)	200
51	Maintenance supplies	9,608	12,000	10,000	10,500	(1,500)	10,500
54	Minor equipment	-	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,964	12,500	9,000	9,000	(3,500)	9,000
59	Operating supplies	15,430	19,500	18,000	18,000	(1,500)	18,000
60	Safety and medical supplies	729	620	620	520	(100)	520
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 220,152</b>	<b>\$ 263,884</b>	<b>\$ 253,284</b>	<b>\$ 254,875</b>	<b>\$ (9,009)</b>	<b>\$ 254,875</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	170,523	193,390	193,390	194,920	1,530	194,920
80	Natural disaster cleanup	2,586	-	1,187	-	-	-
81	Building maintenance fund	237,944	298,253	298,253	297,736	(517)	297,736
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 411,053</b>	<b>\$ 491,643</b>	<b>\$ 492,830</b>	<b>\$ 492,656</b>	<b>\$ 1,013</b>	<b>\$ 492,656</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 37,694	\$ 128,000	\$ 50,000	\$ 128,000	\$ -	\$ 128,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

<b>LIBRARY</b>	<b>\$ 2,685,709</b>	<b>\$ 2,881,617</b>	<b>\$ 2,609,049</b>	<b>\$ 2,846,613</b>	<b>\$ (35,004)</b>	<b>\$ 2,887,085</b>
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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 (2) Custodian, Admin Tech	\$ 771,169
03	Part-time	\$ 573,430
06	FICA	\$ 103,729
07	IPERS	\$ 127,067
09	Group insurance	\$ 380,242
11	On-the-spot awards	\$ 500
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 10,145
22	Pre-employment background checks	\$ 850
	Pre-employment drug screenings	\$ 500
23	Adult programming presenter fees	\$ 1,000
	Book return delivery service	\$ 950
	Material and fee collections	\$ 2,500
	Notary renewal	\$ 120
	Website hosting and security updates	\$ 5,000
	Youth programming presenter fees	\$ 3,000
27	Computer replacements	\$ 7,000
	Mass storage array hardware support	\$ 2,000
	Meeting room booking software support	\$ 2,150
	My PC papercut software support	\$ 2,600
	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	\$ 26,100
	Secure site certificate	\$ 550
	Veeam backup and replication software support	\$ 445
	Virtualized servers hardware support	\$ 2,250
	Visitor counter hardware/software support	\$ 225
	Credit card processing fees	\$ 100
	Zoom subscription	\$ 250
28	American Library Association	\$ 1,200
	Beanstack - summer reading program tracker	\$ 1,475
	Iowa Library Association	\$ 800
	MPLC movie public performance site license	\$ 200
	Swank movie public performance site license (2 year)	\$ 2,000
	Polaris Users Group	\$ 110
	When I Work	\$ 700
	Amazon Prime	\$ 120
	Piktochart	\$ 50
35	Photocopiers and printers lease and copy/print charges	\$ 16,000

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
35 cont.	Postage	\$ 6,000
	Postage meter lease	\$ 860
	Printing	\$ 500
	Signage	\$ 500
41	Equipment repair	\$ 1,500
46	Continuing education, meetings, and workshops	\$ 1,000
	Iowa Library Association annual conference	\$ 1,400
	Staff In-Service training	\$ 600
48	Electric	\$ 65,000
	Gas	\$ 12,000
	Internet	\$ 10,500
	Phone	\$ 5,500
	Water	\$ 6,000
49	Petty cash	\$ 200
51	Maintenance supplies	\$ 10,500
54	Minor equipment	\$ 1,500
58	Office supplies	\$ 9,000
59	Operating supplies	\$ 12,000
59.4	Operating supplies - adult programming	\$ 1,500
59.9	Operating supplies - youth programming	\$ 4,500
60	First aid cabinet restocking	\$ 500
	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	\$ 7,000
	eAudio/eBooks	\$ 20,000
	Hoopla	\$ 5,000
79.3	Audio books	\$ 12,500
	Music	\$ 2,500
79.4	DVD's	\$ 20,000
	Games	\$ 5,000
79.5	Newspaper and periodical subscriptions	\$ 8,000
79.6	Ancestry	\$ 2,600
	Consumer Reports	\$ 2,500
	Gale Collection	\$ 2,700
	Heritage Quest	\$ 1,045
	Morningstar	\$ 1,500
	Niche Academy	\$ 1,900
	Novelist Plus/Select	\$ 3,700
	Outlook	\$ 225

**Function: Culture and Recreation**

**Activity: Library**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
79.6 cont.	Value Line	\$ 3,850
79.7	Cake pans	\$ 200
	Puppets	\$ 100
	Puzzles	\$ 100
	Steam Kits	\$ 500
81	Building maintenance fund contribution - PM projects	\$ 219,886
	Building maintenance - contracted services	\$ 77,850
<b>Library Fund</b>	<b>Special Revenue Fund #175</b>	<b>\$ 128,000</b>
99	Enrich Iowa	\$ 80,000
99	Art Gallery	\$ 3,000
99	Dorothy Jackson Trust	\$ 25,000
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,598,172	1,616,090	1,535,484	1,536,185
Contractual & supply service	582,937	807,275	733,439	826,125
Capital outlay	313,356	577,435	586,328	518,600
<b>Total expenditures</b>	<b>\$ 2,494,465</b>	<b>\$ 3,000,800</b>	<b>\$ 2,855,251</b>	<b>\$ 2,880,910</b>
Fees	155,921	189,818	131,900	114,400
Grants	13,847	3,020	-	1,000
Other	219,016	238,060	216,060	219,632
<b>Total revenue</b>	<b>\$ 388,784</b>	<b>\$ 430,898</b>	<b>\$ 347,960</b>	<b>\$ 335,032</b>
<i>Net amount supported by property taxes</i>	<b>\$ 2,105,681</b>	<b>\$ 2,569,902</b>	<b>\$ 2,507,291</b>	<b>\$ 2,545,878</b>

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

- ↓ A net decrease in salary costs of \$79,900 represents normal salary and benefit increases for existing staff, offset by a decrease in insurance and reclassification of one facilities technician position to the building maintenance department.
- ↑ An increase of \$17,000 in professional services reflects an increase in the contractual mowing contract.
- ↓ A decrease of \$7,300 in equipment reflects the prior year replacement of scoreboard controllers at Walker Johnston park complex.
- ↑ An increase of \$10,000 in furniture and fixtures reflects the purchase of 4 soccer goals.
- ↓ A decrease of \$49,000 in equipment replacement contributions reflects a citywide adjustment to funding schedules for capital equipment purchases.
- ↓ A decrease of \$40,000 in property improvements reflects the construction of one open shelter instead of two shelters as requested in prior year.
- ↑ An increase of \$23,400 in building maintenance fund contributions reflects the adjustment to citywide 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.

<b>CULTURE AND RECREATION</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>430 PARKS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 1,026,752	\$ 1,025,793	\$ 999,000	\$ 984,969	\$ (40,824)	\$ 1,014,899
02	Overtime	8,994	20,000	20,000	20,000	-	-
03	Part-time	42,335	70,349	40,000	70,349	-	70,840
04	Witness fees	-	-	-	-	-	-
06	FICA	80,704	84,374	80,000	81,003	(3,371)	82,715
07	Retirement - IPERS	98,895	98,414	85,000	94,815	(3,599)	97,395
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	323,696	298,016	298,016	266,169	(31,847)	266,169
11	Allowance	5,668	5,968	5,968	5,968	-	5,968
12	Unemployment	4,221	-	-	-	-	-
13	Deferred comp plan City match	6,907	13,176	7,500	12,912	(264)	13,172
<b>Sub-Total</b>		<b>\$ 1,598,172</b>	<b>\$ 1,616,090</b>	<b>\$ 1,535,484</b>	<b>\$ 1,536,185</b>	<b>\$ (79,905)</b>	<b>\$ 1,551,158</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ 2,021	\$ -	\$ -	\$ -
22	Recruitment	622	3,000	3,000	3,000	-	3,000
23	Professional services	260,500	287,600	287,600	304,600	17,000	304,600
24	Contributions to other agencies	500	1,200	1,200	1,200	-	1,200
27	Data processing	22,294	13,900	13,900	13,900	-	13,900
28	Dues and memberships	779	1,160	1,160	1,160	-	1,160
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	7,146	8,000	8,000	8,650	650	8,650
35	Printing and copying	3,841	7,750	4,000	7,750	-	7,750
40	Building and grounds maint.	26,735	36,000	25,000	36,000	-	36,000
41	Vehicle and equipment maint.	3,094	-	258	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,822	5,900	3,000	5,900	-	5,900
48	Utility service	66,355	99,650	80,000	99,650	-	99,650
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	95,709	150,800	130,000	151,800	1,000	151,800
54	Minor equipment	3,748	5,000	5,000	5,000	-	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	19,483	92,300	92,300	92,300	-	92,300
57	Vehicle operation supplies	24,687	38,000	30,000	38,000	-	38,000
58	Office supplies	1,997	2,000	2,000	2,000	-	2,000
59	Operating supplies	40,656	47,800	40,000	49,500	1,700	49,500
60	Safety and medical supplies	1,969	7,215	5,000	5,715	(1,500)	5,715
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 582,937</b>	<b>\$ 807,275</b>	<b>\$ 733,439</b>	<b>\$ 826,125</b>	<b>\$ 18,850</b>	<b>\$ 826,125</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 3,000	\$ 14,200	\$ 14,200	\$ 6,900	\$ (7,300)	\$ 6,900
72	Furniture and fixtures	21,079	20,200	20,200	30,200	10,000	30,200
73	Equipment replacement fund	89,610	154,613	154,613	105,639	(48,974)	105,521
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	70,977	245,000	245,000	205,000	(40,000)	205,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	17,140	18,000	26,893	22,000	4,000	22,000
81	Building maintenance fund	111,550	125,422	125,422	148,861	23,439	148,861
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 313,356</b>	<b>\$ 577,435</b>	<b>\$ 586,328</b>	<b>\$ 518,600</b>	<b>\$ (58,835)</b>	<b>\$ 518,482</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,494,465</b>	<b>\$ 3,000,800</b>	<b>\$ 2,855,251</b>	<b>\$ 2,880,910</b>	<b>\$ (119,890)</b>	<b>\$ 2,895,765</b>
99	Special Revenue fund items	\$ 590,332	\$ 26,450	\$ 26,450	\$ 26,150	\$ (300)	\$ 26,150
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>PARKS</b>		<b>\$ 3,084,797</b>	<b>\$ 3,027,250</b>	<b>\$ 2,881,701</b>	<b>\$ 2,907,060</b>	<b>\$ (120,190)</b>	<b>\$ 2,921,915</b>

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Laborers (6), Facilities Maintenance Laborers (2), Horticulture Technician, 1/2 Administrative Specialist (other 1/2 in Recreation)	\$ 984,969
02	Overtime (snow removal, preparation for July 4th, mosquito control application, etc.)	\$ 20,000
03	Seasonal labor staff - 120 day (5), 8-month (1), 1/2 Admin. Tech., Arboretum intern	\$ 70,349
06	FICA	\$ 81,003
07	IPERS	\$ 94,815
09	Group insurance	\$ 266,169
11	Cell phone allowance - Director and Parks Supervisor	\$ 768
	Spot awards	\$ 400
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 12,912
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)	\$ 254,000
	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 (14), part time staff T-shirts, sweatshirts	\$ 8,650
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

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
46 cont.	Iowa Parks and Recreation Spring conference - Sioux City, IA (3)	\$ 1,400
	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 - Colby Woods Open Space and North Karen Acres 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.)	\$ 3,500
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	\$ 8,200
	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

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

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59.215	WJ Complex supplies & expenses (chalk, field dry, infield material, bases, trash service, janitorial supplies, paper products, chemical applications, fuel, sales tax on rentals etc.)	\$ 15,400
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
	Update PPE for staff (chaps, helmets, chainsaw safety gear)	\$ 1,000
71	Copy machine purchase (50% shared with Recreation)	\$ 3,000
	Small battery & gas powered equipment replacement (chainsaws, grass trimmers, blowers)	\$ 1,700
	Large chainsaw 25" bar for larger tree work	\$ 1,200
71.215	WJ Park complex equipment	\$ 1,000
	Benches, grills, inside tables & chairs, replacement, bleachers, (5) waste receptacles & (6) multi-purpose wood picnic tables	\$ 5,400
72	Permanent picnic tables and trash receptacles for park shelters (Bent Creek Ridge shelter)	\$ 6,000
	Soccer goals (4) for Parks (Kollmorgen & Days Run Parks)	\$ 10,000
	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	\$ 105,639
76	Bike path City-wide improvements	\$ 100,000
	Open air shelter - construction of 1 new (Bent Creek Ridge shelter)	\$ 45,000
	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
	COVID related expenses	\$ 4,000
81	Building maintenance fund contribution - PM projects (Giovannetti, Lions, Parks, Open Shelters, WJP & PW/Parks Facility)	\$ 90,850
	Building maintenance - contracted services: (Giovannetti, Lions, Parks, Open Shelters, WJP)	\$ 58,011
<b>Dunlap Fund</b>	<b>Dunlap Arboretum Fund expenses (directly funded from Dunlap foundation special revenue fund):</b>	<b>\$ 26,150</b>
99	Arboretum intern (5 months)	\$ 9,000
99	Ash tree treatments	\$ 650
99	Contract mowing & trimming	\$ 7,000
99	Contract tree work/tree pruning	\$ 2,500
99	Interpretive & identification signage	\$ 3,500
99	Landscaping materials	\$ 2,000
99	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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	101,763	103,870	115,624	102,388
Contractual & supply service	10,609	34,750	32,000	27,750
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 112,372</b>	<b>\$ 138,620</b>	<b>\$ 147,624</b>	<b>\$ 130,138</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,866	10,997	11,171	9,921
<b>Total revenue</b>	<b>\$ 9,866</b>	<b>\$ 10,997</b>	<b>\$ 11,171</b>	<b>\$ 9,921</b>
<b>Net amount supported by property taxes</b>	<b>\$ 102,506</b>	<b>\$ 127,623</b>	<b>\$ 136,453</b>	<b>\$ 120,217</b>

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

- ↓ A decrease of \$9,000 in maintenance supplies reflects the removal of a renovation project of the medians at 72<sup>nd</sup> & Douglas that was planned for FY21. A decision was made to hold off on the median project until the Council makes a larger policy decision about design and upkeep of medians.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

### 435 GROUNDS MAINTENANCE

#### PERSONAL SERVICES

01	Salaries	\$ 68,127	\$ 70,539	\$ 81,320	\$ 70,576	\$ 37	\$ 73,744
02	Overtime	850	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	5,282	5,450	6,500	5,450	-	5,698
07	Retirement - IPERS	6,592	6,626	6,626	6,646	20	6,961
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	20,231	20,553	20,553	19,012	(1,541)	19,012
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	681	702	625	704	2	737
<b>Sub-Total</b>		<b>\$ 101,763</b>	<b>\$ 103,870</b>	<b>\$ 115,624</b>	<b>\$ 102,388</b>	<b>\$ (1,482)</b>	<b>\$ 106,152</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	675	6,000	6,000	6,000	-	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	4,284	4,000	6,000	6,000	2,000	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	5,650	24,750	20,000	15,750	(9,000)	15,750
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 10,609</b>	<b>\$ 34,750</b>	<b>\$ 32,000</b>	<b>\$ 27,750</b>	<b>\$ (7,000)</b>	<b>\$ 27,750</b>

#### CAPITAL OUTLAY

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

#### OPERATING BUDGET SUB-TOTAL

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

#### GROUNDS MAINTENANCE

<b>GROUNDS MAINTENANCE</b>		<b>\$ 112,372</b>	<b>\$ 138,620</b>	<b>\$ 147,624</b>	<b>\$ 130,138</b>	<b>\$ (8,482)</b>	<b>\$ 133,902</b>
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**Function: Culture and Recreation**  
**Activity: Grounds Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Turf Specialist	\$ 70,576
06	FICA	\$ 5,450
07	IPERS	\$ 6,646
09	Group insurance	\$ 19,012
13	Deferred compensation City match	\$ 704
23	Douglas interchange landscaping and plant material maintenance	\$ 3,500
	Tree removal and trimming - City facilities	\$ 2,500
48	Douglas interchange median irrigation	\$ 6,000
51	Seed, fertilizer, plants/material/pots for City grounds	\$ 6,250
	Federal and State flags and flag maintenance for City facilities	\$ 1,000
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,000
	Streetscape expenses, general fountain repairs, plant materials for the Douglas Avenue Beautification and Entry Signage projects	\$ 5,500



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

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

**RECREATION**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	319,964	357,590	311,354	350,329
Contractual & supply service	131,153	209,070	101,570	209,390
Capital outlay	21,240	27,566	27,566	31,697
<b>Total expenditures</b>	<b>\$ 472,357</b>	<b>\$ 594,226</b>	<b>\$ 440,490</b>	<b>\$ 591,416</b>
Fees	107,670	195,600	35,600	95,600
Grants	-	-	-	-
Other	41,473	47,141	33,332	45,088
<b>Total revenue</b>	<b>\$ 149,143</b>	<b>\$ 242,741</b>	<b>\$ 68,932</b>	<b>\$ 140,688</b>
<b>Net amount supported by property taxes</b>	<b>\$ 323,214</b>	<b>\$ 351,485</b>	<b>\$ 371,558</b>	<b>\$ 450,728</b>

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

- ↓ Overall personnel costs decreased by \$7,200, which reflects the normal salary and benefits increases, offset by a decrease in group insurance costs.

**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 13<sup>th</sup> year, and has been very successful. This program is nearly fully funded by grants and donations, so any consideration of expanding the program to other schools in Urbandale will be limited by availability of additional funding.

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 440 RECREATION

### PERSONAL SERVICES

01	Salaries	\$ 177,566	\$ 184,135	\$ 184,000	\$ 190,562	\$ 6,427	\$ 196,279
02	Overtime	378	-	1,069	-	-	-
03	Part-time	45,922	61,849	20,000	61,849	-	62,340
04	Witness fees	-	-	-	-	-	-
06	FICA	16,413	18,957	15,000	19,447	490	19,934
07	Retirement - IPERS	17,744	18,832	18,000	19,484	652	20,119
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,693	71,935	71,935	57,036	(14,899)	57,036
11	Allowance	35	50	50	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,213	1,832	1,300	1,901	69	1,963
	<b>Sub-Total</b>	<b>\$ 319,964</b>	<b>\$ 357,590</b>	<b>\$ 311,354</b>	<b>\$ 350,329</b>	<b>\$ (7,261)</b>	<b>\$ 357,721</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 7,853	\$ 7,500	\$ 3,000	\$ 7,500	\$ -	\$ 7,500
22	Recruitment	481	3,100	3,100	3,100	-	3,100
23	Professional services	75,915	118,000	55,000	118,000	-	118,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	500	500	500	-	500
28	Dues and memberships	1,027	1,220	1,220	1,240	20	1,240
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	750	750	750	-	750
35	Printing and copying	8,633	22,850	10,000	22,850	-	22,850
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	250	250	250	-	250
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	667	3,100	1,000	3,300	200	3,300
48	Utility service	2,124	3,100	2,300	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	50	500	500	400	(100)	400
54	Minor equipment	632	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	1,500	1,500	1,500	-	1,500
57	Vehicle operation supplies	-	1,000	300	1,200	200	1,200
58	Office supplies	1,318	2,000	1,500	2,000	-	2,000
59	Operating supplies	32,453	43,050	20,000	43,050	-	43,050
60	Safety and medical supplies	-	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 131,153</b>	<b>\$ 209,070</b>	<b>\$ 101,570</b>	<b>\$ 209,390</b>	<b>\$ 320</b>	<b>\$ 209,390</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	2,071	3,571	3,571	7,571	4,000	7,571
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	109	-	-	-	-	-
81	Building maintenance fund	14,060	15,995	15,995	16,126	131	16,126
97	Transfers out	5,000	5,000	5,000	5,000	-	5,000
	<b>Sub-total</b>	<b>\$ 21,240</b>	<b>\$ 27,566</b>	<b>\$ 27,566</b>	<b>\$ 31,697</b>	<b>\$ 4,131</b>	<b>\$ 31,697</b>

### OPERATING BUDGET SUB-TOTAL

		<b>\$ 472,357</b>	<b>\$ 594,226</b>	<b>\$ 440,490</b>	<b>\$ 591,416</b>	<b>\$ (2,810)</b>	<b>\$ 598,808</b>
99	Special Revenue fund items (M. \$	-	83,000	25,000	83,000	-	83,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### RECREATION

		<b>\$ 472,357</b>	<b>\$ 677,226</b>	<b>\$ 465,490</b>	<b>\$ 674,416</b>	<b>\$ (2,810)</b>	<b>\$ 681,808</b>
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**Function: Culture and Recreation**  
**Activity: Recreation**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Recreation Superintendent, Recreation Coordinator, 1/2 Administrative Specialist (other 1/2 in Parks)	\$ 190,562
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (1), 1/2 Admin. Technician	\$ 61,849
06	FICA	\$ 19,447
07	IPERS	\$ 19,484
09	Group insurance	\$ 57,036
11	Allowance	\$ 50
13	Deferred compensation City match	\$ 1,901
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	\$ 200
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 (Dubuque) & Fall workshop (Marshalltown) - (2)	\$ 1,600
	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	\$ 200
	Wellness Center - cleaning supplies, toilet paper, paper towels, etc.	\$ 200
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	\$ 1,200
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**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
71	Copy machine maintenance/contract (other 1/2 in Parks)	\$ 3,000
73	Equipment Replacement Fund contribution	\$ 7,571
81	Building maintenance fund contribution - PM Repairs - Wellness	\$ 7,156
	Building maintenance - contracted services	\$ 8,970
97	Transfer out to MAC fund	\$ 5,000
<b>MAC Fund</b>	<b>MAC Fund expenses (those items directly related to Making a Connection program):</b>	<b>\$ 83,000</b>
03	MAC Camp – program supervisor salaries	\$ 48,000
59	Making A Connection (MAC) program supplies, field trip transportation & admissions, t-shirts	\$ 35,000

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

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

**CEMETERY MAINTENANCE**

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	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	5,445	10,000	10,000	10,200
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 5,445</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,200</b>
Fees	400	-	-	-
Grants	-	-	-	-
Other	478	793	757	778
<b>Total revenue</b>	<b>\$ 878</b>	<b>\$ 793</b>	<b>\$ 757</b>	<b>\$ 778</b>
<b>Net amount supported by property taxes</b>	<b>\$ 4,567</b>	<b>\$ 9,207</b>	<b>\$ 9,243</b>	<b>\$ 9,422</b>

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

- ❖ None identified at this time.

**FUTURE BUDGET CONSIDERATIONS**

- ❖ None identified at this time.

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

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

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	5,445	9,200	9,200	9,400	200	9,400
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	800	800	800	-	800
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 5,445</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,200</b>	<b>\$ 200</b>	<b>\$ 10,200</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 9,121	\$ -	\$ 25,000	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### CEMETERY MAINTENANCE

		\$ 14,566	\$ 10,000	\$ 35,000	\$ 10,200	\$ 200	\$ 10,200
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**Function: Culture and Recreation**  
**Activity: Cemetery Maintenance**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Contract maintenance	\$ 7,400
	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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	227,610	257,458	220,134	235,784
Contractual & supply service	77,456	120,840	80,740	120,640
Capital outlay	77,663	93,102	93,315	96,789
<b>Total expenditures</b>	<b>\$ 382,729</b>	<b>\$ 471,400</b>	<b>\$ 394,189</b>	<b>\$ 453,213</b>
Fees	22,973	32,000	5,000	17,500
Grants	-	-	-	-
Other	33,604	37,397	29,829	34,552
<b>Total revenue</b>	<b>\$ 56,577</b>	<b>\$ 69,397</b>	<b>\$ 34,829</b>	<b>\$ 52,052</b>
<i>Net amount supported by property taxes</i>	<b>\$ 326,152</b>	<b>\$ 402,003</b>	<b>\$ 359,360</b>	<b>\$ 401,161</b>

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

- ↓ Net overall personnel costs decreased by \$21,700, which reflects normal increases and benefits for existing staff and offset by lower group insurance costs.
- ↑ An increase of \$9,500 in building maintenance fund contributions reflects the adjustment to citywide contribution amounts to cover the building preventative maintenance program.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The kitchen is approaching 20 years of age and updates to appliances and cupboards will be necessary to keep the facility desirable for public rental space, as well as for cooking and 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.

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 460 SENIOR RECREATION CENTER

### PERSONAL SERVICES

01	Salaries	\$ 120,908	\$ 132,443	\$ 125,700	\$ 134,998	\$ 2,555	\$ 139,048
02	Overtime	-	-	-	-	-	-
03	Part-time	21,573	33,569	10,000	32,699	(870)	33,680
04	Witness fees	-	-	-	-	-	-
06	FICA	10,440	12,801	10,000	12,925	124	13,320
07	Retirement - IPERS	13,310	15,593	12,000	15,791	198	16,305
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,693	61,659	61,659	38,024	(23,635)	38,024
11	Allowance	25	75	75	-	(75)	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	661	1,318	700	1,347	29	1,390
<b>Sub-Total</b>		<b>\$ 227,610</b>	<b>\$ 257,458</b>	<b>\$ 220,134</b>	<b>\$ 235,784</b>	<b>\$ (21,674)</b>	<b>\$ 241,767</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 468	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ 1,500
22	Recruitment	273	-	-	-	-	-
23	Professional services	31,400	47,000	25,000	47,000	-	47,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,391	3,500	3,500	2,500	(1,000)	2,500
28	Dues and memberships	751	1,450	1,450	1,450	-	1,450
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	92	90	90	90	-	90
35	Printing and copying	580	5,100	3,000	5,700	600	5,700
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	82	1,000	-	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	616	3,600	1,000	3,800	200	3,800
48	Utility service	22,378	26,000	24,000	26,000	-	26,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,518	3,200	3,000	3,200	-	3,200
54	Minor equipment	1,089	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,778	2,000	2,000	2,000	-	2,000
59	Operating supplies	13,040	25,200	15,000	25,200	-	25,200
60	Safety and medical supplies	-	200	200	200	-	200
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 77,456</b>	<b>\$ 120,840</b>	<b>\$ 80,740</b>	<b>\$ 120,640</b>	<b>\$ (200)</b>	<b>\$ 120,640</b>

### CAPITAL OUTLAY

71	Equipment	\$ 280	\$ 2,250	\$ 2,250	\$ -	\$ (2,250)	\$ -
72	Furniture and fixtures	-	5,550	5,550	2,000	(3,550)	2,500
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	115	-	213	-	-	-
81	Building maintenance fund	77,268	85,302	85,302	94,789	9,487	94,789
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 77,663</b>	<b>\$ 93,102</b>	<b>\$ 93,315</b>	<b>\$ 96,789</b>	<b>\$ 3,687</b>	<b>\$ 97,289</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 8,353	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

<b>SENIOR RECREATION CENTER</b>		<b>\$ 391,082</b>	<b>\$ 491,400</b>	<b>\$ 414,189</b>	<b>\$ 473,213</b>	<b>\$ (18,187)</b>	<b>\$ 479,696</b>
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**Function: Culture and Recreation**  
**Activity: Senior Recreation Center**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Senior Recreation Center Supervisor and Recreation Coordinator	\$ 134,998
03	Recreation Specialist	\$ 32,699
06	FICA	\$ 12,925
07	IPERS	\$ 15,791
09	Group insurance	\$ 38,024
11	Allowance	\$ -
13	Deferred compensation City match	\$ 1,347
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
	Wireless Headsets (2)	\$ 500
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	\$ 1,300
	Marketing and promotions - digital program guide, programs, events	\$ 4,000
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,000
46	Iowa Parks and Recreation Spring conference (Dubuque) & Fall workshop (Marshalltown) - (2)	\$ 1,600
	Mileage reimbursements	\$ 400
	NRPA national conference (Nashville)	\$ 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
72	Building entrance, parking lot and internal room wayfinding signage	\$ 2,000
81	Building maintenance fund contribution - PM Repairs	\$ 55,598
	Countertop Replacement (Kitchen, restrooms, craft room)	\$ 9,000
	Building maintenance - contracted services	\$ 30,191

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
<b>Senior Fund</b>	<b>Special Revenue Fund - Senior Center Activities and Donations</b>	<b>\$ 20,000</b>
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	378,794	444,967	258,278	153,991
Contractual & supply service	114,563	170,110	140,485	468,286
Capital outlay	80,926	94,042	257,542	88,735
<b>Total expenditures</b>	<b>\$ 574,283</b>	<b>\$ 709,119</b>	<b>\$ 656,305</b>	<b>\$ 711,012</b>
Fees	187,336	320,000	-	-
Grants	-	-	-	-
Other	50,423	56,256	49,663	54,205
<b>Total revenue</b>	<b>\$ 237,759</b>	<b>\$ 376,256</b>	<b>\$ 49,663</b>	<b>\$ 54,205</b>
<b>Net amount supported by property taxes</b>	<b>\$ 336,524</b>	<b>\$ 332,863</b>	<b>\$ 606,642</b>	<b>\$ 656,807</b>

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

- ❖ Council approved the permanent closure of the 45-year-old swimming pool on March 9, 2021. Budgeted expenditures for operations that were already established for the department will be repurposed for demolition of the existing facility during late FY21 and into FY22. The remaining funds will be utilized to fund the planning of a new recreation facility.
- ❖ The existing full-time employee will be retained and reclassified to a Recreation Coordinator to provide services through the Recreation Department.
- ❖ 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 included conducting the studies and completing preliminary design in 2020, in preparation for the bond referendum and to seek regional partners. Due to the negative impact of the COVID-19 pandemic, those steps were delayed, but are anticipated to be completed in 2021. A voter approved bond referendum would be required in order to proceed with final design and construction of the facility.

<b>CULTURE AND RECREATION</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 470 SWIMMING POOL & WADING POOLS

### PERSONAL SERVICES

01	Salaries	\$ 74,307	\$ 78,539	\$ 77,750	\$ 81,696	\$ 3,157	\$ 84,147
02	Overtime	-	-	-	-	-	-
03	Part-time	204,289	263,346	100,000	-	(263,346)	-
04	Witness fees	-	-	-	-	-	-
06	FICA	20,044	26,214	10,000	6,250	(19,964)	6,250
07	Retirement - IPERS	18,335	13,940	7,600	7,706	(6,234)	7,706
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,693	61,659	61,659	57,036	(4,623)	19,012
11	Allowance	384	484	484	484	-	484
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	742	785	785	819	34	841
<b>Sub-Total</b>		<b>\$ 378,794</b>	<b>\$ 444,967</b>	<b>\$ 258,278</b>	<b>\$ 153,991</b>	<b>\$ (290,976)</b>	<b>\$ 118,440</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 2,868	\$ 7,000	\$ 3,500	\$ -	\$ (7,000)	\$ -
22	Recruitment	933	4,000	4,000	-	(4,000)	-
23	Professional services	-	1,800	1,500	468,286	466,486	597,994
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	639	1,800	1,800	-	(1,800)	-
28	Dues and memberships	993	1,025	1,025	-	(1,025)	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,130	150	150	-	(150)	-
35	Printing and copying	368	4,500	2,000	-	(4,500)	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	262	7,610	7,610	-	(7,610)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	516	5,650	2,000	-	(5,650)	-
48	Utility service	57,752	69,425	40,000	-	(69,425)	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	6,148	7,000	7,000	-	(7,000)	-
54	Minor equipment	535	3,000	3,000	-	(3,000)	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,805	3,000	1,000	-	(3,000)	-
59	Operating supplies	39,307	53,250	25,000	-	(53,250)	-
60	Safety and medical supplies	307	900	900	-	(900)	-
61	Refunds	-	-	40,000	-	-	-
<b>Sub-total</b>		<b>\$ 114,563</b>	<b>\$ 170,110</b>	<b>\$ 140,485</b>	<b>\$ 468,286</b>	<b>\$ 298,176</b>	<b>\$ 597,994</b>

### 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	-	-	165,000	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	80,926	92,542	92,542	88,735	(3,807)	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 80,926</b>	<b>\$ 94,042</b>	<b>\$ 257,542</b>	<b>\$ 88,735</b>	<b>\$ (5,307)</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

### SWIMMING POOL & WADING POOLS

		\$ 574,283	\$ 709,119	\$ 656,305	\$ 711,012	\$ 1,893	\$ 716,434
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<b>Function: Culture and Recreation</b>
<b>Activity: Swimming Pool &amp; Wading Pools</b>

**Activity Notes - (with pool closed effective 3/9/21)**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Aquatic Supervisor	\$ 81,696
06	FICA	\$ 6,250
07	IPERS	\$ 7,706
09	Group insurance	\$ 57,036
11	Phone Allowance	\$ 484
13	Deferred compensation City match	\$ 819
23	Design services agreement for new facility - Phase 1 - develop renderings & cost estimates for referendum process	\$ 133,000
24	Fees to Clive Aquatics - annual pool pass discounts	\$ 50,000
	Fees to YMCA - water fitness class discounts	\$ 20,000
	Fees to GoldFish Swim School - swim lesson discounts	\$ 20,000
	Other partnership payments to provide aquatic alternatives to residents	\$ 15,000
28	Iowa Park and Recreation Association membership	\$ 286
76	Final remediation costs for underground tank removal	\$ 30,000
	Demolition of facility and restoration of grounds	\$ 200,000
81	Building Maintenance Fund contribution	\$ 88,735



**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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	991,161	1,068,572	659,165	685,714
Transfer out to General Fund	653,939	692,857	442,857	478,571
<b>Total expenditures</b>	<b>\$ 1,645,100</b>	<b>\$ 1,761,429</b>	<b>\$ 1,102,022</b>	<b>\$ 1,164,285</b>
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,607,029	1,800,000	1,100,000	1,200,000
<b>Total revenue</b>	<b>\$ 1,607,029</b>	<b>\$ 1,800,000</b>	<b>\$ 1,100,000</b>	<b>\$ 1,200,000</b>
<b>Net amount used by (added to) fund balance</b>	<b>\$ 38,071</b>	<b>\$ (38,571)</b>	<b>\$ 2,022</b>	<b>\$ (35,715)</b>

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

- ↓ An overall expense decrease of \$597,100 is directly correlated to the change in hotel motel tax revenue that the City receives. Due to COVID, revenues in FY21 and FY20 are significantly lower than anticipated, which results in a more conservative budget for FY22 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. The program for offering grants was suspended for FY22 due to the lack of anticipated revenues.

<b>CULTURE AND RECREATION</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	991,161	1,068,572	659,165	685,714	(382,858)	742,858
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 991,161	\$ 1,068,572	\$ 659,165	\$ 685,714	\$ (382,858)	\$ 742,858
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to General/Capita	653,939	692,857	442,857	478,571	(214,286)	514,286
<b>Sub-total</b>		\$ 653,939	\$ 692,857	\$ 442,857	\$ 478,571	\$ (214,286)	\$ 514,286
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 1,645,100	\$ 1,761,429	\$ 1,102,022	\$ 1,164,285	\$ (597,144)	\$ 1,257,144
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>CULTURAL AND CONVENTION - HOT</b>		\$ 1,645,100	\$ 1,761,429	\$ 1,102,022	\$ 1,164,285	\$ (597,144)	\$ 1,257,144

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
24	Bravo! - annual 2/7th contribution per 28E agreement	\$ 310,857
	Convention and Visitors Bureau - annual 2/7th contribution per 28E agreement	\$ 342,857
	Iowa Events Center - per 28E agreement (reduction of Bravo 2/7th)	\$ 32,000
97	Transfer out to General Fund - USA loan default reimbursement	\$ 50,000
	Transfer out to General Fund	\$ 428,571

***Requests funded through other General Fund departments:***

Econ Dev.	Greater Des Moines Partnership - media placements in national/regional publications	\$ 30,000
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COMMUNITY & ECON. DEV.	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 1,035,190	\$ 1,092,903	\$ 1,079,100	\$ 1,139,554	\$ 46,651	\$ 1,173,740
02	Overtime	11,532	17,000	15,000	17,000	-	17,000
03	Part-time	2,511	5,000	2,000	5,000	-	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	78,561	84,664	84,000	88,172	3,508	90,083
07	Retirement - IPERS	98,027	104,058	103,600	108,707	4,649	111,273
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	286,000	303,862	303,862	288,306	(15,556)	288,306
11	Allowance	9,838	10,295	10,295	10,319	24	10,319
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	11,589	13,848	12,455	14,456	608	14,726
	<b>Sub-Total</b>	<b>\$ 1,533,248</b>	<b>\$ 1,631,630</b>	<b>\$ 1,610,312</b>	<b>\$ 1,671,514</b>	<b>\$ 39,884</b>	<b>\$ 1,710,447</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 52,065	\$ 56,050	\$ 56,050	\$ 53,720	\$ (2,330)	\$ 53,720
22	Recruitment	-	200	200	200	-	200
23	Professional services	33,136	171,200	171,200	169,500	(1,700)	169,500
24	Contributions to other agencies	83,829	102,031	102,031	74,062	(27,969)	74,062
27	Data processing	46,234	37,690	37,690	37,845	155	37,845
28	Dues and memberships	6,170	6,825	6,825	6,885	60	6,885
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	90	240	240	210	(30)	210
35	Printing and copying	4,005	13,150	9,600	12,900	(250)	12,900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	96	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,239	28,530	18,000	25,700	(2,830)	25,700
48	Utility service	14,168	17,000	17,000	17,000	-	17,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	563	400	400	400	-	400
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	962	8,950	8,950	8,450	(500)	8,450
57	Vehicle operation supplies	5,778	4,600	4,000	4,600	-	4,600
58	Office supplies	1,100	4,100	4,100	4,100	-	4,100
59	Operating supplies	11,958	21,750	21,750	21,500	(250)	21,500
60	Safety and medical supplies	251	750	750	750	-	750
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 268,644</b>	<b>\$ 473,466</b>	<b>\$ 458,786</b>	<b>\$ 437,822</b>	<b>\$ (35,644)</b>	<b>\$ 437,822</b>

### CAPITAL OUTLAY

71	Equipment	\$ 531	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	8,700	20,571	20,571	20,571	-	20,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	492,154	775,000	482,036	1,400,000	625,000	1,200,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	506	-	83	-	-	-
81	Building maintenance fund	25,874	31,337	31,337	31,024	(313)	31,024
97	Transfers out	4,028,817	5,364,825	5,362,002	5,667,988	303,163	6,195,938
	<b>Sub-total</b>	<b>\$ 4,556,582</b>	<b>\$ 6,196,733</b>	<b>\$ 5,901,029</b>	<b>\$ 7,119,583</b>	<b>\$ 922,850</b>	<b>\$ 7,447,533</b>

### OPERATING BUDGET SUB-TOTAL

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

### COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		<b>\$ 6,358,474</b>	<b>\$ 8,401,829</b>	<b>\$ 7,970,127</b>	<b>\$ 9,328,919</b>	<b>\$ 927,090</b>	<b>\$ 9,695,802</b>
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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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	140,981	153,874	149,161	156,606
Contractual & supply service	100,989	171,040	169,160	171,605
Capital outlay	531	-	-	-
<b>Total expenditures</b>	<b>\$ 242,501</b>	<b>\$ 324,914</b>	<b>\$ 318,321</b>	<b>\$ 328,211</b>
Fees	-	-	-	-
Grants	1,940	-	-	-
Other	21,292	25,776	24,088	25,022
<b>Total revenue</b>	<b>\$ 23,232</b>	<b>\$ 25,776</b>	<b>\$ 24,088</b>	<b>\$ 25,022</b>
<b>Net amount supported by property taxes</b>	<b>\$ 219,269</b>	<b>\$ 299,138</b>	<b>\$ 294,233</b>	<b>\$ 303,189</b>

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

- ↑ Overall personnel costs increased by \$2,700, which reflects normal salary and benefits increases for existing staff.
- ↑ An increase of \$3,300 in professional services reflects an increase for professional copywriting services.

**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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 520 ECONOMIC DEVELOPMENT

### PERSONAL SERVICES

01	Salaries	\$ 100,330	\$ 107,516	\$ 106,400	\$ 111,083	\$ 3,567	\$ 114,415
02	Overtime	-	-	-	-	-	-
03	Part-time	2,511	5,000	2,000	5,000	-	5,000
04	Witness fees	-	-	-	-	-	-
06	FICA	7,630	8,690	8,500	8,973	283	9,223
07	Retirement - IPERS	9,000	10,607	10,200	10,968	361	11,273
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	20,231	20,553	20,553	19,012	(1,541)	19,012
11	Allowance	377	434	434	458	24	458
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	902	1,074	1,074	1,112	38	1,144
	<b>Sub-Total</b>	<b>\$ 140,981</b>	<b>\$ 153,874</b>	<b>\$ 149,161</b>	<b>\$ 156,606</b>	<b>\$ 2,732</b>	<b>\$ 160,525</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 52,065	\$ 56,050	\$ 56,050	\$ 53,720	\$ (2,330)	\$ 53,720
22	Recruitment	-	200	200	200	-	200
23	Professional services	12,213	54,200	54,200	57,500	3,300	57,500
24	Contributions to other agencies	25,000	30,000	30,000	30,000	-	30,000
27	Data processing	1,637	2,295	2,295	2,450	155	2,450
28	Dues and memberships	3,520	2,625	2,625	2,625	-	2,625
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	90	90	60	(30)	60
35	Printing and copying	1,322	4,100	4,100	4,100	-	4,100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,344	8,880	7,000	7,850	(1,030)	7,850
48	Utility service	93	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,100	1,100	1,100	1,100	-	1,100
59	Operating supplies	1,651	11,500	11,500	12,000	500	12,000
60	Safety and medical supplies	14	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 100,989</b>	<b>\$ 171,040</b>	<b>\$ 169,160</b>	<b>\$ 171,605</b>	<b>\$ 565</b>	<b>\$ 171,605</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

### ECONOMIC DEVELOPMENT

	<b>ECONOMIC DEVELOPMENT</b>	<b>\$ 242,501</b>	<b>\$ 424,914</b>	<b>\$ 318,321</b>	<b>\$ 428,211</b>	<b>\$ 3,297</b>	<b>\$ 432,130</b>
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**Function: Community and Economic Development**  
**Activity: Economic Development**

**Activity Notes**

Object	Description	Amount
01	Assistant Director	\$ 111,083
03	Intern	\$ 5,000
06	FICA	\$ 8,973
07	IPERS	\$ 10,968
09	Group insurance	\$ 19,012
11	On the spot awards	\$ 50
	Phone allowance (1)	\$ 408
13	Deferred compensation City match	\$ 1,112
21	Advertisements	\$ 9,000
	Iowa Commercial Real Estate expo booth	\$ 3,000
	Sponsorships: promotional forums	\$ 8,000
	Urbandale Business Connection annual cost	\$ 33,720
22	Advertising/background checks	\$ 200
23	Economic development project consulting (Northpark/Plum Drive corridors)	\$ 40,000
	Photography	\$ 2,000
	Professional copywriting for Urbandale Business Connection	\$ 5,500
23.2	TIF development agreement legal fees	\$ 10,000
24	Greater Des Moines Partnership contribution	\$ 30,000
27	Annual subscription for LOIS-EcoDev tracker	\$ 700
	CRM system subscription	\$ 750
	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 (2)	\$ 60
35	Map making	\$ 500
	Printing and postage	\$ 3,600
46	MidAmerica Economic Development Council Competitiveness conference (Chicago, IL)	\$ 2,250
	Miscellaneous mileage	\$ 300
	Other webinars, presentations, meetings, etc.	\$ 500
	State economic development/ city management conferences - local	\$ 1,800
	DCDM United annual event	\$ 3,000
58	General office supplies	\$ 1,100
59	Broker/developer/stakeholder/partner meetings; annual appreciation luncheon	\$ 4,000
	Business headquarters, trade shows, market visits	\$ 3,000
	Broker/developer luncheon	\$ 3,000
	Miscellaneous supplies	\$ 2,000

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

**Activity Notes**

Object	Description	Amount
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	725,987	776,070	766,731	799,349
Contractual & supply service	40,269	65,245	60,245	57,505
Capital outlay	9,097	20,571	20,571	20,571
<b>Total expenditures</b>	<b>\$ 775,353</b>	<b>\$ 861,886</b>	<b>\$ 847,547</b>	<b>\$ 877,425</b>
Fees	445,447	427,500	415,000	427,500
Grants	-	-	-	-
Other	60,103	68,375	67,724	176,002
<b>Total revenue</b>	<b>\$ 505,549</b>	<b>\$ 495,875</b>	<b>\$ 482,724</b>	<b>\$ 603,502</b>
<b>Net amount supported by property taxes</b>	<b>\$ 269,804</b>	<b>\$ 366,011</b>	<b>\$ 364,823</b>	<b>\$ 273,923</b>

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

- ↑ Overall personnel costs increased by \$23,300, which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$5,000 in professional services reflects the removal of data conversion services which converted the historical paper records to a Laserfiche archive. This project was multi-phased and completed over the last several years.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Continued increased workload for new construction inspections, and in particular, code enforcement cases, will necessitate the addition of an inspector to manage code enforcement issues and perform rental inspections.
- ❖ Costs for 3<sup>rd</sup>-party structural plan reviews will increase with additional nonresidential construction, but is a direct pass-through cost that is recouped through permit fees.

COMMUNITY & ECON. DEV.	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 530 CODE ENFORCEMENT

#### PERSONAL SERVICES

01	Salaries	\$ 482,984	\$ 517,167	\$ 511,700	\$ 545,790	\$ 28,623	\$ 562,164
02	Overtime	9,981	16,000	14,000	16,000	-	16,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	36,669	39,961	39,500	42,288	2,327	43,436
07	Retirement - IPERS	46,536	49,018	49,000	51,834	2,816	53,068
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	141,617	143,870	143,870	133,085	(10,785)	133,085
11	Allowance	4,661	4,861	4,861	4,861	-	4,861
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,539	5,193	3,800	5,491	298	5,622
	<b>Sub-Total</b>	<b>\$ 725,987</b>	<b>\$ 776,070</b>	<b>\$ 766,731</b>	<b>\$ 799,349</b>	<b>\$ 23,279</b>	<b>\$ 818,236</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	14,991	17,000	17,000	12,000	(5,000)	12,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	3,287	3,545	3,545	3,545	-	3,545
28	Dues and memberships	1,060	1,700	1,700	1,760	60	1,760
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	60	-	-	-	-	-
35	Printing and copying	-	500	500	250	(250)	250
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	96	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,865	12,400	8,000	11,100	(1,300)	11,100
48	Utility service	1,939	6,000	6,000	6,000	-	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	557	8,950	8,950	8,450	(500)	8,450
57	Vehicle operation supplies	3,107	4,600	4,000	4,600	-	4,600
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	10,307	10,050	10,050	9,300	(750)	9,300
60	Safety and medical supplies	-	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 40,269</b>	<b>\$ 65,245</b>	<b>\$ 60,245</b>	<b>\$ 57,505</b>	<b>\$ (7,740)</b>	<b>\$ 57,505</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	8,700	20,571	20,571	20,571	-	20,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	397	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 9,097</b>	<b>\$ 20,571</b>	<b>\$ 20,571</b>	<b>\$ 20,571</b>	<b>\$ -</b>	<b>\$ 20,571</b>

#### OPERATING BUDGET SUB-TOTAL

		\$ 775,353	\$ 861,886	\$ 847,547	\$ 877,425	\$ 15,539	\$ 896,312
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

#### CODE ENFORCEMENT

		\$ 775,353	\$ 861,886	\$ 847,547	\$ 877,425	\$ 15,539	\$ 896,312
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**Function: Community and Economic Development**  
**Activity: Code Enforcement**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Building Official, Associate Building Official, Building Inspectors (3), Inspector II (2)	\$ 545,790
02	Overtime	\$ -
06	FICA	\$ 42,288
07	IPERS	\$ 51,834
09	Group insurance	\$ 133,085
11	Clothing allowance (5)	\$ 3,125
	Phone allowance (4)	\$ 1,536
	Spot awards	\$ 200
13	Deferred compensation City match	\$ 5,491
23	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	\$ 1,000
	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)	\$ 260
	National Fire Protection Association-NFPA (1)	\$ 200
	Newspaper subscription	\$ 350
35	Form printing-permit applications, correction notices	\$ 250
46	Customer service training (1)	\$ 400
	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 - Fall 2021 (1)	\$ 2,000
48	Cell phone service (7) and iPads with data plan (7)	\$ 5,200
	INS- Iowa Network Services	\$ 800
56	Fleet management - overhead contribution	\$ 5,000
	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

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59 cont.	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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	643,283	665,011	657,745	674,410
Contractual & supply service	127,386	237,181	229,381	208,712
Capital outlay	25,983	36,337	36,420	31,024
<b>Total expenditures</b>	<b>\$ 796,652</b>	<b>\$ 938,529</b>	<b>\$ 923,546</b>	<b>\$ 914,146</b>
Fees	407,094	437,000	434,500	449,500
Grants	-	-	-	-
Other	69,947	74,456	69,886	69,692
<b>Total revenue</b>	<b>\$ 477,041</b>	<b>\$ 511,456</b>	<b>\$ 504,386</b>	<b>\$ 519,192</b>
<i>Net amount supported by property taxes</i>	<b>\$ 319,611</b>	<b>\$ 427,073</b>	<b>\$ 419,160</b>	<b>\$ 394,954</b>

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

- ↑ Overall personnel costs increased \$9,400 due to normal salary and benefit increases for existing staff.
- ↓ A decrease of \$5,000 in equipment reflects the prior year budgeted replacement of a copier and a printer for the department.
- ↓ A decrease of \$27,969 in contributions to other agencies reflects the change of Metro Home Improvement Program being budgeted in Community Services.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

COMMUNITY & ECON. DEV.	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 540 COMMUNITY DEVELOPMENT

### PERSONAL SERVICES

01	Salaries	\$ 451,876	\$ 468,220	\$ 461,000	\$ 482,681	\$ 14,461	\$ 497,161
02	Overtime	1,551	1,000	1,000	1,000	-	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	34,262	36,013	36,000	36,911	898	37,424
07	Retirement - IPERS	42,491	44,433	44,400	45,905	1,472	46,932
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	101,155	102,764	102,764	95,060	(7,704)	95,060
11	Allowance	4,800	5,000	5,000	5,000	-	5,000
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,148	7,581	7,581	7,853	272	7,960
<b>Sub-Total</b>		<b>\$ 643,283</b>	<b>\$ 665,011</b>	<b>\$ 657,745</b>	<b>\$ 674,410</b>	<b>\$ 9,399</b>	<b>\$ 690,537</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	5,932	100,000	100,000	100,000	-	100,000
24	Contributions to other agencies	58,829	72,031	72,031	44,062	(27,969)	44,062
27	Data processing	41,310	31,850	31,850	31,850	-	31,850
28	Dues and memberships	1,590	2,500	2,500	2,500	-	2,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	150	150	-	150
35	Printing and copying	2,683	8,550	5,000	8,550	-	8,550
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,030	7,250	3,000	6,750	(500)	6,750
48	Utility service	12,136	11,000	11,000	11,000	-	11,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	563	400	400	400	-	400
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	405	-	-	-	-	-
57	Vehicle operation supplies	2,671	-	-	-	-	-
58	Office supplies	-	3,000	3,000	3,000	-	3,000
59	Operating supplies	-	200	200	200	-	200
60	Safety and medical supplies	237	250	250	250	-	250
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 127,386</b>	<b>\$ 237,181</b>	<b>\$ 229,381</b>	<b>\$ 208,712</b>	<b>\$ (28,469)</b>	<b>\$ 208,712</b>

### 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	109	-	83	-	-	-
81	Building maintenance fund	25,874	31,337	31,337	31,024	(313)	31,024
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 25,983</b>	<b>\$ 36,337</b>	<b>\$ 36,420</b>	<b>\$ 31,024</b>	<b>\$ (5,313)</b>	<b>\$ 31,024</b>

### OPERATING BUDGET SUB-TOTAL

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

### COMMUNITY DEVELOPMENT

		\$ 796,652	\$ 938,529	\$ 923,546	\$ 914,146	\$ (24,383)	\$ 930,273
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**Function: Community and Economic Development**  
**Activity: Community Development**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Development Manager/Chief Planner, Planner I, Planner II, Administrative Specialist	\$ 482,681
02	Overtime	\$ 1,000
06	FICA	\$ 36,911
07	IPERS	\$ 45,905
09	Group insurance	\$ 95,060
11	On the Spot awards	\$ 200
	Vehicle allowance - Director	\$ 4,800
13	Deferred compensation City match	\$ 7,853
23	Annexation/Comprehensive Plan	\$ 100,000
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 44,062
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-San Diego, AICP CEU qualified (2)	\$ 3,750
	American Society of Landscape Architects conference - Nashville, PLA CEU qualified (1)	\$ 1,750
	Local and regional planning workshops or seminars for professional CEUs	\$ 1,000
	Mileage reimbursement	\$ 250
48	Electric, gas, telephone, data, water	\$ 11,000
51	Janitorial supplies	\$ 400
58	Paper, office & printer supplies	\$ 3,000
59	Operating supplies	\$ 200
60	Safety and first-aid supplies, MVR checks, fire extinguishers	\$ 250
81	Building maintenance fund contribution - PM projects	\$ 20,014
	Building maintenance - contracted services	\$ 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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	4,520,971	6,139,825	5,844,038	7,067,988
<b>Total expenditures</b>	<b>\$ 4,520,971</b>	<b>\$ 6,139,825</b>	<b>\$ 5,844,038</b>	<b>\$ 7,067,988</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,168,602	9,728,613	9,658,061	9,489,331
<b>Total revenue</b>	<b>\$ 9,168,602</b>	<b>\$ 9,728,613</b>	<b>\$ 9,658,061</b>	<b>\$ 9,489,331</b>
<b>Net amount (added to) used by fund balance</b>	<b>\$ (4,647,631)</b>	<b>\$ (3,588,788)</b>	<b>\$ (3,814,023)</b>	<b>\$ (2,421,343)</b>

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

- ↑ An increase of \$625,000 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 \$303,163 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 be collected at a higher rate than expenses going out. Starting in FY2012-13, the full 50% of available TIF increment revenue has been claimed, which 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, 2019 and 2020. 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. FY22 certified revenues will be collected at 45% of available increment.

COMMUNITY & ECON. DEV.	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 125 TAX INCREMENT FINANCING FUND

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

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

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF ret	492,154	775,000	482,036	1,400,000	625,000	1,200,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	4,028,817	5,364,825	5,362,002	5,667,988	303,163	6,195,938
	<b>Sub-total</b>	\$ 4,520,971	\$ 6,139,825	\$ 5,844,038	\$ 7,067,988	\$ 928,163	\$ 7,395,938

### OPERATING BUDGET SUB-TOTAL

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

<b>TAX INCREMENT FINANCING FUND</b>	\$ 4,520,971	\$ 6,139,825	\$ 5,844,038	\$ 7,067,988	\$ 928,163	\$ 7,395,938
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**Function: Community and Economic Development**  
**Activity: Tax Increment Financing (TIF) Fund**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
77	Tax Increment Financing (TIF) rebates	\$ 1,400,000
97	Transfer out to Debt Service Fund to cover debt service payments for TIF districts	\$ 5,667,988



GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 600 GENERAL GOVERNMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 1,511,224	\$ 1,613,594	\$ 1,626,276	\$ 1,724,392	\$ 110,798	\$ 1,776,123
02	Overtime	150	1,100	500	-	(1,100)	-
03	Part-time	130,516	146,661	83,800	120,359	(26,302)	122,575
04	Witness fees	-	-	-	-	-	-
06	FICA	115,814	131,213	128,130	138,072	6,859	138,011
07	Retirement - IPERS	151,045	167,262	146,885	172,613	5,351	175,096
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	418,000	420,732	420,732	399,192	(21,540)	399,192
11	Allowance	31,141	31,693	31,693	31,829	136	31,829
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	32,738	38,852	37,613	40,719	1,867	44,209
	<b>Sub-Total</b>	<b>\$ 2,390,628</b>	<b>\$ 2,551,107</b>	<b>\$ 2,475,629</b>	<b>\$ 2,627,176</b>	<b>\$ 76,069</b>	<b>\$ 2,687,035</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 24,247	\$ 33,000	\$ 33,000	\$ 34,000	\$ 1,000	\$ 34,000
22	Recruitment	633	1,050	219	-	(1,050)	-
23	Professional services	253,847	390,060	363,510	380,306	(9,754)	385,550
24	Contributions to other agencies	118,407	48,350	30,000	32,750	(15,600)	32,750
27	Data processing	257,629	376,869	376,908	424,487	47,618	459,883
28	Dues and memberships	27,111	31,730	31,205	31,230	(500)	31,230
29	Insurance	396,600	396,029	396,029	486,921	90,892	486,921
32	Uniforms and laundry	356	750	750	780	30	810
35	Printing and copying	24,222	58,250	58,370	48,350	(9,900)	48,350
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	100	267	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,879	54,130	30,970	59,300	5,170	59,300
48	Utility service	33,324	30,880	30,880	32,180	1,300	32,180
49	Petty cash	50	100	100	100	-	100
51	Maintenance supplies	1,127	1,000	1,000	1,000	-	1,000
54	Minor equipment	981	2,000	1,149	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	900	900	900	-	900
57	Vehicle operation supplies	8	-	18	-	-	-
58	Office supplies	5,382	8,000	7,036	8,000	-	8,000
59	Operating supplies	9,391	18,325	16,462	18,155	(170)	18,155
60	Safety and medical supplies	109	190	198	205	15	205
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 1,163,303</b>	<b>\$ 1,451,713</b>	<b>\$ 1,378,971</b>	<b>\$ 1,560,764</b>	<b>\$ 109,051</b>	<b>\$ 1,601,434</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	8,129	-	1,416	-	-	-
81	Building maintenance fund	97,806	119,115	119,115	123,736	4,621	123,736
97	Transfers out to Debt Service	-	168,513	-	-	(168,513)	-
	<b>Sub-total</b>	<b>\$ 105,935</b>	<b>\$ 287,628</b>	<b>\$ 120,531</b>	<b>\$ 123,736</b>	<b>\$ (163,892)</b>	<b>\$ 123,736</b>

### OPERATING BUDGET SUB-TOTAL

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

### GENERAL GOVERNMENT SUMMARY

		\$ 3,684,866	\$ 4,315,448	\$ 3,975,131	\$ 4,336,676	\$ 21,228	\$ 4,437,205
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**OVERVIEW:** This activity sets the strategic direction for the City and provides extensive public information services.

**MAYOR and COUNCIL**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	53,174	52,823	51,200	52,823
Contractual & supply service	160,347	89,880	78,630	63,380
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 213,521</b>	<b>\$ 142,703</b>	<b>\$ 129,830</b>	<b>\$ 116,203</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	18,747	11,321	9,824	8,859
<b>Total revenue</b>	<b>\$ 18,747</b>	<b>\$ 11,321</b>	<b>\$ 9,824</b>	<b>\$ 8,859</b>
<b>Net amount supported by property taxes</b>	<b>\$ 194,774</b>	<b>\$ 131,382</b>	<b>\$ 120,006</b>	<b>\$ 107,344</b>

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

- ↓ A decrease of \$10,500 in professional services reflects the biennial occurrence of the National Community Survey, offset by the addition of a translation service. The last community survey was completed in December 2020.
- ↓ A decrease of \$15,600 in contributions to other agencies reflects the change of Section 8 housing program being budgeted in Community Services.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 610 MAYOR and COUNCIL

### PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	48,500	46,000	46,000	46,000	-	46,000
04	Witness fees	-	-	-	-	-	-
06	FICA	1,866	3,519	2,000	3,519	-	3,519
07	Retirement - IPERS	2,808	3,304	3,200	3,304	-	3,304
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	<b>Sub-Total</b>	\$ 53,174	\$ 52,823	\$ 51,200	\$ 52,823	\$ -	\$ 52,823

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	24,993	28,550	20,000	18,000	(10,550)	18,000
24	Contributions to other agencies	76,470	22,350	30,000	6,750	(15,600)	6,750
27	Data processing	33,920	1,000	1,000	1,000	-	1,000
28	Dues and memberships	19,579	19,950	19,950	19,950	-	19,950
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	180	180	180	-	180
35	Printing and copying	144	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,546	15,350	5,000	15,000	(350)	15,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	70	-	-	-	-	-
59	Operating supplies	1,625	2,500	2,500	2,500	-	2,500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	\$ 160,347	\$ 89,880	\$ 78,630	\$ 63,380	\$ (26,500)	\$ 63,380

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

<b>MAYOR and COUNCIL</b>	\$ 213,521	\$ 142,703	\$ 129,830	\$ 116,203	\$ (26,500)	\$ 116,203
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**Function: General Government**  
**Activity: Mayor and City Council**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
03	Mayor	\$ 11,000
	City Council (5)	\$ 35,000
06	FICA	\$ 3,519
07	IPERS	\$ 3,304
23	Communication - Public Relations Training	\$ 10,000
	Governmental Affairs Consultant (Lobbyist)	\$ 3,000
	Translation services	\$ 5,000
24	Discretionary contributions	\$ 2,000
	Capital Crossroads contribution	\$ 2,000
	Home Base Iowa incentives	\$ 2,500
	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
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	\$ 350
	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 (2 Fall, 2 Spring)	\$ 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 2019-20 ACTUAL	FY 2020-21 ADOPTED	FY 2020-21 REVISED	FY 2021-22 ADOPTED
Personal services	595,237	638,098	620,603	642,090
Contractual & supply service	6,947	17,020	14,084	14,440
Capital outlay	-	-	562	-
<b>Total expenditures</b>	<b>\$ 602,184</b>	<b>\$ 655,118</b>	<b>\$ 635,249</b>	<b>\$ 656,530</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	52,872	51,972	48,070	50,052
<b>Total revenue</b>	<b>\$ 52,872</b>	<b>\$ 51,972</b>	<b>\$ 48,070</b>	<b>\$ 50,052</b>
<b>Net amount supported by property taxes</b>	<b>\$ 549,312</b>	<b>\$ 603,146</b>	<b>\$ 587,179</b>	<b>\$ 606,478</b>

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

- ↑ Overall personnel costs increased by \$4,000 which reflects normal salary and benefit increases for existing staff.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 615 CITY MANAGER

### PERSONAL SERVICES

01	Salaries	\$ 436,499	\$ 467,298	\$ 450,600	\$ 474,735	\$ 7,437	\$ 488,977
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	26,983	31,544	31,000	31,704	160	29,845
07	Retirement - IPERS	41,206	45,253	45,000	46,063	810	46,159
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,693	61,659	61,659	57,036	(4,623)	57,036
11	Allowance	14,575	14,614	14,614	14,550	(64)	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	15,281	17,730	17,730	18,002	272	21,246
	<b>Sub-Total</b>	<b>\$ 595,237</b>	<b>\$ 638,098</b>	<b>\$ 620,603</b>	<b>\$ 642,090</b>	<b>\$ 3,992</b>	<b>\$ 657,813</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	1,050	-	-	(1,050)	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	39	-	-	-
28	Dues and memberships	4,324	6,525	6,000	6,225	(300)	6,225
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	120	120	90	(30)	120
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	556	5,900	4,500	5,200	(700)	5,200
48	Utility service	1,425	1,680	1,680	1,680	-	1,680
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	474	800	800	800	-	800
59	Operating supplies	140	900	900	400	(500)	400
60	Safety and medical supplies	28	45	45	45	-	45
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 6,947</b>	<b>\$ 17,020</b>	<b>\$ 14,084</b>	<b>\$ 14,440</b>	<b>\$ (2,580)</b>	<b>\$ 14,470</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	562	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 562</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>CITY MANAGER</b>	<b>\$ 602,184</b>	<b>\$ 655,118</b>	<b>\$ 635,249</b>	<b>\$ 656,530</b>	<b>\$ 1,412</b>	<b>\$ 672,283</b>
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**Function: General Government**  
**Activity: City Manager**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Manager, Assistant City Manager/Director of Economic Development, Director of Risk Management/Support Services	\$ 474,735
06	FICA	\$ 31,704
07	Retirement	\$ 46,063
09	Group insurance	\$ 57,036
11	Vehicle allowance (3)	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 18,002
28	Business Record subscription	\$ 75
	IACMA (4)	\$ 1,200
	ICMA (3)	\$ 3,500
	Miscellaneous publications	\$ 50
	Public Risk Management Association	\$ 400
	Rotary Club dues	\$ 1,000
32	City logo shirts (3)	\$ 90
46	Associate in Risk Management (ARM) Program (1) - online	\$ 1,000
	ICMA Annual Conference (1) - Portland, OR	\$ 2,500
	Iowa City and County Management Association local meetings (2)	\$ 1,000
	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
60	MVR annual fees (3)	\$ 45
<b>GL Fund</b>	<b>General Liability Fund expenses</b>	
	City-wide safety program expenses, training expenses, policy review, IAMU contract	\$ 25,000



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

**FINANCE and RECORDS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	574,495	605,453	600,894	612,532
Contractual & supply service	124,072	139,220	135,420	158,940
Capital outlay	485	-	-	-
<b>Total expenditures</b>	<b>\$ 699,052</b>	<b>\$ 744,673</b>	<b>\$ 736,314</b>	<b>\$ 771,472</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	61,377	59,077	55,718	58,815
<b>Total revenue</b>	<b>\$ 61,377</b>	<b>\$ 59,077</b>	<b>\$ 55,718</b>	<b>\$ 58,815</b>
<b>Net amount supported by property taxes</b>	<b>\$ 637,675</b>	<b>\$ 685,596</b>	<b>\$ 680,596</b>	<b>\$ 712,657</b>

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

- ↑ Overall personnel costs increased by \$7,000. This increase reflects normal salary and benefit cost increases for existing staff.
- ↑ Data processing increased by \$13,000 this reflects the transition to a remote hosted server for New World Systems in spring of 2022. 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 was 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 going forward.

**FUTURE BUDGET CONSIDERATIONS:**

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

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 620 FINANCE and RECORDS

### PERSONAL SERVICES

01	Salaries	\$ 367,395	\$ 380,414	\$ 378,000	\$ 391,670	\$ 11,256	\$ 403,420
02	Overtime	90	500	-	-	(500)	-
03	Part-time	27,748	37,830	36,300	39,345	1,515	40,525
04	Witness fees	-	-	-	-	-	-
06	FICA	29,334	32,040	32,000	32,810	770	33,163
07	Retirement - IPERS	37,192	39,775	39,700	41,076	1,301	41,909
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	101,155	102,764	102,764	95,060	(7,704)	95,060
11	Allowance	5,234	5,384	5,384	5,584	200	5,584
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,347	6,746	6,746	6,987	241	7,054
	<b>Sub-Total</b>	\$ 574,495	\$ 605,453	\$ 600,894	\$ 612,532	\$ 7,079	\$ 626,715

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	64,448	67,860	67,860	74,906	7,046	77,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	43,100	46,100	46,100	59,604	13,504	95,000
28	Dues and memberships	1,305	1,395	1,395	1,395	-	1,395
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	132	150	150	150	-	150
35	Printing and copying	8,224	9,400	9,400	9,000	(400)	9,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,335	8,100	5,000	7,670	(430)	7,670
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	44	-	130	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,311	6,000	5,000	6,000	-	6,000
59	Operating supplies	136	100	262	100	-	100
60	Safety and medical supplies	37	15	23	15	-	15
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	\$ 124,072	\$ 139,220	\$ 135,420	\$ 158,940	\$ 19,720	\$ 196,430

### 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	485	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	\$ 485	\$ -	\$ -	\$ -	\$ -	\$ -

### OPERATING BUDGET SUB-TOTAL

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

### FINANCE and RECORDS

		\$ 699,052	\$ 744,673	\$ 736,314	\$ 771,472	\$ 26,799	\$ 823,145
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**Function: General Government**  
**Activity: Finance and Records**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Finance Director, Assistant Finance Director, Accountant II, Accountant I	\$ 391,670
03	Accounts Receivable Clerk (30 hours)	\$ 39,345
06	FICA	\$ 32,810
07	IPERS	\$ 41,076
09	Group insurance	\$ 95,060
11	Spot awards	\$ 200
	Vehicle and phone allowance - Director	\$ 5,384
13	Deferred compensation City match	\$ 6,987
23	509A certification filing fee	\$ 110
	Annual audit & A-133 audit (including 1 major federal program)	\$ 64,646
	Arbitrage study	\$ 3,000
	GFOA Certificate of Achievement fee	\$ 800
	OPEB study for GASB 45	\$ 2,500
	Other services	\$ 500
	Piper Jaffray dissemination fees & EMMA filings	\$ 2,500
	State filing fee for audit	\$ 850
27	Financial/Payroll management system maintenance contract (NWS) & Executime (3 quarters)	\$ 36,000
	GASB 34 infrastructure software maintenance contract	\$ 600
	Supplies and software	\$ 500
	Transition to hosted NWS Spring 2022	\$ 22,504
28	American Institute of CPAs (1)	\$ 225
	Association of Government Accountants (1)	\$ 250
	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
32	Logo shirts (5)	\$ 150
35	Copy machine maintenance	\$ 600
	Financial document printing (CIP, Budget, CAFR)	\$ 1,600
	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
	Iowa League of Cities budget workshop - local (3)	\$ 150
	Metro finance officers monthly meetings - local (1)	\$ 200
	Tyler Connect (NWS) national conference - Indianapolis, IN (2)	\$ 4,120
	Tyler Connect (NWS) user advisory group - Troy, Michigan (1)	\$ 1,200
49	Petty cash	\$ 100
58	Stationery, office forms, check stock, office supplies	\$ 6,000
59	Operating supplies	\$ 100
60	MVR annual fee	\$ 15



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

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

**TECHNOLOGY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	469,270	478,444	456,247	507,459
Contractual & supply service	190,723	355,754	353,254	394,518
Capital outlay	3,813	-	-	-
<b>Total expenditures</b>	<b>\$ 663,806</b>	<b>\$ 834,198</b>	<b>\$ 809,501</b>	<b>\$ 901,977</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	58,283	66,179	61,256	68,764
<b>Total revenue</b>	<b>\$ 58,283</b>	<b>\$ 66,179</b>	<b>\$ 61,256</b>	<b>\$ 68,764</b>
<b>Net amount supported by property taxes</b>	<b>\$ 605,523</b>	<b>\$ 768,019</b>	<b>\$ 748,245</b>	<b>\$ 833,213</b>

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

- ↑ Overall personnel costs increased by \$29,000, which reflects reclassification salary adjustments for 4 for existing staff.
- ↑ An increase of \$32,800 in data processing, reflects an increase in WebEx subscriptions, additional staff laptops, and additional increases in miscellaneous licensing and maintenance.

**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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 625 TECHNOLOGY

### PERSONAL SERVICES

01	Salaries	\$ 324,671	\$ 327,554	\$ 316,700	\$ 356,830	\$ 29,276	\$ 367,535
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	24,792	25,479	25,000	27,936	2,457	28,586
07	Retirement - IPERS	28,805	31,365	21,000	34,199	2,834	34,695
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	80,924	82,211	82,211	76,048	(6,163)	76,048
11	Allowance	6,048	6,336	6,336	6,336	-	6,336
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,030	5,499	5,000	6,110	611	6,136
	<b>Sub-Total</b>	<b>\$ 469,270</b>	<b>\$ 478,444</b>	<b>\$ 456,247</b>	<b>\$ 507,459</b>	<b>\$ 29,015</b>	<b>\$ 519,336</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	480	-	-	-	-	-
23	Professional services	36,859	66,250	66,250	69,250	3,000	69,250
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	147,282	285,369	285,369	318,133	32,764	318,133
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	52	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	114	2,000	500	5,000	3,000	5,000
48	Utility service	5,257	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	635	2,000	1,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	30	-	-	-	-	-
60	Safety and medical supplies	14	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 190,723</b>	<b>\$ 355,754</b>	<b>\$ 353,254</b>	<b>\$ 394,518</b>	<b>\$ 38,764</b>	<b>\$ 394,518</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	3,813	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 3,813</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>TECHNOLOGY</b>	<b>\$ 663,806</b>	<b>\$ 834,198</b>	<b>\$ 809,501</b>	<b>\$ 901,977</b>	<b>\$ 67,779</b>	<b>\$ 913,854</b>
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**Function: General Government**  
**Activity: Technology**

**Activity Notes**

Object	Description	Amount
01	Director of Technology, IT Administrators (3)	\$ 356,830
06	FICA	\$ 27,936
07	IPERS	\$ 34,199
09	Group insurance	\$ 76,048
11	Vehicle allowance - Director	\$ 4,800
	Phone allowance (4)	\$ 1,536
13	Deferred compensation City match	\$ 6,110
23	Laserfiche support	\$ 5,000
	Logos support	\$ 2,000
	Printer repairs	\$ 1,000
	Server/Network support	\$ 61,250
27	Adobe Acrobat licenses	\$ 10,677
	Autonomic software patch manager	\$ 4,500
	Cabinet installation (Senior Center & Pool)	\$ 10,000
	Century Link cloud fax subscription	\$ 1,200
	Cisco renewals (smartnet, AMP, support and licenses)	\$ 70,420
	Cisco Umbrella connections (250)	\$ 6,320
	Citrix Netscaler annual license	\$ 2,500
	Cisco Duo (remote access authentication) annual license	\$ 1,620
	Fire FTP license	\$ 100
	Fuel Master annual support	\$ 1,000
	HP warranty renewals	\$ 26,000
	Jamf Pro yearly renewal	\$ 3,000
	Laserfiche licensing and maintenance	\$ 19,000
	Laserfiche service contract	\$ 4,788
	Microsoft Office 365 licenses	\$ 86,032
	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
	Staff laptop or PC (6)	\$ 12,000
	Tech staff laptop (1)	\$ 5,000
	UPS replacement batteries (4)	\$ 1,400
	UPS units (server racks) (3)	\$ 3,000
	WebEx renewal	\$ 8,000
32	Staff logo shirts (4)	\$ 120
46	Certifications, local training, study materials and tests	\$ 5,000
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 (city-wide technology project implementation):	\$ 25,000

**FUNCTION: General Government**  
**ACTIVITY: Human Resources**

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

**HUMAN RESOURCES**

	FINANCIAL SUMMARY			
	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	288,076	316,478	292,552	290,216
Contractual & supply service	19,549	52,400	32,881	56,215
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 307,625</b>	<b>\$ 368,878</b>	<b>\$ 325,433</b>	<b>\$ 346,431</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	27,010	29,264	24,626	26,411
<b>Total revenue</b>	<b>\$ 27,010</b>	<b>\$ 29,264</b>	<b>\$ 24,626</b>	<b>\$ 26,411</b>
<i>Net amount supported by property taxes</i>	<b>\$ 280,615</b>	<b>\$ 339,614</b>	<b>\$ 300,807</b>	<b>\$ 320,020</b>

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

- ↓ Overall personnel costs decreased by \$26,300, which reflects the transition to two full-time HR personnel, from a long tenured HR director and part-time Human Resource Analyst.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ As the City grows, staffing levels increase, and positions become harder to recruit and retain, the human resources department will need to grow to accommodate the workload.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 630 HUMAN RESOURCES

#### PERSONAL SERVICES

01	Salaries	\$ 133,124	\$ 163,644	\$ 210,400	\$ 202,690	\$ 39,046	\$ 208,770
02	Overtime	-	-	-	-	-	-
03	Part-time	53,337	62,831	1,500	3,084	(59,747)	3,177
04	Witness fees	-	-	-	-	-	-
06	FICA	14,043	17,288	17,200	16,507	(781)	16,520
07	Retirement - IPERS	17,602	21,763	12,500	19,866	(1,897)	20,008
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	60,693	41,106	41,106	38,024	(3,082)	38,024
11	Allowance	5,284	5,284	5,284	5,284	-	5,284
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,993	4,562	4,562	4,761	199	4,756
	<b>Sub-Total</b>	\$ 288,076	\$ 316,478	\$ 292,552	\$ 290,216	\$ (26,262)	\$ 296,539

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	58	-	219	-	-	-
23	Professional services	4,591	24,000	6,000	24,000	-	24,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	7,026	7,800	7,800	7,800	-	7,800
28	Dues and memberships	838	1,800	1,800	1,600	(200)	1,600
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	57	60	60	60	-	60
35	Printing and copying	-	-	120	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	167	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,107	9,700	9,700	13,350	3,650	13,350
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	18	500	500	500	-	500
59	Operating supplies	5,840	8,525	6,500	8,875	350	8,875
60	Safety and medical supplies	14	15	15	30	15	30
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	\$ 19,549	\$ 52,400	\$ 32,881	\$ 56,215	\$ 3,815	\$ 56,215

#### CAPITAL OUTLAY

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

#### OPERATING BUDGET SUB-TOTAL

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

#### HUMAN RESOURCES

		\$ 307,625	\$ 368,878	\$ 325,433	\$ 346,431	\$ (22,447)	\$ 352,754
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<b>Function: General Government</b>
<b>Activity: Human Resources</b>

### Activity Notes

Object	Description	Amount
01	Director & Analyst	\$ 202,690
03	Part time	\$ 3,084
06	FICA	\$ 16,507
07	IPERS	\$ 19,866
09	Group insurance	\$ 38,024
11	Car allowance and phone allowance - Director	\$ 5,184
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 4,761
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)	\$ 560
	Miscellaneous dues & subscriptions	\$ 800
	National Public Employer Labor Relations Association membership (1)	\$ 240
32	Staff logo shirts (2)	\$ 60
46	Citywide core skills training – Mental Health First Aid - NAMI classes	\$ 4,000
	IAPELRA meetings – local (1)	\$ 300
	Iowa Employment Law conference - local (1)	\$ 350
	NPELRA annual training conference (1)	\$ 2,700
	Miscellaneous HR meeting expenses	\$ 500
	Miscellaneous training manuals & reference books	\$ 100
	SHRM state conference - local (1)	\$ 400
	Supervisory training – Federal Motor Carrier Clearinghouse training	\$ 3,000
	New World Tyler Connect training (1)	\$ 2,000
58	Office supplies	\$ 500
59	Employee service recognition - awards	\$ 5,475
	Employee service recognition - meal	\$ 2,400
	Training videos and miscellaneous operating supplies	\$ 1,000
60	MVR annual fees	\$ 30
<b>RM Fund</b>	<b>Risk Management Fund expenses</b>	
	City-wide wellness programming	\$ 20,000



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

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

**CITY CLERK**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	188,481	215,765	212,191	232,150
Contractual & supply service	81,982	79,940	47,130	79,940
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 270,463</b>	<b>\$ 295,705</b>	<b>\$ 259,321</b>	<b>\$ 312,090</b>
Fees	45,848	57,000	52,000	52,000
Grants	-	-	-	-
Other	23,747	23,459	19,623	23,793
<b>Total revenue</b>	<b>\$ 69,595</b>	<b>\$ 80,459</b>	<b>\$ 71,623</b>	<b>\$ 75,793</b>
<i>Net amount supported by property taxes</i>	<b>\$ 200,868</b>	<b>\$ 215,246</b>	<b>\$ 187,698</b>	<b>\$ 236,297</b>

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

- ↑ Overall personnel costs increased by \$16,400, which reflects salary and benefit increases for existing staff.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 635 CITY CLERK

#### PERSONAL SERVICES

01	Salaries	\$ 124,583	\$ 145,965	\$ 143,000	\$ 162,567	\$ 16,602	\$ 167,444
02	Overtime	60	500	500	-	(500)	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	9,179	11,398	11,000	12,698	1,300	13,086
07	Retirement - IPERS	11,650	13,711	13,500	15,308	1,597	15,807
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	40,462	41,106	41,106	38,024	(3,082)	38,024
11	Allowance	-	50	50	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,547	3,035	3,035	3,503	468	3,617
<b>Sub-Total</b>		<b>\$ 188,481</b>	<b>\$ 215,765</b>	<b>\$ 212,191</b>	<b>\$ 232,150</b>	<b>\$ 16,385</b>	<b>\$ 238,028</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 24,194	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	\$ 23,000
22	Recruitment	95	-	-	-	-	-
23	Professional services	576	2,000	2,000	2,000	-	2,000
24	Contributions to other agencies	41,937	26,000	-	26,000	-	26,000
27	Data processing	11,993	15,500	15,500	15,500	-	15,500
28	Dues and memberships	575	970	970	970	-	970
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	60	60	60	60	-	60
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,008	11,810	5,000	11,810	-	11,810
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	410	500	500	500	-	500
59	Operating supplies	134	100	100	100	-	100
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 81,982</b>	<b>\$ 79,940</b>	<b>\$ 47,130</b>	<b>\$ 79,940</b>	<b>\$ -</b>	<b>\$ 79,940</b>

#### CAPITAL OUTLAY

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

#### OPERATING BUDGET SUB-TOTAL

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

#### CITY CLERK

		\$ 270,463	\$ 295,705	\$ 259,321	\$ 312,090	\$ 16,385	\$ 317,968
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**Function: General Government**  
**Activity: City Clerk**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Clerk, Chief Deputy City Clerk	\$ 162,567
02	Overtime	\$ -
06	FICA	\$ 12,698
07	IPERS	\$ 15,308
09	Group insurance	\$ 38,024
11	Spot awards	\$ 50
13	Deferred compensation City match	\$ 3,503
21	Official publications	\$ 23,000
23	Cassette conversion	\$ 1,500
	Miscellaneous services	\$ 500
24	Local election processing fees to County (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 –Little Rock, AK, 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 - Indianapolis, IN (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**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	106,744	180,000	180,000	168,050
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 106,744</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 168,050</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	22,872	14,280	13,621	12,812
<b>Total revenue</b>	<b>\$ 22,872</b>	<b>\$ 14,280</b>	<b>\$ 13,621</b>	<b>\$ 12,812</b>
<b>Net amount supported by property taxes</b>	<b>\$ 83,872</b>	<b>\$ 165,720</b>	<b>\$ 166,379</b>	<b>\$ 155,238</b>

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

- ↓ A decrease of \$12,000 in professional services reflects lower anticipated legal fees for the year.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 640 LEGAL SERVICES

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	106,744	180,000	180,000	168,050	(11,950)	171,200
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	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 106,744	\$ 180,000	\$ 180,000	\$ 168,050	\$ (11,950)	\$ 171,200

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

### LEGAL SERVICES

		\$ 106,744	\$ 180,000	\$ 180,000	\$ 168,050	\$ (11,950)	\$ 171,200
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**Function: General Government**

**Activity: Legal Services**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	City Attorney, \$104,650 annual plus \$200 per hour for billable work	\$ 118,050
	Legal Services for contract negotiations (3)	\$ 25,000
	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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	86,288	85,986	85,679	84,732
Contractual & supply service	427,202	431,759	431,832	521,801
Capital outlay	101,637	287,628	119,115	123,736
<b>Total expenditures</b>	<b>\$ 615,127</b>	<b>\$ 805,373</b>	<b>\$ 636,626</b>	<b>\$ 730,269</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	54,009	63,892	48,174	55,674
<b>Total revenue</b>	<b>\$ 54,009</b>	<b>\$ 63,892</b>	<b>\$ 48,174</b>	<b>\$ 55,674</b>
<b>Net amount supported by property taxes</b>	<b>\$ 561,118</b>	<b>\$ 741,481</b>	<b>\$ 588,452</b>	<b>\$ 674,595</b>

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

- ↑ An increase of \$90,900 in insurance reflects an increase of \$55,000 in property and casualty insurance, and an additional \$35,000 increase in Workers comp insurance/411 medical claims.
- ↓ A decrease of \$168,500 in transfers out reflect the FY20 retirement of the remaining bonds being paid by the General Fund.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 645 GENERAL SUPPORT

### PERSONAL SERVICES

01	Salaries	\$ 55,071	\$ 55,313	\$ 55,071	\$ 55,207	\$ (106)	\$ 56,863
02	Overtime	-	100	-	-	(100)	-
03	Part-time	931	-	-	500	500	500
04	Witness fees	-	-	-	-	-	-
06	FICA	4,330	4,274	4,330	4,263	(11)	4,394
07	Retirement - IPERS	5,185	5,196	5,185	5,199	3	5,368
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	20,231	20,553	20,553	19,012	(1,541)	19,012
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	540	550	540	551	1	569
	<b>Sub-Total</b>	<b>\$ 86,288</b>	<b>\$ 85,986</b>	<b>\$ 85,679</b>	<b>\$ 84,732</b>	<b>\$ (1,254)</b>	<b>\$ 86,706</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,840	2,100	2,100	2,100	-	2,100
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	850	850	-	(850)	-
28	Dues and memberships	50	-	-	-	-	-
29	Insurance	396,600	396,029	396,029	486,921	90,892	486,921
32	Uniforms and laundry	25	30	30	30	-	30
35	Printing and copying	40	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	(10)	150	150	150	-	150
48	Utility service	26,068	28,500	28,500	28,500	-	28,500
49	Petty cash	50	-	-	-	-	-
51	Maintenance supplies	1,127	1,000	1,000	1,000	-	1,000
54	Minor equipment	302	-	19	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	900	900	900	-	900
57	Vehicle operation supplies	8	-	18	-	-	-
58	Office supplies	-	-	36	-	-	-
59	Operating supplies	1,086	2,000	2,000	2,000	-	2,000
60	Safety and medical supplies	16	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 427,202</b>	<b>\$ 431,759</b>	<b>\$ 431,832</b>	<b>\$ 521,801</b>	<b>\$ 90,042</b>	<b>\$ 521,801</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	3,831	-	-	-	-	-
81	Building maintenance fund	97,806	119,115	119,115	123,736	4,621	123,736
97	Transfers out to Debt Service	-	168,513	-	-	(168,513)	-
	<b>Sub-total</b>	<b>\$ 101,637</b>	<b>\$ 287,628</b>	<b>\$ 119,115</b>	<b>\$ 123,736</b>	<b>\$ (163,892)</b>	<b>\$ 123,736</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>GENERAL SUPPORT</b>	<b>\$ 615,127</b>	<b>\$ 805,373</b>	<b>\$ 636,626</b>	<b>\$ 730,269</b>	<b>\$ (75,104)</b>	<b>\$ 732,243</b>
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**Function: General Government**  
**Activity: General Support**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Administrative Technician	\$ 55,207
3	Part-time	\$ 500
06	FICA	\$ 4,263
07	IPERS	\$ 5,199
09	Group Insurance	\$ 19,012
13	Deferred compensation City match	\$ 551
23	Backup tape storage	\$ 2,100
29	Property, casualty and cyber liability insurance, broker fee – General Fund share (58%)	\$ 261,346
	Workers Comp insurance coverage, 411 medical claims – General Fund share (80%)	\$ 225,575
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	\$ 100,694
	Building maintenance - contracted services	\$ 23,042



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

**MARKETING**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	101,996	107,280	105,483	148,198
Contractual & supply service	45,737	105,740	105,740	103,480
Capital outlay	-	-	854	-
<b>Total expenditures</b>	<b>\$ 147,733</b>	<b>\$ 213,020</b>	<b>\$ 212,077</b>	<b>\$ 251,678</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	12,971	16,899	16,048	19,187
<b>Total revenue</b>	<b>\$ 12,971</b>	<b>\$ 16,899</b>	<b>\$ 16,048</b>	<b>\$ 19,187</b>
<b>Net amount supported by property taxes</b>	<b>\$ 134,762</b>	<b>\$ 196,121</b>	<b>\$ 196,029</b>	<b>\$ 232,491</b>

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

- ↑ Overall personnel costs increase by \$40,900. This increase reflects salary and benefit cost increases for existing staff and an addition of a part-time marketing intern position that will be offered both semesters.
- ↓ Printing and postage decreased by \$9,500. This decrease anticipates 6 direct mail pieces instead of 7 per year.

**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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 650 MARKETING

### PERSONAL SERVICES

01	Salaries	\$ 69,881	\$ 73,406	\$ 72,505	\$ 80,693	\$ 7,287	\$ 83,114
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	31,430	31,430	32,373
04	Witness fees	-	-	-	-	-	-
06	FICA	5,287	5,671	5,600	8,635	2,964	8,898
07	Retirement - IPERS	6,597	6,895	6,800	7,598	703	7,846
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	20,231	20,553	20,553	19,012	(1,541)	19,012
11	Allowance	-	25	25	25	-	25
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	730	-	805	75	831
	<b>Sub-Total</b>	<b>\$ 101,996</b>	<b>\$ 107,280</b>	<b>\$ 105,483</b>	<b>\$ 148,198</b>	<b>\$ 40,918</b>	<b>\$ 152,099</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 53	\$ 10,000	\$ 10,000	\$ 11,000	\$ 1,000	\$ 11,000
22	Recruitment	-	-	-	-	-	-
23	Professional services	13,796	19,300	19,300	22,000	2,700	22,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	14,308	20,250	20,250	22,450	2,200	22,450
28	Dues and memberships	440	1,090	1,090	1,090	-	1,090
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	30	30	90	60	90
35	Printing and copying	15,814	48,850	48,850	39,350	(9,500)	39,350
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	223	1,120	1,120	1,120	-	1,120
48	Utility service	574	700	700	2,000	1,300	2,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	99	200	200	200	-	200
59	Operating supplies	400	4,200	4,200	4,180	(20)	4,180
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ 45,737</b>	<b>\$ 105,740</b>	<b>\$ 105,740</b>	<b>\$ 103,480</b>	<b>\$ (2,260)</b>	<b>\$ 103,480</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	854	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 854</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

### MARKETING

		\$ 147,733	\$ 213,020	\$ 212,077	\$ 251,678	\$ 38,658	\$ 255,579
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**Function: General Government**  
**Activity: Marketing**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Marketing and Communications Specialist II	\$ 80,693
03	Marketing Intern	\$ 31,430
06	FICA	\$ 8,635
07	IPERS	\$ 7,598
09	Group Insurance	\$ 19,012
11	On the spot awards	\$ 25
13	Deferred compensation City match	\$ 805
21	Community ballot or survey initiatives	\$ 1,000
	Miscellaneous advertising (including Urbandale Source)	\$ 7,000
	Project signage	\$ 3,000
23	Photography	\$ 2,000
	Professional consulting and copywriting	\$ 7,000
	Videography (community video and additional promotional videos)	\$ 12,000
	Miscellaneous	\$ 1,000
27	Adobe Creative Suite and Stock Images Subscription	\$ 1,200
	Domain name registration	\$ 200
	E-Newsletter service	\$ 3,000
	Media monitoring service	\$ 2,400
	Miscellaneous software/training programs	\$ 450
	Sitecheck - website link verification software	\$ 2,100
	Social media analytics and promotion product	\$ 1,650
	Video infographic editing	\$ 250
	Website annual hosting and support	\$ 9,200
	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	\$ 90
35	Binding and map making	\$ 350
	Miscellaneous printing	\$ 3,500
	Postage and delivery services	\$ 500
	Printing/mailing (6 postcard mailings)	\$ 35,000
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	\$ 2,000
58	Media and desk supplies	\$ 200
59	Meeting refreshments and supplies	\$ 1,000
	Miscellaneous	\$ 180
	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**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	100,000	100,000	-	100,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>Net amount supported by property taxes</i></b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>

	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
<b>CONTINGENCY</b>						
<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>						
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	100,000	100,000	-	100,000	100,000
<b>CONTINGENCY</b>						
	<b>Sub-total</b>	\$ 100,000	\$ 100,000	\$ -	\$ 100,000	\$ 100,000

**DEBT SERVICE FUND**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	13,663,671	18,218,837	18,341,238	18,022,356
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 13,663,671</b>	<b>\$ 18,218,837</b>	<b>\$ 18,341,238</b>	<b>\$ 18,022,356</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,564,248	12,949,064	12,644,448	12,574,295
<b>Total revenue</b>	<b>\$ 6,564,248</b>	<b>\$ 12,949,064</b>	<b>\$ 12,644,448</b>	<b>\$ 12,574,295</b>
<b>Net amount supported by debt service levy property taxes</b>	<b>\$ 7,099,423</b>	<b>\$ 5,269,773</b>	<b>\$ 5,696,790</b>	<b>\$ 5,448,061</b>

- ❖ This function represents all principal and interest payments on the City's outstanding general obligation debt that are supported by the debt service levy. The levy is proposed to be reduced 10 cents from \$1.64 to \$1.54 for FY21-22.
- ❖ General Obligation bonds not to exceed \$11,300,000 are anticipated being issued in April 2021 to support capital projects specified within the 2020-2025 Capital Improvements Program.
- ❖ 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 used the initial FY20 collections from LOSST to call and retire \$1.995M of debt in June 2020. This resulted in the 36 cent reduction of debt service levy for FY21. Planned in the FY21 budget is the retirement of another \$6,420,000 in bonds in June 2021 using LOSST funds received in FY21 which allows for a 10 cent reduction for FY22. The FY22 budget calls for an additional \$6.15M in bonds to be retired in June 2022.
- ❖ There can be significant fluctuations between the debt service expense each fiscal year 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 primary focus has been to call and pay off outstanding debts instead of refinancing. Thus, no refinancing is reflected in 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.

SPECIAL REVENUE FUND	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	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	-	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### CONTRACTUAL AND SUPPLY SERVICES

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

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	13,663,671	18,218,837	18,341,238	18,022,356	(196,481)	18,232,244
95	Contingency	-	-	-	-	-	-

<b>DEBT SERVICE FUND</b>	\$ 13,663,671	\$ 18,218,837	\$ 18,341,238	\$ 18,022,356	\$ (196,481)	\$ 18,232,244
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**Function: Special Revenue Fund**

**Activity: Debt Service**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
91	Annual Debt Service for NW Market TIF bonds	\$ 5,429,538
	Annual Debt Service for DUNA TIF bonds	\$ 238,450
	Annual Debt Service for general obligation bonds - covered by debt levy	\$ 5,654,368
	Annual Debt Service for general obligation bonds - covered by interest & fund balance	\$ 50,000
	Annual Debt Service for general obligation bonds - covered by LOSST funds	\$ 500,000
	Bonds called for early retirement - covered by LOSST funds	\$ 6,150,000
91	Total Debt Service expense	\$ 18,022,356



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

**EMPLOYEE BENEFITS LEVY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	442,250	694,000	694,000	785,000
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 442,250</b>	<b>\$ 694,000</b>	<b>\$ 694,000</b>	<b>\$ 785,000</b>
Fees	-	-	-	-
State Backfill	9,622	10,000	9,730	10,000
Other - LOSST funds	140,601	372,851	373,351	439,529
<b>Total revenue</b>	<b>\$ 150,223</b>	<b>\$ 382,851</b>	<b>\$ 383,081</b>	<b>\$ 449,529</b>
<b>Net amount supported by Employee Benefit levy property taxes</b>	<b>\$ 292,027</b>	<b>\$ 311,149</b>	<b>\$ 310,919</b>	<b>\$ 335,471</b>

- ❖ This function represents a portion of the City's employee benefit costs that are supported by the special levy for employee benefits. The levy was introduced in FY19-20 at \$0.10, and is proposed to remain at \$0.10 for FY21-22, which will generate \$336,300 in revenue, plus LOSST revenue received in excess of budget estimates of \$439,500 will be used to further buy down the costs of benefits. These funds provide direct relief to the General levy.
- ❖ These funds represent approximately 15% 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 Risk Management internal service fund for ultimate payment of expenses.

SPECIAL REVENUE FUND	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	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	694,000	694,000	785,000	91,000	785,000
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
<b>Sub-Total</b>		\$ 442,250	\$ 694,000	\$ 694,000	\$ 785,000	\$ 91,000	\$ 785,000

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

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

### EMPLOYEE BENEFITS LEVY

		\$ 442,250	\$ 694,000	\$ 694,000	\$ 785,000	\$ 91,000	\$ 785,000
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**Function: Special Revenue Fund**  
**Activity: Employee Benefit Levy**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
09	Group Insurance - Public Safety functional cost allocation	\$ 383,004
	Group Insurance - Public Works functional cost allocation	\$ 158,266
	Group Insurance - Culture & Recreation functional cost allocation	\$ 145,605
	Group Insurance - Community & Economic Development functional cost allocation	\$ 41,149
	Group Insurance - General Government functional cost allocation	\$ 56,976
<b>09 Total</b>	<b>Total Employee benefit levied amount appropriated to Risk Management Fund</b>	<b>\$ 785,000</b>



**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 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Transfers out	1,976,314	7,592,851	7,892,851	7,774,529
<b>Total expenditures</b>	<b>\$ 1,976,314</b>	<b>\$ 7,592,851</b>	<b>\$ 7,892,851</b>	<b>\$ 7,774,529</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST funds	3,991,743	7,520,000	7,845,000	7,800,000
<b>Total revenue</b>	<b>\$ 3,991,743</b>	<b>\$ 7,520,000</b>	<b>\$ 7,845,000</b>	<b>\$ 7,800,000</b>
<i>Net amount (added) used to fund balance for next year's use</i>	<b>\$ (2,015,429)</b>	<b>\$ 72,851</b>	<b>\$ 47,851</b>	<b>\$ (25,471)</b>

- ❖ 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. These funds are collected and used in the following year to call and pay down callable bonds. Using this method, the debt service levy was reduced 36 cents in FY21 and will decrease an additional 10 cents for FY22. The funds have retired \$1.995M in FY20, and \$6.42M in June 2021.
- ❖ Beginning in FY21, \$300,000 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.

<b>SPECIAL REVENUE FUND</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>121/122/123/124 LOCAL OPTION SALES TAX FUNDS - CONSOLIDATED ACTIVITY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	1,976,314	7,592,851	7,892,851	7,774,529	181,678	7,330,000
<b>Sub-total</b>		\$ 1,976,314	\$ 7,592,851	\$ 7,892,851	\$ 7,774,529	\$ 181,678	\$ 7,330,000
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 1,976,314	\$ 7,592,851	\$ 7,892,851	\$ 7,774,529	\$ 181,678	\$ 7,330,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>121/122/123/124 LOCAL OPTION SAL</b>		\$ 1,976,314	\$ 7,592,851	\$ 7,892,851	\$ 7,774,529	\$ 181,678	\$ 7,330,000

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
99	Dallas County 50% property tax relief - to debt service	\$ 500,000
	Dallas County 50% property tax relief - to EE Benefits PY catchup	\$ 239,529
	Dallas County 50% property tax relief - to EE Benefits - CY	\$ 200,000
	Dallas County 50% capital projects	\$ 380,000
	Polk County 50% property tax relief - to debt service	\$ 3,150,000
	Polk County 50% capital projects - 10% to General fund Community Services Department	\$ 305,000
	Polk County 50% capital projects - to debt service	\$ 3,000,000
<b>99 Total</b>	<b>Total LOSST revenue to be transferred out</b>	<b>\$ 7,774,529</b>



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	238,694	241,913	240,862	332,560
Contractual & supply service	267,150	411,145	351,500	506,641
Capital outlay	326,278	512,050	513,420	442,432
<b>Total expenditures</b>	<b>\$ 832,122</b>	<b>\$ 1,165,108</b>	<b>\$ 1,105,782</b>	<b>\$ 1,281,633</b>
Fees	924,345	1,147,557	1,147,557	1,375,553
Grants	-	-	-	-
Other	28,019	25,000	10,000	10,000
<b>Total revenue</b>	<b>\$ 952,364</b>	<b>\$ 1,172,557</b>	<b>\$ 1,157,557</b>	<b>\$ 1,385,553</b>
<i>Net amount supported by departmental allocations</i>	<b>\$ (120,242)</b>	<b>\$ (7,449)</b>	<b>\$ (51,775)</b>	<b>\$ (103,920)</b>

**BACKGROUND:**

- ❖ Please note that this page is included in the budget document as informational only. Based on State budget guidelines, a City’s internal service funds are not reflected in the Certified Budget because it would result in a double counting of the expenses (these are already expenses of the departments). Thus, the dollars shown on this page are not included in any of the summary pages throughout this document. However, since this fund contains employees, staff has opted to include the information about the fund’s activities in order to present a complete portrayal of the city’s staffing and operations. The City’s other internal service funds (equipment replacement, risk management, general liability, technology) are not presented.
- ❖ In FY13, the City established a Building Maintenance internal service fund to provide maintenance services to the various City buildings. Contributions to the fund from each department are based on square footage of each building, as well as the complexity of the structure (ie: staffed facility versus open air shelters), and known service contracts (ie: janitorial, HVAC, pest control, etc.). These expenses are reflected in each department’s line 81.
- ❖ In FY14, the Preventative Maintenance (PM) study was completed and identified the areas that need to be addressed and ranked the repairs according to severity. Based on the study, each of the following 5 years reflected needs of \$400,000 to \$500,000 per year. To date, all “level 1” items have been addressed and 90% 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.

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

- ↑ An increase of \$90,600 in personnel costs reflects normal salary and benefit increases for 2 existing staff and the reclassification of one building maintenance technician position from the Parks budget to this budget.
- ↑ An increase of \$80,000 in professional services reflects the design for a city hall roof replacement and the update of the 2012 preventative maintenance plan for all facilities.
- ↑ An increase of \$18,900 in building maintenance reflects the routine maintenance costs amongst the 18 facilities the department monitors, including the new fire station and the new Parks/Public Works maintenance facility.
- ↓ 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 FY22 is the replacement of the city hall department roof.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ As Urbandale continues to grow and new City facilities open, additional building maintenance staff will be required in order to effectively address all facilities maintenance needs and preventative maintenance within the City. For example, in 2020 the new fire station opened 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.

<b>INTERNAL SERVICE FUND</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>INCREASE</b>	<b>FY 2022-23</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>832 BUILDING MAINTENANCE FUND</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 167,352	\$ 168,869	\$ 167,900	\$ 231,316	\$ 62,447	\$ 238,255
02	Overtime	363	500	500	1,000	500	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	12,556	13,048	13,000	17,887	4,839	18,409
07	Retirement - IPERS	15,552	15,934	15,900	21,854	5,920	22,491
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	40,462	41,106	41,106	57,036	15,930	57,036
11	Allowance	768	768	768	1,152	384	1,152
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,641	1,688	1,688	2,315	627	2,383
<b>Sub-Total</b>		<b>\$ 238,694</b>	<b>\$ 241,913</b>	<b>\$ 240,862</b>	<b>\$ 332,560</b>	<b>\$ 90,647</b>	<b>\$ 340,726</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	18,793	25,000	25,000	105,000	80,000	105,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,889	11,000	11,000	5,580	(5,420)	5,580
28	Dues and memberships	686	400	400	-	(400)	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	1,950	1,950	1,950
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	233,549	356,945	300,000	375,811	18,866	375,000
41	Vehicle and equipment maint.	-	1,200	-	1,200	-	1,200
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	610	-	-	500	500	500
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	5,933	8,000	7,000	8,000	-	8,000
54	Minor equipment	1,437	6,000	6,000	6,000	-	6,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	500	500	500	-	500
58	Office supplies	117	300	100	300	-	300
59	Operating supplies	1,071	1,800	1,500	1,800	-	1,800
60	Safety and medical supplies	65	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 267,150</b>	<b>\$ 411,145</b>	<b>\$ 351,500</b>	<b>\$ 506,641</b>	<b>\$ 95,496</b>	<b>\$ 505,830</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	326,278	512,050	512,050	442,432	(69,618)	450,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	1,370	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 326,278</b>	<b>\$ 512,050</b>	<b>\$ 513,420</b>	<b>\$ 442,432</b>	<b>\$ (69,618)</b>	<b>\$ 450,000</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 832,122</b>	<b>\$ 1,165,108</b>	<b>\$ 1,105,782</b>	<b>\$ 1,281,633</b>	<b>\$ 116,525</b>	<b>\$ 1,296,556</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>BUILDING MAINTENANCE FUND</b>		<b>\$ 832,122</b>	<b>\$ 1,165,108</b>	<b>\$ 1,105,782</b>	<b>\$ 1,281,633</b>	<b>\$ 116,525</b>	<b>\$ 1,296,556</b>

<b>Function: Culture and Recreation</b>
<b>Activity: Building Maintenance</b>

### Activity Notes

Object	Description	Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Specialist, Facilities Maintenance Technician	\$ 231,316
02	Overtime	\$ 1,000
06	FICA	\$ 17,887
07	IPERS	\$ 21,854
09	Group insurance	\$ 57,036
11	Cell phone allowance (3)	\$ 1,152
13	Deferred compensation City match	\$ 1,688
23	Professional services - City Hall roof design	\$ 25,000
	Professional services - Facility Master plan	\$ 75,000
	Security system maintenance contract	\$ 5,000
27	iPad data plan (1)	\$ 480
	Blue Beam software (document editing)	\$ 500
	Micro station license	\$ 900
	Mpulse software maintenance contract	\$ 3,700
28	International Facilities Management Association membership (IFMA)	\$ 400
32	Clothing allowance (3)	\$ 1,950
40	Anticipated building maintenance expenditures for departments	\$ 375,811
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	Countertop replacement (Senior Center)	\$ 9,000
	Sallyport security upgrade - Police	\$ 4,500
	Irrigation system - Fire Station #42	\$ 30,000
	Datalines - Police	\$ 3,000
	Mechanical lock reconfiguration - phase 2	\$ 800
	Concrete replacement/repair - Station #41	\$ 80,675
	Doors for dorm rooms - Station #41	\$ 1,500
	Efis repair - Station #42	\$ 10,000
	Concrete replacement/repair - Station #42	\$ 35,457
	Ceiling treatment - Station #42	\$ 5,000
	Trash receptacle enclosure & screening fence on existing patio - Station #43	\$ 2,500
	Preventative Maintenance Plan projects including:	
	City Hall roof replacement	\$ 200,000
	Wallpaper removal - Library	\$ 10,000
	Unplanned facility maintenance projects	\$ 50,000

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

**Activity Notes**

Object	Description	Amount
<b>CONTRIBUTIONS BY DEPARTMENTS:</b>		
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	\$ 6,436
Giovannetti	<i>Total project specific contributions</i>	\$ 6,436
201	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer	\$ 60
	Building security system	\$ 450
	Custodial contract	\$ 6,250
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring & panel inspection	\$ 600
	Grease trap cleaning	\$ 1,300
	HVAC service and repair	\$ 2,000
	Mat cleaning service	\$ 500
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control	\$ 500
	Range hood inspection	\$ 130
	Sprinkler inspection	\$ 200
	Window cleaning service	\$ 900
	<i>Total Line 40 items</i>	\$ 17,890
<b>Giovannetti</b>	<b>Grand total for location</b>	<b>\$ 24,326</b>
Lions	Building maintenance fund contribution - PM projects	\$ 17,123
202	<i>Total project specific contributions</i>	\$ 17,123
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	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
<b>Lions</b>	<b>Grand total for location</b>	<b>\$ 32,823</b>
City Hall	Building maintenance fund contribution - PM Projects	\$ 100,694
203	<i>Total project specific contributions</i>	\$ 100,694
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Building security service	\$ 450
	Carpet and upholstery cleaning (1 x year)	\$ 2,300
	Custodial cleaning service (Admin & Parks)	\$ 7,812
	Generator service and maintenance	\$ 600
	Mat service	\$ 500

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

**Activity Notes**

Object	Description	Amount
City Hall cont.	Miscellaneous building repairs and maintenance	\$ 10,000
203	Pesticide service	\$ 670
	Window cleaning (outside & inside) (1 x year)	\$ 650
	<i>Total Line 40 items</i>	\$ 23,042
<b>City Hall</b>	<b>Grand total for location</b>	<b>\$ 123,736</b>
Eng/CD	Building maintenance fund contribution - PM projects	\$ 40,028
204	<i>Total project specific contributions</i>	\$ 40,028
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building preventer testing	\$ 60
	Building security service	\$ 450
	Carpet cleaning	\$ 1,700
	Custodial services contract (administrative offices and public works facility)	\$ 10,764
	Electrical maintenance contract	\$ 1,000
	Fire alarm monitoring (Engineering/CD and City Hall)	\$ 500
	HVAC service and repair	\$ 1,000
	Mat cleaning service	\$ 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
<b>Eng/Cd</b>	<b>Grand total for location- split 50/50Comm Dev &amp; PW Admin</b>	<b>\$ 62,047</b>
Fire #41	Building maintenance fund contribution - PM Projects	\$ 14,790
	Concrete repair/replacement	\$ 35,457
	Doors for dorm rooms	\$ 1,500
205	<i>Total project specific contributions</i>	\$ 51,747
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	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
	Overhead door maintenance	\$ 1,000
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 13,277
<b>Fire #41</b>	<b>Grand total for location</b>	<b>\$ 65,024</b>
Fire #42	Building maintenance fund contribution - PM Projects	\$ 51,993
206	Irrigation system	\$ 30,000
	Efis repair	\$ 10,000

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

**Activity Notes**

Object	Description	Amount
Fire #42 cont.	Concrete replacement/repair	\$ 80,675
206	<i>Total project specific contributions</i>	\$ 172,668
<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>		
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Carpet cleaning	\$ 1,100
	Fire alarm monitoring	\$ 475
	Fire alarm panel inspection	\$ 350
	Generator service 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
	Overhead door maintenance	\$ 2,000
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 16,762
<b>Fire #42</b>		<b>Grand total for location \$ 189,430</b>
Fire #43	Building maintenance fund contribution - PM Projects	\$ 12,314
216	Ceiling treatments	\$ 5,000
	Trash receptacle enclosure	\$ 1,500
	Screening privacy fence on existing patio	\$ 1,000
	<i>Total project specific contributions</i>	\$ 19,814
<b>Building maintenance fund contribution – service contracts (former line 40 items):</b>		
	Backflow preventer testing	\$ 120
	Fire alarm monitoring	\$ 475
	Fire alarm panel inspection	\$ 350
	Generator service and maintenance	\$ 1,000
	Miscellaneous repairs and maintenance	\$ 4,000
	Glycol system treatment program	\$ 1,100
	Pest control	\$ 785
	Range hood inspection	\$ 200
	Overhead door maintenance	\$ 500
	Sprinkler inspection	\$ 150
	<i>Total Line 40 items</i>	\$ 8,680
<b>Fire #43</b>		<b>Grand total for location \$ 28,494</b>
Police	Building maintenance fund contribution - PM projects	\$ 106,420
207	Sallyport security upgrade - Police	\$ 4,500
	Datalines	\$ 3,000
	Mechanical lock reconfiguration	\$ 800
	<i>Total project specific contributions</i>	\$ 114,720
<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>		
	Boiler water treatment program	\$ 1,300

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

**Activity Notes**

Object	Description	Amount
Police cont.	Building Custodial services contract	\$ 21,012
207	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
	Replacement ceiling tiles	\$ 1,500
	Sprinkler testing	\$ 160
	Tile floor - waxing 2x a year	\$ 1,750
	Overhead door maintenance	\$ 500
	Window cleaning	\$ 400
	<i>Total Line 40 items</i>	\$ 57,532
<b>Police</b>		<b>Grand total for location \$ 172,252</b>
PW & Parks	Building maintenance fund contribution - PM Projects	\$ 107,314
Maint Facility		\$ -
208	<i>Total project specific contributions</i>	\$ 107,314
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Overhead door maintenance	\$ 3,000
	Boiler water treatment program	\$ 2,500
	Window cleaning	\$ 500
	Backflow preventer testing	\$ 120
	Building custodial services contract	\$ 10,000
	Fire alarm monitoring (Fleet Storage & garage)	\$ 1,200
	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>	\$ 19,570
<b>Public Works</b>		<b>Grand total for location split 60/30/10 PW/Parks/Storm \$ 126,884</b>
Library	Building maintenance fund contribution - PM projects	\$ 219,886
209	<i>Total project specific contributions</i>	\$ 219,886
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 180
	Boiler water treatment program	\$ 2,400
	Building custodial services contract (weekends only)	\$ 7,080
	Building security and fire alarm monitoring	\$ 600
	Carpet and upholstery cleaning	\$ 4,500

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

**Activity Notes**

Object	Description	Amount
Library cont.	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
	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 77,850
<b>Library</b>		<b>Grand total for location \$ 297,736</b>
Parks Shop	Building maintenance fund contribution - PM Projects	\$ 17,492
210	<i>Total project specific contributions</i>	\$ 17,492
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow testing	\$ 60
	Building security service	\$ 450
	Fire alarm monitoring	\$ 500
	Fire alarm testing	\$ 100
	Lift Inspection	\$ 500
	Mat cleaning service - park facilities	\$ 500
	Park maintenance building custodial service contract	\$ 1,140
	Pest control contract	\$ 500
	<i>Total Line 40 items</i>	\$ 3,750
<b>Parks Shop</b>		<b>Grand total for location \$ 21,242</b>
Pool	Building maintenance fund contribution - PM Repairs	\$ 42,957
211	<i>Total project specific contributions</i>	\$ 42,957
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 1,100
	Building security service	\$ 450
	Custodial cleaning contract - locker rooms, bathrooms, lobby	\$ 11,688
	Electrical maintenance	\$ 2,000
	Fire alarm monitoring	\$ 450
	Fire alarm testing	\$ 100
	HVAC service and repair	\$ 2,000
	Mat and mop cleaning service	\$ 600
	Miscellaneous building repairs and maintenance	\$ 25,000
	Pest control service	\$ 480
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300

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

**Activity Notes**

Object	Description	Amount
Pool cont.	Window cleaning	\$ 550
	<i>Total line 40 items</i>	\$ 45,778
<b>Pool</b>	<b>Grand total for location</b>	<b>\$ 88,735</b>
Senior Ctr.	Building maintenance fund contribution - PM Repairs	\$ 55,598
212	Replacement counter top	\$ 9,000
	<i>Total project specific contributions</i>	\$ 64,598
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Backflow preventer testing	\$ 60
	Boiler water treatment program	\$ 960
	Building maintenance and repairs	\$ 5,000
	Building security service	\$ 450
	Custodial contract	\$ 13,376
	Electrical maintenance	\$ 1,000
	Fire alarm monitoring	\$ 700
	Fire alarm panel inspection	\$ 150
	Hood suppression system maintenance	\$ 230
	HVAC service and repair	\$ 2,000
	MAT service	\$ 840
	Pest control service	\$ 500
	Quarterly grease trap cleaning	\$ 500
	Semi-annual kitchen, tile, carpet & upholstery cleaning, annual strip & re-wax of craft room floor	\$ 3,600
	Sprinkler inspection	\$ 225
	Window cleaning	\$ 600
	<i>Total line 40 items</i>	\$ 30,191
<b>Senior Ctr.</b>	<b>Grand total for location</b>	<b>\$ 94,789</b>
Wellness	Building maintenance fund contribution - PM Repairs	\$ 7,156
213	<i>Total project specific contributions</i>	\$ 7,156
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building security monitoring	\$ 450
	Carpet cleaning	\$ 500
	Custodial cleaning contract	\$ 2,520
	Electrical maintenance	\$ 500
	Fire alarm monitoring	\$ 500
	Mat service	\$ 300
	Miscellaneous building repairs and maintenance	\$ 4,000
	Pest control service	\$ 200
	<i>Total line 40 items</i>	\$ 8,970
<b>Wellness</b>	<b>Grand total for location</b>	<b>\$ 16,126</b>
Open Shelters	Building maintenance fund contribution - PM projects	\$ 13,694
214	<i>Total project specific contributions</i>	\$ 13,694
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Miscellaneous maintenance for open shelters	\$ 2,000

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

**Activity Notes**

Object	Description	Amount
Open Shelters	Outside bathroom custodial service contract	\$ 7,000
	<i>Total line 40 items</i>	\$ 9,000
<b>Open Shelters</b>	<b>Grand total for location</b>	<b>\$ 22,694</b>
WJP Complex	Building maintenance fund contribution - PM projects	\$ 3,911
215	<i>Total project specific contributions</i>	\$ 3,911
	<b>Building maintenance fund contribution - service contracts (former line 40 items):</b>	
	Building security monitoring	\$ 500
	Grease interceptor cleaning	\$ 1,300
	Miscellaneous maintenance	\$ 4,000
	<i>Total line 40 items</i>	\$ 5,800
<b>WJP Complex</b>	<b>Grand total for location</b>	<b>\$ 9,711</b>
<b>Totals:</b>	<i>City departments contributions to building maintenance operations:</i>	\$ 817,806
	<i>City departments contributions to department specific projects:</i>	\$ 182,432
	<i>City departments contributions to location-specific maintenance: (line 40)</i>	\$ 375,811
	<b>Grand total from departmental budgets:</b>	<b>\$ 1,376,049</b>

Totals by Departmental budget allocation

001.01.110	<i>Total paid by Police Department budget</i>	\$ 172,252
001.01.150	<i>Total paid by Fire Department budget</i>	\$ 282,948
001.02.295	<i>Total paid by Public Works Admin budget</i>	\$ 31,024
001.04.410	<i>Total paid by Library budget</i>	\$ 297,736
001.04.430	<i>Total paid by Parks budget</i>	\$ 148,861
001.04.440	<i>Total paid by Recreation budget</i>	\$ 16,126
001.04.460	<i>Total paid by Senior Center budget</i>	\$ 94,789
001.04.470	<i>Total paid by Pool budget</i>	\$ 88,735
001.05.540	<i>Total paid by Community Development budget</i>	\$ 31,024
001.06.645	<i>Total paid by General Support budget</i>	\$ 123,736
110.02.210	<i>Total paid by Roadway Maintenance budget</i>	\$ 76,130
740.02.230	<i>Total paid by Storm Water Utility budget</i>	\$ 12,688
	<b>Grand total allocated to budgets</b>	<b>\$ 1,376,049</b>



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	427,213	396,113	437,253
Contractual & supply service	-	419,210	407,088	407,660
Capital outlay	-	-	-	8,000
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ 846,423</b>	<b>\$ 803,201</b>	<b>\$ 852,913</b>
Fees	-	864,800	864,800	864,800
Grants	-	-	-	-
Other	-	-	3,000	1,000
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ 864,800</b>	<b>\$ 867,800</b>	<b>\$ 865,800</b>
<b>Net amount supported by departmental allocations</b>	<b>\$ -</b>	<b>\$ (18,377)</b>	<b>\$ (64,599)</b>	<b>\$ (12,887)</b>

**BACKGROUND:**

- ❖ Please note that this page is included in the budget document as informational only. Based on State budget guidelines, a City's internal service funds are not reflected in the Certified Budget because it would result in a double counting of the expenses (these are already expenses of the departments). Thus, the dollars shown on this page are not included in any of the summary pages throughout this document. However, since this fund contains employees, staff has opted to include the information about the fund's activities in order to present a complete portrayal of the city's staffing and operations. The City's other internal service funds (equipment replacement, risk management, general liability, technology) are not presented as they have no employees.
- ❖ 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 was 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.

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**FUNCTION: Internal Service Fund**  
**ACTIVITY: Fleet Management Fund**

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

- ↑ A net increase of \$10,000 in personnel costs reflects normal increases in salary and benefits for four existing staff.
- ❖ While not directly charged to this fund, an administrative technician is being added in FY22 (through the PW Admin budget) to provide admin support to fleet, roadway, parks and building maintenance functions which are all housed in the new maintenance facility.
- ↑ An increase of \$8,000 in equipment reflects the purchase of various shop equipment.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ 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.

INTERNAL SERVICE FUND	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 833 FLEET MANAGEMENT FUND

#### PERSONAL SERVICES

01	Salaries	\$ -	\$ 291,682	\$ 256,500	\$ 296,878	\$ 5,196	\$ 304,702
02	Overtime	-	-	10,914	10,000	10,000	10,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	22,536	20,000	22,927	391	23,543
07	Retirement - IPERS	-	27,398	25,000	27,955	557	28,764
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	82,211	82,211	76,048	(6,163)	76,048
11	Allowance	-	484	288	484	-	484
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	2,902	1,200	2,961	59	3,047
	<b>Sub-Total</b>	\$ -	\$ 427,213	\$ 396,113	\$ 437,253	\$ 10,040	\$ 446,588

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	1,050	-	-	(1,050)	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	2,250	2,250	250	(2,000)	250
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	3,500	3,500	3,500	-	3,500
35	Printing and copying	-	-	38	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	5,000	2,000	5,000	-	5,000
48	Utility service	-	5,000	2,000	5,000	-	5,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	8,000	8,000	4,000	(4,000)	4,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	373,300	373,300	373,300	-	373,300
57	Vehicle operation supplies	-	1,610	1,000	1,610	1,610	2,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	14,500	14,500	14,500	-	14,500
60	Safety and medical supplies	-	5,000	500	500	5,000	500
61	Refunds	-	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ 419,210	\$ 407,088	\$ 407,660	\$ (440)	\$ 408,050

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000

#### OPERATING BUDGET SUB-TOTAL

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

#### FLEET MANAGEMENT FUND

		\$ -	\$ 846,423	\$ 803,201	\$ 852,913	\$ 17,600	\$ 862,638
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**Function: Internal Service Fund**  
**Activity: Fleet Management**

**Activity Notes**

Object	Description	Amount
01	Fleet Supervisor, Senior Mechanic (3)	\$ 296,878
02	Overtime	\$ 10,000
06	FICA	\$ 22,927
07	IPERS	\$ 27,955
09	Group insurance	\$ 76,048
11	On the spot awards	\$ 100
	Cell phone allowance - Supervisor	\$ 384
13	Deferred compensation City match	\$ 2,961
27	AVL annual cost	\$ 250
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	\$ 4,000
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	\$ 500
71	Arbor press	\$ 2,000
	Filter crusher	\$ 2,000
	Floor Press	\$ 2,000
	Tool boxes	\$ 2,000

**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	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 12,000
	Vehicle and equipment maintenance supplies	\$ 15,000
	Equipment operating supplies (non-fuel)	\$ 3,200
	<i>Total department specific contributions</i>	\$ 30,200
<b>Police</b>	<b>Grand total for location</b>	<b>\$ 80,200</b>

**Function: Internal Service Fund**  
**Activity: Fleet Management**

### Activity Notes

Object	Description	Amount
Fire	Fleet management fund contributions - overhead	\$ 50,000
305	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 65,000
	Vehicle and equipment maintenance supplies	\$ 7,500
	Equipment operating supplies (non-fuel)	\$ 3,000
	<i>Total department specific contributions</i>	\$ 75,500
<b>Fire</b>	<b>Grand total for location</b>	<b>\$ 125,500</b>
Parks	Fleet management fund contributions - overhead	\$ 55,000
315	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 6,700
	Vehicle and equipment maintenance supplies	\$ 24,200
	Equipment operating supplies (non-fuel)	\$ 4,900
	<i>Total department specific contributions</i>	\$ 35,800
<b>Parks</b>	<b>Grand total for Department</b>	<b>\$ 90,800</b>
Recreation	Fleet management fund contributions - overhead	\$ 500
320	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 500
	Vehicle and equipment maintenance supplies	\$ 300
	Equipment operating supplies (non-fuel)	\$ 200
	<i>Total department specific contributions</i>	\$ 1,000
<b>Recreation</b>	<b>Grand total for location</b>	<b>\$ 1,500</b>
Roadway Mnt.	Fleet management fund contributions - overhead	\$ 170,000
330	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 31,000
	Vehicle and equipment maintenance supplies	\$ 50,000
	Equipment operating supplies (non-fuel)	\$ 10,000
	<i>Total department specific contributions</i>	\$ 91,000
<b>Roadway Mnt.</b>	<b>Grand total for Department</b>	<b>\$ 261,000</b>
Traffic Safety	Fleet management fund contributions - overhead	\$ 500
335	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Equipment maintenance supplies	\$ 1,500
<b>Traffic Safety</b>	<b>Grand total for Department</b>	<b>\$ 2,000</b>
Engineering	Fleet management fund contributions - overhead	\$ 5,000
340	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 750
	Vehicle and equipment maintenance supplies	\$ 1,600
	Equipment operating supplies (non-fuel)	\$ 200
	<i>Total department specific contributions</i>	\$ 2,550
<b>Eng Svc.</b>	<b>Grand total for Department</b>	<b>\$ 7,550</b>

**Function: Internal Service Fund**  
**Activity: Fleet Management**

### Activity Notes

Object	Description	Amount
Solid Waste	Fleet management fund contributions - overhead	\$ 120,000
345	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 15,000
	Vehicle and equipment maintenance supplies	\$ 90,000
	Equipment operating supplies (non-fuel)	\$ 8,000
	<i>Total department specific contributions</i>	\$ 113,000
<b>Solid Waste</b>	<b>Grand total for Department</b>	<b>\$ 233,000</b>
San. Sewer	Fleet management fund contributions - overhead	\$ 10,000
350	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Vehicle and equipment maintenance supplies	\$ 8,500
	Equipment operating supplies (non-fuel)	\$ 800
	<i>Total department specific contributions</i>	\$ 9,300
<b>San. Sewer</b>	<b>Grand total for Department</b>	<b>\$ 19,300</b>
Storm Water	Fleet management fund contributions - overhead	\$ 25,000
355	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 1,000
	Vehicle and equipment maintenance supplies	\$ 7,800
	Vehicle operating supplies (non-fuel)	\$ 800
	<i>Total department specific contributions</i>	\$ 9,600
<b>Storm Water</b>	<b>Grand total for location</b>	<b>\$ 34,600</b>
Building	Fleet management fund contribution - overhead	\$ 5,000
360	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 900
	Vehicle and equipment maintenance supplies	\$ 2,550
	<i>Total department specific contributions</i>	\$ 3,450
<b>Comm. Dev.</b>	<b>Grand total for Department</b>	<b>\$ 8,450</b>
Gen. Support	Fleet management fund contribution - overhead	\$ 500
365	<b>Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:</b>	
	Contracted equipment repairs	\$ 300
	Vehicle and equipment maintenance supplies	\$ 100
	<i>Total department specific contributions</i>	\$ 400
<b>Gen. Support</b>	<b>Grand total for location</b>	<b>\$ 900</b>
<b>Totals:</b>	<i>City departments contributions to fleet management overhead:</i>	<b>\$ 491,500</b>
	<i>City departments contributions for fleet management operating budget:</i>	<b>\$ 373,300</b>
	<i>Grand total from departmental budgets:</i>	<b>\$ 864,800</b>

	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### DISTRIBUTION OPERATIONS

#### Personal Services

1	Regular Salaries and Wages	462,409	589,544	589,544	624,854	35,310	643,600
3	Part-Time and Temporary Salaries	16,799	38,250	38,250	38,250	-	39,398
6	FICA	36,344	48,026	48,026	50,727	2,701	52,249
7	IPERS	42,298	55,653	55,653	62,597	6,944	64,475
9	Health and Life Insurance	136,254	174,453	174,453	182,570	8,117	191,699
SUB TOTAL		\$ 694,104	\$ 905,926	\$ 905,926	\$ 958,998	\$ 53,072	\$ 991,421

#### Contractual and Supply Services

20	Miscellaneous	2,361	2,500	2,500	2,500	-	2,500
35	Drafting Supplies	1,161	2,500	2,500	2,500	-	2,500
44B	One Call Service	6,050	12,000	12,000	12,000	-	12,000
47	Utilities	73,112	88,000	88,000	82,000	(6,000)	88,000
48	Bacteriological Samples	19,298	20,838	20,838	20,308	(530)	20,917
51	Bldg & Grounds Maint & Operation	100,039	111,500	111,500	69,500	(42,000)	71,585
57	Motor Vehicle Operation Supplies	18,660	28,000	28,000	20,500	(7,500)	21,115
64	New Meters	159,652	192,275	192,275	201,275	9,000	210,000
71	Automotive Equipment	66,841	43,000	43,000	53,000	10,000	55,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	856,541	1,126,110	1,474,821	1,651,616	525,506	1,323,800
88	Inspection & Engineering	29,625	75,000	75,000	75,000	-	75,000
SUB TOTAL		\$ 1,333,340	\$ 1,704,223	\$ 2,052,934	\$ 2,192,699	\$ 488,476	\$ 1,884,917

<b>Total Water Distribution Operations</b>		\$ 2,027,444	\$ 2,610,149	\$ 2,958,860	\$ 3,151,697	\$ 541,548	\$ 2,876,338
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### DISTRIBUTION MAINTENANCE

#### Personal Services

01	Regular Salaries	360,302	422,443	422,443	427,058	4,615	439,869
01A	Pager Pay	3,294	6,800	6,800	6,800	-	7,004
06	FICA	27,221	32,837	32,837	33,190	353	34,185
07	IPERS	33,444	39,879	39,879	40,314	435	41,523
09	Health & Life Insurance	105,318	131,563	131,563	160,439	28,876	168,460
SUB TOTAL		\$ 529,579	\$ 633,522	\$ 633,522	\$ 667,801	\$ 34,279	\$ 691,041

#### Contractual and Supply Services

20	Miscellaneous	-	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	1,338	10,000	10,000	10,000	-	10,000
41A	Purchase, Repair & Maintenance of Tractor	1,402	40,000	40,000	1,500	(38,500)	2,500
41B	Purchase, Repair, Maintenance of Equipment	8,883	58,750	58,750	10,600	(48,150)	30,000
54	Minor Equipment, Tools, Clothes	10,405	18,200	18,200	18,200	-	18,746
61	Main Maintenance Supplies	15,768	50,500	50,500	50,500	-	52,000
64	Meter Parts	3,604	14,500	14,500	7,500	(7,000)	7,500
65	Hydrants, Valves & Parts	30,433	65,000	65,000	65,000	-	66,950
87	System Maintenance	90,560	70,250	70,250	85,000	14,750	87,550
SUB TOTAL		\$ 162,393	\$ 327,950	\$ 327,950	\$ 249,050	\$ (78,900)	\$ 275,996

<b>Total Water Distribution Maintenance</b>		\$ 691,972	\$ 961,472	\$ 961,472	\$ 916,851	\$ (44,621)	\$ 967,037
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	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### ACCOUNTING AND COLLECTION

#### Personal Services

01	Regular Salaries	263,054	274,585	274,585	283,627	9,042	292,135
03	Part-time & Temporary Salaries	-	4,800	4,800	-	(4,800)	-
06	FICA	18,986	21,373	21,373	21,697	324	22,347
07	IPERS	24,738	25,921	25,921	26,774	853	27,577
09	Health & Life Insurance	106,434	110,735	110,735	124,187	13,452	130,396
SUB TOTAL		\$ 413,212	\$ 437,414	\$ 437,414	\$ 456,285	\$ 18,871	\$ 472,455

#### Contractual and Supply Services

20	Miscellaneous	26	1,000	1,000	1,000	-	1,000
24	Payments to Other Agencies	4,722,361	5,402,823	5,402,823	5,907,673	504,850	5,905,622
24A	Sewer Exempt Fee	740	1,500	1,500	1,500	-	1,550
36	Postage & Shipping	124,690	130,600	130,600	130,600	-	134,500
37	Printing-Computer & Billing	1,122	3,600	3,600	3,600	-	3,700
37A	Computer Rent & Equipment	157,975	194,938	194,938	246,762	51,824	247,900
42	Solid Waste	2,267,903	2,273,700	2,273,700	2,293,200	19,500	2,361,996
43	Sales Tax Water	518,004	697,916	697,916	768,366	70,450	720,351
43A	Sales Tax Urbandale Sanitary (SD)	57,791	61,006	61,006	65,540	4,534	62,836
43B	Sales Tax Urbandale W/H Sanitary (SR)	2,176	2,542	2,542	2,542	-	2,618
43C	Sales Tax Miscellaneous	731	1,155	1,155	910	(245)	1,000
49a	Refunds	14,128	20,000	20,000	20,000	-	20,600
50	Storm Water	2,358,694	2,371,188	2,371,188	2,392,354	21,166	2,464,124
50A	Storm Water Sales Tax	69,102	64,560	64,560	69,050	4,490	71,121
SUB TOTAL		\$ 10,295,443	\$ 11,226,528	\$ 11,226,528	\$ 11,903,097	\$ 676,569	\$ 11,998,918

<b>Total Water Accounting and Collection</b>	\$ 10,708,655	\$ 11,663,942	\$ 11,663,942	\$ 12,359,382	\$ 695,440	\$ 12,471,373
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### ADMINISTRATION AND GENERAL

#### Personal Services

01	Regular Salaries	296,956	308,572	308,572	320,624	12,052	330,242
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	21,275	24,616	24,616	25,538	922	26,304
07	IPERS	27,806	29,469	29,469	30,607	1,138	31,525
08	Retirement Trust	55,122	67,480	67,480	67,480	-	69,504
09	Health & Life Insurance	52,137	52,125	52,125	47,068	(5,057)	48,480
09B	Dental & Visual Insurance	2,092	2,850	2,850	2,850	-	2,935
09C	Self Insurance	7,501	16,363	16,363	16,363	-	16,853
SUB TOTAL		\$ 466,489	\$ 505,075	\$ 505,075	\$ 514,130	\$ 9,055	\$ 529,551

#### Contractual and Supply Services

11	Auto Allowance	9,600	9,600	9,600	9,600	-	9,600
20	Miscellaneous	769	2,000	2,000	2,000	-	2,000
20A	Trust Disbursement	40,070	50,000	50,000	50,000	-	51,500
21	Advertising & Legal Publications	1,588	2,000	2,000	2,000	-	2,060
22	Contract services	6,348	6,600	6,600	7,000	400	7,200
23	Consulting & Legal Fees	12,210	100,000	100,000	100,000	-	100,000
23A	Audit	16,878	18,000	18,000	22,500	4,500	23,175
24	Permit Fees (DNR)	4,951	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	6,374	7,000	7,000	7,000	-	7,000
29	Liability Insurance	88,970	96,291	96,291	95,005	(1,286)	97,855
36	Postage & Shipping (Stamps & Etc.)	2,127	2,350	2,350	2,450	100	2,523
44	Telephone (Phones & Service Bill)	8,621	17,541	17,541	19,510	1,969	20,100
45	Training	3,927	11,000	11,000	11,000	-	11,300
46	Travel & Conference Expense	1,482	10,000	10,000	10,000	-	10,000
47	Utilities	9,489	15,000	15,000	15,000	-	15,450
50	Petty Cash	840	1,500	1,500	1,200	(300)	1,500
58	Office Equipment & Supplies	11,075	20,300	20,300	20,300	-	20,500
94	Bank Service Charge	54,185	60,000	60,000	60,000	-	62,500
SUB TOTAL		\$ 279,504	\$ 435,182	\$ 435,182	\$ 440,565	\$ 5,383	\$ 450,263

<b>Total Water Administration and General</b>	\$ 745,993	\$ 940,257	\$ 940,257	\$ 954,695	\$ 14,438	\$ 979,814
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	FY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22	INCREASE	FY 2022-23	
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE	
<b>WATER</b>							
<b>OPERATING REVENUE</b>							
<b>Revenue</b>							
601	Metered Water Sales	9,558,162	9,704,230	9,704,230	10,710,661	1,006,431	11,031,980
602	Sewer-SR	309,716	405,212	405,212	370,998	(34,214)	382,127
603	Sewer-SD	4,521,382	4,997,611	4,997,611	5,536,675	539,064	5,702,775
605	Service Charges	9,230	10,000	10,000	10,000	-	10,500
606	Late Charge	29,747	31,000	31,000	31,000	-	33,000
607	Water Service Hook On Fee	109,094	132,550	132,550	132,550	-	136,525
608	Meter & Parts	86,800	95,500	95,500	113,525	18,025	116,930
609	Sewer Exempt Fee	1,110	1,500	1,500	1,500	-	1,500
612	Collect Sewer (For Billing)	129,670	129,996	129,996	131,486	1,490	135,430
613	Taps	6,180	6,100	6,100	6,100	-	6,280
615	Bacteriological Samples	4,730	3,700	3,700	4,700	1,000	4,841
616	Miscellaneous	88,568	110,000	110,000	110,000	-	113,000
616A	Trust Receipts	52,800	63,000	63,000	63,000	-	64,900
617	Main Reimbursement	16,653	50,000	50,000	50,000	-	50,000
618	Miscellaneous Taxable Items	11,655	16,500	16,500	13,000	(3,500)	16,900
619	Sales Tax Miscellaneous	852	1,155	1,155	910	(245)	1,189
620	Sales Tax Water	501,653	688,606	688,606	759,056	70,450	710,000
621	Sales Tax Sewer	56,065	60,651	60,651	64,470	3,819	62,470
623	Bulk & Construction Water	29,112	23,000	23,000	23,000	-	23,690
627	Hydrant Meter Rental	9,050	6,500	6,500	8,000	1,500	8,240
646	Lease Revenue	117,511	107,064	107,064	112,500	5,436	108,000
647	Solid Waste	2,274,281	2,273,700	2,273,700	2,293,200	19,500	2,361,996
648	Solid Waste Collect	29,663	29,605	29,605	29,916	311	30,813
649	Storm Water	2,365,452	2,371,188	2,371,188	2,392,354	21,166	2,464,124
649A	Storm Water Sales Tax	67,108	64,560	64,560	69,050	4,490	72,000
650	Storm Water Collect	32,291	32,280	32,280	32,526	246	33,501
<b>Total Water Operating Revenue</b>		<b>\$ 20,418,535</b>	<b>\$ 21,415,208</b>	<b>\$ 21,415,208</b>	<b>\$ 23,070,177</b>	<b>\$ 1,654,969</b>	<b>\$ 23,682,711</b>

## RECAP

<b>Disbursements</b>							
	Distribution Operation	2,027,444	2,610,149	2,958,860	3,151,697	541,548	2,876,338
	Distribution Maintenance	691,972	961,472	961,472	916,851	(44,621)	967,037
	Accounting & Collection	10,708,655	11,663,942	11,663,942	12,359,382	695,440	12,471,373
	Administration & General	745,993	940,257	940,257	954,695	14,438	979,814
	Water Purchased ( DMWW + Xenia)	3,335,274	3,822,352	4,294,739	4,719,530	897,178	5,047,536
	Sub Total	\$ 17,509,338	\$ 19,998,172	\$ 20,819,270	\$ 22,102,155	\$ 2,103,983	\$ 22,342,098
	Debt Service	3,241,805	1,407,950	1,407,950	4,015,804	2,607,854	1,404,350
	<b>TOTAL</b>	<b>\$ 20,751,143</b>	<b>\$ 21,406,122</b>	<b>\$ 22,227,220</b>	<b>\$ 26,117,959</b>	<b>\$ 4,711,837</b>	<b>\$ 23,746,448</b>
<b>Income</b>							
	Cash Balance	-	7,015,586	9,012,305	8,282,293	1,266,707	5,335,511
	Restricted Funds	-	324,461	146,034	146,034	(178,427)	146,034
	Net Cash Balance	\$ -	\$ 7,340,047	\$ 9,158,339	\$ 8,428,327	\$ 1,088,280	\$ 5,481,545
	Operating Revenue	\$ 20,418,535	\$ 21,415,208	\$ 21,415,208	\$ 23,070,177	\$ 1,654,969	\$ 23,682,711
	Non-Operating Revenue						
	Interest Earned	125,383	137,000	82,000	101,000	(36,000)	82,000
	Extraordinary income	-	-	-	-	-	-
	<b>SUB TOTAL</b>	<b>\$ 20,543,918</b>	<b>\$ 28,892,255</b>	<b>\$ 30,655,547</b>	<b>\$ 31,599,504</b>	<b>\$ 2,707,249</b>	<b>\$ 29,246,256</b>
	Less Restricted Funds (trust fund)	-	324,461	146,034	146,034	(178,427)	146,034
	Capital Reserve Fund	-	7,161,672	-	5,335,511	(1,826,161)	5,353,774
	<b>Total</b>	<b>\$ 20,543,918</b>	<b>\$ 21,406,122</b>	<b>\$ 30,509,513</b>	<b>\$ 26,117,959</b>	<b>\$ 4,711,837</b>	<b>\$ 23,746,448</b>

