

City of Urbandale, Iowa

Adopted Annual Budget 2023-2024

CITY OF URBANDALE

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Revised FY2022-23 Budget

Adopted FY2023-2024 Budget

Estimated FY2024-2025 Budget

Mayor and Council

Robert D. Andeweg, Mayor

Matt Blake, Mayor, Pro-Tem

Bridget Carberry Montgomery, Councilmember
Amy Croll, Councilmember
Larry McBurney, Councilmember
Adam Obrecht, 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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March 7, 2023

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

Re: FY2023-24 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2023-24 operating budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024. 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 7, 2023.

As proposed, the recommended tax levy for FY2023-24 would be set at $10.01, which is the same as the FY2022-23 levy. The General Fund levy would remain unchanged at $8.10, the Chapter 411 Fire and Police Retirement Levy would remain at $0.37, the Employee Benefits levy will remain unchanged at $0.10, and the Debt Service Levy would remain at $1.44. The ag land levy rate will remain at the statutory limit of $3.00375.

As City staff prepared the upcoming FY budget, several items had significant impact on the proposed budget. The FY24 budget reflects a full year of history for operating the new Parks & Public Works Maintenance facility with staff occupying the facility. Our 3rd fire station, which added 18 new firefighters with the assistance of a federal SAFER grant, continues to benefit from our 28E with Clive for a 40% cost share of the new station in exchange for providing response coverage for them. The SAFER grant used to hire 9 of the staff ended in FY22 as well as being in the final year of the COPS grant, which funds one officer. 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 established by the State and will change in FY24 from 23.9% to 22.98%.

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 FY24. Additionally, the Polk County LOSST, which became effective on January 1, 2020 has been used to retire $1.995 million, $6.42 million, and $7.995 million in bonds 2020, 2021 and 2022, reducing the debt levy by $0.56 cents cumulatively. The planned $3.4 million for spring 2023 is on hold due to spikes in interest rates, which makes retiring lower interest bonds less attractive. Coupled with higher construction costs for City projects, the LOSST funding for FY23 will be diverted to cover the difference in costs for the 2023 capital projects.

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 most 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. The backfill started the 4-year reduction in FY23, and reduces another 25% for FY24.

Multi-family housing previously classified as Commercial was reclassified as Multi-Residential and has been gradually phased over 7 years to the lower residential rollback rate beginning in FY2016-17, so that now in FY2023-24 it has the same rollback rate as Residential property. 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 as backfill is reduced. The City's valuation growth for FY2023-24 is as follows: The City saw a positive valuation growth in Polk County (4.06%), combined with a positive growth in Dallas County (20.76%), for a blended growth of 8.29%. With the recommended total tax levy rate of $10.01, the City will generate $1.46 million (3.3%) more in property tax revenues when compared to FY2022-23. State backfill revenue will account for $591,000 in the recommended budget. Residential rollback changed from 54.1302% to 56.4919% for FY24 and further adjusted mid-budget cycle under SF181 to 54.6501%. This means the amount of residential property being taxed is more than FY23 by 0.52%. Commercial rollback (90%) was unchanged.

There has been significant legislative activity in the past few weeks, including the adoption of changes to the residential rollback calculation. Further indications suggest potentially significant and detrimental changes to the property tax structure, LOSST revenues and other key revenue sources of the City are coming. Due to the timing of the City's budget process, hearings and adoption, we are moving forward with the budget process as is and will make adjustments as necessary once final legislation is passed.

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 FY24 if the exact same revenue dollars as FY23 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 can NOT include the debt service levy by statute, thus that levy for FY24 is not shown in the notice. The proposed budget for FY24 prior to SF181 passing, reflects a flat levy rate for the 3 levies represented by the max levy notice, thus the annual % change in revenue showed at 8.29%. This first hearing can cause confusion because the final hearing will reflect the total levy request of $10.01 (including the lower $1.44 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). After the passage of SF181, the adjusted max rate levy increase is 5.67%.

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. Several factors impact the need for a greater than 2% increase: wage increases for staff, the addition of 6 new staff 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 several 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. Equipment replacement costs have also skyrocketed over the past 2 years, and unfortunately show no signs of being short-lived, thus contributions by each department have gone up significantly to cover the anticipated costs. Evaluating each eligible vehicle for a hybrid option was also incorporated into the FY24 budget.

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 Neighborhood Finance Corp to continue and expand Urbandale's housing improvement and accessibility program.

An additional significant item to note in personnel, is that the FY2023-24 budget returns to the normal 26 pay cycles. Due to the timing of the City's biweekly payroll processing, the FY2022-23 budget reflected 27 pay cycles instead of the normal 26 cycles. This occurs only once every 12 years when both the first and last day of the fiscal year is on a Friday, and that Friday is also a payroll day. Employees were still paid their normal salary during the calendar year; it is purely timing of when the expense is reflected with our fiscal year boundaries. The last time the City had a 27th pay was FY2011-12. Due to this, those departments with few staff positions and no new positions, may show an overall reduction in personnel costs due to one less pay cycle being included.

One item that is still pending, and therefore not reflected in the FY24 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 project and finalizing financing, the FY24 budget will likely need to be amended to reflect the operational items associated with such an award.

The remainder of this letter will provide details about the significant factors that affected the FY2023-24 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 Funds, Tax Increment Financing Fund, Debt Service 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.

FY2023-24 OPERATING BUDGET

SIGNIFICANT BUDGETARY FACTORS

Personnel Costs — The recommended City budget provides for 255 full-time positions, consisting of 128 (50%) public safety positions and 127 (50%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is $32,378,278 or 48.8% of the total Operating Budget of $66,288,894 (not including Special Revenue, Debt Retirement and Contingency). Recall that the FY22-23 budget included a 27th pay cycle, which occurs every 12 years based on how the dates of the first and last day of the fiscal year fall.

- The recommended budget would add 5.5 positions, which are included in the above total of full-time counts, and detailed below:

Function	*Department*	*Qty*	*Position Title*
Public Safety	Police	1.5	Police Officers – one for 7/1/23 hire, one for 1/1/24 hire
Public Works	Engineering	1	Senior Engineer
Culture/Rec	Parks	1	Horticulture Technician
Comm/ED	Economic Dev.	1	Economic Development Specialist I
Gen Gov	Human Resources	1	HR Specialist
Total proposed		5.5	

- The full-time staffing level for public safety employees will increase by 2 positions, consisting of Police at 69 (60 sworn Officers and 9 civilians) and Fire/EMS at 59 (58 Fire/EMS personnel and 1 civilian).

The City has three unions. The current salary increases for each contract are as follows:

- Effective 7/1/23: Police 4% increase plus 4% as of 1/1/24
- Effective 7/1/23: Laborers 3% increase with 2% steps
- In negotiation for 7/1/23, but currently Fire 3% overall plus 4% 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 FY2023-24 wage adjustment for the City's non-union full-time, permanent part-time employees is budgeted at a 5.0%, which is in line with the above noted rates for union employees.

On the benefits side, the State sets the City's contributions to the retirement systems for all full-time employees for FY2023-24. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will decrease the employer rate from 23.9% of payroll to 22.98%; 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 $4,350,000 for FY2023-24, which is down $775,000 (15.1%). In order to maintain 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 $381,000 to buy down the $4.35 million total contribution amount.

Additionally, the City will contribute $822,000 to the general liability reserve fund, which covers premiums and claims for workers compensation and property and casualty coverage. This fund also continues to fund the self-insured program for Fire and Police Chapter 411 medical claims. All non-public safety employees will continue to be covered through the City's IMWCA workers comp insurance.

Technology – The FY2023-24 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 FY2023-24 budget will finance important infrastructure projects, enhancements, and on-going maintenance. In Roadway Maintenance, the annual asphalt and concrete repair programs will continue, but start to cost-share with general obligation bonds due to slowing Road Use Tax revenues. 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 $100,000 is 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 prefab shelters in existing parks.

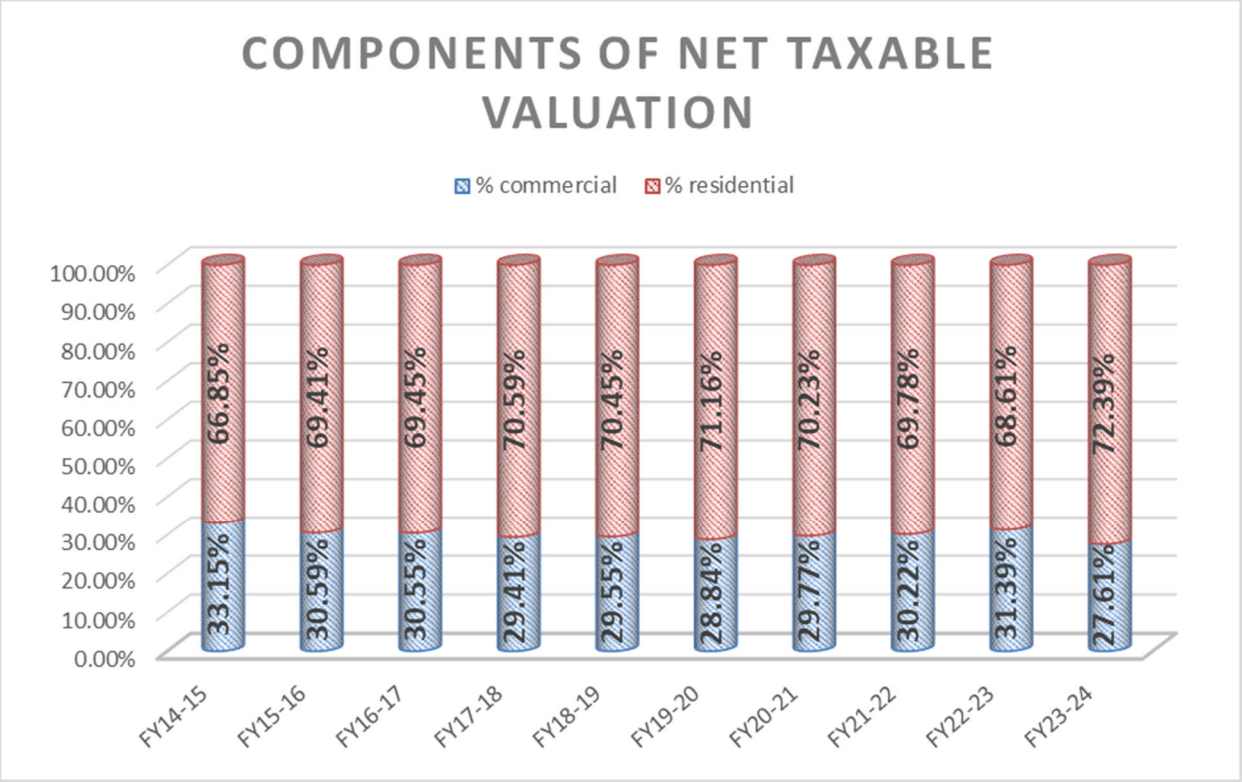
Building Maintenance – As an internal service fund, the FY2023-24 budget will continue to address preventive maintenance of City facilities, and scheduled replacement of building equipment and components based on the 15-year PM Plan initially prepared in 2013 and updated in 2022. The annual departmental 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.

Fleet Maintenance – This internal service fund was introduced in the FY21 budget to coincide with the opening of the new Parks & Public works combined maintenance facility at 9401 Hickman. The new facility brought 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 four mechanics.

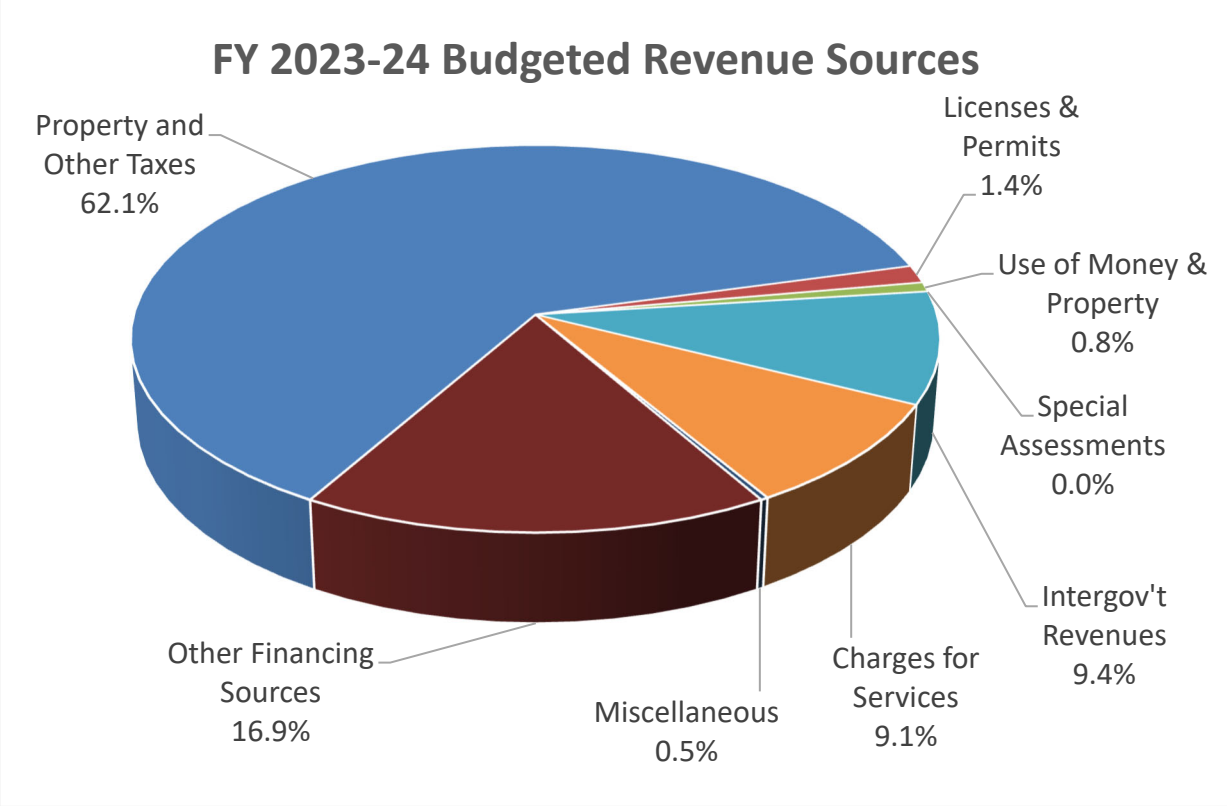
REVENUE

Most of the City's revenue is derived from ad valorem tax on property according to the values set by the Polk or Dallas County Assessor depending on 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 8.29% compared to 4.63% in the prior budget year. While a positive growth 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 FY2022-23. The percentage amounts equate to the number of cents per $1 dollar received from the revenue source.



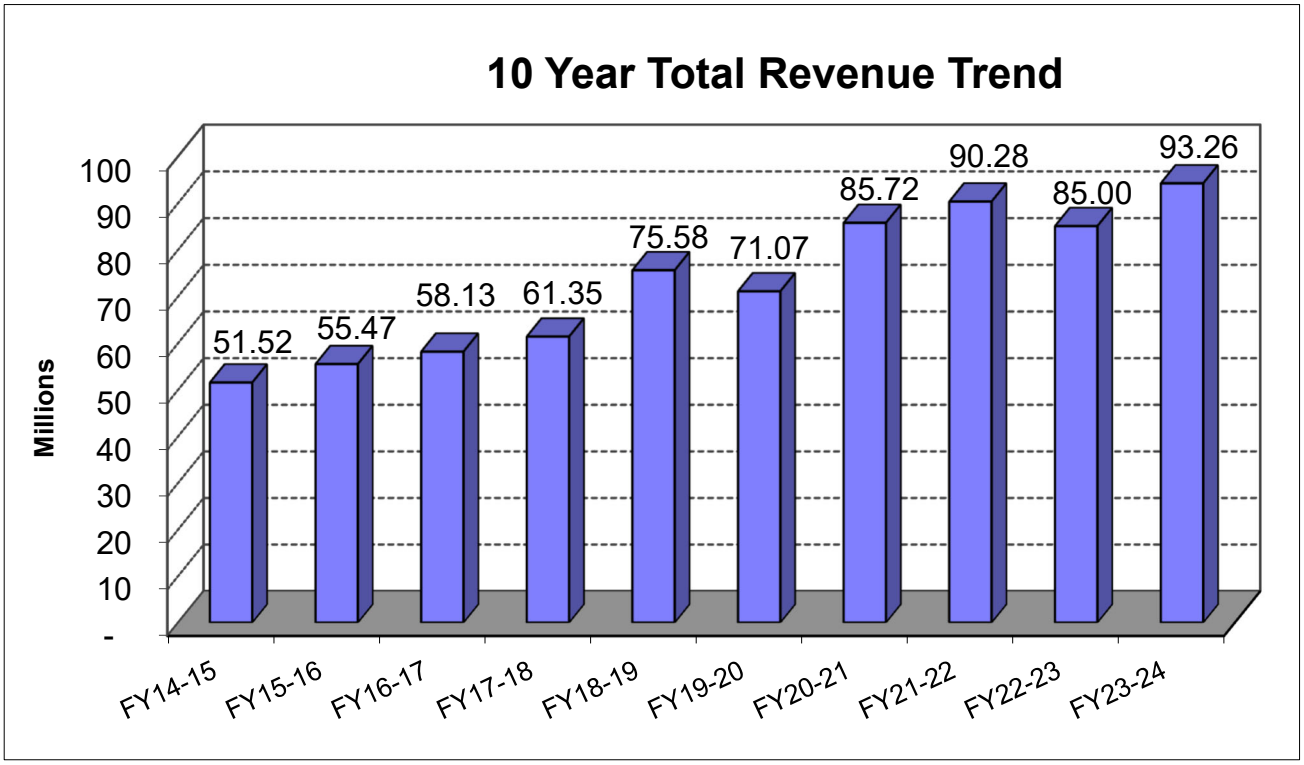
The following table summarizes the City's revenue by funding source:

The recommended FY2023-24 budget anticipates total operational (non-capital) revenue of $93,264,303 compared to the adopted FY2022-23 budget of $86,871,362, which is an increase of $6,392,941 (7.36%).

	FY22-23 Adopted	%	FY22-23 Revised	%	FY23-24 Recomm.	%
Property & Other Taxes	56,888,406	*65.5%*	57,308,784	*67.4%*	57,871,881	*62.1%*
Licenses & Permits	1,429,500	*1.6%*	1,491,500	*1.8%*	1,394,500	*1.5%*
Use of Money & Property	331,500	*0.4%*	757,500	*0.9%*	747,500	*0.8%*
Intergovernmental	8,836,737	*10.2%*	9,226,922	*10.9%*	8,805,929	*9.4%*
Charges for Services	7,588,306	*8.7%*	7,623,876	*9.0%*	8,475,824	*9.1%*
Miscellaneous	245,900	*0.3%*	284,400	*0.3%*	249,400	*0.3%*
Other Financing & Debt Svc	11,551,013	*13.3%*	8,311,872	*9.8%*	15,719,269	*16.9%*
TOTAL	86,871,362	100%	85,004,854	100%	93,264,303	100%
$ Difference to Adopted			(1,866,508)		6,392,941	
% Difference to Adopted			-2.15%		7.36%	

The primary factor in significant fluctuations in revenue is related to interest rate changes, trends in building permits & LOSST revenues. Additionally, debt service varies with early retirement of bonds from year to year. The remaining revenue lines remain relatively stable for FY24.

The following bar graph shows the revenue trend for the last ten years. As noted below, the operational revenues have increased from $51,519,897 in FY2014-15 to $93,264,303 in FY2023-24. During this time, total revenue levels have increased by an average of 7.1% annually.



General Fund Balance:

The recommended FY2023-24 operating budget anticipates the use of $1,811,312 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 Revolving Loan Fund activity.

At the end of FY2022-23, it is estimated that the General Fund reserves will be $20,762,000, representing 53.7% of General Fund expenditures. The growth in fund balance is largely due to the challenging job market for hiring new staff. The City had, on average, 8+ full-time positions vacant during most of the FY, which results in a significantly lower than anticipated personnel cost. The FY2023-24 budgeted expenditures will result in a reduction to the general fund balance of $1,811,312 which will take the reserves down to 43.8% of annual operating expenses.

Property and Other Taxes:

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

	Property Tax Levy per $1,000 of Valuation					
FY	General	Debt Service	Police & Fire Retirement	Employee Benefits Levy	**City Property Tax Levy**	Ag Land
FY23-24	$ 8.10	$ 1.44	$ 0.37	$ 0.10	**$ 10.01**	$ 3.00
FY22-23	$ 8.10	$ 1.44	$ 0.37	$ 0.10	**$ 10.01**	$ 3.00
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

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 $2,300,000 in revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY2023-24 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 and further buy-down of the 411-pension system contribution. The debt service on the new bonds has been fully serviced by the LOSST funding received for Dallas County and will be called for early retirement in June 2024.

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 $7,000,000 in revenue for the City. The funds are restricted to be used 50% for property tax relief and 50% for capital projects. In the FY2023-24 budget, the City is utilizing the 88% funding for property tax relief to call and retire outstanding bonds and fund capital projects. By reducing outstanding debt, the City eliminates interest costs and frees up funds to further other priority projects of the City Council. An additional 5% is allocated to fund the Community Services Department.

The City's property tax levy for FY2023-24 is $10.01 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 FY2023-24 budget, an Urbandale house valued at $100,000 will pay approximately $565 in gross City property taxes, which is $23 more than the tax bill for the same

home in FY2023 of $547. Under the FY2023-24 residential rollback set by the State, 54.6501% of a residential property's value will be subject to taxation, compared to the prior FY2022-23 residential rollback of 54.1302%. This means that even without any levy change by the City, a $100,000 home will pay $5 more in FY2023-24 due to the increased rollback rate alone.

Based on the recommended FY2022-23 budget, an Urbandale business valued at $100,000 will pay approximately $901 in gross City property taxes, which is the same as prior year. As previously noted, the property tax reform approved by the State in 2013 decreased the rollback for Commercial and Industrial properties 5% annually affecting taxes payable in 2014 and 2015 and has stabilized the assessed value for taxation at 90%.

Proceeds from the Hotel/Motel tax are expected to increase from FY23's budgeted figure by $500,000 to $2,100,000 as hotel-stay trends metro-wide recover after the severely impacted COVID years. The City Council continues its grant program, which allocates a portion of Hotel/Motel tax proceeds to fund eligible community and external organizations. Council opted to suspend the program for FY2021-22 due to low revenues.

Licenses and Permits:

Licenses and Permits revenue is anticipated to remain strong at $1,394,500. The last 2 years have seen a significant resurgence in residential and commercial construction. As a result, the recommended budget anticipates steady revenue from FY23 revised for Building Permits. 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 jumped significantly over the last year; thus the interest income is projected to increase. Additionally, facility rental revenue is budgeted to stay steady.

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. The Road Use tax revenue has remained stable but is not growing enough to keep up with road maintenance projects. In the future, annual street rehab costs will need to be partially funded with bonds.

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. 2021 legislation established a 4-year phase out of the state backfill. The FY2022-23 budget reflects the second year of reduction.

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, which completed in FY21-22. The Police Department also received a federal COPS grant to fund one new position for 3 years. This grant started in late FY20-21 and will end in FY23-24.

Another 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. The Fire Department anticipates an increase in revenue of $150,000 for FY2023-24 for GEMT.

Charges for Services:

The main fluctuation in this category relates to ambulance fees and sanitary sewer district reimbursements. Ambulance fees increase as calls for service increase along with increasing Medicare reimbursement rates. Storm Water Utility fees will increase $1 per month to $7 monthly

for residential properties. Commercial and industrial properties, which are individually calculated based on the impermeable surface of the property, will also increase $1 per month to a rate per ERU of $7 monthly for the first 100 ERUs and $6 per ERU over 100.

Miscellaneous Revenues:

Revenues in this category reflect sources that do not fit into another defined category. All areas in this category are expected to remain stable.

Other Financing Sources:

This revenue category primarily reflects the transfer of money between funds, and any bond refinancing or pay-off 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 for early retirement of bonds.

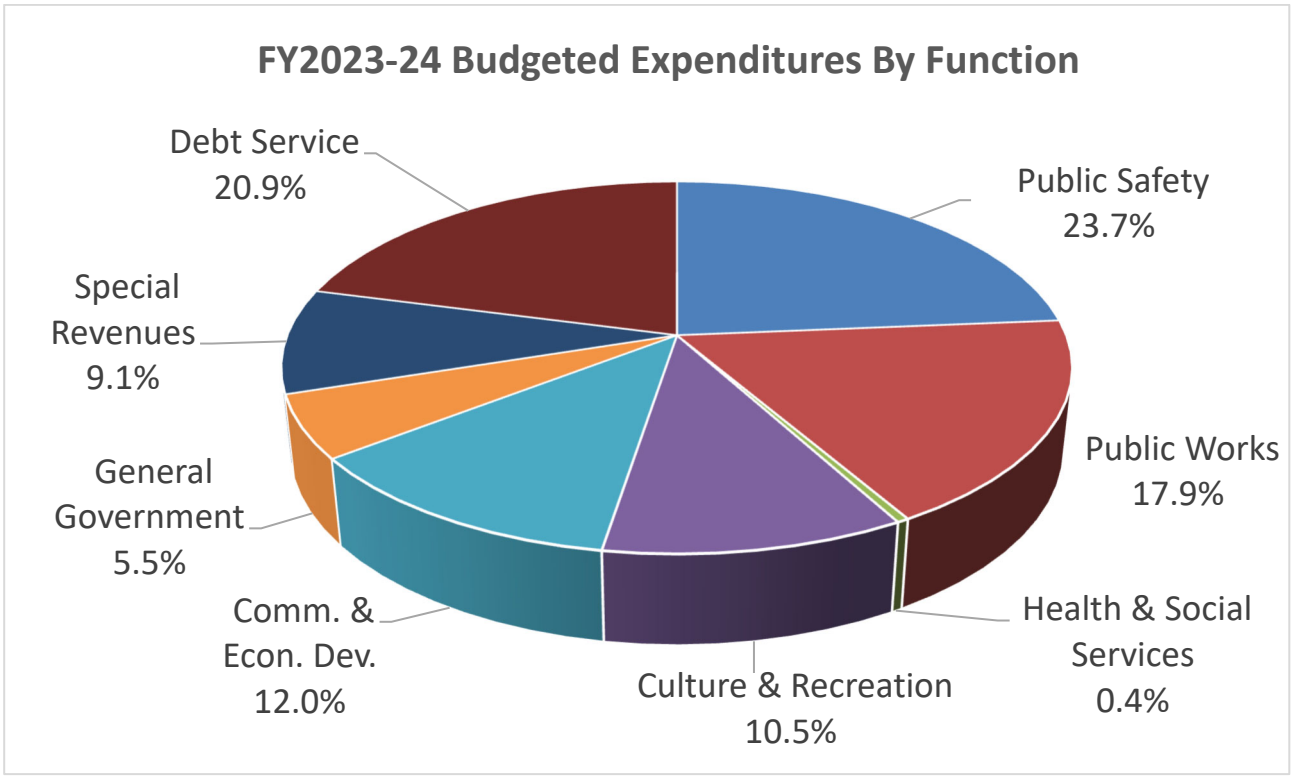
Capital Projects:

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

EXPENDITURES

The recommended FY2023-24 budget for operations, debt service and special revenue fund anticipates total expenditures of $94,869,747, an increase of $9,750,776 (11.46%) from the adopted FY2022-23 budget of $85,118,971.

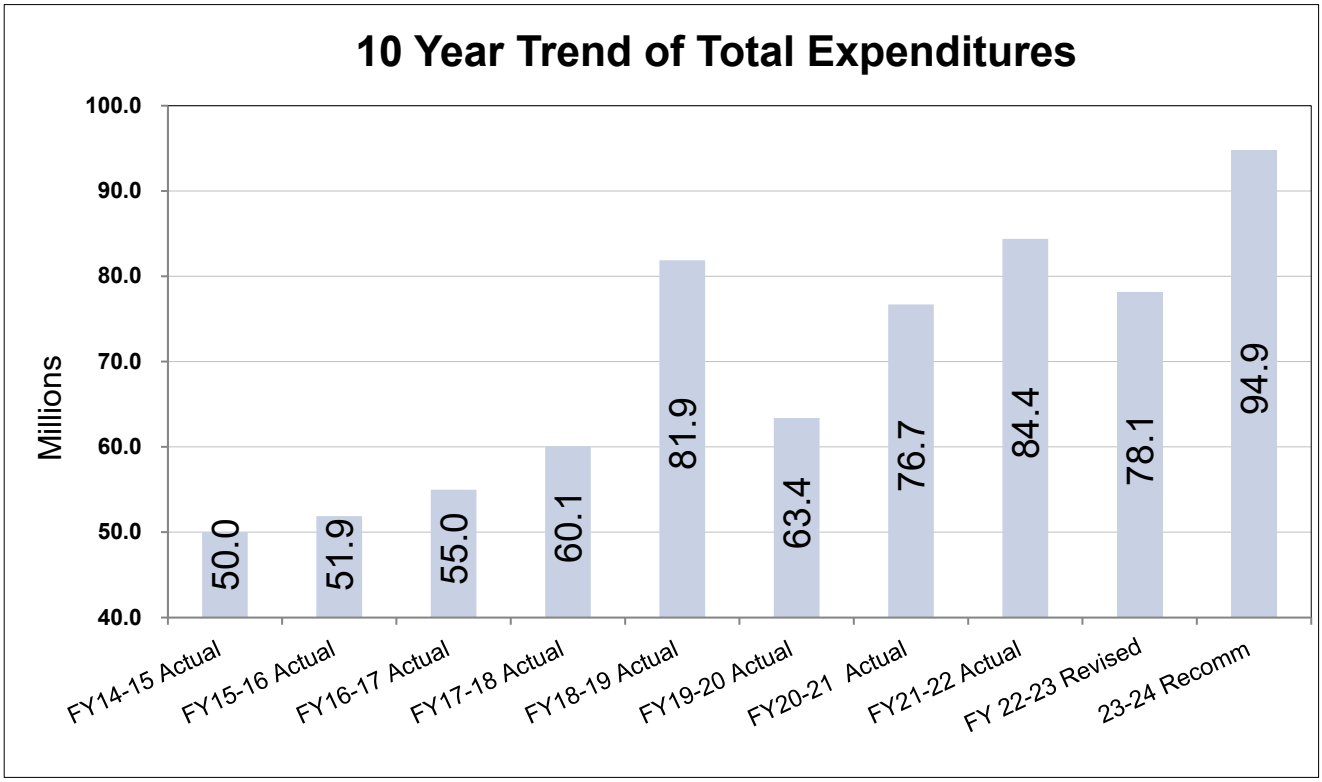
The following pie chart shows the recommended expenditures by Function for FY2023-24. The percentage amounts equate to the number of cents per $1 dollar expended to provide the services for that Function.



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

	FY22-23 Adopted	%	FY22-23 Revised	%	FY23-24 Recomm.	%
Public Safety	20,578,726	*24.2%*	19,752,128	*25.1%*	22,462,067	*23.7%*
Public Works	15,078,099	*17.7%*	14,019,079	*17.8%*	17,007,812	*17.9%*
Health & Social Services	395,750	*0.5%*	395,750	*0.5%*	396,750	*0.4%*
Culture & Rec.	9,218,484	*10.8%*	9,516,036	*12.1%*	9,993,313	*10.5%*
Community & Econ Dev.	10,481,978	*12.3%*	9,976,686	*12.7%*	11,337,147	*12.0%*
General Gov't	4,775,186	*5.6%*	4,566,257	*5.8%*	5,191,805	*5.5%*
Subtotal Operating Expense	60,528,223	*71.1%*	58,225,935	*74.1%*	66,388,894	*70.0%*
Special revenue funds	8,904,246	*10.5%*	8,105,332	*10.3%*	8,661,813	*9.1%*
Debt Service fund	15,686,502	*18.4%*	12,250,419	*15.6%*	19,819,040	*20.9%*
TOTAL	85,118,971	*100%*	78,581,686	*100%*	94,869,747	*100%*
$ Difference to Adopted			(6,537,285)		9,750,776	
% Difference to Adopted			-7.68%		11.46%	

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 $49,994,068 in FY2014-15 to $94,869,747in FY2023-24. During this time, total expenditure levels have increased by an average of 8.38% 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 $32,378,278 is 48.8% 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 $14,172,371 is 21.38% 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 $19,738,245 is 29.78% of the operating budget. This allocation provides funding to acquire assets or to improve existing assets with an expected useful life of multiple years, or payments over a period of time for the future replacement of equipment and vehicles. Some of the top expenditures in this category include the Equipment Replacement Fund, property improvements, Building Maintenance Fund contributions, economic development rebates, and transfers out to debt service and to capital projects funds.

BUDGETARY FUNCTIONS

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

Public Safety Function – This Function, at $22,462,067 is 33.8% of the departmental operating budget. The Departments in this Function consist of ***Police, Fire/EMS, Emergency Preparedness, and Animal Control***; and includes the separate ***411-Police and Fire Retirement Fund***. Overall, the recommended budget for this Function is an increase of $1,882,445 (9.1%). Please see each department's budget narrative, which details its "Significant Budget Impacts".

Public Works Function – This Function at $17,007,812 is 25.6% 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 $1,929,713 (12.8%). Please see each department's budget narrative, which details "Significant Budget Impacts".

Health and Social Services Function – This Function at $396,750 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 $1,000 (0.3%). Please see the department's budget narrative, which details its "Significant Budget Impacts".

Culture and Recreation Function – This Function at $9,993,313 is 15.1% of the recommended operating budget. The Departments in this Function consist of ***Library, Parks, Grounds Maintenance, Recreation, Cemetery Maintenance, Senior Recreation Center, and Cultural and Convention.*** Overall, the recommended budget for this Function is a increase of $774,829 (8.4%). Please see each department's budget narrative, which details its "Significant Budget Impacts".

Community and Economic Development Function – This Function at $11,337,147 is 17.1% 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 $855,169 (8.2%). Please see each department's budget narrative, which details its "Significant Budget Impacts".

General Government Function – This Function at $5,191,805 is 7.8% 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

$416,619 (8.7%). 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 2023 of not to exceed $13,250,000 in GOB for various capital improvement projects in the 2023 construction season. These improvements include all 2023 GOB projects identified in the 2023-2028 Capital Improvements Program (CIP). The FY2023-24 debt service levy will remain the same at $1.44/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 $6.565 million in outstanding bonds in June 2024. Total debt retirement costs paid out of this fund are $19,819,040 for FY2023-24.

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 2023-2028 Capital Improvements Program (CIP) as well as projects that are in progress and roll over from the 2022 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, Addison Riebkes, Assistant Finance Director, and Vivian Luna, Accountant I, for their diligent efforts in preparing and reviewing this document.



A. J. Johnson
City Manager


UNIQUELY
URBANDALE

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
REVENUE SUMMARY							
TAXES							
GENERAL PROPERTY TAXES							
110	General tax levy	$ 25,267,338	$ 26,836,368	$ 26,616,108	$ 28,449,904	$ 1,613,536	$ 29,587,900
111	Ag land taxes	10,396	10,925	10,925	11,464	539	11,464
124	Business property tax credit	229,565	-	220,260	-	-	-
112	Homestead	521,616	520,000	529,858	535,000	15,000	556,400
	Subtotal: General Fund	**26,028,915**	**27,367,293**	**27,377,151**	**28,996,368**	**1,629,075**	**30,155,764**
113	Taxes - TIF	9,366,433	10,031,267	9,987,861	8,617,222	(1,414,045)	8,000,000
	Subtotal: TIF Fund	**9,366,433**	**10,031,267**	**9,987,861**	**8,617,222**	**(1,414,045)**	**8,000,000**
112	Homestead	99,238	100,000	94,260	95,000	(5,000)	95,000
110	Debt service levy	5,265,815	5,237,745	5,187,657	5,466,282	228,537	5,684,933
124	Business property tax credit	55,996	-	50,088	-	-	-
	Subtotal: Debt Service Fund	**5,421,049**	**5,337,745**	**5,332,005**	**5,561,282**	**223,537**	**5,779,933**
112	Homestead	23,827	20,000	24,204	25,000	5,000	25,000
124	Business property tax credit	10,486	-	10,062	-	-	-
341	Taxes - Police & Fire Retirement levy	1,153,867	1,229,612	1,219,550	1,299,002	69,390	1,325,962
	Subtotal: Police & Fire Ret. Fund	**1,188,180**	**1,249,612**	**1,253,816**	**1,324,002**	**74,390**	**1,350,962**
112	Homestead	6,440	6,000	6,542	6,600	600	6,600
124	Business property tax credit	2,834	-	2,720	-	-	-
341	Taxes - Employee Benefit levy	311,942	331,733	329,013	351,238	19,505	365,288
	Subtotal: Employee Benefits Fund	**321,216**	**337,733**	**338,275**	**357,838**	**20,105**	**371,888**
Total: General Property Taxes		**$ 42,325,793**	**$ 44,323,650**	**$ 44,289,108**	**$ 44,856,712**	**$ 533,062**	**$ 45,658,547**
OTHER CITY TAXES							
337	Utility excise tax	$ 1,196,806	$ 1,144,802	$ 1,118,178	$ 1,133,004	$ (11,798)	$ 1,155,664
222	Cable TV franchise	243,467	250,000	226,828	215,000	(35,000)	200,000
	Subtotal: General Fund	**1,440,273**	**1,394,802**	**1,345,006**	**1,348,004**	**(46,798)**	**1,355,664**
338	Hotel/Motel tax - Hotel Motel Fund	1,910,139	1,600,000	2,100,000	2,100,000	500,000	2,200,000
337	Utility excise tax - Debt Service Fund	227,541	203,519	198,788	201,423	(2,096)	209,480
337	Utility excise tax - Police & Fire Ret. Fund	54,669	52,298	51,078	51,754	(544)	53,824
337	Utility excise tax - Employee Benefits Fund	14,775	14,137	13,804	13,988	(149)	14,548
	Subtotal: Special Revenue Funds	**2,207,124**	**1,869,954**	**2,363,670**	**2,367,165**	**497,211**	**2,477,852**
	LOSST - Dallas County	$ 2,317,136	$ 2,300,000	$ 2,310,000	$ 2,300,000	$ -	$ 2,500,000
	LOSST - Polk County	7,043,528	7,000,000	7,001,000	7,000,000	-	7,300,000
	Subtotal: LOSST Funds	**9,360,664**	**9,300,000**	**9,311,000**	**9,300,000**	**-**	**9,800,000**
Total: Other City Taxes		**$ 13,008,061**	**$ 12,564,756**	**$ 13,019,676**	**$ 13,015,169**	**$ 450,413**	**$ 13,633,516**
TOTAL TAXES		**$ 55,333,854**	**$ 56,888,406**	**$ 57,308,784**	**$ 57,871,881**	**$ 983,475**	**$ 59,292,063**
LICENSES AND PERMITS							
224	Liquor permits	$ 64,230	$ 44,000	$ 44,000	$ 44,000	$ -	$ 44,000
225	Cigarette permits	3,375	2,500	2,500	2,500	-	2,500
226	Utility permits	39,380	50,000	45,000	50,000	-	50,000
231	Peddler's licenses	25,975	5,000	15,000	15,000	10,000	15,000
232	Miscellaneous licenses	310	500	500	500	-	500
234	Pet licenses	40,513	63,000	45,000	50,000	(13,000)	50,000
249	COSESCO inspection fees	68,360	35,000	60,000	50,000	15,000	50,000
250	Electrician licenses/permits	100,029	50,000	80,000	50,000	-	50,000
253	Plumbing licenses/permits	85,070	50,000	50,000	50,000	-	50,000
254	Mechanical licenses/permits	84,227	50,000	75,000	50,000	-	50,000
255	Building permits only	1,290,742	850,000	800,000	800,000	(50,000)	700,000
256	Sidewalk permits	4,690	2,500	5,000	4,000	1,500	4,000
257	Driveway approach	5,140	2,500	5,000	4,000	1,500	4,000
259	Sign permits	21,640	20,000	20,000	20,000	-	20,000
260	Construction inspections	111,002	115,000	145,000	115,000	-	115,000
261	Plat and site plan reviews	14,724	12,500	12,500	12,500	-	12,500
262	Housing inspections	41,880	50,000	50,000	50,000	-	50,000
263	Board of Adjustment fees	1,825	2,000	2,000	2,000	-	2,000
264	Change of zoning	35,717	25,000	35,000	25,000	-	25,000
TOTAL LICENSES AND PERMITS - General Fund		**$ 2,038,829**	**$ 1,429,500**	**$ 1,491,500**	**$ 1,394,500**	**$ (35,000)**	**$ 1,294,500**
USE OF MONEY & PROPERTY							
524	Interest	$ 96,948	$ 80,000	$ 350,000	$ 350,000	$ 270,000	$ 350,000
402	Open air shelter rentals	11,246	8,500	8,500	8,500	-	9,000
403	WJ fields/complex rental	82,945	65,000	65,000	65,000	-	70,000
410	Giovannetti shelter rental	58,155	43,000	43,000	43,000	-	44,000
412	Lions rental	22,848	24,000	24,000	20,000	(4,000)	20,000
426	Senior Center rental	29,117	20,000	20,000	20,000	-	20,000
432	Library room rentals	425	1,000	1,000	1,000	-	1,000
	Subtotal: General Fund	**301,684**	**241,500**	**511,500**	**507,500**	**266,000**	**514,000**
524	Interest - Debt Service Fund	9,127	10,000	40,000	40,000	30,000	40,000
524	Interest - TIF Fund	92,528	30,000	100,000	100,000	70,000	100,000
524	Interest - Employee Benefits Fund	1,430	-	500	-	-	-
524	Interest - Police and Fire Retirement Fund	2,666	-	500	-	-	-

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
524	Interest - LOSST Fund	35,902	15,000	50,000	50,000	35,000	50,000
524	Interest - All other special revenues	8,250	5,000	10,000	10,000	5,000	10,000
524	Interest - Storm Water Utility Fund	30,420	30,000	45,000	40,000	10,000	40,000
	Subtotal: All funds other than General	**180,323**	**90,000**	**246,000**	**240,000**	**150,000**	**240,000**
TOTAL USE OF MONEY & PROPERTY		**$ 482,007**	**$ 331,500**	**$ 757,500**	**$ 747,500**	**$ 416,000**	**$ 754,000**
INTERGOVERNMENTAL							
130	State backfill - General levy	$ 790,117	$ 638,643	$ 626,790	$ 473,906	$ (164,737)	$ 379,125
220	Bank franchise	4,223	4,500	4,573	4,500	-	4,800
329	Misc. grants	6,000	-	-	-	-	-
335	Federal grants	389,569	350,000	120,000	60,000	(290,000)	25,000
336	State grants	2,553	-	-	-	-	-
350	Clive Fire contribution	362,243	800,000	1,269,331	968,000	168,000	980,000
355	GEMT Reimbursement	565,650	425,000	560,000	575,000	150,000	590,000
520	Liaison Officer	101,910	105,000	105,000	107,000	2,000	109,000
522	Crossing guards	78,164	74,000	74,000	75,000	1,000	76,000
422	Library contracts	9,591	9,000	9,000	9,000	-	9,000
	Subtotal: General Fund	**2,310,020**	**2,406,143**	**2,768,694**	**2,272,406**	**(133,737)**	**2,172,925**
330	Road Use tax - Road Use Fund	6,222,625	6,200,000	6,200,000	6,300,000	100,000	6,400,000
130	State backfill - Debt Service Fund	150,220	113,537	121,872	90,523	(23,014)	67,892
130	State backfill - Employee Benefits Fund	9,755	7,807	7,736	5,000	(2,807)	3,750
130	State backfill - Police & Fire Retirement Fund	36,092	29,250	28,620	22,000	(7,250)	16,500
425	Library grant - Enrich IA - Library Special Rev	59,900	80,000	80,000	80,000	-	80,000
746	Intergovernmental - all other funds	49,186	-	20,000	36,000	36,000	30,000
	Subtotal: All funds other than General	**6,527,778**	**6,430,594**	**6,458,228**	**6,533,523**	**102,929**	**6,598,142**
TOTAL INTERGOVERNMENTAL		**$ 8,837,798**	**$ 8,836,737**	**$ 9,226,922**	**$ 8,805,929**	**$ (30,808)**	**$ 8,771,067**
CHARGES FOR SERVICES							
235	Kennel fees	$ -	$ -	$ -	$ -	$ -	$ -
406	Health facility fees	240	600	180	180	(420)	600
408	Ambulance fees	1,283,380	925,000	925,000	925,000	-	950,000
409	Cemetery maintenance	140	-	-	-	-	-
416	Turf maintenance	8,708	8,500	7,505	8,500	-	8,500
418	Recreation program fees	171,022	100,000	100,000	100,000	-	110,000
419	Miscellaneous parks fees (WJ concession)	10,383	6,000	6,000	6,000	-	6,000
424	Misc. library receipts/photocopies	13,757	10,000	10,000	10,000	-	10,000
429	Senior Center off-site program fees	4,635	3,000	6,500	7,500	4,500	3,000
430	Senior Center on-site program fees	36,376	25,000	38,000	40,000	15,000	25,000
431	Library material sales	5,992	6,500	5,000	6,500	-	6,500
511	Yard waste fees	353,491	463,000	445,500	504,000	41,000	463,000
513	Bulk item pickup	38,085	40,000	40,000	40,000	-	40,000
514	Urb. Sanitary Sewer District	536,463	649,768	692,676	935,699	285,931	950,000
515	Solid waste containers	22,660	20,000	20,000	20,000	-	20,000
516	Urb. W.H. Sanitary District	231,529	271,938	253,015	306,465	34,527	310,000
517	Solid waste fee	2,315,487	2,625,500	2,625,500	2,669,000	43,500	2,700,000
	Subtotal: General Fund	5,032,348	5,148,306	5,174,876	5,578,844	424,038	5,602,600
519	Storm Water user fees	2,389,971	2,440,000	2,424,000	2,896,980	456,980	2,900,000
728	Special Revenue Funds charges for service	32,142	-	25,000	-	-	-
	Subtotal: All funds other than General	2,422,113	2,440,000	2,449,000	2,896,980	456,980	2,900,000
TOTAL CHARGES FOR SERVICES		**$ 7,454,461**	**$ 7,588,306**	**$ 7,623,876**	**$ 8,475,824**	**$ 881,018**	**$ 8,502,600**
MISCELLANEOUS REVENUES							
265	Sale of maps and copies	16,715	15,000	15,000	15,000	-	15,000
420	Library fines	39,263	35,000	30,000	25,000	(10,000)	25,000
427	Library collection fees	1,681	750	750	750	-	750
510	Sale of assets	46,529	10,000	30,000	10,000	-	10,000
512	Court fines	104,028	75,000	75,000	75,000	-	75,000
518	Vehicle impound fees	2,740	3,000	3,000	3,000	-	3,000
756	ED Partner grants	-	-	-	-	-	-
526	Miscellaneous receipts	15,609	5,000	5,000	5,000	-	5,000
	Subtotal: General Fund	226,565	150,250	158,750	133,750	(10,000)	133,750
715	Revolving loan fund repayments	$ 4,500	$ 4,500	$ 4,500	$ 4,500	$ -	$ 4,500
718	Donations - Dunlap/Parks/other	120,376	26,150	26,150	26,150	-	27,000
724	Donations - Fire	5,019	5,000	5,000	5,000	-	5,000
739	Donations - Police	29,496	5,000	25,000	25,000	20,000	25,000
423	Donations - Library	21,571	5,000	15,000	5,000	-	5,000
718	Donations - MAC camp	50,500	50,000	50,000	50,000	-	50,000
	Subtotal: Special revenue funds	231,462	95,650	125,650	115,650	20,000	116,500
TOTAL MISCELLANEOUS		**$ 458,027**	**$ 245,900**	**$ 284,400**	**$ 249,400**	**$ 10,000**	**$ 250,250**

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
OTHER FINANCING SOURCES							
109	Intergovernmental transfers- other	$ -	$ -	$ -	$ -	$ -	$ -
109	Intergovernmental transfer - LOSST	305,000	350,000	350,000	400,831	50,831	365,000
109	Intergovernmental transfers-Hotel Motel	732,193	641,429	820,000	750,000	108,571	785,714
	Subtotal: General Fund	**1,037,193**	**991,429**	**1,170,000**	**1,150,831**	**159,402**	**1,150,714**
109	Intergovernmental transfers -TIF	5,663,081	6,195,238	6,192,141	6,808,438	613,200	7,706,363
109	Intergovernmental transfers - LOSST Polk Co	7,150,000	3,400,000	-	2,140,000	(1,260,000)	-
109	Intergovernmental transfers - LOSST Dallas C	1,345,000	500,000	500,000	4,925,000	4,425,000	-
	Subtotal: Debt Service Fund	**14,158,081**	**10,095,238**	**6,692,141**	**13,873,438**	**3,778,200**	**7,706,363**
109	Transfers In - Employee Benefits Fund	439,529	31,323	31,323	-	(31,323)	-
109	Transfers In - Police & Fire Retirement Fund	-	398,023	383,408	655,000	256,977	1,000,000
109	Transfers In - all other funds	40,000	35,000	35,000	40,000	5,000	40,000
	Subtotal: All other funds	**479,529**	**464,346**	**449,731**	**695,000**	**230,654**	**1,040,000**
TOTAL OTHER FINANCING SOURCES		**$ 15,674,803**	**$ 11,551,013**	**$ 8,311,872**	**$ 15,719,269**	**$ 4,168,256**	**$ 9,897,077**
TOTAL OPERATIONAL REVENUES (non-capital)		**$ 90,279,779**	**$ 86,871,362**	**$ 85,004,854**	**$ 93,264,303**	**$ 6,392,941**	**$ 88,761,557**
Capital Projects Fund Activity:							
524	Interest - Capital Projects Fund	195,337	100,000	100,000	100,000	-	100,000
117	Special Assessments - Capital Projects Fund	619,405	400,000	1,400,000	135,000	(265,000)	1,311,600
006	Intergovernmental revenue - Capital Projects	247,833	1,744,000	3,065,000	900,000	(844,000)	3,716,700
302	ARPA Capital projects fund	3,317,839	3,306,000	3,333,211	-	(3,306,000)	-
005	Miscellaneous revenues - Capital Projects Fu	564,395	476,000	145,000	332,000	(144,000)	1,045,000
109	Transfers In - Capital Projects Fund	4,548,300	7,529,000	9,486,500	4,281,532	(3,247,468)	5,251,100
001	Bond proceeds	11,617,083	76,505,500	12,400,000	59,258,300	(17,247,200)	15,259,000
TOTAL NON-OPERATIONAL REVENUE (capital)		**$ 21,110,192**	**$ 90,060,500**	**$ 29,929,711**	**$ 65,006,832**	**$ (25,053,668)**	**$ 26,683,400**
Grand total City revenue		**$ 111,389,971**	**$ 176,931,862**	**$ 114,934,565**	**$ 158,271,135**	**$ (18,660,727)**	**$ 115,444,957**
REVENUE ACTIVITIES TOTAL BY FUND							
	General Fund	$ 38,415,827	$ 39,129,223	$ 39,997,477	$ 41,382,203	$ 2,252,980	$ 42,379,917
(1)	Hotel Motel Fund	1,910,139	1,600,000	2,100,000	2,100,000	500,000	2,200,000
(1)	Road Use Fund	6,222,625	6,200,000	6,200,000	6,300,000	100,000	6,400,000
(2)	Employee Benefits Fund	786,705	391,000	391,638	376,826	(14,174)	390,185
(5)	Police & Fire Retirement Fund	1,281,607	1,729,183	1,717,422	2,052,756	323,573	2,421,286
(3)	TIF Fund	9,458,961	10,061,267	10,087,861	8,717,222	(1,344,045)	8,100,000
(8)	LOSST Funds	9,396,566	9,315,000	9,361,000	9,350,000	35,000	9,850,000
(2)	Debt Service Fund	19,966,018	15,760,039	12,384,806	19,766,666	4,006,627	13,803,668
(1)	Capital Projects Fund	17,792,353	90,060,500	29,929,711	65,006,832	(25,053,668)	26,683,400
(6)	All other budgeted Special Revenue Funds	420,940	215,650	295,650	281,650	66,000	276,500
(4)	Storm Water Utility Fund	2,420,391	2,470,000	2,469,000	2,936,980	466,980	2,940,000
(7)	Component Unit - Water Utility	23,600,452	32,738,999	25,228,352	34,647,156	1,908,157	26,612,676
	Total State Certified Revenues	**$ 131,672,584**	**$ 209,670,861**	**$ 140,162,917**	**$ 192,918,291**	**$ (16,752,570)**	**$ 142,057,633**
FUND BALANCE ACTIVITY FOR FISCAL YEAR		*	**	**	**		**
	General	$ 19,415,007	$ 950,815	$ (1,347,091)	$ 1,811,312	$ 860,497	$ 1,859,414
	Hotel Motel	218,430	12,190	(23,525)	(107,800)	(119,990)	(157,144)
	Road Use	3,265,921	614,237	(341,764)	1,086,715	472,478	1,327,037
	Employee Benefits Fund	25,191	-	(638)	14,174	14,174	15,815
	Police & Fire Retirement Fund	50,736	53,897	50,737	-	(53,897)	-
	LOSST Funds	2,714,978	(1,130,654)	(936,269)	(1,084,137)	46,517	(2,270,000)
	TIF	14,828,331	(2,266,029)	(2,695,720)	(158,784)	2,107,245	1,406,363
	Debt Service	326,923	(73,537)	(134,387)	52,374	125,911	580,321
	Capital Projects & ARPA	38,723,911	(30,242,500)	11,095,639	(23,288,832)	6,953,668	270,135
	Storm Water Utility Fund	5,500,502	(417,560)	(379,462)	(122,710)	294,850	(1,130,179)
	All other budgeted Special Revenue Funds	-	-	-	114,300	114,300	-
	Fund Balance totals-use(addition) per year	**$ 85,069,930**	**$ (32,499,141)**	**$ 5,287,520**	**$ (21,683,388)**	**$ 10,815,753**	**$ 1,901,762**

* Actual Fund Balance at end of FY

** Projected 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.

BUDGET SUMMARY

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
PERSONAL SERVICES							
01	Salaries	$ 17,242,716	$ 19,882,313	$ 18,455,046	$ 21,061,842	$ 1,179,529	$ 22,340,260
02	Overtime	821,817	697,730	969,958	858,690	160,960	750,690
03	Part-time	1,040,374	1,006,300	1,103,588	1,075,637	69,337	1,115,514
04	Witness fees	(66)	500	(24)	500	-	500
06	FICA	875,767	997,230	937,106	1,059,657	62,427	1,101,793
07	Retirement - IPERS	921,167	1,034,434	985,068	1,084,970	50,536	1,127,125
08	Pension - MFPRSI	2,187,953	2,334,158	2,023,342	2,416,142	81,984	2,648,609
09	Group insurance	5,366,916	4,981,000	4,981,000	4,217,265	(763,735)	4,246,981
11	Allowance	112,297	120,491	165,378	133,307	12,816	117,243
12	Unemployment	3,273	-	-	-	-	-
13	Deferred comp plan City match	151,003	238,408	178,942	470,268	231,860	493,661
	Sub-Total	$ 28,723,217	$ 31,292,564	$ 29,799,403	$ 32,378,278	$ 1,085,714	$ 33,942,376
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 90,187	$ 101,450	$ 102,010	$ 129,400	$ 27,950	$ 129,400
22	Recruitment	26,931	32,865	33,141	61,605	28,740	56,215
23	Professional services	1,304,599	1,799,574	1,711,534	1,559,076	(240,498)	1,607,900
24	Contributions to other agencies	3,736,637	4,358,794	4,669,160	4,993,451	634,657	4,821,845
27	Data processing	744,729	1,116,894	1,116,894	1,263,960	147,066	1,277,100
28	Dues and memberships	62,954	75,780	76,055	77,273	1,493	76,623
29	Insurance	695,940	722,000	722,000	822,000	100,000	805,948
32	Uniforms and laundry	117,452	108,940	108,940	150,908	41,968	144,478
35	Printing and copying	92,830	152,260	152,260	152,640	380	152,640
40	Building and grounds maint.	17,211	40,000	40,000	43,000	3,000	43,000
41	Vehicle and equipment maint.	21,854	54,850	54,850	44,650	(10,200)	42,650
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	203,594	295,285	295,285	366,065	70,780	345,475
48	Utility service	1,075,279	1,083,233	1,083,325	1,142,963	59,730	1,117,323
49	Petty cash	42	700	700	700	-	700
51	Maintenance supplies	563,429	834,804	877,658	1,017,225	182,421	1,018,025
54	Minor equipment	32,166	33,650	33,680	41,800	8,150	41,800
55	DARE expenditures	7,895	7,700	7,700	8,000	300	8,000
56	Vehicle maintenance supplies	866,334	903,480	903,480	1,140,950	237,470	1,140,950
57	Vehicle operation supplies	183,090	471,695	475,062	584,140	112,445	577,290
58	Office supplies	40,092	47,100	47,242	45,700	(1,400)	45,600
59	Operating supplies	305,222	538,585	538,585	455,065	(83,520)	455,165
60	Safety and medical supplies	31,731	54,000	54,066	71,800	17,800	71,800
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 10,220,198	$ 12,833,639	$ 13,103,627	$ 14,172,371	$ 1,338,732	$ 13,979,927
CAPITAL OUTLAY							
71	Equipment	$ 212,958	$ 448,815	$ 448,815	$ 855,235	$ 406,420	$ 868,235
72	Furniture and fixtures	102,271	144,700	144,700	198,350	53,650	148,350
73	Equipment replacement fund	1,383,008	1,474,051	1,474,051	2,829,723	1,355,672	2,586,992
74	Office equipment	19,162	15,050	17,694	300	(14,750)	-
75	Operating equipment	24,442	85,861	85,861	119,815	33,954	83,315
76	Property improvements	578,819	500,000	540,206	790,000	290,000	790,000
77	Economic development - TIF	1,210,290	1,600,000	1,200,000	1,750,000	150,000	1,800,000
79	Books, films and recordings	183,443	202,745	202,745	215,455	12,710	215,455
80	Natural disaster cleanup	30,191	34,000	34,061	45,000	11,000	45,000
81	Building maintenance fund	1,376,049	1,201,131	1,201,131	1,199,429	(1,702)	1,194,867
97	Transfers out	10,489,573	10,595,667	9,973,641	11,734,938	1,139,271	12,398,177
	Sub-total	$ 15,610,206	$ 16,302,020	$ 15,322,905	$ 19,738,245	$ 3,436,225	$ 20,130,391
OPERATING BUDGET SUB-TOTAL		$ 54,553,621	$ 60,428,223	$ 58,225,935	$ 66,288,894	$ 5,860,671	$ 68,052,694
99	Special Revenue fund items	$ 286,870	$ 419,900	$ 280,601	$ 395,950	$ (23,950)	$ 389,350
91	Debt retirement	19,864,413	15,686,502	12,250,419	19,819,040	4,132,538	14,383,989
95	Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY		$ 74,704,904	$ 76,634,625	$ 70,756,955	$ 86,603,884	$ 9,969,259	$ 82,926,033

HOTEL/MOTEL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance	$ 131,993	$ 189,136	$ 218,431	$ 241,956	$ 52,820	$ 349,756
Revenue	1,910,139	1,600,000	2,100,000	2,100,000	500,000	2,200,000
Total	**$ 2,042,132**	**$ 1,789,136**	**$ 2,318,431**	**$ 2,341,956**	**$ 552,820**	**$ 2,549,756**
CULTURAL AND CONVENTION						
Bravo!	$ 513,754	$ 425,143	$ 568,000	$ 568,000	$ 142,857	$ 596,571
Convention Bureau	545,754	457,143	600,000	600,000	142,857	628,571
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
J-Hawk Soccer Club	-	-	-	-	-	-
Urbandale Community Schools	-	1,529	1,529	3,000	1,471	-
Urbandale Girls Recreation Association	-	16,000	16,000	12,000	(4,000)	-
Urbandale Historical Association	-	8,177	8,177	-	(8,177)	-
Urbandale Little League	-	24,240	24,240	20,000	(4,240)	-
Urbandale 4th of July Committee	-	5,000	5,000	5,000	-	-
Waukee CSD Foundation	-	1,529	1,529	2,200	671	-
Waukee Christian Services	-	move to Comm Svcs	move to Comm Svcs	move to Comm Svcs	-	-
Urbandale Community Action Network	move to Council	move to Comm Svcs	move to Comm Svcs	move to Comm Svcs	-	-
Urbandale Food Pantry	move to Council	move to Comm Svcs	move to Comm Svcs	move to Comm Svcs	-	-
Choose Des Moines Communities	move to EconDev	move to EconDev	move to EconDev	move to EconDev	-	-
American Legion Post 663	move to Council	move to Council	move to Council	move to Council	-	-
Sub-Total	**$ 1,091,508**	**$ 970,761**	**$ 1,256,475**	**$ 1,242,200**	**$ 271,439**	**$ 1,257,142**
General: USA loan default repayment	50,000	70,000	70,000	-	(70,000)	-
Total Earmarked	**1,141,508**	**1,040,761**	**1,326,475**	**1,242,200**	**201,439**	**1,257,142**
General Fund Totals	**682,193**	**571,429**	**750,000**	**750,000**	**178,571**	**785,714**
Hotel/Motel Tax Totals	**$ 1,823,701**	**$ 1,612,190**	**$ 2,076,475**	**$ 1,992,200**	**$ 380,010**	**$ 2,042,856**

ROAD USE SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance	$ 3,136,337	$ 2,483,239	$ 3,265,918	$ 3,607,682	$ 1,124,443	$ 2,520,967
Road Use tax revenue	6,222,625	6,200,000	6,200,000	6,300,000	100,000	6,400,000
Total	**$ 9,358,962**	**$ 8,683,239**	**$ 9,465,918**	**$ 9,907,682**	**$ 1,224,443**	**$ 8,920,967**
Traffic Safety	$ 352,742	$ 475,302	$ 470,329	$ 517,628	$ 42,326	$ 503,484
Street Lighting	481,682	535,000	535,000	515,000	(20,000)	515,000
Roadway Maintenance	2,953,120	3,552,935	3,399,407	4,435,587	882,652	4,320,453
Transfers out to Capital projects	2,305,500	2,251,000	1,453,500	1,918,500	(332,500)	2,388,100
Total	**$ 6,093,044**	**$ 6,814,237**	**$ 5,858,236**	**$ 7,386,715**	**$ 572,478**	**$ 7,727,037**

EMPLOYEE BENEFITS FUND SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance	$ 23,485	$ 40,723	$ 25,190	$ 25,828	$ (14,895)	$ 11,654
Revenue sources:						
112 Homestead	6,440	6,000	6,542	6,600	600	6,600
124 Business property tax credit	2,834	-	2,720	-	-	-
341 Taxes - EE Benefit levy	311,942	331,733	329,013	351,238	19,505	365,288
337 Utility excise tax - EE Benefit levy	14,775	14,137	13,804	13,988	(149)	14,548
524 Interest - EE Benefit fund	1,430	-	500	-	-	-
130 State backfill - Employee Benefit levy	9,755	7,807	7,736	5,000	(2,807)	3,750
109 Transfers In - LOSST	439,529	31,323	31,323	-	(31,323)	-
Total Revenues	**$ 786,705**	**$ 391,000**	**$ 391,638**	**$ 376,826**	**$ (14,174)**	**$ 390,185**
Functional Expenses:						
5109 Public Safety EE insurance contribution	$ 383,004	$ 185,837	$ 185,837	$ 187,506	$ 1,669	$ 194,699
5109 Public Works EE insurance contribution	158,266	81,768	81,768	81,398	(370)	84,520
5109 Culture & Rec EE insurance contribution	145,605	74,335	74,335	71,223	(3,112)	73,955
5109 Comm & Econ Dev. EE insurance contribution	41,149	20,814	20,814	21,803	989	22,639
5109 General Government EE insurance contribution	56,976	28,246	28,246	29,070	824	30,187
Total Expenses	**$ 785,000**	**$ 391,000**	**$ 391,000**	**$ 391,000**	**$ -**	**$ 406,000**
Informational:						
Total actual insurance contributions:						
General, Road Use & Storm Water Funds	$ 5,366,916	$ 4,981,000	$ 4,981,000	$ 4,232,257	$ (748,743)	$ 4,232,257
Internal Service Funds	133,084	144,000	144,000	117,739	(26,261)	117,739
Portion being covered by levy above	(785,000)	(391,000)	(391,000)	(391,000)	-	(406,000)
Remaining portion covered by General Fund	$ 4,715,000	$ 4,734,000	$ 4,734,000	$ 3,958,996	$ (775,004)	$ 3,943,996
Additional levy needed to reach 100% funding	1.24	1.35	1.24	1.04		1.00

POLICE & FIRE RETIREMENT FUND SUMMARY

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance		$ 34,289	$ 113,356	$ 50,737	$ -	$ (113,356)	$ -
Revenue sources:							
112	Homestead	23,827	20,000	24,204	25,000	5,000	25,000
124	Business property tax credit	10,486	-	10,062	-	-	-
341	Taxes - Police & Fire Retirement levy	1,153,867	1,229,612	1,219,550	1,299,002	69,390	1,325,962
337	Utility excise tax - Police & Fire Ret. Fund	54,669	52,298	51,078	51,754	(544)	53,824
524	Interest - Police and Fire Retirement Fund	2,666	-	500	-	-	-
130	State backfill - Employee Benefits Fund	36,092	29,250	28,620	22,000	(7,250)	16,500
109	Transfers In - LOSST	-	398,023	383,408	655,000	256,977	1,000,000
	Total Revenues	**$ 1,281,607**	**$ 1,729,183**	**$ 1,717,422**	**$ 2,052,756**	**$ 323,573**	**$ 2,421,286**
5108	Police pension costs	$ 237,541	$ 662,203	$ 860,225	$ 902,632	$ 240,429	$ 1,156,028
5108	Fire pension costs	1,027,618	1,120,877	907,934	1,150,124	29,247	1,265,258
	Total Expenses	**$ 1,265,159**	**$ 1,783,080**	**$ 1,768,159**	**$ 2,052,756**	**$ 269,676**	**$ 2,421,286**
Informational:							
	Total actual pension costs:						
	Police pension total	$ 1,090,225	$ 1,213,281	$ 1,130,023	$ 1,266,018		$ 1,383,351
	Fire pension total	1,027,618	1,120,877	907,934	1,150,124		1,265,258
	Portion being covered by levy above	(1,265,159)	(1,842,539)	(1,768,159)	(2,052,756)		(2,421,286)
	Remaining portion covered by General Fund	852,684	491,619	269,798	363,386		227,323
	Additional levy needed to reach 100% funding	0.25	0.14	0.08	0.10		0.06
	Levy increase reflected in revenue above	$ 0.05	$ -	$ -	$ -		$ -
	Total retirement levy in effect per year	$ 0.37	$ 0.37	$ 0.37	$ 0.37		$ 0.37

LOCAL OPTION SALES & SERVICE TAX FUND

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance of 50% prop tax relief fund - Dallas	$ 242,341	$ 429,346	$ 414,731	$ 655,000	$ 225,654	$ -
Beginning Balance of 50% capital project fund - Dallas	2,278,393	2,279,927	2,276,859	3,051,859	771,932	426,859
Beginning Balance of 50% prop tax relief fund - Polk	238,508	31,099	19,532	145,032	113,933	1,385,000
Beginning Balance of 50% capital project fund - Polk	178,697	16,288	3,856	399,356	383,068	3,523,525
Revenues:						
Dallas County	$ 2,317,136	$ 2,300,000	$ 2,310,000	$ 2,300,000	$ -	$ 2,500,000
Polk County	7,043,528	7,000,000	7,001,000	7,000,000	-	7,300,000
Interest	35,902	15,000	50,000	50,000	35,000	50,000
Total Revenue	**$ 9,396,566**	**$ 9,315,000**	**$ 9,361,000**	**$ 9,350,000**	**$ 35,000**	**$ 9,850,000**
Expenditures:						
Dallas County 50% property tax relief - to debt service - Fire #43 bc	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ -	$ -
Dallas County 50% property tax relief - to debt service - bond call	50,000	-	-	650,000	650,000	-
Dallas County 50% property tax relief - to EE Benefits levy PY catc	239,529	31,323	31,323	-	(31,323)	-
Dallas County 50% property tax relief - to EE Benefits levy- CY	200,000	-	-	-	-	-
Dallas County 50% property tax relief - to 411 levy PY catchup	-	398,023	383,408	655,000	256,977	1,000,000
Dallas County 50% capital projects - to debt service - bond call	795,000	-	-	3,775,000	3,775,000	-
Dallas County 50% capital projects - to capital projects	380,000	805,000	380,000	-	(805,000)	-
Polk County 50% property tax relief - to debt service - bond call	3,750,000	3,400,000	-	2,140,000	(1,260,000)	-
Polk County 50% property tax relief - to capital projects	-	-	3,400,000	145,032	145,032	1,385,000
Polk County 50% capital projects - to general fund Community Ser	305,000	350,000	350,000	350,000	-	365,000
Polk County 50% capital projects - to general fund Comm Svcs PY	-	-	-	50,831	50,831	-
Polk County 50% capital projects - to capital projects	-	3,000,000	2,780,000	-	(3,000,000)	-
Polk County 50% capital projects - to debt service	3,400,000	-	-	-	-	-
Total Expenditures	**$ 9,619,529**	**$ 8,484,346**	**$ 7,824,731**	**$ 8,265,863**	**$ (218,483)**	**$ 2,750,000**
% Spent of current revenues	102%	91%	84%	88%		28%

	Total levy	General Levy	411 Pension Levy	Employee Benefits Levy	Debt Service Levy	
FY24 calculated Rate	**$ 10.18**	**$ 8.10**	**$ 0.54**	**$ 0.10**	**$ 1.44**	
Voter approved fire station debt	**$ 0.16**	**$ -**	**$ -**	**$ -**	**$ 0.16**	***
FY24 rate should be	**$ 10.34**	**$ 8.10**	**$ 0.54**	**$ 0.10**	**$ 1.60**	
Reduced Rate proposed	**$ 10.01**	**$ 8.10**	**$ 0.37**	**$ 0.10**	**$ 1.44**	
FY24 Property tax relief	**$ (0.33)**	**$ -**	**$ (0.17)**	**$ -**	**$ (0.16)**	
% reduction on each levy	**-3.32%**	**0.00%**	**-46.46%**	**0.00%**	**-11.11%**	

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

TAX INCREMENT FINANCING FUND SUMMARY

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance		$ 12,242,741	$ 14,758,991	$ 14,828,331	$ 17,524,051	$ 2,765,060	$ 17,682,835
Revenue sources:							
113	Taxes - TIF increment	9,366,433	10,031,267	9,987,861	8,617,222	(1,414,045)	8,000,000
524	Interest	92,528	30,000	100,000	100,000	70,000	100,000
	Total Revenues	**$ 9,458,961**	**$ 10,061,267**	**$ 10,087,861**	**$ 8,717,222**	**$ (1,344,045)**	**$ 8,100,000**
5109	Transfer out - to Debt Service (bond payments)	$ 5,663,081	$ 6,195,238	$ 6,192,141	$ 6,808,438	613,200	$ 7,706,363
5109	Transfer out - to General Fund (legal cost reimb)	-	-	-	-	-	-
5224	TIF rebates paid	1,210,290	1,600,000	1,200,000	1,750,000	150,000	1,800,000
	Total Expenses	**$ 6,873,371**	**$ 7,795,238**	**$ 7,392,141**	**$ 8,558,438**	**$ 763,200**	**$ 9,506,363**

DEBT SERVICE FUND SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance	$ 225,318	$ 243,837	$ 326,923	$ 461,310	$ 217,473	$ 408,936
Revenue sources:						
112 Homestead	99,238	100,000	94,260	95,000	(5,000)	95,000
124 Business property tax credit	55,996	-	50,088	-	-	-
110 Debt service levy	5,265,815	5,237,745	5,187,657	5,466,282	228,537	5,684,933
337 Utility excise tax	227,541	203,519	198,788	201,423	(2,096)	209,480
524 Interest	9,127	10,000	40,000	40,000	30,000	40,000
117 Special Assessments - Debt Service Fund	-	-	-	-	-	-
130 State backfill - Employee Benefits Fund	150,220	113,537	121,872	90,523	(23,014)	67,892
109 Intergovernmental transfers -TIF	5,663,081	6,195,238	6,192,141	6,808,438	613,200	7,706,363
109 Intergovernmental transfers - LOSST Polk Co	7,150,000	3,400,000	-	2,140,000	(1,260,000)	-
109 Intergovernmental transfers - LOSST Dallas Co.	1,345,000	500,000	500,000	4,925,000	4,425,000	-
Total Revenues	**$ 19,966,018**	**$ 15,760,039**	**$ 12,384,806**	**$ 19,766,666**	**$ 4,006,627**	**$ 13,803,668**
Expenditures:						
Debt Service for NW Market TIF bonds	$ 5,424,631	$ 5,955,538	$ 5,952,441	$ 6,433,988	$ 478,450	$ 6,876,263
Debt Serivice for DUNA TIF bonds	238,450	239,700	239,700	374,450	134,750	830,100
Debt Service for GO bonds - covered by debt levy	5,648,590	5,541,264	5,530,793	5,762,705	221,441	5,989,413
Debt Service for GO bonds - covered by LOSST funds	500,000	500,000	500,000	500,000	-	500,000
Debt Service for GO bonds - covered by fund balance	57,742	50,000	27,485	182,897	132,897	188,213
Bonds called for early retirement - covered by TIF funds	-	-	-	-	-	-
Bonds called for early retirement - covered by LOSST fund	7,995,000	3,400,000	-	6,565,000	3,165,000	-
Total Expenses	**$ 19,864,413**	**$ 15,686,502**	**$ 12,250,419**	**$ 19,819,040**	**$ 4,132,538**	**$ 14,383,989**

CAPITAL PROJECTS SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Balance 301	$ 37,411,517	$ 27,680,178	$ 35,388,215	$ 21,659,365	$ (6,020,813)	$ 48,948,197
Beginning Balance 302 ARPA	$ -	$ 3,317,839	$ 3,335,696	$ 5,968,907	$ 2,651,068	$ 1,968,907
Revenues:						
Bond proceeds	$ 11,617,083	$ 76,505,500	$ 12,400,000	$ 59,258,300	$ (17,247,200)	$ 15,259,000
Intergovernmental	247,833	1,744,000	3,065,000	900,000	(844,000)	3,716,700
Federal ARPA grant	3,317,839	3,306,000	3,333,211	-	(3,306,000)	-
Interest	195,337	100,000	100,000	100,000	-	100,000
Private donations	564,395	476,000	145,000	332,000	(144,000)	1,045,000
Special assessments	619,405	400,000	1,400,000	135,000	(265,000)	1,311,600
Transfers in from other funds	4,548,300	7,529,000	9,486,500	4,281,532	(3,247,468)	5,251,100
Total	**$ 58,521,709**	**$ 121,058,517**	**$ 68,653,622**	**$ 92,635,104**	**$ (28,423,413)**	**$ 77,600,504**
Expenditures:						
Project costs	$ 19,797,800	$ 53,218,000	$ 40,325,350	$ 37,718,000	$ (15,500,000)	$ 25,000,000
ARPA grant expenditures	-	6,600,000	700,000	4,000,000	(2,600,000)	1,953,535
Total	**$ 19,797,800**	**$ 59,818,000**	**$ 41,025,350**	**$ 41,718,000**	**$ (18,100,000)**	**$ 26,953,535**

STORM WATER UTILITY FUND

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Cash Balance	$ 5,348,107	$ 5,511,665	$ 5,500,502	$ 5,879,964	$ 368,299	$ 6,002,668
Revenues:						
Storm Water user fees	$ 2,389,971	$ 2,440,000	$ 2,424,000	$ 2,896,980	$ 456,980	$ 2,900,000
Interest	30,420	30,000	45,000	40,000	10,000	40,000
Total Revenues	**$ 2,420,391**	**$ 2,470,000**	**$ 2,469,000**	**$ 2,936,980**	**$ 466,980**	**$ 2,940,000**
Expenditures:						
Personnel costs	$ 435,260	$ 571,959	$ 567,415	$ 562,779	$ (9,180)	$ 568,620
Operational costs	139,610	173,164	214,806	269,773	96,609	268,983
Capital outlay	143,126	132,317	132,317	196,724	64,407	172,224
Transfers out to Capital Projects F	1,550,000	1,175,000	1,175,000	1,785,000	610,000	800,000
Total Expeditures	**$ 2,267,996**	**$ 2,052,440**	**$ 2,089,538**	**$ 2,814,276**	**$ 761,836**	**$ 1,809,827**

BUILDING MAINTENANCE FUND

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Cash Balance	$ 1,440,389	$ 1,590,177	$ 2,156,626	$ 2,216,170	$ 625,993	$ 1,991,302
Revenues:						
Bond proceeds	$ -	$ -	$ -	$ -	$ -	$ -
Interest	14,167	10,000	18,000	20,000	10,000	20,000
Appropriations from departments	1,376,049	1,201,131	1,201,131	1,199,429	(1,702)	1,199,429
Total	**$ 2,830,605**	**$ 2,801,308**	**$ 3,375,757**	**$ 3,435,599**	**$ 634,291**	**$ 3,210,731**
Expenditures:						
Building repairs & maintenance	$ 298,213	$ 483,413	$ 484,278	$ 445,611	$ (37,802)	$ 408,630
Improvements capitalized - net	46,731	334,000	334,000	646,000	312,000	400,000
Personnel costs	329,035	353,461	341,309	352,686	(775)	356,403
Total	**$ 673,979**	**$ 1,170,874**	**$ 1,159,587**	**$ 1,444,297**	**$ 273,423**	**$ 1,165,033**

FLEET MAINTENANCE FUND

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
Beginning Cash Balance	$ 161,559	$ 182,949	$ 128,823	$ 32,119	$ (150,830)	$ 126,727
Revenues:						
Bond proceeds	$ -	$ -	$ -	$ -	$ -	$ -
Interest	2,876	2,000	5,000	2,000	-	2,000
Appropriations from departments	864,800	903,480	903,480	1,140,950	237,470	1,140,950
Total	**$ 1,029,235**	**$ 1,088,429**	**$ 1,037,303**	**$ 1,175,069**	**$ 86,640**	**$ 1,269,677**
Expenditures:						
Vehicle repairs & maintenance	$ 475,636	$ 442,635	$ 452,207	$ 501,970	$ 59,335	$ 506,175
Personnel costs	$ 424,776	536,911	552,977	546,372	9,461	565,158
Total	**$ 900,412**	**$ 979,546**	**$ 1,005,184**	**$ 1,048,342**	**$ 68,796**	**$ 1,071,333**

EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT

		FUND	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
PUBLIC SAFETY								
110	Police	GEN	$ 9,865,809	$ 10,609,412	$ 9,974,918	$ 11,243,778	$ 634,366	$ 11,552,846
150	Fire	GEN	7,136,989	7,710,573	7,648,390	8,856,151	1,145,578	9,247,885
180	Emergency Preparedness	GEN	24,789	71,824	71,824	43,624	(28,200)	43,652
190	Animal Control	GEN	166,900	193,000	103,000	53,252	(139,748)	55,000
117	Police & Fire Retirement Fun	411	1,265,159	1,783,080	1,768,159	2,052,756	269,676	2,421,286
112	Employee Benefit Levy Fund	EEBen	383,004	185,837	185,837	187,506	1,669	194,699
198	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 18,842,650**	**$ 20,578,726**	**$ 19,752,128**	**$ 22,462,067**	**$ 1,883,341**	**$ 23,540,368**
PUBLIC WORKS								
210	Roadway Maintenance	RU	$ 5,258,620	$ 5,803,935	$ 4,852,907	$ 6,354,087	$ 550,152	$ 6,708,553
230	Street Lighting	RU	481,682	535,000	535,000	515,000	(20,000)	515,000
240	Traffic Safety	RU	352,742	475,302	470,329	517,628	42,326	503,484
260	Engineering Services	GEN	1,012,949	1,176,755	1,156,731	1,208,167	31,412	1,135,485
290	Solid Waste	GEN	2,520,068	2,806,970	2,764,486	2,991,666	184,696	3,036,296
291	Sanitary Sewer	GEN	628,309	739,460	775,104	1,040,698	301,238	1,035,744
292	Stormwater Utility Fund	STRM	2,267,996	2,052,440	2,089,538	2,814,270	761,830	1,809,821
295	E&PW Administration	GEN	1,068,057	1,381,469	1,293,215	1,459,898	78,429	1,497,036
112	Employee Benefit Levy Fund	EEBen	158,266	81,768	81,768	81,398	(370)	84,520
298	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 13,748,689**	**$ 15,078,099**	**$ 14,019,079**	**$ 17,007,812**	**$ 1,929,713**	**$ 16,350,939**
HEALTH & SOCIAL SERVICES								
370	Community Services	GEN	$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750
	Sub-Total		**$ 256,048**	**$ 395,750**	**$ 395,750**	**$ 396,750**	**$ 1,000**	**$ 400,750**
CULTURE AND RECREATION								
410	Library	GEN	$ 2,610,957	$ 2,877,283	$ 2,807,425	$ 2,793,239	$ (84,044)	$ 2,870,938
430	Parks	GEN	2,633,317	3,253,785	3,190,522	3,650,522	396,737	3,733,509
435	Grounds Maintenance	GEN	121,085	138,606	134,501	148,657	10,051	151,163
440	Recreation	GEN	525,272	703,503	719,204	728,836	25,333	743,345
450	Cemetery Maintenance	GEN	6,984	10,200	10,200	10,400	200	10,400
460	Senior Center	GEN	435,571	523,582	503,374	573,236	49,654	585,437
470	Swimming Pool	GEN	442,083	-	-	-	-	-
499	Cultural & Convention	HM	1,823,700	1,612,190	2,076,475	1,992,200	380,010	2,042,856
112	Employee Benefit Levy Fund	EEBen	145,605	74,335	74,335	71,223	(3,112)	73,955
498	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 8,744,574**	**$ 9,218,484**	**$ 9,516,036**	**$ 9,993,313**	**$ 774,829**	**$ 10,236,603**
COMMUNITY AND ECONOMIC DEVELOPMENT								
520	Economic Development	GEN	$ 264,670	$ 622,079	$ 615,094	$ 739,318	$ 117,239	$ 747,687
530	Code Enforcement	GEN	853,057	945,647	900,543	-	(945,647)	-
540	Community Development	GEN	849,437	1,098,200	1,048,094	2,017,588	919,388	2,088,398
125	Tax Increment Financing Fun	TIF	6,873,371	7,795,238	7,392,141	8,558,438	763,200	9,506,363
112	Employee Benefit Levy Fund	EEBen	41,149	20,814	20,814	21,803	989	22,639
	Sub-Total		**$ 8,881,684**	**$ 10,481,978**	**$ 9,976,686**	**$ 11,337,147**	**$ 855,169**	**$ 12,365,087**
GENERAL GOVERNMENT								
610	Mayor and City Council	GEN	$ 115,091	$ 141,253	$ 139,472	$ 148,655	$ 7,402	$ 158,040
615	City Manager	GEN	648,721	707,426	668,571	765,174	57,748	791,727
620	Finance and Records	GEN	742,794	833,504	816,248	794,496	(39,008)	817,682
625	Technology	GEN	814,796	1,040,260	976,871	1,175,723	135,463	1,197,355
630	Human Resources	GEN	330,358	363,600	349,492	500,348	136,748	518,658
635	City Clerk	GEN	277,697	326,986	314,869	372,771	45,785	385,028
640	Legal Services	GEN	119,412	185,300	185,300	210,745	25,445	210,745
645	General Support	GEN	780,793	851,255	841,414	872,254	20,999	826,527
650	Marketing	GEN	193,338	272,356	245,774	297,569	25,213	297,998
112	Employee Benefit Levy Fund	EEBen	56,976	28,246	28,246	29,070	824	30,187
698	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		$ 4,079,976	$ 4,775,186	$ 4,566,257	$ 5,191,805	$ 416,619	$ 5,258,947
DEPT OPERATIONS BUDGET TOTAL			**$ 54,553,621**	**$ 60,528,223**	**$ 58,225,935**	**$ 66,388,894**	**$ 5,860,671**	**$ 68,152,694**
DEBT SERVICE FUND EXPENDITURES			$ 19,864,413	$ 15,686,502	$ 12,250,419	$ 19,819,040	$ 4,132,538	$ 14,383,989
SPECIAL REV. FUND EXPENDITURES			$ 9,906,399	$ 8,904,246	$ 8,105,332	$ 8,661,813	$ (242,433)	$ 3,139,350
CAPITAL PROJECTS FUND EXPENDITURES			$ 19,797,800	$ 59,818,000	$ 41,025,350	$ 41,718,000	$ (18,100,000)	$ 26,953,535
PROPRIETARY FUND - WATER UTILITY			$ 24,182,120	$ 31,798,594	$ 23,994,687	$ 34,762,877	$ 2,964,283	$ 26,743,404
CERTIFIED BUDGET TOTAL			**$ 128,304,353**	**$ 176,735,565**	**$ 143,601,723**	**$ 171,350,624**	**$ (5,384,941)**	**$ 139,372,972**

DEPARTMENTAL OPERATIONAL EXPENDITURES BY FUND

		FUND	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
GENERAL FUND								
PUBLIC SAFETY								
110	Police	GEN	$ 9,865,809	$ 10,609,412	$ 9,974,918	$ 11,243,778	$ 634,366	$ 11,552,846
150	Fire	GEN	7,136,989	7,710,573	7,648,390	8,856,151	1,145,578	9,247,885
180	Emergency Preparedness	GEN	24,789	71,824	71,824	43,624	(28,200)	43,652
190	Animal Control	GEN	166,900	193,000	103,000	53,252	(139,748)	55,000
198	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 17,194,487**	**$ 18,609,809**	**$ 17,798,132**	**$ 20,221,805**	**$ 1,611,996**	**$ 20,924,383**
PUBLIC WORKS								
260	Engineering Services	GEN	1,012,949	1,176,755	1,156,731	1,208,167	31,412	1,135,485
290	Solid Waste	GEN	2,520,068	2,806,970	2,764,486	2,991,666	184,696	3,036,296
291	Sanitary Sewer	GEN	628,309	739,460	775,104	1,040,698	301,238	1,035,744
295	E&PW Administration	GEN	1,068,057	1,381,469	1,293,215	1,459,898	78,429	1,497,036
298	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 5,229,383**	**$ 6,129,654**	**$ 5,989,536**	**$ 6,725,429**	**$ 595,775**	**$ 6,729,561**
HEALTH & SOCIAL SERVICES								
350	Community Services		$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750
	Sub-Total		**$ 256,048**	**$ 395,750**	**$ 395,750**	**$ 396,750**	**$ 1,000**	**$ 400,750**
CULTURE AND RECREATION								
410	Library	GEN	$ 2,610,957	$ 2,877,283	$ 2,807,425	$ 2,793,239	$ (84,044)	$ 2,870,938
430	Parks	GEN	2,633,317	3,253,785	3,190,522	3,650,522	396,737	3,733,509
435	Grounds Maintenance	GEN	121,085	138,606	134,501	148,657	10,051	151,163
440	Recreation	GEN	525,272	703,503	719,204	728,836	25,333	743,345
450	Cemetery Maintenance	GEN	6,984	10,200	10,200	10,400	200	10,400
460	Senior Center	GEN	435,571	523,582	503,374	573,236	49,654	585,437
470	Swimming Pool	GEN	442,083	-	-	-	-	-
498	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 6,775,269**	**$ 7,531,959**	**$ 7,365,226**	**$ 7,929,890**	**$ 397,931**	**$ 8,119,792**
COMMUNITY AND ECONOMIC DEVELOPMENT								
520	Economic Development	GEN	$ 264,670	$ 622,079	$ 615,094	$ 739,318	$ 117,239	$ 747,687
530	Code Enforcement	GEN	853,057	945,647	900,543	-	(945,647)	-
540	Community Development	GEN	849,437	1,098,200	1,048,094	2,017,588	919,388	2,088,398
	Sub-Total		**$ 1,967,164**	**$ 2,665,926**	**$ 2,563,731**	**$ 2,756,906**	**$ 90,980**	**$ 2,836,085**
GENERAL GOVERNMENT								
610	Mayor and City Council	GEN	$ 115,091	$ 141,253	$ 139,472	$ 148,655	$ 7,402	$ 158,040
615	City Manager	GEN	648,721	707,426	668,571	765,174	57,748	791,727
620	Finance and Records	GEN	742,794	833,504	816,248	794,496	(39,008)	817,682
625	Technology	GEN	814,796	1,040,260	976,871	1,175,723	135,463	1,197,355
630	Human Resources	GEN	330,358	363,600	349,492	500,348	136,748	518,658
635	City Clerk	GEN	277,697	326,986	314,869	372,771	45,785	385,028
640	Legal Services	GEN	119,412	185,300	185,300	210,745	25,445	210,745
645	General Support	GEN	780,793	851,255	841,414	872,254	20,999	826,527
650	Marketing	GEN	193,338	272,356	245,774	297,569	25,213	297,998
698	Contingency	GEN	-	25,000	-	25,000	-	25,000
	Sub-Total		**$ 4,023,000**	**$ 4,746,940**	**$ 4,538,011**	**$ 5,162,735**	**$ 415,795**	**$ 5,228,760**
General Fund Total			**35,445,351**	**40,080,038**	**38,650,386**	**43,193,515**	**3,113,477**	**44,239,331**
Road Use Fund								
210	Roadway Maintenance	RU	$ 5,258,620	$ 5,803,935	$ 4,852,907	$ 6,354,087	$ 550,152	$ 6,708,553
230	Street Lighting	RU	481,682	535,000	535,000	515,000	(20,000)	515,000
240	Traffic Safety	RU	352,742	475,302	470,329	517,628	42,326	503,484
Road Use Fund Total			**6,093,044**	**6,814,237**	**5,858,237**	**7,386,715**	**572,478**	**7,727,037**
411 Retirement Fund								
117	**Police & Fire Retirement Fund**	**411**	**1,265,159**	**1,783,080**	**1,768,159**	**2,052,756**	**269,676**	**2,421,286**
Employee Benefits Levy Fund								
112	**Employee Benefits Levy**	**EEBen**	**785,000**	**391,000**	**391,000**	**391,000**	**-**	**406,000**
Hotel Motel Fund								
499	**Cultural & Convention**	**HM**	**1,823,700**	**1,612,190**	**2,076,475**	**1,992,200**	**380,010**	**2,042,856**
Storm Water Utility Fund								
292	**Stormwater Utility Fund**	**STRM**	**2,267,996**	**2,052,440**	**2,089,538**	**2,814,270**	**761,830**	**1,809,821**
Tax Increment Financing Fund								
125	**Tax Increment Financing Fund**	**TIF**	**6,873,371**	**7,795,238**	**7,392,141**	**8,558,438**	**763,200**	**9,506,363**
Grand Total Departmental Operations			**$ 54,553,621**	**$ 60,528,223**	**$ 58,225,935**	**$ 66,388,894**	**$ 5,860,671**	**$ 68,152,694**


UNIQUELY
URBANDALE

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
100 PUBLIC SAFETY SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ 8,900,900	$ 10,322,398	$ 9,464,804	$ 11,065,965	$ 743,567	$ 11,889,587
02	Overtime	679,332	488,730	845,392	638,690	149,960	638,690
03	Part-time	269,037	89,677	178,817	206,000	116,323	206,000
04	Witness fees	(66)	500	(24)	500	-	500
06	FICA	188,839	195,202	194,003	217,796	22,594	232,278
07	Retirement - IPERS	72,072	62,605	67,210	74,124	11,519	77,045
08	Pension - MFPRSI	2,187,953	2,334,158	2,023,342	2,416,142	81,984	2,648,609
09	Group insurance	2,683,471	2,435,837	2,435,837	2,056,491	(379,346)	2,078,400
11	Allowance	43,847	47,908	89,860	50,308	2,400	50,308
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	67,712	110,094	76,269	228,788	118,694	244,776
	Sub-Total	$ 15,093,097	$ 16,087,109	$ 15,375,511	$ 16,954,804	$ 867,695	$ 18,066,193
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ 500	$ 500	$ 500	$ -	$ 500
22	Recruitment	18,866	14,465	14,465	44,925	30,460	41,575
23	Professional services	420,154	454,669	364,669	337,076	(117,593)	340,900
24	Contributions to other agencies	1,168,936	1,465,950	1,465,950	1,727,820	261,870	1,727,772
27	Data processing	130,178	240,095	240,095	289,960	49,865	294,660
28	Dues and memberships	12,685	15,500	15,500	14,975	(525)	14,975
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	89,371	70,550	70,550	114,378	43,828	107,978
35	Printing and copying	4,815	14,200	14,200	15,100	900	15,100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	13,171	21,000	21,000	18,800	(2,200)	16,800
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	127,766	143,560	143,560	193,010	49,450	175,310
48	Utility service	154,228	150,365	150,365	167,565	17,200	162,365
49	Petty cash	42	400	400	400	-	400
51	Maintenance supplies	16,370	13,700	13,700	15,700	2,000	15,700
54	Minor equipment	9,350	8,300	8,300	8,300	-	8,300
55	DARE expenditures	7,895	7,700	7,700	8,000	300	8,000
56	Vehicle maintenance supplies	208,066	192,900	192,900	312,700	119,800	312,700
57	Vehicle operation supplies	77,976	168,780	168,780	193,290	24,510	193,290
58	Office supplies	12,792	14,500	14,500	14,500	-	14,500
59	Operating supplies	181,394	197,555	197,555	215,135	17,580	215,135
60	Safety and medical supplies	23,649	40,860	40,860	57,160	16,300	57,160
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 2,677,704	$ 3,235,549	$ 3,145,549	$ 3,749,294	$ 513,745	$ 3,723,120
CAPITAL OUTLAY							
71	Equipment	$ 175,484	$ 413,065	$ 413,065	$ 781,785	$ 368,720	$ 796,785
72	Furniture and fixtures	1,598	-	-	-	-	-
73	Equipment replacement fund	414,825	437,825	437,825	620,128	182,303	598,214
74	Office equipment	-	8,550	8,550	-	(8,550)	-
75	Operating equipment	24,442	49,861	49,861	43,315	(6,546)	43,315
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	300	-	-	-	-	-
81	Building maintenance fund	455,200	321,767	321,767	287,741	(34,026)	287,741
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 1,071,849	$ 1,231,068	$ 1,231,068	$ 1,732,969	$ 501,901	$ 1,726,055
OPERATING BUDGET SUB-TOTAL		$ 18,842,650	$ 20,553,726	$ 19,752,128	$ 22,437,067	$ 1,883,341	$ 23,515,368
99	Special Revenue fund items	$ 47,553	$ 20,000	$ 29,482	$ 20,000	$ -	$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
PUBLIC SAFETY SUMMARY		$ 18,890,203	$ 20,598,726	$ 19,781,610	$ 22,482,067	$ 1,883,341	$ 23,560,368


UNIQUELY
URBANDALE

FUNCTION: Public Safety
ACTIVITY: Police

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

POLICE

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	7,527,371	7,872,241	7,237,747	8,019,460
Contractual & supply service	1,752,530	2,028,254	2,028,254	2,414,109
Capital outlay	585,908	708,917	708,917	810,209
Total expenditures	**$ 9,865,809**	**$ 10,609,412**	**$ 9,974,918**	**$ 11,243,778**
Fees	121,365	123,000	123,000	125,000
Grants	179,191	144,000	679,368	135,000
Other	974,084	810,372	896,050	840,684
Total revenue	**$ 1,274,640**	**$ 1,077,372**	**$ 1,698,418**	**$ 1,100,684**
Net amount supported by property taxes	***$ 8,591,169***	***$ 9,532,040***	***$ 8,276,500***	***$ 10,143,094***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs reflect a net increase of $147,200, which includes normal salary and benefit increases for existing staff, including the addition of one new officer for 7/1 hire and one for 1/1/24 hire.
- ↑ An increase of $12,900 in professional services is primarily due to a cost increase of the crossing guard contract.
- ↑ An increase of $235,700 in contributions to other agencies is due to a 16.5% increase in estimated Westcom annual contributions.
- ↑ An increase of $46,000 in data processing reflects the purchase of 6 additional Flock camera systems and the implementation of new scheduling software.
- ↑ An increase of $31,800 in vehicle maintenance supplies represents an increase in fleet maintenance contributions.
- ↑ An increase of $139,300 in equipment replacement reflects the cost increase of future replacement vehicles. The increase consists of inflationary cost increases across all vehicles and the utilization of hybrid Ford Explorer Interceptors for their marked squad car fleet.
- ↓ A decrease of $35,300 in building maintenance contributions reflects the completion of the facility space needs assessment and mechanical lock reconfiguration in the FY22-23 budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional staff will be required to meet the needs of the growing community.
- ❖ An addition to current or a new police facility is needed as the current facility is no longer able to meet the needs of the department.
- ❖ Technology advancements in a variety of areas is creating increased efficiencies in police work but at an increased cost.

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	$ 4,887,786	$ 5,570,703	$ 5,189,318	$ 6,011,806	$ 441,103	$ 6,450,385
02	Overtime	248,793	282,730	302,582	288,690	5,960	288,690
03	Part-time	4,050	6,600	13,000	6,000	(600)	6,000
04	Witness fees	(66)	500	(24)	500	-	500
06	FICA	103,144	116,174	110,812	124,101	7,927	132,772
07	Retirement - IPERS	44,909	50,073	47,194	50,560	487	53,221
08	Pension - MFPRSI	922,794	551,078	255,183	363,386	(187,692)	227,323
09	Group insurance	1,235,790	1,188,000	1,188,000	1,000,716	(187,284)	1,015,432
11	Allowance	43,541	47,100	89,418	49,500	2,400	49,500
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	36,630	59,283	42,263	124,201	64,918	132,369
	Sub-Total	$ 7,527,371	$ 7,872,241	$ 7,237,747	$ 8,019,460	$ 147,219	$ 8,356,192
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ 500	$ 500	$ 500	$ -	$ 500
22	Recruitment	14,108	8,565	8,565	14,425	5,860	11,075
23	Professional services	162,870	159,355	159,355	172,210	12,855	172,210
24	Contributions to other agencies	1,014,722	1,187,280	1,187,280	1,422,963	235,683	1,422,963
27	Data processing	96,396	164,434	164,434	210,428	45,994	209,928
28	Dues and memberships	8,564	11,800	11,800	12,005	205	12,005
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	48,819	21,500	21,500	37,878	16,378	31,478
35	Printing and copying	3,148	8,700	8,700	8,600	(100)	8,600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	106,618	95,360	95,360	116,860	21,500	99,160
48	Utility service	75,532	69,865	69,865	77,865	8,000	77,865
49	Petty cash	42	300	300	300	-	300
51	Maintenance supplies	3,464	3,700	3,700	3,700	-	3,700
54	Minor equipment	-	500	500	500	-	500
55	Culture of Integrity	7,895	7,700	7,700	8,000	300	8,000
56	Vehicle maintenance supplies	80,237	63,400	63,400	95,200	31,800	95,200
57	Vehicle operation supplies	50,572	116,000	116,000	122,100	6,100	122,100
58	Office supplies	8,140	10,500	10,500	10,500	-	10,500
59	Operating supplies	63,266	88,055	88,055	88,635	580	88,635
60	Safety and medical supplies	8,137	10,740	10,740	11,440	700	11,440
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 1,752,530	$ 2,028,254	$ 2,028,254	$ 2,414,109	$ 385,855	$ 2,386,159
CAPITAL OUTLAY							
71	Equipment	$ 151,024	$ 207,965	$ 207,965	$ 220,435	$ 12,470	$ 235,435
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	238,090	241,090	241,090	380,357	139,267	365,643
74	Office furniture	-	8,550	8,550	-	(8,550)	-
75	SERT equipment & training	24,442	49,861	49,861	43,315	(6,546)	43,315
76	Property Improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	100	-	-	-	-	-
81	Building maintenance fund	172,252	201,451	201,451	166,102	(35,349)	166,102
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 585,908	$ 708,917	$ 708,917	$ 810,209	$ 101,292	$ 810,495
OPERATING BUDGET SUB-TOTAL		$ 9,865,809	$ 10,609,412	$ 9,974,918	$ 11,243,778	$ 634,366	$ 11,552,846
99	Special Revenue fund items	$ 32,073	$ 20,000	$ 20,000	$ 20,000	$ -	$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE		$ 9,897,882	$ 10,629,412	$ 9,994,918	$ 11,263,778	$ 634,366	$ 11,572,846

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
01	60 officers, 9 civilians	$	6,011,806
02	GTSB overtime (reimbursable)	$	6,000
	Holiday pay @ 1.5 time	$	17,660
	Holiday pay @ double time	$	25,710
	In-service training coverage	$	2,660
	MINE Task Force overtime	$	40,940
	Miscellaneous OT for arrests, casework, investigations, special events, court	$	90,800
	On-call & FTO pay	$	52,740
	Overtime- patrol minimum staffing	$	26,000
	SERT overtime for training and missions	$	7,060
	Special event- July 4th celebration	$	19,120
03	Police Reserves annual stipend (10 @ $600)	$	6,000
04	Witness fees	$	500
06	FICA	$	124,101
07	IPERS	$	50,560
08	Pension - $1,266,018 (22.98%) partially covered by 411 Fund expenses	$	363,386
09	Group insurance	$	1,000,716
11	Service awards program	$	1,500
	Uniform maintenance allowance (54 officers @ $800)	$	43,200
	Vehicle allowance - Chief	$	4,800
13	Deferred compensation City match	$	124,201
21	Newspaper advertisements and official publications	$	500
22	Pre-employment MMPI and polygraph (5 - MMPI @ $225, 5 - polygraph @ $325)	$	2,750
	Pre-employment physical & drug screens (5 officer @ $825; 1 civilian @ $75)	$	4,200
	Recruitment expenses (advertising, background checks, civil service testing, POST test)	$	7,475
23	Blood draws	$	3,000
	Crossing guard contract	$	162,410
	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 contribution (90% of Westcom cost)	$	1,421,163
27	Adobe video editing software annual fee	$	500
	Annual Data911 body/in-car camera license & support software	$	3,500
	Annual public records software maintenance agreement	$	10,500
	A/V equipment replacement (training room)	$	6,800
	CellHawk cellphone data analytics software agreement	$	4,995

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
27 cont.	Cellphone investigative software maintenance agreement	$	6,100
	CLEAR – investigative repository software	$	7,270
	Computer forensic equipment supplies	$	3,500
	Computer monitors (37 @ $250)	$	9,250
	Computer replacements (11)	$	10,250
	Drop box annual subscription	$	130
	eLineup (photo lineup software) maintenance agreement	$	600
	ESRI ArcView maintenance agreement	$	400
	File on Q Evidence software maintenance agreement	$	3,400
	Flock camera system maintenance agreement (14 current @ $2,500/ 6 new @ $2,850)	$	52,100
	ID Card Printer hardware/software maintenance agreement	$	250
	Ident-A-Kit rental	$	500
	Inventory software maintenance agreement	$	2,160
	Itouch LiveScan maintenance agreement	$	495
	K-9 management software	$	100
	LEADS online pawn shop database annual subscription	$	5,588
	Liberty Interview software maintenance agreement	$	1,280
	Magnet Axiom maintenance agreement	$	2,500
	Milestone maintenance agreement	$	1,240
	NetMotion	$	1,800
	Power DMS annual license – CALEA & training software	$	6,150
	Power DMS FTO software	$	5,500
	Recon ITR - computer forensics	$	450
	Reveal accident invest software maintenance agreement	$	600
	Scheduling software	$	12,000
	Shieldware (NCIC)	$	3,300
	Taser maintenance agreement	$	700
	Traffic signal preemption device maintenance agreement	$	1,700
	Video enhancing software (StarWitness) maintenance agreement	$	1,420
	WatchGuard video evidence management & storage	$	43,400
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

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
28 cont.	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 (11)	$	200
	K-9 city license	$	30
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	$	160
	Midwest Association of Technical Accident Investigators (5 @ $40)	$	200
	Miscellaneous reports, journals, professional publications	$	800
	MOCIC agency membership	$	250
	National Association of Field Training Officers (NAFTO) (6)	$	240
	National Association of Town Watch	$	35
	National child seat certification program	$	50
	Notary renewal (9)	$	270
	Police executive research forum	$	200
	RAD instructors membership (7)	$	525
	RADKids membership	$	50
	Rangemasters department membership	$	1,750
32	Ballistic vest replacements (12)	$	12,708
	Bike officer uniforms	$	1,470
	Chaplain uniforms	$	500
	CSO uniforms	$	1,000
	Replacement due to damage	$	1,500
	Uniform - new officer issue (6 @ $3200)	$	19,200
	Uniform replacement - police reserves	$	1,500
35	Citation printing	$	2,000
	Copier repair & maintenance	$	3,000
	Postage	$	2,500
	Printing forms	$	500
	Shipping charges	$	600
46	Advanced firearms courses (in-state and regional)	$	4,000
	Advanced investigative training courses (in-state and regional)	$	5,000
	CellBrite recertification (2) (virtual)	$	600
	Central Square users conference (1) (national)	$	2,300
	Criminal interdiction training (2) (regional)	$	3,500
	CSI training (basic, advanced, reconstruction) (in-state and regional)	$	4,000
	FBI GLEEDS supervisor training (1) (regional)	$	1,800
	FBI NA Associates 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

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
46 cont.	IACIS Forensic Training RAM Capture and Analysis (1) (national)	$	4,000
	IACP Executive Training conference (1) (national)	$	2,000
	ILEA advanced schools (local)	$	8,000
	ILEA basic academy training (6 @ $8,725) (local)	$	52,350
	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
	Iowa Police Chiefs Association conference (1) (in-state)	$	1,200
	Iowa Police Reserve Officers annual training conference (6) (in-state)	$	1,800
	Iowa Sex crimes Investigators conference (2) (in-state)	$	300
	Iowa Women Police Officers training conference (3) (in-state)	$	1,800
	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
	New officer professional continuing education hours	$	250
	Police legal sciences legal training - (online)	$	6,960
	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	$	38,000
	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)	$	8,000
56	Fleet management - overhead contribution	$	67,000
	Fleet management - repair and maintenance supplies	$	28,200
57	Gasoline – fleet (40,000 gallons)	$	122,100
58	Office supplies	$	10,500

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
59	Alco sensor mouthpieces	$	400
	Car wash tickets	$	3,500
	Chamber of Commerce annual banquet	$	175
	Chemical munitions (training, deployment, expiration)	$	800
	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	$	7,000
	Crime Free Multi-Housing Program (collaborating agencies program)	$	500
	C.S.I. evidence and laboratory supplies	$	3,500
	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)	$	1,000
	NARCAN	$	2,400
	National Night Out	$	10,000
	Police officers memorial service	$	1,000
	Police bicycle maintenance and equipment	$	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	$	2,500
	Speed sign maintenance	$	500
	Taser replacement batteries (20 @ $80)	$	1,600
	Taser cartridges (training & duty-160 cartridges @ $36)	$	5,760
	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 (57 @ $130)	$	7,540
	Protective eyewear and earing, masks, etc.	$	1,800
71	Backdrop	$	400
	Ballistic Shield (SRO)	$	1,200
	Ballistic Shield (Patrol vehicles) (12 @ $1,200)	$	14,400
	Cargo trailer	$	6,500
	Equipment replacement- patrol vehicles (6 @ $2,370)	$	14,220
	Equipment transfer labor - patrol vehicles (6 @ $4,830)	$	28,980

Function: Public Safety
Activity: Police

Activity Notes

Object	Description		Amount
71 cont.	Equipment transfer labor - CID vehicle	$	300
	Motorola portable radio batteries (25 @ $150)	$	3,750
	Motorola portable radios (22 @ $4,500)	$	99,000
	New officer equipment (tazer, bulletproof vest, bodycam, etc.)	$	11,000
	Patrol vehicle markings (6 @ $900)	$	5,400
	Pepperball projectiles (training & live rounds)	$	1,800
	Preliminary breath test device (7 @ $415)	$	2,905
	Police Bicycles (4 @ $1800)	$	7,200
	RAD agressor suit and set of 6 student gear	$	4,500
	Refrigerator	$	2,000
	Truck vault	$	2,700
	Watchguard in-car cameras (1)	$	7,500
	Watchguard body camera batteries (40 @ $42)	$	1,680
	Watchguard body camera holders (40)	$	2,000
	Watchgaurd body camera repair	$	3,000
73	Equipment replacement fund contribution	$	380,357
75	Ballistic vest replacements (2 @ $2,520)	$	5,040
	Iowa crisis negotiators conference	$	600
	Marksman/Observer school	$	1,925
	National Tactical Officers Association training conference (2)	$	4,000
	NTOA agency/team membership	$	450
	Radio headset replacements (2)	$	2,000
	SERT ammo	$	15,000
	SERT chemical munitions	$	3,000
	SERT operator annual training (10 @ $700)	$	7,000
	SERT range supplies	$	2,300
	SERT training rentals (ranges & special venues)	$	1,000
	Uniform replacement	$	1,000
81	Building maintenance fund contribution – PM repairs	$	106,420
	Building maintenance - contracted services	$	55,982
	Shelving - storage at 9401 Hickman	$	1,200
	Training room blinds	$	2,500

99	**PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS/DONATIONS**	**$**	**20,000**

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

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

FIRE/EMS

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	5,917,563	6,245,951	6,183,768	6,695,082
Contractual & supply service	733,485	968,471	968,471	1,238,309
Capital outlay	485,941	496,151	496,151	922,760
Total expenditures	**$ 7,136,989**	**$ 7,710,573**	**$ 7,648,390**	**$ 8,856,151**
Fees	1,284,230	925,868	925,905	925,923
Grants & contributions	650,785	1,080,000	1,847,020	1,248,000
Other	1,194,204	952,135	1,188,645	1,177,167
Total revenue	**$ 3,129,219**	**$ 2,958,003**	**$ 3,961,570**	**$ 3,351,090**
Net amount supported by property taxes	***$ 4,007,770***	***$ 4,752,570***	***$ 3,686,820***	***$ 5,505,061***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by $449,100, which reflects normal increases for salaries and benefit costs for existing staff.
- ↑ An increase of $26,200 in contributions to other agencies is due to a 16.5% increase in estimated Westcom annual contributions. The remaining 90% Westcom cost share is in the Police budget.
- ↑ An increase of $27,500 in uniforms and laundry is the result of additional personal equipment and replacement of two additional sets of turnout gear, increasing from 6 to 8.
- ↑ An increase of $28,000 in training and development is due paramedic training through DMACC.
- ↑ An increase of $88,000 in vehicle maintenance supplies represents an increase in fleet maintenance contributions.
- ↑ An increase of $382,300 in equipment reflects the portable radio replacement project.
- ↑ An increase of $43,000 in equipment replacement contributions reflects the inflationary cost increase of future replacement vehicles

FUTURE BUDGET CONSIDERATIONS:

- ❖ Staffing adjustments in the following areas: 1) an EMS Assistant Chief to oversee the department's EMS operations including a required medical quality improvement/quality assurance program 2) addition of a Battalion Chief position on each shift, 3) community risk reduction & inspection programs to allow us to meet best practices and goals.
- ❖ Phase 2 of mobile radio replacement before April 2025.

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
150 FIRE/EMS							
PERSONAL SERVICES							
01	Salaries	$ 4,013,114	$ 4,751,695	$ 4,275,486	$ 5,054,159	$ 302,464	$ 5,439,202
02	Overtime	430,539	206,000	542,811	350,000	144,000	350,000
03	Part-time	264,987	83,077	165,817	200,000	116,923	200,000
04	Witness fees	-	-	-	-	-	-
06	FICA	85,695	79,028	83,191	93,695	14,667	99,506
07	Retirement - IPERS	27,163	12,532	20,016	23,564	11,032	23,824
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	1,064,677	1,062,000	1,062,000	868,269	(193,731)	868,269
11	Allowance	306	808	442	808	-	808
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	31,082	50,811	34,006	104,587	53,776	112,407
	Sub-Total	$ 5,917,563	$ 6,245,951	$ 6,183,768	$ 6,695,082	$ 449,131	$ 7,094,016
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	4,758	5,900	5,900	30,500	24,600	30,500
23	Professional services	91,997	93,890	93,890	100,190	6,300	100,190
24	Contributions to other agencies	137,312	261,720	261,720	287,907	26,187	287,907
27	Data processing	29,922	74,711	74,711	78,582	3,871	83,782
28	Dues and memberships	4,121	3,700	3,700	2,970	(730)	2,970
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	40,552	49,050	49,050	76,500	27,450	76,500
35	Printing and copying	1,667	5,500	5,500	6,500	1,000	6,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	10,954	7,000	7,000	7,000	-	7,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	21,148	48,200	48,200	76,150	27,950	76,150
48	Utility service	76,773	78,000	78,000	87,200	9,200	82,000
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	12,906	10,000	10,000	12,000	2,000	12,000
54	Minor equipment	9,350	7,800	7,800	7,800	-	7,800
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	127,829	129,500	129,500	217,500	88,000	217,500
57	Vehicle operation supplies	27,404	52,780	52,780	71,190	18,410	71,190
58	Office supplies	4,652	4,000	4,000	4,000	-	4,000
59	Operating supplies	116,628	106,500	106,500	126,500	20,000	126,500
60	Safety and medical supplies	15,512	30,120	30,120	45,720	15,600	45,720
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 733,485	$ 968,471	$ 968,471	$ 1,238,309	$ 269,838	$ 1,238,309
CAPITAL OUTLAY							
71	Equipment	$ 24,460	$ 179,100	$ 179,100	$ 561,350	$ 382,250	$ 561,350
72	Furniture and fixtures	1,598	-	-	-	-	-
73	Equipment replacement fund	176,735	196,735	196,735	239,771	43,036	232,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment- new stati	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	200	-	-	-	-	-
81	Building maintenance fund	282,948	120,316	120,316	121,639	1,323	121,639
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 485,941	$ 496,151	$ 496,151	$ 922,760	$ 426,609	$ 915,560
OPERATING BUDGET SUB-TOTAL		$ 7,136,989	$ 7,710,573	$ 7,648,390	$ 8,856,151	$ 1,145,578	$ 9,247,885
99	Special Revenue fund items	$ 15,480	$ -	$ 9,482	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FIRE/EMS		$ 7,152,469	$ 7,710,573	$ 7,657,872	$ 8,856,151	$ 1,145,578	$ 9,247,885

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description		Amount
01	Professional personnel (58), Administrative Technician	$	5,054,159
02	Overtime	$	350,000
03	Prevention/Pub Ed specialist, Assistant Chief, remaining part-time FF/EMT staffing	$	200,000
06	FICA	$	93,695
07	IPERS	$	23,564
08	Pension – $1,150,124 (22.98%) actual cost - 100% covered in 411 Fund expenses	$	-
09	Group insurance	$	868,269
11	On the spot awards/cell phone reimbursement	$	808
13	Deferred compensation City match	$	104,587
22	Recruitment	$	30,500
23	Accreditation process (applicant agency, candidate agency, site visit)	$	7,500
	Annual ladder testing	$	3,800
	Annual preemption maintenance cost in shared system w/Clive	$	250
	Annual pump testing and service	$	2,700
	Annual SCBA flow tester calibration	$	1,000
	Bad debt collections	$	2,500
	Cardiac monitors calibration/PM	$	3,120
	Medical billing	$	61,320
	Medical Director fee	$	10,000
	SCBA fill station maintenance	$	8,000
24	State share GEMT revenue	$	130,000
	Westcom dispatch services (10% of Westcom cost)	$	157,907
27	Active911 notification	$	1,000
	Annual ambulance billing software	$	2,500
	Annual preemption maintenance cost	$	900
	Accreditation dashboard	$	6,500
	Computers	$	5,500
	Drug vending machine software maintenance	$	3,600
	Firehouse 2 licenses for archive use	$	1,950
	First arriving station information	$	10,706
	Handtevy pediatric annual software license	$	1,150
	KNNO2 software (paid by Clive as part of our RMS - reimbursement)	$	659
	Knox box annual maintenance	$	625
	Location systems maintenance (station alerting - 3 stations)	$	2,100
	Lucas CPR device PM	$	8,185
	Net Motion maintenance	$	1,350
	Power DMS software - annual subscription, year 2 of 3	$	7,402
	Power load cot preventive maintenance (4)	$	6,445
	Scheduling software	$	5,200
	Software maintenance (Image Trend RMS 28E w/Clive & four other cities)	$	9,610
	Target solutions truck check software	$	3,200

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description	Amount
28	Central Iowa EMS service directors	$ 50
	Federations of Fire Chaplains	$ 125
	Fire Marshal Association	$ 50
	International Association of Fire Chiefs (3)	$ 855
	International Code Council	$ 185
	International Society of Fire Service Instructors (2)	$ 250
	Iowa Association of Professional Fire Chiefs	$ 160
	IA EMS Association	$ 250
	Iowa Firefighters Association	$ 15
	Iowa Fire Chief's Association	$ 25
	National Fire Protection Association (2) - includes code subscription (1)	$ 980
	Polk County Fire Chiefs	$ 25
32	Personal equipment and uniforms repairs (coats, pants, boots, etc.)	$ 48,500
	Turnout gear - replacement schedule (8 sets/yr.)	$ 28,000
35	Printing, copying and postage	$ 6,500
41	Repairs of equipment	$ 7,000
46	Accreditation hearings (City Manager, Mayor, 3 FD representatives)	$ 6,250
	Citizen Fire Academy/Kids Fire Academy	$ 2,000
	CPSE Accreditation Excellence conference (1)	$ 4,400
	EMS training materials & supplies	$ 1,500
	EMS training programs & CEU	$ 500
	Fire certification course materials	$ 500
	Fire department instructor's conference - Indianapolis (2)	$ 2,800
	Fire prevention materials	$ 2,500
	Fire training equipment & materials	$ 1,500
	Mental health training	$ 1,500
	Missouri Valley Division I Chiefs conference - Independence, MO (2)	$ 1,800
	National Fire Academy courses (4) (all costs are covered except meals)	$ 1,200
	Officer development course materials	$ 1,000
	On-Line EMS CEU & RMS	$ 8,200
	Paramedic training thru DMACC (3 @ $10k each)	$ 30,000
	RMS training - MN (1)	$ 1,500
	State and local training & education - Fire (winter fire school, in-state conferences)	$ 2,500
	State and local training & education -EMS CEUs (IEMSA, in-state conference)	$ 2,500
46.1	Tuition reimbursement program	$ 4,000
48	Telephone, data, cell service, heating and air conditioning, water service	$ 87,200
49	Reimburse petty cash	$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	$ 12,000
54	Minor equipment (items less than $500)	$ 7,800
56	Fleet management - overhead contribution	$ 146,000
	Fleet management - repair and maintenance supplies	$ 71,500

Function: Public Safety
Activity: Fire/EMS

Activity Notes

Object	Description		Amount
57	Gas, oil & grease	$	71,190
58	Office supplies	$	4,000
59	EMS supplies/equipment	$	102,000
	Operating supplies	$	20,000
	Training facility repairs and maintenance	$	4,500
60	Cancer screening (58)	$	12,800
	Corrective lenses for SCBA	$	200
	Flu shots	$	5,500
	Mental health screening	$	8,600
	Physicals, TB tests, hepatitis shots	$	18,620
71	AED upgrade for first out apparatus	$	3,300
	Battery powered ventilation fan	$	6,300
	Cardiac monitor brackets (2)	$	3,200
	EMS - First-In Bags, O2 bags, and pediatric bag replacements	$	9,900
	Equipment changeover (2)	$	17,000
	Hose replacement	$	6,500
	Hose tester	$	4,000
	Installation of new mobile data computers	$	35,000
	Metering system for sprays/waxes	$	1,600
	New equipment of new ladder truck	$	28,000
	Patient lift devices (3)	$	15,000
	Radio replacement project (portables in this budget, mobile in next budget)	$	335,717
	Replacement fit tester for SCBA (shared cost with Ankeny, Johnston/Grimes, Clive & DMACC)	$	2,000
	SCBA fill station (compressor only) - Station 41	$	27,500
	Thermal imaging camera for firefighters (3)	$	2,500
	Trench equipment	$	55,033
	Turnout gear and equipment (3 new FT)	$	7,500
	Washer/dryer - Station 41	$	1,300
73	Equipment replacement fund contribution	$	239,771
81	Building maintenance fund contribution – PM projects	$	79,097
	Building maintenance - contracted services	$	42,542


UNIQUELY
URBANDALE

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

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

EMERGENCY PREPAREDNESS

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	24,789	45,824	45,824	43,624
Capital outlay	-	26,000	26,000	-
Total expenditures	**$ 24,789**	**$ 71,824**	**$ 71,824**	**$ 43,624**
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,186	4,921	5,912	2,971
Total revenue	**$ 2,186**	**$ 4,921**	**$ 5,912**	**$ 2,971**
Net amount supported by property taxes	***$ 22,603***	***$ 66,903***	***$ 65,912***	***$ 40,653***

SIGNIFICANT BUDGET IMPACTS:

- A decrease of $26,000 in equipment is related to the completed purchase of a new outdoor warning siren (area of 100th & 180/35) in the prior budget.

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 and improving distribution of siren locations throughout the community.

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
180 EMERGENCY PREPAREDNESS							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	11,424	11,424	11,424	-	13,500
24	Contributions to other agencies	16,902	16,950	16,950	16,950	-	16,902
27	Data processing	3,747	950	950	950	-	950
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	2,217	14,000	14,000	11,800	(2,200)	9,800
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	1,923	2,500	2,500	2,500	-	2,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 24,789	$ 45,824	$ 45,824	$ 43,624	$ (2,200)	$ 43,652
CAPITAL OUTLAY							
71	Equipment	$ -	$ 26,000	$ 26,000	$ -	$ (26,000)	$ -
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	-	-	-	-	-	-
	Sub-total	$ -	$ 26,000	$ 26,000	$ -	$ (26,000)	$ -
OPERATING BUDGET SUB-TOTAL		$ 24,789	$ 71,824	$ 71,824	$ 43,624	$ (28,200)	$ 43,652
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
EMERGENCY PREPAREDNESS		$ 24,789	$ 71,824	$ 71,824	$ 43,624	$ (28,200)	$ 43,652

Function: Public Safety
Activity: Emergency Preparedness

Activity Notes

Object	Description		Amount
23	Preventative maintenance program on sirens	$	11,124
	Professional services - text alerting	$	300
24	Polk County EMA	$	16,950
27	Outdoor warning siren computer software (annual)	$	950
41	Replacement of siren pole at 11100 Meredith	$	7,800
	Other repairs	$	4,000
48	Utility service	$	2,500


UNIQUELY
URBANDALE

FUNCTION: Public Safety
ACTIVITY: Animal Control

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

ANIMAL CONTROL

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	166,900	193,000	103,000	53,252
Capital outlay	-	-	-	-
Total expenditures	**$ 166,900**	**$ 193,000**	**$ 103,000**	**$ 53,252**
Fees	40,513	63,000	45,000	50,000
Grants	-	-	-	-
Other	14,719	13,224	8,478	3,626
Total revenue	**$ 55,232**	**$ 76,224**	**$ 53,478**	**$ 53,626**
Net amount supported by property taxes	***$ 111,668***	***$ 116,776***	***$ 49,522***	***$ (374)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- A decrease of $136,700 in professional services represents the City's transition of animal control services from Westpet to the Polk County Sheriff's Office.

FUTURE BUDGET CONSIDERATIONS:

- Nothing noted.

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
190 ANIMAL CONTROL							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	165,287	190,000	100,000	53,252	(136,748)	55,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	113	-	-	-	-	-
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	1,500	3,000	3,000	-	(3,000)	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 166,900	$ 193,000	$ 103,000	$ 53,252	$ (139,748)	$ 55,000
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 166,900	$ 193,000	$ 103,000	$ 53,252	$ (139,748)	$ 55,000
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ANIMAL CONTROL		$ 166,900	$ 193,000	$ 103,000	$ 53,252	$ (139,748)	$ 55,000

Function: Public Safety
Activity: Animal Control

Activity Notes

Object	Description		Amount
23	Animal control field services (Polk County Animal Control)	$	42,627
	Animal control shelter services (Furry Friends) - animal boarding & care	$	8,000
	Animal control shelter services (Furry Friends) - staffing & maintenance	$	2,625


UNIQUELY
URBANDALE

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	1,265,159	1,783,080	1,768,159	2,052,756
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	**$ 1,265,159**	**$ 1,783,080**	**$ 1,768,159**	**$ 2,052,756**
Fees	-	-	-	-
Grants	-	-	-	-
Other	93,427	479,571	463,606	728,754
Total revenue	**$ 93,427**	**$ 479,571**	**$ 463,606**	**$ 728,754**
Net amount supported by 411 property taxes	***$ 1,171,732***	***$ 1,303,509***	***$ 1,304,553***	***$ 1,324,002***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ The MFPRSI City contribution rate decreased from 23.9% for FY22-23 to 22.98% for FY23-24.
- ❖ The FY24 budget reflects a 411 levy of $0.37, which is unchanged from prior year. Full funding of the 411 pension obligation through this levy would require a levy of $0.45, or a 8 cent increase over the FY24 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%.

PUBLIC SAFETY		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
117 POLICE & FIRE RETIREMENT FUND							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	1,265,159	1,783,080	1,768,159	2,052,756	269,676	2,421,286
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ 1,265,159	$ 1,783,080	$ 1,768,159	$ 2,052,756	$ 269,676	$ 2,421,286
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 1,265,159	$ 1,783,080	$ 1,768,159	$ 2,052,756	$ 269,676	$ 2,421,286
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE & FIRE RETIREMENT FUND		$ 1,265,159	$ 1,783,080	$ 1,768,159	$ 2,052,756	$ 269,676	$ 2,421,286

Function: Public Safety
Activity: Police & Fire Retirement Fund

Activity Notes

Object	Description		Amount
08	Municipal Police & Fire Retirement System - City contribution for Fire & EMS	$	1,150,124
	Municipal Police & Fire Retirement System - City contribution for Police	$	902,632


UNIQUELY
URBANDALE

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
200 PUBLIC WORKS SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ 3,306,614	$ 3,851,754	$ 3,622,495	$ 3,981,636	$ 129,882	$ 4,150,258
02	Overtime	106,155	171,000	98,752	173,000	2,000	65,000
03	Part-time	56,017	69,000	92,119	69,000	-	77,000
04	Witness fees	-	-	-	-	-	-
06	FICA	258,979	302,594	285,535	316,169	13,575	328,428
07	Retirement - IPERS	317,796	364,269	348,572	376,505	12,236	391,785
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	1,032,823	981,768	981,768	831,935	(149,833)	835,057
11	Allowance	15,728	16,772	17,342	17,180	408	1,116
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	23,689	41,812	26,556	83,064	41,252	86,366
	Sub-Total	$ 5,117,801	$ 5,798,969	$ 5,473,139	$ 5,848,489	$ 49,520	$ 5,935,010
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	2,099	5,550	5,550	5,730	180	5,790
23	Professional services	23,345	102,100	104,060	38,300	(63,800)	38,300
24	Contributions to other agencies	1,157,430	1,353,821	1,353,821	1,438,169	84,348	1,492,669
27	Data processing	122,801	173,820	173,820	110,180	(63,640)	116,020
28	Dues and memberships	8,710	11,425	11,700	11,560	135	11,560
29	Insurance	209,019	229,354	229,354	244,000	14,646	227,948
32	Uniforms and laundry	19,714	26,530	26,530	25,570	(960)	25,570
35	Printing and copying	6,993	11,350	11,350	10,290	(1,060)	10,290
40	Building and grounds maint.	861	-	-	-	-	-
41	Vehicle and equipment maint.	7,746	31,000	31,000	23,000	(8,000)	23,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	18,049	24,835	24,835	30,900	6,065	30,210
48	Utility service	610,839	647,638	647,730	653,548	5,910	635,708
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	424,173	636,444	679,298	794,875	158,431	795,675
54	Minor equipment	11,586	15,500	15,500	22,500	7,000	22,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	556,654	604,130	604,130	717,400	113,270	717,400
57	Vehicle operation supplies	78,215	256,215	259,516	333,600	77,385	326,750
58	Office supplies	4,225	4,000	4,000	4,000	-	4,000
59	Operating supplies	6,669	12,300	12,300	13,000	700	13,000
60	Safety and medical supplies	5,703	5,450	5,516	7,450	2,000	7,450
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 3,274,831	$ 4,151,462	$ 4,200,010	$ 4,484,072	$ 332,610	$ 4,503,840
CAPITAL OUTLAY							
71	Equipment	$ 33,453	$ 17,850	$ 17,850	$ 14,450	$ (3,400)	$ 12,450
72	Furniture and fixtures	69,773	95,000	95,000	102,500	7,500	102,500
73	Equipment replacement fund	834,402	874,248	874,248	1,810,703	936,455	1,606,003
74	Office equipment	19,162	6,500	9,144	-	(6,500)	-
75	Operating equipment	-	36,000	36,000	76,500	40,500	40,000
76	Property improvements	423,823	500,000	538,118	790,000	290,000	790,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	102	-	-	-	-	-
81	Building maintenance fund	119,842	147,070	147,070	152,598	5,528	148,036
97	Transfers out	3,855,500	3,426,000	2,628,500	3,703,500	277,500	3,188,100
	Sub-total	$ 5,356,057	$ 5,102,668	$ 4,345,930	$ 6,650,251	$ 1,547,583	$ 5,887,089
OPERATING BUDGET SUB-TOTAL		$ 13,748,689	$ 15,053,099	$ 14,019,079	$ 16,982,812	$ 1,929,713	$ 16,325,939
99	Special Revenue fund items	$ 5,036	$ 10,000	$ 12,174	$ 11,600	$ 1,600	$ 5,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
PUBLIC WORKS SUMMARY		$ 13,753,725	$ 15,088,099	$ 14,031,253	$ 17,019,412	$ 1,931,313	$ 16,355,939


UNIQUELY
URBANDALE

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

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

ROADWAY MAINTENANCE

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	1,542,242	1,784,219	1,630,691	1,728,657
Contractual & supply service	871,119	1,206,617	1,206,617	1,386,799
Capital outlay	2,845,259	2,813,099	2,015,599	3,238,631
Total expenditures	**$ 5,258,620**	**$ 5,803,935**	**$ 4,852,907**	**$ 6,354,087**
Fees	-	-	-	-
Grants	-	-	-	-
Other	5,371,159	5,282,114	5,138,227	5,420,671
Total revenue	**$ 5,371,159**	**$ 5,282,114**	**$ 5,138,227**	**$ 5,420,671**
Net amount supported by Road Use taxes	***$ (112,539)***	***$ 521,821***	***$ (285,320)***	***$ 933,416***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by $55,600, which reflects normal increases for salaries and benefit costs for existing staff, plus the addition of one laborer position, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- ↑ Increase of $96,000 in maintenance supplies reflects the increase costs of roadway materials.
- ↑ Increase of $36,000 in vehicle maintenance reflects higher fleet maintenance contribution.
- ↑ Increase of $699,400 in equipment replacement contributions reflects the inflationary cost increase of future replacement vehicles.
- ↑ Increase of $52,000 in operating equipment reflects the purchase of a planer, two replacement flatbeds, and a trailer for the concrete crew.
- ↓ Decrease of $332,500 in transfers reflects variations in project costs that are transferred to the Capital Projects fund for expenditure.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Resources are stretched thinly for significant winter events. When there is a large snowstorm or a blizzard, staff is exhausted and there is a shortage of equipment. It will be necessary to make an investment in additional pickups with plows. Also, more assistance from other departments is necessary.
- ❖ The Road Use Tax fund balance is dwindling and the overall condition rating for the street system continues to decrease. Continued investments in street maintenance will be necessary to provide a system acceptable to residents.
- ❖ To date, there have been no issues acquiring street maintenance supplies. However, the cost of materials has increased significantly and will have an impact on costs of in-house maintenance projects and contracted work.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	$ 1,004,685	$ 1,175,033	$ 1,092,381	$ 1,162,991	$ (12,042)	$ 1,207,615
02	Overtime	30,242	63,000	4,065	65,000	2,000	65,000
03	Part-time	22,339	24,000	37,065	24,000	-	32,000
04	Witness fees	-	-	-	-	-	-
06	FICA	79,316	92,606	84,273	92,563	(43)	96,066
07	Retirement - IPERS	95,148	110,734	101,255	109,590	(1,144)	113,999
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	304,194	306,000	306,000	250,179	(55,821)	250,179
11	Allowance	1,175	1,116	884	1,116	-	1,116
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	5,143	11,730	4,769	23,218	11,488	24,152
	Sub-Total	$ 1,542,242	$ 1,784,219	$ 1,630,691	$ 1,728,657	$ (55,562)	$ 1,790,127
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	690	1,000	1,000	1,000	-	1,000
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	3,456	3,669	3,669	3,669	-	3,669
27	Data processing	12,899	12,360	12,360	11,600	(760)	12,440
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	194,873	211,948	211,948	228,000	16,052	211,948
32	Uniforms and laundry	8,782	11,700	11,700	10,300	(1,400)	10,300
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,074	7,840	7,840	10,690	2,850	10,000
48	Utility service	56,594	32,000	32,000	44,840	12,840	32,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	312,857	503,200	503,200	599,200	96,000	600,000
54	Minor equipment	5,669	4,000	4,000	6,000	2,000	6,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	260,279	307,000	307,000	343,000	36,000	343,000
57	Vehicle operation supplies	4,498	104,400	104,400	121,000	16,600	116,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,353	5,000	5,000	5,000	-	5,000
60	Safety and medical supplies	2,095	2,500	2,500	2,500	-	2,500
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 871,119	$ 1,206,617	$ 1,206,617	$ 1,386,799	$ 180,182	$ 1,353,857
CAPITAL OUTLAY							
71	Equipment	$ 5,230	$ 10,000	$ 10,000	$ 12,000	$ 2,000	$ 10,000
72	Furniture and fixtures	3,657	-	-	-	-	-
73	Equipment replacement fund	447,283	452,845	452,845	1,152,269	699,424	1,027,169
74	Office equipment	7,383	-	-	-	-	-
75	Operating equipment	-	-	-	52,000	52,000	40,000
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	76	-	-	-	-	-
81	Building maintenance fund	76,130	99,254	99,254	103,862	4,608	99,300
97	Transfers out to Capital Projects	2,305,500	2,251,000	1,453,500	1,918,500	(332,500)	2,388,100
	Sub-total	$ 2,845,259	$ 2,813,099	$ 2,015,599	$ 3,238,631	$ 425,532	$ 3,564,569
OPERATING BUDGET SUB-TOTAL		$ 5,258,620	$ 5,803,935	$ 4,852,907	$ 6,354,087	$ 550,152	$ 6,708,553
99	Special Revenue fund items	$ 5,036	$ 10,000	$ 12,174	$ 11,600	$ 1,600	$ 5,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		$ 5,263,656	$ 5,813,935	$ 4,865,081	$ 6,365,687	$ 551,752	$ 6,713,553

Function: Public Works
Activity: Roadway Maintenance

Activity Notes

Object	Description		Amount
01	Supervisor, Heavy Equip. Operators (2), Light Equip. Operators (3), Laborers (10), Staff Engineer	$	1,162,991
02	Overtime	$	65,000
03	Seasonal personnel (4) - 14 weeks	$	24,000
06	FICA	$	92,563
07	IPERS	$	109,590
09	Group insurance	$	250,179
11	Cell phone - Supervisor	$	1,116
13	Deferred compensation City match	$	23,218
22	Recruitment	$	1,000
24	Salt storage facility building maintenance contribution	$	3,456
	Salt storage insurance	$	213
27	AVL annual cost	$	11,600
29	Property, casualty and cyber liability insurance, broker fee - Road Use share (38%)	$	209,000
	Workers Comp insurance coverage, 411 medical claims - Road Use share (19%)	$	19,000
32	T-shirts for seasonals	$	300
	Uniform allowance (16 @ $625)	$	10,000
46	APWA 2024 National conference - Chicago	$	850
	Group training	$	6,000
	Snow and ice meeting meal	$	340
	Snow plow simulator training	$	3,500
48	Public Works complex utilities	$	44,000
	iPad data plan (2)	$	840
51	Aggregates	$	25,000
	Asphalt (300 tons)	$	25,200
	Brush grinding services	$	7,500
	Calcium for snow and ice removal and dust control (30,000 gallons)	$	25,500
	Concrete (1,200 cubic yards)	$	204,000
	Construction signs	$	5,000
	Equipment rentals	$	15,000
	Miscellaneous materials	$	3,000
	Salt (2,500 tons)	$	175,000
	Sealing materials (60,000 pounds)	$	54,000
	Snow plow blades	$	25,000
	Various construction materials (dowels, epoxy, forms, tack, snow fence, etc.)	$	35,000
54	Miscellaneous tools	$	6,000
56	Fleet management - overhead contribution	$	253,000
	Fleet management - repair and maintenance supplies	$	90,000
57	Fuel	$	121,000
59	Operating supplies	$	5,000

Function: Public Works
Activity: Roadway Maintenance

Activity Notes

Object	Description		Amount
60	First aid supplies and fire extinguishers	$	1,500
	Gloves & related items	$	500
	Safety equipment	$	500
71	Pressure washer	$	12,000
73	Equipment replacement fund contribution	$	1,152,269
75	Planer	$	21,000
	Replacement flatbeds (2)	$	14,000
	Trailer for concrete crew	$	17,000
81	Building maintenance fund contribution - PM Projects	$	68,888
	Building maintenance - contracted services	$	34,974
97	PCC patching program	$	1,918,500

Metro Salt Storage Maintenance Special Revenue Fund #160		**$**	**11,600**
99	Building maintenance	$	7,000
99	Insurance	$	1,600
99	Vehicle maintenance	$	3,000

FUNCTION: Public Works
ACTIVITY: Street Lighting

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

STREET LIGHTING

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	481,682	535,000	535,000	515,000
Capital outlay	-	-	-	-
Total expenditures	**$ 481,682**	**$ 535,000**	**$ 535,000**	**$ 515,000**
Fees	-	-	-	-
Grants	-	-	-	-
Other	491,520	486,062	565,037	438,546
Total revenue	**$ 491,520**	**$ 486,062**	**$ 565,037**	**$ 438,546**
Net amount supported by Road Use taxes	***$ (9,838)***	***$ 48,938***	***$ (30,037)***	***$ 76,454***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- A decrease of $20,000 in utilities reflects the increase in energy efficiency of the City's streetlight network.

FUTURE BUDGET CONSIDERATIONS:

- The City and MidAmerican Energy have upgraded all streetlights to LED. Due to the life of the new lights, maintenance costs have decreased significantly. In addition, energy cost savings have exceeded 25% resulting in an annual savings of $135,000.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
230 STREET LIGHTING							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	6,000	6,000	6,000	-	6,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	481,682	529,000	529,000	509,000	(20,000)	509,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 481,682	$ 535,000	$ 535,000	$ 515,000	$ (20,000)	$ 515,000
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 481,682	$ 535,000	$ 535,000	$ 515,000	$ (20,000)	$ 515,000
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STREET LIGHTING		$ 481,682	$ 535,000	$ 535,000	$ 515,000	$ (20,000)	$ 515,000

Function: Public Works
Activity: Street Lighting

Activity Notes

Object	Description		Amount
41	City-owned street light maintenance	$	6,000
48	Energy cost for existing street light systems	$	509,000


UNIQUELY
URBANDALE

FUNCTION: Public Works
ACTIVITY: Traffic Safety

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

TRAFFIC SAFETY

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	171,720	189,658	180,908	188,088
Contractual & supply service	89,068	150,944	154,721	152,545
Capital outlay	91,954	134,700	134,700	176,995
Total expenditures	**$ 352,742**	**$ 475,302**	**$ 470,329**	**$ 517,628**
Fees	-	-	-	-
Grants	-	-	-	-
Other	359,946	431,824	496,735	440,784
Total revenue	**$ 359,946**	**$ 431,824**	**$ 496,735**	**$ 440,784**
Net amount supported by Road Use taxes	***$ (7,204)***	***$ 43,478***	***$ (26,406)***	***$ 76,844***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- An increase of $10,400 in vehicle maintenance supplies represents an increase in the fleet maintenance contribution amount.
- An increase of $10,200 in vehicle operation supplies reflects an increase in fuel costs.
- An increase of $37,300 in equipment replacement contributions reflects the inflationary cost increase of future replacement vehicles

FUTURE BUDGET CONSIDERATIONS:

- The majority of traffic signals have been updated with new controllers, battery backup systems and cameras. The annual traffic signal maintenance project of $75,000 should be adequate to keep the system up to date.
- Over the past ten years, the sign system has been updated to stricter MUTCD standards. In the future, a lower investment in sign replacement can be expected.
- In 2022, there was a shortage of traffic paint. Only critical pavement markings were refreshed. To account for this, additional staffing and material investments will be necessary in 2023 and 2024.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	$ 112,705	$ 124,599	$ 118,398	$ 127,670	$ 3,071	$ 133,888
02	Overtime	-	-	-	-	-	-
03	Part-time	1,808	6,000	5,000	6,000	-	6,000
04	Witness fees	-	-	-	-	-	-
06	FICA	8,469	10,082	9,694	10,416	334	10,906
07	Retirement - IPERS	10,648	11,734	11,228	12,022	288	12,639
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,024	36,000	36,000	29,433	(6,567)	29,433
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	66	1,243	589	2,547	1,304	2,678
	Sub-Total	$ 171,720	$ 189,658	$ 180,908	$ 188,088	$ (1,570)	$ 195,544
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	101	-	-	60	60	60
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,307	3,340	3,340	-	(3,340)	1,420
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	624	1,250	1,250	1,250	-	1,250
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	5,648	23,000	23,000	15,000	(8,000)	15,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,211	1,000	1,000	1,000	-	1,000
48	Utility service	28,777	32,030	32,030	34,020	1,990	32,600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	44,314	69,444	69,444	60,375	(9,069)	60,375
54	Minor equipment	2,914	8,000	8,000	7,000	(1,000)	7,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	2,000	12,680	12,680	23,100	10,420	23,100
57	Vehicle operation supplies	1,574	-	3,711	10,240	10,240	10,240
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	569	200	200	500	300	500
60	Safety and medical supplies	29	-	66	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 89,068	$ 150,944	$ 154,721	$ 152,545	$ 1,601	$ 152,545
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	20,843	34,700	34,700	71,995	37,295	50,395
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	71,111	100,000	100,000	105,000	5,000	105,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Capital Projects	-	-	-	-	-	-
	Sub-total	$ 91,954	$ 134,700	$ 134,700	$ 176,995	$ 42,295	$ 155,395
OPERATING BUDGET SUB-TOTAL		$ 352,742	$ 475,302	$ 470,329	$ 517,628	$ 42,326	$ 503,484
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TRAFFIC SAFETY		$ 352,742	$ 475,302	$ 470,329	$ 517,628	$ 42,326	$ 503,484

Function: Public Works
Activity: Traffic Safety

Activity Notes

Object	Description		Amount
01	Laborer, Engineering Technician - Traffic Signals	$	127,670
03	Summer intern (1)	$	6,000
06	FICA	$	10,416
07	IPERS	$	12,022
09	Group insurance	$	29,433
13	Deferred compensation City match	$	2,547
22	Recruitment	$	60
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 (52 signals @ 100%, 13 signals @ 50%, 13 school beacons)	$	12,000
46	Training and development	$	1,000
48	Traffic signal electrical service (55 signals @ 100%, 13 signals @ 50%, 6 school beacons)	$	32,600
	Cell phone plan	$	580
	iPad data plan (2)	$	840
51	Bags of glass beads	$	7,500
	Posts, brackets and hardware	$	10,000
	Signs	$	25,000
	Street painting materials	$	17,875
54	Band saw	$	500
	Misc. tools	$	1,500
	Post pounder	$	5,000
56	Fleet management - overhead contribution	$	17,000
	Fleet management - repair and maintenance supplies	$	6,100
57	Fuel - diesel (1,000 gallons)	$	4,300
	Fuel - unleaded (1,800 gallons)	$	5,940
59	Operating supplies	$	500
73	Equipment replacement fund contribution	$	71,995
76	Sutton and Merle Hay signal improvements	$	30,000
	Traffic signal improvement program	$	75,000


UNIQUELY
URBANDALE

FUNCTION: Public Works
ACTIVITY: Engineering Services

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	927,789	1,006,361	986,337	1,003,628
Contractual & supply service	61,673	140,830	140,830	79,250
Capital outlay	23,487	29,564	29,564	125,289
Total expenditures	**$ 1,012,949**	**$ 1,176,755**	**$ 1,156,731**	**$ 1,208,167**
Fees	179,362	150,000	205,000	165,000
Grants	-	-	-	-
Other	89,331	80,582	95,212	82,274
Total revenue	**$ 268,693**	**$ 230,582**	**$ 300,212**	**$ 247,274**
Net amount supported by property taxes	***$ 744,256***	***$ 946,173***	***$ 856,519***	***$ 960,893***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- Overall personnel costs decreased by $2,700, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- A decrease of $64,000 in professional services represents the completion of the ICAAP traffic signal study for 100th street corridor and a Hickman interchange study in the prior budget.
- An increase of $101,100 in equipment replacement contributions reflects the inflationary cost increase of future replacement vehicles.

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.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	$ 604,597	$ 666,612	$ 630,892	$ 680,354	$ 13,742	$ 714,372
02	Overtime	42,728	55,000	63,932	55,000	-	-
03	Part-time	14,713	18,000	24,405	18,000	-	18,000
04	Witness fees	-	-	-	-	-	-
06	FICA	48,825	52,871	53,148	54,450	1,579	57,119
07	Retirement - IPERS	61,108	62,816	65,570	64,104	1,288	67,437
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	152,097	144,000	144,000	117,731	(26,269)	117,731
11	Allowance	408	408	442	408	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,313	6,654	3,948	13,581	6,927	14,287
	Sub-Total	$ 927,789	$ 1,006,361	$ 986,337	$ 1,003,628	$ (2,733)	$ 988,946
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	594	300	300	300	-	300
23	Professional services	20,898	99,500	99,500	35,500	(64,000)	35,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	9,955	-	-	-	-	-
28	Dues and memberships	30	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,207	3,810	3,810	3,980	170	3,980
35	Printing and copying	21	100	100	100	-	100
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	1,835	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,457	4,360	4,360	4,700	340	4,700
48	Utility service	6,653	8,000	8,000	8,000	-	8,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	18	300	300	300	-	300
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	7,550	7,950	7,950	7,700	(250)	7,700
57	Vehicle operation supplies	6,156	12,760	12,760	14,520	1,760	14,520
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,185	3,600	3,600	4,000	400	4,000
60	Safety and medical supplies	114	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 61,673	$ 140,830	$ 140,830	$ 79,250	$ (61,580)	$ 79,250
CAPITAL OUTLAY							
71	Equipment	$ 1,773	$ 7,850	$ 7,850	$ 2,450	$ (5,400)	$ 2,450
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	21,714	21,714	21,714	122,839	101,125	64,839
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 23,487	$ 29,564	$ 29,564	$ 125,289	$ 95,725	$ 67,289
OPERATING BUDGET SUB-TOTAL		$ 1,012,949	$ 1,176,755	$ 1,156,731	$ 1,208,167	$ 31,412	$ 1,135,485
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		$ 1,012,949	$ 1,176,755	$ 1,156,731	$ 1,208,167	$ 31,412	$ 1,135,485

Function: Public Works
Activity: Engineering Services

Activity Notes

Object	Description		Amount
01	Senior Engineering Technician (3), Engineering Technician (3), GIS Coordinator, GIS Specialist	$	680,354
02	Overtime	$	55,000
03	Seasonal interns (2)	$	18,000
06	FICA	$	54,450
07	IPERS	$	64,104
09	Group insurance	$	117,731
11	Cell phone allowance (1)	$	408
13	Deferred compensation City match	$	13,581
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 one-call subscription	$	18,000
	Well monitoring (Sylvan Ridge)	$	5,000
32	City logo shirts (1)	$	30
	Uniforms (6 full, 1 partial (GIS Coordinator))	$	3,950
35	Printing and copying	$	100
46	Concrete paving seminar (6)	$	1,400
	GIS Training - cartegraph conference	$	2,000
	Technical conferences and DOT certifications (all inspectors)	$	1,300
48	Inspector cell phones (7), hotspot (2)	$	6,000
	Voice and data	$	2,000
51	Maintenance supplies	$	300
56	Fleet management - overhead contribution	$	5,400
	Fleet management - repair and maintenance supplies	$	2,300
57	Fuel	$	14,520
59	Car washes	$	600
	Drafting supplies	$	600
	Field supplies - paint, lath, flagging material	$	2,800
60	First aid supplies	$	150
71	Metal detectors (2)	$	1,800
	Standing desk	$	650
73	Equipment replacement fund contribution	$	122,839


UNIQUELY
URBANDALE

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

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

SOLID WASTE COLLECTION

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	775,292	810,038	767,279	789,519
Contractual & supply service	1,449,017	1,669,432	1,669,707	1,822,885
Capital outlay	295,759	327,500	327,500	379,262
Total expenditures	**$ 2,520,068**	**$ 2,806,970**	**$ 2,764,486**	**$ 2,991,666**
Fees	2,707,063	3,128,500	3,111,000	3,213,000
Grants	-	-	-	-
Other	244,902	212,215	247,549	223,728
Total revenue	**$ 2,951,965**	**$ 3,340,715**	**$ 3,358,549**	**$ 3,436,728**
Net amount supported by property taxes	***$ (431,897)***	***$ (533,745)***	***$ (594,063)***	***$ (445,062)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- 🡻 Overall personnel costs decreased by $20,500, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- 🡹 An increase of $83,300 in contributions to other agencies reflects increases in recycling program fees and no change in landfill tipping fees.
- 🡹 An increase of $23,800 in vehicle maintenance supplies represents an increase in fleet maintenance contributions.
- 🡹 An increase of $40,500 in vehicle operation supplies represents an increase in fuel costs.
- 🡹 An increase of $44,300 in equipment replacement contributions reflects the cost increase of future replacement vehicles.
- ❖ There is no recommended garbage rate increase for FY24. The monthly rate will remain $14.50 per household. This rate was last changed in FY23.

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 10 years.
- ❖ The City runs on a fleet of diesel-powered vehicles. Should the decision be made to convert to electric vehicles, the budget would increase by $450,000 per year to accrue for future replacement. This would require rates to increase approximately $2.50 per home per month. Beyond that, operating costs would require increasing rates by $0.60 per home per month.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
290 SOLID WASTE COLLECTION							
PERSONAL SERVICES							
01	Salaries	$ 531,131	$ 551,930	$ 530,797	$ 550,710	$ (1,220)	$ 568,279
02	Overtime	16,969	32,000	14,972	30,000	(2,000)	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	40,487	42,625	40,445	42,950	325	44,343
07	Retirement - IPERS	50,248	51,977	51,521	51,857	(120)	53,646
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	133,085	126,000	126,000	103,015	(22,985)	103,015
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,372	5,506	3,545	10,987	5,481	11,366
	Sub-Total	$ 775,292	$ 810,038	$ 767,279	$ 789,519	$ (20,519)	$ 780,649
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	(25)	-	-	-	-	-
24	Contributions to other agencies	1,141,974	1,333,152	1,333,152	1,416,500	83,348	1,470,000
27	Data processing	3,783	3,840	3,840	2,500	(1,340)	3,920
28	Dues and memberships	-	275	275	550	275	550
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	4,108	4,375	4,375	4,375	-	4,375
35	Printing and copying	2,512	2,400	2,400	2,400	-	2,400
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	438	1,435	1,435	2,110	675	2,110
48	Utility service	8,557	7,500	7,500	12,420	4,920	11,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	244	-	-	-	-	-
54	Minor equipment	301	1,000	1,000	2,000	1,000	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	232,925	210,200	210,200	234,000	23,800	234,000
57	Vehicle operation supplies	52,760	103,530	103,530	144,030	40,500	144,030
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,185	1,500	1,500	1,500	-	1,500
60	Safety and medical supplies	255	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 1,449,017	$ 1,669,432	$ 1,669,707	$ 1,822,885	$ 153,178	$ 1,876,385
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	66,116	90,000	90,000	97,500	7,500	97,500
73	Equipment replacement fund	229,643	237,500	237,500	281,762	44,262	281,762
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 295,759	$ 327,500	$ 327,500	$ 379,262	$ 51,762	$ 379,262
OPERATING BUDGET SUB-TOTAL		$ 2,520,068	$ 2,806,970	$ 2,764,486	$ 2,991,666	$ 184,421	$ 3,036,296
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SOLID WASTE COLLECTION		$ 2,520,068	$ 2,806,970	$ 2,764,486	$ 2,991,666	$ 184,421	$ 3,036,296

Function: Public Works
Activity: Solid Waste Collection

Activity Notes

Object	Description		Amount
01	Supervisor, Waste Collection Operators (6)	$	550,710
02	Overtime	$	30,000
06	FICA	$	42,950
07	IPERS	$	51,857
09	Group insurance	$	103,015
13	Deferred compensation City match	$	10,987
24	Curb It! recycling program	$	850,000
	Landfill and transfer station charges	$	513,000
	Spring cleanup	$	53,500
27	AVL annual cost	$	2,500
28	Supervisor ASCE and IES membership	$	550
32	Uniform allowance for employees (7)	$	4,375
35	Spring cleanup mailing and container tags	$	2,400
46	Training and development	$	2,110
48	Public Works complex utilities (10%)	$	11,000
	Cell phone - Supervisor	$	580
	iPad data (2)	$	840
54	Miscellaneous tools	$	2,000
56	Fleet management - overhead contribution	$	126,000
	Fleet management - repair and maintenance supplies	$	108,000
57	Fuel	$	144,030
59	Miscellaneous supplies	$	1,500
60	Safety equipment	$	500
72	Solid waste container replacements	$	97,500
73	Equipment replacement fund contributions	$	281,762


UNIQUELY
URBANDALE

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

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

SANITARY SEWERS

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	221,691	236,716	231,388	234,444
Contractual & supply service	45,191	55,030	57,884	94,330
Capital outlay	361,427	447,714	485,832	711,924
Total expenditures	**$ 628,309**	**$ 739,460**	**$ 775,104**	**$ 1,040,698**
Fees	-	-	-	-
Grants	-	-	-	-
Other	823,402	972,343	1,009,491	1,313,034
Total revenue	**$ 823,402**	**$ 972,343**	**$ 1,009,491**	**$ 1,313,034**
Net amount supported by property taxes	***$ (195,093)***	***$ (232,883)***	***$ (234,387)***	***$ (272,336)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- Overall personnel costs decreased by $2,300, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- An increase of $16,500 in maintenance supplies represents an increase in costs of materials such as castings, adjusting rings, and concrete.
- An increase of $11,500 in vehicle maintenance supplies represents an increase in fleet maintenance contributions.
- An increase of $15,200 in equipment replacement contributions reflects the cost increase of future replacement vehicles.
- A decrease of $36,000 in operating equipment is for the purchase of a manhole cutter in the prior budget.
- An increase of $285,000 in property improvements reflects the additional work requested for the UWHSD lining program, as well as a creek stabilization project and force main replacement.

FUTURE BUDGET CONSIDERATIONS:

- The overall condition of the sanitary sewer collection system has improved significantly over the last 20 years due to aggressive funding by both Sewer Districts. Increasing the Property Improvement Program annually will further decrease required maintenance and property damage.
- The Wastewater Reclamation Authority has completed a Facility Plan Update that outlines the needs of the agency for the next 20 year and beyond. Implementation of the Facility Plan Update may impact both governance and funding in the future.

- Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the Storm Water system. Any projects would be a joint venture between the City and the two sewer districts.
- The City recently took over maintenance of Windsor Heights sanitary sewer system. This added about 8% to the inventory of sewers maintained. This can be handled with existing staff. Any increase in costs will be borne by the Urbandale Windsor Heights Sanitary District. There will also be additional revenue generated from the agreement.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	$ 137,899	$ 152,193	$ 146,088	$ 152,749	$ 556	$ 156,939
02	Overtime	8,510	8,000	2,784	10,000	2,000	-
03	Part-time	10,380	12,000	18,523	12,000	-	12,000
04	Witness fees	-	-	-	-	-	-
06	FICA	11,678	12,672	12,480	12,831	159	13,164
07	Retirement - IPERS	13,821	14,333	14,053	14,384	51	14,815
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,024	36,000	36,000	29,433	(6,567)	29,433
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,379	1,518	1,460	3,047	1,529	3,139
	Sub-Total	$ 221,691	$ 236,716	$ 231,388	$ 234,444	$ (2,272)	$ 229,490
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	150	-	-	120	120	120
23	Professional services	2,122	2,600	2,600	2,800	200	2,800
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,381	1,360	1,360	2,750	1,390	3,650
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,181	1,250	1,250	1,250	-	1,250
35	Printing and copying	19	-	-	-	-	-
40	Building and grounds maint.	861	-	-	-	-	-
41	Vehicle and equipment maint.	-	2,000	2,000	2,000	-	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	342	800	800	800	-	800
48	Utility service	1,036	700	700	1,600	900	700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	10,298	13,500	16,354	30,000	16,500	30,000
54	Minor equipment	1,875	1,500	1,500	5,000	3,500	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	19,300	19,300	19,300	30,800	11,500	30,800
57	Vehicle operation supplies	4,489	11,020	11,020	14,210	3,190	14,210
58	Office supplies	-			-	-	-
59	Operating supplies	305	500	500	500	-	500
60	Safety and medical supplies	1,832	500	500	2,500	2,000	2,500
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 45,191	$ 55,030	$ 57,884	$ 94,330	$ 39,300	$ 94,330
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	9,000	11,714	11,714	26,924	15,210	26,924
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	36,000	36,000	-	(36,000)	-
76	Property improvements	352,427	400,000	438,118	685,000	285,000	685,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 361,427	$ 447,714	$ 485,832	$ 711,924	$ 264,210	$ 711,924
OPERATING BUDGET SUB-TOTAL		$ 628,309	$ 739,460	$ 775,104	$ 1,040,698	$ 301,238	$ 1,035,744
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		$ 628,309	$ 739,460	$ 775,104	$ 1,040,698	$ 301,238	$ 1,035,744

Function: Public Works
Activity: Sanitary Sewer and Wastewater

Activity Notes

Object	Description		Amount
01	Sewer System Operator II (2)	$	152,749
02	Overtime	$	10,000
03	Seasonal laborers (2)	$	12,000
06	FICA	$	12,831
07	IPERS	$	14,384
09	Group insurance	$	29,433
13	Deferred compensation City match	$	3,047
22	Recruitment	$	120
23	Legal fees	$	1,800
	Mowing	$	1,000
27	AVL annual cost	$	500
	Televising computer and software	$	2,250
32	Uniform allowance (2)	$	1,250
41	Lift station maintenance	$	2,000
46	Wastewater training (2)	$	800
48	Lift station electrical and phone	$	700
	iPad data and hotspot	$	900
51	Castings, adjusting rings, concrete	$	30,000
54	Cleaning heads	$	3,000
	Replacement tools	$	2,000
56	Fleet management - overhead contribution	$	16,000
	Fleet management - repair and maintenance supplies	$	14,800
57	Fuel	$	14,210
59	Operating supplies/consumables	$	500
60	Safety equipment, supplies	$	2,500
73	Equipment replacement fund contributions	$	26,924
76	Creek stabilization project - USSD	$	90,000
	Force main replacement - USS	$	95,000
	Manhole lining program	$	75,000
	Sanitary sewer lining program	$	350,000
	Spot repair program	$	75,000

FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

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

STORM WATER UTILITY FUND

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	435,260	571,959	567,415	562,773
Contractual & supply service	139,610	173,164	214,806	269,773
Capital outlay	1,693,126	1,307,317	1,307,317	1,981,724
Total expenditures	**$ 2,267,996**	**$ 2,052,440**	**$ 2,089,538**	**$ 2,814,270**
Fees	2,389,971	2,440,000	2,424,000	2,896,980
Grants	-	-	-	-
Other	30,420	30,000	45,000	40,000
Total revenue	**$ 2,420,391**	**$ 2,470,000**	**$ 2,469,000**	**$ 2,936,980**
Net amount supported by stormwater fees	***$ (152,395)***	***$ (417,560)***	***$ (379,462)***	***$ (122,710)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- Overall personnel costs decreased by $9,200, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- An increase of $55,000 in maintenance supplies represents additional expenses related to intake maintenance supplies.
- An increase of $31,800 in vehicle maintenance supplies represents a higher contribution to fleet maintenance.
- An increase of $39,100 in equipment replacement contributions reflect inflationary price increases for future equipment.
- An increase of $24,500 in operating equipment represents the purchase of a backhoe mounted tamper and a dump trailer.
- An increase of $610,000 in transfers reflects the funding of storm water improvement program, intake rebuilding, storm water grant program, Merle Hay storm water improvement project, and Hopkins Road/70th Street storm sewer replacement. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with other funding sources to complete.
- A $1.00 increase per ERU is being recommended for FY24. This brings the residential and commercial/industrial rate to $7.00, with the rate for each commercial/industrial ERU over 100 to $6.00. The rates were last adjusted in July 2016.

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.
- The first phase of studies to analyze the City's Stormwater collection system was completed. It revealed the 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.
- ❖ The cost of maintenance supplies and equipment replacement will have a permanent impact on this budget like all others.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
292 STORM WATER UTILITY FUND							
PERSONAL SERVICES							
01	Salaries	$ 284,830	$ 380,953	$ 377,270	$ 384,958	$ 4,005	$ 400,850
02	Overtime	7,706	13,000	13,000	13,000	-	-
03	Part-time	6,777	9,000	7,126	9,000	-	9,000
04	Witness fees	-	-	-	-	-	-
06	FICA	22,439	30,113	30,401	30,718	605	31,967
07	Retirement - IPERS	27,616	35,887	36,841	36,269	382	37,840
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	81,752	99,000	99,000	80,940	(18,060)	80,940
11	Allowance	1,292	204	500	204	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	2,848	3,802	3,277	7,684	3,882	8,017
	Sub-Total	$ 435,260	$ 571,959	$ 567,415	$ 562,773	$ (9,186)	$ 568,614
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	52	-	-	-	-	60
23	Professional services	350	-	1,960	-	-	-
24	Contributions to other agencies	12,000	17,000	17,000	18,000	1,000	19,000
27	Data processing	2,117	1,920	1,920	780	(1,140)	2,040
28	Dues and memberships	5,000	5,500	5,500	5,500	-	5,500
29	Insurance	14,146	17,406	17,406	16,000	(1,406)	16,000
32	Uniforms and laundry	1,812	3,125	3,125	3,125	-	3,125
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	292	1,000	1,000	1,000	-	1,000
48	Utility service	9,077	7,908	8,000	12,668	4,760	11,408
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	49,729	45,000	85,000	100,000	55,000	100,000
54	Minor equipment	827	1,000	1,000	2,500	1,500	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	34,600	47,000	47,000	78,800	31,800	78,800
57	Vehicle operation supplies	8,738	24,505	24,095	29,600	5,095	27,750
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	533	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	337	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 139,610	$ 173,164	$ 214,806	$ 269,773	$ 96,609	$ 268,983
CAPITAL OUTLAY							
71	Equipment	$ 24,234	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	105,919	115,775	115,775	154,914	39,139	154,914
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	24,500	24,500	
76	Property improvements	285	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	12,688	16,542	16,542	17,310	768	17,310
97	Transfers out to Capitals	1,550,000	1,175,000	1,175,000	1,785,000	610,000	800,000
	Sub-total	$ 1,693,126	$ 1,307,317	$ 1,307,317	$ 1,981,724	$ 674,407	$ 972,224
OPERATING BUDGET SUB-TOTAL		$ 2,267,996	$ 2,052,440	$ 2,089,538	$ 2,814,270	$ 761,830	$ 1,809,821
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND		$ 2,267,996	$ 2,052,440	$ 2,089,538	$ 2,814,270	$ 761,830	$ 1,809,821

Function: Public Works
Activity: Storm Water Utility

Activity Notes

Object	Description		Amount
01	Senior Engineer (50% - shared with PW Administration), Light Equipment Operators (2), Storm Water Technician, Laborer (2)	$	384,958
02	Overtime	$	13,000
03	Part-time (summer intern)	$	9,000
06	FICA	$	30,718
07	IPERS	$	36,269
09	Group insurance	$	80,940
11	Phone allowance (50% of Senior Engineer)	$	204
13	Deferred compensation City match	$	7,684
24	Polk County - Watershed Management Coordinators	$	18,000
27	AVL annual cost	$	780
28	Storm Water Phase II regulations	$	5,500
29	Property, casualty and cyber liability insurance, broker fee - Storm Water share (2%)	$	2,000
	Workers Comp insurance coverage, 411 medical claims - Storm Water share (3%)	$	14,000
32	Uniform allowance (5)	$	3,125
35	Publications	$	500
46	Seminars and training	$	1,000
48	Inspector cell phone	$	408
	iPad data (3)	$	1,260
	Public Works complex utilities (10%)	$	11,000
51	Creek maintenance supplies	$	10,000
	Intake maintenance supplies	$	70,000
	Storm sewer maintenance supplies	$	20,000
54	Intake repair tools	$	2,500
56	Fleet management - overhead contribution	$	55,000
	Fleet management - repair and maintenance supplies	$	23,800
57	Fuel	$	29,600
59	Operating supplies	$	1,000
60	Safety equipment and supplies	$	300
73	Equipment replacement fund contributions	$	154,914
75	Backhoe-mounted tamper	$	11,500
	Dump trailer	$	13,000
81	Building maintenance fund contribution - PM projects	$	11,481
	Building maintenance fund contribution - contracted services	$	5,829
97	Hopkins Road/70th Street storm sewer replacement	$	210,000
	Intake rebuilding program	$	250,000
	Merle Hay stormwater improvements project	$	875,000
	Stormwater grant program	$	100,000
	Stormwater improvement program	$	350,000

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

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

ENGINEERING and PUBLIC WORKS ADMIN.

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	885,541	1,118,250	1,027,352	1,259,982
Contractual & supply service	137,471	220,445	220,445	163,490
Capital outlay	45,045	42,774	45,418	36,426
Total expenditures	**$ 1,068,057**	**$ 1,381,469**	**$ 1,293,215**	**$ 1,459,898**
Fees	39,380	50,000	45,000	50,000
Grants	-	-	-	-
Other	94,191	94,600	106,446	99,417
Total revenue	**$ 133,571**	**$ 144,600**	**$ 151,446**	**$ 149,417**
Net amount supported by property taxes	***$ 934,486***	***$ 1,236,869***	***$ 1,141,768***	***$ 1,310,481***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- 🡅 Overall personnel costs increased by $141,700, which reflects normal increases for salaries and benefit costs for existing staff, plus one new Senior Engineer position.
- 🡇 A decrease of $58,500 in data processing reflects the prior purchase of a GIS server and transition of data to the new system.
- 🡇 A decrease of $6,500 in office equipment reflects the prior purchase of cubicle spaces for staff.

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 to maintain efficient and timely operations and keep projects on schedule. Additional software and workspace will also be required to add any additional staff.

PUBLIC WORKS		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
295 ENGINEERING and PUBLIC WORKS ADMIN.							
PERSONAL SERVICES							
01	Salaries	$ 630,767	$ 800,434	$ 726,670	$ 922,204	$ 121,770	$ 968,315
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	47,765	61,625	55,094	72,241	10,616	74,863
07	Retirement - IPERS	59,207	76,788	68,105	88,279	11,491	91,409
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	127,381	153,000	153,000	139,806	(13,194)	139,806
11	Allowance	12,853	15,044	15,516	15,452	408	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,568	11,359	8,968	22,000	10,641	22,727
	Sub-Total	$ 885,541	$ 1,118,250	$ 1,027,352	$ 1,259,982	$ 141,732	$ 1,297,120
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	512	4,250	4,250	4,250	-	4,250
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	91,359	151,000	151,000	92,550	(58,450)	92,550
28	Dues and memberships	3,680	5,925	5,925	5,510	(415)	5,510
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	1,020	1,020	1,290	270	1,290
35	Printing and copying	4,441	8,350	8,350	7,290	(1,060)	7,290
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	263	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,235	8,400	8,400	10,600	2,200	10,600
48	Utility service	18,463	30,500	30,500	31,000	500	31,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	6,713	5,000	5,000	5,000	-	5,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,225	4,000	4,000	4,000	-	4,000
59	Operating supplies	539	500	500	500	-	500
60	Safety and medical supplies	1,041	1,500	1,500	1,500	-	1,500
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 137,471	$ 220,445	$ 220,445	$ 163,490	$ (56,955)	$ 163,490
CAPITAL OUTLAY							
71	Equipment	$ 2,216	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	5,000	5,000	5,000	-	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	11,779	6,500	9,144	-	(6,500)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	26	-	-	-	-	-
81	Building maintenance fund	31,024	31,274	31,274	31,426	152	31,426
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 45,045	$ 42,774	$ 45,418	$ 36,426	$ (6,348)	$ 36,426
OPERATING BUDGET SUB-TOTAL		$ 1,068,057	$ 1,381,469	$ 1,293,215	$ 1,459,898	$ 78,429	$ 1,497,036
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING and PUBLIC WORKS ADMIN.		$ 1,068,057	$ 1,381,469	$ 1,293,215	$ 1,459,898	$ 78,429	$ 1,497,036

Function: Public Works
Activity: Engineering and Public Works Administration

Activity Notes

Object	Description	Amount
01	Director of Engineering & Public Works, Assistant Director of Public Works, Assistant Director of Engineering, Senior Engineer (3 full and 1 at 50% - shared with Storm Water), Administrative Specialist, Administrative Technician (2)	$ 922,204
06	FICA	$ 72,241
07	IPERS	$ 88,279
09	Group insurance	$ 139,806
11	Cell phone allowance (6.5)	$ 2,652
	On-the-spot awards	$ 200
	Vehicle allowance (Director, Assistant Directors partial)	$ 12,600
13	Deferred compensation City match	$ 22,000
22	Recruitment	$ 4,250
27	ArcGIS spatial analysis	$ 600
	ArcView maintenance	$ 25,000
	CarteGraph maintenance	$ 52,000
	Conference room TV (50% - shared with CD)	$ 1,000
	GeoPak software maintenance	$ 2,900
	GIS computers -1 (GIS Coordinator), monitors & software maintenance	$ 4,500
	iPads	$ 1,600
	Lighting design software	$ 900
	MicroStation maintenance (3)	$ 4,050
28	APWA, AWWA, IES, ASCE and professional registrations and publications	$ 5,510
32	City logo shirts (3)	$ 90
	Uniform allowance (4)	$ 1,200
35	City map printing	$ 500
	Copier maintenance contract (50% - shared with Parks)	$ 240
	Maintenance on printer/copier (50% - shared with Community Development)	$ 200
	Miscellaneous printing/copying and postage	$ 6,350
46	APWA National Conference, CEU qualified - San Diego, CA (3)	$ 7,600
	APWA State Conference (1 Director, 2 Assistant Diectors, 2 Senior Engineers)	$ 1,250
	IES meetings	$ 100
	Technical conferences, CEU qualified - all professional staff	$ 1,650
48	Voice and data, water, electric, gas	$ 31,000
51	Operating supplies	$ 2,000
	Streetscape parts	$ 3,000
58	Office supplies	$ 4,000
59	Operating supplies	$ 500
60	First aid supplies	$ 1,500
72	Banners	$ 5,000
81	Building maintenance fund contribution - PM projects	$ 20,014
	Building maintenance - contracted services	$ 11,412


UNIQUELY
URBANDALE

HEALTH & SOCIAL SERVICES		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
300 HEALTH AND SOCIAL SERVICES SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	182,248	230,000	230,000	241,000	11,000	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	50	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	-	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	-	130,500	130,500	500	(130,000)	500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 182,248	$ 360,750	$ 360,750	$ 241,750	$ (119,000)	$ 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	73,800	35,000	35,000	155,000	120,000	400,000
	Sub-total	$ 73,800	$ 35,000	$ 35,000	$ 155,000	$ 120,000	$ 400,000
OPERATING BUDGET SUB-TOTAL		$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
HEALTH AND SOCIAL SERVICES SU		$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750


UNIQUELY
URBANDALE

FUNCTION: Health and Social Services
ACTIVITY: Community Services

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

COMMUNITY SERVICES

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	182,248	360,750	360,750	241,750
Capital outlay / transfers	73,800	35,000	35,000	155,000
Total expenditures	**$ 256,048**	**$ 395,750**	**$ 395,750**	**$ 396,750**
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST transfer	327,581	377,092	337,575	377,018
Total revenue	**$ 327,581**	**$ 377,092**	**$ 337,575**	**$ 377,018**
Net amount supported by property taxes	***$ (71,533)***	***$ 18,658***	***$ 58,175***	***$ 19,732***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ This department is primarily funded with 10% of the budgeted Polk County local option sales tax (LOSST) revenue designated for projects.
- ↑ This department is broken up between known projects at the time of budget (identified in line 24) and those that will be determined during the fiscal year (identified in line 97). This department also includes expenditures to support Urbandale's Civil Rights Commission and other HSS functional items that were historically paid out of the General Fund.
- ❖ Specifically identified contributions include U-CAN, Urbandale Food Pantry, Metro Home Improvement program, Section 8 housing program support and Neighborhood Finance Corp. Also committed are $35,000 to be transferred to the MAC Camp program.
- ❖ The additional funds available for community service projects ($120,000) will be determined by sub-committee of City Council during FY24.

FUTURE BUDGET CONSIDERATIONS:

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

HEALTH & SOCIAL SERVICES		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
370 COMMUNITY SERVICES							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	182,248	230,000	230,000	241,000	11,000	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	50	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	-	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	-	130,500	130,500	500	(130,000)	500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 182,248	$ 360,750	$ 360,750	$ 241,750	$ (119,000)	$ 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	73,800	35,000	35,000	155,000	120,000	400,000
	Sub-total	$ 73,800	$ 35,000	$ 35,000	$ 155,000	$ 120,000	$ 400,000
OPERATING BUDGET SUB-TOTAL		$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
COMMUNITY SERVICES		$ 256,048	$ 395,750	$ 395,750	$ 396,750	$ 1,000	$ 400,750

Function: Health and Social Services
Activity: Community Services

Activity Notes

Object	Description		Amount
24	U-CAN Urbandale Community Action Network contribution	$	60,000
	Urbandale Food Pantry	$	60,000
	Neighborhood Finance Corp loan program contribution	$	75,000
	Section 8 housing program support – City of Des Moines	$	17,000
	Metro Home Improvement Program	$	29,000
28	Civil Rights Commission membership	$	50
46	Civil Rights Commission training - local or webinar	$	200
59	Civil Rights Commission - outreach publications, media	$	500
97	Community service projects as identified - transfer out to project account	$	120,000
	Urbandale MAC Camp support	$	35,000


UNIQUELY
URBANDALE

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
400 CULTURE AND RECREATION SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ 2,174,940	$ 2,478,830	$ 2,341,983	$ 2,572,842	$ 94,012	$ 2,687,037
02	Overtime	13,709	20,500	9,302	31,000	10,500	31,000
03	Part-time	618,524	714,858	735,575	690,438	(24,420)	716,646
04	Witness fees	-	-	-	-	-	-
06	FICA	209,961	245,803	230,956	253,160	7,357	263,122
07	Retirement - IPERS	253,421	291,800	274,229	297,571	5,771	308,202
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	963,124	920,335	920,335	762,893	(157,442)	765,625
11	Allowance	10,985	11,774	12,406	11,774	-	11,774
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	16,953	30,709	21,015	57,514	26,805	58,787
	Sub-Total	$ 4,261,617	$ 4,714,609	$ 4,545,799	$ 4,677,192	$ (37,417)	$ 4,842,193
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 9,028	$ 9,000	$ 9,000	$ 9,000	$ -	$ 9,000
22	Recruitment	5,567	7,450	7,726	8,500	1,050	7,450
23	Professional services	501,942	579,595	579,595	574,345	(5,250)	619,345
24	Contributions to other agencies	1,143,319	971,961	1,282,327	1,243,400	271,439	1,258,342
27	Data processing	76,905	93,535	93,535	89,830	(3,705)	90,430
28	Dues and memberships	8,743	9,145	9,145	11,105	1,960	11,105
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	7,859	10,840	10,840	9,790	(1,050)	9,790
35	Printing and copying	33,594	65,460	65,460	65,900	440	65,900
40	Building and grounds maint.	16,350	40,000	40,000	43,000	3,000	43,000
41	Vehicle and equipment maint.	658	2,750	2,750	2,750	-	2,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	11,385	22,000	22,000	24,200	2,200	24,000
48	Utility service	255,747	234,750	234,750	271,350	36,600	270,750
49	Petty cash	-	200	200	200	-	200
51	Maintenance supplies	120,993	183,260	183,260	205,250	21,990	205,250
54	Minor equipment	9,723	7,850	7,850	8,250	400	8,250
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	92,264	96,700	96,700	101,000	4,300	101,000
57	Vehicle operation supplies	23,246	39,700	39,700	47,950	8,250	47,950
58	Office supplies	10,901	14,000	14,000	12,500	(1,500)	12,500
59	Operating supplies	102,627	151,950	151,950	170,250	18,300	170,250
60	Safety and medical supplies	1,999	6,735	6,735	6,235	(500)	6,235
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 2,432,850	$ 2,546,881	$ 2,857,523	$ 2,904,805	$ 357,924	$ 2,963,497
CAPITAL OUTLAY							
71	Equipment	$ 1,805	$ 17,900	$ 17,900	$ 59,000	$ 41,100	$ 59,000
72	Furniture and fixtures	23,984	49,100	49,100	45,850	(3,250)	45,850
73	Equipment replacement fund	113,210	135,136	135,136	349,933	214,797	333,816
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	154,996	-	2,088	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	183,443	202,745	202,745	215,455	12,710	215,455
80	Natural disaster cleanup	29,230	34,000	34,061	45,000	11,000	45,000
81	Building maintenance fund	646,247	553,684	553,684	603,078	49,394	603,078
97	Transfers out	897,192	939,429	1,118,000	1,068,000	128,571	1,103,714
	Sub-total	$ 2,050,107	$ 1,931,994	$ 2,112,714	$ 2,386,316	$ 454,322	$ 2,405,913
OPERATING BUDGET SUB-TOTAL		$ 8,744,574	$ 9,193,484	$ 9,516,036	$ 9,968,313	$ 774,829	$ 10,211,603
99	Special Revenue fund items	$ 225,977	$ 289,900	$ 138,945	$ 264,350	$ (25,550)	$ 264,350
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
CULTURE AND RECREATION SUMMARY		$ 8,970,551	$ 9,508,384	$ 9,654,981	$ 10,257,663	$ 749,279	$ 10,500,953


UNIQUELY
URBANDALE

FUNCTION: Culture and Recreation
ACTIVITY: Library

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

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	1,884,799	2,133,282	2,063,363	2,028,243
Contractual & supply service	243,746	258,720	258,720	263,505
Capital outlay	482,412	485,281	485,342	501,491
Total expenditures	**$ 2,610,957**	**$ 2,877,283**	**$ 2,807,425**	**$ 2,793,239**
Fees	70,709	62,250	55,750	52,250
Grants	-	-	-	-
Other	230,258	197,015	231,083	190,215
Total revenue	**$ 300,967**	**$ 259,265**	**$ 286,833**	**$ 242,465**
Net amount supported by property taxes	***$ 2,309,990***	***$ 2,618,018***	***$ 2,520,592***	***$ 2,550,774***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- 🡻 Overall personnel costs decreased by $105,000, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- 🡹 An increase of $4,200 in utility service represents the increase electric and water cost.
- 🡹 An increase of $12,700 in books, films, and recordings reflects additional purchases for the library collection.
- 🡹 An increase of $3,500 in building maintenance is the result of an increase in costs related to the HVAC heating and cooling service contract. The bulk of preventative maintenance activities is performed by the building maintenance staff.

FUTURE BUDGET CONSIDERATIONS

- ❖ Patron demand and expectations for digital collections continues to grow. Waiting lists and checkouts of items has accelerated since the start of the pandemic.
- ❖ The library's interior spaces are popular among patrons for studying, group gatherings, youth activities, and accessing resources. However, the interior spaces should be studied to ensure we are serving the evolving needs of patrons.
- ❖ The library continues to explore ways to deliver services and programming to users on the west side of Urbandale.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
410 LIBRARY							
PERSONAL SERVICES							
01	Salaries	$ 728,913	$ 814,133	$ 776,284	$ 831,643	$ 17,510	$ 873,225
02	Overtime	148	-	33	-	-	-
03	Part-time	551,133	608,858	595,857	576,438	(32,420)	602,646
04	Witness fees	-	-	-	-	-	-
06	FICA	96,503	109,771	102,923	109,286	(485)	114,445
07	Retirement - IPERS	116,654	134,461	125,673	133,044	(1,417)	136,978
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	380,242	450,000	450,000	353,194	(96,806)	353,194
11	Allowance	4,800	5,300	5,200	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,406	10,759	7,393	19,338	8,579	20,154
	Sub-Total	$ 1,884,799	$ 2,133,282	$ 2,063,363	$ 2,028,243	$ (105,039)	$ 2,105,942
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	1,397	1,350	1,350	1,350	-	1,350
23	Professional services	10,757	12,595	12,595	13,445	850	13,445
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	58,182	72,235	72,235	72,130	(105)	72,130
28	Dues and memberships	7,296	5,060	5,060	6,900	1,840	6,900
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	26,844	24,060	24,060	24,260	200	24,260
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	175	1,500	1,500	1,500	-	1,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,053	3,000	3,000	3,000	-	3,000
48	Utility service	105,841	99,000	99,000	103,200	4,200	103,200
49	Petty cash	-	200	200	200	-	200
51	Maintenance supplies	8,001	10,500	10,500	10,500	-	10,500
54	Minor equipment	1,086	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,316	9,000	9,000	7,500	(1,500)	7,500
59	Operating supplies	15,328	18,200	18,200	17,500	(700)	17,500
60	Safety and medical supplies	470	520	520	520	-	520
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 243,746	$ 258,720	$ 258,720	$ 263,505	$ 4,785	$ 263,505
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	183,443	202,745	202,745	215,455	12,710	215,455
80	Natural disaster cleanup	1,233	-	61	-	-	-
81	Building maintenance fund	297,736	282,536	282,536	286,036	3,500	286,036
97	Transfers out		-	-	-	-	-
	Sub-total	$ 482,412	$ 485,281	$ 485,342	$ 501,491	$ 16,210	$ 501,491
OPERATING BUDGET SUB-TOTAL		$ 2,610,957	$ 2,877,283	$ 2,807,425	$ 2,793,239	$ (84,044)	$ 2,870,938
99	Special Revenue fund items	$ 38,408	$ 128,000	$ -	$ 128,000	$ -	$ 128,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
LIBRARY		$ 2,649,365	$ 3,005,283	$ 2,807,425	$ 2,921,239	$ (84,044)	$ 2,998,938

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	$	831,643
03	Part-time	$	576,438
06	FICA	$	109,286
07	IPERS	$	133,044
09	Group insurance	$	353,194
11	On-the-spot awards	$	500
	Vehicle allowance - Director	$	4,800
13	Deferred compensation City match	$	19,338
22	Pre-employment background checks	$	850
	Pre-employment drug screenings	$	500
23	Adult programming presenter fees	$	1,700
	Book return delivery service	$	1,025
	Material and fee collections	$	2,500
	Notary renewal	$	120
	Website hosting and security updates	$	5,100
	Youth programming presenter fees	$	3,000
27	Computer replacements	$	7,000
	Credit card processing fees	$	150
	Mass storage array hardware support	$	2,000
	Meeting room booking software support	$	2,450
	My PC papercut software support	$	3,500
	Network switches hardware/software support	$	1,500
	OCLC cataloging records	$	22,000
	PDQ deploy software support	$	1,050
	Polaris integrated library system software support and third party subscriptions	$	28,800
	Secure site certificate	$	550
	Veeam backup and replication software support	$	460
	Virtualized servers hardware support	$	2,250
	Visitor counter hardware/software support	$	260
	Zoom subscription	$	160
28	Amazon Prime	$	180
	American Library Association	$	1,200
	Beanstack - summer reading program tracker	$	1,550
	Iowa Library Association	$	900
	MPLC movie public performance site license	$	240
	Polaris Users Group	$	110
	Swank movie public performance site license (2 year)	$	2,000
	When I Work	$	720
35	Photocopiers and printers lease and copy/print charges	$	16,400
	Postage	$	6,000

Function: Culture and Recreation
Activity: Library

Activity Notes

Object	Description	Amount
35 cont.	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	$ 68,000
	Gas	$ 12,800
	Internet	$ 10,500
	Phone	$ 5,500
	Water	$ 6,400
49	Petty cash	$ 200
51	Maintenance supplies	$ 10,500
54	Minor equipment	$ 1,500
58	Office supplies	$ 7,500
59	Operating supplies	$ 11,000
59.4	Operating supplies - adult programming	$ 2,000
59.9	Operating supplies - youth programming	$ 4,500
60	First aid cabinet restocking	$ 500
	MVR annual fee	$ 20
79.1	Adult books	$ 60,000
79.1.2	Young adult books	$ 7,000
79.1.3	Juvenile books	$ 32,000
79.2	Bridges eAudio/eBook consortium fees	$ 10,000
	ComicsPlus	$ 1,300
	eAudio/eBooks	$ 27,000
	Hoopla	$ 9,000
79.3	Audio books	$ 12,125
	Music	$ 1,500
79.4	DVD's	$ 18,500
	Games	$ 4,500
79.5	Newspaper and periodical subscriptions	$ 10,000
79.6	Ancestry	$ 2,700
	Consumer Reports	$ 2,700
	Heritage Quest	$ 1,115
	Morningstar	$ 1,600
	Niche Academy	$ 2,000
	Novelist Plus/Select/K-8/LibraryAware (EBSCO package)	$ 6,565
	Outlook	$ 255
	ProQuest: Digitized Des Moines Register database	$ 495

Function: Culture and Recreation
Activity: Library

Activity Notes

Object	Description		Amount
79.6 cont.	Value Line	$	4,150
79.7	Cake pans	$	200
	Puppets	$	150
	Puzzles	$	100
	Steam Kits	$	500
81	Building maintenance fund contribution - PM projects	$	219,886
	Building maintenance - contracted services	$	66,150

Library Fund	**Special Revenue Fund #175**	**$**	**128,000**
99	Art Gallery	$	3,000
99	Dorothy Jackson Trust	$	25,000
99	Enrich Iowa	$	80,000
99	Foundation	$	20,000


UNIQUELY
URBANDALE

FUNCTION: Culture and Recreation
ACTIVITY: Parks

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

PARKS

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	1,484,775	1,694,577	1,604,574	1,758,913
Contractual & supply service	678,739	879,760	904,412	929,690
Capital outlay	469,803	679,448	681,536	961,919
Total expenditures	**$ 2,633,317**	**$ 3,253,785**	**$ 3,190,522**	**$ 3,650,522**
Fees	223,402	175,000	174,005	171,000
Grants	8,553	-	-	-
Other	232,230	222,812	262,616	248,595
Total revenue	**$ 464,185**	**$ 397,812**	**$ 436,621**	**$ 419,595**
Net amount supported by property taxes	***$ 2,169,132***	***$ 2,855,973***	***$ 2,753,900***	***$ 3,230,927***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs reflect a net increase of $64,300, which reflects normal salary and benefit adjustments for existing staff, plus the addition of one horticulture technician.
- ↓ A decrease of $23,100 in professional services reflects increase in contracted parks mowing services offset by completion of Lions Park master plan in prior budget.
- ↑ An increase of $26,400 in utility services represents an increase in utility service expenses related to the new Parks & Public Works facility.
- ↑ An increase of $34,100 in equipment represents the purchase of an electric zero-turn mower for the WJ ballfields.
- ↑ An increase of $201,100 in equipment replacement contributions reflects the cost increase of future replacement vehicles.
- ↑ An increase of $30,900 in building maintenance expense is the result of increased building maintenance fund contributions and higher contracted services costs.

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.
- ❖ The City currently has 58 parks, including 41 playgrounds, or which 18 play structures were installed in 2005 or earlier. The life expectancy for playground equipment is 20 years, which means a more rapid replacement schedule should be implemented to assure park users are able to fully enjoy City parks.
- ❖ Emerald Ash Borer (EAB) is becoming more prevalent in our City and the need to accelerate the removal of more ash trees in our developed park areas is anticipated. Tree removal, as well as replanting trees to reestablish the urban forest will increase costs in the budget.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	$ 985,873	$ 1,137,314	$ 1,069,954	$ 1,201,341	$ 64,027	$ 1,248,673
02	Overtime	10,814	20,000	4,615	28,000	8,000	28,000
03	Part-time	38,097	56,000	64,192	56,000	-	56,000
04	Witness fees	-	-	-	-	-	-
06	FICA	77,129	91,477	85,477	97,946	6,469	100,834
07	Retirement - IPERS	92,858	107,673	101,439	113,692	6,019	117,875
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	266,169	261,000	261,000	228,104	(32,896)	228,104
11	Allowance	6,087	6,424	7,141	6,424	-	6,424
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,748	14,689	10,755	27,406	12,717	28,357
	Sub-Total	$ 1,484,775	$ 1,694,577	$ 1,604,574	$ 1,758,913	$ 64,336	$ 1,814,267
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	2,000	3,000	3,000	4,050	1,050	3,000
23	Professional services	229,464	339,600	339,600	316,500	(23,100)	361,500
24	Contributions to other agencies	27,691	1,200	25,852	1,200	-	1,200
27	Data processing	17,091	15,100	15,100	14,500	(600)	15,100
28	Dues and memberships	315	1,335	1,335	1,335	-	1,335
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	7,763	10,000	10,000	8,950	(1,050)	8,950
35	Printing and copying	1,765	7,450	7,450	7,690	240	7,690
40	Building and grounds maint.	16,350	40,000	40,000	43,000	3,000	43,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,950	10,600	10,600	10,800	200	10,600
48	Utility service	108,861	98,650	98,650	125,050	26,400	124,450
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	98,279	152,610	152,610	171,150	18,540	171,150
54	Minor equipment	7,067	5,000	5,000	5,000	-	5,000
55	DARE expenditures	-	-	-		-	
56	Vehicle maintenance supplies	90,764	95,200	95,200	99,000	3,800	99,000
57	Vehicle operation supplies	23,193	38,000	38,000	46,250	8,250	46,250
58	Office supplies	2,319	1,000	1,000	1,000	-	1,000
59	Operating supplies	39,461	55,300	55,300	69,000	13,700	69,000
60	Safety and medical supplies	1,406	5,715	5,715	5,215	(500)	5,215
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 678,739	$ 879,760	$ 904,412	$ 929,690	$ 49,930	$ 973,440
CAPITAL OUTLAY							
71	Equipment	$ 1,235	$ 5,400	$ 5,400	$ 39,500	$ 34,100	$ 39,500
72	Furniture and fixtures	20,741	45,700	45,700	36,100	(9,600)	36,100
73	Equipment replacement fund	105,639	127,565	127,565	328,642	201,077	312,525
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	5,330	-	2,088	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	27,997	34,000	34,000	45,000	11,000	45,000
81	Building maintenance fund	148,861	168,783	168,783	199,677	30,894	199,677
97	Transfers out	160,000	298,000	298,000	313,000	15,000	313,000
	Sub-total	$ 469,803	$ 679,448	$ 681,536	$ 961,919	$ 282,471	$ 945,802
OPERATING BUDGET SUB-TOTAL		$ 2,633,317	$ 3,253,785	$ 3,190,522	$ 3,650,522	$ 396,737	$ 3,733,509
99	Special Revenue fund items	$ 129,615	$ 28,150	$ -	$ 36,350	$ 8,200	$ 36,350
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
PARKS		$ 2,762,932	$ 3,281,935	$ 3,190,522	$ 3,686,872	$ 404,937	$ 3,769,859

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description		Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Laborers (7), Facilities Maintenance Laborers (2), Horticulture Technician (2), 1/2 Administrative Specialist (other 1/2 in Recreation)	$	1,201,341
02	Overtime (Saturday rounds = 6 hours X 28 Saturdays X $42/hr.)	$	8,000
	Overtime (snow removal, preparation for July 4th, mosquito control application, etc.)	$	20,000
03	Seasonal labor staff - 120 day (5), 8-month (1), Arboretum intern	$	56,000
06	FICA	$	97,946
07	IPERS	$	113,692
09	Group insurance	$	228,104
11	Cell phone allowance - Director, Assistant Director, and Parks Supervisor	$	1,224
	Spot awards	$	400
	Vehicle allowance - Director	$	4,800
13	Deferred compensation City match	$	27,406
22	Recruitment expenses for seasonal staff and Horticulture Technician (background checks, drug screens, physicals)	$	4,050
23	Contractual parks maintenance (mowing contract)	$	264,000
	Interchange mowing (Douglas 86th & 100th Street) 94 acres	$	15,000
	Prairie management assistance (prescribed burn, pest control, and natural area restoration)	$	3,000
	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
	iPad for park inspections	$	1,200
	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 (2)	$	350
	Subscriptions/publications	$	215
	Tree Board - National Arbor Day Foundation	$	15
32	Uniform allowances (14 X $625), part time staff t-shirts, sweatshirts for seasonal staff ($200)	$	8,950
35	ArcGIS mapping annual fees	$	550
	Copier maintenance contract (50% - shared with PW Admin)	$	240
	Marketing and promotions	$	4,500
	Postage & toner	$	1,400
	Regional/Urbandale trail map	$	1,000
40	Giovannetti Shelter $12,500 (5240.201), Lions Park Shelter $14,000 (5240.202), and Senior Recreation Center $8,500 (5240.203) weekend custodial for rentals	$	35,000
	Open air shelter - custodial for rentals (5240.4)	$	8,000
46	Iowa Parks and Recreation Fall workshop - Cedar Falls, IA (3)	$	1,000
	Iowa Parks and Recreation Spring conference - DSM, IA (3)	$	1,200

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description	Amount
46 cont.	Iowa State University Shade Tree course - local (2)	$ 300
	Iowa Turf Grass local conference (4)	$ 900
	NRPA Conference - Dallas, TX (Director and Asst. Director)	$ 4,400
	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)	$ 1,400
	Tree Board - training and development	$ 100
48	iPad internet service	$ 600
	Memorial Tree Park and Gardens - electrical	$ 1,600
	Parks - gas, electric, water, telephone and data (includes new offices)	$ 53,500
	Parks & Public Works new facility (30% of utilities - shared with PW)	$ 35,000
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)	$ 8,675
48.215	Walker Johnston Softball Complex - utilities (concession, Maint. Bldg., field lights & irrigation)	$ 16,000
51	Flower garden material	$ 10,000
	Gravel bed nursery tree stock suppllies	$ 1,500
	Lakeview pond fountain maintenance & Memorial Tree Park Fountain	$ 3,200
	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	$ 11,000
	Portable toilets - parks ($6,440); special events ($450); school events ($250)	$ 7,140
	Safety wood fiber for playground fall zones (35 playgrounds)	$ 13,000
	Sand and gravel (bike trail overlays and backfill, playground installations, etc.)	$ 4,000
	Seed and fertilizer	$ 69,600
	Striping parking lots	$ 3,000
	Turf chemicals	$ 12,000
	Water bags for tree plantings	$ 810
51.8	Tree board plantings - Golfview/Cross Creek - 18 trees ($5,400) offset by Trees 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	$ 70,000
	Fleet management - repair and maintenance supplies	$ 29,000
57	Fuel, gas, etc.	$ 43,250
	Vehicle operations suppplies (non fuel)	$ 3,000
58	Office supplies	$ 1,000
59	Dog park supplies	$ 7,500
	Graffiti removal/vandalism	$ 3,000
	Lift rental for Holiday Lights installation (2)	$ 2,000

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description		Amount
59 cont.	Outdoor ice rink replacement liner	$	1,000
	Restroom supplies, park/shelter house janitorial supplies, trash can liners, paper products	$	13,000
	Signs for parks and trails	$	2,800
	Tree debris/log mulcher rental	$	1,200
59.201	Giovannetti Community Shelter - shelter supplies, paper products, etc.	$	2,500
59.202	Lions Shelter - shelter supplies, paper products, etc.	$	2,500
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.)	$	14,400
59.7	Public Art - $1,500 stipends for Art Park sculptures (4) ($8,000), community awareness and education/events ($1,000) and mailings/operating supplies/events ($1,000), Library art gallery ($1,000), community splash art projects ($5,000) partnership with Library gallery ($3,000)	$	19,000
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
	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	Single-stage snow thrower	$	1,000
	Small battery & gas powered equipment replacement (chainsaws, grass trimmers, blowers)	$	2,500
71.215	Electric commercial zero turn mower for WJ ballfields	$	35,000
	WJ Park complex equipment	$	1,000
72	Basketball goals - Brookview Park (1), Ashleaf Park (2)	$	7,500
	Benches, grills, inside tables & chairs, replacement, bleachers, waste receptacles (5) & multi-purpose wood picnic tables (6)	$	5,400
	Outdoor Rink rink expansion	$	2,200
	Permanent picnic tables and trash receptacles for park shelters	$	3,000
	Snow Plow for sanding truck	$	13,000
	Walker Johnston Skate Park (replacement decking)	$	5,000
73	Equipment Replacement Fund contribution	$	328,642
80	Emerald Ash Borer (EAB) preparation: tree removal ($35,000), tree replacement in parks ($6,000), Tree-age insecticide treatment ($1,000), rental of tub grinder ($3,000)	$	45,000
81	Building maintenance fund contribution - PM projects (Giovannetti, Lions, Parks, Open Shelters, WJP & PW/Parks Facility and Sat. facility) (Includes automatic doors for Giovannetti Shelter $9,000)	$	102,600
	Building maintenance - contracted services: (Giovannetti, Lions, Parks, Open Shelters, WJP, PW/Parks Facility and Satelite Facility)	$	97,077
97 transfers	Bike path City-wide improvements	$	125,000
	Holiday lighting display @ Memorial Tree Park	$	35,000
	Open air shelter - Sharon Heights	$	45,000
	Playground improvements (fall surface at WJ Swings and Slides)	$	75,000
	WJ Park tree house repairs	$	33,000

Function: Culture and Recreation
Activity: Parks

Activity Notes

Object	Description		Amount
Dunlap Fund	**Dunlap Arboretum expenses (directly funded by Dunlap Foundation special revenue fund):**	**$**	**36,350**
99	Arboretum intern (5 months)	$	9,000
	Ash tree treatments and removals	$	4,650
	Contract mowing & trimming	$	7,000
	Contract tree work/tree pruning	$	3,500
	Interpretive & identification signage	$	2,800
	Kybo - year round	$	700
	Landscaping materials	$	2,000
	Summer plant material	$	1,500
	Trash cans (8)	$	5,200

FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

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

GROUNDS MAINTENANCE

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	103,066	108,856	104,751	106,157
Contractual & supply service	18,019	29,750	29,750	35,500
Capital outlay	-	-	-	7,000
Total expenditures	**$ 121,085**	**$ 138,606**	**$ 134,501**	**$ 148,657**
Fees	-	-	-	-
Grants	-	-	-	-
Other	10,678	9,491	11,071	10,123
Total revenue	**$ 10,678**	**$ 9,491**	**$ 11,071**	**$ 10,123**
Net amount supported by property taxes	***$ 110,407***	***$ 129,115***	***$ 123,430***	***$ 138,534***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- 🡻 Personnel costs reflect a net decrease of $2,700 with reflects normal salary and benefit increases for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- 🡹 An increase of $7,000 in equipment expense is the relates to the purchase of a 3-point sprayer for use on medians.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the City continues to develop medians, entry points and signage in the community, more resources of staff time and materials will be needed to maintain these areas.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
435 GROUNDS MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	$ 70,330	$ 76,483	$ 73,184	$ 75,866	$ (617)	$ 77,948
02	Overtime	951	500	390	1,000	500	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	5,341	5,907	5,501	5,917	10	6,082
07	Retirement - IPERS	6,729	7,203	6,944	7,144	(59)	7,358
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	19,012	18,000	18,000	14,716	(3,284)	14,716
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	703	763	732	1,514	751	1,559
	Sub-Total	$ 103,066	$ 108,856	$ 104,751	$ 106,157	$ (2,699)	$ 108,663
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,500	6,000	6,000	8,500	2,500	8,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	4,003	8,000	8,000	8,000	-	8,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	12,516	15,750	15,750	19,000	3,250	19,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 18,019	$ 29,750	$ 29,750	$ 35,500	$ 5,750	$ 35,500
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ 7,000	$ 7,000	$ 7,000
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	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ 7,000	$ 7,000	$ 7,000
OPERATING BUDGET SUB-TOTAL		$ 121,085	$ 138,606	$ 134,501	$ 148,657	$ 10,051	$ 151,163
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
GROUNDS MAINTENANCE		$ 121,085	$ 138,606	$ 134,501	$ 148,657	$ 10,051	$ 151,163

Function: Culture and Recreation
Activity: Grounds Maintenance

Activity Notes

Object	Description		Amount
01	Turf Specialist	$	75,866
02	Overtime	$	1,000
06	FICA	$	5,917
07	IPERS	$	7,144
09	Group insurance	$	14,716
13	Deferred compensation City match	$	1,514
23	Douglas interchange landscaping and plant material maintenance	$	3,500
	Tree removal and trimming - City facilities	$	5,000
48	Douglas interchange median irrigation	$	8,000
51	Federal and State flags and flag maintenance for City facilities	$	1,000
	Ice melt for City parking lots, sidewalks, etc.	$	3,000
	Seed, fertilizer, plants/material/pots for City grounds	$	7,500
	Streetscape expenses, general fountain repairs, plant materials for the Douglas Avenue Beautification and Entry Signage projects	$	7,500
71	3-point sprayer with GPS system for medians	$	7,000


UNIQUELY
URBANDALE

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

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

RECREATION

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	344,870	417,186	432,887	417,879
Contractual & supply service	151,135	257,620	257,620	263,540
Capital outlay	29,267	28,697	28,697	47,417
Total expenditures	**$ 525,272**	**$ 703,503**	**$ 719,204**	**$ 728,836**
Fees	171,262	100,600	100,180	100,180
Grants	-	-	-	-
Other	46,323	48,174	59,199	49,633
Total revenue	**$ 217,585**	**$ 148,774**	**$ 159,379**	**$ 149,813**
Net amount supported by property taxes	***$ 307,687***	***$ 554,729***	***$ 559,825***	***$ 579,023***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of $13,700 in equipment replacement contributions reflects the cost increase of future replacement vehicles.
- ↑ An increase of $5,000 in transfers out reflects a transfer to the MAC fund to help offset costs of running the MAC Camp.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The City has a significant deficit in indoor recreation facilities, which greatly restricts the programs the City can provide. A decision will need to be made regarding the recreation facilities for the community, and future bond referendum for a community recreation facility. These decisions will greatly affect the future operations, management and staffing of this department.
- ❖ The MAC camp program is in its 15th year and has been very successful. As the need and popularity of the program grows, there is a desire to expand the MAC Camp to another school site. The program is currently nearly fully funded by grants and donations, so any consideration of expanding the program to other schools would require additional funding.
- ❖ For the last several years, the recreation department has initiated and absorbed a significant number of new projects, programs, and large special events, which has challenged us to maintain the level of quality services that we and the community expect. With more responsibilities consistently being added to our list, it is essential we add a new staff person to assist with the growing demand.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
440 RECREATION							
PERSONAL SERVICES							
01	Salaries	$ 220,687	$ 254,204	$ 241,635	$ 260,462	$ 6,258	$ 273,485
02	Overtime	1,796	-	4,264	2,000	2,000	2,000
03	Part-time	24,863	50,000	75,526	50,000	-	50,000
04	Witness fees	-	-	-	-	-	-
06	FICA	18,238	23,457	23,855	24,138	681	25,086
07	Retirement - IPERS	20,944	23,939	23,214	24,526	587	25,817
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	57,036	63,000	63,000	51,507	(11,493)	51,507
11	Allowance	30	50	65	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,276	2,536	1,328	5,196	2,660	4,443
	Sub-Total	$ 344,870	$ 417,186	$ 432,887	$ 417,879	$ 693	$ 432,388
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 8,322	$ 7,500	$ 7,500	$ 7,500	$ -	$ 7,500
22	Recruitment	2,022	3,100	3,100	3,100	-	3,100
23	Professional services	94,586	155,000	155,000	158,000	3,000	158,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	2,500	2,500	500	(2,000)	500
28	Dues and memberships	564	1,470	1,470	1,590	120	1,590
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	750	750	750	-	750
35	Printing and copying	291	18,150	18,150	18,150	-	18,150
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	279	250	250	250	-	250
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	343	6,300	6,300	6,100	(200)	6,100
48	Utility service	3,447	3,100	3,100	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	400	400	400	-	400
54	Minor equipment	207	350	350	350	-	350
55	DARE expenditures	-	-	-		-	
56	Vehicle maintenance supplies	1,500	1,500	1,500	2,000	500	2,000
57	Vehicle operation supplies	53	1,700	1,700	1,700	-	1,700
58	Office supplies	1,230	2,000	2,000	2,000	-	2,000
59	Operating supplies	38,248	53,250	53,250	57,750	4,500	57,750
60	Safety and medical supplies	43	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 151,135	$ 257,620	$ 257,620	$ 263,540	$ 5,920	$ 263,540
CAPITAL OUTLAY							
71	Equipment	$ 570	$ 5,000	$ 5,000	$ 5,000	$ -	$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	7,571	7,571	7,571	21,291	13,720	21,291
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	16,126	16,126	16,126	16,126	-	16,126
97	Transfers out	5,000	-	-	5,000	5,000	5,000
	Sub-total	$ 29,267	$ 28,697	$ 28,697	$ 47,417	$ 18,720	$ 47,417
OPERATING BUDGET SUB-TOTAL		$ 525,272	$ 703,503	$ 719,204	$ 728,836	$ 25,333	$ 743,345
99	Special Revenue fund items (M	$ 54,660	$ 93,000	$ 93,000	$ 95,000	$ 2,000	$ 95,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
RECREATION		$ 579,932	$ 796,503	$ 812,204	$ 823,836	$ 27,333	$ 838,345

Function: Culture and Recreation
Activity: Recreation

Activity Notes

Object	Description		Amount
01	Recreation Superintendent, Recreation Coordinator (2), 1/2 Administrative Specialist	$	260,462
02	Overtime	$	2,000
03	Summer recreation staff - Recreation Leader 1 (4), Recreation Leader 2 (3) intern (1)	$	50,000
06	FICA	$	24,138
07	IPERS	$	24,526
09	Group insurance	$	51,507
11	Allowance	$	50
13	Deferred compensation City match	$	5,196
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	$	120,000
	Subsidy for aquatic programs - area aquatic facilities	$	38,000
27	Computer software and supplies	$	500
28	American License fees (broadcast permit)	$	250
	Iowa Parks and Recreation Association - Recreation Superintendent, Coordinator (2)	$	540
	National Miracle League Organization - Annual membership fee	$	600
	Subscriptions/publications	$	200
32	Shirts (rec staff)	$	750
35	Copy machine maintenance/contract	$	600
	Flyers, schedules and brochures	$	550
	Marketing and promotions - digital program guide, programs, events	$	17,000
41	Wellness Center - maintenance and repair of wellness equipment	$	250
46	Athletic Business Conference for Rec Superintendent (Baltimore)	$	2,200
	Iowa Parks and Recreation Fall workshop - Cedar Falls, IA (3)	$	950
	Iowa Parks and Recreation Spring conference - DSM, IA (3)	$	1,000
	Mileage reimbursements (Rec Superintendent, Rec coordinator(2), Rec intern)	$	1,250
	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	$	1,000
	Fleet management - repair and maintenance supplies	$	1,000
57	Fuel - van	$	1,700
58	Office supplies	$	2,000
59	Recreation program supplies	$	21,000
	Recreation program t-shirts	$	2,500
	Sales tax for facility rentals	$	4,000
	Scholarship fund	$	3,000
	Signs/banners for special events	$	750

Function: Culture and Recreation
Activity: Recreation

Activity Notes

Object	Description		Amount
59 cont.	Special events (Party in the Park, Drive-in Movies, etc.)	$	15,000
	Summer rec programs - transportation (buses for Kids Kamp)	$	10,000
59.216	Miracle League operating supplies	$	1,500
60	First aid supplies	$	300
71	Copy machine purchase	$	5,000
73	Equipment Replacement Fund contribution	$	21,291
81	Building maintenance fund contribution - PM repairs - wellness	$	7,156
	Building maintenance - contracted services	$	8,970
97	Transfer out to MAC fund	$	5,000

MAC Fund	**MAC Fund expenses (those items directly related to Making a Connection program):**	**$**	**95,000**
03	Making A Connection (MAC) Camp – program supervisor salaries, Mobile MAC salaries	$	54,000
59	MAC program supplies & Mobile MAC supplies , field trip transportation, admissions, t-shirts	$	41,000

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	6,984	10,200	10,200	10,400
Capital outlay	-	-	-	-
Total expenditures	**$ 6,984**	**$ 10,200**	**$ 10,200**	**$ 10,400**
Fees	140	-	-	-
Grants	-	-	-	-
Other	616	698	840	708
Total revenue	**$ 756**	**$ 698**	**$ 840**	**$ 708**
Net amount supported by property taxes	***$ 6,228***	***$ 9,502***	***$ 9,360***	***$ 9,692***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- A $20,750 decrease in McDivitt Cemetery special revenue fund reflects the purchase of a columbarium in the prior budget.

FUTURE BUDGET CONSIDERATIONS

- Once the final columbarium is installed, there are no additional concrete footings available to add any more. If additional niches are needed, space within the cemetery property will need to be identified.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
450 CEMETERY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	6,984	9,400	9,400	9,400	-	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	1,000	200	1,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 6,984	$ 10,200	$ 10,200	$ 10,400	$ 200	$ 10,400
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 6,984	$ 10,200	$ 10,200	$ 10,400	$ 200	$ 10,400
99	Special Revenue fund items	$ 2,790	$ 20,750	$ 25,945	$ -	$ (20,750)	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CEMETERY MAINTENANCE		$ 9,774	$ 30,950	$ 36,145	$ 10,400	$ (20,550)	$ 10,400

Function: Culture and Recreation
Activity: Cemetery Maintenance

Activity Notes

Object	Description		Amount
23	Contract maintenance	$	7,400
	Tree maintenance	$	2,000
51	Turf chemicals, misc. supplies	$	1,000


UNIQUELY
URBANDALE

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	233,531	286,373	265,889	294,777
Contractual & supply service	104,008	140,070	140,346	159,970
Capital outlay	98,032	97,139	97,139	118,489
Total expenditures	**$ 435,571**	**$ 523,582**	**$ 503,374**	**$ 573,236**
Fees	41,011	28,000	44,500	47,500
Grants	-	-	-	-
Other	38,413	35,851	41,433	39,036
Total revenue	**$ 79,424**	**$ 63,851**	**$ 85,933**	**$ 86,536**
Net amount supported by property taxes	***$ 356,147***	***$ 459,731***	***$ 417,441***	***$ 486,700***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of $11,500 in professional services reflect an increase in instructor costs due to expanded program offerings.
- ↑ An increase of $15,000 in building maintenance represents the addition of an office wall within the senior center.
- ↓ A decrease of $15,000 in the senior center special revenue fund represents a decrease in donation fund expenditures.

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.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
460 SENIOR RECREATION CENTER							
PERSONAL SERVICES							
01	Salaries	$ 162,346	$ 196,696	$ 180,925	$ 203,530	$ 6,834	$ 213,706
02	Overtime	-	-	-	-	-	-
03	Part-time	4,431	-	-	8,000	8,000	8,000
04	Witness fees	-	-	-	-	-	-
06	FICA	12,218	15,191	13,199	15,873	682	16,675
07	Retirement - IPERS	15,744	18,524	16,959	19,165	641	20,174
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,024	54,000	54,000	44,149	(9,851)	44,149
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	768	1,962	806	4,060	2,098	4,274
	Sub-Total	$ 233,531	$ 286,373	$ 265,889	$ 294,777	$ 8,404	$ 306,978
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 706	$ 1,500	$ 1,500	$ 1,500	$ -	$ 1,500
22	Recruitment	148	-	276	-	-	-
23	Professional services	45,085	57,000	57,000	68,500	11,500	68,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,632	3,700	3,700	2,700	(1,000)	2,700
28	Dues and memberships	568	1,280	1,280	1,280	-	1,280
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	96	90	90	90	-	90
35	Printing and copying	4,694	15,800	15,800	15,800	-	15,800
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	204	1,000	1,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,039	2,100	2,100	4,300	2,200	4,300
48	Utility service	31,848	26,000	26,000	32,000	6,000	32,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,197	3,200	3,200	3,200	-	3,200
54	Minor equipment	1,363	1,000	1,000	1,400	400	1,400
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,036	2,000	2,000	2,000	-	2,000
59	Operating supplies	10,312	25,200	25,200	26,000	800	26,000
60	Safety and medical supplies	80	200	200	200	-	200
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 104,008	$ 140,070	$ 140,346	$ 159,970	$ 19,900	$ 159,970
CAPITAL OUTLAY							
71	Equipment	$ -	$ 7,500	$ 7,500	$ 7,500	$ -	$ 7,500
72	Furniture and fixtures	3,243	3,400	3,400	9,750	6,350	9,750
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	94,789	86,239	86,239	101,239	15,000	101,239
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 98,032	$ 97,139	$ 97,139	$ 118,489	$ 21,350	$ 118,489
OPERATING BUDGET SUB-TOTAL		$ 435,571	$ 523,582	$ 503,374	$ 573,236	$ 49,654	$ 585,437
99	Special Revenue fund items	$ 504	$ 20,000	$ 20,000	$ 5,000	$ (15,000)	$ 5,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SENIOR RECREATION CENTER		$ 436,075	$ 543,582	$ 523,374	$ 578,236	$ 34,654	$ 590,437

Function: Culture and Recreation
Activity: Senior Recreation Center

Activity Notes

Object	Description		Amount
01	Senior Recreation Center Supervisor, Recreation Coordinator, Recreation Specialist	$	203,530
03	Senior center intern	$	8,000
06	FICA	$	15,873
07	IPERS	$	19,165
09	Group insurance	$	44,149
13	Deferred compensation City match	$	4,060
21	Advertisements and program promotion	$	1,500
23	Professional services (contracted program instructors)	$	68,500
27	Computer software and supplies	$	500
	My Senior Center program management fee	$	1,500
	Scanners for check-in computers	$	700
28	American License fee (broadcast permit - ASCAP & BMI)	$	220
	IPRA dues (3)	$	510
	NRPA (Shared with Director, Assistant Director)	$	150
	Senior center resource materials	$	400
32	Staff shirts (3)	$	90
35	Flyers, schedules, brochures	$	400
	Mailing and printing newsletters/marketing, envelopes, stamps	$	13,400
	Marketing and promotions - digital program guide, programs, events	$	2,000
41	Maintenance & repair of appliances, fitness & office equipment	$	1,000
46	Iowa Parks and Recreation Spring conference (Des Moines) & workshop (Cedar Falls) - (2)	$	1,600
	Mileage reimbursements	$	500
	NRPA (Supervisor)	$	2,200
48	Telephone, water, electric, and natural gas	$	32,000
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	$	600
	Weights & personal fitness equipment	$	800
58	SHIPP 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, sales tax for leagues	$	2,000
59.2	Off-site trips & events	$	6,500
59.3	On-site events	$	17,500
60	First aid supplies	$	200
71	NuStep replacement	$	7,500
72	Exterior sign update	$	1,250
	Lobby ($6000)/Volunteer Services furniture ($2500)	$	8,500
81	Building maintenance fund contribution - PM Repairs	$	55,598
	Building maintenance - contracted services	$	30,641
	Office wall addition	$	15,000

Function: Culture and Recreation
Activity: Senior Recreation Center

Activity Notes

Object	Description		Amount
Senior Fund	**Special Revenue Fund - Senior Center Activities and Donations**	**$**	**5,000**
99	Senior donation fund expenditures	$	5,000

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	1,091,508	970,761	1,256,475	1,242,200
Transfer out to General Fund	732,192	641,429	820,000	750,000
Total expenditures	**$ 1,823,700**	**$ 1,612,190**	**$ 2,076,475**	**$ 1,992,200**
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,910,806	1,600,000	2,100,000	2,100,000
Total revenue	**$ 1,910,806**	**$ 1,600,000**	**$ 2,100,000**	**$ 2,100,000**
Net amount used by (added to) fund balance	***$ (87,106)***	***$ 12,190***	***$ (23,525)***	***$ (107,800)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An overall expense increase of $380,000 is directly correlated to the change in hotel motel tax revenue that the City receives. During COVID, revenues were significantly lower than anticipated, which resulted in the suspension of the City's grant program funded by Hotel Motel tax revenue in FY22. Revenues have rebounded in FY23 and anticipated to be stable in FY24.

- ❖ 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.

CULTURE AND RECREATION		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	1,091,508	970,761	1,256,475	1,242,200	271,439	1,257,142
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 1,091,508	$ 970,761	$ 1,256,475	$ 1,242,200	$ 271,439	$ 1,257,142
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to General/Capita	732,192	641,429	820,000	750,000	108,571	785,714
	Sub-total	$ 732,192	$ 641,429	$ 820,000	$ 750,000	$ 108,571	$ 785,714
OPERATING BUDGET SUB-TOTAL		$ 1,823,700	$ 1,612,190	$ 2,076,475	$ 1,992,200	$ 380,010	$ 2,042,856
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CULTURAL AND CONVENTION - HOT		$ 1,823,700	$ 1,612,190	$ 2,076,475	$ 1,992,200	$ 380,010	$ 2,042,856

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

Activity Notes

Object	Description		Amount
24	Bravo! - annual 2/7th contribution per 28E agreement	$	568,000
	Convention and Visitors Bureau - annual 2/7th contribution per 28E agreement	$	600,000
	Iowa Events Center - per 28E agreement (reduction of Bravo 2/7th)	$	32,000
	4th of July Committee - fireworks	$	5,000
	Urbandale Little League - field maintenance equipment	$	20,000
	Urbandale Community Schools - equipment and music for show choir and jazz band	$	3,000
	Urbandale Girls Recreation Association - parking lot payment, concessions building remodel	$	12,000
	Waukee Community School Foundation - equipment for gross motor room (Waterford Elem.)	$	2,200
97	Transfer out to General Fund	$	750,000

Requests funded through other General Fund departments:			
Comm. Svcs	Urbandale Food Pantry	$	60,000
Comm. Svcs	Urbandale Community Action Network	$	60,000
Mayor/Council	American Legion	$	1,175
Econ Dev.	Greater Des Moines Partnership - media placements in national/regional publications	$	36,000


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COMMUNITY & ECON. DEV.		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ 1,127,640	$ 1,307,635	$ 1,224,258	$ 1,428,875	$ 121,240	$ 1,500,319
02	Overtime	22,072	17,000	16,512	16,000	(1,000)	16,000
03	Part-time	3,031	6,000	5,681	6,000	-	6,000
04	Witness fees	-	-	-	-	-	-
06	FICA	86,142	100,990	92,983	112,190	11,200	116,645
07	Retirement - IPERS	108,415	124,123	117,130	136,118	11,995	142,196
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	288,306	272,814	272,814	242,549	(30,265)	243,385
11	Allowance	10,423	11,856	11,967	17,064	5,208	17,064
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	12,710	16,424	13,303	32,158	15,734	33,390
	Sub-Total	$ 1,658,739	$ 1,856,842	$ 1,754,647	$ 1,990,954	$ 134,112	$ 2,074,999
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 47,995	$ 57,950	$ 57,950	$ 70,300	$ 12,350	$ 70,300
22	Recruitment	101	200	200	1,250	1,050	200
23	Professional services	79,520	254,900	254,900	159,900	(95,000)	159,900
24	Contributions to other agencies	76,088	304,312	304,312	310,312	6,000	310,312
27	Data processing	33,032	43,300	43,300	50,000	6,700	50,000
28	Dues and memberships	5,780	7,610	7,610	7,433	(177)	6,883
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	210	210	240	30	210
35	Printing and copying	3,003	12,900	12,900	9,050	(3,850)	9,050
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	11,420	28,500	28,500	34,285	5,785	32,285
48	Utility service	19,047	17,300	17,300	17,300	-	17,300
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	631	400	400	400	-	400
54	Minor equipment	199	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	8,450	8,850	8,850	8,850	-	8,850
57	Vehicle operation supplies	3,653	7,000	7,000	9,300	2,300	9,300
58	Office supplies	4,304	4,100	4,100	4,200	100	4,100
59	Operating supplies	2,296	23,500	23,500	23,500	-	23,500
60	Safety and medical supplies	218	750	750	750	-	750
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 295,737	$ 771,782	$ 771,782	$ 707,070	$ (64,712)	$ 703,340
CAPITAL OUTLAY							
71	Equipment	$ 2,216	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	20,571	26,842	26,842	48,959	22,117	48,959
74	Office equipment	-	-	-	300	300	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	1,210,290	1,600,000	1,200,000	1,750,000	150,000	1,800,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	26	-	-	-	-	-
81	Building maintenance fund	31,024	31,274	31,274	31,426	152	31,426
97	Transfers out	5,663,081	6,195,238	6,192,141	6,808,438	613,200	7,706,363
	Sub-total	$ 6,927,208	$ 7,853,354	$ 7,450,257	$ 8,639,123	$ 785,769	$ 9,586,748
OPERATING BUDGET SUB-TOTAL		$ 8,881,684	$ 10,481,978	$ 9,976,686	$ 11,337,147	$ 855,169	$ 12,365,087
99	Special Revenue fund items	$ 8,304	$ 100,000	$ 100,000	$ 100,000	$ -	$ 100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY		$ 8,889,988	$ 10,581,978	$ 10,076,686	$ 11,437,147	$ 855,169	$ 12,465,087


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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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	153,081	166,687	159,702	293,896
Contractual & supply service	111,589	455,392	455,392	445,122
Capital outlay	-	-	-	300
Total expenditures	**$ 264,670**	**$ 622,079**	**$ 615,094**	**$ 739,318**
Fees	-	-	-	-
Grants	-	-	-	-
Other	23,341	43,061	50,629	50,346
Total revenue	**$ 23,341**	**$ 43,061**	**$ 50,629**	**$ 50,346**
Net amount supported by property taxes	***$ 241,329***	***$ 579,018***	***$ 564,465***	***$ 688,972***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by $127,200, which reflects normal salary and benefits increases for existing staff, as well as the addition of a new Economic Development Specialist.
- ↓ A decrease of $30,000 in professional services reflects completion of a housing study and brand development work in the prior budget.

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.
- To promote economic vitality across Urbandale, Department staff will be involved in redevelopment and revitalization projects. This complex work will require staff capacity to develop property owner and investor relationships; research, develop and implement policies; and coordinate with other departments.
- 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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
520 ECONOMIC DEVELOPMENT							
PERSONAL SERVICES							
01	Salaries	$ 110,643	$ 119,958	$ 114,721	$ 210,991	$ 91,033	$ 221,540
02	Overtime	-	-	-	-	-	-
03	Part-time	3,031	6,000	5,681	6,000	-	6,000
04	Witness fees	-	-	-	-	-	-
06	FICA	8,385	9,735	8,829	17,086	7,351	17,746
07	Retirement - IPERS	10,445	11,335	10,829	20,398	9,063	21,479
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	19,012	18,000	18,000	29,433	11,433	29,433
11	Allowance	458	458	496	5,666	5,208	5,666
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,107	1,201	1,146	4,322	3,121	4,431
	Sub-Total	$ 153,081	$ 166,687	$ 159,702	$ 293,896	$ 127,209	$ 306,295
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 47,995	$ 57,950	$ 57,950	$ 70,300	$ 12,350	$ 70,300
22	Recruitment	101	200	200	1,250	1,050	200
23	Professional services	23,929	102,500	102,500	72,500	(30,000)	72,500
24	Contributions to other agencies	31,709	258,732	258,732	264,732	6,000	264,732
27	Data processing	540	4,000	4,000	4,200	200	4,200
28	Dues and memberships	2,135	3,000	3,000	2,550	(450)	2,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	60	60	90	30	60
35	Printing and copying	1,583	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	1,875	9,750	9,750	10,200	450	8,200
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	831	1,100	1,100	1,200	100	1,100
59	Operating supplies	891	14,000	14,000	14,000	-	14,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 111,589	$ 455,392	$ 455,392	$ 445,122	$ (10,270)	$ 441,392
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	300	300	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development		-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ 300	$ 300	$ -
OPERATING BUDGET SUB-TOTAL		$ 264,670	$ 622,079	$ 615,094	$ 739,318	$ 117,239	$ 747,687
99	Special Revenue fund items	$ 8,304	$ 100,000	$ 100,000	$ 100,000	$ -	$ 100,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ECONOMIC DEVELOPMENT		$ 272,974	$ 722,079	$ 715,094	$ 839,318	$ 117,239	$ 847,687

Function: Community and Economic Development
Activity: Economic Development

Activity Notes

Object	Description		Amount
01	Director, Specialist I	$	210,991
03	Intern	$	6,000
06	FICA	$	17,086
07	IPERS	$	20,398
09	Group insurance	$	29,433
11	On the spot awards	$	50
	Vehicle allowance (1), phone allowance (2)	$	5,616
13	Deferred compensation City match	$	4,322
21	Advertisements	$	11,000
	Downtown Urbandale branding campaign	$	5,000
	Iowa Commercial Real Estate expo booth	$	2,500
	Sponsorships and promotional forums	$	11,000
	Urbandale Business Connection annual cost	$	40,800
22	Advertising/background checks	$	1,250
23	Northpark/Plum and Downtown Urbandale corridor study implementation	$	50,000
	Photography	$	2,000
	Professional copywriting for Urbandale Business Connection	$	5,500
23.2	TIF development agreement legal fees	$	15,000
24	Des Moines Airport Authority - new terminal project (payment 2 of 6)	$	221,895
	Greater Des Moines Partnership contribution	$	36,000
	Mid-Iowa Planning Alliance for Community Development (MIPA) contribution	$	6,837
27	CRM system subscription	$	1,200
	Laptop computer	$	2,000
	Website modifications	$	1,000
28	International Council of Shopping Centers	$	125
	Iowa Commercial Real Estate Association - ICREA (3)	$	300
	Professional Developers of Iowa (PDI) (3)	$	1,350
	Technology Association of Iowa	$	500
	Urban Land Institute	$	275
32	City logo shirts (2)	$	90
35	Map making	$	500
	Printing and postage	$	3,600
46	DCDM United annual event (1)	$	3,000
	National Conference (IEDC, APA, or ICMA)	$	4,300
	Miscellaneous mileage	$	500
	Other webinars, presentations, meetings, etc.	$	500
	State economic development/ city management conferences - local	$	1,900
58	General office supplies	$	1,200
59	Broker/developer/existing businesss meetings and Urban Loop events	$	4,000
	Broker/developer/stakeholder/partner meetings; annual appreciation luncheon	$	5,000
	Business headquarters, trade shows, market visits	$	3,000

Function: Community and Economic Development
Activity: Economic Development

Activity Notes

Object	Description		Amount
59 cont.	Primary Employer event	$	2,000
74	Standing desk/chair	$	300

RLF Fund	Economic Development Revolving Loan Fund expenses (those items directly funded from the ED-RLF special revenue fund):		
99	Economic Development Revolving Loan Funds	$	100,000

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

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

CODE ENFORCEMENT

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	792,803	853,145	808,041	-
Contractual & supply service	39,683	65,660	65,660	-
Capital outlay	20,571	26,842	26,842	-
Total expenditures	**$ 853,057**	**$ 945,647**	**$ 900,543**	**$ -**
Fees	826,829	552,500	557,500	-
Grants	-	-	-	-
Other	75,230	64,756	74,125	-
Total revenue	**$ 902,059**	**$ 617,256**	**$ 631,625**	**$ -**
Net amount supported by property taxes	***$ (49,002)***	***$ 328,391***	***$ 268,918***	***$ -***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- The Code Enforcement Department has been consolidated with Community Development Department in the FY23-24 budget.

FUTURE BUDGET CONSIDERATIONS:

- None noted.

COMMUNITY & ECON. DEV.		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
530 CODE ENFORCEMENT							
PERSONAL SERVICES							
01	Salaries	$ 536,313	$ 597,227	$ 560,965	$ -	$ (597,227)	$ -
02	Overtime	20,577	16,000	14,705	-	(16,000)	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	41,581	46,264	42,720	-	(46,264)	-
07	Retirement - IPERS	52,570	56,692	54,344	-	(56,692)	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	133,085	126,000	126,000	-	(126,000)	-
11	Allowance	4,757	4,957	5,152	-	(4,957)	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	3,920	6,005	4,154	-	(6,005)	-
	Sub-Total	$ 792,803	$ 853,145	$ 808,041	$ -	$ (853,145)	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	12,556	12,400	12,400	-	(12,400)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,267	7,450	7,450	-	(7,450)	-
28	Dues and memberships	1,517	2,110	2,110	-	(2,110)	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	26	250	250	-	(250)	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,701	11,500	11,500	-	(11,500)	-
48	Utility service	4,050	6,300	6,300	-	(6,300)	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	8,450	8,850	8,850	-	(8,850)	-
57	Vehicle operation supplies	3,653	7,000	7,000	-	(7,000)	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,363	9,300	9,300	-	(9,300)	-
60	Safety and medical supplies	100	500	500	-	(500)	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 39,683	$ 65,660	$ 65,660	$ -	$ (65,660)	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	20,571	26,842	26,842	-	(26,842)	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 20,571	$ 26,842	$ 26,842	$ -	$ (26,842)	$ -
OPERATING BUDGET SUB-TOTAL		$ 853,057	$ 945,647	$ 900,543	$ -	$ (945,647)	$ -
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CODE ENFORCEMENT		$ 853,057	$ 945,647	$ 900,543	$ -	$ (945,647)	$ -

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

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

COMMUNITY DEVELOPMENT

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	671,706	816,196	766,090	1,675,255
Contractual & supply service	144,465	250,730	250,730	261,948
Capital outlay	33,266	31,274	31,274	80,385
Total expenditures	**$ 849,437**	**$ 1,098,200**	**$ 1,048,094**	**$ 2,017,588**
Fees	858,855	562,000	577,000	1,067,500
Grants	-	-	-	-
Other	74,911	75,202	86,270	137,395
Total revenue	**$ 933,766**	**$ 637,202**	**$ 663,270**	**$ 1,204,895**
Net amount supported by property taxes	***$ (84,329)***	***$ 460,998***	***$ 384,824***	***$ 812,693***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Line items throughout this department are increased due to the consolidation of the Code Enforcement departmental operations into the Community Development department's totals in the FY24 budget.
- ↑ Personnel costs reflect a net increase of $859,100, which reflects normal salary and benefit costs for existing staff.
- ↓ A decrease of $52,600 in professional services relates primarily to timing of the Comprehensive plan completion and further work on annexation.
- ↑ An increase of $49,000 in equipment replacement represents the increased cost of future replacement vehicles, as well as the departments plan to convert their vehicles to hybrid models.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the growth of new and remodeled residential and commercial construction along with the increase of rental housing units it will be necessary to increase building inspector staffing to offset the increased workload.

COMMUNITY & ECON. DEV.		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
540 COMMUNITY DEVELOPMENT							
PERSONAL SERVICES							
01	Salaries	$ 480,684	$ 590,450	$ 548,572	$ 1,217,884	$ 627,434	$ 1,278,779
02	Overtime	1,495	1,000	1,807	16,000	15,000	16,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	36,176	44,991	41,433	95,104	50,113	98,899
07	Retirement - IPERS	45,400	56,096	51,957	115,720	59,624	120,717
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	95,060	108,000	108,000	191,313	83,313	191,313
11	Allowance	5,208	6,441	6,318	11,398	4,957	11,398
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	7,683	9,218	8,004	27,836	18,618	28,959
	Sub-Total	$ 671,706	$ 816,196	$ 766,090	$ 1,675,255	$ 859,059	$ 1,746,065
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	43,035	140,000	140,000	87,400	(52,600)	87,400
24	Contributions to other agencies	44,379	45,580	45,580	45,580	-	45,580
27	Data processing	31,225	31,850	31,850	45,800	13,950	45,800
28	Dues and memberships	2,128	2,500	2,500	4,883	2,383	4,883
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	150	150	-	150
35	Printing and copying	1,394	8,550	8,550	4,950	(3,600)	4,950
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,844	7,250	7,250	24,085	16,835	24,085
48	Utility service	14,997	11,000	11,000	17,300	6,300	17,300
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	631	400	400	400	-	400
54	Minor equipment	199	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	8,850	8,850	8,850
57	Vehicle operation supplies	-	-	-	9,300	9,300	9,300
58	Office supplies	3,473	3,000	3,000	3,000	-	3,000
59	Operating supplies	42	200	200	9,500	9,300	9,500
60	Safety and medical supplies	118	250	250	750	500	750
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 144,465	$ 250,730	$ 250,730	$ 261,948	$ 11,218	$ 261,948
CAPITAL OUTLAY							
71	Equipment	$ 2,216	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	48,959	48,959	48,959
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	26	-	-	-	-	-
81	Building maintenance fund	31,024	31,274	31,274	31,426	152	31,426
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 33,266	$ 31,274	$ 31,274	$ 80,385	$ 49,111	$ 80,385
OPERATING BUDGET SUB-TOTAL		$ 849,437	$ 1,098,200	$ 1,048,094	$ 2,017,588	$ 919,388	$ 2,088,398
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
COMMUNITY DEVELOPMENT		$ 849,437	$ 1,098,200	$ 1,048,094	$ 2,017,588	$ 919,388	$ 2,088,398

Function: Community and Economic Development
Activity: Community Development

Activity Notes

Object	Description		Amount
01	Director, Assistant Director, Building Official, Associate Building Official, Building Inspector II (2), Planner II (2), Building Inspectors (3), Code Enforcement Officer, Administrative Specialist	$	1,217,884
02	Overtime	$	16,000
06	FICA	$	95,104
07	IPERS	$	115,720
09	Group insurance	$	191,313
11	Clothing allowance (6)	$	3,750
	On the Spot awards	$	400
	Phone allowance (6)	$	2,448
	Vehicle allowance - Director	$	4,800
13	Deferred compensation City match	$	27,836
23	Annexation/Comprehensive Plan	$	75,000
	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	$	1,000
	Structural plan reviews	$	11,400
24	Annual assessment for Metropolitan Planning Organization (rate $1.00 per capita)	$	45,580
27	ArcGIS annual license maintenance	$	2,500
	Citizenserve annual maintenance (reflects subscription increase to $1,800/user)	$	36,000
	Computer/monitor	$	1,500
	iPad replacement or battery (1)	$	1,000
	Large display for plan views (1)	$	1,000
	Plan review software - Bluebeam Revu (4)	$	1,500
	Conference room TV (50% - shared with PW Admin)	$	1,000
	Scanning computer replacement (1)	$	850
	UPS Workstations backup/battery (3 per year)	$	300
	View Companion Pro-software maintenance (9)	$	150
28	APA (4) and ASLA (1) memberships; library resource materials	$	2,500
	International Association of Electrical Inspectors - IAEI membership (3)	$	360
	International Association of Plumbing & Mechanical Officials - IAPMO membership (1)	$	250
	International Code Conference - ICC Governmental membership (1)	$	150
	International Code Conference - ICC Inspector Certification renewal (4)	$	548
	IowACE Housing Officials - membership (8)	$	220
	Iowa Association of Building Officials - IABO membership (7)	$	260
	National Fire Protection Association - NFPA membership (1)	$	200
	Newspaper subscription	$	395
32	City-logo apparel for office staff (5)	$	150
35	Maintenance on printer/copier (50% - shared with Public Works Admin)	$	200
	Form printing-permit applications, correction notices	$	250
	Miscellaneous printing/copying, postage	$	4,500
46	American Planning Association National Conf.- Minneapolis, AICP CEU (2)	$	3,500
	American Society of Landscape Architects Conf. - Minneapolis, PLA CEU (1)	$	2,000
	Customer service training (1)	$	400
	Educational Institite - Colorado Chapter - CO CEU (1)	$	2,600

Function: Community and Economic Development
Activity: Community Development

Activity Notes

Object	Description		Amount
46 cont.	ICC Region III Education Institute - MC CEU (2)	$	4,000
	International Association of Electrical Inspectors - IAEI training - CEU (2)	$	900
	International Code Council - ICC - AMB/code hearings - St Louis CEU (1)	$	2,500
	International Code Council - ICC - Committee Action hearings - CEU (1)	$	2,500
	International Code Council - ICC - Inspector new certificate exams, ICC-CEU	$	920
	International Code Council - ICC - Online CEU webinars (4)	$	240
	Iowa Association of Building Officials - IABO - local training - CEU qualified (7)	$	1,500
	IowAce Housing Officials - local training, CEU qualified	$	975
	Local and regional planning workshops or seminars for professional CEUs	$	1,500
	Local - Inspector training - CEU qualified (3)	$	300
	Mileage reimbursement	$	250
48	Cell phone service (4) and iPads with data plan (8)	$	5,500
	Electric, gas, telephone, data, water	$	11,000
	INS- Iowa Network Services	$	800
51	Janitorial supplies	$	400
56	Fleet management - overhead contribution	$	5,400
	Fleet management - repair and maintenance supplies	$	3,450
57	Fuel	$	9,300
58	Paper, office & printer supplies	$	3,000
59	Code books (hardcopy and PDF) 2021/2024	$	4,000
	Developer pre-construction info lunch combined with staff training	$	2,800
	Disaster Assessment Team - designated materials	$	500
	Legacy Archives - framing and display	$	1,000
	Operating supplies (measuring tapes, test instruments, etc.)	$	700
	Plan Analyst/Plan review software	$	500
60	Safety and first-aid supplies, MVR checks, fire extinguishers	$	250
	Vehicle first aid kits, fire extinguishers	$	500
73	Equipment replacement fund contribution	$	48,959
81	Building maintenance fund contribution - PM projects	$	20,014
	Building maintenance - contracted services	$	11,412

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

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

TAX INCREMENT FINANCING FUND

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	6,873,371	7,795,238	7,392,141	8,558,438
Total expenditures	**$ 6,873,371**	**$ 7,795,238**	**$ 7,392,141**	**$ 8,558,438**
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,458,961	10,061,267	10,087,861	8,717,222
Total revenue	**$ 9,458,961**	**$ 10,061,267**	**$ 10,087,861**	**$ 8,717,222**
Net amount (added to) used by fund balance	***$ (2,585,590)***	***$ (2,266,029)***	***$ (2,695,720)***	***$ (158,784)***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of $150,000 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 doing formal development agreements with each property.
- ↑ An increase of $613,000 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 was 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 were 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. FY24 certified revenues will be collected at 35% of available increment.

COMMUNITY & ECON. DEV.		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
125 TAX INCREMENT FINANCING FUND							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF rel	1,210,290	1,600,000	1,200,000	1,750,000	150,000	1,800,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	5,663,081	6,195,238	6,192,141	6,808,438	613,200	7,706,363
	Sub-total	$ 6,873,371	$ 7,795,238	$ 7,392,141	$ 8,558,438	$ 763,200	$ 9,506,363
OPERATING BUDGET SUB-TOTAL		$ 6,873,371	$ 7,795,238	$ 7,392,141	$ 8,558,438	$ 763,200	$ 9,506,363
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TAX INCREMENT FINANCING FUND		$ 6,873,371	$ 7,795,238	$ 7,392,141	$ 8,558,438	$ 763,200	$ 9,506,363

Function: Community and Economic Development
Activity: Tax Increment Financing (TIF) Fund

Activity Notes

Object	Description		Amount
77	Tax Increment Financing (TIF) rebates	$	1,750,000
97	Transfer out to Debt Service Fund to cover debt service payments for DUNA TIF district	$	374,450
	Transfer out to Debt Service Fund to cover debt service payments for NW Market TIF district	$	6,433,988


UNIQUELY
URBANDALE

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
600 GENERAL GOVERNMENT SUMMARY							
PERSONAL SERVICES							
01	Salaries	$ 1,732,622	$ 1,921,696	$ 1,801,508	$ 2,012,524	$ 90,828	$ 2,113,059
02	Overtime	549	500	-	-	(500)	-
03	Part-time	93,765	126,765	91,396	104,199	(22,566)	109,868
04	Witness fees	-	-	-	-	-	-
06	FICA	131,846	152,641	133,629	160,342	7,701	161,320
07	Retirement - IPERS	169,463	191,637	177,927	200,652	9,015	207,897
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	399,192	370,246	370,246	323,397	(46,849)	324,514
11	Allowance	31,314	32,181	33,803	36,981	4,800	36,981
12	Unemployment	3,273	-	-	-	-	-
13	Deferred comp plan City match	29,939	39,369	41,799	68,744	29,375	70,342
	Sub-Total	$ 2,591,963	$ 2,835,035	$ 2,650,308	$ 2,906,839	$ 71,804	$ 3,023,981
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 33,164	$ 34,000	$ 34,560	$ 49,600	$ 15,600	$ 49,600
22	Recruitment	298	5,200	5,200	1,200	(4,000)	1,200
23	Professional services	279,638	408,310	408,310	449,455	41,145	449,455
24	Contributions to other agencies	8,616	32,750	32,750	32,750	-	32,750
27	Data processing	381,813	566,144	566,144	723,990	157,846	725,990
28	Dues and memberships	27,036	32,050	32,050	32,150	100	32,050
29	Insurance	486,921	492,646	492,646	578,000	85,354	578,000
32	Uniforms and laundry	508	810	810	930	120	930
35	Printing and copying	44,425	48,350	48,350	52,300	3,950	52,300
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	279	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	34,974	76,190	76,190	83,470	7,280	83,470
48	Utility service	35,418	33,180	33,180	33,200	20	31,200
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	1,262	1,000	1,000	1,000	-	1,000
54	Minor equipment	1,308	2,000	2,030	2,750	750	2,750
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	900	900	900	1,000	100	1,000
57	Vehicle operation supplies	-	-	66	-	-	-
58	Office supplies	7,870	10,500	10,642	10,500	-	10,500
59	Operating supplies	12,236	22,780	22,780	32,680	9,900	32,780
60	Safety and medical supplies	162	205	205	205	-	205
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 1,356,828	$ 1,767,215	$ 1,768,013	$ 2,085,380	$ 318,165	$ 2,085,380
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	6,916	600	600	50,000	49,400	-
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	533	-	-	-	-	-
81	Building maintenance fund	123,736	147,336	147,336	124,586	(22,750)	124,586
97	Transfers out to Debt Service	-	-	-	-	-	-
	Sub-total	$ 131,185	$ 147,936	$ 147,936	$ 174,586	$ 26,650	$ 124,586
OPERATING BUDGET SUB-TOTAL		$ 4,079,976	$ 4,750,186	$ 4,566,257	$ 5,166,805	$ 416,619	$ 5,233,947
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
GENERAL GOVERNMENT SUMMARY		$ 4,079,976	$ 4,775,186	$ 4,566,257	$ 5,191,805	$ 416,619	$ 5,258,947


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: Mayor and City Council

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

MAYOR and COUNCIL

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	50,653	52,823	51,042	56,095
Contractual & supply service	64,438	88,430	88,430	92,560
Capital outlay	-	-	-	-
Total expenditures	**$ 115,091**	**$ 141,253**	**$ 139,472**	**$ 148,655**
Fees	-	-	-	-
Grants	-	-	-	-
Other	10,150	9,673	11,480	10,123
Total revenue	**$ 10,150**	**$ 9,673**	**$ 11,480**	**$ 10,123**
Net amount supported by property taxes	***$ 104,941***	***$ 131,580***	***$ 127,992***	***$ 138,532***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs reflect an increase of $3,300, which consists of a compensation increase for the Mayor and City Council effective January 1, 2024.
- ↓ A decrease of $13,000 in professional services reflects the biennial occurrence of the National Community Survey in the prior budget.
- ↑ An increase of $12,500 in operating supplies reflects the purchase of City of Urbandale flags and an Urbandale resident high school graduate commemorative item.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
610 MAYOR and COUNCIL							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	46,000	46,000	46,000	48,875	2,875	57,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,349	3,519	1,463	3,739	220	3,968
07	Retirement - IPERS	3,304	3,304	3,579	3,481	177	4,012
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ 50,653	$ 52,823	$ 51,042	$ 56,095	$ 3,272	$ 65,480
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	29,710	41,000	41,000	28,000	(13,000)	28,000
24	Contributions to other agencies	2,000	6,750	6,750	6,750	-	6,750
27	Data processing	(329)	1,000	1,000	1,000	-	1,000
28	Dues and memberships	19,876	21,200	21,200	21,200	-	21,200
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	260	180	180	360	180	360
35	Printing and copying	386	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	10,730	14,300	14,300	18,750	4,450	18,750
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,805	4,000	4,000	16,500	12,500	16,500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 64,438	$ 88,430	$ 88,430	$ 92,560	$ 4,130	$ 92,560
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 115,091	$ 141,253	$ 139,472	$ 148,655	$ 7,402	$ 158,040
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
MAYOR and COUNCIL		$ 115,091	$ 141,253	$ 139,472	$ 148,655	$ 7,402	$ 158,040

Function: General Government
Activity: Mayor and City Council

Activity Notes

Object	Description		Amount
03	Mayor	$	12,000
	City Council (5)	$	36,875
06	FICA	$	3,739
07	IPERS	$	3,481
23	Strategic planning	$	28,000
24	Capital Crossroads contribution	$	2,000
	Discretionary contributions	$	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	$	13,000
	MIALG membership	$	600
	Miscellaneous subscriptions	$	100
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	$	7,500
32	City logo shirts (12)	$	360
46	Council Lunch and Learn sessions	$	1,000
	Greater Des Moines Partnership annual dinner - table sponsorship	$	1,750
	Greater Des Moines Partnership legislative trip - Washington DC (6 @ $2,500)	$	15,000
	Miscellaneous local workshops and meetings	$	1,000
59	Awards and plaques (staff retirements, citizen recognition, etc.)	$	2,500
	Employee appreciation event	$	2,500
	City of Urbandale flags	$	5,000
	Community events	$	1,500
	Urbandale resident high school graduate commemorative item	$	5,000


UNIQUELY
URBANDALE

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	637,351	688,786	649,931	747,439
Contractual & supply service	11,370	18,640	18,640	17,735
Capital outlay	-	-	-	-
Total expenditures	**$ 648,721**	**$ 707,426**	**$ 668,571**	**$ 765,174**
Fees	-	-	-	-
Grants	-	-	-	-
Other	57,210	48,443	55,031	52,107
Total revenue	**$ 57,210**	**$ 48,443**	**$ 55,031**	**$ 52,107**
Net amount supported by property taxes	***$ 591,511***	***$ 658,983***	***$ 613,540***	***$ 713,067***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs reflect a net increase of $58,700, which reflects normal salary and benefit increases for existing staff, plus 50% of the cost for an Administrative Specialist to be shared with the City Clerk's office.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Continued growth of the City will lead to expanding departments, services, and City staff. That expansion, coupled with increasingly complex state and local dynamics, would warrant additional staff to help implement the Council's strategic priorities.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
615 CITY MANAGER							
PERSONAL SERVICES							
01	Salaries	$ 476,147	$ 520,890	$ 486,618	$ 562,261	$ 41,371	$ 590,374
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	32,243	34,557	30,201	38,636	4,079	35,380
07	Retirement - IPERS	44,180	50,415	45,938	54,304	3,889	55,731
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	57,036	54,000	54,000	51,507	(2,493)	51,507
11	Allowance	14,425	14,550	15,600	14,550	-	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	13,320	14,374	17,574	26,181	11,807	26,450
	Sub-Total	$ 637,351	$ 688,786	$ 649,931	$ 747,439	$ 58,653	$ 773,992
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	50	2,500	2,500	1,000	(1,500)	1,000
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	3,635	5,225	5,225	5,200	(25)	5,200
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	61	90	90	90	-	90
35	Printing and copying	-	-	-		-	
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,893	6,400	6,400	7,700	1,300	7,700
48	Utility service	1,495	2,680	2,680	2,000	(680)	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	945	1,300	1,300	1,300	-	1,300
59	Operating supplies	248	400	400	400	-	400
60	Safety and medical supplies	43	45	45	45	-	45
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 11,370	$ 18,640	$ 18,640	$ 17,735	$ (905)	$ 17,735
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 648,721	$ 707,426	$ 668,571	$ 765,174	$ 57,748	$ 791,727
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CITY MANAGER		$ 648,721	$ 707,426	$ 668,571	$ 765,174	$ 57,748	$ 791,727

Function: General Government
Activity: City Manager

Activity Notes

Object	Description		Amount
01	City Manager, Assistant City Manager, Director of Risk Management/Support Services, Admin. Specialist (50% - shared with City Clerk)	$	562,261
06	FICA	$	38,636
07	Retirement	$	54,304
09	Group insurance	$	51,507
11	Spot awards	$	150
	Vehicle Allowance (3)	$	14,400
13	Deferred compensation City match	$	26,181
22	Recruitment	$	1,000
28	Business Record subscription (2)	$	150
	IACMA (3)	$	900
	ICMA (3)	$	3,600
	Iowa Commercial Real Estate Association (1)	$	100
	Miscellaneous publications	$	50
	Public Risk Management Association	$	400
32	City logo shirts (3)	$	90
46	ICMA Annual Conference - Austin, TX (1)	$	3,500
	Iowa City and County Management Association local meetings (2)	$	1,000
	Metro Managers meetings	$	200
	Public Risk Management Association (1)	$	2,500
	US Army War College - Carlisle, PA (1)	$	500
48	Cell phone (1)	$	1,000
	Computer and monitor	$	1,000
58	Miscellaneous office supplies	$	1,300
59	Operating supplies for onsite meetings	$	400
60	MVR annual fees (3)	$	45

GL Fund	General Liability Fund expenses		
	City-wide safety program expenses, training expenses, policy review, IAMU contract	$	35,000


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: Finance and Records

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

FINANCE and RECORDS

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	604,516	647,814	629,998	592,876
Contractual & supply service	138,278	185,690	186,250	201,620
Capital outlay	-	-	-	-
Total expenditures	**$ 742,794**	**$ 833,504**	**$ 816,248**	**$ 794,496**
Fees	-	-	-	-
Grants	-	-	-	-
Other	65,506	57,076	67,187	54,104
Total revenue	**$ 65,506**	**$ 57,076**	**$ 67,187**	**$ 54,104**
Net amount supported by property taxes	***$ 677,288***	***$ 776,428***	***$ 749,062***	***$ 740,392***

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- 🡻 Personnel costs had a net decrease of $54,500 which reflects normal salary and benefit increases for existing staff, offset by the prior budget overlap of transition staffing during retirement of Assistant Finance Director, as well as the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- 🡹 Data processing increased by $10,100 this reflects a cost increase of the remote hosted server for New World Systems and the purchase of a Tyler Technologies ACFR Builder license.

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
620 FINANCE and RECORDS							
PERSONAL SERVICES							
01	Salaries	$ 384,462	$ 418,551	$ 405,836	$ 378,913	$ (39,638)	$ 397,858
02	Overtime	20	-	-	-	-	-
03	Part-time	41,099	46,824	45,396	49,874	3,050	52,368
04	Witness fees	-	-	-	-	-	-
06	FICA	31,679	35,187	33,495	33,148	(2,039)	32,945
07	Retirement - IPERS	40,175	44,317	42,597	40,906	(3,411)	42,502
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	95,060	90,000	90,000	73,582	(16,418)	73,582
11	Allowance	5,258	5,408	5,642	5,408	-	5,408
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	6,763	7,527	7,033	11,045	3,518	11,399
	Sub-Total	$ 604,516	$ 647,814	$ 629,998	$ 592,876	$ (54,938)	$ 616,062
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ 560	$ -	$ -	$ -
22	Recruitment	-	1,500	1,500	-	(1,500)	-
23	Professional services	60,614	75,660	75,660	80,610	4,950	80,610
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	60,295	83,100	83,100	93,200	10,100	93,200
28	Dues and memberships	1,000	1,395	1,395	1,395	-	1,395
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	149	150	150	150	-	150
35	Printing and copying	9,211	9,000	9,000	10,450	1,450	10,450
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,692	8,670	8,670	8,850	180	8,850
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	48	-	-	750	750	750
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,980	6,000	6,000	6,000	-	6,000
59	Operating supplies	248	100	100	100	-	100
60	Safety and medical supplies	41	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 138,278	$ 185,690	$ 186,250	$ 201,620	$ 15,930	$ 201,620
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 742,794	$ 833,504	$ 816,248	$ 794,496	$ (39,008)	$ 817,682
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FINANCE and RECORDS		$ 742,794	$ 833,504	$ 816,248	$ 794,496	$ (39,008)	$ 817,682

Function: General Government
Activity: Finance and Records

Activity Notes

Object	Description		Amount
01	Finance Director, Assistant Finance Director, Accountant I (2)	$	378,913
03	Accountant I (30 hours)	$	49,874
06	FICA	$	33,148
07	IPERS	$	40,906
09	Group insurance	$	73,582
11	Spot awards	$	200
	Vehicle and phone allowance - Director	$	5,208
13	Deferred compensation City match	$	11,045
23	509A certification filing fee	$	110
	Annual audit & A-133 audit (including 1 major federal program)	$	72,000
	Arbitrage study	$	3,000
	GFOA Certificate of Achievement fee	$	650
	Other services	$	500
	Piper Jaffray dissemination fees & EMMA filings	$	3,500
	State filing fee for audit	$	850
27	GASB 34 infrastructure software maintenance contract	$	600
	Laptop	$	2,000
	New World Systems financial/payroll management software - remote hosted	$	86,100
	Supplies and software	$	500
	Tyler Technologies ACFR Builder license	$	4,000
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)	$	2,750
	Postage and shipping cost	$	5,000
	Postage meter lease	$	2,100
46	CPE training for Asst. Director (120 hrs. per triennial period) - webinars and local	$	1,500
	CPE training for Finance Director (120 hrs. per triennial period) - webinars and local	$	1,500
	Iowa League of Cities budget workshop - local (3)	$	150
	Metro finance officers monthly meetings - local (1)	$	200
	Tyler Connect (NWS) national conference (2)	$	5,000
	Misc training	$	500
49	Petty cash	$	100
54	Standing desk	$	750
58	Stationery, office forms, check stock, office supplies	$	6,000
59	Operating supplies	$	100

Function: General Government
Activity: Finance and Records

Activity Notes

Object	Description		Amount
60	MVR annual fee	$	15

FUNCTION: General Government
ACTIVITY: Technology

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

TECHNOLOGY

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	490,992	532,231	468,842	517,148
Contractual & supply service	323,804	508,029	508,029	658,575
Capital outlay	-	-	-	-
Total expenditures	**$ 814,796**	**$ 1,040,260**	**$ 976,871**	**$ 1,175,723**
Fees	-	-	-	-
Grants	-	-	-	-
Other	71,856	71,235	80,408	80,065
Total revenue	**$ 71,856**	**$ 71,235**	**$ 80,408**	**$ 80,065**
Net amount supported by property taxes	***$ 742,940***	***$ 969,025***	***$ 896,464***	***$ 1,095,658***

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- 🡻 Personnel costs have a net decrease of $15,000, which reflects normal salary and benefit increases for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- 🡹 An increase of $131,700 in data processing reflects an increase in a variety of new technology items, including conference room microphones, PD computer hardware replacement, standing rack and cable management, and increased Cisco renewal costs.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As Microsoft's desktop and server products continue to mature, the City will be migrating to Windows11 for all user desktops. This will be a multiyear process and is partially reflected in FY24 budget as a $70,000 item. The transition has a completion date of October 2025, which is the end-of-life date for Windows10. Due to specific changes in Windows11, this will require a hardware refresh in most cases.
- ❖ In several years, staff will need to start looking at a replacement for the virtual server environment at City Hall. This is due to the eventual sunsetting of Server2016, but also the hardware age of the host cluster. At that time, staff will be looking to move to a Hyper Converged solution. This will essentially be mirrored infrastructure that exists onsite as well at the City's disaster recovery site.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
625 TECHNOLOGY							
PERSONAL SERVICES							
01	Salaries	$ 345,375	$ 380,928	$ 328,889	$ 375,751	$ (5,177)	$ 394,539
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	26,517	29,817	25,034	29,713	(104)	31,001
07	Retirement - IPERS	32,342	36,480	31,046	35,990	(490)	37,244
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	76,048	72,000	72,000	58,866	(13,134)	58,866
11	Allowance	6,398	6,432	6,894	6,432	-	6,432
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,312	6,574	4,979	10,396	3,822	10,698
	Sub-Total	$ 490,992	$ 532,231	$ 468,842	$ 517,148	$ (15,083)	$ 538,780
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	36,494	69,250	69,250	83,000	13,750	83,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	287,056	431,644	431,644	563,340	131,696	565,340
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	30	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	-	5,000	5,000	8,100	3,100	8,100
48	Utility service	-	-	-	2,000	2,000	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	210	2,000	2,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	14	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 323,804	$ 508,029	$ 508,029	$ 658,575	$ 150,546	$ 658,575
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 814,796	$ 1,040,260	$ 976,871	$ 1,175,723	$ 135,463	$ 1,197,355
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TECHNOLOGY		$ 814,796	$ 1,040,260	$ 976,871	$ 1,175,723	$ 135,463	$ 1,197,355

Function: General Government
Activity: Technology

Activity Notes

Object	Description		Amount
01	Director of Technology, IT Administrators (3)	$	375,751
06	FICA	$	29,713
07	IPERS	$	35,990
09	Group insurance	$	58,866
11	Vehicle allowance - Director	$	4,800
	Phone allowance (4)	$	1,632
13	Deferred compensation City match	$	10,396
23	Laserfax support	$	6,000
	Laserfiche support	$	5,000
	NWS support	$	2,000
	Server/network support	$	70,000
27	AD Audit Plus Professional	$	3,000
	Adobe Acrobat licenses	$	11,500
	AVI system annual support	$	5,247
	Cisco renewals (flex, smartnet, security, cloud support and licenses)	$	117,288
	Citrix Netscaler annual license	$	2,700
	Conference room microphones - audio rework (2)	$	10,000
	Deluxe cloud fax	$	1,200
	Fire FTP license	$	100
	Fuel Master annual support	$	1,000
	Hardware refresh - PD monitors ($9,000), staff PCs (Windows 10 sunset) ($70,000)	$	79,000
	HP warranty renewals	$	29,000
	IDF PD and engineering - standing rack and cable management (2)	$	26,000
	Informacast AV equipment (3 year)	$	6,000
	Informacast software licensing (3 year)	$	2,650
	Jamf Pro yearly renewal	$	3,000
	KnowBe4 anti phishing training	$	6,000
	Laserfax monthly service contract	$	6,000
	Laserfiche forms implementation	$	20,000
	Laserfiche licensing and maintenance	$	30,000
	Laserfiche service contract	$	4,800
	Library Liebert CRV	$	17,000
	Meraki	$	8,000
	Microsoft Office 365 licenses	$	103,000
	PDQ inventory and deploy	$	2,000
	Server refresh - PD Versus video server	$	6,000
	Spare server hard drives (8)	$	10,000
	Spare users desktops (3)	$	3,000
	SQL copy (current year version)	$	15,000
	UPS replacement batteries (4)	$	1,400
	UPS units (server racks) (3)	$	5,400

Function: General Government
Activity: Technology

Activity Notes

Object	Description		Amount
27 cont.	Veeam renewal	$	15,000
	WebEx renewal	$	9,900
	WUG montitoring software yearly	$	3,155
32	Staff logo shirts (4)	$	120
46	Certifications, local training, study materials and tests	$	8,100
48	Monthly data charges (4)	$	2,000
54	Miscellaneous tools & equipment	$	2,000
60	MVR check	$	15

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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	282,075	309,460	295,352	438,703
Contractual & supply service	47,222	53,540	53,540	61,645
Capital outlay	1,061	600	600	-
Total expenditures	**$ 330,358**	**$ 363,600**	**$ 349,492**	**$ 500,348**
Fees	-	-	-	-
Grants	-	-	-	-
Other	29,134	24,899	28,767	34,073
Total revenue	**$ 29,134**	**$ 24,899**	**$ 28,767**	**$ 34,073**
Net amount supported by property taxes	***$ 301,224***	***$ 338,701***	***$ 320,725***	***$ 466,275***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs reflect a net increase of $129,200, which reflect normal salary and benefit increases for existing staff, plus the addition of one Human Resources Specialist.
- ↑ An increase of $11,000 in data processing represents the cost increase associated with the City's NeoGov licensing fees.

FUTURE BUDGET CONSIDERATIONS:

- ❖ City-wide staffing challenges are at the forefront of decision-making regarding compensation, benefits, policies, and procedures. The HR Department will continue research and recommend enhanced programs to aide with staff recruitment, retention, and engagement.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
630 HUMAN RESOURCES							
PERSONAL SERVICES							
01	Salaries	$ 197,429	$ 223,705	$ 212,726	$ 323,165	$ 99,460	$ 339,232
02	Overtime	-	-	-	-	-	-
03	Part-time	2,769	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	15,434	17,657	16,068	25,593	7,936	26,442
07	Retirement - IPERS	18,637	21,559	20,081	30,922	9,363	32,032
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,024	36,000	36,000	44,149	8,149	44,149
11	Allowance	5,233	5,308	5,642	5,308	-	5,308
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	4,549	5,231	4,836	9,566	4,335	9,850
	Sub-Total	$ 282,075	$ 309,460	$ 295,352	$ 438,703	$ 129,243	$ 457,013
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	199	1,000	1,000	-	(1,000)	-
23	Professional services	22,313	7,000	7,000	7,000	-	7,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	7,503	8,000	8,000	19,000	11,000	19,000
28	Dues and memberships	1,323	1,600	1,600	1,625	25	1,625
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	42	60	60	90	30	90
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,677	23,350	23,350	23,900	550	23,900
48	Utility service	110	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	135	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	307	500	500	500	-	500
59	Operating supplies	8,584	12,000	12,000	9,500	(2,500)	9,500
60	Safety and medical supplies	29	30	30	30	-	30
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 47,222	$ 53,540	$ 53,540	$ 61,645	$ 8,105	$ 61,645
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	1,061	600	600	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 1,061	$ 600	$ 600	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 330,358	$ 363,600	$ 349,492	$ 500,348	$ 137,348	$ 518,658
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
HUMAN RESOURCES		$ 330,358	$ 363,600	$ 349,492	$ 500,348	$ 137,348	$ 518,658

Function: General Government
Activity: Human Resources

Activity Notes

Object	Description		Amount
01	Director, Analyst, Specialist	$	323,165
06	FICA	$	25,593
07	IPERS	$	30,922
09	Group insurance	$	44,149
11	Car allowance and phone allowance - Director	$	5,208
	On the Spot awards	$	100
13	Deferred compensation City match	$	9,566
23	Compensation evaluation services	$	1,000
	Employee assistance program (EAP)	$	6,000
27	Miscellaneous software/training programs	$	500
	NeoGov licensing fee	$	18,500
28	Local & National Society for Human Resource Management memberships (2)	$	820
	Miscellaneous dues & subscriptions	$	160
	National Public Employer Labor Relations Association membership (1)	$	645
32	Staff logo shirts (3)	$	90
46	Citywide core skills training – Mental Health First Aid - NAMI classes	$	4,000
	Citywide supervisory training	$	13,500
	IAPELRA meetings – local (1)	$	450
	Iowa Employment Law conference - local (1)	$	350
	Miscellaneous HR meeting expenses	$	500
	Miscellaneous training manuals & reference books	$	100
	New World Tyler Connect training (1)	$	-
	NPELRA annual training conference - TX (1)	$	4,200
	SHRM state conference - local (1)	$	800
58	Office supplies	$	500
59	Employee service recognition - awards	$	6,000
	Employee service recognition - meal	$	2,500
	Training videos and miscellaneous operating supplies	$	1,000
60	MVR annual fees	$	30

RM Fund	Risk Management Fund expenses		
	City-wide wellness programming	$	26,000


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: City Clerk

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

CITY CLERK

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	222,213	240,526	228,409	282,311
Contractual & supply service	55,484	86,460	86,460	90,460
Capital outlay	-	-	-	-
Total expenditures	**$ 277,697**	**$ 326,986**	**$ 314,869**	**$ 372,771**
Fees	93,890	52,000	62,000	62,000
Grants	-	-	-	-
Other	24,490	22,391	25,917	25,385
Total revenue	**$ 118,380**	**$ 74,391**	**$ 87,917**	**$ 87,385**
Net amount supported by property taxes	***$ 159,317***	***$ 252,595***	***$ 226,951***	***$ 285,386***

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Personnel costs show a net increase of $41,800, which reflects normal salary and benefit increases for existing staff, plus 50% of the cost for one Administrative Specialist to be shared with the City Manager's office.
- ↑ An increase of $4,500 in professional services relates to document translation services and council chambers AV system support contracts.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
635 CITY CLERK							
PERSONAL SERVICES							
01	Salaries	$ 154,662	$ 170,586	$ 162,162	$ 203,761	$ 33,175	$ 213,949
02	Overtime	451	500	-	-	(500)	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	11,160	13,319	11,512	16,053	2,734	16,851
07	Retirement - IPERS	14,643	16,065	15,308	19,226	3,161	20,197
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,024	36,000	36,000	36,791	791	36,791
11	Allowance	-	458	-	458	-	458
12	Unemployment	3,273	-	-	-	-	-
13	Deferred comp plan City match	-	3,598	3,428	6,022	2,424	6,322
	Sub-Total	$ 222,213	$ 240,526	$ 228,409	$ 282,311	$ 41,785	$ 294,568
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 25,455	$ 23,000	$ 23,000	$ 23,000	$ -	$ 23,000
22	Recruitment	-	-	-	-	-	-
23	Professional services	553	2,000	2,000	6,500	4,500	6,500
24	Contributions to other agencies	6,616	26,000	26,000	26,000	-	26,000
27	Data processing	11,560	19,000	19,000	20,000	1,000	20,000
28	Dues and memberships	827	1,300	1,300	1,400	100	1,300
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	32	60	60	60	-	60
35	Printing and copying	15	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,801	14,500	14,500	13,000	(1,500)	13,000
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	472	500	500	500	-	500
59	Operating supplies	153	100	100	-	(100)	100
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 55,484	$ 86,460	$ 86,460	$ 90,460	$ 4,000	$ 90,460
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 277,697	$ 326,986	$ 314,869	$ 372,771	$ 45,785	$ 385,028
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CITY CLERK		$ 277,697	$ 326,986	$ 314,869	$ 372,771	$ 45,785	$ 385,028

Function: General Government
Activity: City Clerk

Activity Notes

Object	Description		Amount
01	City Clerk, Chief Deputy City Clerk, Admin. Specialist (50% - shared with City Manager)	$	203,761
06	FICA	$	16,053
07	IPERS	$	19,226
09	Group insurance	$	36,791
11	Cell phone allowance (1)	$	408
	Spot awards	$	50
13	Deferred compensation City match	$	6,022
21	Official publications and recorded documents	$	23,000
23	Cassette conversion	$	1,500
	Document translation services	$	1,500
	Miscellaneous services	$	500
	Newtek/Tricaster support	$	3,000
24	Local election processing fees to County (2)	$	26,000
27	Docusign maintenance	$	3,500
	iCompass annual maintenance	$	10,500
	Online codification system maintenance	$	5,500
	Supplies and software	$	500
28	APA payroll association (1)	$	300
	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	$	400
	Notary renewal	$	30
32	Logo shirts (2)	$	60
46	Annual tax update	$	600
	APA Virtual Congress	$	1,000
	Golden Circle group local meetings (2)	$	350
	Intl. Institute of Municipal Clerks national conference –Calgary, Alberta CEU qualified (1)	$	2,500
	Iowa Municipal Finance Officers Association Spring/Fall conference - local, CEU qualified (2)	$	500
	Mileage reimbursement	$	250
	Miscellaneous webinars & local payroll training	$	1,000
	Municipal Clerks conference – Ames, CEU qualified (2)	$	1,300
	Tyler Connect (1)	$	2,500
46.1	Tuition assistance	$	3,000
58	Stationery, office forms, miscellaneous office supplies	$	500


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: Legal Services

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

LEGAL SERVICES

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	119,412	185,300	185,300	210,745
Capital outlay	-	-	-	-
Total expenditures	**$ 119,412**	**$ 185,300**	**$ 185,300**	**$ 210,745**
Fees	-	-	-	-
Grants	-	-	-	-
Other	10,531	12,689	15,252	14,351
Total revenue	**$ 10,531**	**$ 12,689**	**$ 15,252**	**$ 14,351**
Net amount supported by property taxes	***$ 108,881***	***$ 172,611***	***$ 170,048***	***$ 196,394***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of $25,400 in professional services reflects the anticipated use of additional legal consultants during the electric and gas utility franchise fee negotiations.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Future retirement of the City Attorney should be considered in the succession planning process for the City. Staff will need to analyze options for continuing a contractual relationship for legal services or bringing legal services in-house.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
640 LEGAL SERVICES							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	119,412	185,300	185,300	210,745	25,445	210,745
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 119,412	$ 185,300	$ 185,300	$ 210,745	$ 25,445	$ 210,745
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 119,412	$ 185,300	$ 185,300	$ 210,745	$ 25,445	$ 210,745
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
LEGAL SERVICES		$ 119,412	$ 185,300	$ 185,300	$ 210,745	$ 25,445	$ 210,745

Function: General Government
Activity: Legal Services

Activity Notes

Object	Description		Amount
23	City Attorney, $114,345 annual plus $200 per hour for billable work	$	127,745
	Electric and gas utility franchise fee negotiation	$	20,000
	Legal Services for contract negotiations (2)	$	15,000
	Outside counsel and miscellaneous expenses	$	30,000
	Prosecution legal services - 1/2 Laden	$	18,000


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: General Support

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

GENERAL SUPPORT

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	130,132	176,363	166,284	84,688
Contractual & supply service	526,392	527,556	527,794	612,980
Capital outlay	124,269	147,336	147,336	174,586
Total expenditures	**$ 780,793**	**$ 851,255**	**$ 841,414**	**$ 872,254**
Fees	-	-	-	-
Grants	-	-	-	-
Other	68,857	58,292	69,258	59,399
Total revenue	**$ 68,857**	**$ 58,292**	**$ 69,258**	**$ 59,399**
Net amount supported by property taxes	***$ 711,936***	***$ 792,963***	***$ 772,156***	***$ 812,855***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- 🡻 Personnel costs reflect a net decrease of $91,700, which reflects normal increases for salaries and benefit costs for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years. Also reflected is the relocation of the costs for a shared Administrative Specialist to the City Manager/City Clerk's budget.
- 🡹 An increase of $85,400 in insurance represents cost increases related to the property, casualty and cyber liability insurance premiums and the workers compensation insurance premium.
- 🡹 An increase of $50,000 in furniture and fixtures represents new office furniture related to the remodel and relocation of City Hall staff.
- 🡻 A decrease of $22,800 in building maintenance reflects completion of door security and lighting improvements at City Hall in the prior budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Facility Space Needs Study is currently underway to evaluation options for maximizing and adding space at the existing City Hall wing and the Engineering/Community Development wing of the Administrative building. As the City grows, all departments housed in this complex will need to continue to expand, but there is not adequate space to allow for this. Future plans will be made once study results are known and recommended action plan is developed.

GENERAL GOVERNMENT		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
645 GENERAL SUPPORT							
PERSONAL SERVICES							
01	Salaries	$ 94,423	$ 118,813	$ 110,487	$ 58,696	$ (60,117)	$ 61,631
02	Overtime	78	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	7,099	9,176	8,262	4,578	(4,598)	5,563
07	Retirement - IPERS	8,618	11,189	10,430	5,527	(5,662)	5,818
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	19,012	36,000	36,000	14,716	(21,284)	14,716
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	902	1,185	1,105	1,171	(14)	1,233
	Sub-Total	$ 130,132	$ 176,363	$ 166,284	$ 84,688	$ (91,675)	$ 88,961
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,842	2,100	2,100	2,100	-	2,100
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	486,921	492,646	492,646	578,000	85,354	578,000
32	Uniforms and laundry	(112)	60	60	30	(30)	30
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	279	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3	150	150	150	-	150
48	Utility service	32,272	28,500	28,500	28,500	-	28,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,262	1,000	1,000	1,000	-	1,000
54	Minor equipment	915	-	30	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	900	900	900	1,000	100	1,000
57	Vehicle operation supplies	-	-	66	-	-	-
58	Office supplies	1,140	-	142	-	-	-
59	Operating supplies	935	2,000	2,000	2,000	-	2,000
60	Safety and medical supplies	35	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 526,392	$ 527,556	$ 527,794	$ 612,980	$ 85,424	$ 612,980
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	50,000	50,000	-
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	533	-	-	-	-	-
81	Building maintenance fund	123,736	147,336	147,336	124,586	(22,750)	124,586
97	Transfers out to Debt Service	-	-	-	-	-	-
	Sub-total	$ 124,269	$ 147,336	$ 147,336	$ 174,586	$ 27,250	$ 124,586
OPERATING BUDGET SUB-TOTAL		$ 780,793	$ 851,255	$ 841,414	$ 872,254	$ 20,999	$ 826,527
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
GENERAL SUPPORT		$ 780,793	$ 851,255	$ 841,414	$ 872,254	$ 20,999	$ 826,527

Function: General Government
Activity: General Support

Activity Notes

Object	Description		Amount
01	Administrative Technician	$	58,696
06	FICA	$	4,578
07	IPERS	$	5,527
09	Group Insurance	$	14,716
13	Deferred compensation City match	$	1,171
23	Backup tape storage	$	2,100
29	Property, casualty and cyber liability insurance, broker fee – General Fund share (60%)	$	330,000
	Workers Comp insurance coverage, 411 medical claims – General Fund share (79%)	$	248,000
32	Logo shirts (1)	$	30
41	Repairs to general office equipment	$	100
46	Local customer service training	$	150
48	Electric, gas, water, telephone, data	$	27,500
	Language line	$	1,000
51	Janitorial supplies	$	1,000
56	Fleet management - overhead contribution	$	500
	Fleet management - repair and maintenance supplies	$	500
59	Office forms, breakroom supplies	$	2,000
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	$	100
72	Furniture for offices	$	50,000
81	Building maintenance fund contribution – PM projects	$	100,694
	Building maintenance - contracted services	$	23,892


UNIQUELY
URBANDALE

FUNCTION: General Government
ACTIVITY: Marketing

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

MARKETING

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	117,055	158,786	132,204	158,509
Contractual & supply service	70,428	113,570	113,570	139,060
Capital outlay	5,855	-	-	-
Total expenditures	**$ 193,338**	**$ 272,356**	**$ 245,774**	**$ 297,569**
Fees	-	-	-	-
Grants	-	-	-	-
Other	17,050	18,650	20,230	20,264
Total revenue	**$ 17,050**	**$ 18,650**	**$ 20,230**	**$ 20,264**
Net amount supported by property taxes	***$ 176,288***	***$ 253,706***	***$ 225,544***	***$ 277,305***

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of $15,600 in advertising represents specific outreach initiatives planned for the FY23-24 budget 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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
650 MARKETING							
PERSONAL SERVICES							
01	Salaries	$ 80,124	$ 88,223	$ 94,790	$ 109,977	$ 21,754	$ 115,476
02	Overtime	-	-	-	-	-	-
03	Part-time	3,897	33,941	-	5,450	(28,491)	-
04	Witness fees	-	-	-	-	-	-
06	FICA	6,365	9,409	7,596	8,882	(527)	9,170
07	Retirement - IPERS	7,564	8,308	8,948	10,296	1,988	10,361
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	19,012	18,000	18,000	14,716	(3,284)	14,716
11	Allowance	-	25	25	4,825	4,800	4,825
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	93	880	2,845	4,363	3,483	4,390
	Sub-Total	$ 117,055	$ 158,786	$ 132,204	$ 158,509	$ (277)	$ 158,938
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ 7,709	$ 11,000	$ 11,000	$ 26,600	$ 15,600	$ 26,600
22	Recruitment	49	200	200	200	-	200
23	Professional services	8,700	26,000	26,000	31,500	5,500	31,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	15,728	23,400	23,400	27,450	4,050	27,450
28	Dues and memberships	375	1,330	1,330	1,330	-	1,330
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	46	90	90	30	(60)	30
35	Printing and copying	34,813	39,350	39,350	41,850	2,500	41,850
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,178	3,820	3,820	3,020	(800)	3,020
48	Utility service	1,541	2,000	2,000	700	(1,300)	700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	26	2,200	2,200	2,200	-	2,200
59	Operating supplies	263	4,180	4,180	4,180	-	4,180
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 70,428	$ 113,570	$ 113,570	$ 139,060	$ 25,490	$ 139,060
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	5,855	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 5,855	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 193,338	$ 272,356	$ 245,774	$ 297,569	$ 25,213	$ 297,998
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
MARKETING		$ 193,338	$ 272,356	$ 245,774	$ 297,569	$ 25,213	$ 297,998

Function: General Government
Activity: Marketing

Activity Notes

Object	Description		Amount
01	Director of Marketing and Communications	$	109,977
03	Marketing Intern	$	5,450
06	FICA	$	8,882
07	IPERS	$	10,296
09	Group insurance	$	14,716
11	On the spot awards	$	25
	Vehicle allowance - Director	$	4,800
13	Deferred compensation City match	$	4,363
21	Ballot initiatives	$	1,000
	General community promotion	$	2,000
	Outreach initiatives	$	20,600
	Project signage	$	3,000
22	Recruitment	$	200
23	Miscellaneous	$	1,500
	Photography (staff, portraits, events)	$	5,000
	Professional consulting and copywriting	$	9,000
	Videography (community video and additional promotional videos)	$	16,000
27	Adobe Creative Suite and stock images subscription	$	1,200
	Domain name registration	$	200
	E-Newsletter service	$	3,500
	Media monitoring service	$	2,500
	Miscellaneous software/training programs	$	450
	New computer for Dir., specialized for design/editing	$	4,000
	Sitecheck - website link verification software	$	2,100
	Social media analytics and promotion product	$	1,700
	Website annual hosting and support	$	9,800
	Website modifications	$	2,000
28	American Institute of Graphic Arts (1)	$	250
	Axios/Register/Business Record subscriptions	$	240
	City/County Communications and Marketing Association (1)	$	400
	Public Relations Society of America (1)	$	440
32	Staff logo shirts	$	30
35	Binding and map making	$	350
	Miscellaneous printing	$	3,500
	Postage and delivery services	$	500
	Printing/mailing (6 postcard mailings)	$	37,500
46	3CMA annual conference - Orlando, FL	$	1,700
	Chamber of Commerce and Business Record events	$	120
	Metro Communications Professionals luncheons (12)	$	180
	Miscellaneous webinars, training and presentations	$	500
	Regional conferences and trainings	$	520

Function: General Government
Activity: Marketing

Activity Notes

Object	Description		Amount
48	Cell phone service	$	700
58	Display booth w/ printed logo	$	500
	Media and desk supplies	$	200
	Teleprompter, wireles lapel mic, adapters, camera attachments	$	1,500
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

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
Total expenditures	**$ -**	**$ 100,000**	**$ -**	**$ 100,000**
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	**$ -**	**$ -**	**$ -**	**$ -**
Net amount supported by property taxes	***$ -***	***$ 100,000***	***$ -***	***$ 100,000***

CONTINGENCY

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ -	$ -	$ -	$ -	$ -	$ -
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	100,000	-	100,000	-	100,000
CONTINGENCY		$ -	$ 100,000	$ -	$ 100,000	$ -	$ 100,000

DEBT SERVICE FUND

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	19,864,413	15,686,502	12,250,419	19,819,040
Capital outlay	-	-	-	-
Total expenditures	**$ 19,864,413**	**$ 15,686,502**	**$ 12,250,419**	**$ 19,819,040**
Fees	-	-	-	-
Grants	-	-	-	-
Other	14,544,969	10,422,294	7,052,801	14,205,384
Total revenue	**$ 14,544,969**	**$ 10,422,294**	**$ 7,052,801**	**$ 14,205,384**

- 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 remain the same at $1.44 for FY23-24.
- General Obligation bonds not to exceed $13,250,000 are anticipated being issued in Spring 2023 to support capital projects specified within the 2023-2028 Capital Improvements Program. An additional taxable general obligation bond series could be issued later in 2023 to support the Merle Hay/Bucs project. These bonds will be paid with State sales tax collections through the Iowa Reinvestment Act allocation of $26 million.
- 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. In FY21 $6.42M and another $7.995M in FY22 in bonds were retired, resulting in a 10-cent reduction in both years. There is $3.4M in bonds callable in June 2023, but due to rising interest rates, the funds will be put toward capital project costs to enable debt service levy to stay stable.
- 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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
200 DEBT SERVICE FUND							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ -	$ -	$ -	$ -	$ -	$ -
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	19,864,413	15,686,502	12,250,419	19,819,040	4,132,538	14,383,989
95	Contingency	-	-		-	-	-
DEBT SERVICE FUND		$ 19,864,413	$ 15,686,502	$ 12,250,419	$ 19,819,040	$ 4,132,538	$ 14,383,989

Function: Special Revenue Fund
Activity: Debt Service

Activity Notes

Object	Description		Amount
91	Annual Debt Service for NW Market TIF bonds	$	6,433,988
	Annual Debt Serivice for DUNA TIF bonds	$	374,450
	Annual Debt Service for general obligation bonds - covered by debt levy	$	5,895,602
	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	$	6,565,000
91	Total Debt Service expense	$	19,819,040


UNIQUELY
URBANDALE

EMPLOYEE BENEFITS LEVY

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	785,000	391,000	391,000	391,000
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	**$ 785,000**	**$ 391,000**	**$ 391,000**	**$ 391,000**
Fees	-	-	-	-
State Backfill & excise	24,530	21,944	21,540	18,987
Other - LOSST funds	455,734	31,323	45,627	13,987
Total revenue	**$ 480,264**	**$ 53,267**	**$ 67,167**	**$ 32,974**
Net amount supported by Employee Benefit levy property taxes	***$ 304,736***	***$ 337,733***	***$ 323,833***	***$ 358,026***

- 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 FY23-24, which will generate $386,000 in revenue to buy down the costs of benefits. These funds provide direct relief to the General levy.
- These funds represent approximately 9% 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 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 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	785,000	391,000	391,000	391,000	-	406,000
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ 785,000	$ 391,000	$ 391,000	$ 391,000	$ -	$ 406,000
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -		-	$ -	-
22	Recruitment	-	-	$ -	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING BUDGET SUB-TOTAL		$ 785,000	$ 391,000	$ 391,000	$ 391,000	$ -	$ 406,000
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
EMPLOYEE BENEFITS LEVY		$ 785,000	$ 391,000	$ 391,000	$ 391,000	$ -	$ 406,000

Function: Special Revenue Fund
Activity: Employee Benefit Levy

Activity Notes

Object	Description		Amount
09	Group Insurance - Public Safety functional cost allocation	$	187,506
	Group Insurance - Public Works functional cost allocation	$	81,398
	Group Insurance - Culture & Recreation functional cost allocation	$	71,223
	Group Insurance - Community & Economic Development functional cost allocation	$	21,803
	Group Insurance - General Government functional cost allocation	$	29,070
09 Total	Total Employee benefit levied amount appropriated to Risk Management Fund	$	391,000


UNIQUELY
URBANDALE

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

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Transfers out	9,619,529	8,484,346	7,824,731	8,265,863
Total expenditures	**$ 9,619,529**	**$ 8,484,346**	**$ 7,824,731**	**$ 8,265,863**
Fees	-	-	-	-
Grants	-	-	-	-
Other - LOSST funds	9,396,566	9,315,000	9,361,000	9,350,000
Total revenue	**$ 9,396,566**	**$ 9,315,000**	**$ 9,361,000**	**$ 9,350,000**
Net amount (added)used to fund balance for next year's use	***$ 222,963***	***$ (830,654)***	***$ (1,536,269)***	***$ (1,084,137)***

- 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, 10 cents in FY22 and 10 cents in FY23. The funds have retired $1.995M in FY20, $6.42M in FY21 and $7.995M in FY22. The dramatic change in the interest rate environment has put a hold on further debt retirements for FY23 and FY24.
- Beginning in FY21, 10% of the Polk county LOSST available for projects will be transferred to the Community Services department to fund activities that support community social service needs. For FY24, this amounts to $350,000.
- LOSST funds are paid monthly by the Department of Revenue, historically based on an estimate generated from 90% of the previous year's retail sales, which resulted in an annual true-up to occur each October. In FY23, this method changed to paying based on actual collections. City budget estimates are based on state figures and are conservative to ensure over commitment of funds does not occur. Each budget cycle, actual receipts from the previous year are then applied towards the next budget year to ensure appropriate use within ballot language restrictions for each year's actual collections.

SPECIAL REVENUE FUND		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
121/122/123/124 LOCAL OPTION SALES TAX FUNDS - CONSOLIDATED ACTIVITY							
PERSONAL SERVICES							
01	Salaries	$ -	$ -	$ -	$ -	$ -	$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	-	-	-	-	-	-
	Sub-Total	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	9,619,529	8,484,346	7,824,731	8,265,863	(218,483)	2,750,000
	Sub-total	$ 9,619,529	$ 8,484,346	$ 7,824,731	$ 8,265,863	$ (218,483)	$ 2,750,000
OPERATING BUDGET SUB-TOTAL		$ 9,619,529	$ 8,484,346	$ 7,824,731	$ 8,265,863	$ (218,483)	$ 2,750,000
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
121/122/123/124 LOCAL OPTION SAL		$ 9,619,529	$ 8,484,346	$ 7,824,731	$ 8,265,863	$ (218,483)	$ 2,750,000

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

Activity Notes

Object	Description		Amount
97	Dallas County 50% property tax relief - to debt service for Fire #43 bond	$	500,000
	Dallas County 50% property tax relief - to debt service for Fire #43 bond call	$	650,000
	Dallas County 50% property tax relief - to 411 levy PY catchup	$	655,000
	Dallas County 50% capital projects - to debt service for Fire #43 bond call	$	3,775,000
	Dallas County 50% capital projects - Merle Hay storm sewer project	$	-
	Polk County 50% property tax relief - to debt service for Fire #43 bond call	$	2,140,000
	Polk County 50% property tax relief - to capital projects for PY remaining balance	$	145,032
	Polk County 50% capital projects - 10% to General fund Community Services Department	$	350,000
	Polk County 50% capital projects - to general fund Comm Svcs PY true-up	$	50,831
97 Total	Total LOSST revenue to be transferred out	$	8,265,863


UNIQUELY
URBANDALE

FUNCTION: Internal Service
ACTIVITY: Building Maintenance Fund

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

BUILDING MAINTENANCE FUND

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	329,035	353,461	341,309	352,686
Contractual & supply service	298,213	483,413	484,278	445,611
Capital outlay	183,309	334,000	334,000	646,000
Total expenditures	**$ 810,557**	**$ 1,170,874**	**$ 1,159,587**	**$ 1,444,297**
Fees	1,376,049	1,201,131	1,201,131	1,151,601
Grants	-	-	-	-
Other	14,167	10,000	18,000	20,000
Total revenue	**$ 1,390,216**	**$ 1,211,131**	**$ 1,219,131**	**$ 1,171,601**
Net amount supported by departmental allocations	***$ (579,659)***	***$ (40,257)***	***$ (59,544)***	***$ 272,696***

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. In FY23, the PM plan is being updated to provide project information for the next 5-10 years.
- The Department consists of a Facilities Supervisor, Facilities Specialist and a Facilities Technician who coordinate with external contractors, or whenever possible, utilizing existing Grounds Maintenance & Parks department staff to complete the maintenance and repair activities needed.
- 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:

- 🡻 A decrease of $84,000 in professional services reflects the completion of the Parks Maintenance Building design and Police space needs study in the prior budget.
- 🡹 An increase of $44,100 in building maintenance expenses reflect increases in routine building contracts and cleaning.
- 🡹 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 projects for FY24 consist of the final phase of geothermal loop fields being added to the police department building, a senior center office remodel and roof replacement, automatic door openers for the Giovannetti shelter, and a roof replacement at City Hall.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As Urbandale continues to grow and new City facilities open, additional building maintenance staff will be required to effectively address all facilities maintenance needs and preventative maintenance within the City.

INTERNAL SERVICE FUND		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
832 BUILDING MAINTENANCE FUND							
PERSONAL SERVICES							
01	Salaries	$ 227,552	$ 251,463	$ 239,677	$ 255,964	$ 4,501	$ 261,521
02	Overtime	2,130	1,000	2,689	2,000	1,000	2,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	17,351	19,456	18,341	20,000	544	20,206
07	Retirement - IPERS	21,682	23,797	22,880	24,218	421	24,688
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	57,036	54,000	54,000	44,149	(9,851)	44,149
11	Allowance	1,556	1,224	1,326	1,224	-	1,224
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,728	2,521	2,396	5,131	2,610	2,615
	Sub-Total	$ 329,035	$ 353,461	$ 341,309	$ 352,686	$ (775)	$ 356,403
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	18,366	110,000	110,000	26,000	(84,000)	30,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	11,299	5,680	5,680	5,100	(580)	5,680
28	Dues and memberships	336	400	400	400	-	400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	1,950	1,950	1,950	-	1,950
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	255,167	344,783	344,783	388,881	44,098	350,000
41	Vehicle and equipment maint.	-	1,200	1,200	1,200	-	1,200
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	1,800	2,144	1,800	-	1,800
48	Utility service	-	-	511	480	480	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	8,414	8,000	8,000	8,000	-	8,000
54	Minor equipment	3,393	6,000	6,000	6,000	-	6,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	15	-	10	-	-	-
57	Vehicle operation supplies	-	500	500	500	-	500
58	Office supplies	25	300	300	500	200	300
59	Operating supplies	1,155	2,800	2,800	4,800	2,000	2,800
60	Safety and medical supplies	43	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	$ 298,213	$ 483,413	$ 484,278	$ 445,611	$ (37,802)	$ 408,630
CAPITAL OUTLAY							
71	Equipment	$ -	$ -	$ -	$ -	$ -	$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	183,309	334,000	334,000	646,000	312,000	400,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 183,309	$ 334,000	$ 334,000	$ 646,000	$ 312,000	$ 400,000
OPERATING BUDGET SUB-TOTAL		$ 810,557	$ 1,170,874	$ 1,159,587	$ 1,444,297	$ 273,423	$ 1,165,033
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
BUILDING MAINTENANCE FUND		$ 810,557	$ 1,170,874	$ 1,159,587	$ 1,444,297	$ 273,423	$ 1,165,033

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Specialist, Facilities Maintenance Technician	$	255,964
02	Overtime	$	2,000
06	FICA	$	20,000
07	IPERS	$	24,218
09	Group insurance	$	44,149
11	Cell phone allowance (3)	$	1,224
13	Deferred compensation City match	$	5,131
23	Giovannetti lighting design	$	6,000
	Security system maintenance contract	$	6,000
	Senior Recreation Center roof design	$	14,000
27	Micro station license	$	1,100
	Mpulse software maintenance contract	$	4,000
28	International Facilities Management Association membership (IFMA)	$	400
32	Clothing allowance (3)	$	1,950
40	Anticipated building maintenance expenditures for departments	$	388,881
41	Equipment maintenance	$	1,200
46	Electrical license re-certification (2)	$	1,800
48	iPad data plan (1)	$	480
51	Maintenance supplies/inventory	$	8,000
54	Miscellaneous tools, equipment	$	6,000
57	Fuel	$	500
58	Office supplies	$	500
59	Recycling light bulbs from facilities	$	800
	Security system supplies	$	4,000
76	Unplanned facility maintenance projects	$	50,000
	Prevenative Maintenenace plan projects including:		
	City Hall roof replacement	$	93,300
	Police geothermal field buildout - final phase	$	400,000
	Police training room blinds	$	1,200
	Police storage shelving at Parks/PW maintenance facility	$	2,500
	Senior Center office wall addition	$	15,000
	Senior Center roof replacement	$	75,000
	Giovannetti Shelter automatic door openers	$	9,000

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
	CONTRIBUTIONS BY DEPARTMENTS:		
	Below is detail of the individual contributions to their internal service fund by each department of the City. These amounts represent an expense of each department, and the funds are allocated to the building maintenance fund for spending. Items noted as "contributions - general repairs" reflect the portion of the allocation that is accumulating towards items being covered in line 76 above as outlined in the City's preventative maintenance plan to be completed in the 1-5 year plan. Service contract items represent normal annual building related expenses and are reflected in line 40 above.		
81	Building maintenance fund contribution - PM projects	$	6,436
	Giovannetti Shelter Automatic Door Openers	$	9,000
Giovannetti	*Total project specific contributions*	*$*	*15,436*
201	**Building maintenance fund contribution - service contracts (former line 40 items):**		
	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	$	550
	Automatic Door Openers	$	7,000
	Miscellaneous building repairs and maintenance	$	4,000
	HVAC filters and belts	$	450
	Pest control	$	500
	Range hood inspection	$	130
	Sprinkler inspection	$	200
	Window cleaning service	$	900
	Total Line 40 items	*$*	*25,390*
Giovannetti	***Grand total for location***	***$***	***40,826***
Lions	Building maintenance fund contribution - PM projects	$	17,123
	Total project specific contributions	*$*	*17,123*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Building security service	$	450
	Carpet cleaning	$	1,000
	Custodial contract	$	9,600
	HVAC filters and belts	$	100
	Mat cleaning service	$	550
	Miscellaneous building repairs and maintenance	$	4,000
	Pest control	$	500
	Range hood inspection	$	90
	Total Line 40 items	*$*	*16,290*
Lions	***Grand total for location***	***$***	***33,413***
City Hall	Building maintenance fund contribution - PM Projects	$	100,694
	Total project specific contributions	*$*	*100,694*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	$	60

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
City Hall cont.	Building security service	$	450
203	Carpet and upholstery cleaning (1 x year)	$	2,300
	Custodial cleaning service (Admin & Parks)	$	7,812
	Generator service and maintenance	$	600
	HVAC filters and belts	$	600
	Mat service	$	750
	Miscellaneous building repairs and maintenance	$	10,000
	Pesticide service	$	670
	Window cleaning (outside & inside) (1 x year)	$	650
	Total Line 40 items	*$*	*23,892*
City Hall	***Grand total for location***	***$***	***124,586***
Eng/CD	Building maintenance fund contribution - PM projects	$	40,028
204	*Total project specific contributions*	*$*	*40,028*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Building preventer testing	$	60
	Building security service	$	450
	Carpet cleaning	$	1,700
	Custodial services contract (administrative offices and public works facility)	$	10,764
	Electrical maintenance contract	$	1,000
	Fire alarm monitoring (Engineering/CD and City Hall)	$	500
	HVAC service and repair	$	1,000
	HVAC filters and belts	$	500
	Mat cleaning service	$	600
	Miscellaneous building repairs and maintenance	$	5,000
	Pest control	$	400
	Sprinkler Inspection	$	150
	Window cleaning	$	700
	Total Line 40 items	*$*	*22,824*
Eng/CD	***Grand total for location- split 50/50Comm Dev & PW Admin***	***$***	***62,852***
Fire #41	Building maintenance fund contribution - PM Projects	$	14,790
205	*Total project specific contributions*	*$*	*14,790*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	$	60
	Carpet Cleaning	$	1,000
	Electrical maintenance	$	1,000
	Fire alarm monitoring	$	500
	Fire alarm testing	$	125
	Generator service and maintenance	$	600
	HVAC service and repair	$	1,000
	HVAC filters and belts	$	100
	Miscellaneous building repairs	$	7,500
	Pest control	$	400
	Overhead door maintenance	$	2,000

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Fire #41 cont.	Sprinkler inspection	$	150
	Total Line 40 items	*$*	*14,435*
Fire #41	***Grand total for location***	***$***	***29,225***
Fire #42	Building maintenance fund contribution - PM Projects	$	51,993
206	*Total project specific contributions*	*$*	*51,993*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	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
	HVAC filters and belts	$	400
	Miscellaneous building repairs	$	6,000
	Pest control	$	785
	Range hood inspection	$	200
	Overhead door maintenance	$	2,000
	Sprinkler inspection	$	150
	Total Line 40 items	*$*	*17,162*
Fire #42	***Grand total for location***	***$***	***69,155***
Fire #43	Building maintenance fund contribution - PM Projects	$	12,314
216	*Total project specific contributions*	$	12,314
	Building maintenance fund contribution – service contracts (former line 40 items):		
	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
	HVAC filters and belts	$	500
	Pest control	$	1,000
	Range hood inspection	$	250
	Overhead door maintenance	$	2,000
	Sprinkler inspection	$	150
	Total Line 40 items	*$*	*10,945*
Fire #43	***Grand total for location***	***$***	***23,259***
Police	Building maintenance fund contribution - PM projects	$	106,420
207	Shelving	$	1,200
	Training room blinds	$	2,500
	Total project specific contributions	*$*	*110,120*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Boiler water treatment program	$	1,300

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Police Con't.	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	$	7,500
	Mat & rug service	$	1,400
	Miscellaneous building repairs and maintenance	$	10,000
	Pest control	$	700
	HVAC filters and belts	$	1,000
	Sprinkler testing	$	160
	Replacement ceiling tiles	$	1,500
	Tile floor - waxing 2x a year	$	2,100
	Overhead door maintenance	$	500
	Window cleaning	$	400
	Total Line 40 items	*$*	*55,982*
Police	***Grand total for location***	***$***	***166,102***
Public Works	Building maintenance fund contribution - PM Projects - Roadway Maintenance	$	64,388
& Parks Maint.	Building maintenance fund contribution - PM Projects - Parks	$	32,194
Facility	Building maintenance fund contribution - PM Projects - Storm Water	$	10,731
208	*Total project specific contributions*	*$*	*107,313*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Overhead door maintenance	$	3,000
	Boiler water treatment program	$	2,500
	Carpet cleaning	$	750
	Fire alarm monitoring	$	1,000
	Elevator phone service/alarm monitoring	$	500
	Elevator Maintenance Contract	$	2,000
	Lighting service agreement	$	500
	Backflow preventer testing	$	300
	Building custodial services contract	$	10,000
	Lift inspection (2)	$	1,200
	Hoist inspection (3)	$	1,500
	Crane inspection (3)	$	500
	Mat cleaning service	$	1,000
	Miscellaneous building repair and maintenance	$	13,000
	HVAC filters and belts	$	5,000
	Carwash soap/Floor scrubber soap	$	2,500
	Pest control	$	1,000
	Sprinkler testing (Fleet Storage)	$	250
	Window cleaning	$	1,000

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Maint. Facility Cont.	*Total Line 40 items*	*$*	*47,500*
Public Works	***Grand total for location split 60/30/10 RM/Parks/Storm***	***$***	***154,813***
Library	Building maintenance fund contribution - PM projects	$	219,886
209	*Total project specific contributions*	*$*	*219,886*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow preventer testing	$	180
	Boiler water treatment program	$	2,400
	Building custodial services contract (weekends only)	$	7,080
	Building security and fire alarm monitoring	$	600
	Carpet and upholstery cleaning	$	4,500
	Chimney cleaning and inspection	$	275
	Door access system support	$	850
	Electrical maintenance	$	5,000
	Fire alarm testing	$	370
	Generator service & maintenance	$	800
	HVAC heating and cooling service contract	$	23,500
	HVAC filters and belts	$	3,500
	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
	Total line 40 items	*$*	*66,150*
Library	***Grand total for location***	***$***	***286,036***
Parks. Admin	Building maintenance fund contribution - PM Projects	$	17,992
210	*Total project specific contributions*	*$*	*17,992*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Backflow testing	$	60
	Building security service	$	450
	Fire alarm monitoring	$	500
	Fire alarm testing	$	100
	Underground chemical tank removal	$	15,000
	Mat Service	$	500
	HVAC filters and belts	$	500
	Miscellaneous building repairs and maintenance	$	3,000
	Park Administration custodial service contract	$	2,000
	Pest control contract	$	1,000
	Total Line 40 items	*$*	*23,110*
Parks Admin	***Grand total for location***	***$***	***41,102***

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Satellite	Building maintenance fund contribution - PM Repairs	$	7,500
Fueling	*Total project specific contributions*	*$*	*7,500*
Station	**Building maintenance fund contribution - service contracts (former line 40 items):**		
217	Backflow preventer testing	$	60
	Building security service	$	450
	Custodial cleaning contract	$	3,500
	Electrical maintenance	$	2,000
	Fire alarm monitoring	$	500
	Fire alarm testing	$	100
	HVAC filters and belts	$	200
	HVAC service and repair	$	2,000
	Overhead door maintenance	$	500
	Mat and mop cleaning service	$	-
	Miscellaneous building repairs and maintenance	$	1,000
	Pest control service	$	480
	Total line 40 items	*$*	*10,790*
SFS	***Grand total for location split 60/30/10 RM/Parks/Storm***	***$***	***18,290***
Senior Ctr.	Building maintenance fund contribution - PM Repairs	$	55,598
212	Office wall addition	$	15,000
	Total project specific contributions	*$*	*70,598*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	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
	HVAC belts & filters	$	450
	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
	Total line 40 items	*$*	*30,641*
Senior Ctr.	***Grand total for location***	***$***	***101,239***

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Wellness	Building maintenance fund contribution - PM Repairs	$	7,156
213	*Total project specific contributions*	*$*	*7,156*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Building security monitoring	$	450
	Carpet cleaning	$	500
	Custodial cleaning contract	$	2,520
	Electrical maintenance	$	500
	Fire alarm monitoring	$	500
	Mat service	$	300
	Miscellaneous building repairs and maintenance	$	4,000
	Pest control service	$	200
	Total line 40 items	*$*	*8,970*
Wellness	***Grand total for location***	***$***	***16,126***
Open Shelters	Building maintenance fund contribution - PM projects	$	13,694
214	*Total project specific contributions*	*$*	*13,694*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Miscellaneous maintenance for open shelters	$	2,000
	Outside bathroom custodial service contract	$	7,000
	Total line 40 items	*$*	*9,000*
Open Shelters	***Grand total for location***	***$***	***22,694***
WJP Complex	Building maintenance fund contribution - PM projects	$	3,911
215	*Total project specific contributions*	*$*	*3,911*
	Building maintenance fund contribution - service contracts (former line 40 items):		
	Building security monitoring	$	500
	Grease interceptor cleaning	$	1,300
	Miscellaneous maintenance	$	4,000
	Total line 40 items	*$*	*5,800*
WJP Complex	***Grand total for location***	***$***	***9,711***

Totals:	*City departments contributions to building maintenance operations:*	$	782,848
	City departments contributions to department specific projects:	$	27,700
	City departments contributions to location-specific maintenance: (line 40)	$	388,881
	Grand total from departmental budgets:	**$**	**1,199,429**

Function: Culture and Recreation
Activity: Building Maintenance

Activity Notes

Object	Description		Amount
Totals by Departmental budget allocation			
001.01.110	*Total paid by Police Department budget*	$	166,102
001.01.150	*Total paid by Fire Department budget*	$	121,639
001.02.295	*Total paid by Public Works Admin budget*	$	31,426
001.04.410	*Total paid by Library budget*	$	286,036
001.04.430	*Total paid by Parks budget*	$	199,677
001.04.440	*Total paid by Recreation budget*	$	16,126
001.04.460	*Total paid by Senior Center budget*	$	101,239
001.05.540	*Total paid by Community Development budget*	$	31,426
001.06.645	*Total paid by General Support budget*	$	124,586
110.02.210	*Total paid by Roadway Maintenance budget*	$	103,862
740.02.230	*Total paid by Storm Water Utility budget*	$	17,310
	Grand total allocated to budgets	***$***	***1,199,429***

FUNCTION: Internal Service Fund
ACTIVITY: Fleet Management Fund

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

FLEET MANAGEMENT FUND

FINANCIAL SUMMARY

	FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED
Personal services	424,795	536,911	552,977	546,372
Contractual & supply service	459,462	430,635	440,207	481,970
Capital outlay	16,174	12,000	12,000	20,000
Total expenditures	**$ 900,431**	**$ 979,546**	**$ 1,005,184**	**$ 1,048,342**
Fees	864,800	903,480	903,480	1,140,950
Grants	-	-	-	-
Other	2,876	2,000	5,000	2,000
Total revenue	**$ 867,676**	**$ 905,480**	**$ 908,480**	**$ 1,142,950**
Net amount supported by departmental allocations	***$ 32,755***	***$ 74,066***	***$ 96,704***	***$ (94,608)***

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 staff in the department. These expenses are reflected in each department's line 56.
- A Fleet Supervisor was hired in FY21 to oversee the City's existing 4 mechanics. This position coordinates the work on all City fleet utilizing existing mechanic staff and external contractors, as needed. The department coordinates 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 are also reallocated to this internal service fund so that all City contracts can be coordinated and paid together. Fuel costs are charged back to each department based on actual usage.

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Personnel costs show a net increase of $9,500, which reflect normal salary and benefit increases for existing staff, offset by the 27th pay period being reflected in prior year; a situation that occurs once every 12 years.
- ↑ An increase of $11,000 in minor equipment reflects increased purchases of miscellaneous tools and the purchase of rolling bridge jacks.
- ↑ An increase of $37,000 in vehicle maintenance supplies reflects higher costs for routine repair parts.
- ↑ An increase of $8,000 in equipment reflects the purchase of air conditioning service equipment.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The City's fleet maintenance division was expanded to include a supervisor and now four mechanics. The Fire department previously contracted the majority of equipment maintenance externally, but now most of this work is done in-house. While the overall budget has increased by approximately 10%, the result will be better maintained, longer lasting equipment with a noticeable decrease in down time.
- ❖ City-wide, vehicle and equipment replacement costs, along with vehicle and equipment maintenance supplies costs have increased causing a significant impact on budgets that contribute to the fleet management program and Equipment Replacement Fund.
- ❖ With each equipment purchase, the department is analyzing the feasibility of replacing gas and diesel-powered vehicles with hybrid or electric. While the capital outlay required for the purchase of hybrid and electric are higher, there are fuel costs savings and in many instances maintenance savings.

INTERNAL SERVICE FUND		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
833 FLEET MANAGEMENT FUND							
PERSONAL SERVICES							
01	Salaries	$ 290,072	$ 373,196	$ 384,445	$ 390,253	$ 17,057	$ 405,951
02	Overtime	6,206	5,000	7,000	7,000	2,000	7,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	22,612	28,846	30,175	30,448	1,602	31,676
07	Retirement - IPERS	27,969	35,222	37,236	36,787	1,565	38,322
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	76,048	90,000	90,000	73,582	(16,418)	73,582
11	Allowance	408	916	916	508	(408)	508
12	Unemployment	-	-	-	-	-	-
13	Deferred comp plan City match	1,480	3,731	3,205	7,794	4,063	8,119
	Sub-Total	$ 424,795	$ 536,911	$ 552,977	$ 546,372	$ 9,461	$ 565,158
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	$ -	$ -	$ -	$ -	$ -	$ -
22	Recruitment	-	-	677	-	-	-
23	Professional services	-	-	830	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	180	21,100	21,100	21,400	300	20,900
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,690	4,125	4,125	3,125	(1,000)	3,125
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	317	5,000	5,000	5,850	850	5,000
48	Utility service	9,435	7,500	10,000	11,000	3,500	7,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	42	-	-	-	-	-
54	Minor equipment	8,237	5,000	10,000	16,000	11,000	15,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	423,055	370,300	370,300	407,300	37,000	407,300
57	Vehicle operation supplies	776	2,610	2,610	2,295	1,610	2,350
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	13,951	14,500	14,500	14,500	-	14,500
60	Safety and medical supplies	1,779	500	1,065	500	5,000	500
61	Refunds	-	-		-	-	-
	Sub-total	$ 459,462	$ 430,635	$ 440,207	$ 481,970	$ 58,260	$ 476,175
CAPITAL OUTLAY							
71	Equipment	$ 14,633	$ 12,000	$ 12,000	$ 20,000	$ 8,000	$ 30,000
72	Furniture and fixtures	1,541	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
	Sub-total	$ 16,174	$ 12,000	$ 12,000	$ 20,000	$ 8,000	$ 30,000
OPERATING BUDGET SUB-TOTAL		$ 900,431	$ 979,546	$ 1,005,184	$ 1,048,342	$ 75,721	$ 1,071,333
99	Special Revenue fund items	$ -	$ -	$ -	$ -	$ -	$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FLEET MANAGEMENT FUND		$ 900,431	$ 979,546	$ 1,005,184	$ 1,048,342	$ 75,721	$ 1,071,333

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description		Amount
01	Fleet Supervisor, Senior Mechanic (2), Equipment Mechanic (2)	$	390,253
02	Overtime	$	7,000
06	FICA	$	30,448
07	IPERS	$	36,787
09	Group insurance	$	73,582
11	On the spot awards	$	100
	Supervisor cell phone	$	408
13	Deferred compensation City match	$	7,794
27	AVL annual cost	$	250
	Fleet management software annual support	$	18,650
	Vehicle diagnostic system software upgrades	$	2,500
32	Uniform allowance (5)	$	3,125
46	Technical training	$	5,000
	APWA 2024 National conference - Chicago	$	850
48	Utilities (10% of cost for maintenance facility)	$	11,000
54	Miscellaneous tools	$	10,000
	Rolling bridge jacks	$	6,000
56	Anticipated fleet management expenditures for all departments	$	407,300
57	Fuel (500 Gallons unleaded)	$	1,650
	Fuel (150 Gallons diesel)	$	645
59	Cylinder rental and propane	$	2,000
	Parts washer service	$	500
	Shop supplies	$	8,000
	Towing	$	4,000
60	Safety equipment	$	500
71	Air conditioning service equipment	$	20,000

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description		Amount
	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	$	67,000
300	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	5,000
	Vehicle and equipment maintenance supplies	$	20,000
	Equipment operating supplies (non-fuel)	$	3,200
	Total department specific contributions	*$*	*28,200*
Police	***Grand total for Department***	***$***	***95,200***
Fire	Fleet management fund contributions - overhead	$	116,000
305	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	25,000
	Vehicle and equipment maintenance supplies	$	70,000
	Equipment operating supplies (non-fuel)	$	6,500
	Total department specific contributions	*$*	*101,500*
Fire	***Grand total for Department***	***$***	***217,500***
Parks	Fleet management fund contributions - overhead	$	70,000
315	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	6,000
	Vehicle and equipment maintenance supplies	$	20,000
	Equipment operating supplies (non-fuel)	$	3,000
	Total department specific contributions	*$*	*29,000*
Parks	***Grand total for Department***	***$***	***99,000***
Recreation	Fleet management fund contributions - overhead	$	1,000
320	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	300
	Vehicle and equipment maintenance supplies	$	500
	Equipment operating supplies (non-fuel)	$	200
	Total department specific contributions	*$*	*1,000*
Recreation	***Grand total for Department***	***$***	***2,000***
Roadway Mnt.	Fleet management fund contributions - overhead	$	253,000
330	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	20,000
	Vehicle and equipment maintenance supplies	$	60,000
	Equipment operating supplies (non-fuel)	$	10,000
	Total department specific contributions	*$*	*90,000*
Roadway Mnt.	***Grand total for Department***	***$***	***343,000***

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description		Amount
Traffic Safety	Fleet management fund contributions - overhead	$	17,000
335	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Equipment maintenance supplies	$	6,000
	Equipment operating supplies (non-fuel)	$	100
	Total department specific contributions	*$*	*6,100*
Traffic Safety	***Grand total for Department***	***$***	***23,100***
Engineering	Fleet management fund contributions - overhead	$	5,400
340	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	500
	Vehicle and equipment maintenance supplies	$	1,600
	Equipment operating supplies (non-fuel)	$	200
	Total department specific contributions	*$*	*2,300*
Eng Svc.	***Grand total for Department***	***$***	***7,700***
Solid Waste	Fleet management fund contributions - overhead	$	126,000
345	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	10,000
	Vehicle and equipment maintenance supplies	$	90,000
	Equipment operating supplies (non-fuel)	$	8,000
	Total department specific contributions	*$*	*108,000*
Solid Waste	***Grand total for Department***	***$***	***234,000***
San. Sewer	Fleet management fund contributions - overhead	$	16,000
350	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	2,000
	Vehicle and equipment maintenance supplies	$	12,000
	Equipment operating supplies (non-fuel)	$	800
	Total department specific contributions	*$*	*14,800*
San. Sewer	***Grand total for Department***	***$***	***30,800***
Storm Water	Fleet management fund contributions - overhead	$	55,000
355	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	3,000
	Vehicle and equipment maintenance supplies	$	20,000
	Vehicle operating supplies (non-fuel)	$	800
	Total department specific contributions	*$*	*23,800*
Storm Water	***Grand total for Department***	***$***	***78,800***
Comm. Dev.	Fleet management fund contribution - overhead	$	5,400
360	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	500
	Vehicle and equipment maintenance supplies	$	1,500
	Vehicle operating supplies (non-fuel)	$	100
	Total department specific contributions	*$*	*2,100*
Comm. Dev.	***Grand total for Department***	***$***	***7,500***

Function: Internal Service Fund
Activity: Fleet Management

Activity Notes

Object	Description		Amount
Gen. Support	Fleet management fund contribution - overhead	$	500
365	**Fleet Management fund contribution - Equipment Repair/Maintenance/Supplies:**		
	Contracted equipment repairs	$	300
	Vehicle and equipment maintenance supplies	$	100
	Vehicle operating supplies (non-fuel)	$	100
	Total department specific contributions	*$*	*500*
Gen. Support	***Grand total for Department***	***$***	***1,000***

Totals:	*City departments contributions to fleet management overhead:*	$	732,300
	City departments contributions for fleet management operating budget:	$	407,300
	Grand total from departmental budgets:	**$**	**1,139,600**


UNIQUELY
URBANDALE

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
WATER							
DISTRIBUTION OPERATIONS							
Personal Services							
1	Regular Salaries and Wages	554,427	656,387	656,387	774,276	117,889	797,504
3	Part-Time and Temporary Salaries	16,437	39,000	39,000	48,000	9,000	49,440
6	FICA	43,114	53,197	53,197	62,904	9,707	64,791
7	IPERS	49,944	65,645	65,645	77,623	11,978	79,952
9	Health and Life Insurance	173,228	209,500	209,500	251,182	41,682	258,717
	SUB TOTAL	$ 837,150	$ 1,023,729	$ 1,023,729	$ 1,213,985	$ 190,256	$ 1,250,404
Contractual and Supply Services							
20	Miscellaneous	-	2,500	2,500	2,500	-	2,500
35	Drafting Supplies	1,001	2,500	2,500	2,500	-	2,500
44B	One Call Service	17,403	20,500	20,500	20,500	-	21,115
47	Utilities	92,174	83,000	83,000	97,000	14,000	99,910
48	Bacteriological Samples	16,213	20,668	20,668	28,168	7,500	29,013
51	Bldg & Grounds Maint & Operation	33,862	98,500	89,500	65,700	(32,800)	71,500
57	Motor Vehicle Operation Supplies	16,892	20,500	31,000	36,000	15,500	37,080
64	New Meters	226,699	266,760	250,000	302,550	35,790	311,600
71	Automotive Equipment	503	60,000	60,000	72,000	12,000	70,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	1,227,198	1,559,600	1,559,600	1,823,175	263,575	1,408,875
88	Inspection & Engineering	900	75,000	75,000	75,000	-	75,000
89	Capital Asset Construction	-	7,070,000	-	8,570,000	1,500,000	-
	SUB TOTAL	$ 1,632,845	$ 9,282,028	$ 2,196,768	$ 11,097,593	$ 1,815,565	$ 2,131,593
Total Water Distribution Operations		$ 2,469,995	$ 10,305,757	$ 3,220,497	$ 12,311,578	$ 2,005,821	$ 3,381,997
DISTRIBUTION MAINTENANCE							
Personal Services							
01	Regular Salaries	388,440	428,353	428,353	443,176	14,823	456,471
01A	Pager Pay	6,599	6,800	6,800	6,800	-	7,004
06	FICA	29,454	33,289	33,289	34,423	1,134	35,456
07	IPERS	36,938	40,437	40,437	41,836	1,399	43,091
09	Health & Life Insurance	125,694	145,815	145,815	153,300	7,485	157,899
	SUB TOTAL	$ 587,125	$ 654,694	$ 654,694	$ 679,535	$ 24,841	$ 699,921
Contractual and Supply Services							
20	Miscellaneous	-	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	34,936	15,000	35,000	25,000	10,000	35,000
41A	Purchase, Repair & Maintenance of Tractor	931	1,500	1,500	2,000	500	2,000
41B	Purchase, Repair, Maintenance of Equipment	4,240	55,200	55,200	13,250	(41,950)	15,000
54	Minor Equipment, Tools, Clothes	12,707	18,200	19,500	19,800	1,600	20,394
61	Main Maintenance Supplies	40,100	50,500	50,500	50,500	-	52,000
64	Meter Parts	7,846	7,500	7,500	13,500	6,000	7,500
65	Hydrants, Valves & Parts	43,471	77,000	65,000	77,000	-	79,310
87	System Maintenance	44,298	85,000	81,000	81,000	(4,000)	87,550
	SUB TOTAL	$ 188,529	$ 310,650	$ 315,950	$ 282,800	$ (27,850)	$ 299,504
Total Water Distribution Maintenance		$ 775,654	$ 965,344	$ 970,644	$ 962,335	$ (3,009)	$ 999,425

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
WATER							
ACCOUNTING AND COLLECTION							
Personal Services							
01	Regular Salaries	268,639	286,500	286,500	301,964	15,464	311,023
03	Part-time & Temporary Salaries	-	-	-	-	-	-
06	FICA	18,862	21,917	21,917	23,100	1,183	23,793
07	IPERS	25,041	27,046	27,046	28,505	1,459	29,360
09	Health & Life Insurance	107,586	108,776	108,776	135,550	26,774	139,617
	SUB TOTAL	$ 420,128	$ 444,239	$ 444,239	$ 489,119	$ 44,880	$ 503,793
Contractual and Supply Services							
20	Miscellaneous	481	1,000	1,000	1,000	-	1,000
24	Payments to Other Agencies	5,565,526	6,340,853	5,987,160	6,300,683	(40,170)	6,489,703
24A	Sewer Exempt Fee	2,565	2,000	2,000	2,250	250	2,000
36	Postage & Shipping	130,990	130,600	152,000	160,000	29,400	164,800
37	Printing-Computer & Billing	4,361	3,600	3,600	3,675	75	3,785
37A	Computer Rent & Equipment	183,721	307,225	307,225	230,645	(76,580)	237,500
42	Solid Waste	2,342,203	2,676,468	2,444,300	2,676,468	-	2,756,762
43	Sales Tax Water	613,981	850,722	725,624	850,093	(629)	875,596
43A	Sales Tax Urbandale Sanitary (SD)	70,752	72,203	72,203	72,203	-	74,369
43B	Sales Tax Urbandale W/H Sanitary (SR)	2,275	2,619	2,619	2,619	-	2,698
43C	Sales Tax Miscellaneous	2,018	1,050	2,000	2,135	1,085	2,200
49a	Refunds	36,080	30,000	30,000	35,000	5,000	36,000
50	Storm Water	2,423,163	2,490,002	2,490,002	2,913,303	423,301	2,564,702
50A	Storm Water Sales Tax	76,637	87,150	82,000	101,966	14,816	89,750
	SUB TOTAL	$ 11,454,753	$ 12,995,492	$ 12,301,733	$ 13,352,040	$ 356,548	$ 13,300,865
Total Water Accounting and Collection		$ 11,874,881	$ 13,439,731	$ 12,745,972	$ 13,841,159	$ 401,428	$ 13,804,658
ADMINISTRATION AND GENERAL							
Personal Services							
01	Regular Salaries	318,622	333,209	365,374	313,640	(19,569)	323,049
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	22,527	26,500	27,951	25,003	(1,497)	25,753
07	IPERS	30,040	31,795	34,491	29,947	(1,848)	30,845
08	Retirement Trust	54,214	79,344	79,344	69,500	(9,844)	71,585
09	Health & Life Insurance	47,193	50,844	50,844	57,950	7,106	59,686
09B	Dental & Visual Insurance	1,879	2,850	2,850	2,850	-	2,935
09C	Self Insurance	9,567	14,988	14,988	15,465	477	15,900
	SUB TOTAL	$ 487,642	$ 543,130	$ 579,442	$ 517,955	$ (25,175)	$ 533,461
Contractual and Supply Services							
11	Auto Allowance	9,600	9,600	9,600	9,600	-	9,600
20	Miscellaneous	1,867	2,500	2,500	2,500	-	2,500
20A	Trust Disbursement	58,526	60,000	60,000	60,000	-	60,000
21	Advertising & Legal Publications	2,217	2,000	2,000	2,200	200	2,200
22	Contract services	6,989	7,500	7,500	7,500	-	7,800
23	Consulting & Legal Fees	21,608	100,000	75,000	100,000	-	100,000
23A	Audit	17,845	22,500	21,000	25,000	2,500	25,000
24	Permit Fees (DNR)	4,992	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	6,673	7,000	7,000	7,000	-	7,000
29	Liability Insurance	75,660	90,246	90,246	89,530	(716)	92,950
36	Postage & Shipping (Stamps & Etc.)	2,405	2,650	2,650	2,650	-	2,730
44	Telephone (Phones & Service Bill)	18,580	19,234	19,234	20,875	1,641	21,500
45	Training	6,779	11,000	11,000	11,000	-	11,300
46	Travel & Conference Expense	2,088	10,000	10,000	12,500	2,500	12,500
47	Utilities	14,261	13,000	13,000	14,500	1,500	14,950
50	Petty Cash	336	1,200	1,200	1,200	-	1,500
58	Office Equipment & Supplies	9,508	17,830	17,830	17,830	-	18,500
94	Bank Service Charge	60,983	65,000	25,000	15,000	(50,000)	15,500
	SUB TOTAL	$ 320,917	$ 447,260	$ 380,760	$ 404,885	$ (42,375)	$ 411,530
Total Water Administration and General		$ 808,559	$ 990,390	$ 960,202	$ 922,840	$ (67,550)	$ 944,991

		FY 2021-22 ACTUAL	FY 2022-23 ADOPTED	FY 2022-23 REVISED	FY 2023-24 ADOPTED	INCREASE (DECREASE)	FY 2024-25 ESTIMATE
WATER							
OPERATING REVENUE							
Revenue							
601	Metered Water Sales	11,210,946	11,861,599	11,500,000	11,871,184	9,585	12,454,679
602	Sewer-SR	305,067	380,451	380,451	315,034	(65,417)	324,485
603	Sewer-SD	5,234,199	5,960,402	5,960,402	5,985,649	25,247	6,165,218
605	Service Charges	11,280	12,500	12,500	10,000	(2,500)	10,300
606	Late Charge	29,547	31,000	31,000	30,000	(1,000)	30,900
607	Water Service Hook On Fee	299,338	263,670	210,000	169,250	(94,420)	174,328
608	Meter & Parts	228,137	227,950	175,000	181,875	(46,075)	187,331
609	Sewer Exempt Fee	3,330	2,625	2,625	1,875	(750)	1,931
612	Collect Sewer (For Billing)	133,100	136,032	136,032	136,770	738	140,000
613	Taps	10,260	6,100	6,100	7,000	900	7,210
615	Bacteriological Samples	4,400	4,700	4,700	4,700	-	4,841
616	Miscellaneous	111,306	110,000	100,000	100,000	(10,000)	100,000
616A	Trust Receipts	68,676	70,000	70,000	70,000	-	72,000
617	Main Reimbursement	58,438	105,000	105,000	105,000	-	108,150
618	Miscellaneous Taxable Items	30,804	15,000	30,000	30,500	15,500	31,415
619	Sales Tax Miscellaneous	2,170	1,050	1,050	2,135	1,085	2,199
620	Sales Tax Water	660,415	841,302	798,874	841,273	(29)	866,511
621	Sales Tax Sewer	72,296	74,822	74,822	74,822	-	77,067
623	Bulk & Construction Water	45,624	47,000	47,000	47,000	-	48,400
627	Hydrant Meter Rental	(10,600)	10,000	10,000	8,000	(2,000)	8,000
646	Lease Revenue	119,216	112,500	115,000	118,620	6,120	120,000
647	Solid Waste	2,345,082	2,676,468	2,676,468	2,676,468	-	2,756,762
648	Solid Waste Collect	30,553	30,600	30,600	31,050	450	31,982
649	Storm Water	2,425,678	2,490,002	2,490,002	2,913,303	423,301	2,564,702
649A	Storm Water Sales Tax	76,340	87,150	87,150	101,966	14,816	89,765
650	Storm Water Collect	33,192	33,576	33,576	33,682	106	34,500
651	Revenue Bond Proceeds	-	7,070,000	-	8,570,000	1,500,000	-
Total Water Operating Revenue		$ 23,538,794	$ 32,661,499	$ 25,088,352	$ 34,437,156	$ 1,775,657	$ 26,412,676
RECAP							
Disbursements							
	Distribution Operation	2,469,995	10,305,757	3,220,497	12,311,578	2,005,821	3,381,997
	Distribution Maintenance	775,654	965,344	970,644	962,335	(3,009)	999,425
	Accounting & Collection	11,874,881	13,439,731	12,745,972	13,841,159	401,428	13,804,658
	Administration & General	808,559	990,390	960,202	922,840	(67,550)	944,991
	Water Purchased (DMWW + Xenia)	4,888,962	5,743,918	5,743,918	6,347,163	603,245	6,981,879
	Sub Total	$ 20,818,051	$ 31,445,140	$ 23,641,233	$ 34,385,075	$ 2,939,935	$ 26,112,950
	Debt Service	3,364,069	353,454	353,454	377,802	24,348	630,454
	TOTAL	$ 24,182,120	$ 31,798,594	$ 23,994,687	$ 34,762,877	$ 2,964,283	$ 26,743,404
Income							
	Cash Balance	-	8,794,237	9,788,706	11,102,371	2,308,134	10,986,650
	Restricted Funds	-	173,906	184,513	184,513	10,607	184,513
	Net Cash Balance	$ -	$ 8,968,143	$ 9,973,219	$ 11,286,884	$ 2,318,741	$ 11,171,163
	Operating Revenue	$ 23,538,794	$ 32,661,499	$ 25,088,352	$ 34,437,156	$ 1,775,657	$ 26,412,676
	Non-Operating Revenue						
	Interest Earned	61,658	77,500	220,000	210,000	132,500	200,000
	Extraordinary income	-	-	-	-	-	-
	SUB TOTAL	$ 23,600,452	$ 41,707,142	$ 35,281,571	$ 45,934,040	$ 4,226,898	$ 37,783,839
	Less Restricted Funds (trust fund)	-	173,906	184,513	184,513	10,607	184,513
	Capital Reserve Fund	-	9,734,642	-	10,986,650	1,252,008	10,855,922
Total		$ 23,600,452	$ 31,798,594	$ 35,097,058	$ 34,762,877	$ 2,964,283	$ 26,743,404


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