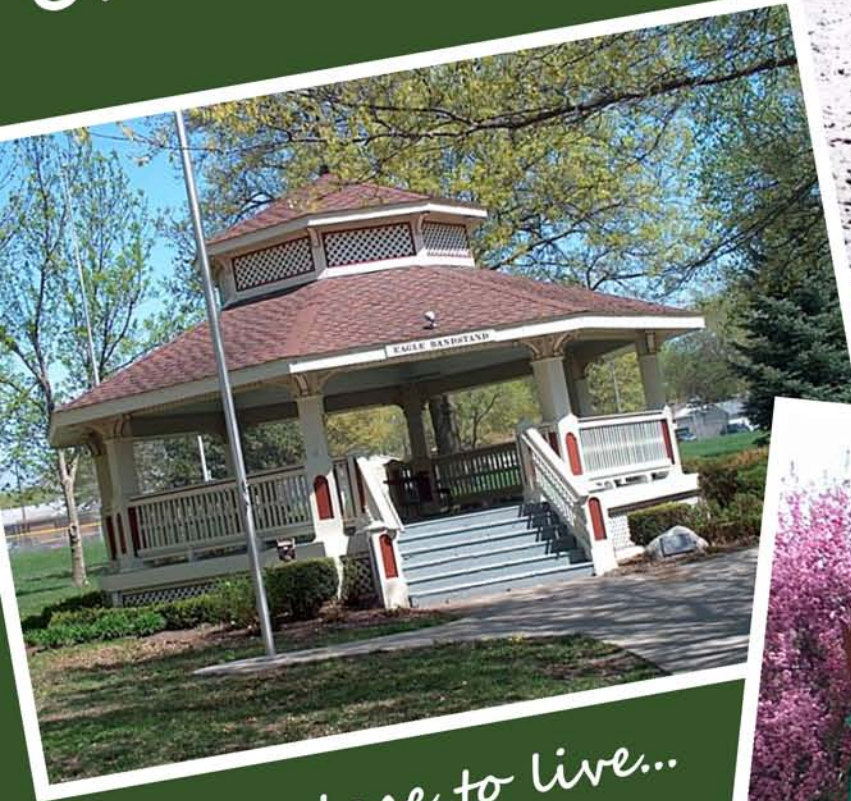
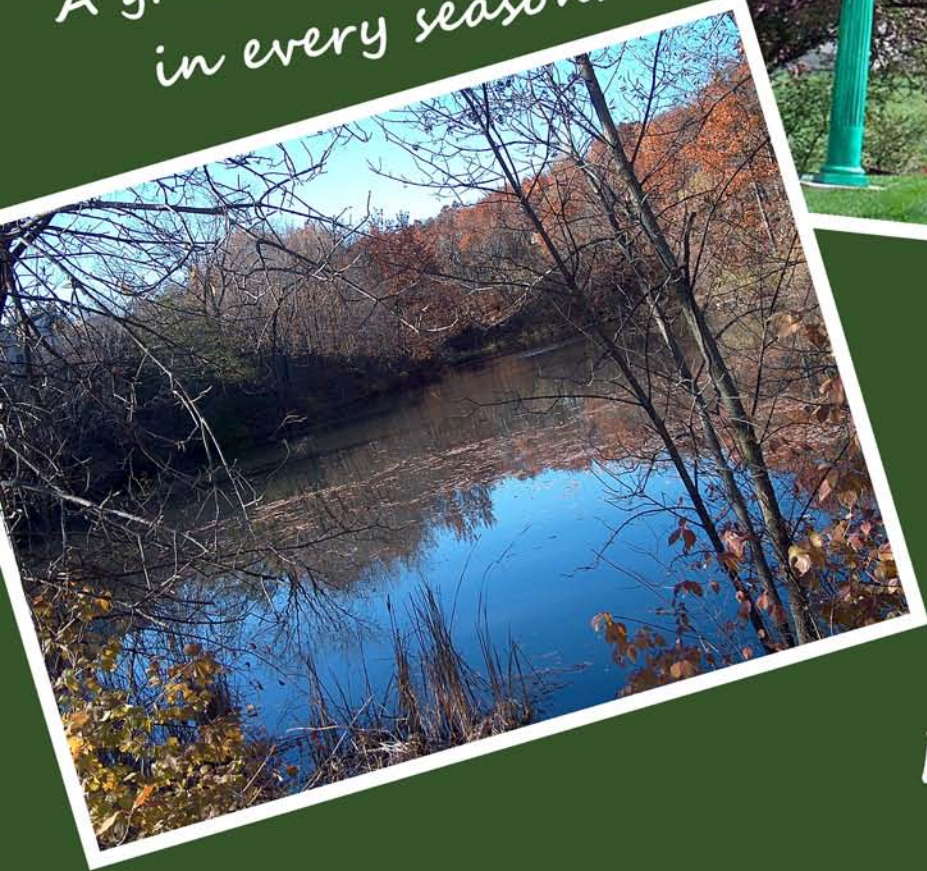


City of Urbandale, Iowa



A great place to live...
in every season!



FY2009-10
Adopted Budget
FY2010-11
Estimated Budget

CITY OF URBANDALE

Revised FY2008-09 Budget

Adopted FY2009-2010 Budget

Estimated FY2010-2011 Budget

Mayor and Council

Robert D. Andeweg, Mayor

John Forbes, Mayor, Pro-Tem

Michael Carver, Councilmember
Ron Pogge, Councilmember

Tom Gayman, Councilmember
Mary Polson, Councilmember

Management Team

Su Zanna K. Prophet, Interim City Manager
John Konior, Assistant to the City Manager
Debra Mains, City Clerk
Nicole Lamb, Finance Director
Kim Keisler, Assistant Finance Director

David Hamlin, Police
Jerry Holt, Fire and EMS
David McKay, Engineering and Public Works
Sara Pearson, Library
Jan Herke, Parks and Recreation
Paul Dekker, Community Development
Maurice Dudney, Code Enforcement
John Andrasko, Technology
Rich Foust, Water

Adopted February 24, 2009

February 24, 2009

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

Re: FY2009-10 Operating Budget

I am pleased to present to the City Council the FY2009-10 operating budget for the City of Urbandale. This budget represents the City's operating plan for the fiscal year beginning July 1, 2009 and ending June 30, 2010. It was prepared in conformance with the Code of Iowa and the City's fiscal performance goals. At its meeting of February 24, 2009, the City Council will conduct a public hearing to review and approve the FY2009-10 operating budget.

The recommended FY2009-10 budget has been shaped by several significant factors. These key elements include the following:

1. Current Economic Conditions – Unfortunately, the national and local economies have suffered more significantly than was predicted at this time last year. Unemployment has risen and touched most segments of the economy. Financial institutions have experienced severe losses, prompting an unprecedented bailout from the Federal government. Consumer confidence has dropped and even the insurance industry has been negatively impacted. In response to these trends, the FY2009-10 operating budget attempts to minimize tax and fee increases for Urbandale's residents. As previously planned, a \$2.00 increase in the monthly solid waste collection fee will be implemented July 1. However, the property tax levy rate will remain at its current level and no other significant fee increases will be initiated.

The slowing economy will also impact the revenue received from licenses and permits and investments. It is projected that housing starts will continue to slow during the year, resulting in an \$89,825 (9.6%) drop in the licenses and permits revenue category. Additionally, interest rates are anticipated to significantly decrease resulting in a \$125,000 (53.2%) reduction in investment income.

2. Public Safety Staffing – As previously discussed with the City Council, the recommended budget anticipates the creation of six new Firefighter/EMT positions and one new Police Officer position. Federal grant assistance will be needed to fully fund the new Fire Department positions. If this assistance is not available, sufficient funds are available to create two of the planned positions. Another three Firefighter/EMT positions and another Police Officer position are

planned for FY2010-11. The new Fire and Police positions are needed to address the response time concerns identified through the performance measurement program.

Due to this emphasis on public safety, the other recommendations of the Ten Year Staffing Plan will not be implemented in FY2009-10. The Plan anticipated the creation of new positions in Public Works and Technology during the year. The need for these positions will be reviewed again during the preparation of the FY2010-11 operating budget.

3. Other Personnel Costs – Under a tentative agreement with the Laborers union, wages will increase by 3% in FY2009-10. The budget anticipates that the Police union and non-union employees will receive wage increases consistent with the Laborers unit in FY2009-10. Due to a catch-up provision in the Fire union’s collective bargaining agreement, that unit will receive a 4% increase in wages. On the benefits side, retirement system contributions for most employees will rise due to the increase in the employer’s rate for IPERS. The FY2009-10 rate will increase by approximately 5%, to 6.65% of wages, with a similar change anticipated for the following year. The converse will be true for the Municipal Fire and Police Retirement System of Iowa, which will reduce its contribution rate from 18.75% to 17%. Due to favorable claims experience and recent plan changes, contributions to the health insurance reserve fund will rise by only 5%. The budget will also continue to fund the Employee Wellness Program, which includes the operation of the Wellness Center. Finally, a comprehensive training program for the City’s managers and supervisors will be continued in FY2009-10.

4. Tax Increment Financing Fund (TIF) – An overpayment of TIF property tax revenues from the Timberline Urban Renewal District in FY2008-09 will be corrected in FY2009-10, resulting in a \$907,172 (26.2%) drop in TIF revenues. The excess revenue collected in FY2008-09 will be used to satisfy all of the debt service requirements in the Timberline district during the upcoming year. The FY2010-11 estimated budget projects that the City’s TIF receipts returning back to a normal level.

5. Technology – The City Council’s strategic initiative involving the use of technology to enhance service delivery will continue to be implemented in FY2009-10. Key technology purchases for the year include the acquisition of replacement computers in Police, Fire, EMS, Engineering and Public Works Administration, Library, Parks, Senior Center and Swimming Pool. Additionally, new or replacement printers will be purchased for Police, Fire, Engineering and Public Works Administration and Parks. Other significant technology investments will include citizen crime reporting software, staff scheduling software and electronic surveillance equipment in Police; a new server for incident reporting in EMS; a field computer in Engineering and Public Works

Administration; replacement computer monitors in Code Enforcement; new GIS software licenses in Community Development; a scanner for electronic record storage in Finance and Records; and a replacement switch, cable broadcasting equipment, replacement computer servers and Exchange 2007 software in Technology.

6. Infrastructure – The recommended FY2009-10 budget will finance several important infrastructure projects. In Roadway Maintenance, the expanded asphalt and concrete repair program will be continued and 156th Street will be resurfaced from Meredith Drive to Waterford Road. Additionally, the biennial pavement condition inventory will be conducted and a payment will be made to the Metro Waste Authority for the new salt storage building. In Sanitary Sewer, additional sewer lines will be televised and the enhanced sewer repair and manhole rehabilitation program will be continued. In Storm Sewer, improvements will be made to North Walnut Creek, Cross Creek and Rocklyn Creek. In Parks, continued improvements and upgrades to the playground and bike path systems will be constructed, the next phase of the Walker Johnston Park playground will be initiated, landscaping will be planted in the Walnut Creek Regional Park, the Trolley Park and Lions Park gazebo will be rehabilitated and trees will be added to the Timberline East Park. In Senior Center, three new air filtration and purification units will be installed. In General Support, the debt service for the Police Station Expansion, Engineering/Community Development Office Building and Administrative Office Building projects will be funded.

7. Swimming Pool Business Plan – The recommendations of the Swimming Pool Business Plan have been incorporated into the FY2009-10 budget. This plan was prepared in response to the City Council's decision to keep the pool open until 2013. The remodeled facility is scheduled to reopen in June, 2009.

The business plan identifies the current state of the aquatics industry and the local aquatics market and some of the factors impacting the current operations at the pool. The plan also summarizes the recently adopted pricing scheme for the pool. Based on this information, a number of changes are recommended for the pool's operations through 2013. These recommendations include the reorganization of the staff to better specialize in the areas of programming, facility management and marketing; the targeting of recreational swimmers for new programming; and the reduction of the annual General Fund subsidy.

8. Economic Development – The Economic Development activity provides funding for business expansions and relocations in Urbandale. This funding is derived from the Iowa Department of Economic Development's CEBA program. The funds are initially awarded to the City and then passed through to the eligible business. Currently the City is working with a prospect that may request CEBA assistance for its expansion project. The FY2009-10 budget anticipates that this

firm will be awarded a total of \$1 million in assistance. Funds from the City's Economic Development Revolving Loan Fund will be used to match the State's CEBA award. However, these funds will not flow directly through the operating budget.

The recommended budget contains an increase of \$1,382,523 (3.9%) in expenditures over the FY2008-09 adopted budget. Of this total, operating expenses will be increased by \$1,151,129 (4.1%) and debt service expenses will be increased by \$231,394 (2.9%). If TIF and CEBA transfers are factored out, the net increase in operating expenses will be \$1,250,166 (5.2%). The recommended expenditures for FY2009-10 will require no increase in the City's property tax levy rate. Under the recommended FY2009-10 budget, the general tax levy rate will remain at \$7.17 and the debt service levy rate will remain at \$2.05. The only exception will be the ag land levy rate, which will increase from \$1.71 to \$1.84. The City's combined tax levy rate will be \$9.22/\$1,000 of valuation.

The recommended operating budget contains financial projections for the 2009-10 and 2010-11 fiscal years. The two-year budget format was approved by the City Council in 1981 and continues to be a useful tool in the City's financial planning efforts. It should be noted that FY2010-11 operating expenditures are anticipated to increase by \$1,972,805 (5.3%). However, if TIF and CEBA transfers are factored out, the net increase in expenditures will be \$2,289,114 (6.9%). The estimated budget anticipates the creation of a storm water utility in FY2010-11 as projected in the long range financial model. An increase in the property tax levy rate is not anticipated but may be necessary to continue with the planned increase in public safety staffing levels.

The FY2009-10 budget document follows the same format that was established in FY2003-04. The budget includes Goals and Performance Objectives, Budget Summaries and Budget Notes for each activity. The Budget Summaries contain actual expenditure amounts for FY2007-08, estimated expenditure levels for FY2008-09, recommended expenditures for FY2009-10 and estimated expenditures for FY2010-11. This section of the budget also includes revenue information for each activity. Each Budget Summary identifies fees, grants and other revenues attributable to the activity and uses this information to calculate a net property tax support for the activity. Additionally, descriptions of the most significant factors influencing the recommended budget are included. Finally, expenditure trends anticipated to influence future budgets are noted in this section.

Once again, the budget document contains the Goals and Performance Objectives section for each activity. The activity's primary goal and performance objectives are identified and workload, efficiency and outcome measures are

included, where appropriate. When available, measures from the ICMA Center for Performance Measurement and the CIPA programs are also utilized. This performance information should allow the City Council to better understand the impact of its budget decisions.

The remainder of this letter will provide additional information regarding the City's estimated revenues and expenditures for the 2009-10 fiscal year. It is hoped that this information will provide the City Council with a more complete picture of the City's financial position resulting from the operating budget.

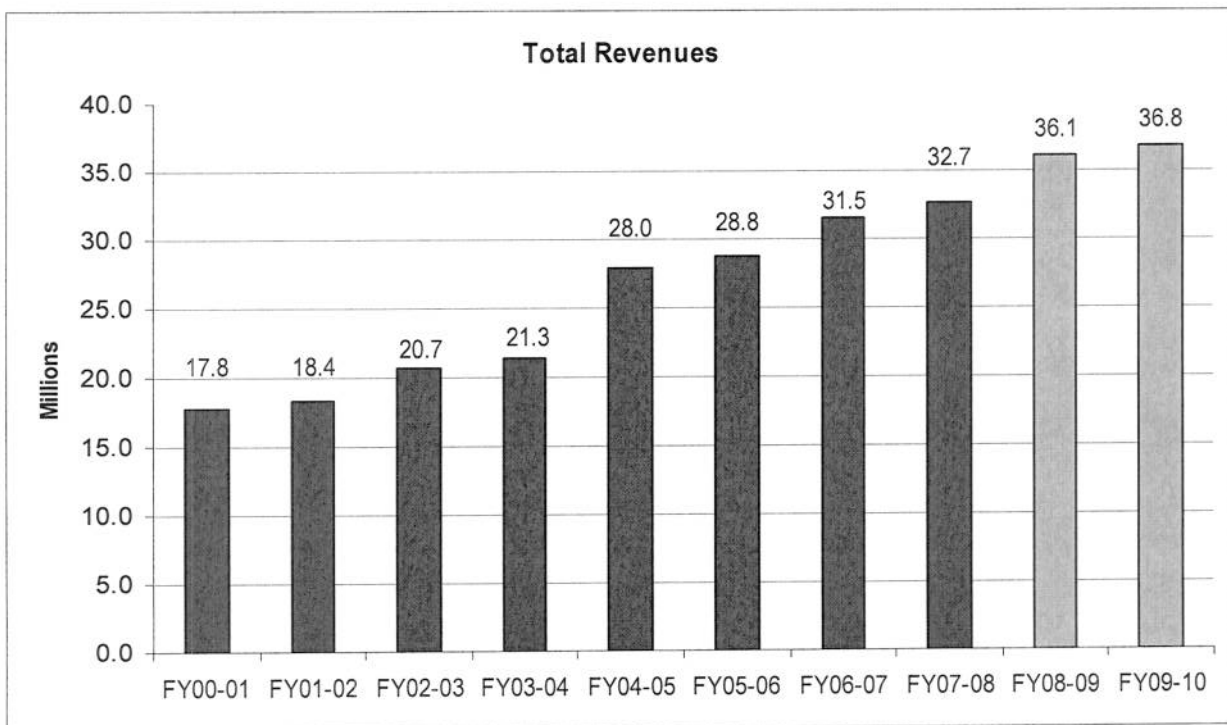
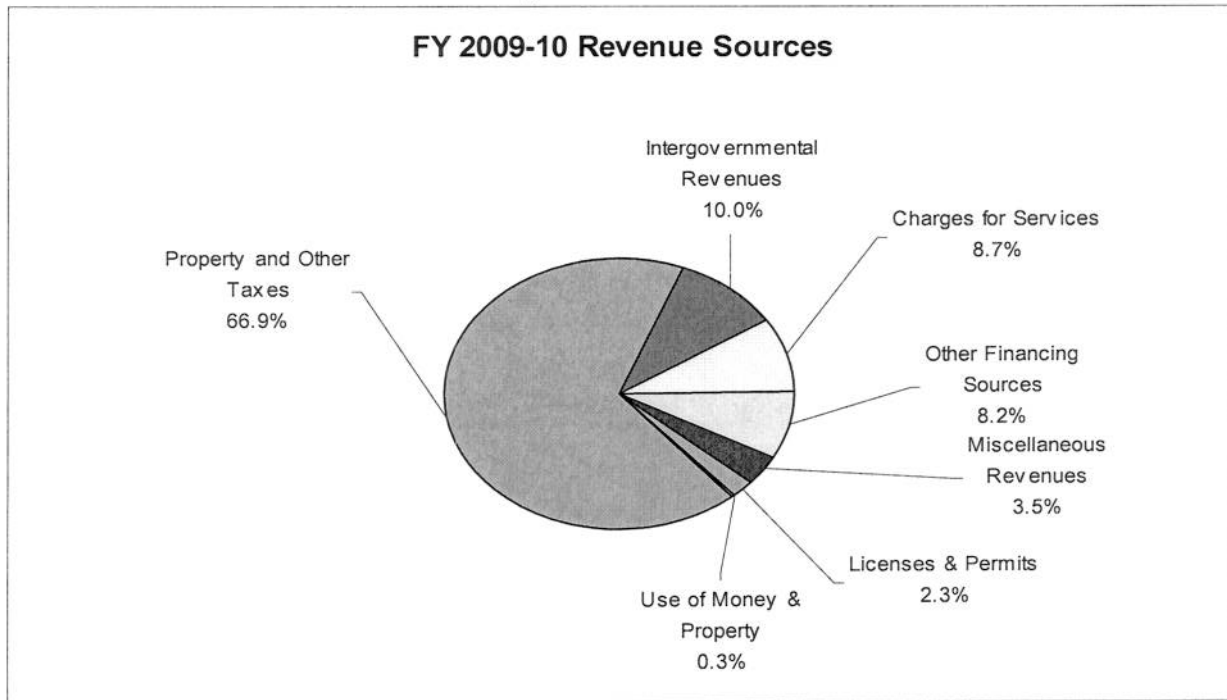
Revenue

The recommended 2009-10 fiscal year budget anticipates a total revenue increase of \$1,402,575 (4.0%) over the FY2008-09 adopted budget. The total revenue for the 2009-10 fiscal year will be \$36,795,682. This revenue level represents an increase of \$670,268 (1.9%) from the FY2008-09 revised budget estimate. The following table summarizes the City's FY2008-09 and FY2009-10 revenue by funding source:

Revenue by Source

Revenue Source	2008-09 Adopted		2008-09 Revised		2009-10 Adopted	
	Total	%	Total	%	Total	%
Taxes	\$ 24,035,507	67.9	\$ 25,076,488	69.4	\$ 24,632,978	66.9
Licenses & Permits	932,600	2.6	848,175	2.3	842,775	2.3
Use of Money & Property	235,000	0.7	160,000	0.4	110,000	0.3
Intergovernmental	3,186,360	9.0	3,353,800	9.3	3,690,678	10.0
Charges for Services	2,752,175	7.8	2,818,685	7.8	3,213,930	8.7
Miscellaneous	1,328,000	3.8	921,750	2.6	1,300,750	3.5
Other Financing Sources	2,923,465	8.3	2,946,516	8.2	3,004,571	8.2
Total	\$ 35,393,107	100.0	\$ 36,125,414	100.0	\$ 36,795,682	100.0

The following charts graphically depict the sources of revenue for FY2009-10 and the revenue trends for the last ten years.



As noted above, total City revenues have increased from \$18,978,518 in FY2000-01 to \$36,795,682 in FY2009-10. During this period, total revenues averaged an annual increase of 8.7%. Due to a change in reporting format, it is not possible to compare changes in revenue sources over the past ten years.

However, for the past several years, most of the growth in revenues has occurred in the Property Tax, Charges for Services and Other Financing Sources categories.

Residential construction has continued to slow down over the past several years, which has had a corresponding slow down on the City's property tax base rate of growth. From a level of issued residential permits of 734 in 2005, 521 in 2006, 373 in 2007 and 242 in 2008, the current downward trend appears to be somewhat stabilizing for calendar 2009. While housing inventory in Urbandale continues to be higher than normal and new housing starts are slow, sales of existing and spec homes are still occurring and inventory is beginning to come back down. Overall, the City's growth in taxable valuation has averaged 7.73% for the past four years, and for FY2009-10 growth is at 8.0%. However, the FY2009-10 growth is skewed due to approximately \$50 million in Fawn Creek TIF district increment being added back into the general levy base in order to correct an overpayment of TIF revenues in FY2008-09 for this district. When the taxable valuation growth is adjusted for this item, the actual FY209-10 growth is 5.6% over FY2008-09.

The City's property tax receipts would have been higher had they not been impacted by the State's limitation on property tax growth. The State imposed rollback on residential property values will increase for the upcoming year. The residential rollback will increase from 44.0803% to 45.5893%. Under the new residential rollback provision, 45.5893% of a residential property's value will be subject to taxation. It should be noted that the rollback for a commercial property will rise from 99.7312% to 100% in FY2009-10. These changes in the residential and commercial rollbacks will result in a net valuation increase of approximately \$45.9 million during FY2009-10. During the past fifteen years, it is estimated that the City has lost \$333.1 million in valuation due to the State's rollback provisions. This loss represents approximately 15.3% of the City's current taxable valuation. Since most of the rollback benefits have accrued to residential property owners, there has been a shift in the property tax burden to commercial and industrial properties during this period. Obviously, such a shift in the property tax burden has been counter productive to the City's economic development efforts.

In 1998, the State's method for the valuation of electric utilities was significantly modified by the Iowa Legislature. FY2009-10 represents the tenth year under the new valuation formula. Under the formula, utility properties are valued differently than other commercial properties. The formula bases the utility's value on energy consumption within the community, not on its value in relation to other commercial properties. This revised approach was adopted in anticipation of the deregulation of energy utilities. Under the current methodology, the City's utility valuation will be \$62,088,899 for FY2009-10, representing a \$418,141 (0.7%) increase from the previous year. FY2009-10 represents the seventh year that

the City's property tax receipts from utilities will reflect the actual property valuation. For the three years prior to 1998, the City's revenue was protected by a "hold harmless" provision, which ensured that there would not be a revenue drop from the switch to a consumption based valuation method.

The recommended FY2009-10 operating budget also anticipates the prudent use of the General Fund balance to supplement property tax revenues. The City Council's financial goals dictate that the General Fund balance is to be maintained at 18% of budgeted operating expenditures, excluding capital expenditures, TIF and CEBA loan activity. At the end of FY2008-09, it is estimated that the General Fund balance will be \$6,712,595, representing 32.8% of General Fund expenditures. This level of fund balance can be attributed to salary savings in Police, Fire, EMS, City Manager, and Community Development departments during the current fiscal year. With the anticipation of growing public safety staffing needs in the upcoming years, as well as the continued slow-down of the housing market, the FY2009-10 budget anticipates a net addition to fund balance of \$132,061. At the end of FY2009-10, it is estimated that the General Fund balance will represent 30.8% of annual operating expenses.

In order to fund the expenditures contained in the recommended FY2009-10 budget, the general property tax levy rate will remain at \$7.17/\$1,000 of valuation. The debt service tax levy rate will remain at \$2.05/\$1,000 of valuation. Due to increases in valuation, the proposed tax levy rate will generate an additional \$1,431,120 (7.6%) in property tax revenues when compared to FY2008-09. It should be noted that this increase is inflated due to an inadvertent error in the certification of the TIF incremental revenues requested for FY2008-09. In that fiscal year, the TIF revenues received will be approximately \$975,000 higher than necessary for TIF debt service, so in turn, the TIF certification for FY2009-10 was reduced by that amount. The net result of a lower TIF increment valuation certification is that the unclaimed TIF incremental valuation is added back to the valuation for the general levy.

For comparison purposes, the following table depicts the City's property tax levy rates since FY2005-06:

	<u>Property Tax Levies Per One Thousand Dollars of Valuation</u>				
	<u>FY05-06</u>	<u>FY06-07</u>	<u>FY07-08</u>	<u>FY08-09</u>	<u>FY09-10</u>
General	\$7.02	\$7.02	\$7.17	\$7.17	\$7.17
Debt Service	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>
Total	<u>\$9.07</u>	<u>\$9.07</u>	<u>\$9.22</u>	<u>\$9.22</u>	<u>\$9.22</u>
Ag Land	<u>\$2.02</u>	<u>\$1.84</u>	<u>\$1.84</u>	<u>\$1.71</u>	<u>\$1.84</u>

An Urbandale house valued at \$100,000 will pay approximately \$420 in gross property taxes to the City as a result of the recommended FY2009-10 budget. This property tax bill represents an increase of approximately \$14 (3.3%) from FY2008-09. A similarly valued home in FY2008-09 would have paid approximately \$406 in gross City property taxes. This increase in taxes can be attributed to the residential rollback for FY2009-10. Under the new residential rollback provision, 45.5893% of a residential property's value will be subject to taxation. In FY2008-09, the residential rollback was 44.0803%. As a point of reference, the property tax bill for a \$100,000 home would be lower in FY2009-10 than it was in FY1999-2000. During that ten-year period, this home's gross City property tax bill would have dropped from \$499 to \$420, representing a decrease of \$79 (15.8%).

An Urbandale business valued at \$100,000 will pay approximately \$922 in property taxes to the City as a result of the recommended FY2009-10 budget. This property tax bill represents an increase of approximately \$2.49 (0.3%) from FY2008-09. A similarly valued business in FY2008-09 would have paid approximately \$920 in City property taxes. It should be noted that the commercial rollback for FY2009-10 is 100%, resulting in a slightly higher property tax obligation for that year; compared to FY08-09 when the commercial rollback was 99.7312%.

During the past few years, the Iowa Legislature has considered a number of proposals for the reform of the property tax system. A two-year study committee finished its work in 2008. The Committee's recommendations did not specifically address the residential rollback or commercial property. The broad reaching recommendations included the need for revenue diversification and alternative revenue options. Revenue diversification would require 75% of new revenue generated to be applied to reduce property taxes and of that 75%, two-thirds would be used to reduce commercial property taxes. Nine alternative revenue recommendations included franchise fee language, hotel/motel tax increases, local option income surtax, an entertainment tax, local option cigarette/tobacco tax, real estate transfer fee, false alarm fee, development impact fee and payments in lieu of taxes (PILOTS). The Mayor and City Council should work with the Iowa League of Cities to analyze the impact of the Committee's recommendations and to monitor any attempts during the current legislative session to modify the property tax system.

The Governor signed the TIME-21 legislation on April 22, 2008. TIME-21 was enacted to address the funding shortfalls in the Road Use Tax Fund by increasing new title and registration fees on vehicles, trailers and trucks. The fund is anticipated to raise approximately \$128 million annually by 2012. Because fees on existing titles and registrations will not be increased, the amount in the fund would grow gradually to the \$128 million amount. The City's

projected share in FY2009 would be \$35,900 and in FY2010 would be \$174,600. The TIME-21 increases are included in the FY2009-10 budget and the Mayor, City Council and staff should continue to monitor the new revenues within the long range financial model.

Proceeds from the Hotel/Motel tax, are expected to increase by \$79,668 (6.7%) during FY2009-10. This increase can be primarily attributed to the completion of a new hotel in late 2007, and the anticipated completion of a renovated hotel that will reopen in mid-2009.

In FY2008-09, Urbandale followed the national trend and experienced a continued decline in housing starts. The collapse of the sub-prime mortgage industry and a large inventory of new houses had a chilling effect on the housing market in Urbandale. Commercial construction continued to be strong, but not in the magnitude that would offset the change in the residential market. It is anticipated that this trend will continue in FY2009-10, resulting in an \$89,825 (9.6%) drop in Licenses and Permits revenue.

The Federal Reserve's continued lowering of interest rates will cause the yield on the City's investments to drop in FY2009-10. It is estimated that earnings from the City's investments will decrease by \$125,000 (53.2%) during the fiscal year.

Most of the City's road maintenance activities are financed from the state's Road Use Tax. Receipts from the Road Use Tax are distributed to municipalities on a per capita basis. As noted above, the Road Use Tax will be supplemented with the passage of the TIME-21 legislation. The FY2009-10 budget for the Road Use fund includes the additional TIME-21 revenues, as well as anticipates that the relatively low cost of gasoline in 2008 will continue to rise above \$2.00 per gallon in 2009. The FY2009-10 budget programmed an increase in the Road Use Fund of \$48,237 (5.8%). As gasoline prices increase, the corresponding reduction in consumer gasoline consumption will negatively impact the Road Use fund.

Increases volume in ambulance service fees, the inclusion of the school reimbursement for community education expenses, and an increase in the solid waste collection fee are primarily responsible for the \$461,755 (16.8%) rise in the Charges for Services revenue category. The monthly solid waste collection fee will raise by \$2 per month, to a total of \$10 in July 2009. Additional increases of \$1 per month will be implemented in July 2011 (FY2011-12) and July 2013 (FY2013-14). These fee increases are designed to make the solid waste collection program less reliant on property tax support.

In the City's miscellaneous revenue category, the FY2008-09 budget anticipated the receipt of \$1 million in CEBA assistance from the Iowa Department of

Economic Development (IDED). In FY2008-09, IDED granted the company an extension to complete its requirements before the CEBA assistance can be distributed to the company through the City. Since the company is not anticipated to complete its requirements prior to June 30, 2009, the \$1 million in CEBA funding will be carried over to the FY2009-10 budget.

The City's other financing revenue category anticipates an increase in the transfer of TIF funds to the Debt Service fund by \$108,106. These funds are used to satisfy the annual debt service on TIF related projects. The net increase in the City's miscellaneous revenue and other revenue categories will be \$53,856 (1.3%) in FY2009-10.

It should be noted that the FY2010-11 revenues are anticipated to be \$2,205,241 (6.0%) greater than those projected in the 2009-10 fiscal year. Increases in property tax receipts, solid waste collection fees, and Road Use tax will be partially offset by an expected loss of CEBA revenue. Many of the City's other revenue categories are anticipated to experience minimal growth during the year. If a more aggressive approach to public safety staffing is taken in that year, additional revenue enhancements will be necessary to avoid significant reductions in fund balances.

Expenditures

The recommended FY2009-10 budget projects operating expenditures of \$37,233,502, representing a \$1,382,523 (3.9%) increase from the current adopted budget. The proposed expenditures represent an increase of \$2,063,718 (5.9%) from the revised 2008-09 budget, due to an overall savings anticipated for several areas, such as debt service, economic development (CEBA), and salaries, of the FY2008-09 adopted budget. Several factors are responsible for the recommended funding levels contained in the 2009-10 operating budget.

The recommended budget will fund wage increases for the City's union and non-union employees. Under a tentative agreement with the Laborers union, wages will increase by 3% in FY2009-10. The Police union is currently in negotiations for its contract effect in FY2009-10. The Fire union, established in prior FY2008-09, will receive a 4% increase in FY2009-10 as a catch-up provision. The City's non-union employees will receive a wage increase consistent with either the Laborer or the Police units. In addition, the compensation levels for the City's non-union employees will be determined by the merit pay system. This system will reward employees for high performance and the accomplishment of specific goals.

The current collective bargaining agreements also modified the City's health insurance program. The City now provides its employees with two Preferred Provider Organization (PPO) coverage options. Both plans utilize coinsurance levels for hospitalization and major medical expenses. The first plan contains an annual out-of-pocket limit of \$500 per individual and \$1,000 per family. It also covers physician office visits at 100%, with a \$5 per visit deductible. The second plan contains larger deductibles, a greater maximum out-of-pocket expense and higher co-pays. After a 5.2% decline in cost in FY2007-08 due to switching PPO providers, the City's cost for health insurance increased by 3.66% in FY2008-09. Insurance costs are expected to increase in FY2009-10, causing department contributions to the health insurance internal service fund to rise by 5%.

It is anticipated that the City will continue its participation in the Iowa Communities Assurance Pool (ICAP) and Iowa Municipalities Workers Compensation Association (IMWCA) in FY2009-10. ICAP provides the City with property and casualty insurance coverage through a combination of traditional insurance and a risk pooling arrangement with other cities and counties in Iowa. The City's comprehensive general liability, automobile, police, public officials liability and property coverages are provided by the Pool. The City's workers compensation coverage is provided by IMWCA, another public sector insurance pool. In FY2008-09, the City's property and casualty and workers compensation premiums increased by \$23,480 (4.2%).

It should be noted that an internal service fund was created to finance property and casualty insurance expenditures when the City joined ICAP. This fund was originally established at a level of \$75,000 and had reached a level of approximately \$382,000 by the start of FY2008-09. The fund will be used to finance any future premium increases, special assessments levied by the pools or losses experienced through an increase in deductibles. This fund could also be used to purchase a "tail" policy for the City's liability, automobile, police, property and public officials liability coverages, if pool membership should be discontinued. A "tail" policy would provide the City with coverage for outstanding claims from the date of withdrawal. In order to maintain the financial integrity of this fund, contributions from the operating budget will increase by 1% during FY2009-10 and FY2010-11.

It has been well documented that gasoline and diesel fuel prices escalated significantly in FY2007-08 and in early FY2008-09. Prices have since decreased and stabilized by mid-year FY2008-09, and total fuel costs are now anticipated to be slightly lower than anticipated in the FY2008-09 budget. It is unlikely that fuel prices will remain at the current levels, so the FY2009-10 operating budget assumes that fuel prices will rise by an additional 15%. In order to address overall ongoing trend of higher fuel prices, fuel conservation efforts will be expanded by the City's fleet operating departments. The departments will

continue to review the specifications for all new vehicles, encourage the greater use of alternative fuels, recommend changes in employee driving habits and analyze the effectiveness of hybrid and E85 vehicles.

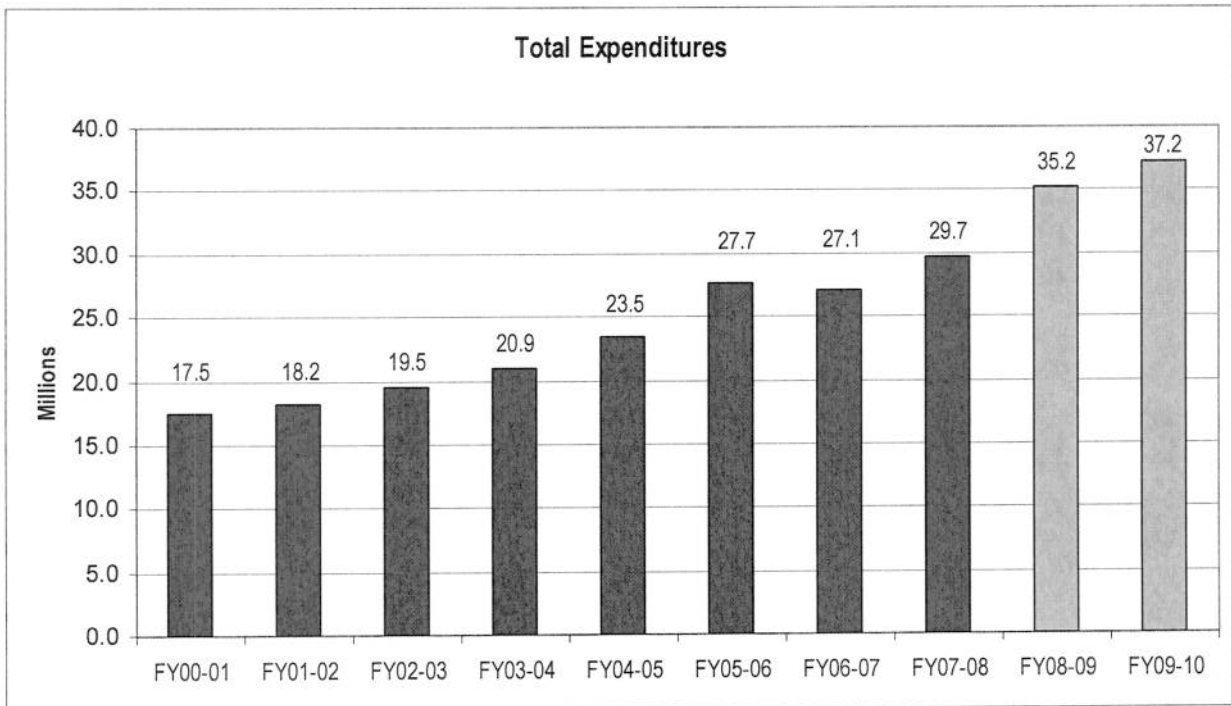
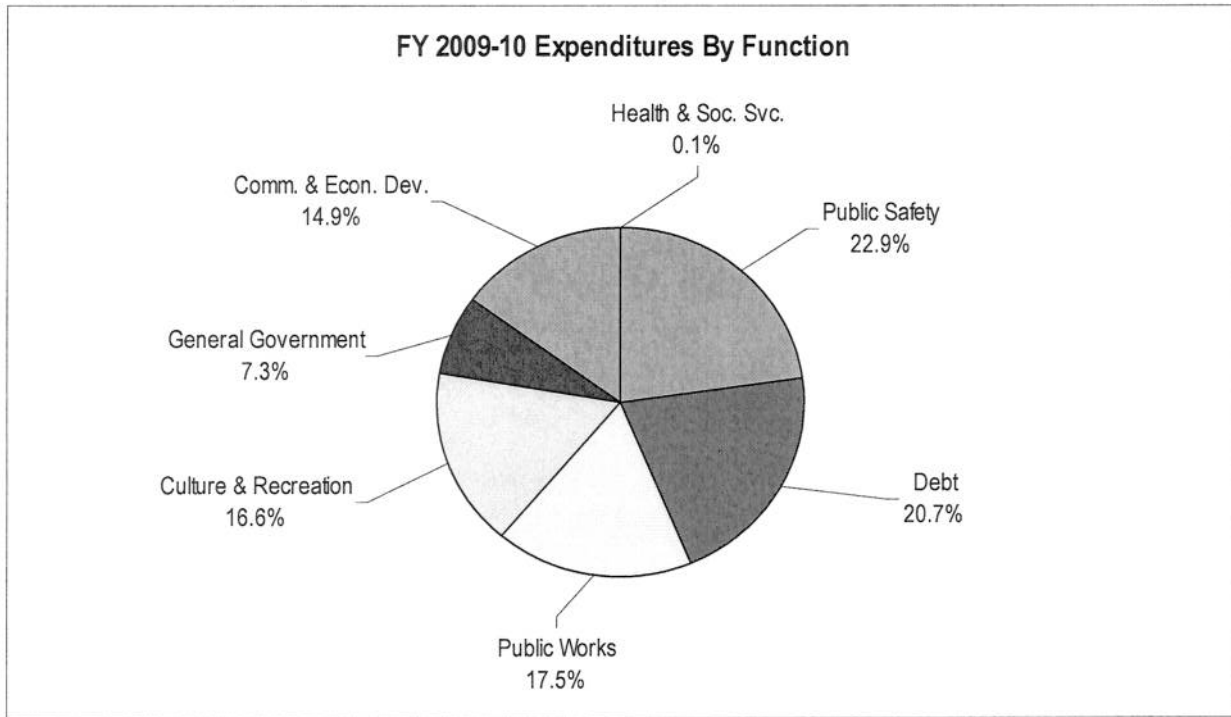
It is anticipated that natural gas prices will continue to increase during the upcoming fiscal year, but that electric prices will remain stable. It is projected that the City's utility costs will increase by 7% during FY2009-10.

Many of the above mentioned factors helped to shape the recommended operating budget for 2009-10. The following table summarizes expenditures, by function, for the 2008-09 and 2009-10 fiscal years:

Expenditures by Function

Function	FY2008-09 Adopted	FY2008-09 Revised	FY2009-10 Recommended
Public Safety	\$7,858,401	\$7,615,127	\$8,519,386
Public Works	6,230,316	6,257,379	6,528,610
Health & Social Services	35,000	43,000	38,200
Culture & Recreation	5,958,056	5,941,686	6,196,096
Comm. & Econ. Development	5,654,127	5,280,361	5,532,133
General Government	2,648,445	2,623,269	2,715,640
Subtotal	\$28,384,345	\$27,760,822	\$29,530,065
Debt Service	7,466,634	7,408,962	7,703,437
Total	\$35,850,979	\$35,169,784	\$37,233,502

The following charts graphically depict the FY2009-10 recommended expenditures by major functions and the expenditure trends for the last ten years:



As noted above, total expenditures have increased from \$17,458,708 in FY2000-01 to \$37,233,502 in FY2009-10. During this time, expenditure levels have increased by approximately 8.9% annually.

The remainder of this section will be devoted to an expenditure summary by activity. The summary will highlight the major initiatives in each of the activities.

Police – Increased personnel and fuel costs, combined with the funding of several intergovernmental initiatives and the acquisition of new equipment, are primarily responsible for the rise in Police expenditures in FY2009-10. A 3.5% increase in wages and a \$10,000 increase in overtime and a \$12,500 increase in part-time expenses will be partially offset by a drop in the City's contribution to the Municipal Fire and Police Retirement System of Iowa. This retirement contribution rate will decrease from 18.75% of payroll to 17.00% in FY2009-10. Funding will be continued for Westcom, the Urbandale Restorative Justice Program, the Regional Homeland Security Program and Polk County Crime Stoppers. Westcom will continue to allow the cities of Clive, Urbandale and West Des Moines to share the staff and equipment costs for an advanced dispatch and radio system. The Homeland Security Program will provide bomb squad, emergency response team and terrorism related intelligence services for central Iowa, and this agreement will expire at the end of FY2009-10. The Restorative Justice Program will offer juvenile offenders an alternative to the regular court system for certain first time crimes. Other notable expenditures for FY2009-10 include the addition of one marked vehicle to the fleet, and the replacement of six staff computers.

Fire – In an effort to improve response times, the Fire budget will fund the addition of six new FTE Firefighter/Paramedic positions in FY2009-10. The additional staffing costs will be offset by the anticipated award of FEMA SAFER grant funds over a 5 year period; if the grant is not received, the FY2009-10 will fund two of the six positions. With the addition of these six positions in FY2009-10, it would be possible to staff one ambulance or one engine at both of the City's fire stations as the stations would have four firefighters at each station on a 24-hour basis. The Fire budget also provides for an upgrade of the Firehouse software which allows for remote access of the data records to improve efficiency while in route.

EMS – Although the F-T staffing level in EMS will remain at ten, the new positions identified in Fire above for FY2009-10 will also add to the capacity of EMS services. The EMS budget includes an allocation to purchase a computer server dedicated to the Firehouse database.

Emergency Preparedness – In FY2009-10, two-way radio monitoring equipment will be installed on one of the two remaining outdoor sirens to facilitate the testing of the warning siren system. The upgrade will reduce staff time to travel to the location to monitor the performance of the siren. The City will continue to allocate \$8,250 for the Polk County Emergency Management Agency to coordinate regional planning for disaster mitigation.

Animal Control – The City will continue to provide animal control services through a private contractor during FY2009-10. A 2006 review of service delivery alternatives determined that the current contractual relationship was the most cost effective method for providing this service.

Roadway Maintenance – As a result of the TIME-21 legislation discussed in previous sections, the Road Use tax revenues will increase by approximately \$174,600 in FY2009-10. Based on the findings of the 2006 Street Management Report, the City must invest a minimum of \$1.1 million annually in the repair, reconstruction and upgrading of the City's street system in order to maintain its current condition. The operating budget funds a portion of this effort, including an aggressive concrete and asphalt patching program by City crews. Additionally, funds are allocated for a contractual concrete repair program and for the resurfacing of 156th Street between Meredith Drive to Waterford Road. However, \$465,800 in general obligation bond proceeds will also be needed to fully fund this project to meet the \$1.1 million goal. The FY2009-10 budget will transfer out two employees each previously working 1/3 time in yard waste in Roadway to the Solid Waste Collection activity. The FY2009-10 budget includes the initial \$24,189 annual payment to the MWA for the City's portion of the regional salt storage facility.

Street Lighting – This budget funds the electrical costs for the City's street lighting and streetscape lighting systems. It is anticipated that the energy costs for these systems will increase in FY2009-10 due to additional street lights added to the arterial streets and an estimated 5% increase in utilities. During the year, staff will continue its analysis of LED street lights, in an effort to potentially reduce the City's energy costs.

Traffic Safety – In 2007, the City finished converting all of the red and green traffic signal bulbs and the pedestrian signal bulbs to LED lights. Although the initial LED lights were more expensive than the traditional incandescent bulb, the LED light uses less energy. The resulting cost savings has allowed the City to recoup the installation costs in three years or less. It is estimated that the LED conversion has reduced the City's energy and maintenance costs by \$35,000 - \$40,000 annually.

Engineering Services – Engineering Services provides design and inspection services for many of the City's capital improvement projects. Additionally, it provides for the inspection of the public improvements constructed by private developers. In FY2009-10, the Engineering Services staff will continue to implement the Storm Water Phase II regulations, and will conduct a number of safety and speed studies throughout the City. The budget includes an allocation to purchase a cable locator to identify the location of buried cable and fiber lines.

Street Cleaning – In FY2007-08, new staff resources were devoted to the street cleaning operation to expand coverage by 25%. The changes resulted in expanded coverage with the annual goal to sweep arterial streets on a monthly basis (weather dependent), and to sweep residential streets four times a year—twice in the summer and once in the spring and fall. This expanded coverage will continue during FY2009-10.

Solid Waste Collection – In 2000, the City initiated an automated solid waste collection system, staffed by three operators assigned to collect solid waste from 8,900 homes. In FY2009-10, four operators will collect solid waste from 12,850 homes. In July, 2009, Urbandale will participate in the MWA's implementation of a "single stream" bi-weekly container based recycling collection program for households. The MWA will provide the roll-out recycling containers, and the City will continue to earn revenue from the recycled materials, as was previously earned through the MWA curb side recycling program. New containers will be purchased for the solid waste and premium yard waste collection programs. It is anticipated that the number of households participating in the premium yard waste program will grow from approximately 1,100 to approximately 1,300. Additionally, to more accurately reflect the personnel costs for solid waste, the two employees each previously working 1/3 time in yard waste in Roadway will be transferred to yard waste in the Solid Waste Collection activity in FY2009-10.

Sanitary Sewer – For the past several years, the Sanitary Sewer budget has financed a comprehensive sewer line spot and slip line repair program. The locations for these repairs are identified through television surveys of the sewer system. The slip lining program has addressed a number of deficient lines, and resolved extensive root and infiltration problems. In FY2009-10, it is estimated that 360,000 linear feet of sewer lines will be cleaned and 200 manholes will be inspected. Additionally, 20,000 linear feet of sanitary sewer line are scheduled to be televised during the year. It should be noted that most of the cost for this activity is borne by the Urbandale Sanitary Sewer District and the Urbandale/Windsor Heights Sanitary District. In FY2009-10, it is estimated that the districts will reimburse the City for \$359,970 in expenses.

Storm Sewer – The FY2009-10 Storm Sewer activity budgets \$50,000 for the second year to address the recommendations of the 2007 Storm Sewer and Drainage Management Plan. A number of improvements to North Walnut Creek, Cross Creek, and Rocklyn Creek are planned including culvert clearing, channel restoration, footing and rip rap installation, and storm sewer outlet protection.

Engineering and Public Works Administration – In order to better utilize the City's GIS database and to expand GIS applications, two replacement GIS

computers will be purchased in FY2009-10. Additionally, a toughbook computer will be purchased for use in the department's field operations. The budget allocates \$15,000 for a consultant to assist in developing a storm water utility.

Mosquito Control – Due to the ongoing threat from the West Nile Virus and in response to citizen concerns about service levels, an expanded mosquito control program will be continued in FY2009-10. This program will include aerial sprayings of mosquito breeding areas and an increased ground based spraying of residential areas. The aerial sprayings will be coordinated with other jurisdictions in Polk County to maximize the effectiveness.

Library – The FY2009-10 budget continues to emphasize technology upgrades, building maintenance and improvements, and material acquisitions. Seven replacement computers will be purchased to accommodate the needs of the Library's OPAC system and an additional seven replacement computers will be purchased for public Internet access. Finally, over \$220,800 will be spent to acquire print and non-print materials, periodicals and databases for the Library's patrons.

Parks – With the addition of over 200 acres of parkland during the past four years, the maintenance responsibilities of the Parks and Recreation Department have greatly expanded. Seasonal laborers (9) employed from May through November will continue to be responsible for the maintenance of playgrounds and other park facilities, and for horticultural plantings at the City's buildings, fountains, and park entrances. Contractual mowing, which began with the 2003 season, will be continued under a new three year contract based on mowing zones beginning with the 2009 season. Park improvements scheduled for the year include the planting of trees in Timberline East Park; landscaping in the Walnut Creek Regional Park; the construction of neighborhood park signs; the resurfacing of several bike trails in the park system; and playground improvements.

Grounds Maintenance – This program will provide for the application of herbicide, fertilizer and other materials to the City's public grounds. The mowing of this property will be the responsibility of the City's maintenance contractor. FY2009-10 provides for the second phase of plantings in the round-about at 142nd Street and Douglas Parkway.

Recreation – It is anticipated that the Recreation/Community Education activity will continue to grow in FY2009-10. Over 540 classes and activities will be offered during the year, with an estimated 6,100 participants. Included in the planned activities will be 64 new program offerings and 24 special events. Recreation will continue to maintain and operate the Wellness Center, which opened in 2006 to serve City employees and their spouses; there are currently

73 center members. FY2009-10 provides for the replacement of the HVAC system at the Wellness Center. A number of other employees are enrolled in the ongoing wellness program which provides education sessions, health screenings and annual wellness challenge. In addition, the “U-Fit Wellness” incentive program for the public began in late 2008, and will be continued in FY2009-10. The “U-Fit” participants qualify for special offerings and class discounts by exercising on their own or in a class; there are currently 30 participants.

Cemetery – A columbarium was installed at the McDivitt Grove Cemetery in 2008, and will accommodate the internment of ashes for 48 individuals. Proceeds from the sale of these internment spaces will be used to offset the maintenance costs at the cemetery and would be used towards the purchase of an additional columbarium when needed in the future. The maintenance services at the cemetery will continue to be provided by a private contractor.

Senior Center - The City’s Senior Center program continues to grow, with over 32,000 participants anticipated in FY2009-10. The FY2009-10 budget would replace one staff computer, and provide a slight increase in the allocation for program supplies and congregate meals. The budget provides for the installation of a new air filtration/purification system in the air handling system, since the Community Room is in daily use by a variety of user groups.

Swimming Pool –The “Business Plan - Urbandale Swimming Pool” was approved by the City Council at its meeting of January 27, 2009, and will result in a staff reorganization and a new marketing program that will be in place for FY2009-10. The remodeled facility will open in June, 2009; and the Business Plan anticipates the indoor swimming pool will remain open through 2013.

Cultural and Convention – Due to greater than anticipated revenues from the Hotel/Motel Tax, expenditures for Cultural and Convention activities will increase by \$38,977 in FY2009-10. Under the terms of an intergovernmental agreement, a portion of this increase will be allocated to the Convention and Visitors Bureau. Additional Hotel/Motel Tax funds will be earmarked for BRAVO Greater Des Moines, which funds a number of cultural facilities in central Iowa. In 2005, the City Council entered into a formal agreement for the funding of the Iowa Events Center project, and will allocate \$32,000 for the City’s FY2009-10 annual funding obligation. Addition funding will be distributed to other local and other metro wide organizations, as is the history of this program.

Economic Development – This activity provides for the expenditure of economic development assistance received from the State. The assistance is provided to businesses expanding or relocating in Urbandale. One application for CEBA funding that was anticipated at \$1 million for FY2008-09 has been now

been extended by the State, with the anticipation that it will be disbursed in FY2009-10.

Code Enforcement – With the continued down turn in new housing construction, few program changes are planned in Code Enforcement for FY2009-10. The City's building permit records will continued to be converted to a digital format in FY2009-10, adding to the initial effort begun in 2008. The budget anticipates that all of the City's rental unit inspections will be conducted by a private contractor.

Community Development – An economic development initiative within the department will be developed during FY2009-10. The contribution to the Metro Home Improvement Program for FY2009-10 includes the City's contribution for the administration oversight provided by the City of West Des Moines for this program that consists of 9 member cities, and \$20,300 to rehabilitate homes for eligible owners.

Tax Increment Financing (TIF) – This is a new section in the FY2009-10 budget, but the activity shown for all years has previously been shown within the General Support activity in the past. In FY2008-09, the State reporting requirements for budget purposes changed, such that the TIF revenue, expense and transfer activity needed to be shown separately, hence the breakout for the current presentation. The TIF fund provides for the transfer of tax increment revenue from the TIF Special Revenue Fund to the Debt Service fund and for payment of rebates under the City's property tax abatement program. Rebates will total approximately \$755,548 in FY2009-10 and transfers will total \$2,578,471.

Mayor and City Council – In response to a proposal from the Urbandale Ministerial Alliance, a food pantry program coordinated by the Urbandale Caring Corps was started in FY2008-09, and will be continued in FY2009-10. The budget will again allocate \$15,000 for the leasing of space and the payment of utilities for the food pantry. The Alliance will continue to contribute \$20,000 for the staffing of the facility and identify volunteers for the collection and distribution of food. The Caring Corps will manage the program in coordination with the Des Moines Area Religious Council. The FY2009-10 budget also provides for a strategic planning consultant to update the two year strategic plan, and provides an allocation for the City to participate in a national ICMA citizen survey. Finally, an allocation is provided to the Urbandale/Johnston post of the Veterans of Foreign Wars to continue its home accessibility project.

City Manager – The City Manager's Office is responsible for implementing the Mayor's and City Council's two year strategic goals, which will be updated in FY2009-10. The budget also provides funding to update the City's website, and

to continue the City's membership in the Public Technology Institute and ICMA's electronic inquiry service.

Finance and Records – The FY2009-10 budget provides for the continued use of a consultant to determine the value of post-retirement employee benefits. This work will allow the City to comply with a new Government Accounting Standards Board pronouncement. The budget also funds the annual financial audit and an arbitrage study to ensure compliance with the Treasury Department's regulations governing the investment of bond proceeds. The FY2009-10 budget will fund the maintenance of the financial and payroll reporting system updated in 2008. The budget also provides for the purchase of a scanner to be used for document retention and permanent storage.

Technology – The FY2009-10 budget provides for the update to an Exchange 2007 environment for the City. Additionally, government access programming that began in 2008 on the City's cable television channel will continue. The Technology budget also provides for network updates, including the replacement of servers and switches.

Human Resources – This is a new department in the FY2009-10 budget. The Human Resources position will continue to be funded as a part-time position at approximately 30 hours a week; and will continue to coordinate the recruitment and hiring process for all vacant City positions, including Civil Service positions. These services were previously included in the Legal Services budget, under a personnel services contract with the City of West Des Moines.

Legal Services – The Legal Services activity anticipates an increase in the annual retainer for the City Attorney. Other legal services funded by this budget include the professional services of bond, labor, and cable attorneys.

General Support – The General Support activity also funds most of the City's property and casualty insurance program. The 1% increase in contributions to the internal service fund increases the General Support budget by approximately \$5,273. The training program for the City's managers and supervisors will continue in FY2009-10, at a cost of approximately \$10,125. The budget also provides for the loan payments associated with the Engineering/Community Development Office Building, Administrative Office Building and Police Station Expansion projects.

Debt Service – The Debt Service program anticipates the sale of \$6,800,000, in general obligation bonds for various capital improvement projects during 2009. These improvements include \$4,800,000 in essential corporate purpose bonds to finance bonds to finance the street rehabilitation,

reconstruction and improvements; sidewalk improvements; street lighting; traffic signals; and City parks public improvement projects planned for FY2009-10.

The essential corporate purpose bonds would provide these improvements: construction of: sidewalks at various locations in the City; reconstruction and rehabilitation of: Meredith Drive from 76th Street to 86th Street, 86th Street median at various locations, retaining walls in Deer Creek subdivision, and concrete street repairs at various locations in the City; installation of turn lanes at: 121st Street and Douglas Parkway, 100th Street and Douglas Avenue, 86th Street and Meredith Drive, 86th Street and Douglas Avenue at the Police Station access drive; installation of traffic signals at: 121st Street and Meredith Drive, 123rd Street and Meredith Drive, 125th Street and Meredith Drive, 128th Street and Meredith Drive, 128th Street and Douglas Avenue, 72nd and Aurora Avenue, NW Urbandale Drive and Aurora Avenue; installation of street lighting on 128th Street (Hickman to Douglas); trail improvements and construction at: Walnut Creek Regional Park, Timberline/Days Run, Raccoon River Valley Regional Trail, Meredith Drive –NW Urbandale Drive through 128th Street; Lakeview Pond rehabilitation, Park improvements at Murphy Park and Timberline/Day's Run Neighborhood park, and renovations at the swimming pool.

In addition, the program includes three general corporate purpose bonds for \$650,000 to finance the improvements and renovations to fire station #41; and acquisition of land for a maintenance building; an additional \$650,000 to finance construction of and equipping a fire training facility; funding the City's contribution to the Westcom relocation pursuant to 28E Agreement with West Des Moines and Clive; and funding public art projects; and \$700,000 to finance the acquisition of a financial system upgrade for City Hall, and renovations at the swimming pool.

Capital Projects – A new section was added into the Budget Summaries tab of this document to capture the net activity of the Capital Projects fund. This activity is a reflection of planned expenditures for projects funded through the Capital Improvements Program (CIP), as well as continuation and completion of existing open projects resulting from prior CIP recommendations.

Conclusion

The challenges facing Urbandale in the coming years are varied and tough, but they are not unique to our community. As the nation faces an economic recession; crises in the home lending, credit and banking industries; and rising energy costs and unemployment rates, the public's expectations of government continues to grow. During these challenging times the fortitude of a community is its residents and businesses. Urbandale's strong backbone of volunteerism and a sense of caring to enthusiastically help others are our community's invaluable assets.

The FY2009-10 operating budget was prepared based on the past fiscal year's uncertainty and the coming year's continued economic rebalancing of the American economy. The City's budget balances responsive local government services, especially core city services in public safety and public works, while preserving the City's financial integrity. The FY2009-10 operating budget holds the line on the property tax levy rate and freezes most service fees. As was anticipated in last year's budget, the FY2009-10 budget includes a \$2.00 monthly fee increase in solid waste collection which will lessen the reliance on the property tax for this service. Current programs, new service requests and core service delivery needs all required a second look to maximize services with diminished revenues.

Increased staffing within the Fire Department includes applying for federal assistance to hire six additional firefighter/EMTs. The only other addition to staffing is one new officer within the Police Department. Other positions included with the 10 Year Staffing Plan were delayed within this budget to hold the tax levy rate steady. The funding of intergovernmental programs will continue to leverage the City's resources with other municipalities, non-profits and faith based groups. New technologies will be employed to enhance staff performance and improve customer service. Necessary improvements to the City's streets, parks, drainage and other public infrastructure will be constructed. The FY2009-10 operating budget also recognizes the need for Library services, recreational activities and open green spaces within the community. Most importantly this budget was prepared with the understanding that as stewards of the community, it should benefit Urbandale's residents and businesses in a fiscally responsible manner.

The preparation of the FY2009-10 operating budget and this document would not have been possible without the support of the City's entire management team. I would like to thank all of the Department Directors for their input and assistance during the budget preparation process. Additionally, I would like to thank Nicci Lamb, Finance Director; Kim Keisler, Assistant Finance Director; John Konior, Assistant to the City Manager; and Deb Mains, City Clerk, for their diligent efforts in preparing and reviewing this document. Finally, I would like to thank former City Manager, Robert Layton, for his enduring professionalism to prepare the FY2009-10 budget culminating his twenty-five year career with the City of Urbandale, and providing a solid foundation to communicate the City's finances with the public.


Su Zanna K. Prophet
Interim City Manager

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	2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
REVENUE SUMMARY						
TAXES						
GENERAL PROPERTY TAXES						
110 General taxes	13,504,610	14,364,859	14,364,859	15,546,371	1,181,512	16,168,225
111 Ag land taxes	3,312	4,049	4,049	4,398	349	4,400
112 Homestead	257,467	-	-	-	-	-
Subtotal: General Fund	13,765,389	14,368,908	14,368,908	15,550,769	1,181,861	16,172,625
113 Taxes - TIF	2,828,210	3,458,465	4,433,500	2,551,293	(907,172)	3,735,469
Subtotal: TIF Fund	2,828,210	3,458,465	4,433,500	2,551,293	(907,172)	3,735,469
112 Homestead	74,266	-	-	-	-	-
10 Debt service	4,053,115	4,412,326	4,412,326	4,661,585	249,259	4,848,048
117 Debt service-special assessment	41,222	40,000	45,000	30,000	(10,000)	30,000
Subtotal: Debt Service Fund	4,168,603	4,452,326	4,457,326	4,691,585	239,259	4,878,048
Total: General Property Taxes	20,762,202	22,279,699	23,259,734	22,793,647	513,948	24,786,142
OTHER CITY TAXES						
337 Utility excise tax	424,148	442,179	442,179	445,177	2,998	445,000
338 Hotel/Motel tax	382,548	424,001	424,001	452,454	28,453	477,098
Subtotal: General Fund	806,696	866,180	866,180	897,631	31,451	922,098
338 Hotel/Motel tax	688,264	661,188	722,134	709,803	48,615	756,892
Subtotal: Hotel Motel Fund	688,264	661,188	722,134	709,803	48,615	756,892
338 Hotel/Motel tax	104,235	102,015	102,015	104,615	2,600	101,885
337 Utility excise tax	121,270	126,425	126,425	127,282	857	127,500
Subtotal: Debt Service Fund	225,505	228,440	228,440	231,897	3,457	229,385
Total: Other City Taxes	1,720,465	1,755,808	1,816,754	1,839,331	83,523	1,908,375
TOTAL TAXES	22,482,667	24,035,507	25,076,488	24,632,978	597,471	26,694,517
LICENSES AND PERMITS						
222 Cable TV franchise	262,802	260,000	260,000	260,000	-	260,000
224 Liquor permits	48,148	40,000	45,000	45,000	5,000	45,000
225 Cigarette permits	2,950	3,500	3,000	3,000	(500)	3,000
226 Utility permits	1,569	3,400	1,500	1,750	(1,650)	2,500
231 Peddler's licenses	700	750	750	750	-	750
232 Miscellaneous licenses	905	2,500	500	500	(2,000)	500
234 Pet licenses	5,129	4,500	5,000	5,000	500	5,000
249 COSESCO inspection fees	38,400	35,000	20,000	15,000	(20,000)	15,000
250 Electrician licenses/permits	44,393	31,000	27,000	27,000	(4,000)	30,000
251 Master Card licenses	790	-	300	300	300	300
252 Journeyman licenses	5,135	6,250	500	500	(5,750)	500
253 Plumbing licenses/permits	30,339	31,000	23,000	23,000	(8,000)	30,000
254 Mechanical licenses/permits	30,185	31,475	21,000	21,000	(10,475)	27,500
255 Building permits only	515,397	390,000	350,000	350,000	(40,000)	400,000
256 Sidewalk permits	1,340	2,150	1,050	1,500	(650)	1,750
257 Driveway approach	1,700	2,450	1,400	1,400	(1,050)	1,700
259 Sign permits	3,856	1,950	10,250	10,450	8,500	11,000
260 Construction inspections	56,424	60,000	35,000	40,000	(20,000)	47,500
261 Plat and site plan reviews	1,985	3,375	1,825	2,300	(1,075)	3,000
262 Housing inspections	28,972	12,000	30,700	24,000	12,000	30,000
263 Board of Adjustment fees	1,425	1,200	1,400	1,325	125	1,400
264 Change of zoning	10,967	10,100	9,000	9,000	(1,100)	10,000
TOTAL LICENSES AND PERMITS	1,093,511	932,600	848,175	842,775	(89,825)	926,400
USE OF MONEY & PROPERTY						
524 Interest	369,266	170,000	120,000	80,000	(90,000)	120,000
Subtotal: General Fund	369,266	170,000	120,000	80,000	(90,000)	120,000
524 Interest	95,079	65,000	40,000	30,000	(35,000)	40,000
Subtotal: Debt Service Fund	95,079	65,000	40,000	30,000	(35,000)	40,000
TOTAL USE OF MONEY & PROPERTY	464,345	235,000	160,000	110,000	(125,000)	160,000

	2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
INTERGOVERNMENTAL						
335 Federal grants	53,880	-	-	-	-	-
336 State grants	6,908	-	-	-	-	-
330 Road Use tax	3,075,992	3,059,020	3,087,744	3,213,408	154,388	3,303,168
Subtotal: Road Use Fund	3,136,780	3,059,020	3,087,744	3,213,408	154,388	3,303,168
329 Misc. grants	6,500	2,500	4,500	2,500	-	2,500
335 Federal grants	16,311	-	3,556	238,770	238,770	212,208
336 State grants	111,740	10,000	130,000	107,000	97,000	110,000
421 Johnston library reimb.	39,983	34,840	39,000	39,000	4,160	39,000
422 Library contracts	92,198	80,000	89,000	90,000	10,000	92,000
425 Library grant	105,606	-	-	-	-	-
Subtotal: General Fund	372,338	127,340	266,056	477,270	349,930	455,708
TOTAL INTERGOVERNMENTAL	3,509,118	3,186,360	3,353,800	3,690,678	504,318	3,758,876
CHARGES FOR SERVICES						
235 Kennel fees	3,470	3,200	3,200	3,200	-	3,200
406 Health facility fees	5,210	5,250	4,100	4,100	(1,150)	4,100
407 Pool program fees	34,385	30,000	22,000	35,500	5,500	38,500
408 Ambulance fees	518,450	455,400	465,000	480,000	24,600	495,000
409 Cemetery maintenance	1,000	1,000	2,100	1,000	-	1,000
410 W.J. rental	14,255	12,000	12,000	12,000	-	12,000
412 Lions rental	12,660	12,500	12,000	12,500	-	12,500
414 Swimming pool	67,821	50,000	40,000	65,000	15,000	70,000
415 School reimbursement - Community Ed	128,051	120,000	142,000	150,000	30,000	150,000
415 School reimbursement - Pool expenses	-	-	55,000	57,000	57,000	60,000
416 Turf maintenance	15,478	14,000	14,000	14,500	500	15,000
417 USA (sports association)	39,927	42,000	42,000	44,100	2,100	46,300
418 Recreation fees	176,277	185,000	180,000	185,000	-	190,000
419 Miscellaneous fees (park)	1,154	-	11,000	1,500	1,500	1,500
511 Yard waste fees	194,757	203,350	203,350	207,500	4,150	210,000
513 Bulk item pickup	17,427	17,500	17,500	17,500	-	17,500
514 Urb. Sanitary Sewer District	207,367	292,500	286,800	292,400	(100)	292,400
515 Solid waste containers	3,590	4,000	4,000	4,000	-	4,000
516 Urb. W.H. Sanitary District	41,544	69,600	69,000	67,500	(2,100)	67,500
517 Solid waste fee	847,747	1,170,000	1,165,860	1,493,280	323,280	1,800,000
Storm water utility fund revenues	-	-	-	-	-	260,000
522 Crossing guards	26,431	15,525	15,525	16,000	475	16,560
423 Equipment rental	1,001	1,100	3,500	1,100	-	1,100
424 Misc. library receipts	12,118	12,500	12,000	12,000	(500)	12,000
428 Senior Center congregate meal receipts	16,933	17,000	17,000	17,000	-	17,250
429 Senior Center off-site program fees	7,113	6,250	7,250	7,500	1,250	7,750
430 Senior Center on-site program fees	2,299	1,000	1,000	1,250	250	1,500
426 Senior Center rental	11,455	11,500	11,500	11,500	-	11,500
TOTAL CHARGES FOR SERVICES	2,407,920	2,752,175	2,818,685	3,213,930	461,755	3,818,160
MISCELLANEOUS REVENUES						
177 Revolving loan	(12,375)	1,000,000	650,000	1,000,000	-	-
265 Sale of maps and copies	18,244	16,000	16,000	16,000	-	16,000
420 Library fines	55,539	65,000	55,000	60,000	(5,000)	60,000
427 Library collection fees	736	1,000	750	750	(250)	750
512 Court fines	207,060	222,000	180,000	200,000	(22,000)	210,000
518 Vehicle impound fees	27,055	24,000	20,000	24,000	-	24,000
TOTAL MISCELLANEOUS	296,259	1,328,000	921,750	1,300,750	(27,250)	310,750

	2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
OTHER FINANCING SOURCES						
508 Intergovernmental transfers	4,050	10,000	8,000	8,000	(2,000)	8,000
510 Sale of assets	29,478	45,000	30,000	30,000	(15,000)	30,000
526 Miscellaneous receipts	24,112	40,000	25,000	30,000	(10,000)	30,000
Subtotal: General Fund	57,640	95,000	63,000	68,000	(27,000)	68,000
508 Intergovernmental transfers	2,386,507	2,828,465	2,883,516	2,936,571	108,106	3,264,220
Subtotal: Debt Service Fund	2,386,507	2,828,465	2,883,516	2,936,571	108,106	3,264,220
TOTAL OTHER FINANCING SOURCES	2,444,147	2,923,465	2,946,516	3,004,571	81,106	3,332,220
TOTAL OPERATIONAL REVENUES	32,697,967	35,393,107	36,125,414	36,795,682	1,402,575	39,000,923

REVENUE ACTIVITIES TOTAL BY FUNDS

General Fund	19,169,019	20,640,203	20,272,754	22,431,125	1,790,922	22,793,741
(1) Road Use	3,136,780	3,059,020	3,087,744	3,213,408	154,388	3,303,168
(1) Hotel Motel	688,264	661,188	722,134	709,803	48,615	756,892
(2) Debt Service	6,875,694	7,574,231	7,609,282	7,890,053	315,822	8,411,653
(3) TIF	2,828,210	3,458,465	4,433,500	2,551,293	(907,172)	3,735,469
(1) Capital Projects	14,059,583	14,204,300	13,059,374	12,233,200	(1,971,100)	12,284,900
(4) Special Revenue & Internal Service Funds	6,251,074	-	259,428	-	-	-
(5) Proprietary - Water Utility	10,490,548	11,175,949	11,048,765	11,670,751	494,802	11,860,005
Total State Certified Revenues	63,499,172	60,773,356	60,492,981	60,699,633	(73,723)	63,145,828

FUND BALANCES FOR FISCAL YEAR

	*	**	**	**		**
General	6,875,942	574,149	163,347	(132,061)	(706,210)	(120,865)
Road Use	795,572	(49,379)	(28,043)	(48,237)	1,142	(18,477)
Hotel Motel	272,458	40,699	(1,421)	8	(40,691)	(6,419)
Debt Service	168,933	(107,597)	(200,320)	(186,616)	(79,019)	48,904
TIF	1,816,420	(19,487)	(888,693)	802,726	822,213	302,241
Capital Projects	8,081,137	192,564	7,107,657	(39,000)	(231,564)	-
Subtotal:	18,010,462	630,949	6,152,527	396,820	(234,129)	205,384
BUDGET TOTALS	81,509,634	61,404,305	66,645,508	61,096,453	(307,852)	63,351,212

* Actual Fund Balance at end of FY

** Fund balance use (addition) for FY

- (1) Separate detail of this fund's activity is located on the pages following this summary.
- (2) Separate detail of this fund's activity is located in the Debt Service & Contingency section of this budget document.
- (3) Separate detail of this fund's activity is located in the Community & Economic Development section of this budget document.
- (4) The activity from these funds are typically not budgeted, as they typically represent non-routine and unpredictable revenue sources. The one item that is budgeted is the transfer out of revenue from McDivitt Cemetary columbarium sales to the General Fund's Cemetary department to support the McDivitt Cemetary operations & upkeep. The actual FY08 activity comes from the City's Annual Financial Report as filed with the State of IA each December.
- (5) Separate detail of the Water Utility's operations can be found in the Water Department section of this budget document.

	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
EXPENDITURE SUMMARY						
PUBLIC SAFETY						
110 Police	\$ 5,654,866	\$ 5,701,734	\$ 5,613,209	\$ 5,997,043	\$ 295,309	\$ 6,456,511
150 Fire	712,903	873,991	797,843	1,209,252	335,261	1,431,386
160 EMS	1,025,297	1,194,371	1,141,697	1,238,841	44,470	1,337,045
180 Emergency Preparedness	25,127	34,700	33,778	19,550	(15,150)	32,400
190 Animal Control	29,710	28,605	28,600	29,700	1,095	30,825
198 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 7,447,903	\$ 7,858,401	\$ 7,615,127	\$ 8,519,386	\$ 660,985	\$ 9,313,167
PUBLIC WORKS						
210 Roadway Maintenance	\$ 2,521,603	\$ 2,320,000	\$ 2,326,972	\$ 2,400,954	\$ 80,954	\$ 2,478,493
230 Street Lighting	449,493	450,600	490,000	520,000	69,400	550,000
240 Traffic Safety	121,481	131,839	135,427	131,683	(156)	137,872
260 Engineering Services	469,861	526,042	528,629	552,976	26,934	572,996
270 Street Cleaning	103,578	107,202	107,302	112,534	5,332	118,326
290 Solid Waste	1,440,083	1,655,673	1,653,179	1,725,359	69,686	1,886,410
291 Sanitary Sewer	289,459	320,428	319,929	326,628	6,200	336,036
292 Storm Sewer	51,984	87,277	90,939	89,919	2,642	91,921
295 E&PW Administration	598,141	606,255	605,002	643,557	37,302	677,119
298 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 6,045,683	\$ 6,230,316	\$ 6,257,379	\$ 6,528,610	\$ 298,294	\$ 6,874,173
HEALTH & SOCIAL SERVICES						
350 Mosquito Control	\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200	\$ 41,000
Sub-Total	\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200	\$ 41,000
CULTURE AND RECREATION						
410 Library	\$ 2,080,036	\$ 2,059,557	\$ 2,067,116	\$ 2,134,151	\$ 74,594	\$ 2,219,502
430 Parks	1,793,416	2,074,410	2,067,295	2,139,086	64,676	2,256,168
435 Grounds Maintenance	80,052	82,650	82,650	89,392	6,742	92,960
440 Recreation	338,967	375,463	372,788	413,835	38,372	418,240
450 Cemetery Maintenance	30,900	8,500	8,000	8,000	(500)	8,250
460 Senior Center	211,384	235,290	232,466	253,450	18,160	271,344
470 Swimming Pool	359,224	395,299	391,158	423,371	28,072	446,007
499 Cultural & Convention	711,234	701,887	720,213	709,811	7,924	750,473
498 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 5,605,213	\$ 5,958,056	\$ 5,941,686	\$ 6,196,096	\$ 238,040	\$ 6,487,944
COMMUNITY AND ECONOMIC DEVELOPMENT						
520 Economic Development	\$ -	\$ 1,000,000	\$ 650,000	\$ 1,000,000	\$ -	\$ -
530 Code Enforcement	519,294	601,750	543,456	576,360	(25,390)	627,414
540 Community Development	503,639	593,912	542,098	601,754	7,842	623,112
125 Tax Increment Financing Fund	2,828,210	3,458,465	3,544,807	3,354,019	(104,446)	4,037,710
Sub-Total	\$ 3,851,143	\$ 5,654,127	\$ 5,280,361	\$ 5,532,133	\$ (121,994)	\$ 5,288,236
GENERAL GOVERNMENT						
610 Mayor and City Council	\$ 68,645	\$ 88,954	\$ 83,909	\$ 105,943	\$ 16,989	\$ 91,017
615 City Manager	416,010	430,866	419,654	402,264	(28,602)	418,427
620 Finance and Records	523,232	508,636	519,515	576,204	67,568	564,620
625 Technology	313,040	278,167	276,410	291,418	13,251	308,157
630 Human Resources	-	-	-	58,977	58,977	63,637
640 Legal Services	134,547	172,400	184,118	115,000	(57,400)	115,000
645 General Support	1,113,181	1,144,422	1,139,663	1,140,834	(3,588)	1,155,372
698 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 2,568,655	\$ 2,648,445	\$ 2,623,269	\$ 2,715,640	\$ 67,195	\$ 2,741,230
OPERATING TOTAL	\$ 25,553,472	\$ 28,384,345	\$ 27,760,822	\$ 29,530,065	\$ 1,145,720	\$ 30,745,750
DEBT SERVICE	\$ 6,940,566	\$ 7,466,634	\$ 7,408,962	\$ 7,703,437	\$ 236,803	\$ 8,460,557
SPECIAL REVENUE & INTERNAL SERVICE FUNDS	\$ 5,129,528	\$ -	\$ 119,307	\$ 8,000	\$ 8,000	\$ 8,000
CAPITAL PROJECTS	\$ 14,075,049	\$ 14,396,864	\$ 20,167,031	\$ 12,194,200	\$ (2,202,664)	\$ 12,284,900
PROPRIETARY - WATER UTILITY	\$ 10,674,091	\$ 11,510,908	\$ 11,415,155	\$ 12,211,895	\$ 700,987	\$ 11,997,807
CERTIFIED BUDGET TOTAL	\$ 62,372,706	\$ 61,758,751	\$ 66,871,277	\$ 61,647,597	\$ (111,154)	\$ 63,497,014

	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
ROAD USE FUND SUMMARY						
Beginning Balance	\$ 578,988	\$ 521,030	\$ 795,572	\$ 823,615	\$ 302,585	\$ 871,852
Revenue	3,075,992	3,059,020	3,087,744	3,213,408	154,388	3,303,168
Total	3,654,980	3,580,050	3,883,316	4,037,023	456,973	4,175,020
Traffic Safety	121,481	131,839	135,427	131,683	(156)	137,872
Street Lighting	449,493	450,600	490,000	520,000	69,400	550,000
Street Cleaning	103,578	107,202	107,302	112,534	5,332	118,326
Roadway Maintenance	2,521,603	2,320,000	2,326,972	2,400,954	80,954	2,478,493
Debt Service	-	-	-	-	-	-
Total	\$ 3,196,155	\$ 3,009,641	\$ 3,059,701	\$ 3,165,171	\$ 155,530	\$ 3,284,691

	FY 2007-08 ACTUAL	FY2008-09 ADOPTED	FY2008-09 REVISED	FY2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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HOTEL/MOTEL FUND SUMMARY

Beginning Balance	\$ 297,396	\$ 268,272	\$ 272,458	\$ 273,879	\$ 5,607	\$ 273,871
Revenue	1,175,047	1,187,204	1,248,150	1,266,872	79,668	1,335,875
Total	1,472,443	1,455,476	1,520,608	1,540,751	85,275	1,609,746

CULTURAL AND CONVENTION

Bravo!	216,530	227,186	242,599	215,348	(11,838)	239,794
Choose Des Moines Communities	25,000	25,000	25,000	25,000	-	25,000
Convention Bureau	335,442	339,201	356,614	361,963	22,762	381,679
Dallas County Development, Inc	36,585	37,000	37,000	37,000	-	37,000
Des Moines Community Orchestra	500	500	500	500	-	-
Downtown Urb.Neighborhood Assoc	500	500	500	500	-	500
Iowa Events Center	48,000	32,000	16,000	32,000	-	32,000
Little J Hawk Sports Association	3,000	3,500	3,500	3,500	-	3,500
Polk County Master Gardeners	-	2,500	2,500	3,000	500	2,500
Principal Park	14,677	10,000	12,000	10,000	-	8,000
Urbandale Community Schools	3,500	3,500	3,500	3,500	-	3,500
Urbandale Community Adult Band	500	500	500	500	-	-
Urbandale Action Council	5,000	-	-	-	-	-
Urbandale Girls Recreation Association	4,000	4,000	4,000	4,000	-	4,000
Urbandale Little League	4,000	4,000	4,000	4,000	-	4,000
Urbandale Promotion	6,000	5,000	5,000	5,000	-	5,000
Urbandale Soccer Club	4,000	-	-	-	-	-
Urbandale Sports Association	4,000	7,500	7,500	4,000	(3,500)	4,000

Sub-Total	711,234	701,887	720,713	709,811	7,924	750,473
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Westover Urban Renewal	104,235	102,015	102,015	104,615	2,600	101,885
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Parks	1,968	-	-	-	-	-
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Total Earmarked	817,437	803,902	822,728	814,426	10,524	852,358
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General Fund Totals	382,548	424,001	424,001	452,454	28,453	477,098
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Hotel/Motel Tax Totals	\$ 1,199,985	\$ 1,227,903	\$ 1,246,729	\$ 1,266,880	\$ 38,977	\$ 1,329,456
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	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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CAPITAL PROJECTS FUND SUMMARY

Beginning Balance	\$ 8,096,603	\$ 2,449,960	\$ 8,081,137	\$ 973,480	\$ (1,476,480)	\$ 1,012,480
Revenues:						
Bond proceeds	\$ 7,330,411	\$ 12,074,500	\$ 12,251,374	\$ 6,467,200	\$ (5,607,300)	\$ 9,567,900
Intergovernmental	686,891	\$ 1,102,000	\$ 541,000	\$ 2,246,000	\$ 1,144,000	\$ 496,000
Interest	536,468	\$ -	\$ 140,000	\$ 50,000	\$ 50,000	\$ 50,000
Private donations	255,399	\$ 277,800	\$ -	\$ 492,000	\$ 214,200	\$ 580,000
Special assessments	132,619	\$ 750,000	\$ 127,000	\$ 2,978,000	\$ 2,228,000	\$ 1,591,000
Transfers in from other funds	5,117,795	-	-	-	\$ -	-

Total	22,156,186	16,654,260	21,140,511	13,206,680	(3,447,580)	13,297,380
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Expenditures:

Project costs	9,124,938	14,086,864	19,857,031	11,836,100	(2,250,764)	12,034,900
Transfers out to other funds	4,950,111	310,000	310,000	358,100	48,100	250,000

Total	\$ 14,075,049	\$ 14,396,864	\$ 20,167,031	\$ 12,194,200	\$ (2,202,664)	\$ 12,284,900
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	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 8,016,816	\$ 8,589,141	\$ 8,452,325	\$ 9,040,490	\$ 451,349	9,624,351
02 Overtime	348,329	293,097	328,150	315,775	22,678	322,275
03 Part-time	1,123,519	1,307,334	1,304,687	1,443,979	136,645	1,507,680
04 Witness fees	1,526	1,600	1,600	1,700	100	1,700
06 FICA	472,321	524,188	525,079	550,224	26,036	577,076
07 Retirement - IPERS	390,086	462,660	444,539	476,750	14,090	519,066
08 Pension	789,822	664,792	664,521	677,617	12,825	876,817
09 Group insurance	1,938,689	1,996,853	1,996,853	2,212,571	215,718	2,392,711
11 Allowance	41,815	53,520	42,283	53,280	(240)	54,240
Sub-Total	\$ 13,122,923	\$ 13,893,185	\$ 13,760,037	\$ 14,772,386	\$ 879,201	\$ 15,875,916
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 21,093	\$ 32,000	\$ 31,595	\$ 56,695	\$ 24,695	\$ 45,900
23 Professional services	565,808	843,940	841,969	826,758	(17,182)	889,886
24 Contributions to other agencies	2,322,914	2,291,855	2,202,122	2,396,212	104,357	2,474,727
27 Data processing	439,772	420,079	407,646	447,156	27,077	435,565
28 Dues and memberships	70,519	76,035	79,725	78,690	2,655	80,655
29 Insurance	656,938	670,077	670,077	676,779	6,702	683,546
32 Uniforms and laundry	70,269	85,775	77,650	78,700	(7,075)	75,550
35 Printing and copying	118,506	136,162	125,275	142,323	6,161	141,250
40 Building and grounds maint.	317,210	355,250	351,777	362,146	6,896	322,750
41 Vehicle and equipment maint.	84,845	84,550	87,320	88,630	4,080	93,950
46 Training and development	143,679	155,930	147,082	159,325	3,395	162,330
48 Utility service	910,724	964,680	973,650	1,034,460	69,780	1,089,830
49 Petty cash	482	1,050	900	1,300	250	1,300
51 Maintenance supplies	612,971	601,910	690,167	769,505	167,595	775,300
54 Minor equipment	22,715	33,290	28,466	47,130	13,840	78,150
55 DARE expenditures	1,883	3,500	3,558	3,750	250	3,750
56 Vehicle maintenance supplies	98,994	120,300	142,162	128,500	8,200	137,250
57 Vehicle operation supplies	418,905	424,380	422,780	486,105	61,725	558,532
58 Office supplies	46,818	53,425	52,998	54,145	720	55,300
59 Operating supplies	253,067	288,490	296,025	313,800	25,310	331,750
60 Safety and medical supplies	36,085	46,620	41,650	45,760	(860)	49,250
61 Refunds	41,450	19,000	16,000	14,000	(5,000)	15,000
Sub-total	\$ 7,255,647	\$ 7,708,298	\$ 7,690,594	\$ 8,211,869	\$ 503,571	\$ 8,501,521
CAPITAL OUTLAY						
71 Equipment	\$ 109,614	\$ 97,000	\$ 97,255	\$ 58,050	\$ (38,950)	\$ 89,115
72 Furniture and fixtures	78,016	64,750	58,306	64,636	(114)	61,500
73 Equipment replacement fund	690,085	733,418	733,418	775,541	42,123	807,860
74 Office equipment	40,930	41,975	41,975	39,204	(2,771)	34,000
75 Operating equipment	10,877	21,000	20,590	-	(21,000)	25,000
76 Property improvements	697,916	607,485	505,071	493,800	(113,685)	541,000
77 Economic development	-	1,920,513	1,621,291	1,775,548	(144,965)	1,058,889
79 Books, films and recordings	246,195	182,500	182,500	189,700	7,200	197,000
97 Transfers out	2,828,210	2,537,952	2,573,516	2,578,471	40,519	2,978,821
Sub-total	\$ 4,701,843	\$ 6,206,593	\$ 5,833,922	\$ 5,974,950	\$ (231,643)	\$ 5,793,185
91 Debt retirement	\$ 7,413,625	\$ 7,942,903	\$ 7,885,231	\$ 8,174,297	\$ 231,394	\$ 8,935,685
95 Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY	\$ 32,494,038	\$ 35,850,979	\$ 35,169,784	\$ 37,233,502	\$ 1,382,523	\$ 39,206,307

PUBLIC SAFETY	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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100 PUBLIC SAFETY SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 3,384,279	\$ 3,664,293	\$ 3,604,451	\$ 4,048,504	\$ 384,211	4,413,293
02	Overtime	179,977	160,347	180,000	170,000	9,653	170,000
03	Part-time	345,328	444,727	381,000	415,000	(29,727)	427,250
04	Witness fees	1,526	1,600	1,600	1,700	100	1,700
06	FICA	62,420	74,945	74,054	80,760	5,815	85,591
07	Retirement - IPERS	46,032	66,782	52,306	58,830	(7,952)	63,654
08	Pension	789,822	664,792	664,521	677,617	12,825	876,817
09	Group insurance	832,683	857,663	857,663	1,016,417	158,754	1,136,753
11	Allowance	11,242	21,540	12,100	21,900	360	22,260
Sub-Total		\$ 5,653,309	\$ 5,956,689	\$ 5,827,695	\$ 6,490,728	\$ 534,039	\$ 7,197,318

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 1,735	\$ 4,200	\$ 5,128	\$ 5,200	\$ 1,000	\$ 4,900
23	Professional services	57,897	68,765	66,400	66,435	(2,330)	68,115
24	Contributions to other agencies	745,609	706,211	660,572	757,911	51,700	783,500
27	Data processing	35,689	52,300	52,300	77,800	25,500	54,000
28	Dues and memberships	6,397	7,550	7,630	8,130	580	8,280
29	Insurance	42,721	43,576	43,576	44,012	436	44,451
32	Uniforms and laundry	47,928	59,000	50,000	50,800	(8,200)	47,000
35	Printing and copying	5,845	16,000	11,600	13,000	(3,000)	13,500
40	Building and grounds maint.	61,180	79,300	79,300	96,145	16,845	62,650
41	Vehicle and equipment maint.	52,698	54,300	49,800	53,800	(500)	57,300
46	Training and development	61,415	50,615	50,500	52,100	1,485	54,000
48	Utility service	102,672	125,955	111,100	123,450	(2,505)	129,615
49	Petty cash	169	400	350	400	-	400
51	Maintenance supplies	3,061	2,800	3,250	3,350	550	3,500
54	Minor equipment	4,545	20,000	16,000	24,530	4,530	60,000
55	DARE expenditures	1,883	3,500	3,558	3,750	250	3,750
56	Vehicle maintenance supplies	14,219	26,000	23,500	23,000	(3,000)	24,500
57	Vehicle operation supplies	147,258	155,320	158,720	182,505	27,185	209,882
58	Office supplies	9,813	10,200	12,050	10,750	550	11,350
59	Operating supplies	82,804	86,600	82,250	89,600	3,000	91,600
60	Safety and medical supplies	23,279	30,350	26,650	28,400	(1,950)	31,300
61	Refunds	4,482	-	-	-	-	-
Sub-total		\$ 1,513,299	\$ 1,602,942	\$ 1,514,234	\$ 1,715,068	\$ 112,126	\$ 1,763,593

CAPITAL OUTLAY

71	Equipment	\$ 97,497	\$ 84,400	\$ 83,828	\$ 49,550	\$ (34,850)	\$ 79,115
72	Furniture and fixtures	3,211	-	-	5,000	5,000	-
73	Equipment replacement fund	178,150	169,370	169,370	214,040	44,670	228,141
74	Office equipment	2,437	20,000	20,000	20,000	-	20,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 281,295	\$ 273,770	\$ 273,198	\$ 288,590	\$ 14,820	\$ 327,256
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000

PUBLIC SAFETY SUMMARY		\$ 7,447,903	\$ 7,858,401	\$ 7,615,127	\$ 8,519,386	\$ 660,985	\$ 9,313,167
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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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	4,306,565	4,312,555	4,296,671	4,479,203
Contractual & supply service	1,161,312	1,212,189	1,139,548	1,303,993
Capital outlay	186,989	176,990	176,990	213,847
Total expenditures	\$ 5,654,866	\$ 5,701,734	\$ 5,613,209	\$ 5,997,043
Fees	45,299	40,000	36,000	40,000
Grants	11,569	10,000	10,000	10,000
Other	623,249	571,601	564,663	583,055
Total revenue	\$ 680,117	\$ 621,601	\$ 610,663	\$ 633,055
Net amount supported by property taxes	\$ 4,974,749	\$ 5,080,133	\$ 5,002,546	\$ 5,363,988

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$194,900 in full-time salaries and benefits, which reflects the addition of one officer and normal salary and benefit increases for existing staff.
- ↓ A decrease of \$28,300 in pension costs, which reflects a lower contribution rate in effect for the year for all officers.
- ↑ An increase of \$51,700 in contributions to other agencies, which reflects an increase in Westcom communication operational costs as well as an increase in the Restorative Justice Program cost.
- ↑ An increase of \$11,000 in building maintenance, which reflects the replacement of a cooling tower.
- ↑ An increase of \$18,500 in vehicle operation supplies, which reflects higher fuel costs.
- ↑ An increase of \$35,800 in equipment replacement fund contributions, which reflects one additional marked car being added.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional officers may be required in the future to meet the needs of a growing community.
- ❖ Additional vehicles may be required to be added to the fleet as staff size increases.

FUNCTION: Public Safety
ACTIVITY: Police

GOALS AND PERFORMANCE OBJECTIVES

GOAL: Enhance public safety and improve the quality of life for Urbandale residents through the effective prevention and investigation of criminal activities within the City.

PERFORMANCE OBJECTIVES:

1. Provide an effective crime deterrent through the use of cruiser and bicycle patrols throughout the City.
2. Deploy the Department's resources so that calls for service are responded to within specified timeframes.
3. Increase the effectiveness of Department staff members by providing the training and equipment appropriate for their positions.
4. Reduce the risk of criminal activity by offering a variety of community education and crime prevention programs targeted toward potential victims of crimes as well as individuals at risk of committing crimes (e.g., D.A.R.E. and pedestrian safety programs).
5. Encourage the public's involvement in preventing and investigating crime through the two-way sharing of information through a variety of media (e.g., web site and neighborhood watch).

GOAL: Continually seek to improve the effectiveness and efficiency of the Department through appropriate partnerships with other law enforcement agencies.

PERFORMANCE OBJECTIVES:

1. Leverage partnerships to provide joint training and other opportunities for skill development and information sharing.
2. Coordinate with partner agencies to share resources and increase effectiveness through programs such as the Westcom joint dispatch center and the Regional Drug Task Force.

GOAL: Seek to improve departmental efficiency and effectiveness through the continuous review and improvement of internal procedures.

PERFORMANCE OBJECTIVES:

1. Maintain departmental rules, regulations, and standard operating procedures to ensure compliance with legislative and contractual requirements.
2. Continue training and development of the labor-management team to improve the Department's participatory management effort.
3. Actively participate in the City's performance measurement efforts.
4. Utilize reserve officers, when appropriate, so that full-time officers can be assigned to higher priority duties.

FUNCTION: Public Safety

ACTIVITY: Police

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Total calls for service*	17,684	13,262	46,650	47,184	50,153
UCR Part 1 crimes reported					
Violent crimes**	47	67	83	164	90
Property crimes	948	831	967	905	1,047
Total arrests					
Adults	1,259	1,576	1,052	1,205	1,376
Juveniles	256	300	160	188	213
DUI arrests	128	148	104	137	162
<u>Efficiency Measures</u>					
Average response time (minutes)***	5.39	6.56	11.21	10:07	6:00
Sworn FTEs per 1,000 population	1.28	1.35	1.24	1.53	1.66
<i>Median for CPM cities < 100K</i>	<i>1.87</i>	<i>1.94</i>	<i>2.13</i>		
<u>Outcome Measures</u>					
UCR Part 1 crimes reported per 1,000 population	27.7%	25.0%	27.6%	28.1%	29.8%
<i>Median for CPM cities < 100K</i>	<i>35.8%</i>	<i>34.6%</i>	<i>38.8%</i>		
Percent of UCR Part 1 crimes cleared					
Violent crimes	59.6%	46.3%	96.4%	95.0%	> 95%
<i>Median for CPM cities < 100K</i>	<i>59.3%</i>	<i>59.1%</i>	<i>65.1%</i>		
Property crimes	NR	0.09%	24.6%	25.5%	> 25%
<i>Median for CPM cities < 100K</i>	<i>19.5%</i>	<i>20.7%</i>	<i>19.5%</i>		
<u>CIPA Measures</u>					
Citizen survey respondents who feel "safe" or "very safe" in Urbandale	99%	N/A	N/A	N/A	> 95%
Number of actionable citizen complaints against the Police Department	12	3	0	0	0

NR = Not Reported

* Reporting criteria changed by dispatch center (i.e. included officer initiated calls for service)

** Reporting criteria changed to include break-ins in UCR Part 1 crimes

*** Department zone staffing matrix change

PUBLIC SAFETY		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 2,753,228	\$ 2,870,937	\$ 2,837,564	\$ 2,984,955	\$ 114,018	\$ 3,167,099
02	Overtime	127,998	110,000	125,000	120,000	10,000	120,000
03	Part-time	63,822	52,500	65,000	65,000	12,500	65,000
04	Witness fees	1,526	1,600	1,600	1,700	100	1,700
06	FICA	46,338	51,160	54,729	56,531	5,371	58,434
07	Retirement - IPERS	21,801	21,242	22,710	24,302	3,060	25,960
08	Pension	640,701	524,770	518,962	496,501	(28,269)	627,246
09	Group insurance	639,909	659,106	659,106	708,614	49,508	761,424
11	Allowance	11,242	21,240	12,000	21,600	360	21,960
Sub-Total		\$ 4,306,565	\$ 4,312,555	\$ 4,296,671	\$ 4,479,203	\$ 166,648	\$ 4,848,823
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	\$ 2,400
23	Professional services	16,562	21,000	20,000	21,000	-	21,500
24	Contributions to other agencies	730,363	690,889	645,250	742,589	51,700	775,000
27	Data processing	30,177	43,000	43,000	44,800	1,800	45,000
28	Dues and memberships	4,571	6,390	6,345	6,750	360	6,900
29	Insurance	34,162	34,845	34,845	35,194	349	35,545
32	Uniforms and laundry	23,314	22,500	22,500	28,300	5,800	24,000
35	Printing and copying	4,980	12,000	8,000	9,000	(3,000)	9,500
40	Building and grounds maint.	38,668	40,000	40,000	51,000	11,000	42,000
41	Vehicle and equipment maint.	10,520	19,000	15,000	19,000	-	19,000
46	Training and development	31,682	28,615	31,000	32,100	3,485	33,000
48	Utility service	53,947	80,000	65,000	75,000	(5,000)	78,750
49	Petty cash	169	300	250	300	-	300
51	Maintenance supplies	1,114	800	1,250	1,250	450	1,300
54	Minor equipment	1,193	-	3,000	8,530	8,530	42,500
55	DARE expenditures	1,883	3,500	3,558	3,750	250	3,750
56	Vehicle maintenance supplies	9,065	20,500	17,000	17,500	(3,000)	18,000
57	Vehicle operation supplies	115,583	123,200	123,200	141,680	18,480	162,932
58	Office supplies	7,394	7,200	9,000	7,500	300	7,850
59	Operating supplies	44,730	54,100	47,000	54,350	250	55,000
60	Safety and medical supplies	1,235	2,150	2,150	2,200	50	2,300
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,161,312	\$ 1,212,189	\$ 1,139,548	\$ 1,303,993	\$ 91,804	\$ 1,386,527
CAPITAL OUTLAY							
71	Equipment	\$ 72,010	\$ 45,000	\$ 45,000	\$ 41,050	\$ (3,950)	\$ 45,000
72	Furniture and fixtures	-	-	-	5,000	5,000	-
73	Equipment replacement fund	112,542	111,990	111,990	147,797	35,807	156,161
74	Office equipment	2,437	20,000	20,000	20,000	-	20,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 186,989	\$ 176,990	\$ 176,990	\$ 213,847	\$ 36,857	\$ 221,161
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
POLICE		\$ 5,654,866	\$ 5,701,734	\$ 5,613,209	\$ 5,997,043	\$ 295,309	\$ 6,456,511

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

Object	Description	Amount
01	47 officers, 4 office staff; performance bonus -11 staff, 4 civilians	\$ 2,984,955
02	Overtime	\$ 120,000
03	Crossing guards (10) & part-time	\$ 65,000
04	Witness fees	\$ 1,700
06	FICA	\$ 56,531
07	IPERS	\$ 24,302
08	Contribution rate for police pension fund for 2009-10 – 17%	\$ 496,501
09	Group insurance	\$ 708,614
11	Uniform maintenance allowance for 46 officers @ \$360 each per year	\$ 16,560
	Spot awards	\$ 300
	Plain clothes allowance for 12 officers	\$ 1,440
	Vehicle allowance - Chief	\$ 3,300
21	Newspaper advertisements and official publications	\$ 2,200
23	Doctors fees (applicant physicals), information services, interpreters and consultants	\$ 1,500
	Polk County Jail booking and housing costs	\$ 4,500
	Radio and equipment maintenance contracts	\$ 15,000
24	Westcom operations	\$ 642,000
	Urbandale Restorative Justice Program	\$ 42,000
	Regional Homeland Security	\$ 58,089
	Polk County Crime Stoppers	\$ 500
27	Computer forensic equipment supplies	\$ 3,000
	Line lease on state terminal system	\$ 6,000
	Service contracts on data processing equipment, user group memberships, consultant services, software updates and maintenance	\$ 7,500
	Maintenance and service contracts for microfilm equipment	\$ 2,500
	Computer replacement (6)	\$ 9,000
	COPLOGIC – citizens crime reporting software	\$ 12,000
	Staff scheduling software	\$ 1,500
	Digital crime scene camera - replacement	\$ 1,000
	Patrol printers - replacement	\$ 2,100
	PDF conversion software	\$ 200
28	Iowa Chiefs of Police and Peace Officers Association	\$ 940
	Iowa Death Investigators Association (6)	\$ 120
	International Association of Chiefs of Police – Chief and 3 Lieutenants	\$ 480
	Isaac Walton League – range membership	\$ 300
	National Identification Officers Association (1)	\$ 50
	International Association of Computer Investigation Specialists	\$ 120

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
	Forensic Association of Computer Techs	\$ 400
	Iowa State Peace Officers Association	\$ 1,175
	Iowa Women Peace Officers Association (4)	\$ 100
	Miscellaneous reports, journals, professional publications	\$ 2,375
	Iowa Tactical Officers Association (14)	\$ 350
	International Association of Certified Fraud Investigators (1)	\$ 150
	International Association of Financial Crime Investigators	\$ 65
	High Tech Crime Consortium (1)	\$ 25
	International Association of Property & Evidence Techs (2)	\$ 100
29	Property and casualty insurance	\$ 35,194
32	Uniform replacement for regular and reserve officers and crossing guards	\$ 23,500
	SERT cold weather gear	\$ 4,800
35	Postage and forms, printing of new forms, training manuals, departmental operating procedures and rules and regulations manuals, shipping charges	\$ 9,000
40	Janitorial service and miscellaneous minor building repairs	\$ 41,000
	Cooling tower replacement	\$ 10,000
41	Fees for service and shop work, uninsured body work, miscellaneous repairs	\$ 19,000
46	Homicide School, Southern Police Institute (1)	\$ 2,300
	Iowa Sex Crimes Investigators Conference (2)	\$ 250
	Iowa Association of Ident Officers	\$ 340
	L.E.I.N. Training Conference (1)	\$ 650
	Iowa Chiefs of Police Conference (1)	\$ 800
	Iowa State Peace Officers Conference (3)	\$ 1,600
	Polygraph training seminar (1)	\$ 800
	Iowa Women Peace Officers Conference (3)	\$ 1,200
	Iowa Death Investigators Training Conference (1)	\$ 500
	Data processing users conference (1)	\$ 1,000
	I.L.E.A. schools and seminars	\$ 12,660
	Academy training (2)	\$ 10,000
48	Telephone, heat, lights and related utilities	\$ 75,000
49	Petty cash	\$ 300
51	Custodial supplies	\$ 1,250
54	Surveillance equipment	\$ 1,230
	Pole camera	\$ 7,300
55	D.A.R.E. program expenditures	\$ 3,750
56	Replacement tires, batteries, parts, etc.	\$ 17,500
57	Gasoline, oil, grease, transmission oil, anti-freeze, gas line de-icer, windshield solvent, etc.	\$ 141,680
59	Training film rental	\$ 150

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
	Child safety and crime prevention badges and materials	\$ 2,000
	Drug enforcement unit expenses	\$ 4,500
	Fingerprint supplies, evidence bags, narcotics testing supplies, dark room and polygraph supplies, video tapes	\$ 7,200
	Ident-A-Kit rental	\$ 750
	Car wash tickets	\$ 2,000
	Service ammunition replacement	\$ 8,250
	Qualification and training ammunition	\$ 15,000
	Replacement chemical agents	\$ 6,000
	Misc. targets, supplies and cleaning equipment	\$ 3,500
	Vehicle towing and impoundment	\$ 4,000
	Taser cartridges	\$ 1,000
60	First aid supplies for vehicles, first aid kits, jail medical supplies and safety program items	\$ 2,200
71	Vehicle equipment transfer to new vehicles (5)	\$ 13,500
	Patrol car markings (5)	\$ 2,100
	Taser (2)	\$ 1,800
	Traffic cone replacements	\$ 1,000
	Replacement S.E.R.T. equipment	\$ 3,500
	Range safety equipment	\$ 2,000
	Fire extinguishers	\$ 650
	Vehicle light bar and siren	\$ 8,000
	First Aid kits	\$ 500
	Mobile radios	\$ 4,000
	Bike Patrol equipment replacement	\$ 2,000
	AED unit	\$ 2,000
72	Office chair - replacement (5)	\$ 3,500
	Office desk - replacement	\$ 1,500
73	Equipment Replacement Fund contribution	\$ 147,797
74	Miscellaneous equipment	\$ 20,000



FUNCTION: Public Safety
ACTIVITY: Fire

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

FIRE

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	492,951	616,095	557,812	956,992
Contractual & supply service	194,876	237,867	220,002	240,937
Capital outlay	25,076	20,029	20,029	11,323
Total expenditures	\$ 712,903	\$ 873,991	\$ 797,843	\$ 1,209,252
Fees	-	-	-	-
Grants	-	-	-	238,770
Other	49,136	51,209	52,468	74,013
Total revenue	\$ 49,136	\$ 51,209	\$ 52,468	\$ 312,783
Net amount supported by property taxes	\$ 663,767	\$ 822,782	\$ 745,375	\$ 896,469

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$367,000 in full-time salaries and benefits, which reflects the addition of 6 new firefighter/EMT's as well as normal salary and benefit increases for existing staff. The additional staffing costs will be offset by the anticipated award of SAFER grant funds over a 5 year period.
- ↓ A decrease of \$26,500 in part-time salaries reflects the current utilization of the existing FET program.
- ↑ An increase of \$13,700 in data processing reflects an upgrade of the FireHouse software, which allows for remote access to the records data management software.
- ↓ A decrease of \$14,000 in uniforms to reflect the elimination of turnout gear purchase through a Fire Act grant in prior year.
- ↓ A decrease of \$8,000 in equipment, which reflects the elimination of extrication equipment purchased in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Maintaining adequate response capabilities continues to be the top priority in this activity.
- ❖ The future need for renovation of Station #41 (7100 Douglas).
- ❖ The replacement of self-contained breathing apparatus to meet new standards.
- ❖ The possible construction of housing quarters for part-time members who agree to live at the fire station in return for services provided should be considered.
- ❖ The cost of maintaining a part-time staffing configuration versus the cost of full-time staffing.

FUNCTION: Public Safety
ACTIVITY: Fire

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To enhance public safety and to protect property through an effective fire prevention and suppression program.

PERFORMANCE OBJECTIVES:

1. Recruit, train, equip and deploy an adequate complement of staff to be able to respond to fire emergencies at all times.
2. Maintain vehicles and equipment to allow a prompt and safe response to fire emergencies.
3. Implement policies and procedures to ensure that response times meet established standards.
4. Provide opportunities for residents and business owners to learn how to prevent fire emergencies.
5. Reduce the risk of fire emergencies through the enforcement of applicable fire codes and standards.

GOAL: Protect the health and safety of members of the Fire Department through the use of appropriate equipment and training programs.

PERFORMANCE OBJECTIVES:

1. Implement and maintain industry-standard safety programs and procedures.
2. Provide and maintain personal protective equipment according to manufacturers' and industry standards.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Fire inspections performed	309	180	176	180	350
Pre-incident plans prepared	77	45	36	40	50
Total structure fire incidents	28	41	48	48	< 40
Total number of fire incident false alarms	219	293	276	300	< 250
Total hazardous materials incidents	60	66	46	60	< 55

FUNCTION: Public Safety
ACTIVITY: Fire

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Efficiency Measures</u>					
Percent of fire incident calls with a response time of 7-minutes or less	46%	28%	33%	35%	80%
Percent of fire incident calls with a response time of 5-minutes or less	21%	11%	11%	15%	80%
<i>Median for CPM cities < 100K</i>	<i>51%</i>	<i>59%</i>	<i>58%</i>		
Sworn FTEs per 1,000 population (Fire & EMS, excluding volunteers)	0.15	0.31	0.38	0.50	0.71
<i>Median for CPM cities < 100K</i>	<i>0.97</i>	<i>1.09</i>	<i>1.88</i>		
<u>Outcome Measures</u>					
Fire incident injuries	1	2	0	3	0
Citizen survey satisfaction rating for this activity	93%	N/A	N/A	N/A	> 95%

PUBLIC SAFETY		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE							
PERSONAL SERVICES							
01	Salaries	\$ 234,426	\$ 276,150	\$ 272,455	\$ 507,875	\$ 231,725	\$ 649,588
02	Overtime	16,558	17,347	15,000	15,000	(2,347)	15,000
03	Part-time	105,802	176,502	131,000	150,000	(26,502)	155,250
04	Witness fees	-	-	-	-	-	-
06	FICA	7,569	10,778	8,893	12,764	1,986	14,997
07	Retirement - IPERS	10,609	21,124	13,963	16,628	(4,496)	18,132
08	Pension	48,911	43,046	45,353	80,701	37,655	125,109
09	Group insurance	69,076	71,148	71,148	174,024	102,876	234,861
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 492,951	\$ 616,095	\$ 557,812	\$ 956,992	\$ 340,897	\$ 1,212,937
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,578	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
23	Professional services	10,535	14,865	13,500	11,685	(3,180)	12,000
24	Contributions to other agencies	7,072	7,072	7,072	7,072	-	-
27	Data processing	5,512	6,800	6,800	20,500	13,700	6,000
28	Dues and memberships	1,551	810	910	910	100	910
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	17,729	28,000	20,000	14,000	(14,000)	14,000
35	Printing and copying	727	1,500	1,100	1,500	-	1,500
40	Building and grounds maint.	21,323	38,800	38,800	44,545	5,745	20,000
41	Vehicle and equipment maint.	34,191	26,000	26,000	26,000	-	28,500
46	Training and development	9,948	13,500	11,000	11,500	(2,000)	12,000
48	Utility service	43,209	42,000	42,000	44,100	2,100	46,305
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	1,947	2,000	2,000	2,100	100	2,200
54	Minor equipment	3,281	16,000	10,000	13,000	(3,000)	14,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	3,084	4,500	5,500	4,500	-	5,000
57	Vehicle operation supplies	14,415	16,720	16,720	19,225	2,505	22,110
58	Office supplies	2,225	2,500	2,750	2,750	250	3,000
59	Operating supplies	6,174	1,500	2,250	2,250	750	2,500
60	Safety and medical supplies	10,375	13,200	11,500	13,200	-	15,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 194,876	\$ 237,867	\$ 220,002	\$ 240,937	\$ 3,070	\$ 207,125
CAPITAL OUTLAY							
71	Equipment	\$ 1,608	\$ 8,000	\$ 8,000	\$ -	\$ (8,000)	\$ -
72	Furniture and fixtures	3,211	-	-	-	-	-
73	Equipment replacement fund	20,257	12,029	12,029	11,323	(706)	11,324
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 25,076	\$ 20,029	\$ 20,029	\$ 11,323	\$ (8,706)	\$ 11,324
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
FIRE		\$ 712,903	\$ 873,991	\$ 797,843	\$ 1,209,252	\$ 335,261	\$ 1,431,386

FUNCTION: Public Safety
ACTIVITY: Fire

Activity Notes

Object	Description	Amount
01	10 Firefighter/Paramedics/EMTs, Billing Specialist, Fire Marshal, Performance Bonus	\$ 507,875
02	Overtime	\$ 15,000
03	Compensation – volunteer officers, volunteer firefighters, part-time firefighters/paramedics	\$ 150,000
06	FICA	\$ 12,764
07	IPERS	\$ 16,628
08	Contribution rate for pension fund for FY 2009-10 - 17%	\$ 80,701
09	Group insurance	\$ 174,024
21	Advertising	\$ 2,000
23	Pager purchase/ contract	\$ 2,735
	SCBA fill station maintenance	\$ 1,250
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 2,000
	Annual SCBA flow testing	\$ 2,500
	Annual maintenance contract on A/V Equipment	\$ 500
24	Iowa Innovations Fund loan repayment (payment #5 of 5)	\$ 7,072
27	Software maintenance	\$ 1,400
	Firehouse software	\$ 11,000
	Portable printers (2)	\$ 1,600
	Replacement computers (2)	\$ 6,500
28	Iowa Firefighters Association	\$ 20
	Iowa Fire Chief's Association	\$ 50
	Hawkeye Fire Safety Association	\$ 25
	Polk County Fire Chiefs	\$ 25
	Polk County Firefighters Association	\$ 25
	International Fire Service Instructor's Association	\$ 75
	National Fire Protection Association	\$ 270
	International Association of Fire Chiefs	\$ 285
	Iowa Fire Service Instructors Association	\$ 35
	International Code Council	\$ 100
32	Personal equipment and uniforms (coats, pants, boots, etc)	\$ 14,000
35	Printing and copying (recruitment campaign materials, forms, etc)	\$ 1,500
40	Building & grounds maintenance: cleaning contract, pest control, and supplies	\$ 2,000
	Facility repairs and maintenance	\$ 11,000
	Generator service	\$ 625
	Window replacement	\$ 25,000
	Filter replacement for Station #41's exhaust system	\$ 5,745

FUNCTION: Public Safety
ACTIVITY: Fire

Object	Description	Amount
	Sprinkler contract	\$ 175
41	Vehicle repair and maintenance by outside firms	\$ 26,000
46	Classes, certifications and development	\$ 7,500
	Equipment and materials	\$ 2,000
	Fire prevention materials	\$ 2,000
48	Telephone, data, heating and air conditioning, water service	\$ 44,100
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement	\$ 2,100
54	Hoses, nozzles, air bags and other fire fighting equipment	\$ 13,000
56	Vehicle maintenance supplies	\$ 4,500
57	Gas, oil, grease	\$ 19,225
58	Miscellaneous office supplies	\$ 2,250
	NFPA standards subscription on CD	\$ 500
59	Operating supplies	\$ 2,250
60	Respirator protection program, including medical evaluations	\$ 13,000
	Corrective lenses for SCBA	\$ 200
73	Equipment Replacement Fund contribution	\$ 11,323

FUNCTION: Public Safety
ACTIVITY: EMS

OVERVIEW: This activity enhances public safety through emergency medical response and public education.

EMS

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	853,793	1,028,039	973,212	1,054,533
Contractual & supply service	117,068	112,981	115,134	129,388
Capital outlay	54,436	53,351	53,351	54,920
Total expenditures	\$ 1,025,297	\$ 1,194,371	\$ 1,141,697	\$ 1,238,841
Fees	518,450	455,400	465,000	480,000
Grants	-	-	-	-
Other	70,668	69,981	75,081	75,824
Total revenue	\$ 589,118	\$ 525,381	\$ 540,081	\$ 555,824
Net amount supported by property taxes	\$ 436,179	\$ 668,990	\$ 601,616	\$ 683,017

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$42,200 in full-time salaries and benefits, which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$15,725 in part-time salaries, which reflects current trends of utilization of the department's part-time staff.
- ↑ An increase of \$10,000 in data processing for a reporting software server that will allow staff to complete patient care reports remotely.
- ↓ A decrease of \$8,000 in equipment, which reflects the elimination of extrication tools that were purchased in prior year.
- ↑ An increase of \$9,600 in equipment replacement fund contributions, which reflects the change in expected useful life for ambulances from 10 years to 8 years.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Maintaining adequate response capabilities continues to be the top priority in this activity.
- ❖ The possible construction of housing quarters for part-time personnel who agree to live at the fire station in return for services provided should be considered.
- ❖ The cost of maintaining a part-time staffing configuration versus the cost of full-time staffing.
- ❖ The needed addition of a third fire station to allow adequate coverage and response times.

FUNCTION: Public Safety
ACTIVITY: EMS

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To enhance public safety and to improve the quality of life through the implementation of a complete professional EMS program.

PERFORMANCE OBJECTIVES:

1. Recruit, train, equip and deploy adequate staffing to be able to respond to EMS emergencies at all times.
2. Maintain vehicles and equipment to allow staff to respond to an EMS emergency promptly and safely.
3. Implement policies and procedures to ensure that response times meet established standards.
4. Provide opportunities for residents and business owners to learn about emergency preparedness.

GOAL: Protect the health and safety of members of the Fire Department through the use of appropriate equipment and training programs.

PERFORMANCE OBJECTIVES:

1. Implement and maintain industry-standard safety programs and procedures.
2. Provide and maintain personal protective equipment according to manufacturers' and industry standards.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
EMS responses	1,407	1,593	1,824	1,900	2,150
EMS responses per 1,000 population	39.2	44.4	47.9	49.8	50.1
<i>Median for CPM cities < 100K</i>	<i>69.8</i>	<i>71.7</i>	<i>81.0</i>		
<u>Efficiency Measures</u>					
Percent of emergency calls with a response time of 7 minutes or less	62%	48%	49.9%	60%	80%
Average time from conclusion of dispatch until arrival on scene (minutes)	6.33	7.20	7.08	6.29	5.00
<i>Median for CPM cities < 100K</i>	<i>4.55</i>	<i>4:46</i>	<i>5:37</i>		
Sworn FTEs per 1,000 population (Fire & EMS, excluding volunteers)	0.15	0.31	0.38	0.50	0.71
<i>Median for CPM cities < 100K</i>	<i>0.97</i>	<i>1.09</i>	<i>1.88</i>		

FUNCTION: Public Safety
ACTIVITY: EMS

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Outcome Measures</u>					
Percent of EMS responses that receive paramedic-level care	84%	93%	97%	97%	95%
Citizen survey satisfaction rating for this activity	93%	N/A	N/A	N/A	> 95%

PUBLIC SAFETY		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
160 EMS							
PERSONAL SERVICES							
01	Salaries	\$ 396,625	\$ 517,206	\$ 494,432	\$ 555,674	\$ 38,468	\$ 596,606
02	Overtime	35,421	33,000	40,000	35,000	2,000	35,000
03	Part-time	175,704	215,725	185,000	200,000	(15,725)	207,000
04	Witness fees	-	-	-	-	-	-
06	FICA	8,513	13,007	10,432	11,465	(1,542)	12,160
07	Retirement - IPERS	13,622	24,416	15,633	17,900	(6,516)	19,562
08	Pension	100,210	96,976	100,206	100,415	3,439	124,462
09	Group insurance	123,698	127,409	127,409	133,779	6,370	140,468
11	Allowance	-	300	100	300	-	300
Sub-Total		\$ 853,793	\$ 1,028,039	\$ 973,212	\$ 1,054,533	\$ 26,494	\$ 1,135,558
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 157	\$ -	\$ 928	\$ 1,000	\$ 1,000	\$ 500
23	Professional services	8,500	9,000	9,000	9,000	-	9,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	2,500	2,500	12,500	10,000	3,000
28	Dues and memberships	275	350	375	470	120	470
29	Insurance	8,559	8,731	8,731	8,818	87	8,906
32	Uniforms and laundry	6,885	8,500	7,500	8,500	-	9,000
35	Printing and copying	138	2,500	2,500	2,500	-	2,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	7,570	8,000	8,000	8,000	-	9,000
46	Training and development	19,785	8,500	8,500	8,500	-	9,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	71	4,000	3,000	3,000	(1,000)	3,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	2,070	1,000	1,000	1,000	-	1,500
57	Vehicle operation supplies	17,260	15,400	18,800	21,600	6,200	24,840
58	Office supplies	194	500	300	500	-	500
59	Operating supplies	29,454	29,000	31,000	31,000	2,000	32,000
60	Safety and medical supplies	11,669	15,000	13,000	13,000	(2,000)	14,000
61	Refunds	4,481	-	-	-	-	-
Sub-total		\$ 117,068	\$ 112,981	\$ 115,134	\$ 129,388	\$ 16,407	\$ 127,716
CAPITAL OUTLAY							
71	Equipment	\$ 9,085	\$ 8,000	\$ 8,000	\$ -	\$ (8,000)	\$ 13,115
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	45,351	45,351	45,351	54,920	9,569	60,656
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 54,436	\$ 53,351	\$ 53,351	\$ 54,920	\$ 1,569	\$ 73,771
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
EMS		\$ 1,025,297	\$ 1,194,371	\$ 1,141,697	\$ 1,238,841	\$ 44,470	\$ 1,337,045

FUNCTION: Public Safety
ACTIVITY: EMS

Activity Notes

Object	Description	Amount
01	Chief, Assistant Chief, Lieutenants (3), Paramedic/Firefighters (5), performance bonus	\$ 555,674
02	Overtime	\$ 35,000
03	Compensation – rescue calls and training meetings	\$ 200,000
06	FICA	\$ 11,465
07	IPERS	\$ 17,900
08	Contribution rate for pension fund for 2009-10 – 17%	\$ 100,415
09	Group insurance	\$ 133,779
11	Spot awards	\$ 300
21	Advertising	\$ 1,000
23	Medical Director fee	\$ 9,000
27	Medical billing software updates	\$ 1,000
	Replacement computer	\$ 1,500
	Firehouse server	\$ 10,000
28	IA EMS Association	\$ 350
	Academy of professional coders	\$ 120
29	Property and casualty insurance	\$ 8,818
32	Squad suits, coats, uniforms	\$ 8,500
35	Printing and copying, postage	\$ 2,500
41	Vehicle and equipment repairs by outside firms	\$ 8,000
46	EMS training programs and continuing education	\$ 7,000
	EMS training materials and supplies	\$ 1,500
54	Minor equipment	\$ 3,000
56	Batteries, tires, parts for repairs	\$ 1,000
57	Gas, oil, grease	\$ 21,600
58	Office supplies	\$ 500
59	Rescue supplies/equipment	\$ 31,000
60	TB tests and physicals, hepatitis shots	\$ 11,500
	Flu shots	\$ 1,500
73	Equipment Replacement Fund contribution	\$ 54,920



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

EMERGENCY PREPAREDNESS

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	10,333	11,300	10,950	11,050
Capital outlay	14,794	23,400	22,828	8,500
Total expenditures	\$ 25,127	\$ 34,700	\$ 33,778	\$ 19,550
Fees	-	-	-	-
Grants	-	-	-	-
Other	1,732	2,033	2,221	1,197
Total revenue	\$ 1,732	\$ 2,033	\$ 2,221	\$ 1,197
Net amount supported by property taxes	\$ 23,395	\$ 32,667	\$ 31,557	\$ 18,353

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Decrease of \$14,900 that represents the completion of three siren upgrades for two-way radio capability completed in the prior year. The budget does allow for the retrofitting of one additional outdoor warning siren with two-way capability, which will allow the sirens to be monitored for readiness, activation and testing remotely.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Existing sirens may need to be replaced as they approach the end of their useful life.
- ❖ Efforts will continue to be made to explore the possibilities of partnering with neighboring communities to reduce the costs of new sirens.

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To protect the public safety by maintaining and operating a siren warning system to warn the community of potential disasters.

PERFORMANCE OBJECTIVES:

1. Ensure maximum coverage of the warning siren system by analyzing current and proposed siren locations.
2. Reduce costs by partnering with neighboring communities to install new sirens when necessary.
3. Ensure proper working order of the warning siren system through a regular testing procedure and by repairing malfunctioning sirens whenever necessary.
4. Evaluate the City's disaster plan, update as necessary and distribute copies to all city departments and appropriate individuals.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Monthly siren tests	12	12	11	11	12

PUBLIC SAFETY	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

180 EMERGENCY PREPAREDNESS

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	8,174	8,250	8,250	8,250	8,500
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.	417	1,300	800	800	800
46	Training and development	-	-	-	-	-
48	Utility service	1,741	1,750	1,900	2,000	2,100
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	1	-	-	-	-
Sub-total		\$ 10,333	\$ 11,300	\$ 10,950	\$ 11,050	\$ 11,400
CAPITAL OUTLAY						
71	Equipment	\$ 14,794	\$ 23,400	\$ 22,828	\$ 8,500	\$ 21,000
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	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ 14,794	\$ 23,400	\$ 22,828	\$ 8,500	\$ 21,000
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-
EMERGENCY PREPAREDNESS		\$ 25,127	\$ 34,700	\$ 33,778	\$ 19,550	\$ 32,400

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

Object	Description	Amount
24	Polk County EMA	\$ 8,250
41	Siren repairs	\$ 800
48	Utility service	\$ 2,000
71	Installation of two-way radio monitoring capabilities for siren @ 86 th Street and Meredith Drive	\$ 8,500

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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	29,710	28,605	28,600	29,700
Capital outlay	-	-	-	-
Total expenditures	\$ 29,710	\$ 28,605	\$ 28,600	\$ 29,700
Fees	8,599	7,700	8,200	8,200
Grants	-	-	-	-
Other	2,048	1,676	1,881	1,818
Total revenue	\$ 10,647	\$ 9,376	\$ 10,081	\$ 10,018
Net amount supported by property taxes	\$ 19,063	\$ 19,229	\$ 18,519	\$ 19,682

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from the prior year's budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ To look at a Full-time Animal Control Officer, and/or a joint adventure with other agencies.

FUNCTION: Public Safety
ACTIVITY: Animal Control

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To protect the public's health and safety through the enforcement of the City's pet licensing and vaccination requirements.

PERFORMANCE OBJECTIVES:

1. Issue a citation to animal owners that violate the City's licensing and tie-up requirements, and require all owners to obtain proper licenses and vaccinations for their pets.
2. Follow proper quarantine procedures for all animal bite cases.
3. Review animal bite cases and take appropriate action if a vicious animal is identified.
4. Inform City residents of all pet licensing and vaccination requirements.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Pet licenses issued (CY)	1,437	1,413	1,561	1,600	1,600
<u>Outcome Measures</u>					
Pets impounded	44	176	N/A	N/A	< 50
Citizen survey satisfaction rating for the activity	73%	N/A	N/A	N/A	> 90%

PUBLIC SAFETY		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
190 ANIMAL CONTROL							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	22,300	23,900	23,900	24,750	850	25,615
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.	1,189	500	500	600	100	650
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	3,775	2,205	2,200	2,350	145	2,460
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,446	2,000	2,000	2,000	-	2,100
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 29,710	\$ 28,605	\$ 28,600	\$ 29,700	\$ 1,095	\$ 30,825
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
ANIMAL CONTROL		\$ 29,710	\$ 28,605	\$ 28,600	\$ 29,700	\$ 1,095	\$ 30,825

FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

Object	Description	Amount
23	Animal Control Officer salary	\$ 23,850
	Animal clinic fees	\$ 900
40	Building maintenance and grounds mowing	\$ 600
48	Utility services	\$ 2,350
59	Feeding equipment, cleaning chemicals, paper supplies, animal food, animal intake trip charges	\$ 2,000

PUBLIC WORKS	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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200 PUBLIC WORKS SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,878,507	\$ 1,989,950	\$ 2,015,833	\$ 2,056,164	\$ 66,214	2,136,852
02	Overtime	123,251	92,000	96,400	97,000	5,000	100,500
03	Part-time	42,920	53,650	51,938	53,350	(300)	54,200
04	Witness fees	-	-	-	-	-	-
06	FICA	152,763	163,292	164,990	168,782	5,490	175,304
07	Retirement - IPERS	126,944	147,293	145,063	158,724	11,431	171,695
08	Pension	-	-	-	-	-	-
09	Group insurance	467,853	481,892	481,892	505,987	24,095	531,285
11	Allowance	3,550	3,850	3,628	3,850	-	3,850
Sub-Total		\$ 2,795,788	\$ 2,931,927	\$ 2,959,744	\$ 3,043,857	\$ 111,930	\$ 3,173,686

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 287	\$ 500	\$ 792	\$ 500	\$ -	\$ 500
23	Professional services	20,403	40,200	26,150	51,000	10,800	93,189
24	Contributions to other agencies	750,672	799,548	779,028	843,125	43,577	878,189
27	Data processing	70,703	47,655	47,655	47,700	45	42,000
28	Dues and memberships	6,311	2,800	6,600	6,800	4,000	6,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	17,609	18,400	19,400	19,600	1,200	19,850
35	Printing and copying	11,181	11,800	9,800	11,900	100	11,800
40	Building and grounds maint.	59,939	83,640	83,000	83,540	(100)	85,000
41	Vehicle and equipment maint.	26,645	19,550	27,920	24,500	4,950	25,250
46	Training and development	7,561	10,920	11,107	11,120	200	11,120
48	Utility service	516,676	516,800	554,500	588,775	71,975	622,400
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	418,567	399,050	487,677	536,050	137,000	545,100
54	Minor equipment	3,707	3,000	2,500	9,600	6,600	6,800
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	67,667	77,300	101,562	87,500	10,200	94,000
57	Vehicle operation supplies	229,193	219,560	217,060	249,550	29,990	286,750
58	Office supplies	3,015	4,000	3,750	3,800	(200)	4,000
59	Operating supplies	17,270	16,050	19,400	20,400	4,350	21,150
60	Safety and medical supplies	4,453	4,200	4,175	4,700	500	4,700
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 2,231,859	\$ 2,274,973	\$ 2,402,076	\$ 2,600,160	\$ 325,187	\$ 2,758,598

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 5,700	\$ 5,111	\$ 3,750	\$ (1,950)	\$ 5,000
72	Furniture and fixtures	57,185	49,500	43,056	44,000	(5,500)	50,000
73	Equipment replacement fund	425,761	480,216	480,216	479,043	(1,173)	495,889
74	Office equipment	4,550	-	-	-	-	-
75	Operating equipment	9,950	21,000	20,590	-	(21,000)	25,000
76	Property improvements	520,590	442,000	346,586	332,800	(109,200)	341,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 1,018,036	\$ 998,416	\$ 895,559	\$ 859,593	\$ (138,823)	\$ 916,889
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000

PUBLIC WORKS SUMMARY		\$ 6,045,683	\$ 6,230,316	\$ 6,257,379	\$ 6,528,610	\$ 298,294	\$ 6,874,173
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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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,192,136	1,150,764	1,142,543	1,159,333
Contractual & supply service	626,351	539,150	649,532	735,439
Capital outlay	703,116	630,086	534,897	506,182
Total expenditures	\$ 2,521,603	\$ 2,320,000	\$ 2,326,972	\$ 2,400,954
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,487,589	2,358,064	2,351,855	2,437,544
Total revenue	\$ 2,487,589	\$ 2,358,064	\$ 2,351,855	\$ 2,437,544
<i>Net amount supported by property taxes</i>	\$ (34,014)	\$ 38,064	\$ 24,883	\$ 36,590

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$8,600 in full-time salaries and benefits, which reflects moving two yard waste employees to the Solid Waste budget, and normal salary and benefit increases for remaining staff.
- ↑ An increase of \$39,000 in contributions to other agencies. This reflects the bi-annual pavement condition inventory being completed at a cost of \$15,000. In addition, a new \$24,000 annual payment to Metro Waste Authority for the city’s lease purchase portion of the Regional Salt Storage Facility.
- ↑ An increase of \$132,500 in maintenance supplies reflects the rising cost of asphalt & salt.
- ↑ An increase of \$8,000 for vehicle and equipment maintenance.
- ↓ A decrease of \$21,000 in operating equipment, which reflects the elimination of a pavement saw and dowel machine purchased in the prior year.
- ↓ A decrease of \$102,200 in property improvement costs. This provides for the resurfacing of 156th Street between Meredith Drive and Waterford Road. The annual concrete street patching program will be funded with bond revenue.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Capital Improvement Program provides for an aggressive reconstruction schedule for asphalt streets located west of Interstate 35/80. This will significantly decrease maintenance expenditures on temporary streets and allow the Department to focus on permanent repairs that will have a positive impact on overall street conditions.

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Road Use Fund supports many General Fund activities. The increases in Solid Waste fees and implementation of a Stormwater Utility will allow for higher expenditures on the contracted street maintenance program.
- ❖ In order to maintain existing levels of service for snow and ice removal, an aggressive approach to expanding the fleet of equipment and staffing must be taken.
- ❖ Although a worst case scenario has been assumed in the budget, lower fuel costs may result in a savings for salt and asphalt expenditures.

GOALS AND PERFORMANCE OBJECTIVES

GOAL: Improve the overall quality of street condition through an aggressive rehabilitation and reconstruction program.

PERFORMANCE OBJECTIVES:

1. Remove and replace 4,000 square yards of defective concrete pavement annually.
2. Remove and replace 8,500 square yards of defective asphalt pavement annually.
3. Continue using the pavement management program to improve the overall condition rating of the street system.

GOAL: Reduce future maintenance costs and extend the life of existing pavement through an aggressive preventative maintenance program.

PERFORMANCE OBJECTIVES:

1. Seal cracks on 20 miles of pavement, which represents 5% of streets not sealed in the last five years.

GOAL: Provide safe movement of traffic during inclement weather through an effective snow and ice removal program.

PERFORMANCE OBJECTIVES:

1. During the course of any storm, keep arterial streets safe for travel with proper anti-icing techniques, material application and plowing.
2. Open all residential streets within four hours of the end of a winter storm event and clear all roadways and streets from curb to curb within 12 hours.

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

GOAL: Maintain the equipment and vehicle fleet to maximize operational effectiveness and useful life.

PERFORMANCE OBJECTIVES:

1. Maintain all vehicles and equipment so operational readiness exceeds 95%.
2. Perform preventative maintenance on all vehicles and equipment to prevent failures and extend life.

GOAL: Improve safety and appearance of City rights-of-way.

PERFORMANCE OBJECTIVES:

1. Mow all rural ditches once per month from May to September.
2. Control weeds within the rights-of-way through a spring and fall treatment and removal.

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Paved lane miles maintained	409	410	414	417	420
Unpaved lane miles maintained	1	3	1	1	1
Square yards of concrete replaced	2,080	2,638	3,580	3,700	4,000
Asphalt streets repaired (tons)	3,180	2,609	2,188	2,100	2,050
Miles of streets crack sealed	7	12	7	10	20
Days with snow and ice control activities	18	21	41	36	30
Inches of snowfall	24.9	39.3	59	44	40
<u>Efficiency Measures</u>					
Rehabilitation expenditures per paved lane mile	\$4,383	\$2,401	\$2,702	\$3,700	\$3,200
Median for CPM cities < 100K	\$2,580	\$2,466	\$2,613		
Snow and ice control expenditures per lane mile	\$420	\$593	\$921	\$720	\$650
Snow and ice control expenditures per capita	\$4.78	\$6.82	\$10.64	\$8.68	\$7.60
Median for CPM cities < 100K	\$5.21	\$5.34	\$4.58		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating					
For street maintenance	91%	N/A	N/A	N/A	92%
For snow and ice control	96%	N/A	N/A	N/A	95%
Percent of lane miles that are assessed in satisfactory or better condition	N/A	N/A	N/A	N/A	80%
Median for CPM cities < 100K	85.2%	85.9%	90.1%		
Overall pavement condition index	73	72	72	72	72
<u>CIPA Measures</u>					
Surveyed residents who are satisfied with the City's efforts to inform them of delays or detours	94%	N/A	N/A	N/A	95%
Surveyed residents who are satisfied with the growth of the street network to keep pace with development	91%	N/A	N/A	N/A	90%

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 774,894	\$ 763,062	\$ 763,841	\$ 754,960	\$ (8,102)	\$ 728,643
02	Overtime	75,138	35,000	33,000	40,000	5,000	42,500
03	Part-time	14,613	17,800	16,000	17,000	(800)	17,500
04	Witness fees	-	-	-	-	-	-
06	FICA	65,119	62,413	61,695	62,115	(298)	60,331
07	Retirement - IPERS	54,916	58,806	54,324	60,891	2,085	61,421
08	Pension	-	-	-	-	-	-
09	Group insurance	207,456	213,683	213,683	224,367	10,684	235,585
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 1,192,136	\$ 1,150,764	\$ 1,142,543	\$ 1,159,333	\$ 8,569	\$ 1,145,980
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 182	\$ -	\$ 492	\$ -	\$ -	\$ -
23	Professional services	-	-	950	-	-	24,189
24	Contributions to other agencies	14,800	-	-	39,189	39,189	24,189
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	10,104	11,650	11,650	11,650	-	11,650
35	Printing and copying	5	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	12,268	8,000	13,000	13,000	5,000	13,500
46	Training and development	1,243	1,000	1,000	1,000	-	1,000
48	Utility service	31,317	26,250	27,000	28,350	2,100	29,750
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	389,219	350,050	435,440	482,550	132,500	490,000
54	Minor equipment	2,344	2,000	2,000	3,600	1,600	4,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	46,617	37,000	60,000	45,000	8,000	47,000
57	Vehicle operation supplies	104,111	90,200	84,000	96,600	6,400	111,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	10,795	10,000	11,000	11,000	1,000	11,500
60	Safety and medical supplies	3,346	3,000	3,000	3,500	500	3,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 626,351	\$ 539,150	\$ 649,532	\$ 735,439	\$ 196,289	\$ 771,278
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 2,500	\$ 3,055	\$ -	\$ (2,500)	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	262,213	271,586	271,586	273,382	1,796	290,235
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	9,950	21,000	20,590	-	(21,000)	25,000
76	Property improvements	430,953	335,000	239,666	232,800	(102,200)	241,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 703,116	\$ 630,086	\$ 534,897	\$ 506,182	\$ (123,904)	\$ 561,235
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		\$ 2,521,603	\$ 2,320,000	\$ 2,326,972	\$ 2,400,954	\$ 80,954	\$ 2,478,493

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanics (2), Heavy Equipment Operators (2), Light Equipment Operators (3), ½ Light Equipment Operator – Other ½ in Street Cleaning, Laborers (7), ½ Laborer – other ½ in Storm Sewer, performance bonus	\$ 754,960
02	Overtime	\$ 40,000
03	Seasonal personnel (4) – 14 weeks	\$ 17,000
06	FICA	\$ 62,115
07	IPERS	\$ 60,891
09	Group insurance	\$ 224,367
24	Pavement condition inventory	\$ 15,000
	Salt storage lease payment to Metro Waste Authority	\$ 24,189
32	Uniforms, shop towels, coats, floor mats	\$ 11,650
41	Radio maintenance and installs	\$ 2,000
	Contract repairs or major component replacement	\$ 11,000
46	Seminars or special training	\$ 1,000
48	Water, electric and gas	\$ 28,350
51	Concrete (900 c.y.)	\$ 73,800
	Asphalt (1,900 tons)	\$ 137,750
	Crack sealing materials	\$ 25,000
	Various construction materials (dowels, epoxy, tack, snow fence, etc.)	\$ 17,500
	Aggregates	\$ 10,000
	Equipment rentals	\$ 5,000
	Brush grinding services	\$ 5,000
	Salt (2,500 tons)	\$ 172,500
	Calcium for snow and ice removal and dust control (20,000 gal.)	\$ 16,000
	Snow plow blades	\$ 15,000
	Construction signs	\$ 3,000
	Miscellaneous materials	\$ 2,000
54	Miscellaneous shop tools	\$ 2,000
	Power inverter for bucket truck	\$ 1,000
	Water tank and pump for pavement cutting	\$ 600
56	Tires, batteries and wear items	\$ 7,000
	Maintenance parts	\$ 38,000
57	Fuel	\$ 88,600
	Oil, hydraulic fluid, coolant, grease	\$ 8,000
59	Shop supplies	\$ 6,600
	Towing	\$ 1,000
	Cylinder rental and propane	\$ 3,000

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Object	Description	Amount
	Parts washer service agreement	\$ 400
60	First aid supplies and fire extinguishers	\$ 2,500
	Safety equipment	\$ 500
	Gloves and related safety items	\$ 500
73	Equipment Replacement Fund contribution	\$ 273,382
76	156 th Street Resurfacing (Meredith Dr. to Waterford Rd.)	\$ 232,800



FUNCTION: Public Works
ACTIVITY: Street Lighting

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

STREET LIGHTING

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	449,493	450,600	490,000	520,000
Capital outlay	-	-	-	-
Total expenditures	\$ 449,493	\$ 450,600	\$ 490,000	\$ 520,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	432,594	457,993	494,491	527,925
Total revenue	\$ 432,594	\$ 457,993	\$ 494,491	\$ 527,925
Net amount supported by property taxes	\$ (16,899)	\$ 7,393	\$ 4,491	\$ 7,925

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$69,400 in utilities reflects newly constructed street lights being in service as a result of arterial street reconstruction.

FUTURE BUDGET CONSIDERATIONS:

- ❖ MidAmerican Energy has indicated that electric rates will remain stable for at least the next two fiscal years.

FUNCTION: Public Works
ACTIVITY: Street Lighting

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To enhance public safety through the management of an effective street lighting system.

PERFORMANCE OBJECTIVES:

1. Evaluate requests for street lighting to ensure compliance with applicable standards and specifications and City plans and policies.
2. Annually inspect a portion of the street light system to ensure that the inventory is current and accurate.
3. Promptly forward street lighting repair requests to MidAmerican Energy.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Percentage of street lights inventoried	100%	100%	100%	100%	100%
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	95%	N/A	N/A	N/A	95%

PUBLIC WORKS	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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230 STREET LIGHTING

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
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.	2,598	2,000	2,000	2,000	2,000
41	Vehicle and equipment maint.	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	446,895	448,600	488,000	518,000	548,000
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		\$ 449,493	\$ 450,600	\$ 490,000	\$ 520,000	\$ 550,000
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	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-
STREET LIGHTING		\$ 449,493	\$ 450,600	\$ 490,000	\$ 520,000	\$ 550,000

FUNCTION: Public Works
ACTIVITY: Street Lighting

Activity Notes

Object	Description	Amount
40	Street light maintenance	\$ 2,000
48	Energy cost for existing street light system	\$ 518,000

FUNCTION: Public Works
ACTIVITY: Traffic Safety

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

TRAFFIC SAFETY

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	59,132	62,019	61,427	65,283
Contractual & supply service	62,349	62,820	67,000	66,400
Capital outlay	-	7,000	7,000	-
Total expenditures	\$ 121,481	\$ 131,839	\$ 135,427	\$ 131,683
Fees	-	-	-	-
Grants	-	-	-	-
Other	116,914	134,002	136,668	133,690
Total revenue	\$ 116,914	\$ 134,002	\$ 136,668	\$ 133,690
<i>Net amount supported by property taxes</i>	<i>\$ (4,567)</i>	<i>\$ 2,163</i>	<i>\$ 1,241</i>	<i>\$ 2,007</i>

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$3,300 in full-time salary and benefit costs, which reflects normal increases for existing staff.
- ↑ An increase of \$2,700 in energy costs due to the installation of seven new traffic signals.
- ↓ A decrease of \$7,000 in property improvements, which reflects the completion of a pavement marking project on 86th Street in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The locating of interconnect fiber has introduced a new expense to the budget. The Department of Engineering and Public Works will research money saving alternatives to lower the cost of the activity.
- ❖ As the number of traffic signals and complexity of the system increases, it may become more cost effective and improve operation of the system if full-time staff were hired to specialize in signal maintenance versus utilizing a contractor.

FUNCTION: Public Works
ACTIVITY: Traffic Safety

GOALS AND PERFORMANCE OBJECTIVES

GOAL: Provide motorists in the City of Urbandale with clearly marked pavement lines.

PERFORMANCE OBJECTIVES:

1. Paint all lane lines clearly and accurately in the spring within ten working days when pavement and air temperatures allow.
2. Paint all lane lines clearly and accurately in the fall.
3. Paint all intersections clearly and accurately between July 1 and August 15.

GOAL: Provide a safe street system based on properly maintained traffic control devices.

PERFORMANCE OBJECTIVES:

1. In the event signs are damaged, replace all essential signs within two hours of notification and other regulatory signs within three days.
2. Replace at least 300 substandard signs.
3. Periodically inspect all signals and interconnects and cooperate with private contractor to assure all are performing optimally.
4. Now that the LED project is complete, monitor savings and life cycle costs.
5. Continue upgrading traffic control devices to new state and federal standards.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Number of times lane lines painted	2	2	1.6	2	2
Number of times other markings painted	1	1	1	1	1
Hours spent on street painting	1,517	1,711	1,363	1,600	1,600
Signs erected, replaced and repaired	778	821	631	700	800
Hours spent on sign maintenance	1,476	1,593	1,263	1,400	1,400
<u>Efficiency Measures</u>					
Staff hours per sign	1.90	1.94	2.38	2.00	1.75
Staff hour per gallon of paint	0.92	1.11	1.10	1.00	1.00
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	88%	N/A	N/A	N/A	95%

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	\$ 41,434	\$ 42,874	\$ 42,874	\$ 45,249	\$ 2,375	\$ 47,268
02	Overtime	-	-	-	-	-	-
03	Part-time	4,021	4,450	3,900	4,450	-	4,500
04	Witness fees	-	-	-	-	-	-
06	FICA	3,477	3,620	3,578	3,802	182	3,960
07	Retirement - IPERS	2,507	3,151	3,151	3,462	311	3,758
08	Pension	-	-	-	-	-	-
09	Group insurance	7,693	7,924	7,924	8,320	396	8,736
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 59,132	\$ 62,019	\$ 61,427	\$ 65,283	\$ 3,264	\$ 68,222
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	19,885	13,200	15,000	13,100	(100)	14,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	16,429	14,620	15,000	17,300	2,680	18,150
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	25,258	34,000	34,000	35,000	1,000	36,500
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	670	1,000	3,000	1,000	-	1,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	107	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 62,349	\$ 62,820	\$ 67,000	\$ 66,400	\$ 3,580	\$ 69,650
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	7,000	7,000	-	(7,000)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ 7,000	\$ 7,000	\$ -	\$ (7,000)	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
TRAFFIC SAFETY		\$ 121,481	\$ 131,839	\$ 135,427	\$ 131,683	\$ (156)	\$ 137,872

FUNCTION: Public Works
ACTIVITY: Traffic Safety

Activity Notes

Object	Description	Amount
01	Light Equipment Operator	\$ 45,249
03	Seasonal personnel (1) – 14 weeks	\$ 4,450
06	FICA	\$ 3,802
07	IPERS	\$ 3,462
09	Group insurance	\$ 8,320
40	Signal maintenance contract (39 signals 100%, 12 signals 50%)	\$ 12,600
	City of Clive - Hickman Road signal maintenance	\$ 500
48	Traffic signal electrical service (43 signals @ 100%, 12 signals @ 50%)	\$ 17,300
51	Signs	\$ 14,000
	Posts, brackets, miscellaneous hardware	\$ 7,000
	Street painting materials	\$ 14,000
56	Paint machine maintenance	\$ 1,000

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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	418,887	467,426	477,531	488,961
Contractual & supply service	25,315	45,300	38,482	47,550
Capital outlay	25,659	13,316	12,616	16,465
Total expenditures	\$ 469,861	\$ 526,042	\$ 528,629	\$ 552,976
Fees	94,824	95,000	55,000	55,000
Grants	-	-	-	-
Other	32,385	30,822	34,764	33,845
Total revenue	\$ 127,209	\$ 125,822	\$ 89,764	\$ 88,845
Net amount supported by property taxes	\$ 342,652	\$ 400,220	\$ 438,865	\$ 464,131

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$21,500 in full-time salary and benefit costs, resulting from normal increases for existing staff.
- ↑ An increase of \$4,000 in dues, which reflects the reclassification of compliance fees for Storm Water Phase II regulations. These fees were previously budgeted for in professional services.
- ↑ An increase of \$3,000 in equipment for the purchase of a traffic signal cable locator as part of the Iowa One-Call system.

FUTURE BUDGET CONSIDERATIONS:

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

FUNCTION: Public Works
ACTIVITY: Engineering Services

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To provide a sound public utility and street system through appropriate engineering review and inspection of all public improvement projects.

PERFORMANCE OBJECTIVES:

1. Prepare plans and specifications, identify funding sources, and estimate construction timeframes for the City's Capital Improvements Program.
2. Review all rezonings, platting, public improvement projects, and site plans to ensure that proposed projects conform to applicable standards and specifications.
3. Develop and implement inventories and maintenance schedules for the City's infrastructure assets.
4. Provide leadership and expertise to other City departments in the implementation of the geographic information system technologies.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Percentage of paved streets inspected	100%	0%	100%	0%	100%
Subdivision plans reviewed and inspected	20	14	5	3	5
Site plans reviewed and inspected	26	26	29	25	20
Residential sidewalk inspections	1,545	2,805	2,940	3,812	3,041
Utility locates	11,187	9,565	8,884	8,000	9,000
Traffic counts and intersection analyses	23	20	14	15	20

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 267,614	\$ 292,257	\$ 292,509	\$ 307,411	\$ 15,154	\$ 322,159
02	Overtime	32,178	40,000	50,000	40,000	-	40,000
03	Part-time	15,803	22,500	21,000	22,500	-	22,500
04	Witness fees	-	-	-	-	-	-
06	FICA	23,787	27,139	27,808	28,298	1,159	29,426
07	Retirement - IPERS	18,137	22,527	23,083	24,599	2,072	26,734
08	Pension	-	-	-	-	-	-
09	Group insurance	61,168	63,003	63,003	66,153	3,150	69,461
11	Allowance	200	-	128	-	-	-
Sub-Total		\$ 418,887	\$ 467,426	\$ 477,531	\$ 488,961	\$ 21,535	\$ 510,280
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 105	\$ 100	\$ 100	\$ 100	\$ -	\$ 100
23	Professional services	5,865	22,500	11,000	18,500	(4,000)	18,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	6	-	-	-	-	-
28	Dues and memberships	3,780	-	4,000	4,000	4,000	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,478	2,500	2,500	2,500	-	2,550
35	Printing and copying	15	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	750	500	750	-	750
46	Training and development	834	2,500	2,707	2,700	200	2,700
48	Utility service	1,318	2,000	3,000	2,550	550	2,800
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	522	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	231	1,000	1,000	1,000	-	1,000
57	Vehicle operation supplies	8,309	11,550	11,550	13,250	1,700	15,200
58	Office supplies	-	500	250	300	(200)	500
59	Operating supplies	1,792	1,800	1,800	1,800	-	1,800
60	Safety and medical supplies	60	100	75	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 25,315	\$ 45,300	\$ 38,482	\$ 47,550	\$ 2,250	\$ 50,000
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 700	\$ -	\$ 3,750	\$ 3,050	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	21,109	12,616	12,616	12,715	99	12,716
74	Office equipment	4,550	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 25,659	\$ 13,316	\$ 12,616	\$ 16,465	\$ 3,149	\$ 12,716
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 469,861	\$ 526,042	\$ 528,629	\$ 552,976	\$ 26,934	\$ 572,996

FUNCTION: Public Works
ACTIVITY: Engineering Services

Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (3), Engineering Drafting Technician (2), performance bonus	\$ 307,411
02	Overtime	\$ 40,000
03	Part-time	\$ 22,500
06	FICA	\$ 28,298
07	IPERS	\$ 24,599
09	Group insurance	\$ 66,153
21	Advertising	\$ 100
23	Engineering studies/grant preparation	\$ 5,000
	Sylvan Ridge well monitoring	\$ 5,000
	Update of design standards	\$ 2,500
	Fiber optic work and supplies	\$ 5,000
	Traffic signal annual maintenance	\$ 1,000
28	Storm Water Phase II Regulations	\$ 4,000
32	Uniforms (5)	\$ 2,500
41	Emergency vehicle repairs	\$ 750
46	Software training	\$ 2,700
48	Inspector cell phones (5)	\$ 2,550
56	Vehicle maintenance and repair parts - batteries, tires, etc.	\$ 1,000
57	Gasoline and oil	\$ 13,250
58	Toner for fax and copiers	\$ 300
59	Drafting supplies	\$ 600
	Field supplies (paint lath, flagging, etc.)	\$ 1,200
60	First aid supplies	\$ 100
71	Advanced cable locator	\$ 3,750
73	Equipment Replacement Fund contribution	\$ 12,715

FUNCTION: Public Works
ACTIVITY: Street Cleaning

OVERVIEW: This activity contributes to a safe and attractive street system through periodic sweeping of all curb lanes.

STREET CLEANING

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	88,884	92,492	92,492	96,284
Contractual & supply service	14,694	14,710	14,810	16,250
Capital outlay	-	-	-	-
Total expenditures	\$ 103,578	\$ 107,202	\$ 107,302	\$ 112,534
Fees	-	-	-	-
Grants	-	-	-	-
Other	99,684	108,961	108,285	114,249
Total revenue	\$ 99,684	\$ 108,961	\$ 108,285	\$ 114,249
Net amount supported by property taxes	\$ (3,894)	\$ 1,759	\$ 983	\$ 1,715

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$3,800 in full-time salary and benefit costs, which reflects normal increases for existing staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Street Cleaning program can be funded by a Stormwater Utility, which the City is planning to implement in fiscal year 2010-2011. This implementation will result in Road Use tax revenues being freed up for street maintenance activities.
- ❖ Stormwater regulations will continue to be more stringent, which will put an emphasis on the street cleaning program. This additional level of regulation will likely result in additional costs for this program.

FUNCTION: Public Works
ACTIVITY: Street Cleaning

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To provide a safe and attractive street system based on an effective street cleaning program.

PERFORMANCE OBJECTIVES:

1. Sweep arterial streets on a monthly basis (weather dependent) and residential streets twice in the summer and once in the spring and fall.
2. With the assistance of contractors, improve efforts in keeping areas under construction clean and swept.
3. Comply with Phase II Stormwater Regulations.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Number of lane miles swept	1,568	1,864	2,054	2,150	2,200
<u>Efficiency Measures</u>					
Street sweeping expenditures					
Per linear mile swept	\$48.49	\$45.20	\$47.23	\$44.00	\$44.00
<i>Mean for CPM cities <100K</i>	\$26.53	\$36.42	\$35.63		
Per capita *	\$4.78	\$2.35	\$2.70	\$2.63	\$2.70
<i>Mean for CPM cities <100K</i>	\$3.14	\$2.64	\$3.15		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	91%	N/A	N/A	N/A	95%
<i>Mean for CPM cities <100K</i>	85%	86%	93%		

* 2005 special census data used starting in FY2006/07

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
270 STREET CLEANING							
PERSONAL SERVICES							
01	Salaries	\$ 64,485	\$ 66,720	\$ 66,720	\$ 69,151	\$ 2,431	\$ 71,536
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,820	5,104	5,104	5,290	186	5,473
07	Retirement - IPERS	4,274	4,904	4,904	5,290	386	5,687
08	Pension	-	-	-	-	-	-
09	Group insurance	15,305	15,764	15,764	16,553	789	17,380
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 88,884	\$ 92,492	\$ 92,492	\$ 96,284	\$ 3,792	\$ 100,076
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	500	100	500	-	500
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	3,926	5,300	5,800	5,500	200	6,000
57	Vehicle operation supplies	10,768	8,910	8,910	10,250	1,340	11,750
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 14,694	\$ 14,710	\$ 14,810	\$ 16,250	\$ 1,540	\$ 18,250
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
STREET CLEANING		\$ 103,578	\$ 107,202	\$ 107,302	\$ 112,534	\$ 5,332	\$ 118,326

FUNCTION: Public Works
ACTIVITY: Street Cleaning

Activity Notes

Object	Description	Amount
01	Light Equipment Operator, ½ Light Equipment Operator – other ½ in Roadway Maintenance	\$ 69,151
06	FICA	\$ 5,290
07	IPERS	\$ 5,290
09	Group insurance	\$ 16,553
41	Contract repairs or major component replacement	\$ 500
56	Brooms	\$ 4,000
	Vehicle maintenance supplies	\$ 1,500
57	Fuel	\$ 9,800
	Oil, hydraulic fluid, coolant, grease	\$ 450

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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	379,319	469,504	491,281	517,475
Contractual & supply service	868,613	944,503	927,120	977,686
Capital outlay	192,151	241,666	234,778	230,198
Total expenditures	\$ 1,440,083	\$ 1,655,673	\$ 1,653,179	\$ 1,725,359
Fees	1,059,932	1,390,850	1,386,710	1,718,280
Grants	94,541	-	120,000	97,000
Other	102,847	101,009	112,717	109,602
Total revenue	\$ 1,257,320	\$ 1,491,859	\$ 1,619,427	\$ 1,924,882
<i>Net amount supported by property taxes</i>	\$ 182,763	\$ 163,814	\$ 33,752	\$ (199,523)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$48,000 in full-time salary and benefit costs, which reflects the shifting of yard waste employees from the Roadway Maintenance budget and normal increases for existing staff.
- ↑ An increase of \$19,100 in vehicle operating supplies, which reflects an anticipated increase in fuel costs.
- ↑ An increase in revenues of \$323,000 due to a \$2 per month increase in solid waste collection fees.

FUTURE BUDGET CONSIDERATIONS:

- ❖ A fee increase of \$2.00 per month in FY2009/10 and a proposed \$1.00 per month increase in FY2011/12. Revenues are estimated at \$1,493,000 in FY2009/10 and \$1,679,000 in FY 2011/12.
- ❖ The Curb It! recycling program reimbursement is an estimated \$97,000 in FY2009/10. However, the market for recycled material is currently down and adjustments to that figure in future years is possible.
- ❖ Growth has slowed considerably and it is anticipated that the current staffing and equipment levels should remain stable for the next ten years.
- ❖ In the next two to four years, the inventory of solid waste containers purchased when automated collection was implemented in 2000 will approach the end of their life.

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

GOALS AND PERFORMANCE OBJECTIVES

Goal: To provide residents with a cost-efficient and reliable solid waste program with an emphasis on customer service.

PERFORMANCE OBJECTIVES:

1. Analyze route efficiency to optimize collection in an effort to provide the most cost-effective service.
2. Emphasize customer service and education in an effort to increase recycling and divert yard waste from the landfill.
3. Respond to all work requests as scheduled, or within one-half day of the request if immediate attention is required.
4. Plan for future growth of the City and the impact that growth may have on service levels.

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

PERFORMANCE MEASURES

	05-06 Actual	06-07 Actual	07-08 Actual	08-09 Estimate	09-10 Target
<u>Workload Measures</u>					
Number of households	11,450	11,950	12,290	12,500	12,850
Tons of refuse collected	10,307	11,248	11,232	11,456	11,860
Tons of refuse per household	0.90	0.94	0.91	0.92	0.92
<i>Median for CPM cities < 100K</i>	1.11	1.12	1.08		
Tons of recycling collected	2,814	2,968	3,126	3,250	4,000
Tons of recycling per household	0.25	0.25	0.25	0.26	0.31
<i>Median for CPM cities < 100K</i>	0.19	0.24	0.24		
Recycling tonnage as a percentage of total refuse and recycling tonnage	21%	21%	22%	22%	25%
<i>Median for CPM cities < 100K</i>	15%	16%	12%		
Tons of yard waste collected	2,120	2,463	2,325	2,450	2,500
Tons of yard waste per household	0.19	0.21	0.19	0.20	0.19
Bulk item/log and limb collections	627	865	910	930	950
<u>Efficiency Measures</u>					
Route efficiency (homes/hour for solid waste)	130	125	140	140	150
Route efficiency (homes/hour for yard waste)	205	210	220	220	220
Operating and maintenance expenditures:					
For refuse collection per ton	\$30.41	\$30.45	\$31.74	\$33.00	\$33.00
<i>Median for CPM cities < 100K</i>	\$44.11	\$51.82	\$52.06		
For refuse collection per account	\$27.37	\$28.67	\$29.01	\$31.00	\$31.00
<i>Median for CPM cities < 100K</i>	\$72.73	\$85.71	\$79.83		
For refuse collection & disposal per account	\$56.54	\$56.54	\$60.75	\$64.00	\$64.00
<i>Median for CPM cities < 100K</i>	\$131.19	\$112.39	\$101.72		
For recycling services per account	\$26.20	\$28.86	\$29.74	\$30.96	\$29.76
<i>Median for CPM cities < 100K</i>	\$26.32	\$24.83	\$23.72		
<u>Outcome Measures</u>					
Citizen survey satisfaction ratings for:					
Refuse collection	98%	N/A	N/A	N/A	95%
Recycling services	88%	N/A	N/A	N/A	95%
Yard waste collection	91%	N/A	N/A	N/A	95%
<u>CIPA Measures</u>					
Surveyed residents who said solid waste collection is timely and reliable	98%	N/A	N/A	N/A	95%
Surveyed residents who said the City keeps them informed of changes in the collection schedule	90%	N/A	N/A	N/A	95%

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
290 SOLID WASTE COLLECTION							
PERSONAL SERVICES							
01	Salaries	\$ 254,641	\$ 327,246	\$ 348,764	\$ 364,560	\$ 37,314	\$ 431,359
02	Overtime	10,271	13,000	10,400	13,000	-	13,500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	19,981	26,029	27,476	28,883	2,854	34,032
07	Retirement - IPERS	17,744	24,246	25,658	28,100	3,854	34,555
08	Pension	-	-	-	-	-	-
09	Group insurance	76,682	78,983	78,983	82,932	3,949	87,078
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 379,319	\$ 469,504	\$ 491,281	\$ 517,475	\$ 47,971	\$ 600,524
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 200	\$ 200	\$ 200	\$ -	\$ 200
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	735,872	799,548	779,028	803,936	4,388	854,000
27	Data processing	1,153	3,655	3,655	4,000	345	4,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,967	3,000	4,000	4,200	1,200	4,400
35	Printing and copying	2,713	800	800	1,200	400	800
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	6,870	5,800	7,000	7,250	1,450	7,500
46	Training and development	40	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	35	-	237	-	-	-
54	Minor equipment	60	-	-	1,000	1,000	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	14,930	28,000	24,000	30,000	2,000	34,000
57	Vehicle operation supplies	98,551	99,000	102,700	118,100	19,100	135,800
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	4,188	4,000	5,000	7,300	3,300	7,500
60	Safety and medical supplies	234	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 868,613	\$ 944,503	\$ 927,120	\$ 977,686	\$ 33,183	\$ 1,049,700
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 2,500	\$ 2,056	\$ -	\$ (2,500)	\$ -
72	Furniture and fixtures	57,185	49,500	43,056	44,000	(5,500)	50,000
73	Equipment replacement fund	134,966	189,666	189,666	186,198	(3,468)	186,186
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 192,151	\$ 241,666	\$ 234,778	\$ 230,198	\$ (11,468)	\$ 236,186
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SOLID WASTE COLLECTION		\$ 1,440,083	\$ 1,655,673	\$ 1,653,179	\$ 1,725,359	\$ 69,686	\$ 1,886,410

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Waste Collection Operators (6)	\$ 364,560
02	Overtime	\$ 13,000
06	FICA	\$ 28,883
07	IPERS	\$ 28,100
09	Group insurance	\$ 82,932
21	Informational advertisements and brochures	\$ 200
24	Landfill and transfer station charges	\$ 379,520
	Curb It! Recycling program	\$ 382,416
	Appliance disposal	\$ 4,000
	Bulk item collection (annual)	\$ 38,000
27	AVL operation fees	\$ 4,000
32	Uniform allowance for employees (6)	\$ 4,200
35	Spring clean-up mailing and solid waste brochures	\$ 1,200
41	Contracted repairs	\$ 7,250
54	Miscellaneous tools	\$ 1,000
56	Wear items (tires, batteries, etc.)	\$ 9,000
	Repair parts for eight vehicles	\$ 21,000
57	Fuel	\$ 113,100
	Oil, hydraulic fluid, coolant, grease	\$ 5,000
59	Miscellaneous supplies	\$ 500
	Vehicle washing	\$ 6,000
	Towing	\$ 800
60	Safety equipment	\$ 500
72	Solid waste containers	\$ 44,000
73	Equipment Replacement Fund contribution	\$ 186,198



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.

SANITARY SEWERS

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	157,708	162,950	161,811	169,455
Contractual & supply service	34,641	51,130	51,850	50,425
Capital outlay	97,110	106,348	106,268	106,748
Total expenditures	\$ 289,459	\$ 320,428	\$ 319,929	\$ 326,628
Fees	-	-	-	-
Grants	-	-	-	-
Other	268,863	380,875	376,839	379,892
Total revenue	\$ 268,863	\$ 380,875	\$ 376,839	\$ 379,892
<i>Net amount supported by property taxes</i>	\$ 20,596	\$ (60,447)	\$ (56,910)	\$ (53,264)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$6,500 in full-time salary and benefit costs, which reflects normal increases for existing staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The overall condition of the sanitary sewer collection system has improved significantly over the last ten years due to aggressive funding by both Sewer Districts. Therefore, the Property Improvement budget is expected to remain stable or even decrease in subsequent years.
- ❖ 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.

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the condition of the collection system through cleaning, structure maintenance and rehabilitation.

PERFORMANCE OBJECTIVES:

1. Routinely clean at least 350,000 linear feet of sanitary sewer line. This would enable the City of Urbandale to clean each line every 3.0 years.
2. Isolate problem areas and televise 20,000 feet of sanitary sewer line. Using the results, develop a maintenance program that utilizes lining, excavation repairs or other rehabilitation methods.
3. Inspect 200 sanitary manholes and develop a maintenance plan to maintain structural integrity and eliminate infiltration.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Linear feet of lines maintained	910,000	950,000	960,000	985,000	1,000,000
Linear feet of lines cleaned	275,170	296,846	213,967	360,000	350,000
Number of structures repaired	65	57	34	60	60
<u>Efficiency Measures</u>					
Linear feet cleaned per FTE	319,751	347,658	378,445	380,000	380,000
Structures repaired per FTE	179	141	144	150	150
<u>Outcome Measures</u>					
Average years between cleaning	3.31	3.23	4.49	2.74	2.86
Sanitary sewer backups	2	5	3	6	6
Citizen survey satisfaction rating for this activity	88%	N/A	N/A	N/A	95%

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

PUBLIC WORKS	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

291 SANITARY SEWERS

PERSONAL SERVICES

01	Salaries	\$ 97,980	\$ 101,539	\$ 101,540	\$ 105,023	\$ 3,484	\$ 109,136
02	Overtime	5,664	4,000	3,000	4,000	-	4,500
03	Part-time	8,483	8,900	8,900	9,400	500	9,700
04	Witness fees	-	-	-	-	-	-
06	FICA	8,493	8,755	8,678	9,059	304	9,435
07	Retirement - IPERS	6,530	8,282	8,219	8,925	643	9,663
08	Pension	-	-	-	-	-	-
09	Group insurance	30,558	31,474	31,474	33,048	1,574	34,700
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 157,708	\$ 162,950	\$ 161,811	\$ 169,455	\$ 6,505	\$ 177,134

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	13,201	16,500	13,200	16,500	-	16,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	896	1,100	1,100	1,100	-	1,100
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	6,952	4,500	7,000	3,000	(1,500)	3,000
46	Training and development	160	400	400	400	-	400
48	Utility service	1,324	2,230	1,500	1,575	(655)	1,650
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,934	10,000	10,000	10,000	-	10,000
54	Minor equipment	-	1,000	500	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	969	5,000	7,750	5,000	-	5,000
57	Vehicle operation supplies	7,454	9,900	9,900	11,350	1,450	13,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	116	-	-	-	-	-
60	Safety and medical supplies	635	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 34,641	\$ 51,130	\$ 51,850	\$ 50,425	\$ (705)	\$ 52,150

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	7,473	6,348	6,348	6,748	400	6,752
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	89,637	100,000	99,920	100,000	-	100,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 97,110	\$ 106,348	\$ 106,268	\$ 106,748	\$ 400	\$ 106,752

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

SANITARY SEWERS		\$ 289,459	\$ 320,428	\$ 319,929	\$ 326,628	\$ 6,200	\$ 336,036
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FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 105,023
02	Overtime	\$ 4,000
03	Seasonal Laborers (2)	\$ 9,400
06	FICA	\$ 9,059
07	IPERS	\$ 8,925
09	Group insurance	\$ 33,048
23	Television survey of sanitary sewer lines	\$ 15,000
	Mowing	\$ 1,500
32	Uniform allowance	\$ 1,100
41	Merle Hay Road lift station repairs	\$ 2,000
	Outside contractor	\$ 1,000
46	Waste water technical training	\$ 400
48	Electric service, telephone	\$ 1,575
51	Castings, adjusting rings, concrete	\$ 10,000
54	Tools	\$ 1,000
56	Maintenance items for four vehicles	\$ 1,000
	Jet machine replacement parts	\$ 4,000
57	Fuel	\$ 10,550
	Oil, hydraulic fluid, coolant, grease	\$ 800
60	Safety equipment	\$ 500
73	Equipment Replacement Fund contribution	\$ 6,748
76	Sewer line spot repairs	\$ 10,000
	Sewer lining program	\$ 70,000
	Manhole rehabilitation program	\$ 20,000

FUNCTION: Public Works
ACTIVITY: Storm Sewers

OVERVIEW: This activity provides for the maintenance of street drainage and storm sewer structures, and the creek system within the City.

STORM SEWERS

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	31,248	32,577	32,577	31,919
Contractual & supply service	20,736	54,700	58,362	58,000
Capital outlay	-	-	-	-
Total expenditures	\$ 51,984	\$ 87,277	\$ 90,939	\$ 89,919
Fees	-	-	-	-
Grants	-	-	-	-
Other	3,583	5,114	5,980	5,504
Total revenue	\$ 3,583	\$ 5,114	\$ 5,980	\$ 5,504
<i>Net amount supported by property taxes</i>	\$ 48,401	\$ 82,163	\$ 84,959	\$ 84,415

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from the current budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Storm Sewer budget can be funded by a Stormwater Utility, which the City is planning to implement in fiscal year 2010-2011. This implementation will result in General Fund revenues being freed up for other activities.
- ❖ Compliance with Phase II Stormwater Regulations may require additional staffing and resources to be allocated to this activity in the future.

FUNCTION: Public Works
ACTIVITY: Storm Sewers

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To protect the City's infrastructure investment and to protect private property by providing an efficient, well-maintained system for the removal of storm water runoff.

PERFORMANCE OBJECTIVES:

1. Maintain the infrastructure and natural drainage ways of the storm sewer system to effectively remove storm water runoff.
2. Design and implement appropriate inventory, evaluation, and repair prioritization programs to ensure that storm sewer infrastructure is properly maintained.
3. Extend the useful life of the storm sewer infrastructure through effective preventive maintenance procedures.
4. Ensure that the storm sewer system capacity is appropriate by conducting periodic engineering reviews of the system.

GOAL: To protect the public health and the environment by providing an efficient, well-maintained system for the removal of storm water runoff.

PERFORMANCE OBJECTIVES:

1. Monitor and comply with storm water regulations related to the National Pollutant Discharge Elimination System (NPDES) Phase II.
2. Maintain the storm sewer system to minimize flooding, ponding, or dangerous conditions.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Percentage of structures inspected	25%	25%	25%	25%	25%
Storm sewer repairs	77	25	31	30	30
<u>Efficiency Measures</u>					
Hours per storm sewer repair	17.2	37.7	12.9	15	15
<u>Outcome Measures</u>					
NPDES violations	0	0	0	0	0
Citizen survey satisfaction rating for this activity	83%	N/A	N/A	N/A	95%

PUBLIC WORKS		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
292 STORM SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 20,717	\$ 21,437	\$ 21,437	\$ 20,467	\$ (970)	\$ 21,786
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	1,585	1,640	1,640	1,566	(74)	1,667
07	Retirement - IPERS	1,253	1,576	1,576	1,566	(10)	1,732
08	Pension	-	-	-	-	-	-
09	Group insurance	7,693	7,924	7,924	8,320	396	8,736
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 31,248	\$ 32,577	\$ 32,577	\$ 31,919	\$ (658)	\$ 33,921
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	1,334	1,200	1,000	1,000	(200)	1,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	18,026	50,000	50,000	50,000	-	50,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	720	3,500	6,000	7,000	3,500	7,000
54	Minor equipment	332	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	324	-	12	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	1,350	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 20,736	\$ 54,700	\$ 58,362	\$ 58,000	\$ 3,300	\$ 58,000
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
STORM SEWERS		\$ 51,984	\$ 87,277	\$ 90,939	\$ 89,919	\$ 2,642	\$ 91,921

FUNCTION: Public Works
ACTIVITY: Storm Sewers

Activity Notes

Object	Description	Amount
01	½ Laborer – other ½ in Roadway Maintenance	\$ 20,467
06	FICA	\$ 1,566
07	IPERS	\$ 1,566
09	Group insurance	\$ 8,320
23	Television survey of storm sewer lines	\$ 1,000
40	Stormwater Improvement Program	\$ 50,000
51	Intake maintenance supplies	\$ 5,000
	Storm sewer maintenance supplies	\$ 1,000
	Creek maintenance supplies	\$ 1,000

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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	468,474	494,195	500,082	515,147
Contractual & supply service	129,667	112,060	104,920	128,410
Capital outlay	-	-	-	-
Total expenditures	\$ 598,141	\$ 606,255	\$ 605,002	\$ 643,557
Fees	1,569	3,400	1,500	1,750
Grants	-	-	-	-
Other	41,227	35,522	39,786	39,390
Total revenue	\$ 42,796	\$ 38,922	\$ 41,286	\$ 41,140
<i>Net amount supported by property taxes</i>	\$ 555,345	\$ 567,333	\$ 563,716	\$ 602,417

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$21,000 in salaries and benefits due to the normal salary and benefit increases for existing staff.
- ↑ An increase of \$15,000 in professional services to hire a consultant to assist in developing a storm water utility.
- ↑ An increase of \$4,000 in minor equipment for the purchase of a shared copier with the Community Development department.

FUTURE BUDGET CONSIDERATIONS:

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

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To administer all Engineering and Public Works activities in support of service delivery and infrastructure maintenance.

PERFORMANCE OBJECTIVES:

1. Plan, schedule and supervise all engineering and public works assignments on a daily basis to complete weekly and seasonal activities, and to respond to emergency situations.
2. Prepare plans and specifications, and identify funding sources and estimated construction timeframes for the City's Capital Improvements Program.
3. Review all rezoning, platting, public improvement projects, and site plans to ensure that the proposed public improvement projects meet required specifications and standards.
4. Coordinate and assist others to plan, develop and execute public improvement projects.
5. Coordinate the inspection of structural, mechanical and electrical systems in City owned buildings and develop a preventative maintenance program for the structures.
6. Provide a safe working environment through active participation in the employee's safety program, safety training for all the department's divisions and special training to employees with specific job exposures.
7. Administer the replacement of the vehicles and equipment for all of the department's divisions.
8. Respond to all citizen concerns or inquiries within established City timeframes.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Utility permits reviewed and approved	52	74	50	60	60
Invoices prepared and collected	1,115	1,543	1,368	1,300	1,300
Work orders processed	4,601	4,438	4,699	4,000	4,000

PUBLIC WORKS	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

295 ENGINEERING and PUBLIC WORKS ADMIN.

PERSONAL SERVICES

01	Salaries	\$ 356,742	\$ 374,815	\$ 378,148	\$ 389,343	\$ 14,528	\$ 404,965
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	2,138	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	25,501	28,592	29,011	29,769	1,177	30,980
07	Retirement - IPERS	21,583	23,801	24,148	25,891	2,090	28,145
08	Pension	-	-	-	-	-	-
09	Group insurance	61,298	63,137	63,137	66,294	3,157	69,609
11	Allowance	3,350	3,850	3,500	3,850	-	3,850

Sub-Total \$ 468,474 \$ 494,195 \$ 500,082 \$ 515,147 \$ 20,952 \$ 537,549

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 200	\$ -	\$ 200	\$ -	\$ 200
23	Professional services	3	-	-	15,000	15,000	33,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	69,544	44,000	44,000	43,700	(300)	38,000
28	Dues and memberships	2,531	2,800	2,600	2,800	-	2,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	164	150	150	150	-	150
35	Printing and copying	8,448	11,000	9,000	10,700	(300)	11,000
40	Building and grounds maint.	19,430	18,440	16,000	18,440	-	19,000
41	Vehicle and equipment maint.	555	-	320	-	-	-
46	Training and development	5,284	7,020	7,000	7,020	-	7,020
48	Utility service	19,393	23,100	20,000	21,000	(2,100)	22,050
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	401	1,500	2,000	1,500	-	1,600
54	Minor equipment	449	-	-	4,000	4,000	800
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,015	3,500	3,500	3,500	-	3,500
59	Operating supplies	379	250	250	300	50	350
60	Safety and medical supplies	71	100	100	100	-	100
61	Refunds	-	-	-	-	-	-

Sub-total \$ 129,667 \$ 112,060 \$ 104,920 \$ 128,410 \$ 16,350 \$ 139,570

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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-

Sub-total \$ - \$ - \$ - \$ - \$ - \$ -

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

ENGINEERING and PUBLIC WORKS / \$ 598,141 \$ 606,255 \$ 605,002 \$ 643,557 \$ 37,302 \$ 677,119

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Activity Notes

Object	Description	Amount
01	Director of Engineering and Public Works, Assistant Director of Public Works, Assistant Director of Engineering, Departmental Secretary, Staff Engineer in Training, performance bonus	\$ 389,343
06	FICA	\$ 29,769
07	IPERS	\$ 25,891
09	Group insurance	\$ 66,294
11	Vehicle allowance	\$ 3,300
	Spot awards	\$ 550
21	Bid advertising	\$ 200
23	Storm water utility consultant	\$ 15,000
27	GeoPak software maintenance	\$ 3,200
	CarteGraph maintenance	\$ 12,500
	ArcView maintenance	\$ 4,100
	Microstation maintenance	\$ 2,200
	QuickBooks user fee	\$ 400
	Replacement GIS computers – (2)	\$ 6,000
	Concurrent license	\$ 3,500
	Toughbook	\$ 5,000
	Printer	\$ 1,500
	Sprint card fees (3)	\$ 2,300
	Replacement computer (2)	\$ 3,000
28	APWA, AWW, NSPS, IES, and ASCE memberships	\$ 2,800
32	Rain and cold weather jackets	\$ 150
35	Miscellaneous printing/copying	\$ 6,350
	Copier maintenance (other ½ in Community Development)	\$ 1,200
	City map printing	\$ 2,500
	Plan copier maintenance (other ½ in Community Development)	\$ 650
40	Electrical maintenance contract	\$ 3,000
	Facility maintenance (janitorial & HVAC maintenance)	\$ 7,200
	Miscellaneous maintenance supplies and contract maintenance	\$ 5,240
	Streetscape banner pole parts	\$ 3,000
46	APWA national conference	\$ 3,500
	APWA state conference	\$ 200
	Technical conferences	\$ 2,500
	Concrete paving seminars	\$ 720
	IES meetings	\$ 100
48	Voice and data, water, electric, gas, cell phones (Director, Asst Directors of PW and Engineering)	\$ 21,000
51	Maintenance supplies, janitorial supplies	\$ 1,500

FUNCTION: Public Works

ACTIVITY: Engineering and Public Works Administration

Object	Description	Amount
54	Copier purchase (other ½ in Community Development)	\$ 4,000
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 300
60	First aid supplies	\$ 100



HEALTH & SOCIAL SERVICES	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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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	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	4,547	17,000	5,000	2,600	(14,400)	3,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
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	30,328	18,000	38,000	35,600	17,600	38,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200	\$ 41,000

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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

HEALTH AND SOCIAL SERVICES SUM		\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200	\$ 41,000
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FUNCTION: Health and Social Services
ACTIVITY: Mosquito Control

OVERVIEW: This activity protects the public health through the control of nuisance mosquito populations.

MOSQUITO CONTROL

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	34,875	35,000	43,000	38,200
Capital outlay	-	-	-	-
Total expenditures	\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,404	2,051	2,828	2,338
Total revenue	\$ 2,404	\$ 2,051	\$ 2,828	\$ 2,338
Net amount supported by property taxes	\$ 32,471	\$ 32,949	\$ 40,172	\$ 35,862

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$14,400 in professional services reflects transferring expenses for pre-hatch chemicals used for helicopter application to operating supplies.
- ↑ An increase of \$17,600 in operating supplies reflects the cost for all chemicals used in mosquito operations; aerial drops and ground spraying.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

FUNCTION: Health and Social Services
ACTIVITY: Mosquito Control

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To protect Urbandale residents and visitors from the risk of mosquito-borne disease and to reduce the nuisance created by a large mosquito population.

PERFORMANCE OBJECTIVES:

1. Control the mosquito population through the use of aerial sprayings of mosquito breeding areas and ground-based spraying of residential areas.
2. Coordinate with chemical suppliers, the City of Des Moines, and Polk County, to control mosquito populations while minimizing the use of chemicals.
3. Ensure the safe application of chemicals by providing training and equipment for staff.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Aerial spraying	2	1	2	2	1
Ground-based sprayings	2	2	3	3	3
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	67%	N/A	N/A	N/A	90%

HEALTH & SOCIAL SERVICES	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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350 MOSQUITO CONTROL

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	4,547	17,000	5,000	2,600	(14,400) 3,000
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
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	30,328	18,000	38,000	35,600	17,600 38,000
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200 \$ 41,000

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	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-
MOSQUITO CONTROL		\$ 34,875	\$ 35,000	\$ 43,000	\$ 38,200	\$ 3,200 \$ 41,000

FUNCTION: Health and Social Services
ACTIVITY: Mosquito Control

Activity Notes

Object	Description	Amount
23	Spraying (helicopter fees)	\$ 2,600
59	Chemicals	\$ 35,600

CULTURE AND RECREATION	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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400 CULTURE AND RECREATION SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,460,534	\$ 1,507,999	\$ 1,516,122	\$ 1,515,701	\$ 7,702	1,592,600
02	Overtime	24,363	15,000	17,000	17,000	2,000	17,000
03	Part-time	706,894	780,457	797,734	897,670	117,213	944,295
04	Witness fees	-	-	-	-	-	-
06	FICA	160,229	176,215	177,446	184,990	8,775	194,815
07	Retirement - IPERS	125,131	144,121	144,619	156,390	12,269	171,888
08	Pension	-	-	-	-	-	-
09	Group insurance	386,842	398,446	398,446	418,370	19,924	439,288
11	Allowance	4,172	4,230	4,230	4,230	-	4,230
Sub-Total		\$ 2,868,165	\$ 3,026,468	\$ 3,055,597	\$ 3,194,351	\$ 167,883	\$ 3,364,116

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 5,477	\$ 11,300	\$ 10,300	\$ 23,145	\$ 11,845	\$ 25,500
23	Professional services	288,680	468,290	467,790	475,250	6,960	487,150
24	Contributions to other agencies	711,734	701,887	720,713	709,811	7,924	750,473
27	Data processing	121,678	115,780	115,330	131,155	15,375	126,250
28	Dues and memberships	32,802	36,295	36,295	33,630	(2,665)	34,625
29	Insurance	97,232	99,177	99,177	100,170	993	101,172
32	Uniforms and laundry	4,732	8,375	8,250	8,300	(75)	8,700
35	Printing and copying	61,042	63,950	63,950	67,900	3,950	70,050
40	Building and grounds maint.	174,850	163,677	163,677	159,205	(4,472)	151,700
41	Vehicle and equipment maint.	5,117	10,500	9,500	10,130	(370)	11,200
46	Training and development	19,643	28,150	27,725	30,500	2,350	31,200
48	Utility service	250,699	275,375	264,950	278,185	2,810	291,815
49	Petty cash	218	450	450	700	250	700
51	Maintenance supplies	191,097	199,260	198,060	228,885	29,625	225,400
54	Minor equipment	13,899	10,290	9,790	11,000	710	9,350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	14,445	15,000	15,000	15,500	500	16,250
57	Vehicle operation supplies	37,451	41,800	39,500	45,425	3,625	52,000
58	Office supplies	23,834	26,175	24,675	26,225	50	26,450
59	Operating supplies	117,012	160,200	148,300	157,750	(2,450)	169,250
60	Safety and medical supplies	7,853	11,295	10,295	11,610	315	12,125
61	Refunds	6,668	-	-	-	-	-
Sub-total		\$ 2,186,163	\$ 2,447,226	\$ 2,433,727	\$ 2,524,476	\$ 77,250	\$ 2,601,360

CAPITAL OUTLAY

71	Equipment	\$ 10,308	\$ 4,900	\$ 4,900	\$ 4,750	\$ (150)	\$ 5,000
72	Furniture and fixtures	15,785	13,150	13,150	13,636	486	9,500
73	Equipment replacement fund	73,305	71,352	71,352	69,979	(1,373)	71,968
74	Office equipment	27,039	21,975	21,975	13,204	(8,771)	14,000
75	Operating equipment	927	-	-	-	-	-
76	Property improvements	177,326	165,485	158,485	161,000	(4,485)	200,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	246,195	182,500	182,500	189,700	7,200	197,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 550,885	\$ 459,362	\$ 452,362	\$ 452,269	\$ (7,093)	\$ 497,468
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000

CULTURE AND RECREATION SUMMARY		\$ 5,605,213	\$ 5,958,056	\$ 5,941,686	\$ 6,196,096	\$ 238,040	\$ 6,487,944
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FUNCTION: Culture and Recreation
ACTIVITY: Library

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

LIBRARY

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,367,059	1,458,798	1,469,557	1,516,883
Contractual & supply service	428,559	396,284	393,084	408,828
Capital outlay	284,418	204,475	204,475	208,440
Total expenditures	\$ 2,080,036	\$ 2,059,557	\$ 2,067,116	\$ 2,134,151
Fees	201,575	194,440	199,250	202,850
Grants	105,606	-	-	-
Other	143,365	120,674	135,938	130,623
Total revenue	\$ 450,546	\$ 315,114	\$ 335,188	\$ 333,473
Net amount supported by property taxes	\$ 1,629,490	\$ 1,744,443	\$ 1,731,928	\$ 1,800,678

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$26,100 in full-time salaries and benefits, which reflects normal increases for existing staff.
- ↑ An increase of \$32,000 in part-time salaries, which reflects an increase in hours for the part-time Public Relations/Adult Program Coordinator, and normal increases for existing staff.
- ↑ An increase of \$6,600 in data processing, which reflects the replacement of seven OPAC computers and seven public internet computers.
- ↑ An increase of \$6,200 in maintenance supplies, which reflects new maintenance for a self-check machine and additional work stations purchased in the prior year.
- ↓ A decrease of \$8,800 in office equipment, which reflects the elimination of a replacement self-check machine purchased in the prior year, and the addition of a replacement workstation.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

FUNCTION: Culture and Recreation
ACTIVITY: Library

GOALS AND PERFORMANCE OBJECTIVES

GOAL: Residents of the Urbandale community will have current materials offered in multiple formats to meet their recreational needs.

PERFORMANCE OBJECTIVES:

1. The Urbandale Public Library will hold 95% of the titles on best-seller lists representing a variety of formats.
2. The average wait for materials on the Urbandale Public Library hold list will be no more than three months.
3. By 2010, the median age of the overall Urbandale Public Library adult hardback fiction collection will be five years. The median age of the adult non-fiction collection will be six years.
4. The collection will increase in net size by approximately 4% annually, based on acquisition rates between 8%-12% of the collection and weeding rates between 6%-8% of the collection.

GOAL: The youth of the Urbandale community will have diverse resources and programming that foster, encourage, and stimulate their interest in reading and learning.

PERFORMANCE OBJECTIVES:

1. By 2009, the number of youth in 5th – 8th grade attending programs will increase 10% [20 per program].
2. By 2009, the number of preschool children in off site childcare locations served will increase 5%.
3. The median age of the overall Urbandale Public Library youth hardback fiction collection will be seven years. The median age of the youth picture book collection will be five years, measured by acquisition age. The median age of the youth nonfiction collection will be seven years.
4. The number of participants in the summer library program will remain constant.

GOAL: Residents of the Urbandale community will have places to meet and interact with others in the community to invite discussion.

PERFORMANCE OBJECTIVES:

1. The number of organizations using the meeting room will be maintained at the current annual level.
2. In fiscal year 2009/10, 60% of people booking meetings will be utilizing the online system.
3. Improve user satisfaction of meeting room features and services by 5% annually.

FUNCTION: Culture and Recreation
ACTIVITY: Library

GOAL: Residents of the Urbandale community will have a comfortable and convenient destination to enhance family activities and encourage informal gathering.

PERFORMANCE OBJECTIVES:

1. An average of 10% of the leisure and study seating at the Urbandale Public Library will be unoccupied.
2. The number of items needing repair, maintenance, or correction on an annual survey of the physical facility will remain constant or decrease from a baseline survey conducted in the fall of 2005.

GOAL: Residents of the Urbandale community will have diverse sources to meet the need for information and answers to questions on topics related to work, school, and personal life.

PERFORMANCE OBJECTIVES:

1. The use of reference web links on the Urbandale Public Library web site will increase between 3%-5% annually.
2. The number of reference questions answered at the Urbandale Public Library will increase 5% annually.

GOAL: Residents of the Urbandale community will have diverse resources that meet their need for information about local and world events.

PERFORMANCE OBJECTIVES:

1. Total use of online subscription databases will increase by 5% annually.
2. The number of adult programs offered annually will increase by one.

GOAL: Residents of the Urbandale community will have consumer information sources that address their need to make informed decisions and become more self-sufficient.

PERFORMANCE OBJECTIVES:

1. The number of printed consumer aids distributed by the library will increase by 3% annually from the baseline determined in fiscal year 2005/06.
2. The number of persons attending consumer information sessions at the Urbandale Public Library will increase an average of 10% a year from a baseline measured in fiscal year 2005/06.

GOAL: Residents of the Urbandale community will have the resources, public technology, and skills for self-directed personal growth and development.

PERFORMANCE OBJECTIVES:

1. The number of participants in public technology classes will increase by 10% annually.
2. The number of public computer uses will continue at the same level annually.

FUNCTION: Culture and Recreation
ACTIVITY: Library

GOAL: Residents of the city of Urbandale will have priority to the services and resources available at the Urbandale Public Library.

PERFORMANCE OBJECTIVES:

1. Increase the use of the library by Urbandale residents by 2% annually.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Service area population	38,542	38,542	38,542	38,542	38,542
Registered borrowers	46,214	45,696	44,518	48,000	48,500
Attendance at library programs	9,389	7,679	7,192	7,500	7,650
Registered borrowers as percentage of service area population	120%	119%	116%	118%	118%
<i>Median for CPM cities < 100K</i>	<i>66%</i>	<i>69%</i>	<i>61%</i>		
Total Library visits	351,877	335,064	325,671	333,600	334,000
Library visits per capita	9.1	8.7	8.5	8.6	8.7
<i>Median for CPM cities < 100K</i>	<i>5.8</i>	<i>5.5</i>	<i>7.0</i>		
Library visits per registered borrower	7.6	7.3	7.3	7.0	6.9
<i>Median for CPM cities < 100K</i>	<i>7.8</i>	<i>8.7</i>	<i>13.0</i>		
Total circulation	621,395	649,028	644,028	661,000	662,000
Circulation per capita	16.1	16.8	16.9	17.1	17.1
<i>Median for CPM cities < 100K</i>	<i>9.8</i>	<i>10.0</i>	<i>12.8</i>		
Circulation per registered borrower	13.4	14.2	14.5	13.8	13.8
<i>Median for CPM cities < 100K</i>	<i>14.3</i>	<i>14.5</i>	<i>20.8</i>		
<u>Efficiency Measures</u>					
Operating and maintenance expenditures per capita (service area population)	\$48.19	\$51.03	\$54.59	\$54.50	\$54.70
<i>Median for CPM cities < 100K</i>	<i>\$33.73</i>	<i>\$30.76</i>	<i>\$27.82</i>		
Operating and maintenance expenditures per registered borrower (service area population)	\$40.19	\$43.04	\$46.72	\$46.78	\$46.80
<i>Median for CPM cities < 100K</i>	<i>\$45.99</i>	<i>\$43.12</i>	<i>\$53.71</i>		
Operating and maintenance expenditures per circulated item (service area population)	\$2.99	\$3.03	\$3.22	\$3.18	\$3.22
<i>Median for CPM cities < 100K</i>	<i>\$3.54</i>	<i>\$3.24</i>	<i>\$3.36</i>		
Paid FTEs per 1,000 population	0.61	0.65	0.66	0.66	0.67
<i>Median for CPM cities < 100K</i>	<i>0.49</i>	<i>0.50</i>	<i>0.49</i>		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	93%	N/A	95%	N/A	N/A

CULTURE AND RECREATION		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
410 LIBRARY							
PERSONAL SERVICES							
01	Salaries	\$ 678,958	\$ 701,621	\$ 717,000	\$ 708,789	\$ 7,168	\$ 739,389
02	Overtime	-	-	-	-	-	-
03	Part-time	353,296	401,058	395,032	433,011	31,953	459,876
04	Witness fees	-	-	-	-	-	-
06	FICA	77,575	84,355	85,123	87,348	2,993	91,744
07	Retirement - IPERS	61,351	70,020	70,658	75,930	5,910	83,349
08	Pension	-	-	-	-	-	-
09	Group insurance	195,354	201,214	201,214	211,275	10,061	221,839
11	Allowance	525	530	530	530	-	530
Sub-Total		\$ 1,367,059	\$ 1,458,798	\$ 1,469,557	\$ 1,516,883	\$ 58,085	\$ 1,596,727
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,943	\$ 3,200	\$ 3,200	\$ 3,425	\$ 225	\$ 3,500
23	Professional services	5,806	6,000	6,000	7,250	1,250	7,300
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	101,710	92,430	92,430	99,055	6,625	100,000
28	Dues and memberships	31,245	34,010	34,010	31,125	(2,885)	32,000
29	Insurance	11,850	12,087	12,087	12,208	121	12,330
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	15,966	13,525	13,525	14,225	700	14,500
40	Building and grounds maint.	93,015	69,077	69,077	63,825	(5,252)	60,000
41	Vehicle and equipment maint.	505	1,000	1,000	1,130	130	1,200
46	Training and development	5,543	6,100	6,100	6,120	20	6,000
48	Utility service	95,452	99,750	98,000	102,900	3,150	108,045
49	Petty cash	99	150	200	400	250	400
51	Maintenance supplies	21,916	17,560	17,560	23,790	6,230	25,000
54	Minor equipment	7,479	1,550	1,550	2,900	1,350	500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	18,839	21,000	19,500	21,000	-	21,000
59	Operating supplies	16,691	17,200	17,200	17,700	500	18,000
60	Safety and medical supplies	500	1,645	1,645	1,775	130	2,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 428,559	\$ 396,284	\$ 393,084	\$ 408,828	\$ 12,544	\$ 411,775
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	8,842	-	-	5,536	5,536	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	27,039	21,975	21,975	13,204	(8,771)	14,000
75	Operating equipment	927	-	-	-	-	-
76	Property improvements	1,415	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	246,195	182,500	182,500	189,700	7,200	197,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 284,418	\$ 204,475	\$ 204,475	\$ 208,440	\$ 3,965	\$ 211,000
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
LIBRARY		\$ 2,080,036	\$ 2,059,557	\$ 2,067,116	\$ 2,134,151	\$ 74,594	\$ 2,219,502

FUNCTION: Culture and Recreation
ACTIVITY: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director, Technology Assistant, Youth Services Librarian, Technical Services Manager, Audio Visual Librarian, Head of Circulation, Head of Reference Department, Administrative Assistant, Custodian, Librarian (Children's, Delinquencies), Librarian (Adult Services, Public Relations, Reference), performance bonus	\$ 708,789
03	Part-time – 30 positions	\$ 433,011
06	FICA	\$ 87,348
07	IPERS	\$ 75,930
09	Group insurance	\$ 211,275
11	Spot awards	\$ 530
21	Community directory, Children's Book Week, water bill insert, National Library Week	\$ 3,425
23	Annual audit	\$ 2,850
	Cleaning service	\$ 800
	Van delivery to Johnston	\$ 2,400
	Adult programming and author visits	\$ 1,200
27	OCLC cataloging	\$ 16,000
	Johnston contract services	\$ 11,097
	SIRSI annual software support	\$ 13,000
	Enhanced catalog	\$ 2,675
	Serials control support	\$ 1,800
	Antivirus subscription renewal	\$ 627
	Envisionware maintenance	\$ 2,700
	Meeting room booking system annual service	\$ 1,225
	Authority control annual (AUP)	\$ 666
	Authority control express quarterly (AEX)	\$ 1,700
	Maintenance for servers (10)	\$ 10,967
	Computer support services (Vital)	\$ 6,000
	Altiris software maintenance	\$ 1,700
	Replacement OPAC computers (7)	\$ 13,260
	Pocket Circ annual maintenance	\$ 140
	Replacement public internet computers (7)	\$ 15,498
28	Johnston subscriptions	\$ 125
	Microsoft Technet subscription	\$ 125
	Newsbank	\$ 3,300
	Ebsco	\$ 925
	Reference USA	\$ 4,500
	Current newspapers/periodical subscriptions	\$ 16,900
	Unicorn users group	\$ 100
	Auto repair reference center	\$ 1,600

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

Object	Description	Amount
	Next Reads	\$ 1,300
	Heritage Quest online	\$ 715
	Ancestry library edition	\$ 1,535
29	Property and casualty insurance	\$ 12,208
35	Postage	\$ 9,000
	Postage meter lease	\$ 825
	Stationery	\$ 1,600
	Printing	\$ 2,800
40	Electrical contract	\$ 11,000
	Mechanical plant maintenance	\$ 32,000
	Carpet cleaning	\$ 3,500
	Window cleaning	\$ 500
	Paint touchup	\$ 2,500
	Miscellaneous service calls	\$ 2,200
	Wood furniture repair	\$ 900
	Chimney cleaning	\$ 125
	Roof/gutter maintenance and service	\$ 1,000
	Pest control	\$ 850
	Annual lift maintenance	\$ 250
	Roof repair	\$ 9,000
41	Office equipment repair	\$ 800
	Cash register maintenance	\$ 330
46	Iowa Library Association Conference-Des Moines (8)	\$ 800
	OCLC workshops	\$ 150
	Continuing education courses	\$ 200
	Johnston portion	\$ 550
	American Library Association registration – Chicago (4)	\$ 2,400
	Committee meetings/workshops	\$ 200
	Iowa Library Association fall town meeting	\$ 120
	Safety training	\$ 200
	SIRSI User Conference – Orlando (1)	\$ 1,500
48	Electric, gas, water, telephone, internet	\$ 102,900
49	Petty cash	\$ 400
51	Copier maintenance	\$ 6,640
	Alarm system monitoring	\$ 600
	Janitorial supplies/paper products	\$ 6,500
	Bindery	\$ 400
	3M maintenance	\$ 8,250

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

Object	Description	Amount
	Printer maintenance (9)	\$ 1,400
54	Coin op for public printer	\$ 2,650
	TV/VCR/DVD	\$ 250
58	Forms, staff computer supplies, circulation system supplies, other office supplies	\$ 21,000
59	Mending supplies, book processing supplies, detection strips, audio visual supplies, ribbons/cartridges, art supplies, patron printer supplies, programming supplies	\$ 17,700
60	Safety & medical supplies	\$ 225
	Pre-employment screening	\$ 150
	Fire extinguisher/smoke detector annual maintenance	\$ 1,400
72	CD storage drawers	\$ 5,536
74	Workstation upgrades	\$ 13,204
79	Books	\$ 139,000
	DVDs	\$ 16,000
	CD books	\$ 16,000
	Compact discs – adult and juvenile	\$ 14,000
	Realia	\$ 500
	Downloadable audio books	\$ 3,200
	Teen game night materials	\$ 1,000

FUNCTION: Culture and Recreation
ACTIVITY: Parks

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

PARKS

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	994,642	1,039,598	1,053,808	1,093,716
Contractual & supply service	573,301	789,725	771,400	807,541
Capital outlay	<u>225,473</u>	<u>245,087</u>	<u>242,087</u>	<u>237,829</u>
Total expenditures	\$ 1,793,416	\$ 2,074,410	\$ 2,067,295	\$ 2,139,086
Fees	83,474	80,500	91,000	84,600
Grants	21,941	-	-	-
Other	<u>123,610</u>	<u>121,544</u>	<u>135,950</u>	<u>130,925</u>
Total revenue	\$ 229,025	\$ 202,044	\$ 226,950	\$ 215,525
Net amount supported by property taxes	\$ 1,564,391	\$ 1,872,366	\$ 1,840,345	\$ 1,923,561

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$54,100 in full-time and part-time salaries and benefits, which reflects normal increases for existing staff and seasonal workers, as well as increases for unemployment payments for seasonal workers.
- ↑ An increase of \$82,560 in professional services costs, which includes projected expenses of \$255,000 for the mowing contract, \$30,000 for contracted tree service work, and \$6,000 for pond maintenance at Lakeview Park and Walnut Creek Hills Park.
- ↑ An increase of \$5,750 in data processing, which reflects an increase in on-line registration fees and credit card fees due to adding swim lessons to the on-line registration system.
- ↑ An increase of \$19,700 in maintenance supplies, which reflects projects for maintenance of the Trolley Park structure, the Lions Park gazebo, and an increase of safety wood fiber needed in the 28 playgrounds throughout the City.
- ↓ A decrease of \$7,500 in operating supplies, which reflects the elimination of E911 and trail signs that were installed in FY09.
- ↓ A decrease of \$6,000 in property improvements, which reflects Phase VI (Swing and Slide area) at the Walker Johnston Park, as well as annual playground and bike path improvements.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Cost of projects established in the Master Plan for the Walnut Creek Regional Park are significant and may result in the need for a bond referendum to continue development.
- ❖ Walker Johnston Park – Security lights for parking lot and outside the shelter house facility.

FUNCTION: Culture and Recreation
ACTIVITY: Parks

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life of Urbandale residents and visitors by providing safe, well-maintained, attractive parks and open spaces that meet the social, recreational and fitness needs of users.

PERFORMANCE OBJECTIVES:

1. Ensure the safety of park users by maintaining open spaces, parklands, trails, equipment, and facilities according to appropriate industry and City standards.
2. Maximize park usage by employing maintenance techniques and procedures that allow high-volume use of sports fields, diamonds, trails, shelters, playgrounds, and other facilities.
3. Ensure park users have an enjoyable experience by making park facilities attractive to users. (e.g., ball fields, shelter houses, and trails)
4. Provide a variety of parks and open spaces to attract users with diverse social, recreational and fitness goals.
5. Undertake appropriate planning to ensure adequate park and open space capacity in the future, particularly in recognition of the growth patterns of the City.
6. Enhance the community's park system by developing, maintaining and leveraging partnerships with appropriate service organizations and neighboring communities.
7. Support the Tree Board's annual community tree event and annual tree plan to promote the City's image through planting, maintenance, removal and replacement of trees.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Total park acreage	880	895	904	910	912
<i>Median for CPM cities < 100K</i>	<i>531</i>	<i>551</i>	<i>639</i>		
Developed park acreage	461	605	675	678	678
Undeveloped park acreage	419	315	229	232	234
Miles of trails	34	35	37	40	41
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	89%	N/A	N/A	N/A	97%
Percent of survey respondents who believe that the parks maintenance level is "Excellent" Or "Good"	95%	N/A	N/A	N/A	97%

CULTURE AND RECREATION		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 525,368	\$ 535,165	\$ 535,137	\$ 551,657	\$ 16,492	\$ 571,340
02	Overtime	24,363	15,000	17,000	17,000	2,000	17,000
03	Part-time	213,004	238,000	250,000	260,120	22,120	269,600
04	Witness fees	-	-	-	-	-	-
06	FICA	53,896	60,295	60,446	62,620	2,325	65,074
07	Retirement - IPERS	44,179	53,348	53,435	57,824	4,476	62,630
08	Pension	-	-	-	-	-	-
09	Group insurance	130,185	134,090	134,090	140,795	6,705	147,835
11	Allowance	3,647	3,700	3,700	3,700	-	3,700
Sub-Total		\$ 994,642	\$ 1,039,598	\$ 1,053,808	\$ 1,093,716	\$ 54,118	\$ 1,137,179
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 267	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
23	Professional services	139,735	293,340	293,340	294,900	1,560	305,000
24	Contributions to other agencies	500	-	500	-	-	-
27	Data processing	18,253	20,750	20,750	26,500	5,750	23,500
28	Dues and memberships	462	650	650	665	15	700
29	Insurance	42,691	43,545	43,545	43,981	436	44,421
32	Uniforms and laundry	4,252	6,000	6,000	6,000	-	6,250
35	Printing and copying	4,651	5,475	5,475	4,925	(550)	5,250
40	Building and grounds maint.	49,665	49,750	49,750	47,500	(2,250)	51,000
41	Vehicle and equipment maint.	3,165	4,000	4,000	4,000	-	4,250
46	Training and development	3,511	4,425	4,000	4,425	-	4,600
48	Utility service	69,150	81,900	75,000	78,750	(3,150)	82,500
49	Petty cash	23	-	-	-	-	-
51	Maintenance supplies	156,090	166,300	166,300	186,020	19,720	180,000
54	Minor equipment	3,258	4,890	4,890	4,500	(390)	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	14,445	15,000	15,000	15,500	500	16,250
57	Vehicle operation supplies	37,451	41,800	39,500	45,425	3,625	52,000
58	Office supplies	1,545	1,700	1,700	1,750	50	1,800
59	Operating supplies	15,680	41,200	33,000	33,700	(7,500)	41,250
60	Safety and medical supplies	6,132	8,000	7,000	8,000	-	8,250
61	Refunds	2,375	-	-	-	-	-
Sub-total		\$ 573,301	\$ 789,725	\$ 771,400	\$ 807,541	\$ 17,816	\$ 833,021
CAPITAL OUTLAY							
71	Equipment	\$ 5,570	\$ 4,900	\$ 4,900	\$ 4,750	\$ (150)	\$ 5,000
72	Furniture and fixtures	6,531	7,850	7,850	8,100	250	9,000
73	Equipment replacement fund	73,305	71,352	71,352	69,979	(1,373)	71,968
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	140,067	160,985	157,985	155,000	(5,985)	200,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 225,473	\$ 245,087	\$ 242,087	\$ 237,829	\$ (7,258)	\$ 285,968
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
PARKS		\$ 1,793,416	\$ 2,074,410	\$ 2,067,295	\$ 2,139,086	\$ 64,676	\$ 2,256,168

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

Object	Description	Amount
01	Director, Assistant Director, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Worker, Laborers (3), ½ Administrative Assistant – other ½ in Recreation, Administrative Assistant (¼), performance bonus	\$ 551,657
02	Overtime	\$ 17,000
03	Seasonal staff, May 1 – November 28 (9), Seasonal staff, May 19 – September 5 (2)	\$ 260,120
06	FICA	\$ 62,620
07	IPERS	\$ 57,824
09	Group insurance	\$ 140,795
11	Vehicle allowance (Director)	\$ 3,300
	Spot awards	\$ 400
21	Legal notices – employment advertisements	\$ 1,000
23	Contractual parks maintenance (mowing contract)	\$ 255,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
	Records retention	\$ 500
	Pond maintenance (Lakeview and Walnut Creek Hills Park)	\$ 6,000
27	Computer software and supplies	\$ 500
	ReservePartner fees and credit card fees	\$ 21,500
	Replacement computers (2)	\$ 3,000
	Replacement printer	\$ 1,500
28	National Park and Recreation Association – Director	\$ 150
	Iowa Park and Recreation Association	\$ 135
	Iowa Sports Turf Mgr. Association	\$ 150
	Tree Board – National Arbor Day Foundation	\$ 15
	Subscriptions/publications	\$ 215
29	Property and casualty insurance	\$ 43,981
32	Full time uniforms/stipends (8), part time T-shirts, full time winter uniforms	\$ 6,000
35	Printing, copying and shipping	\$ 300
	Seasonal Program Guide (3 times annually)	\$ 2,700
	Copy machine maintenance/contract – (1/2 other half in Recreation)	\$ 500
	Caring Corp – printing and copying	\$ 200
	Caring Corp – postage	\$ 1,225
40	Miscellaneous electrical, plumbing and building repairs, security system maintenance, custodial, service, mechanical system maintenance contract	\$ 30,000
	Shelter houses and outside bathroom cleaning/custodial service contract	\$ 14,000
	Pest Control	\$ 750

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

Object	Description	Amount
	Mat cleaning service – park facilities	\$ 2,750
41	Contract work on trucks and equipment, tire repair	\$ 4,000
46	Iowa Turf Grass Conference	\$ 750
	Iowa Parks and Recreation Conference and workshops – Director	\$ 625
	National Park and Recreation Association Revenue School - Director	\$ 1,700
	Staff development/ team building training / Park staff training (playground inspections, electrical, plumbing workshops, etc)	\$ 1,000
	Tree Board – training and development	\$ 100
	Mileage reimbursement	\$ 250
48	Gas, electric, water, telephone and data	\$ 78,000
	Caring Corps – Utilities (electric and security system)	\$ 300
	Caring Corps – Telephone	\$ 450
51	Seed and fertilizer (Parks and School District)	\$ 75,000
	Turf chemicals (Parks and School District)	\$ 8,400
	Walnut Creek Regional Park – annual landscaping	\$ 35,000
	Plants and trees	\$ 12,500
	Tree Board plantings – Timberline East Park	\$ 10,320
	Mechanical aeration	\$ 2,500
	Flower garden material	\$ 8,500
	Sand and gravel (for bike trail overlays and backfill, playground installations, etc.)	\$ 3,000
	Safety wood fiber for playground fall zones (28 playgrounds)	\$ 25,000
	Trolley Park sculpture maintenance	\$ 2,800
	Lions Park gazebo repairs	\$ 3,000
54	Tools and replacement equipment	\$ 4,500
56	Equipment and truck parts, tires	\$ 15,500
57	Fuel, gas, etc.	\$ 45,425
58	Office supplies (Parks and Caring Corps)	\$ 1,750
59	Paint, hardware, shop chemicals, trash can liners, athletic, field supplies	\$ 22,000
	Restroom supplies, park shop janitorial supplies, shelter house supplies, paper products, etc.	\$ 5,000
	Graffiti removal/vandalism	\$ 5,000
	Tree Board – supplies for community events (t-shirts, giveaways, supplies, entertainment, etc.)	\$ 1,000
	Signs for bow hunting in parks/tobacco free parks signs	\$ 700
60	First aid supplies (masks, gloves, aprons, boots for chemical applications, respirators, etc.)	\$ 1,550
	Random drug testing for staff, re-supply 1 st aid kits for trucks and 1 st aid station	\$ 1,250
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 1,000
	Hoist and sling compliance safety inspection	\$ 500
	Hearing tests for staff	\$ 300
	Drug tests and physicals for seasonal employees	\$ 2,025

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

Object	Description	Amount
	Safety boots	\$ 1,375
71	Permanent signs for neighborhood parks (North Karen Acres Park, Bestland Park, Cross Creek Park)	\$ 3,600
	Cab enclosure for cart	\$ 550
	Welding helmets and accessories	\$ 600
72	Benches, grills, inside tables and chairs, replacement play equipment, bleachers, tennis court wind screens, waste receptacles and shop equipment	\$ 4,500
	Permanent picnic tables in parks, plus concrete pads (6)	\$ 3,600
73	Equipment Replacement Fund contribution	\$ 69,979
76	Bike path improvements	\$ 55,000
	Playground improvements	\$ 50,000
	Walker Johnston Park Playground – Phase VI – slides and swings	\$ 50,000

FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

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

GROUNDS MAINTENANCE

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	71,089	74,150	74,150	77,392
Contractual & supply service	8,963	8,500	8,500	12,000
Capital outlay	-	-	-	-
Total expenditures	\$ 80,052	\$ 82,650	\$ 82,650	\$ 89,392
Fees	-	-	-	-
Grants	-	-	-	-
Other	5,518	4,843	5,435	5,471
Total revenue	\$ 5,518	\$ 4,843	\$ 5,435	\$ 5,471
<i>Net amount supported by property taxes</i>	\$ 74,534	\$ 77,807	\$ 77,215	\$ 83,921

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$3,200 in full-time salary and benefits, which reflects normal increases for existing staff.
- ↑ An increase of \$3,500 in maintenance supplies for ice melt necessary for parking lots, facility entrances and sidewalks as well as funding for the second phase of the 142nd street round-about improvements.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional costs will be incurred for the continued development of the round about at 142nd Street and Douglas.

FUNCTION: Culture and Recreation

ACTIVITY: Grounds Maintenance

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To maintain the appearance of City facilities through a cost-effective turf landscaping program.

PERFORMANCE OBJECTIVES:

1. Maintain the health and appearance of the turf and landscaping materials at City facilities using industry-accepted and environmentally-sensitive procedures and materials.
2. Maintain the turf in the City's road medians to create safe and attractive thoroughfares.
3. Enhance the attractiveness of City facilities through the installation and maintenance of appropriate seasonal plantings and landscaping materials.
4. Maintain the trees and shrubs on the City's public grounds and in the Douglas Avenue, 100th Street, 109th Street, Hickman Road corridors and 142nd Street round-about.
5. Assist City departments with grounds maintenance and improvement projects.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Acres of turf maintained	300	300	300	300	300

CULTURE AND RECREATION		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
435 GROUNDS MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 49,076	\$ 50,770	\$ 50,770	\$ 52,765	\$ 1,995	\$ 54,568
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	3,739	3,884	3,884	4,037	153	4,174
07	Retirement - IPERS	2,969	3,732	3,732	4,037	305	4,338
08	Pension	-	-	-	-	-	-
09	Group insurance	15,305	15,764	15,764	16,553	789	17,380
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 71,089	\$ 74,150	\$ 74,150	\$ 77,392	\$ 3,242	\$ 80,460
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	8,963	8,500	8,500	12,000	3,500	12,500
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 8,963	\$ 8,500	\$ 8,500	\$ 12,000	\$ 3,500	\$ 12,500
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
GROUNDS MAINTENANCE		\$ 80,052	\$ 82,650	\$ 82,650	\$ 89,392	\$ 6,742	\$ 92,960

FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 52,765
06	FICA	\$ 4,037
07	IPERS	\$ 4,037
09	Group insurance	\$ 16,553
51	Seed, fertilizer, plants/material/pots for city grounds	\$ 5,500
	Ice melt for city parking lots, sidewalks, etc.	\$ 3,500
	142 nd Street roundabout plantings	\$ 2,500
	Flags and flag maintenance for city facilities	\$ 500

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

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

RECREATION

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	138,545	143,548	147,548	164,715
Contractual & supply service	198,422	231,915	225,240	249,120
Capital outlay	2,000	-	-	-
Total expenditures	\$ 338,967	\$ 375,463	\$ 372,788	\$ 413,835
Fees	256,215	262,250	326,100	339,100
Grants	6,500	2,500	4,500	2,500
Other	23,363	21,999	24,515	25,329
Total revenue	\$ 286,078	\$ 286,749	\$ 355,115	\$ 366,929
<i>Net amount supported by property taxes</i>	\$ 52,889	\$ 88,714	\$ 17,673	\$ 46,906

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$13,600 in part time salaries reflects an increase of hourly rates for returning staff in the Kids Kamp and Youth in Parks Programs, as well as correction of a prior year underestimation of total wages for the staff in these two programs.
- ↑ An increase of \$3,000 in advertising reflects the addition of a new marketing program.
- ↑ An increase of \$9,700 in building maintenance reflects the addition of insulation and replacement of the HVAC system in the employee wellness center.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life of Urbandale residents and visitors by offering a wide variety of leisure time programs that meet the social, recreational, educational and fitness needs of participants.

PERFORMANCE OBJECTIVES:

1. Maximize program participation by offering a variety of programs and events in subject areas that are attractive to participants and that are led by qualified instructors.
2. Continually evaluate participant satisfaction through surveys and other customer feedback.
3. Increase program participation through the use of appropriate advertising and marketing materials and techniques, including the Program Guide.
4. Increase participation in use of on-line registration by marketing the availability as well as promotions and perks for using it.
5. Ensure participation from diverse segments of the community by accommodating persons with disabilities or constrained incomes, and those typically under-represented in such programs.
6. Ensure the safety of program participants by complying with applicable standards and policies.
7. Promote a healthy lifestyle through the City's Wellness Program by providing health screenings, flu shots, and wellness incentives.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Programs offered	435	440	445	450	455
New programs	43	48	50	52	55
"Special events" offered	19	20	21	22	23
Total program participants	5,792	5,810	5,840	5,905	6,000
<u>Outcome Measures</u>					
Percentage of survey respondents who are "satisfied" or "very satisfied" with this activity	90%	N/A	N/A	N/A	95%

CULTURE AND RECREATION		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
440 RECREATION							
PERSONAL SERVICES							
01	Salaries	\$ 79,423	\$ 86,253	\$ 85,040	\$ 90,700	\$ 4,447	\$ 96,618
02	Overtime	-	-	-	-	-	-
03	Part-time	23,197	20,000	25,000	33,600	13,600	35,000
04	Witness fees	-	-	-	-	-	-
06	FICA	7,844	8,128	8,418	9,509	1,381	10,069
07	Retirement - IPERS	5,081	5,477	5,400	6,032	555	6,715
08	Pension	-	-	-	-	-	-
09	Group insurance	23,000	23,690	23,690	24,874	1,184	26,118
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 138,545	\$ 143,548	\$ 147,548	\$ 164,715	\$ 21,167	\$ 174,520
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,048	\$ 3,000	\$ 2,000	\$ 6,000	\$ 3,000	\$ 6,000
23	Professional services	127,883	138,650	138,650	140,300	1,650	141,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	174	500	250	500	-	500
28	Dues and memberships	285	550	550	550	-	600
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	96	1,650	1,650	1,650	-	1,750
35	Printing and copying	31,621	35,500	35,500	37,840	2,340	38,750
40	Building and grounds maint.	2,896	3,640	3,640	13,380	9,740	4,200
41	Vehicle and equipment maint.	195	1,500	1,000	1,500	-	1,750
46	Training and development	4,248	12,300	12,300	12,300	-	12,500
48	Utility service	2,773	3,675	3,250	3,400	(275)	3,570
49	Petty cash	40	100	100	100	-	100
51	Maintenance supplies	712	1,800	1,000	1,800	-	2,000
54	Minor equipment	875	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,907	1,850	1,850	1,850	-	2,000
59	Operating supplies	20,756	26,700	23,000	27,450	750	28,000
60	Safety and medical supplies	-	150	150	150	-	150
61	Refunds	2,913	-	-	-	-	-
Sub-total		\$ 198,422	\$ 231,915	\$ 225,240	\$ 249,120	\$ 17,205	\$ 243,720
CAPITAL OUTLAY							
71	Equipment	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
RECREATION		\$ 338,967	\$ 375,463	\$ 372,788	\$ 413,835	\$ 38,372	\$ 418,240

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

Object	Description	Amount
01	Recreation and Community Education Supervisor, ½ Administrative Assistant – other ½ in Parks, ¼ Secretary, performance bonus	\$ 90,700
03	Summer Recreation Staff (Kids Kamp, Youth in Parks)	\$ 33,600
06	FICA	\$ 9,509
07	IPERS	\$ 6,032
09	Group insurance	\$ 24,874
21	Program advertising	\$ 2,500
	Employment advertising	\$ 500
	Marketing program	\$ 3,000
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees, Community Room Supervisor for rentals	\$ 140,300
27	Computer software and supplies	\$ 500
28	National Park and Recreation Association	\$ 150
	Iowa Park and Recreation Association	\$ 135
	American License fees (broadcast permit)	\$ 115
	Subscriptions/publications	\$ 150
32	Shirts (summer sports clinics, youth rec. programs, staff)	\$ 1,650
35	Program guide (3 seasonal x \$12,280)	\$ 36,840
	Flyers, schedules and brochures	\$ 600
	Copy machine maintenance/contract (½ Recreation – other ½ in Parks)	\$ 400
40	Portable toilets for parks and recreation fields and building and grounds maintenance	\$ 400
	Wellness Center – facility maintenance	\$ 2,500
	Wellness Center – cleaning contract	\$ 2,000
	Wellness Center – security service	\$ 360
	Wellness Center – replacement HVAC	\$ 6,300
	Wellness Center - insulation	\$ 1,400
	Wellness Center - Pest control	\$ 420
41	Wellness Center – Maintenance and repair of wellness equipment	\$ 1,500
46	State IPRA Conference	\$ 350
	State IPRA Workshop	\$ 275
	Iowa Community Education Conference	\$ 225
	Staff development training/workshops	\$ 400
	National Parks and Recreation Conference (Baltimore)	\$ 1,500
	Misc. mileage for Recreation Supervisor/mileage for conferences	\$ 500
	Youth Advisory Board (annual retreat, training, etc)	\$ 750
	U-Fit incentives	\$ 2,500
	Wellness program – incentive program	\$ 4,200

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

Object	Description	Amount
	Wellness program – health screenings	\$ 1,600
48	Wellness Center – utilities (water, gas, electric)	\$ 2,920
	Wellness Center – phone	\$ 480
49	Reimburse petty cash	\$ 100
51	Wading pool repairs and supplies, ball diamond supplies, recreation facility supplies	\$ 1,200
	Wellness Center – cleaning supplies, toilet paper, paper towels, etc.	\$ 600
54	Wellness equipment - exercise equipment (balls, ropes, bands, mats, etc.)	\$ 350
58	Office supplies	\$ 1,850
59	Recreation program supplies	\$ 18,500
	Make – a – Difference Program supplies	\$ 250
	Summer Recreation programs - transportation	\$ 1,200
	Summer Youth in Parks Program - transportation	\$ 7,000
	Signs/banners for special events	\$ 500
60	First aid supplies	\$ 150



FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	15,370	8,500	8,000	8,000
Capital outlay	15,530	-	-	-
Total expenditures	\$ 30,900	\$ 8,500	\$ 8,000	\$ 8,000
Fees	1,000	1,000	2,100	1,000
Grants	-	-	-	-
Other	2,130	10,498	8,526	8,490
Total revenue	\$ 3,130	\$ 11,498	\$ 10,626	\$ 9,490
Net amount supported by property taxes	\$ 27,770	\$ (2,998)	\$ (2,626)	\$ (1,490)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ None anticipated at this time.

FUTURE BUDGET CONSIDERATIONS

- ❖ As the existing columbarium niches get closer to selling out, plans will be made to purchase an additional columbarium to install on the existing concrete foundation, which was poured at the time of the initial columbarium installation.

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To maintain the appearance of McDivitt Grove Cemetery through a cost-effective turf and landscaping program.

PERFORMANCE OBJECTIVES:

1. Maintain the health and appearance of the Cemetery turf and landscaping materials using industry-accepted and environmentally sensitive procedures and materials.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Acres of turf maintained	3.5	3.5	3.5	3.5	3.5
<u>Outcome Measures</u>					
Complaints regarding Cemetery appearance	0	2	1	2	1

CULTURE AND RECREATION	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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450 CEMETERY MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	14,570	7,500	7,000	7,000	(500)	7,250
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.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	1,000	1,000	1,000	-	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	800	-	-	-	-	-
Sub-total		\$ 15,370	\$ 8,500	\$ 8,000	\$ 8,000	\$ (500)	\$ 8,250

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	15,530	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 15,530	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

CEMETERY MAINTENANCE	\$ 30,900	\$ 8,500	\$ 8,000	\$ 8,000	\$ (500)	\$ 8,250
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FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

Activity Notes

Object	Description	Amount
23	Contract maintenance	\$ 7,000
51	Turf chemicals, road stone	\$ 1,000

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 CENTER

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	117,437	111,205	108,331	118,700
Contractual & supply service	85,799	118,285	118,335	128,750
Capital outlay	<u>8,148</u>	<u>5,800</u>	<u>5,800</u>	<u>6,000</u>
Total expenditures	\$ 211,384	\$ 235,290	\$ 232,466	\$ 253,450
Fees	37,800	35,750	36,750	37,250
Grants	-	-	-	-
Other	<u>14,570</u>	<u>13,786</u>	<u>15,288</u>	<u>15,513</u>
Total revenue	\$ 52,370	\$ 49,536	\$ 52,038	\$ 52,763
Net amount supported by property taxes	\$ 159,014	\$ 185,754	\$ 180,428	\$ 200,687

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$7,500 in full-time and part-time salary and benefits, which reflects normal increases for existing staff.
- ↑ An increase of \$4,100 in advertising reflects increasing program guide costs and a new marketing program.
- ↑ An increase of \$4,100 in operating supplies reflects the rising cost of the congregate meal program. These costs will be off-set by additional revenue from meal participants.
- ↓ A decrease of \$5,300 in furniture and fixtures due to the elimination of room partitions and tables purchased in the prior year.
- ↑ An increase of \$5,500 in property improvements, which reflects the purchase of 3 air filtration and purification units for the Community Room.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased staffing hours to cover the growing needs of the program will likely result in increased part-time salary costs.
- ❖ Building maintenance costs will likely increase as the building and equipment age.

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To contribute to the quality of life in Urbandale by offering innovative programs promoting active, self-reliant living and fun, through social, educational, recreational, and physically enriching programs for people over 55.

PERFORMANCE OBJECTIVES:

1. Maximize participation in senior citizen programs by offering a variety of regular and special events that are attractive to the diverse individuals and groups that make up the senior population.
2. Continuously develop new and innovative programs to be offered at the Senior Center.
3. Seek to improve the health and fitness of participants by offering programs that educate, stimulate and provide resources for dealing with the health issues of seniors.
4. Increase participation in the senior citizen programs through an effective advertising and marketing program.
5. Ensure that all interested program participants have access to safe, affordable, and convenient transportation to and from selected off-site program events.
6. Continually improve the senior citizen program offerings by actively seeking feedback from participants.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Total participants in all programs	26,500	29,047	31,000	32,000	33,000
Travel outings offered	25	22	25	25	25
Subsidized meals served (lunch)	8,500	7,872	8,400	8,900	8,900
On-site special events (attendance)	750	1,207	1,300	1,500	1,900
Number of programs offered	90	102	100	100	175
<u>Outcome Measures</u>					
Percentage of survey respondents who are "satisfied" or "very satisfied" with this activity	75%	N/A	N/A	N/A	N/A

CULTURE AND RECREATION	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

460 SENIOR CENTER

PERSONAL SERVICES

01	Salaries	\$ 59,531	\$ 64,198	\$ 62,621	\$ 68,776	\$ 4,578	\$ 84,215
02	Overtime	-	-	-	-	-	-
03	Part-time	38,701	26,399	25,455	27,794	1,395	29,731
04	Witness fees	-	-	-	-	-	-
06	FICA	6,424	6,931	6,738	7,388	457	8,717
07	Retirement - IPERS	5,088	5,753	5,593	6,422	669	7,920
08	Pension	-	-	-	-	-	-
09	Group insurance	7,693	7,924	7,924	8,320	396	8,736
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 117,437	\$ 111,205	\$ 108,331	\$ 118,700	\$ 7,495	\$ 139,319

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 2,100	\$ 2,600	\$ 2,600	\$ 6,720	\$ 4,120	\$ 7,000
23	Professional services	250	14,100	14,100	14,100	-	14,100
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	381	500	500	2,000	1,500	500
28	Dues and memberships	545	700	700	740	40	750
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,204	5,450	5,450	5,950	500	6,050
40	Building and grounds maint.	13,071	23,210	23,210	20,500	(2,710)	22,000
41	Vehicle and equipment maint.	230	-	-	-	-	-
46	Training and development	2,887	2,000	2,000	3,730	1,730	3,850
48	Utility service	16,927	19,700	19,700	20,685	985	21,700
49	Petty cash	56	200	150	200	-	200
51	Maintenance supplies	1,191	1,100	1,200	1,275	175	1,400
54	Minor equipment	761	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	641	625	625	625	-	650
59	Operating supplies	41,387	46,800	46,800	50,900	4,100	52,000
60	Safety and medical supplies	168	300	300	325	25	325
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 85,799	\$ 118,285	\$ 118,335	\$ 128,750	\$ 10,465	\$ 131,525

CAPITAL OUTLAY

71	Equipment	\$ 2,738	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	5,300	5,300	-	(5,300)	500
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	5,410	500	500	6,000	5,500	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 8,148	\$ 5,800	\$ 5,800	\$ 6,000	\$ 200	\$ 500
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

SENIOR CENTER	\$ 211,384	\$ 235,290	\$ 232,466	\$ 253,450	\$ 18,160	\$ 271,344
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FUNCTION: Culture and Recreation**ACTIVITY: Senior Center****Activity Notes**

Object	Description	Amount
01	Supervisor, (1/4) Administrative Assistant, Performance bonus	\$ 68,776
03	Assistant Coordinator	\$ 27,794
06	FICA	\$ 7,388
07	IPERS	\$ 6,422
09	Group insurance	\$ 8,320
21	Advertisements and program promotion	\$ 300
	Program guide publications (3 guides)	\$ 3,420
	Marketing program	\$ 3,000
23	Professional services (Instructors -fitness, dance, tai chi, crafts, etc)	\$ 14,100
27	Computer software and supplies	\$ 500
	Replacement computer	\$ 1,500
28	Senior Center resource materials	\$ 225
	NCOA membership / ICAA membership	\$ 400
	American License fee (broadcast permit)	\$ 115
35	Mailing and printing newsletters, bulk mail permit, stamps	\$ 3,600
	Bulk mailing system lease (2/3 share with Finance & Records)	\$ 2,350
40	Cleaning contract	\$ 3,750
	Professional cleaning contracts for the following services: bi-annual kitchen cleaning, annual carpet extraction, semi-monthly interior/exterior window cleaning, annual strip & re-wax of craft room floor.	\$ 2,300
	Mat service	\$ 2,000
	Fire alarm maintenance	\$ 500
	Mechanical maintenance contract – Johnson Controls	\$ 1,750
	Quarterly grease trap cleaning	\$ 400
	Pest control service	\$ 350
	Building maintenance	\$ 9,450
46	Miscellaneous mileage	\$ 530
	NCOA conference – Chicago (registration, lodging, transportation) - Supervisor	\$ 1,350
	Iowa Governor's Conference on Aging – Supervisor and Assistant Coordinator	\$ 200
	Local conferences and workshops (including IASC) - Supervisor and Assistant Coordinator	\$ 300
	ICAA conference (registration, lodging, transportation) - Supervisor	\$ 1,350
48	Telephone, water, electric and natural gas	\$ 20,685
49	Reimburse petty cash	\$ 200
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 1,275
54	Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,000
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 625
59	Program supplies, kitchen & miscellaneous operations supplies	\$ 3,400
	Congregate meals	\$ 31,500

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Object	Description	Amount
	Off-site trips & events	\$ 10,500
	On-site events	\$ 5,500
60	Safety and medical supplies	\$ 325
76	Air filtration/purification units (3)	\$ 6,000



FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

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

SWIMMING POOL

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	179,393	199,169	202,203	222,945
Contractual & supply service	164,515	192,130	188,955	200,426
Capital outlay	15,316	4,000	-	-
Total expenditures	\$ 359,224	\$ 395,299	\$ 391,158	\$ 423,371
Fees	155,529	128,000	117,000	157,500
Grants	-	-	-	-
Other	24,759	23,161	25,723	25,913
Total revenue	\$ 180,288	\$ 151,161	\$ 142,723	\$ 183,413
Net amount supported by property taxes	\$ 178,936	\$ 244,138	\$ 248,435	\$ 239,958

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$23,800 in full and part-time salary and benefits reflect a reorganization of pool staffing. The full-time position of Pool Programmer has replaced the previous Aquatics Supervisor position and two new part-time positions for marketing and facilities management have been added.
- ↑ An increase of \$4,500 in advertising, which reflects the addition of a new marketing program.
- ↑ An increase of \$3,000 in professional services reflects an increase in water aerobics and class instructor salaries due to an increased offering of aquatic programs. This increase will be offset by revenue from class participants.
- ↓ A decrease of \$4,000 in building maintenance reflects new rates for the facilities cleaning service contract.
- ↓ A decrease of \$4,000 in property improvements reflects the elimination of a building sign, which will be completed in FY09.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Planned building repairs and renovations occurring in FY09 should extend the life of the existing building for five more years. At that point, a new analysis of the structure, as well as the results from the newly implemented business plan will be required to evaluate the long-term sustainability of the current facility.

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life for Urbandale residents and visitors by offering a comprehensive aquatic program that meets the social, recreational and fitness needs of participants in a safe, attractive, and comfortable facility.

PERFORMANCE OBJECTIVES:

1. Maximize attendance at the pool facility by offering programs and special events that are attractive to diverse individuals and groups.
2. Increase usage of the pool facility and attendance at pool programs through an effective advertising and marketing program.
3. Ensure that the pool facility is safe and attractive to patrons by maintaining the facility according to accepted industry and City standards.
4. Continually improve the pool facility and program offerings by actively seeking feedback from patrons and other residents in the community not currently using the pool.
5. Minimize the tax subsidy required to operate the pool program by setting competitive prices and by continually seeking to control operating costs.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Pool users	55,559	62,671	63,000	BM	> 1%
Pool rentals	84	67	80	BM	> 2%
Number of swimmers	2,006	1,511	2,150	BM	> 1%
Swimming lesson participants	908	712	800	BM	> 1%
Special events	17	17	19	BM	> 2%
Special events patrons	450	507	550	BM	> 2%
Water aerobics participants	3,821	4,504	4,600	BM	> 1%
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	65%	N/A	N/A	N/A	90%

BM = Benchmark set in this fiscal year.

CULTURE AND RECREATION		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
470 SWIMMING POOL							
PERSONAL SERVICES							
01	Salaries	\$ 68,178	\$ 69,992	\$ 65,554	\$ 43,014	\$ (26,978)	\$ 46,470
02	Overtime	-	-	-	-	-	-
03	Part-time	78,696	95,000	102,247	143,145	48,145	150,088
04	Witness fees	-	-	-	-	-	-
06	FICA	10,751	12,622	12,837	14,088	1,466	15,037
07	Retirement - IPERS	6,463	5,791	5,801	6,145	354	6,936
08	Pension	-	-	-	-	-	-
09	Group insurance	15,305	15,764	15,764	16,553	789	17,380
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 179,393	\$ 199,169	\$ 202,203	\$ 222,945	\$ 23,776	\$ 235,911
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 119	\$ 1,500	\$ 1,500	\$ 6,000	\$ 4,500	\$ 8,000
23	Professional services	436	8,700	8,700	11,700	3,000	12,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,160	1,600	1,400	3,100	1,500	1,750
28	Dues and memberships	265	385	385	550	165	575
29	Insurance	42,691	43,545	43,545	43,981	436	44,421
32	Uniforms and laundry	384	725	600	650	(75)	700
35	Printing and copying	3,600	4,000	4,000	4,960	960	5,500
40	Building and grounds maint.	16,203	18,000	18,000	14,000	(4,000)	14,500
41	Vehicle and equipment maint.	1,022	4,000	3,500	3,500	(500)	4,000
46	Training and development	3,454	3,325	3,325	3,925	600	4,250
48	Utility service	66,397	70,350	69,000	72,450	2,100	76,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,225	3,000	2,500	3,000	-	3,500
54	Minor equipment	1,526	2,500	2,000	2,250	(250)	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	902	1,000	1,000	1,000	-	1,000
59	Operating supplies	22,498	28,300	28,300	28,000	(300)	30,000
60	Safety and medical supplies	1,053	1,200	1,200	1,360	160	1,400
61	Refunds	580	-	-	-	-	-
Sub-total		\$ 164,515	\$ 192,130	\$ 188,955	\$ 200,426	\$ 8,296	\$ 210,096
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	412	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	14,904	4,000	-	-	(4,000)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 15,316	\$ 4,000	\$ -	\$ -	\$ (4,000)	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SWIMMING POOL		\$ 359,224	\$ 395,299	\$ 391,158	\$ 423,371	\$ 28,072	\$ 446,007

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler, performance bonus	\$ 43,014
03	Facility Manager, Marketing/Public Relations, and other part-time: guards, managers, wading pool guards, water aerobic instructors	\$ 143,145
06	FICA	\$ 14,088
07	IPERS	\$ 6,145
09	Group insurance	\$ 16,553
21	Employment and special advertisements, marketing program	\$ 6,000
23	Special events, State of Iowa inspections	\$ 700
	Water aerobics and aquatic program instructors (independent contractors)	\$ 11,000
27	Computer software and supplies	\$ 400
	Credit card fees	\$ 1,200
	Replacement computer	\$ 1,500
28	Iowa Park and Recreation Association membership	\$ 135
	National Park & Recreation Association membership	\$ 150
	Pool registration renewal	\$ 150
	American license fee (Broadcast permit)	\$ 115
29	Property and casualty insurance	\$ 43,981
32	Staff shirts	\$ 350
	Staff suit refund	\$ 300
35	Program Guide (3 times a year)	\$ 4,560
	Printer cartridges	\$ 400
40	Cleaning contract (lobby, office, locker rooms and pool deck)	\$ 5,500
	Pest control	\$ 1,200
	Electrical maintenance	\$ 1,500
	Mat service	\$ 1,000
	Window cleaning	\$ 850
	A & W Electric – monthly GFI checks and walk through, and repairs	\$ 2,500
	Misc. required building maintenance	\$ 1,450
41	Lighting repairs, motor parts and air filters, inspections (outside contract work)	\$ 1,000
	Preventative maintenance of pool storage tank, air compressor and boiler system	\$ 1,500
	Equipment maintenance and repair	\$ 1,000
46	Lifeguard training reimbursement	\$ 800
	IPRA Fall Workshop and Spring Conference	\$ 625
	National Conference – Programmer	\$ 1,700
	Mileage reimbursement	\$ 800
48	Telephone, gas, electric and water services and cell phone for aquatic supervisor	\$ 72,450
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 3,000

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

Object	Description	Amount
54	Replacement equipment	\$ 2,250
58	Office supplies, toner	\$ 1,000
59	Lease for chlorine and pH controller, chemicals, iron treatment	\$ 21,500
	Red Cross instruction supplies	\$ 1,400
	Red Cross Swim Lesson Certification cards	\$ 1,100
	Pool filters (4)	\$ 2,000
	Special event supplies (T-shirts, ribbons, supplies)	\$ 2,000
60	First aid supplies	\$ 375
	State of Iowa water tests	\$ 125
	Pre-employment drug testing for staff	\$ 560
	Pocket masks	\$ 200
	Fire extinguisher maintenance	\$ 100



FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

OVERVIEW: This activity enhances the quality of life for Urbandale residents through financial contributions to a number of not-for-profit community organizations.

CULTURAL AND CONVENTION - HOTEL MOTEL FUND

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	711,234	701,887	720,213	709,811
Capital outlay	-	-	-	-
Total expenditures	\$ 711,234	\$ 701,887	\$ 720,213	\$ 709,811
Fees	-	-	-	-
Grants	-	-	-	-
Other	688,264	661,188	722,134	709,803
Total revenue	\$ 688,264	\$ 661,188	\$ 722,134	\$ 709,803
<i>Net amount used by (added to) fund balance</i>	\$ (22,970)	\$ (40,699)	\$ 1,921	\$ (8)

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To enhance the quality of life for Urbandale residents by broadening the variety of cultural opportunities available and by promoting Urbandale's cultural and convention attractions.

PERFORMANCE OBJECTIVES:

1. Increase the visibility of Urbandale as a potential tourist attraction, convention destination, and business location by providing financial assistance to the Convention and Visitors Bureau to promote Urbandale.
2. Increase the number and variety of cultural, historical and recreational opportunities available to Urbandale residents by providing financial support to qualified metropolitan area organizations.

CULTURE AND RECREATION	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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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	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	711,234	701,887	720,213	709,811	7,924	750,473
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.	-	-	-	-	-	-
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		\$ 711,234	\$ 701,887	\$ 720,213	\$ 709,811	\$ 7,924	\$ 750,473

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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

CULTURAL AND CONVENTION - HOT		\$ 711,234	\$ 701,887	\$ 720,213	\$ 709,811	\$ 7,924	\$ 750,473
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FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

Activity Notes

Object	Description	Amount
24	Contributions to cultural and convention activities in metropolitan Des Moines	\$ 709,811



COMMUNITY & ECON. DEV.	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 619,302	\$ 719,153	\$ 645,339	\$ 713,593	\$ (5,560)	749,171
02	Overtime	19,178	24,250	18,250	18,250	(6,000)	23,250
03	Part-time	302	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	48,231	56,870	50,764	55,680	(1,190)	58,784
07	Retirement - IPERS	38,628	47,206	42,138	48,401	1,195	53,405
08	Pension	-	-	-	-	-	-
09	Group insurance	128,867	132,734	132,734	139,371	6,637	146,339
11	Allowance	6,351	7,050	6,800	6,450	(600)	7,050
Sub-Total		\$ 860,859	\$ 987,263	\$ 896,025	\$ 981,745	\$ (5,518)	\$ 1,037,999

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ 875	\$ -	\$ -	\$ -
23	Professional services	13,834	41,000	41,129	34,600	(6,400)	40,000
24	Contributions to other agencies	45,567	25,809	25,809	46,065	20,256	46,065
27	Data processing	32,092	52,060	37,060	21,500	(30,560)	34,100
28	Dues and memberships	1,106	2,850	2,200	3,100	250	3,450
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	6,765	8,300	8,300	12,500	4,200	8,000
40	Building and grounds maint.	7,133	8,000	8,000	7,200	(800)	7,300
41	Vehicle and equipment maint.	117	-	-	-	-	-
46	Training and development	11,431	14,100	14,100	15,300	1,200	14,900
48	Utility service	15,571	21,800	17,500	17,200	(4,600)	17,900
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	125	500	500	500	-	550
54	Minor equipment	370	-	176	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	2,663	2,000	2,100	2,500	500	2,500
57	Vehicle operation supplies	5,003	7,700	7,500	8,625	925	9,900
58	Office supplies	4,217	4,400	4,700	5,200	800	5,300
59	Operating supplies	1,745	4,750	4,750	6,850	2,100	7,900
60	Safety and medical supplies	87	550	250	750	200	800
61	Refunds	903	-	-	-	-	-
Sub-total		\$ 148,729	\$ 193,819	\$ 174,949	\$ 181,890	\$ (11,929)	\$ 198,665

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	476	2,100	2,100	2,000	(100)	2,000
73	Equipment replacement fund	12,869	12,480	12,480	12,479	(1)	11,862
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	1,920,513	1,621,291	1,775,548	(144,965)	1,058,889
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	2,828,210	2,537,952	2,573,516	2,578,471	40,519	2,978,821
Sub-total		\$ 2,841,555	\$ 4,473,045	\$ 4,209,387	\$ 4,368,498	\$ (104,547)	\$ 4,051,572

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 3,851,143	\$ 5,654,127	\$ 5,280,361	\$ 5,532,133	\$ (121,994)	\$ 5,288,236
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FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

OVERVIEW: This activity serves as a pass-through account for economic development assistance from the state to local businesses.

ECONOMIC DEVELOPMENT

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	-	1,000,000	650,000	1,000,000
Total expenditures	\$ -	\$ 1,000,000	\$ 650,000	\$ 1,000,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	1,000,000	650,000	1,000,000
Total revenue	\$ -	\$ 1,000,000	\$ 650,000	\$ 1,000,000
<i>Net amount supported by property taxes</i>	\$ -	\$ -	\$ -	\$ -

GOALS AND OBJECTIVES

GOAL: To expand Urbandale’s commercial and industrial tax base by providing financial assistance for business expansions and relocations.

PERFORMANCE OBJECTIVES:

1. Provide CEBA assistance to at least one company in FY2009/10 for a new economic development project in Urbandale.

COMMUNITY & ECON. DEV.	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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520 ECONOMIC DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	-	-	-	-
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	-	1,000,000	650,000	1,000,000	-
79	Books, films and recordings	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ 1,000,000	\$ 650,000	\$ 1,000,000	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-

ECONOMIC DEVELOPMENT		\$ -	\$ 1,000,000	\$ 650,000	\$ 1,000,000	\$ -
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FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

Object	Description	Amount
77	CEBA loan payments	\$ 1,000,000



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

CODE ENFORCEMENT

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	452,873	481,270	440,016	482,156
Contractual & supply service	53,076	105,900	88,860	79,725
Capital outlay	13,345	14,580	14,580	14,479
Total expenditures	\$ 519,294	\$ 601,750	\$ 543,456	\$ 576,360
Fees	343,612	259,163	242,825	236,350
Grants	-	-	-	-
Other	35,792	35,258	35,739	35,277
Total revenue	\$ 379,404	\$ 294,420	\$ 278,564	\$ 271,627
Net amount supported by property taxes	\$ 139,890	\$ 307,330	\$ 264,892	\$ 304,733

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$7,500 in full-time salary and benefit costs, which reflects the normal increases for existing staff.
- ↓ A decrease of \$6,000 in overtime costs due to expected slow down of construction activity, resulting in lower volume of inspections.
- ↓ A decrease of \$6,400 in professional services due to the expected reduced volume of structural reviews and inspection services being required.
- ↓ A decrease of \$22,500 in data processing, which reflects in-house maintenance of CDP permitting software in lieu of third-party hosting.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With eventual return to a healthy housing economy, service demands will again increase and may require the addition of a Permit Technician and a Housing Inspector.

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

GOALS AND OBJECTIVES

GOAL: To ensure the public's health, safety, and welfare through the enforcement of applicable federal, state and local regulations.

PERFORMANCE OBJECTIVES:

1. Conduct all appropriate construction inspections within specified timeframes.
2. Investigate potential code violations related to zoning, signage, property maintenance, and other concerns, and seek appropriate compliance.
3. Biennially inspect all non-owner occupied dwelling units to ensure compliance with applicable regulations.
4. Reduce the number of inactive permits by improving the reporting system and communicating with the contractors and property owners.

GOAL: To encourage voluntary compliance with applicable regulations and requirements by making appropriate information available to all interested parties in a variety of formats.

PERFORMANCE OBJECTIVES:

1. Ensure that applicable plans, policy documents, regulations, and codes reflect current City Council policies, federal and state regulations, and industry standards.
2. Implement value-added services such as on-line inspection requests, fully electronic records, ability to file permits online, and utilization of credit/debit cards.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Building permits reviewed:					
Single-family detached	360	168	132	80	100
Single-family attached	100	98	48	10	50
Multi-family structures	0	4	0	0	0
Residential additions, remodels, etc.	222	187	164	165	150
Miscellaneous residential	313	284	299	375	300
Commercial buildings	18	15	12	10	10
Commercial additions, remodels, etc.	144	128	158	115	100
Inspections:					
New construction	8,609	5,760	4,564	4,500	4,500
Housing code	2,691	604	1,737	1,000	1,800
Major ordinances prepared and adopted	3	2	1	3	2
<u>Outcome Measures</u>					
Value of new construction (\$ millions)	\$129.9	\$133.8	\$108.8	\$73.7	\$110.0

COMMUNITY & ECON. DEV.		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
530 CODE ENFORCEMENT							
PERSONAL SERVICES							
01	Salaries	\$ 315,875	\$ 332,841	\$ 303,005	\$ 336,463	\$ 3,622	\$ 353,063
02	Overtime	16,703	21,000	15,000	15,000	(6,000)	20,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	25,109	27,069	24,327	26,581	(488)	28,233
07	Retirement - IPERS	20,121	22,469	20,193	23,106	637	25,650
08	Pension	-	-	-	-	-	-
09	Group insurance	72,127	74,291	74,291	78,006	3,715	81,906
11	Allowance	2,938	3,600	3,200	3,000	(600)	3,600
Sub-Total		\$ 452,873	\$ 481,270	\$ 440,016	\$ 482,156	\$ 886	\$ 512,452
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	13,834	41,000	41,000	34,600	(6,400)	40,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	16,948	33,300	18,300	10,800	(22,500)	25,000
28	Dues and memberships	817	1,600	1,200	1,600	-	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	417	1,500	1,500	1,500	-	1,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	117	-	-	-	-	-
46	Training and development	8,662	9,300	9,300	10,600	1,300	10,000
48	Utility service	2,628	5,000	3,500	2,500	(2,500)	2,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	170	-	160	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	2,069	2,000	2,100	2,500	500	2,500
57	Vehicle operation supplies	5,003	7,700	7,500	8,625	925	9,900
58	Office supplies	7	-	300	500	500	500
59	Operating supplies	1,501	4,000	4,000	6,000	2,000	7,000
60	Safety and medical supplies	-	500	-	500	-	500
61	Refunds	903	-	-	-	-	-
Sub-total		\$ 53,076	\$ 105,900	\$ 88,860	\$ 79,725	\$ (26,175)	\$ 101,100
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	476	2,100	2,100	2,000	(100)	2,000
73	Equipment replacement fund	12,869	12,480	12,480	12,479	(1)	11,862
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 13,345	\$ 14,580	\$ 14,580	\$ 14,479	\$ (101)	\$ 13,862
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
CODE ENFORCEMENT		\$ 519,294	\$ 601,750	\$ 543,456	\$ 576,360	\$ (25,390)	\$ 627,414

FUNCTION: Community and Economic Development**ACTIVITY: Code Enforcement****Activity Notes**

Object	Description	Amount
01	Building Official, Assistant Building Official, Building Inspectors (3), ½ Building/Property Maintenance Inspector (other ½ in Community Development), performance bonus	\$ 332,463
02	Overtime	\$ 15,000
06	FICA	\$ 26,581
07	IPERS	\$ 23,106
09	Group insurance	\$ 78,006
11	Clothing allowance (5 ½), spot awards	\$ 3,000
23	Structural plan reviews	\$ 8,000
	Transcription	\$ 600
	Records retention & radio maintenance	\$ 1,000
	Housing code inspections	\$ 25,000
27	Software upgrades	\$ 500
	Plan Analyst update	\$ 700
	½ CD Partner maintenance fee (other ½ in Community Development)	\$ 5,000
	2 Replacement monitors	\$ 1,300
	Adobe Acrobat	\$ 300
	Widebed scanner warranty	\$ 3,000
28	International Code Conference	\$ 500
	National Fire Protection Association	\$ 200
	Iowa Association of Building Officials	\$ 200
	Iowa ACE (Housing Officials)	\$ 100
	Subscriptions	\$ 200
	International Association of Electrical Inspectors	\$ 400
35	Printing of forms, postage	\$ 1,500
46	International Code Conference (ICC) annual business meeting	\$ 1,700
	ICC code development meeting	\$ 2,000
	Inspector training @ Univ. Wisc., Colorado, Texas, Nevada, Minnesota, etc.	\$ 3,400
	IA Association of Building Officials seminars	\$ 1,200
	International Association of Electrical Inspectors seminars	\$ 500
	IA ACE (housing code) seminars	\$ 300
	International Code Campus	\$ 500
	Customer service training	\$ 400
	Mileage reimbursement	\$ 600
48	Service for 5 cell phones	\$ 2,500
56	Tires, batteries, miscellaneous parts, oil changes, tire repairs, belts, hoses, etc.	\$ 2,500
57	Fuel, oil, fluids	\$ 8,625
58	Office supplies, color printer supplies	\$ 500

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Object	Description	Amount
59	Operating supplies (measuring tapes, test instruments, marker board, etc.)	\$ 1,000
	Code books	\$ 5,000
60	Vehicle first aid kits, fire extinguishers	\$ 500
72	Replacement chairs (4)	\$ 2,000
73	Equipment Replacement Fund contribution	\$ 12,479



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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	407,986	505,993	456,009	499,589
Contractual & supply service	95,653	87,919	86,089	102,165
Capital outlay	-	-	-	-
Total expenditures	\$ 503,639	\$ 593,912	\$ 542,098	\$ 601,754
Fees	332,873	263,788	234,600	235,425
Grants	-	-	-	-
Other	22,338	34,799	35,650	36,831
Total revenue	\$ 355,210	\$ 298,586	\$ 270,250	\$ 272,256
<i>Net amount supported by property taxes</i>	\$ 148,428	\$ 295,326	\$ 271,848	\$ 329,498

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$6,400 in full-time salaries and benefits, which reflects normal increases for existing staff, but is offset by staffing an Assistant Planner/Economic Development Specialist position in FY10 instead of the Associate Planner position that was budgeted in FY09 .
- ↑ An increase of \$20,300 in contributions to other agencies reflects an increase in the annual contribution required for the Metro Home Improvement Program.
- ↓ A decrease of \$8,000 in data processing reflects the absence of prior year 3rd party hosting costs for permitting software, as well as absence of two replacement computers in FY09.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: Community and Economic Development

ACTIVITY: Community Development

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To promote and coordinate orderly development in compliance with the Comprehensive Plan and City Council policy.

PERFORMANCE OBJECTIVES:

1. Review proposed projects or revisions under the jurisdiction of this department, and present the findings and recommendations to the City Council and other Boards or Commissions for final approval.
2. Provide "neighborhood" planning scenarios to assist the City Council, Planning and Zoning Commission, and developers in their review of development plans.
3. Assist in updating the Capital Improvements Program, the preparation of plans and specifications for park improvement projects, and infrastructure extensions for other departments.

GOAL: To facilitate and promote Economic Development opportunities conducive to the City's character, infrastructure and planning efforts.

PERFORMANCE OBJECTIVES:

1. Represent the City by developing, maintaining and leveraging partnerships with intergovernmental agencies and appropriate service organizations to ensure orderly economic development and planned growth.
2. Meet with developers and builders to discuss and advise on the City's requirements and policies, and to negotiate development proposals that would be acceptable to existing standards and future plans.

GOAL: To encourage voluntary compliance with applicable regulations and requirements by making appropriate information available to all interested parties in a variety of formats.

PERFORMANCE OBJECTIVES:

1. Maintain the City's databases for planning activities, new construction and platting, and enable other departments, citizens, developers, and researchers to use the databases.
2. Ensure that applicable plans, policy documents, regulations, and codes reflect current City Council policies, federal and state regulations, and industry standards.
3. Explore opportunities to provide value-added services—such as on-line zoning information by lot or parcel—to customers.

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Site plans reviewed	30	40	31	18	25
Subdivision plats reviewed	34	20	23	11	13
PUD re-zoning reviewed	3	13	9	6	10
Conventional re-zoning reviewed	0	6	0	3	3
Address changes, right-of-way and easement vacations and conveyances	7	2	3	7	3
Zoning variances presented to the Board of Adjustment	44	31	37	35	30
Sign permits reviewed and issued	180	134	148	150	150
Building permits reviewed and issued	1,157	893	826	740	815
Major ordinances/plans prepared	1	1	2	6	4
<u>Outcome Measures</u>					
Value of new construction (\$ millions)	\$129.9	\$133.8	\$108.8	\$73.7	\$110.0

COMMUNITY & ECON. DEV.	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 303,427	\$ 386,312	\$ 342,334	\$ 377,130	\$ (9,182)	\$ 396,108
02	Overtime	2,475	3,250	3,250	3,250	-	3,250
03	Part-time	302	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	23,122	29,801	26,437	29,099	(702)	30,551
07	Retirement - IPERS	18,507	24,737	21,945	25,295	558	27,755
08	Pension	-	-	-	-	-	-
09	Group insurance	56,740	58,443	58,443	61,365	2,922	64,433
11	Allowance	3,413	3,450	3,600	3,450	-	3,450

Sub-Total		\$ 407,986	\$ 505,993	\$ 456,009	\$ 499,589	\$ (6,404)	\$ 525,547
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CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ 875	\$ -	\$ -	\$ -
23	Professional services	-	-	129	-	-	-
24	Contributions to other agencies	45,567	25,809	25,809	46,065	20,256	46,065
27	Data processing	15,144	18,760	18,760	10,700	(8,060)	9,100
28	Dues and memberships	289	1,250	1,000	1,500	250	1,750
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	6,348	6,800	6,800	11,000	4,200	6,500
40	Building and grounds maint.	7,133	8,000	8,000	7,200	(800)	7,300
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	2,769	4,800	4,800	4,700	(100)	4,900
48	Utility service	12,943	16,800	14,000	14,700	(2,100)	15,400
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	125	500	500	500	-	550
54	Minor equipment	200	-	16	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	594	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,210	4,400	4,400	4,700	300	4,800
59	Operating supplies	244	750	750	850	100	900
60	Safety and medical supplies	87	50	250	250	200	300
61	Refunds	-	-	-	-	-	-

Sub-total		\$ 95,653	\$ 87,919	\$ 86,089	\$ 102,165	\$ 14,246	\$ 97,565
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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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-

Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

COMMUNITY DEVELOPMENT		\$ 503,639	\$ 593,912	\$ 542,098	\$ 601,754	\$ 7,842	\$ 623,112
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FUNCTION: Community and Economic Development
ACTIVITY: Community Development

Activity Notes

Object	Description	Amount
01	Director, Development Manager/Chief Planner, Associate Planner, Assistant Planner/Economic Development Specialist, ½ Building/Property Maintenance Inspector (other ½ in Code Enforcement), Department Secretary, performance bonus	\$ 377,130
02	Overtime	\$ 3,250
06	FICA	\$ 29,099
07	IPERS	\$ 25,295
09	Group insurance	\$ 61,365
11	Vehicle Allowance – Director	\$ 3,300
	Spot awards	\$ 150
24	Annual assessment for Metropolitan Planning Organization	\$ 21,542
	Metro Home Improvement Program	\$ 24,523
27	½ CD Partner maintenance (other ½ in Code Enforcement)	\$ 5,000
	ArcView License-new concurrent	\$ 3,500
	ArcView annual maintenance	\$ 2,200
28	American Planning Association and Urban Land Institute memberships; library resource materials	\$ 1,500
35	½ Replacement copy machine (other ½ in Engineering and Public Works Administration)	\$ 4,500
	½ Copy machine maintenance (other ½ in Engineering and Public Works Administration)	\$ 1,200
	½ Plan copier maintenance (other ½ in Engineering and Public Works Administration)	\$ 650
	Miscellaneous printing/copying, postage	\$ 4,650
40	Facility maintenance (janitorial and HVAC maintenance)	\$ 7,200
46	American Planning Association National Conference – New Orleans, LA	\$ 3,100
	Local and regional planning workshops or seminars	\$ 1,100
	Mileage reimbursement	\$ 500
48	Electric, gas, telephone, data, water	\$ 14,700
51	Janitorial supplies	\$ 500
58	Paper, office supplies	\$ 4,700
59	Operating supplies	\$ 850
60	Safety and first-aid supplies	\$ 250



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

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.

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	2,828,210	3,458,465	3,544,807	3,354,019
Total expenditures	\$ 2,828,210	\$ 3,458,465	\$ 3,544,807	\$ 3,354,019
Fees	-	-	-	-
Grants	-	-	-	-
Other	3,023,143	3,661,104	4,433,500	2,551,293
Total revenue	\$ 3,023,143	\$ 3,661,104	\$ 4,433,500	\$ 2,551,293
Net amount (added to) used by fund balance	\$ (194,933)	\$ (202,639)	\$ (888,693)	\$ 802,726

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ This is a new section added for FY10 to make the City's budget document more consistent with the State of Iowa's Adopted Budget Certification presentation. TIF activity has always been budgeted by the City, but in prior years, the activity was grouped in with the General Support department (in the transfers-out line item #97) and as TIF revenue in general fund property taxes. All expenditures for rebates were previously handled through the Capital Projects Fund, which had also not previously been reflected within this budget document, but was instead encompassed in the Capital Improvements Program document.
- ↓ A decrease of \$145,000 in TIF rebate payments, which reflect the declining progression of the current property owners currently participating in the rebate program. The City's program allows for properties meeting certain criteria, to request a 5-year declining balance rebate of 75%, 60%, 45%, 30% and 15% of property taxes paid on improvements to their parcels.
- ↑ An increase of \$60,000 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:

- ❖ When the State of Iowa code is changed to allow for the payment of TIF-supported general obligation debt service to be paid directly from the TIF Fund, versus transferring those monies to the Debt Service Fund for payment, a change in procedure will be required to reflect the new requirements.

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

COMMUNITY & ECON. DEV.		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
125 TAX INCREMENT FINANCING FUND							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	-	-	-	-	-
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 rebates	-	920,513	971,291	775,548	(144,965)	1,058,889
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	2,828,210	2,537,952	2,573,516	2,578,471	40,519	2,978,821
Sub-total		\$ 2,828,210	\$ 3,458,465	\$ 3,544,807	\$ 3,354,019	\$ (104,446)	\$ 4,037,710
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
TAX INCREMENT FINANCING FUND		\$ 2,828,210	\$ 3,458,465	\$ 3,544,807	\$ 3,354,019	\$ (104,446)	\$ 4,037,710

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

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) Rebates	\$ 755,548
97	Transfers Out	\$ 2,578,471



GENERAL GOVERNMENT	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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600 GENERAL GOVERNMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 674,194	\$ 707,746	\$ 670,580	\$ 706,528	\$ (1,218)	732,435
02	Overtime	1,560	1,500	16,500	13,525	12,025	11,525
03	Part-time	28,075	28,500	74,015	77,959	49,459	81,935
04	Witness fees	-	-	-	-	-	-
06	FICA	48,678	52,866	57,825	60,012	7,146	62,582
07	Retirement - IPERS	53,351	57,258	60,413	54,405	(2,853)	58,424
08	Pension	-	-	-	-	-	-
09	Group insurance	122,444	126,118	126,118	132,426	6,308	139,046
11	Allowance	16,500	16,850	15,525	16,850	-	16,850
Sub-Total		\$ 944,802	\$ 990,838	\$ 1,020,976	\$ 1,061,705	\$ 70,867	\$ 1,102,797

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 13,594	\$ 16,000	\$ 14,500	\$ 27,850	\$ 11,850	\$ 15,000
23	Professional services	180,447	208,685	235,500	196,873	(11,812)	198,432
24	Contributions to other agencies	69,332	58,400	16,000	39,300	(19,100)	16,500
27	Data processing	179,610	152,284	155,301	169,001	16,717	179,215
28	Dues and memberships	23,903	26,540	27,000	27,030	490	27,500
29	Insurance	516,985	527,324	527,324	532,597	5,273	537,923
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	33,673	36,112	31,625	37,023	911	37,900
40	Building and grounds maint.	14,108	20,633	17,800	16,056	(4,577)	16,100
41	Vehicle and equipment maint.	268	200	100	200	-	200
46	Training and development	43,629	52,145	43,650	50,305	(1,840)	51,110
48	Utility service	25,106	24,750	25,600	26,850	2,100	28,100
49	Petty cash	95	200	100	200	-	200
51	Maintenance supplies	121	300	680	720	420	750
54	Minor equipment	194	-	-	2,000	2,000	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,939	8,650	7,823	8,170	(480)	8,200
59	Operating supplies	3,908	2,890	3,325	3,600	710	3,850
60	Safety and medical supplies	413	225	280	300	75	325
61	Refunds	29,397	19,000	16,000	14,000	(5,000)	15,000
Sub-total		\$ 1,140,722	\$ 1,154,338	\$ 1,122,608	\$ 1,152,075	\$ (2,263)	\$ 1,138,305

CAPITAL OUTLAY

71	Equipment	\$ 1,809	\$ 2,000	\$ 3,416	\$ -	\$ (2,000)	\$ -
72	Furniture and fixtures	1,359	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	6,904	-	-	6,000	6,000	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 10,072	\$ 2,000	\$ 3,416	\$ 6,000	\$ 4,000	\$ -

91	Debt retirement	\$ 473,059	\$ 476,269	\$ 476,269	\$ 470,860	\$ (5,409)	\$ 475,128
95	Contingency	-	25,000	-	25,000	-	25,000

GENERAL GOVERNMENT SUMMARY		\$ 2,568,655	\$ 2,648,445	\$ 2,623,269	\$ 2,715,640	\$ 67,195	\$ 2,741,230
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

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

MAYOR and COUNCIL

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	30,126	31,709	31,709	31,763
Contractual & supply service	38,519	57,245	52,200	74,180
Capital outlay	-	-	-	-
Total expenditures	\$ 68,645	\$ 88,954	\$ 83,909	\$ 105,943
Fees	-	-	-	-
Grants	-	-	-	-
Other	4,731	5,212	5,518	6,484
Total revenue	\$ 4,731	\$ 5,212	\$ 5,518	\$ 6,484
Net amount supported by property taxes	\$ 63,914	\$ 83,742	\$ 78,391	\$ 99,459

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$12,850 in advertising, which reflects the biennial Citizen Survey that will be conducted using a National Citizen Survey that would tie in with the City's ICMA performance measurements and convert the past three biennial in-house surveys.
- ↑ An increase of \$2,000 in professional services, which reflects the planned use of a strategic planning consultant.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To establish a strategic direction for the City that builds on current strengths and anticipates future challenges.

PERFORMANCE OBJECTIVES:

1. Promote a strong sense of community, which is welcoming and safe to residents and visitors.
2. Communicate with residents and businesses through a multi-media outreach program.
3. Oversee development of a City-wide technology infrastructure, which attracts developers, businesses and residents to Urbandale.
4. Institute policies designed to attract and retain desired businesses.
5. Authorize Tax Increment Financing districts appropriate for economic development.
6. Encourage the development of a healthy balance of housing options, and continue to partner with other cities to finance housing rehabilitation grants and loans.
7. Partner with local businesses and educational institutions to cultivate a highly-skilled labor pool in the community.
8. Enforce policies that protect and conserve the City's financial resources.
9. Facilitate development of upscale retail and entertainment districts, and continue efforts to create a City Center.
10. Acquire additional land and begin the development process for the Walnut Creek Regional Park.
11. Partner with neighboring communities to enhance the region's bicycle trail system.
12. Hold joint meetings with other City Councils, Boards, Commissions and School Districts to further partnerships and mutually beneficial projects.
13. Utilize a multi-year financial model to develop the City's operating budget and capital improvements program.
14. Establish a new business corridor through the construction of Plum Drive.

FUNCTION: General Government
ACTIVITY: Mayor and City Council

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Quarterly newsletters published	75,900	80,000	80,000	60,000	80,000
Average monthly website hits*	N/A	152,801	160,000	399,480	400,000
Average daily website visits	N/A	645	675	494	600
Average unique website visits per month	N/A	N/A	N/A	8,544	9,500
Electronic agendas sent to citizens via Email	1,834	2,646	2,330	2,450	2,500
Cultural agencies funded through hotel/motel revenues	17	16	18	18	15

* New City website started July 2008 and data includes search engine searches (i.e. Google, Yahoo and Microsoft)

GENERAL GOVERNMENT	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

610 MAYOR and COUNCIL

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	28,000	28,500	28,500	28,500	-	28,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,494	2,066	2,066	2,066	-	2,066
07	Retirement - IPERS	632	1,143	1,143	1,197	54	1,251
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 30,126	\$ 31,709	\$ 31,709	\$ 31,763	\$ 54	\$ 31,817

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ 12,850	\$ 12,850	\$ -
23	Professional services	-	500	500	2,500	2,000	500
24	Contributions to other agencies	1,500	15,500	15,500	16,800	1,300	16,000
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	10,645	12,020	12,000	12,300	280	12,450
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	16,666	20,425	15,500	20,600	175	21,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	9,229	8,500	8,500	8,880	380	9,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	479	300	200	250	(50)	250
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 38,519	\$ 57,245	\$ 52,200	\$ 74,180	\$ 16,935	\$ 59,200

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

MAYOR and COUNCIL		\$ 68,645	\$ 88,954	\$ 83,909	\$ 105,943	\$ 16,989	\$ 91,017
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

Activity Notes

Object	Description	Amount
01	Mayor	\$ 7,000
	City Council	\$ 20,000
	Treasurer	\$ 1,500
06	FICA	\$ 2,066
07	IPERS	\$ 1,197
21	Citizen Survey (ICMA/National Citizen Survey)	\$ 12,850
23	Radio information system – annual lease and maintenance	\$ 500
	Strategic planning consultant	\$ 2,000
24	Caring Corps – food pantry	\$ 15,000
	Caring Corps – home repair program	\$ 800
	VFW ramp project	\$ 500
	American Legion meal assistance	\$ 500
28	Iowa League of Cities	\$ 7,165
	MIALG membership	\$ 750
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 930
	National League of Cities	\$ 3,255
	Miscellaneous subscriptions	\$ 200
35	Quarterly newsletter printing and postage	\$ 20,600
46	City Council Lunch and Learn, Iowa League of Cities convention and meetings; Greater Des Moines and Urbandale Chamber of Commerce meetings; Chamber of Commerce's Washington trip; National League of Cities annual conference; and miscellaneous meetings	\$ 8,880
59	Service awards and plaques	\$ 250



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. This activity also manages the City's finances.

CITY MANAGER

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	398,191	415,106	375,029	383,559
Contractual & supply service	17,305	15,760	44,625	18,705
Capital outlay	514	-	-	-
Total expenditures	\$ 416,010	\$ 430,866	\$ 419,654	\$ 402,264
Fees	-	-	-	-
Grants	-	-	-	-
Other	28,673	25,245	27,597	24,621
Total revenue	\$ 28,673	\$ 25,245	\$ 27,597	\$ 24,621
<i>Net amount supported by property taxes</i>	\$ 387,337	\$ 405,621	\$ 392,057	\$ 377,643

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease of \$31,500 in full-time salaries and benefits, which reflect normal increases for existing staff, with an offsetting reduction in salary and retirement benefits for the hire of a new city manager.
- ↑ An increase of \$2,450 in data processing, which reflects additional website enhancement projects.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: General Government
ACTIVITY: City Manager

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To provide high-quality, effective and efficient services to the residents, businesses and visitors of Urbandale, in accordance with the policy direction of the City Council.

PERFORMANCE OBJECTIVES:

1. Manage the City's financial and human resources to maximize customer satisfaction while minimizing costs.
2. Execute the City Council's policy directives in accordance with applicable federal, state and local regulations.

GOAL: To assist the City Council in making informed decisions.

PERFORMANCE OBJECTIVES:

1. Ensure the long-term health and growth of the City by actively participating in the City Council's strategic planning process and the community's visioning process.
2. Assist the City Council in its review of innovation in service delivery methods and strategies.
3. Provide reliable, accurate, and timely analysis and recommendations.

GOAL: To safeguard the resources of the City through a financial management program that conforms to all applicable laws and meets the standards set by relevant professional organizations.

PERFORMANCE OBJECTIVES:

1. Establish appropriate planning and budgeting policies and procedures to ensure that resources are available to implement City programs.
2. Establish and follow rigorous policies and procedures for managing the City's assets.
3. Manage a City-wide system of performance measurement and benchmarking to maximize efficiency and effectiveness in City operations.
4. Continue the multi-year revenue and expenditure long-range modeling forecast to address concerns in advance.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Council letters written and presented	186	200	186	150	175
Citizen requests for service:					
Number	5,161	4,867	5,360	5,500	5,500
Percent completed at end of year	99.6%	98.9%	97.9%	99.0%	99.5%
<u>Efficiency Measures</u>					
Citizen request response rates:					
Same day turnaround	33%	31%	59%	45%	50%
2-3 day turnaround	33%	32%	14%	28%	30%
4-10 day turnaround	24%	28%	20%	17%	12%
11+ day turnaround	10%	9%	7%	10%	8%

* It should be noted that some citizen requests – such as property maintenance complaints – could take 30 days or more to complete because of the due process requirements that are involved.

Outcome Measures

Percent completion of high priority projects in the City Council's Strategic Plan:

2007 Priorities:

Develop a long range financial plan	N/A	75%	100%	-	-
Retain and attract niche commercial and retail businesses	N/A	25%	50%	50%	75%
Continue technology improvements	N/A	50%	75%	100%	-
Facilitate the development of Plum Drive	N/A	50%	75%	75%	100%

2008 Priorities:

Reduce Fire & EMS response times by staffing five FTE's at each Fire Station	N/A	N/A	N/A	25%	30%
Implement a coordinated approach to economic development in Urbandale	N/A	N/A	N/A	100%	-
Establish Urbandale as a key stakeholder in regional priorities	N/A	N/A	N/A	50%	100%
Create substantial access to the Walnut Creek Regional Park	N/A	N/A	N/A	25%	50%

GENERAL GOVERNMENT	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 292,945	\$ 307,055	\$ 268,417	\$ 281,859	\$ (25,196)	\$ 293,909
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	19,874	20,086	20,024	20,945	859	21,914
07	Retirement - IPERS	29,555	30,620	30,568	21,045	(9,575)	22,111
08	Pension	-	-	-	-	-	-
09	Group insurance	45,917	47,295	47,295	49,660	2,365	52,143
11	Allowance	9,900	10,050	8,725	10,050	-	10,050
Sub-Total		\$ 398,191	\$ 415,106	\$ 375,029	\$ 383,559	\$ (31,547)	\$ 400,127

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	646	640	30,500	640	-	640
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	3,301	750	500	3,200	2,450	2,500
28	Dues and memberships	5,542	6,145	6,000	6,120	(25)	6,200
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	1,076	825	825	825	-	900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	6,060	6,300	6,000	7,120	820	7,260
48	Utility service	565	600	600	600	-	600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	65	500	200	200	(300)	200
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	50	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 17,305	\$ 15,760	\$ 44,625	\$ 18,705	\$ 2,945	\$ 18,300

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	514	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 514	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

CITY MANAGER	\$ 416,010	\$ 430,866	\$ 419,654	\$ 402,264	\$ (28,602)	\$ 418,427
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FUNCTION: General Government
ACTIVITY: City Manager

Activity Notes

Object	Description	Amount
01	City Manager, Assistant City Manager, Assistant to City Manager, performance bonus	\$ 281,859
06	FICA	\$ 20,945
07	Retirement	\$ 21,045
09	Group insurance	\$ 49,660
11	Vehicle allowances	\$ 9,900
	Spot awards	\$ 150
23	Records retention, storage and destruction	\$ 640
27	Website hosting	\$ 900
	Software and network support	\$ 300
	Website enhancements	\$ 2,000
28	ICMA	\$ 2,275
	ICMA IQ Reports	\$ 150
	ICMA IQ Service – searchable database	\$ 645
	IaCMA	\$ 900
	Public Technology, Inc. membership	\$ 2,000
	Miscellaneous publications	\$ 150
35	Capital Improvements Program document printing	\$ 825
46	ICMA Conference (2) – Montreal, Canada	\$ 4,900
	Technology or performance measurement training	\$ 1,450
	Iowa City and County Management Association meetings	\$ 770
48	PDA service	\$ 600
58	Stationery and miscellaneous office supplies	\$ 200



FUNCTION: General Government
ACTIVITY: Finance and Records

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

FINANCE and RECORDS

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	338,839	356,889	374,399	395,013
Contractual & supply service	176,644	151,747	143,700	175,191
Capital outlay	7,749	-	1,416	6,000
Total expenditures	\$ 523,232	\$ 508,636	\$ 519,515	\$ 576,204
Fees	52,703	46,750	49,250	49,250
Grants	-	-	-	-
Other	40,113	29,802	34,165	35,267
Total revenue	\$ 92,816	\$ 76,552	\$ 83,415	\$ 84,517
<i>Net amount supported by property taxes</i>	\$ 430,416	\$ 432,084	\$ 436,100	\$ 491,687

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ An increase of \$26,100 in full-time salaries and benefits, which reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$12,000 in overtime expense, which reflects the transition of the City Clerk and the Assistant Finance Director positions to non-exempt employee status, and are thus eligible for overtime hours.
- ↑ An increase of \$22,000 in contributions to other agencies, which reflects expected City Council elections in the upcoming year.
- ↓ A decrease of \$5,000 in refunds, which reflects lower abandoned property auction proceeds remittances to the State of Iowa due to the implementation of vehicle storage fees, which offset the amount of proceeds payable to the State.
- ↑ An increase of \$6,000 in office equipment, which reflects the purchase of a scanner to be used for document retention and permanent storage.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: General Government
ACTIVITY: Finance and Records

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To monitor and appropriately manage all financial operations to preserve the fiscal viability of the City.

PERFORMANCE OBJECTIVES:

1. Manage all financial transactions, investment procedures, payroll and bill payments to safeguard the proper use of public funds.
2. Assist in the preparation and development of all published financial documents and procedural manuals related to financial transactions to develop consistent operations and accurate transaction reports.
3. Issue applicable permits and licenses, and maintain accurate records of regulated animals and services to enhance public safety and orderly business transactions.
4. Implement financial control recommendations from the external auditor based on the annual fiscal year review.
5. Assist City departments in the use of technology for budget development and fiscal year expenditure monitoring.
6. Manage the City's conversion to the new financial system.

GOAL: To maintain the City's human resource systems.

PERFORMANCE OBJECTIVES:

1. Ensure the bi-weekly payroll is processed accurately and on time.
2. Manage the City's conversion to the new payroll system.
3. Maintain all human resources records to ensure accuracy and compliance with applicable laws and regulations.
4. Prepare official Minutes of the Civil Service Commission.

GOAL: To maintain complete and accurate records of all City Council proceedings.

PERFORMANCE OBJECTIVES:

1. Record all City Council approved Ordinances and Resolutions, and maintain official documents to preserve the City's vital records.
2. Prepare official Minutes for City Council proceedings and publish all public notices within established City timelines.

FUNCTION: General Government
ACTIVITY: Finance and Records

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Purchase orders processed	3,235	2,931	1,893	1,900	1,900
Ordinances published	26	18	22	24	20
<u>Outcome Measures</u>					
Bond rating	Aa2	Aa2	Aa2	Aa2	Aa2
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	N/A	Yes	Yes

GENERAL GOVERNMENT		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
620 FINANCE and RECORDS							
PERSONAL SERVICES							
01	Salaries	\$ 254,470	\$ 267,577	\$ 268,304	\$ 286,583	\$ 19,006	\$ 295,339
02	Overtime	973	1,000	16,000	13,000	12,000	11,000
03	Part-time	75	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	18,645	20,500	22,000	22,613	2,113	23,520
07	Retirement - IPERS	15,459	17,017	17,300	19,657	2,640	21,361
08	Pension	-	-	-	-	-	-
09	Group insurance	45,917	47,295	47,295	49,660	2,365	52,143
11	Allowance	3,300	3,500	3,500	3,500	-	3,500
Sub-Total		\$ 338,839	\$ 356,889	\$ 374,399	\$ 395,013	\$ 38,124	\$ 406,863
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 13,594	\$ 16,000	\$ 14,500	\$ 15,000	\$ (1,000)	\$ 15,000
23	Professional services	53,102	59,795	59,500	63,358	3,563	65,892
24	Contributions to other agencies	27,332	-	-	22,000	22,000	-
27	Data processing	19,800	22,300	24,000	25,500	3,200	26,265
28	Dues and memberships	1,915	2,400	2,000	2,255	(145)	2,300
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	14,754	13,532	14,000	14,148	616	14,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	268	-	-	-	-	-
46	Training and development	10,663	10,920	6,500	11,130	210	11,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	95	200	100	200	-	200
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	194	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,407	7,500	7,000	7,500	-	7,500
59	Operating supplies	57	100	100	100	-	100
60	Safety and medical supplies	66	-	-	-	-	-
61	Refunds	29,397	19,000	16,000	14,000	(5,000)	15,000
Sub-total		\$ 176,644	\$ 151,747	\$ 143,700	\$ 175,191	\$ 23,444	\$ 157,757
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ 1,416	\$ -	\$ -	\$ -
72	Furniture and fixtures	845	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	6,904	-	-	6,000	6,000	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 7,749	\$ -	\$ 1,416	\$ 6,000	\$ 6,000	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
FINANCE and RECORDS		\$ 523,232	\$ 508,636	\$ 519,515	\$ 576,204	\$ 67,568	\$ 564,620

FUNCTION: General Government
ACTIVITY: Finance and Records

Activity Notes

Object	Description	Amount
01	City Clerk, Finance Director, Assistant Finance Director, Acct Payable Clerk, performance bonus	\$ 286,583
02	Overtime	\$ 13,000
06	FICA	\$ 22,613
07	IPERS	\$ 19,657
09	Group insurance	\$ 49,660
11	Vehicle allowance & on-the-spot awards	\$ 3,500
21	Newspaper publication of Council minutes, official publications, ordinances, recording of deeds, and easements	\$ 15,000
23	Annual audit & A-133 audit	\$ 41,308
	State filing fee for audit	\$ 850
	Certificate of Achievement fee	\$ 500
	Employee assistance program	\$ 2,150
	OPEB consultation for GASB 45	\$ 2,000
	Arbitrage study	\$ 5,000
	Health insurance fund actuarial evaluation	\$ 650
	Bond trustee fees	\$ 7,200
	CUSIP registration service	\$ 900
	Piper Jaffray dissemination fees	\$ 500
	Records retention and storage	\$ 1,800
	Other services	\$ 500
24	City election	\$ 22,000
27	Finance and payroll management system & data dictionaries maintenance contracts	\$ 24,000
	Supplies and software	\$ 1,000
	Printer maintenance	\$ 500
28	Iowa Municipal Finance Officers Association (2)	\$ 150
	Government Finance Officers Association (2)	\$ 250
	Institute of Municipal Clerks	\$ 150
	Iowa Society of CPAs	\$ 155
	American Institute of CPAs	\$ 200
	Iowa Licensing Division – CPA certificate renewal	\$ 100
	GCMOA (Golden Circle Municipal Officers Association)	\$ 50
	GASB pronouncements/publications service	\$ 600
	Miscellaneous dues and subscriptions	\$ 600
35	Postage and shipping cost	\$ 10,000
	Postage meter lease	\$ 1,068
	Bulk mailing system (1/3 share with Sr. Center)	\$ 360
	Copy machine lease and maintenance	\$ 720

FUNCTION: General Government
ACTIVITY: Finance and Records

Object	Description	Amount
	Paper, ribbons and other supplies	\$ 1,000
	Financial document printing	\$ 1,000
46	Municipal Clerks meeting	\$ 150
	CPE –Finance Director	\$ 3,500
	GFOA annual conference (2) – Atlanta, GA	\$ 2,970
	International Institute of Municipal Clerks conference (1) – Reno, NV	\$ 2,075
	New World user conference (2) – Orlando, FL	\$ 1,735
	Mileage reimbursement	\$ 500
	Miscellaneous training	\$ 200
49	Petty cash	\$ 200
58	Stationery, office forms, miscellaneous office supplies	\$ 7,500
59	Operating Supplies	\$ 100
61	Auction proceeds to State	\$ 10,000
	State sales tax	\$ 4,000
74	Scanners	\$ 6,000

FUNCTION: General Government
ACTIVITY: Technology

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

TECHNOLOGY

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	120,587	127,433	128,137	132,717
Contractual & supply service	190,644	148,734	146,273	158,701
Capital outlay	1,809	2,000	2,000	-
Total expenditures	\$ 313,040	\$ 278,167	\$ 276,410	\$ 291,418
Fees	-	-	-	-
Grants	-	-	-	-
Other	21,576	16,298	18,177	17,837
Total revenue	\$ 21,576	\$ 16,298	\$ 18,177	\$ 17,837
Net amount supported by property taxes	\$ 291,464	\$ 261,869	\$ 258,233	\$ 273,581

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ An increase of \$5,300 in full-time salaries and benefits, which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$2,500 in professional services, which reflects the reduction of telecommunication support services required.
- ↑ An increase of \$10,500 in data processing, which reflects of purchases of replacement switches, two Exchange 2007 servers, and software licensing.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As service demands increase, additional staff will likely be required to maintain effective service levels.

FUNCTION: General Government
ACTIVITY: Technology

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To implement the objectives of the City's Strategic Plan for Technology.

PERFORMANCE OBJECTIVES:

1. Implement policies and procedures to protect the security, availability, and integrity of data and applications on the network.
2. Renovate the City's website to expand current content and develop strategies for maintaining the site's content.
3. Develop increased flexibility for electronic commerce between the City and Urbandale residents and businesses.
4. Implement a cable Government Access channel, with production and recording facilities.

GOAL: To increase the technological abilities of the City's staff

PERFORMANCE OBJECTIVES:

1. Provide users with increased training opportunities to expand technology efficiencies.
2. Implement project management software and provide software training.
3. Manage the expanded deployment of the document imaging system throughout the City.
4. Implement a mobile work environment allowing staff to work throughout the City remotely.

GOAL: To build and maintain the integrity of the back-office systems

PERFORMANCE OBJECTIVES:

1. Strengthen the working relationships between the City and external organizations in relation to Technology.
2. Maintain reliable network systems providing accessibility and functionality.
3. Establish and maintain an inventory of components to minimize system downtime.

FUNCTION: General Government
ACTIVITY: Technology

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Desktop PCs managed	140	206	215	201	210
Servers managed	15	17	20	24	25
Help desk calls	560	363	400	425	400
<u>Outcome Measures</u>					
Network availability	99.8%	99.90%	99.95%	99.93%	99.95%
Network problems corrected within 24 hours <i>Median for CPM Cities <100K</i>	95% <i>80%</i>	86% <i>83%</i>	90% <i>87%</i>	87%	90%
Help desk call resolved within 24 hours	75%	82%	80%	89%	90%

GENERAL GOVERNMENT		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
625 TECHNOLOGY							
PERSONAL SERVICES							
01	Salaries	\$ 90,642	\$ 95,061	\$ 95,678	\$ 98,744	\$ 3,683	\$ 102,511
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	5,856	7,272	7,319	7,554	282	7,842
07	Retirement - IPERS	5,484	6,036	6,076	6,566	530	7,124
08	Pension	-	-	-	-	-	-
09	Group insurance	15,305	15,764	15,764	16,553	789	17,380
11	Allowance	3,300	3,300	3,300	3,300	-	3,300
Sub-Total		\$ 120,587	\$ 127,433	\$ 128,137	\$ 132,717	\$ 5,284	\$ 138,157
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	29,227	14,500	12,000	12,000	(2,500)	13,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	156,509	129,234	129,200	139,701	10,467	150,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	4,891	5,000	5,000	5,000	-	5,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	2,000	2,000	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	73	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	17	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 190,644	\$ 148,734	\$ 146,273	\$ 158,701	\$ 9,967	\$ 170,000
CAPITAL OUTLAY							
71	Equipment	\$ 1,809	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	\$ -
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 1,809	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
TECHNOLOGY		\$ 313,040	\$ 278,167	\$ 276,410	\$ 291,418	\$ 13,251	\$ 308,157

FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, (1/4) Secretarial Assistant, performance bonus	\$ 98,744
06	FICA	\$ 7,554
07	IPERS	\$ 6,566
09	Group insurance	\$ 16,553
11	Vehicle allowance	\$ 3,300
23	Telecommunication support	\$ 1,000
	Network support	\$ 10,000
	LaserFiche support	\$ 1,000
27	Software licensing	\$ 47,080
	RequestPartner fees	\$ 6,000
	AV maintenance	\$ 5,700
	Replacement switch	\$ 3,411
	Exchange 2007	\$ 16,000
	Tape media	\$ 3,760
	CarePaq warranty	\$ 15,025
	Cable television broadcasting	\$ 8,250
	Spare drive components	\$ 2,911
	Replacement domain servers	\$ 16,000
	Managed service contracts	\$ 15,564
46	PTI Leadership conference	\$ 1,500
	PTI Annual conference	\$ 1,500
	Training materials	\$ 500
	MS Government CIO Summit	\$ 1,500
54	Computer tools and equipment	\$ 2,000



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 and compliance with federal and state labor laws.

HUMAN RESOURCES

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	56,532
Contractual & supply service	-	-	-	2,445
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ -	\$ -	\$ 58,977
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	3,610
Total revenue	\$ -	\$ -	\$ -	\$ 3,610
Net amount supported by property taxes	\$ -	\$ -	\$ -	\$ 55,367

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$58,200 in part-time salaries and benefits, which reflects the creation of a new department in the FY09/10 budget for the city’s human resource administrator, as well as increased base hours for the position. In FY09, expenses for this position were reflected within the legal department.

FUTURE BUDGET CONSIDERATIONS:

- ↑ Potential work load increases that would warrant converting the part-time human resource administrator’s position to a full-time position.

FUNCTION: General Government
ACTIVITY: Human Resources

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To ensure appropriate treatment of City employees by providing advice and guidance to the City in its personnel-related activities.

PERFORMANCE OBJECTIVES:

1. Provide staff with advice regarding the development and enforcement of personnel policies and practices.
2. Assist in the formulation of policy recommendations to the Civil Service Commission.
3. Negotiate new collective bargaining agreements with the City's bargaining units.

GOAL: To manage the City's Human Resource program in compliance with applicable laws and regulations.

PERFORMANCE OBJECTIVES:

1. Coordinate the revision and approval of the personnel manual.

GOAL: To source and recruit open position in a timely manor, ensuring adequate staffing of City services.

PERFORMANCE OBJECTIVES:

1. Review and update position descriptions to accurately source an open position.
2. Recruit for positions in compliance with all federal, state and civil service regulations.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Number of positions filled	N/A	N/A	N/A	15	10
Turnover rate	N/A	N/A	N/A	5.6%	< 5%
Median for CPM cities < 100K	5.2%	6.0%	6.8%		

FUNCTION: General Government
ACTIVITY: Human Resources

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Outcome Measures</u>					
Working days to fill an external recruitment Median for CPM cities < 100K	N/A 36.5	N/A 30.0	N/A 33.4	N/A	< 30
Working days to fill an internal recruitment Median for CPM cities < 100K	N/A 30.0	N/A 18.0	N/A 20.0	N/A	< 20
<u>Outcome Measures</u>					
Multi-year agreement in place					
Fire union	N/A	N/A	Yes	Yes	Yes
Laborers' union	Yes	Yes	Yes	Yes	Yes
Police union	Yes	Yes	Yes	Yes	Yes

FUNCTION: General Government
ACTIVITY: Human Resources

GENERAL GOVERNMENT		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
630 HUMAN RESOURCES							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	49,459	49,459	53,435
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	3,784	3,784	4,088
07	Retirement - IPERS	-	-	-	3,289	3,289	3,714
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ 56,532	\$ 56,532	\$ 61,237
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	300	300	150
28	Dues and memberships	-	-	-	345	345	400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	1,800	1,800	1,850
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		\$ -	\$ -	\$ -	\$ 2,445	\$ 2,445	\$ 2,400
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
HUMAN RESOURCES		\$ -	\$ -	\$ -	\$ 58,977	\$ 58,977	\$ 63,637

FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

Object	Description	Amount
03	Part-time HR professional	\$ 49,459
06	FICA	\$ 3,784
07	IPERS	\$ 3,289
27	HR software upgrade	\$ 300
28	Society for Human Resource management membership	\$ 145
	National Public Employer Labor Relations Association membership	\$ 200
46	NPELRA conference – local	\$ 75
	IPELRA conference - local	\$ 75
	Mileage Reimbursement	\$ 1,650



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 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	51,842	-
Contractual & supply service	134,547	172,400	132,276	115,000
Capital outlay	-	-	-	-
Total expenditures	\$ 134,547	\$ 172,400	\$ 184,118	\$ 115,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,274	10,101	12,108	7,039
Total revenue	\$ 9,274	\$ 10,101	\$ 12,108	\$ 7,039
Net amount supported by property taxes	\$ 125,273	\$ 162,299	\$ 172,010	\$ 107,961

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$15,000 in professional services, which reflects a reduction in outside counsel services.
- ↓ An decrease of \$42,400 in contributions to other agencies due to the elimination of the human resources contract with the City of West Des Moines. The part-time human resources administrator position was converted to a part-time city employee in FY09 and an HR department was added to the FY10 budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: General Government
ACTIVITY: Legal Services

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To ensure the City's compliance with all applicable statutes and regulations, and to minimize the City's exposure to legal action, by providing professional, timely and accurate legal advice to the City Council and staff.

PERFORMANCE OBJECTIVES:

1. Ensure that the City Council and staff comply with all applicable statutes and regulations by advising on the legality of actions.
2. Represent the City in all appropriate courts of law, judicial hearings and administrative hearings.
3. Enforce the City's Ordinances by prosecuting individuals and businesses in violation.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Personnel billable hours	35	32.9	54	0	0
Legal billable hours (City Attorney, Bond Attorney, Cable Attorney)	400	376	406	625	375
Legal retainer hours	450	371	400	400	400

GENERAL GOVERNMENT	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

640 LEGAL SERVICES

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	45,515	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	3,457	-	-	-
07	Retirement - IPERS	-	-	2,870	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ 51,842	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	94,547	130,000	130,000	115,000	(15,000)	115,000
24	Contributions to other agencies	40,000	42,400	-	-	(42,400)	-
27	Data processing	-	-	1,601	-	-	-
28	Dues and memberships	-	-	500	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	150	-	-	-
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	-	-	25	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 134,547	\$ 172,400	\$ 132,276	\$ 115,000	\$ (57,400)	\$ 115,000

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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

LEGAL SERVICES	\$ 134,547	\$ 172,400	\$ 184,118	\$ 115,000	\$ (57,400)	\$ 115,000
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FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$74,523 annual plus \$90 per hour for billable work	\$ 85,500
	Outside counsel and miscellaneous expenses	\$ 27,500
	Cable Attorney	\$ 2,000

FUNCTION: General Government
ACTIVITY: General Support

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

GENERAL SUPPORT

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	57,059	59,701	59,860	62,121
Contractual & supply service	1,056,122	1,084,721	1,079,803	1,078,713
Capital outlay	-	-	-	-
Total expenditures	\$ 1,113,181	\$ 1,144,422	\$ 1,139,663	\$ 1,140,834
Fees	-	-	-	-
Grants	-	-	-	-
Other	76,725	67,054	74,947	69,826
Total revenue	\$ 76,725	\$ 67,054	\$ 74,947	\$ 69,826
Net amount supported by property taxes	\$ 1,036,456	\$ 1,077,368	\$ 1,064,716	\$ 1,071,008

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$5,300 in insurance for property, casualty, worker’s compensation and other insurance premiums.
- ↓ A decrease of \$4,600 in buildings maintenance to eliminate annual roof inspections for 5 city buildings.
- ↓ A decrease of \$5,000 in training to continue the third year of a four year supervisory training program for approximately 60 employees.
- ❖ Items reflected in the debt retirement line are a reclassification of general fund debt service payments for outstanding capital loan notes that have, in prior years, been shown in the property improvements line. These payments are required to be paid from general fund resources (property taxes generated by the general levy) versus being supported by the debt service levy, however, in order to reflect the presentation of these expenses as shown in the State Adopted Budget Certification forms, the items are being shown in the debt service category.
- ❖ Note – TIF related items, which were included in this department in prior years, have been moved to the TIF fund section, within the Community and Economic Development function. This is a result of changes in the state requirements related to TIF funds.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: General Government
ACTIVITY: General Support

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To support the goals and objectives of the City Council and the City Manager through programs that protect against loss and maximizes the effective use of resources.

PERFORMANCE OBJECTIVES:

1. Protect the City's financial assets from loss due to catastrophic events or liability claims by managing a comprehensive insurance program.
2. Protect the health and safety of the City's workforce by providing a safe work environment and promote employee safety training.

PERFORMANCE MEASURES

	<u>05-06</u> <u>Actual</u>	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Estimate</u>	<u>09-10</u> <u>Target</u>
<u>Workload Measures</u>					
Safety incidents	35	38	35	42	< 32
Total Workers' Compensation claims	16	16	12	19	< 10
Total Workers' Compensation claim value*	\$15,564	\$27,832	\$166,073	\$19,500	< \$12,000

* FY2007/08 includes expenses and retained liability for one open catastrophic injury.

GENERAL GOVERNMENT		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
645 GENERAL SUPPORT							
PERSONAL SERVICES							
01	Salaries	\$ 36,137	\$ 38,053	\$ 38,181	\$ 39,342	\$ 1,289	\$ 40,676
02	Overtime	587	500	500	525	25	525
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	2,809	2,942	2,959	3,050	108	3,152
07	Retirement - IPERS	2,221	2,442	2,456	2,651	209	2,863
08	Pension	-	-	-	-	-	-
09	Group insurance	15,305	15,764	15,764	16,553	789	17,380
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 57,059	\$ 59,701	\$ 59,860	\$ 62,121	\$ 2,420	\$ 64,596
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	2,925	3,250	3,000	3,375	125	3,400
24	Contributions to other agencies	500	500	500	500	-	500
27	Data processing	-	-	-	300	300	300
28	Dues and memberships	5,801	5,975	6,500	6,010	35	6,150
29	Insurance	516,985	527,324	527,324	532,597	5,273	537,923
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	1,177	1,330	1,300	1,450	120	1,500
40	Building and grounds maint.	14,108	20,633	17,800	16,056	(4,577)	16,100
41	Vehicle and equipment maint.	-	200	100	200	-	200
46	Training and development	12,786	21,425	17,500	16,375	(5,050)	17,000
48	Utility service	24,541	24,150	25,000	26,250	2,100	27,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	121	300	680	720	420	750
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	467	650	550	470	(180)	500
59	Operating supplies	3,372	2,490	3,000	3,250	760	3,500
60	Safety and medical supplies	280	225	280	300	75	325
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 583,063	\$ 608,452	\$ 603,534	\$ 607,853	\$ (599)	\$ 615,648
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ 473,059	\$ 476,269	\$ 476,269	\$ 470,860	\$ (5,409)	\$ 475,128
95	Contingency	-	-	-	-	-	-
GENERAL SUPPORT		\$ 1,113,181	\$ 1,144,422	\$ 1,139,663	\$ 1,140,834	\$ (3,588)	\$ 1,155,372

FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

Object	Description	Amount
01	Receptionist, performance bonus	\$ 39,342
03	Overtime	\$ 525
06	FICA	\$ 3,050
07	IPERS	\$ 2,651
09	Group insurance	\$ 16,553
23	Safety Officer – Des Moines Water Works	\$ 3,375
24	DNR annual aerial deer survey	\$ 500
27	Security monitoring	\$ 300
28	ICMA Center for Performance Measurement	\$ 5,550
	Iowa/Illinois Safety Council	\$ 435
	Iowa League of Human Rights Agencies (Urbandale Civil Rights Commission)	\$ 25
29	Property and casualty insurance	\$ 532,597
35	Bulk mailing system lease	\$ 380
	Pet licensing brochures	\$ 970
	Miscellaneous postage and shipping	\$ 100
40	Janitor service (City Council, City Administration, Technology)	\$ 6,250
	Electric maintenance	\$ 616
	Rug service	\$ 1,020
	Mechanical/HVAC maintenance agreement for administrative offices	\$ 7,930
	Pesticide service	\$ 120
	Alarm service	\$ 120
41	Repairs to general office equipment	\$ 200
46	Employee Safety Goals Program	\$ 2,500
	Safety training conferences	\$ 1,500
	OSHA compliance manual (3 manuals)	\$ 550
	CDL supervisor training (2)	\$ 100
	Training – Receptionist	\$ 100
	Supervisory training – 60 employees, 4 courses	\$ 10,125
	Civil Rights Commission	\$ 1,500
48	Electric, gas, water, telephone, data	\$ 26,250
51	Janitorial supplies	\$ 720
58	Timecards	\$ 320
	Office supplies – Civil Rights Commission	\$ 150

FUNCTION: General Government**ACTIVITY: General Support**

59	Pet licensing tags, forms, rings	\$	500
	Office forms and check stock	\$	2,500
	Miscellaneous supplies	\$	250
60	Annual service fee – CDL random pool	\$	100
	Controlled substance forms	\$	100
	Fire extinguisher inspection	\$	75
	Medicine cabinet supplies	\$	25
91	Community Development /Engineering Office Building (lease/purchase payment)	\$	120,030
	Police Station Expansion (loan agreement payment)	\$	161,775
	Administrative Office Expansion (loan agreement payment)	\$	189,056



FUNCTION: Debt Service
ACTIVITY: Debt Service

	FINANCIAL SUMMARY			
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	6,940,566	7,466,634	7,408,962	7,703,437
Capital outlay	-	-	-	-
Total expenditures	\$ 6,940,566	\$ 7,466,634	\$ 7,408,962	\$ 7,703,437
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,875,794	7,574,231	7,609,282	7,890,053
Total revenue	\$ 6,875,794	\$ 7,574,231	\$ 7,609,282	\$ 7,890,053
Net amount supported by property taxes	\$ (64,772)	\$ 107,597	\$ 200,320	\$ 186,616

		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
DEBT SERVICE							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	-	-	-	-	-
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ 6,940,566	\$ 7,466,634	\$ 7,408,962	\$ 7,703,437	\$ 236,803	\$ 8,460,557
95	Contingency	-	-	-	-	-	-
DEBT SERVICE		\$ 6,940,566	\$ 7,466,634	\$ 7,408,962	\$ 7,703,437	\$ 236,803	\$ 8,460,557

FUNCTION: General Government
ACTIVITY: Contingency

OVERVIEW: The contingency account is intended for one-time, extraordinary purchases that are not budgeted elsewhere.

FINANCIAL SUMMARY				
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 100,000	\$ -	\$ 100,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
<i>Net amount supported by property taxes</i>	\$ -	\$ 100,000	\$ -	\$ 100,000

		FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	INCREASE	FY 2010-11
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
CONTINGENCY							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.	-	-	-	-	-	-
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	100,000	-	100,000	-	100,000
CONTINGENCY		\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000

	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	349,583	357,509	357,509	374,151	16,642	391,549
3	Part-Time and Temporary Salaries	36,556	41,400	41,400	41,700	300	42,001
6	FICA	28,877	31,205	31,205	31,813	608	32,469
7	IPERS	21,221	22,702	22,702	24,881	2,179	27,267
9	Health and Life Insurance	80,414	80,476	80,476	92,671	12,195	106,710
SUB TOTAL		\$ 516,651	\$ 533,292	\$ 533,292	\$ 565,216	\$ 31,924	\$ 599,996

Contractual and Supply Services

20	Miscellaneous	612	1,500	1,500	1,500	-	1,500
35	Drafting Supplies	1,140	1,000	1,000	1,000	-	1,000
44A	Communication (Pager & Radio Maintenance)	424	1,000	1,000	750	(250)	750
44B	One Call Service	7,946	12,000	12,000	10,000	(2,000)	10,000
47	Utilities	35,840	72,000	72,000	49,766	(22,234)	49,766
48	Bacteriological Samples	11,491	11,200	11,200	9,600	(1,600)	10,000
51	Bldg & Grounds Maint & Operation	24,674	131,300	38,300	116,300	(15,000)	116,300
57	Motor Vehicle Operation Supplies	28,575	30,000	30,000	30,000	-	30,000
64	New Meters	326,041	307,800	275,000	275,000	(32,800)	275,000
71	Automotive Equipment	33,481	80,000	80,000	39,000	(41,000)	40,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	463,014	306,750	306,750	501,600	194,850	144,000
88	Inspection & Engineering	-	50,000	40,000	20,000	(30,000)	20,000
SUB TOTAL		\$ 933,238	\$ 1,007,050	\$ 871,250	\$ 1,057,016	\$ 49,966	\$ 700,816

Total Water Distribution Operations	\$ 1,449,889	\$ 1,540,342	\$ 1,404,542	\$ 1,622,232	\$ 81,890	\$ 1,300,812
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	223,118	250,548	250,548	262,318	11,770	274,620
01A	Pager Pay	3,295	3,400	3,400	3,400	-	3,400
06	FICA	17,171	19,427	19,427	20,327	900	21,268
07	IPERS	13,626	16,125	16,125	17,670	1,545	19,362
09	Health & Life Insurance	43,251	51,617	51,617	58,658	7,041	66,682
SUB TOTAL		\$ 300,461	\$ 341,117	\$ 341,117	\$ 362,373	\$ 21,256	\$ 385,332

Contractual and Supply Services

20	Miscellaneous	1,089	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	1,596	7,500	40,000	7,500	-	7,500
41A	Purchase, Repair & Maintenance of Tractor	271	500	500	750	250	750
41B	Purchase, Repair, Maintenance of Equipment	6,085	8,100	8,100	6,000	(2,100)	6,000
54	Minor Equipment, Tools, Clothes	9,058	8,000	8,000	10,000	2,000	10,000
61	Main Maintenance Supplies	19,691	14,000	14,000	16,500	2,500	16,500
64	Meter Parts	5,210	7,000	7,000	11,725	4,725	11,725
65	Hydrants, Valves & Parts	8,837	22,000	22,000	26,000	4,000	26,000
87	System Maintenance	21,704	30,000	25,000	25,000	(5,000)	25,000
SUB TOTAL		\$ 73,541	\$ 97,850	\$ 125,350	\$ 104,225	\$ 6,375	\$ 104,225

Total Water Distribution Maintenance	\$ 374,002	\$ 438,967	\$ 466,467	\$ 466,598	\$ 27,631	\$ 489,557
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	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
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WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	161,653	173,931	173,931	183,297	9,366	193,011
03	Part-time & Temporary Salaries	11,826	8,000	8,000	8,000	-	8,000
06	FICA	12,689	13,917	13,917	14,634	717	15,385
07	IPERS	9,821	11,044	11,044	12,189	1,145	13,451
09	Health & Life Insurance	45,408	45,670	45,670	59,656	13,986	59,656
SUB TOTAL		\$ 241,397	\$ 252,562	\$ 252,562	\$ 277,776	\$ 25,214	\$ 289,503

Contractual and Supply Services

20	Miscellaneous	1,223	1,500	1,500	1,500	-	1,500
22	Collection Cost	1,065	600	600	1,200	600	1,200
24	Payments to Other Agencies	3,284,343	3,764,858	3,764,858	3,764,858	-	3,800,000
24A	Sewer Exempt Fee	1,770	3,000	3,000	2,500	(500)	2,500
36	Postage & Shipping	81,015	86,877	86,877	93,996	7,119	100,000
37	Printing-Computer & Billing	12,044	18,105	18,105	19,455	1,350	20,000
37A	Computer Rent & Equipment	155,676	161,205	161,205	60,225	(100,980)	75,000
42	Solid Waste	875,894	885,600	885,600	1,275,000	389,400	1,275,000
43	Sales Tax Water	308,555	327,003	327,003	341,117	14,114	341,117
43A	Sales Tax Urbandale Sanitary (SD)	38,212	32,757	32,757	32,757	-	33,000
43B	Sales Tax Urbandale W/H Sanitary (SR)	2,110	2,486	2,486	2,488	2	2,500
49	Deposit Refund (based on first 1/2 2007)	2,911	5,000	5,000	3,000	(2,000)	3,000
52	Customer Overpayment	10,368	9,000	11,000	10,000	1,000	10,000
SUB TOTAL		\$ 4,775,186	\$ 5,297,991	\$ 5,299,991	\$ 5,608,096	\$ 310,105	\$ 5,664,817

Total Water Accounting and Collection		\$ 5,016,583	\$ 5,550,553	\$ 5,552,553	\$ 5,885,872	\$ 335,319	\$ 5,954,320
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	200,703	210,236	201,781	220,683	10,447	231,130
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	7,200
06	FICA	14,307	16,358	16,358	17,158	800	18,232
07	IPERS	16,741	13,578	13,578	14,915	1,337	16,444
08	Retirement Trust	23,404	25,597	25,597	29,000	3,403	29,000
09	Health & Life Insurance	27,321	27,387	27,387	31,414	4,027	35,441
09B	Dental & Visual Insurance	1,947	2,550	2,550	2,550	-	2,550
09C	Self Insurance	26,154	32,984	32,984	33,984	1,000	34,000
SUB TOTAL		\$ 314,177	\$ 332,290	\$ 323,835	\$ 353,304	\$ 21,014	\$ 373,997

Contractual and Supply Services

11	Auto Allowance	6,875	6,600	6,600	6,600	-	6,600
20	Miscellaneous	2,312	2,000	2,000	2,000	-	2,000
20A	Trust Disbursement	31,010	35,000	35,000	35,000	-	35,000
21	Advertising & Legal Publications	1,148	1,500	1,500	1,500	-	1,500
23	Consulting & Legal Fees	-	15,000	15,000	15,000	-	15,000
23A	Audit	6,002	7,000	7,000	7,000	-	7,000
24	Permit Fees (DNR)	4,374	8,000	8,000	8,000	-	8,000
28	Dues,Memberships,Subscriptions	6,894	6,000	6,000	6,000	-	6,000
29	Liability Insurance	31,558	33,000	33,000	35,000	2,000	35,000
36	Postage & Shipping (Stamps & Etc.)	3,063	4,256	4,256	4,528	272	5,000
44	Telephone (Phones & Service Bill)	10,581	13,575	13,575	10,860	(2,715)	11,000
45	Training	4,071	7,500	7,500	7,500	-	7,500
46	Travel & Conference Expense	3,161	12,000	12,000	12,000	-	12,000
47	Utilities	15,042	15,000	15,000	15,000	-	15,000
50	Petty Cash	863	1,000	1,000	1,000	-	1,000
58	Office Equipment & Supplies	8,037	36,021	26,021	42,121	6,100	45,000
94	Bank Service Charge	9,963	8,580	10,000	12,000	3,420	12,000
SUB TOTAL		\$ 144,954	\$ 212,032	\$ 203,452	\$ 221,109	\$ 9,077	\$ 224,600

Total Water Administration and General		\$ 459,131	\$ 544,322	\$ 527,287	\$ 574,413	\$ 30,091	\$ 598,597
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	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED	FY 2008-09 REVISED	FY 2009-10 ADOPTED	INCREASE (DECREASE)	FY 2010-11 ESTIMATE
WATER						
OPERATING REVENUE						
Revenue						
601 Metered Water Sales	5,377,146	5,450,052	5,450,052	5,686,190	236,138	5,922,328
602 Sewer-SR	284,052	327,542	327,542	327,542	-	327,542
603 Sewer-SD	3,000,442	3,437,315	3,437,315	3,437,315	-	3,434,315
605 Service Charges	7,680	14,000	14,000	10,000	(4,000)	10,000
606 Late Charge	30,609	32,850	32,850	32,850	-	33,000
607 Water Service Hook On Fee	44,182	71,000	35,500	49,700	(21,300)	32,000
608 Meter & Parts	91,140	133,000	85,000	83,500	(49,500)	85,000
609 Sewer Exempt Fee	2,610	4,500	3,000	2,650	(1,850)	3,000
612 Collect Sewer (For Billing)	109,517	110,160	110,160	110,160	-	110,160
613 Taps	12,453	15,000	15,000	15,000	-	15,000
615 Bacteriological Samples	1,150	3,500	2,500	2,500	(1,000)	2,500
616 Miscellaneous	16,014	20,000	20,000	20,000	-	20,000
616A Trust Receipts	27,060	36,000	36,000	25,000	(11,000)	25,000
617 Main Reimbursement	-	20,500	20,500	20,500	-	20,500
618 Rentals	450	500	500	500	-	500
620 Sales Tax Water	319,335	329,253	329,253	341,117	11,864	314,117
621 Sales Tax Sewer	40,186	35,243	35,243	35,243	-	35,243
623 Bulk & Construction Water	35,317	38,750	38,750	35,000	(3,750)	35,000
627 Hydrant Meter Rental	31,630	32,000	32,000	32,000	-	32,000
646 Lease Revenue (Nextel)	46,000	30,000	35,000	64,800	34,800	64,800
647 Solid Waste	877,084	885,600	885,600	1,275,000	389,400	1,275,000
648 Solid Waste Collect	28,084	29,184	28,000	29,184	-	28,000
Total Water Operating Revenue	\$ 10,382,141	\$ 11,055,949	\$ 10,973,765	\$ 11,635,751	\$ 579,802	\$ 11,825,005

RECAP

Disbursements

Distribution Operation	1,449,889	1,540,342	1,404,542	1,622,232	81,890	1,300,812
Distribution Maintenance	374,002	438,967	466,467	466,598	27,631	489,557
Accounting & Collection	5,016,583	5,550,553	5,552,553	5,885,872	335,319	5,954,320
Administration & General	459,131	544,322	527,287	574,413	30,091	598,597
Water Purchased (DMWW + Xenia)	1,393,059	1,474,319	1,461,213	1,692,116	217,797	1,692,116
Sub Total	\$ 8,692,664	\$ 9,548,503	\$ 9,412,062	\$ 10,241,231	\$ 692,728	\$ 10,035,402
Disbursements from Bond Proceeds	-	-	-	-	-	-
Debt Service	1,981,426	1,962,405	2,003,093	1,970,664	8,259	1,962,405
TOTAL	\$ 10,674,090	\$ 11,510,908	\$ 11,415,155	\$ 12,211,895	\$ 700,987	\$ 11,997,807

Income

Cash Balance	-	2,076,070	2,331,024	1,964,634	(111,436)	1,423,490
Restricted Funds	-	512,716	508,766	508,766	(3,950)	508,766
Net Cash Balance	\$ -	\$ 2,588,786	\$ 2,839,790	\$ 2,473,400	\$ (115,386)	\$ 1,932,256
Operating Revenue	\$ 10,382,142	\$ 11,055,949	\$ 10,973,765	\$ 11,635,751	\$ 579,802	\$ 11,825,005
Non-Operating Revenue						
Interest Earned (A)	108,407	120,000	75,000	35,000	(85,000)	35,000
SUB TOTAL	\$ 10,490,549	\$ 13,764,735	\$ 13,888,555	\$ 14,144,151	\$ 379,416	\$ 13,792,261
Less Restricted Funds (trust fund)	27,060	512,716	508,766	508,766	(3,950)	508,766
Capital Reserve Fund	-	1,741,111	-	1,423,490	(317,621)	1,458,490
Total	\$ 10,463,489	\$ 11,510,908	\$ 13,379,789	\$ 12,211,895	\$ 700,987	\$ 11,825,005

(A) Interest earned

