



**URBANDALE
POLICE
DEPARTMENT**

**CITY OF URBANDALE, IOWA
FY 2010 - 2011
ADOPTED BUDGET
FY 2011 - 2012
ESTIMATED BUDGET**

CITY OF URBANDALE

Revised FY2009-10 Budget

Adopted FY2010-2011 Budget

Estimated FY2011-2012 Budget

Mayor and Council

Robert D. Andeweg, Mayor

Michael Carver, Mayor, Pro-Tem

John Forbes, Councilmember
Ron Pogge, Councilmember

Tom Gayman, Councilmember
Mary Polson, Councilmember

Management Team

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

Ross McCarty, Police
Jerry Holt, Fire and EMS
David McKay, Engineering and Public Works
Katherine Manion, Library
Jan Herke, Parks & Recreation and Community Education
Paul Dekker, Community Development
Maurice Dudney, Code Enforcement
John Andrasko, Technology
Rich Foust, Water

Adopted March 9, 2010

March 5, 2010

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

Re: FY2010-11 Operating Budget

I am pleased to present to the City Council the FY2010-11 operating budget for the City of Urbandale. This budget represents the City's operating plan for the fiscal year beginning July 1, 2010 and ending June 30, 2011. It was prepared in conformance with the Code of Iowa and the City's fiscal performance goals. At its meeting of March 9, 2010, the City Council will conduct a public hearing to review and approve the FY2010-11 operating budget.

The recommended FY2010-11 budget has been shaped by several significant factors. These key elements include the following:

1. Current Economic Conditions – Unfortunately, the national and local economies continue to suffer. Although there appear to be signs within certain economic indicators that there is hope for slight recovery in the coming months, any growth will be a significantly lower level than previously experienced. Unemployment nationally remains at record levels and has touched most segments of the economy. Financial institutions have seemed too stabilized from last year, but continue to be exposed to significant losses. Bailouts from the Federal government have seemed to minimize the fallout in the financial and automotive industries, but a full recovery is still a ways away. Consumer confidence has dropped from record years and even the insurance industry has been negatively impacted. In response to these trends, the FY2010-11 operating budget attempts to minimize tax and fee increases for Urbandale's residents. The slight tax increase that is proposed for the 2010-11 fiscal year is necessitated by the addition of fire personnel.

The slowing economy will also impact the revenue received from licenses and permits and investments. Although housing starts increased over the previous year, they still lag behind those of just a few years ago. It is projected that housing starts will grow at a slow rate, resulting in a \$62,275 (7.4%) increase in the licenses and permits revenue category. Additionally, interest rates are anticipated to significantly decrease resulting in a \$72,000 (65.5%) reduction in investment income.

2. Public Safety Staffing – As previously discussed with the City Council, the recommended budget anticipates the creation of four new Firefighter/paramedic

positions. The current FY2009-10 budget includes six positions, of which four remain vacant at the time of this presentation. Federal grant assistance has been applied for to assist with these hires. If this assistance is not available, sufficient funds are available to create the planned positions. Another three Firefighter/paramedic positions are planned for FY2011-12 and three more in FY2012-13. The new Fire 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 FY2010-11. The Plan anticipated the creation of new positions in Public Works, Technology, and Police during the year. The need for these positions will be reviewed again during the preparation of the FY2011-12 operating budget.

3. Other Personnel Costs – Under the approved agreements with the bargaining units for FY2010-11, the Laborers union and Police union wages will increase by 3.25%, and the Fire union wages will increase by 3.0%. The budget anticipates that the non-union employees will receive wage increases consistent with the Laborers and Police units in FY2010-11. On the benefits side, retirement system contributions for most employees will rise due to the increase in the employer's rate for IPERS. The FY2010-11 IPERS rate will increase from 6.65% to 6.95%, which is the fourth/final year of the annual planned increases of .30%; although it is unknown if there are future legislative adjustments planned. The Municipal Fire and Police Retirement System of Iowa will significantly increase its contribution rate from 17.00% to 19.90%. Due to favorable claims experience and recent plan changes, contributions to the health insurance reserve fund will remain the same as prior year. The budget will also continue to fund the Employee Wellness Program, which includes the operation of the Wellness Center.

4. TIF – An overpayment of TIF proceeds from the Timberline Urban Renewal District in FY2008-09 was corrected in FY2009-10, resulting in lower receipts in FY2009-10. The FY2010-11 budget reflects a \$1,474,871 (57.8%) increase in revenues, which is back to the normal operating level of the City's TIF program.

5. Technology – The City Council's strategic initiative involving the use of technology to enhance service delivery will continue to be implemented in FY2010-11. Key technology purchases for the year include the acquisition of replacement computers in Police, Engineering, Technology, and other departments as the need arises. Additionally, replacement printers will be purchased for the City as necessary throughout the Fiscal Year. Other significant technology investments will include the rollout of new and replacement mobile devices and computers in Police; new GIS workstations and mobile computers for Engineering; and the continued use of the ReservePartner system

for Recreation. Technology will continue the security update with the use of the IronPort device and the replacement of the existing PIX firewall. A planned migration to a new Exchange system will also take place. An increase in the Cable Broadcasting and televised services will be planned. Senior Center lab PCs will be renovated. Replacement servers are planned for Engineering and Community Development.

6. Infrastructure – The recommended FY2010-11 budget will finance several important infrastructure projects. In Roadway Maintenance, the expanded asphalt and concrete repair program will be continued. 112th Street will be patched and overlaid from Aurora Avenue to Meredith Drive as part of this year's program. Additionally, 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, and trees will be planted in Walnut Creek Hills Park and Waterford Park. The recommended FY2010-11 budget would eliminate the Mosquito Control program at an estimated cost savings of \$38,000 for the helicopter services and ground fogging services. Should ground fogging applications be necessary, the Parks department would utilize existing mosquito control chemicals in stock which would deplete the inventory in FY2010-11. 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 FY2010-11 budget. This plan was prepared in response to the City Council's decision to keep the pool open until 2013. The remodeled facility was reopened in June, 2009. The renovated facility has been well received by our users and despite a nagging and at times a mysterious liner and leakage issue, staff feels confident that the basis of the plan are being implemented successfully.

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 included 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. Included in the City Council’s strategic objectives, a significant increase in funding is incorporated into the FY2010-11 budget. In the fall of 2009, the Mayor formed an Economic Development Task force to examine options that the City could pursue to enhance these efforts. As part of this review, an outside consultant was used to assist this group. At the time of this communication, options that were developed by the consultant are being reviewed with outside organizations that have been identified as being critical for the overall success of this effort. Regardless of the outcome of the current efforts, the City is positioning itself for a long term commitment to this effort.

9. Storm Water Utility - The operating budget does include the creation of a storm water utility in FY2010-11, as projected in the long range financial model. This Utility will provide funding for storm water related activities and be operated as a self-supporting enterprise fund. This fund will be supported solely by user fees, not property taxes. The City of Urbandale is currently one of the very few remaining cities that have not implemented such a fee. Although the fee has not yet been officially adopted by the City Council, it is anticipated that this fee will be one of the lowest in the entire metro region.

The recommended FY2010-11 budget contains an increase of \$1,529,324 (4.1%) in expenditures over the FY2009-10 adopted budget. Of this total, operating expenses will be increased by \$1,026,844 (3.5%) and debt service expenses will be increased by \$509,657 (6.2%). If TIF and CEBA transfers are factored out, the net increase in operating expenses will be \$845,227 (3.3%). The recommended expenditures for FY2010-11 will require a \$0.10 increase in the City’s property tax levy rate. Under the recommended FY2010-11 budget, the general tax levy rate will remain at \$7.17 and the debt service levy rate will remain at \$2.05. The proposed budget includes a new \$0.10 tax under the Police & Fire Retirement levy. This levy is available to City’s to fund the employer’s share of pension contributions to the Chapter 411 Municipal Fire & Police Retirement System. This new levy is directly related to the City’s desire to add additional paid full time members to the City’s Fire and EMS operation. The City has applied for federal funds to assist in the hiring of personnel, but the grant program is extremely competitive with limited resources available for the competing communities. To ensure that funds were available to accomplish this strategic priority, it was necessary to implement the new public safety retirement levy. The current recommended rate of \$0.10 will fund the City’s contribution for all fire personnel and nearly all EMS personnel; it will not generate sufficient revenue to fund any police personnel pension costs for the FY2010-11. While immaterial in total dollars (\$8,140), the ag land levy rate was raised to the

statutory limit from \$1.71 to \$3.00375 based on Council's prior guidance. The City's combined tax levy rate will be \$9.32/\$1,000 of valuation.

The recommended operating budget contains financial projections for the 2010-11 and 2011-12 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 FY2011-12 operating expenditures are anticipated to increase by \$1,321,476 (4.3%). An increase in the property tax levy rate is anticipated will be necessary to continue with the planned increase in public safety staffing levels.

The FY2010-11 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 FY2008-09, estimated expenditure levels for FY2009-10, recommended expenditures for FY2010-11 and estimated expenditures for FY2011-12. 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 2010-11 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 2010-11 fiscal year budget anticipates a total revenue increase of \$1,671,394 (4.5%) over the FY2009-10 adopted budget. The total revenue for the 2010-11 fiscal year will be \$38,467,076. This revenue level

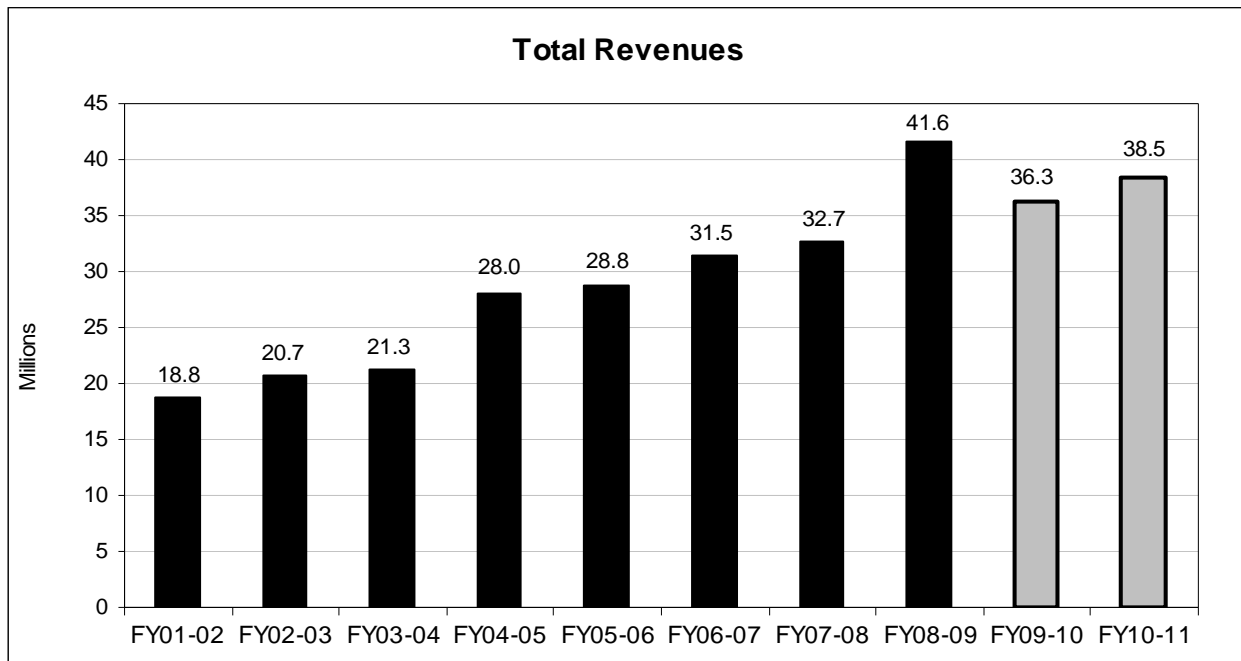
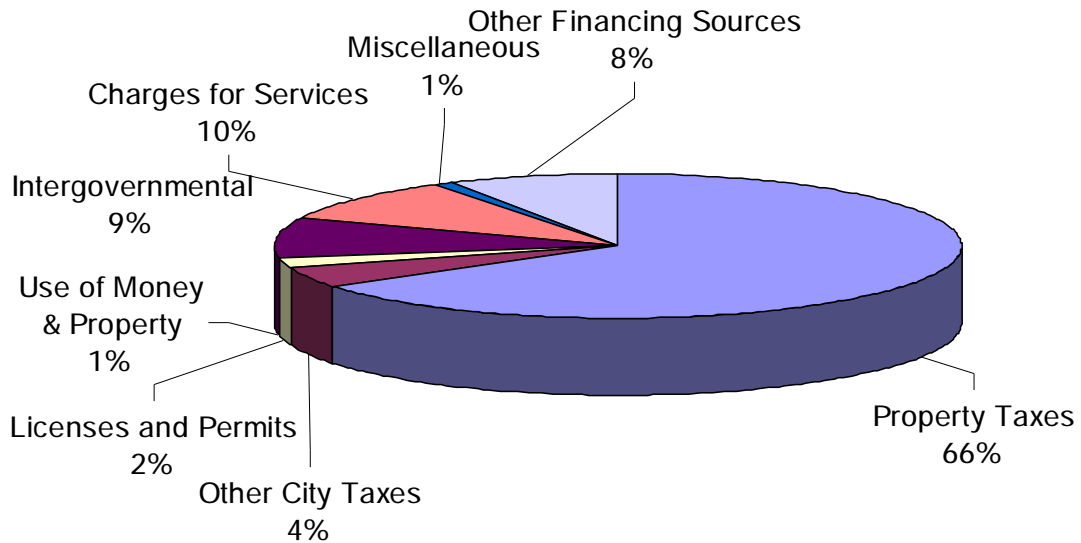
represents an increase of \$2,148,148 (5.9%) from the FY2009-10 revised budget estimate. The following table summarizes the City's FY2009-10 and FY2010-11 revenue by funding source:

Revenue by Source

Revenue Source	2009-10 Adopted		2009-10 Revised		2010-11 Recommended	
	Total	%	Total	%	Total	%
Taxes	\$ 24,632,978	66.9	\$ 25,180,579	69.3	\$ 26,887,776	69.9
Licenses & Permits	842,775	2.3	777,320	2.2	905,050	2.4
Use of Money & Property	110,000	0.3	90,000	0.2	38,000	0.1
Intergovernmental	3,690,678	10.0	3,616,895	10.0	3,503,929	9.1
Charges for Services	3,213,930	8.7	3,262,089	9.0	3,715,085	9.7
Miscellaneous	1,300,750	3.5	635,500	1.7	286,500	0.7
Other Financing Sources	3,004,571	8.2	2,756,545	7.6	3,130,736	8.1
Total	\$ 36,795,682	100.0	\$ 36,318,928	100.0	\$ 38,467,076	100.0

The following charts graphically depict the sources of revenue for FY2010-11 and the revenue trends for the last ten years.

Revenue Sources - FY10-11 Budget



As noted above, total City revenues have increased from \$18,814,067 in FY2001-02 to \$38,467,076 in FY2010-11. During this period, total revenues averaged an annual increase of 6.9%. 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, 242 in 2008, and 111 in 2009, the current downward trend appears to be somewhat stabilizing for calendar 2010. 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 5.73% for the past four years, 6.56% growth over the past 10 years and for FY2010-11 valuation growth is at 2.98%.

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 45.5893% to 46.9094%. Under the new residential rollback provision, 46.9094% of a residential property's value will be subject to taxation. It should be noted that the rollback for a commercial property will remain at 100% in FY2010-11. This change in the residential rollback and continued stabilization in the commercial rollback will result in a net valuation increase of approximately \$37.2 million during FY2010-11. During the past fifteen years, it is estimated that the City has lost \$155.5 million in valuation due to changes in the State's rollback provisions. This loss represents approximately 11.7% 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. FY2010-11 represents the eleventh 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 \$59,215,294 for FY2010-11, representing a \$2,873,605 (4.6%) decrease from the previous year. FY2010-11 represents the eighth 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 FY2010-11 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 FY2009-10, it is estimated that the General Fund balance will be \$7,920,258, representing 37.7% of General Fund expenditures. This level of fund balance can be attributed to salary savings in Fire, EMS and Economic Development departments during the current fiscal year. With the anticipation of growing public safety staffing needs in the upcoming years, the continued slow-down of the housing market, and the desire to minimize tax levy increases, the FY2010-11 budget anticipates a net use of general fund balance of \$85,746. At the end of FY2010-11, it is estimated that the General Fund balance will represent 36.1% of annual operating expenses.

In order to fund the expenditures contained in the recommended FY2010-11 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. A new levy under the Police and Fire Retirement tax will be implemented at \$0.10/\$1,000 of valuation. Due to increases in valuation and rate increase, the proposed tax levy rate will generate an additional \$908,253 (4.5%) in property tax revenues when compared to FY2009-10.

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

Property Tax Levies Per One Thousand Dollars of Valuation

	<u>FY05-06</u>	<u>FY06-07</u>	<u>FY07-08</u>	<u>FY08-09</u>	<u>FY09-10</u>	<u>FY10-11</u>
General	\$ 7.02	\$ 7.02	\$ 7.17	\$ 7.17	\$ 7.17	\$ 7.17
Debt Service	\$ 2.05	\$ 2.05	\$ 2.05	\$ 2.05	\$ 2.05	\$ 2.05
Police & Fire Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.10
Total	\$ 9.07	\$ 9.07	\$ 9.22	\$ 9.22	\$ 9.22	\$ 9.32
Ag Land	\$ 2.02	\$ 1.84	\$ 1.81	\$ 1.71	\$ 1.84	\$ 3.00

An Urbandale house valued at \$100,000 will pay approximately \$432 in gross property taxes to the City as a result of the recommended FY2010-11 budget. This property tax bill represents an increase of approximately \$12 (2.9%) from FY2009-10. A similarly valued home in FY2009-10 would have paid approximately \$420 in gross City property taxes. This increase in taxes can be attributed to the residential rollback for FY2010-11 and the additional \$0.10 levy

rate. Under the new residential rollback provision, 46.9094% of a residential property's value will be subject to taxation. In FY2009-10, the residential rollback was 45.5893%. As a point of reference, the property tax bill for a \$100,000 home would be lower in FY2010-11 than it was in FY2000-01. During that ten-year period, this home's gross City property tax bill would have dropped from \$463 to \$432, representing a decrease of \$31 (6.7%).

An Urbandale business valued at \$100,000 will pay approximately \$932 in property taxes to the City as a result of the recommended FY2010-11 budget. This property tax bill represents an increase of approximately \$10 (1.1%) from FY2009-10. A similarly valued business in FY2009-10 would have paid approximately \$922 in City property taxes. It should be noted that the commercial rollback for FY2010-11 remains at 100%.

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 decrease by \$107,787 (8.5%) during FY2010-11. This decrease can be primarily attributed to the downturn of the economy, which impacts travel and hotel stays.

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. It is anticipated that this trend will begin to stabilize in FY2010-11, resulting in an \$62,275 (7.4%) increase 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 FY2010-11. It is estimated that earnings from the City's investments will decrease by \$72,000 (65.5%) 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, but the slow economy and corresponding reduction in consumer gasoline consumption has minimized the growth of Road Use tax revenues to cities. The FY2010-11 budget for the Road Use fund includes the additional TIME-21 revenues, as well as anticipates that the stabilizing cost of gasoline in 2009 will continue to remain stable in 2010. The FY2010-11 budget programmed a decrease in the Road Use tax revenues of \$39,664 (1.2%), but an offsetting increase from I-Jobs funding that will result in a net addition to the Road Use Fund balance of \$327,149 (40.3%). Also contributing to the addition to fund balance is the shift of expenses from the Street Cleaning department to the new Storm Water Utility fund. Street Cleaning was previously funded by the Road Use Fund.

Increased volume in ambulance service fees, increased solid waste collection fees, and new storm water user fees are primarily responsible for the \$501,155 (15.6%) rise in the Charges for Services revenue category. The monthly solid waste collection fee rose 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. It is anticipated the City will implement a Storm Water Utility fee effective July 1, 2010. The fee will cover cost associated with required storm water monitoring and mitigation activities of the City. The fees will also provide funding for storm water capital projects. The fee for residential property owners will be set at \$1.50 per month for FY2010-11 and increase \$.25 per year for FY2011-12 and FY2012-13. Fees for commercial and industrial properties will be individually calculated based upon their impermeable surface

In the City's miscellaneous revenue category, the FY2009-10 budget anticipated the receipt of \$1 million for up to three CEBA grants from the Iowa Department of Economic Development (IDED). As of today, it is only anticipated that one of the three anticipated grants will be made, totaling \$350,000. There are no anticipated CEBA assistance grants being planned for the FY2010-11 budget year.

The City's other financing revenue category anticipates an increase in the transfer of TIF funds to the Debt Service fund by \$137,165. 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 \$126,165 (4.2%) in FY2010-11.

It should be noted that the FY2010-11 operating revenues are anticipated to be \$1,671,394 (4.5%) greater than those budgeted in the 2009-10 fiscal year. Increases in property tax receipts, building permits, ambulance fees, storm water user fees, solid waste collection fees, and I-Jobs funding will be partially offset by the reduction of CEBA activity. Many of the City's other revenue categories are anticipated to experience minimal growth during the year. As additional public safety staffing is added in future years, additional revenue enhancements will be necessary to avoid significant reductions in fund balances.

Expenditures

The recommended FY2010-11 budget projects expenditures of \$38,762,826, representing a \$1,529,324 (4.1%) increase from the current adopted budget. The proposed expenditures represent an increase of \$3,127,966 (8.7%) from the revised 2009-10 budget, due to an overall savings anticipated for several areas, such as debt service, fuel, economic development (CEBA), and salaries. Several factors are responsible for the recommended funding levels contained in the 2010-11 operating budget.

The recommended budget will fund wage increases for the City's union and non-union employees. Under the approved agreements with the Laborers union and with the Police union, wages will increase by 3.25% in FY2010-11. The Fire union, established in FY2008-09, will receive a 3% increase in FY2010-11, which will be the third/final year of its initial agreement. The City's non-union employees will receive a 3.25% wage increase consistent with the Laborer and 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.

During the FY2009-10, the City added two new health insurance plans, in addition to the two existing PPO plans, that incorporate a wellness component.

One of the new plans is an IRS-qualified high deductible plan, which allows for access to a Health Savings Account (HSA). Both of the new plans require employee contributions based on a percentage of plan cost, instead of a flat rate, as well as eliminate free single coverage. By making additional plan changes that incorporated discount prescriptions and switching PPO networks, the City had a favorable claims experience year, which resulted in contributions to the employee insurance fund remaining the same as in prior year.

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 FY2010-11. 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 FY2009-10, the City's property and casualty and workers compensation premiums increased by \$12,230 (2.1%).

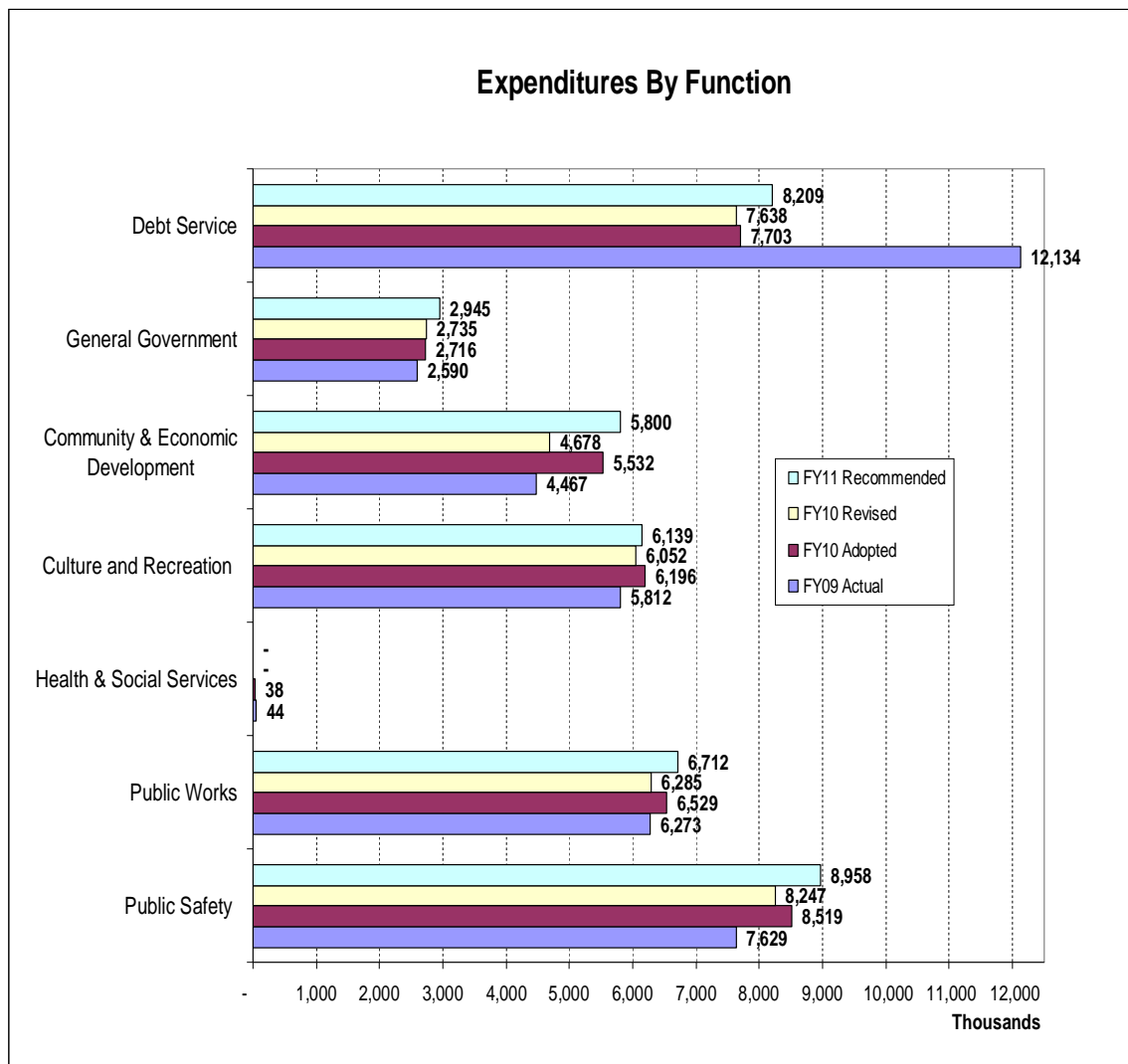
It should be noted that an internal service fund was created to finance property and casualty insurance expenditures when the City joined ICAP. This fund was originally established at a level of \$75,000 and had reached a level of approximately \$531,700 by the start of FY2009-10. The fund will be used 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 remain constant from FY2009-10 and FY2010-11. Also note that the operating budget contributions have been removed from each individual department's budget and consolidated within the General Support budget for simplicity.

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 remain steady such that total fuel costs are now anticipated to be significantly lower than anticipated in the FY2009-10 budget. The FY2010-11 operating budget assumes that fuel prices will rise over current levels, but the budgeted number still reflects a significantly lower estimate than FY2009-10 adopted. In order to address overall ongoing trend of higher fuel prices, fuel conservation efforts are being 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,

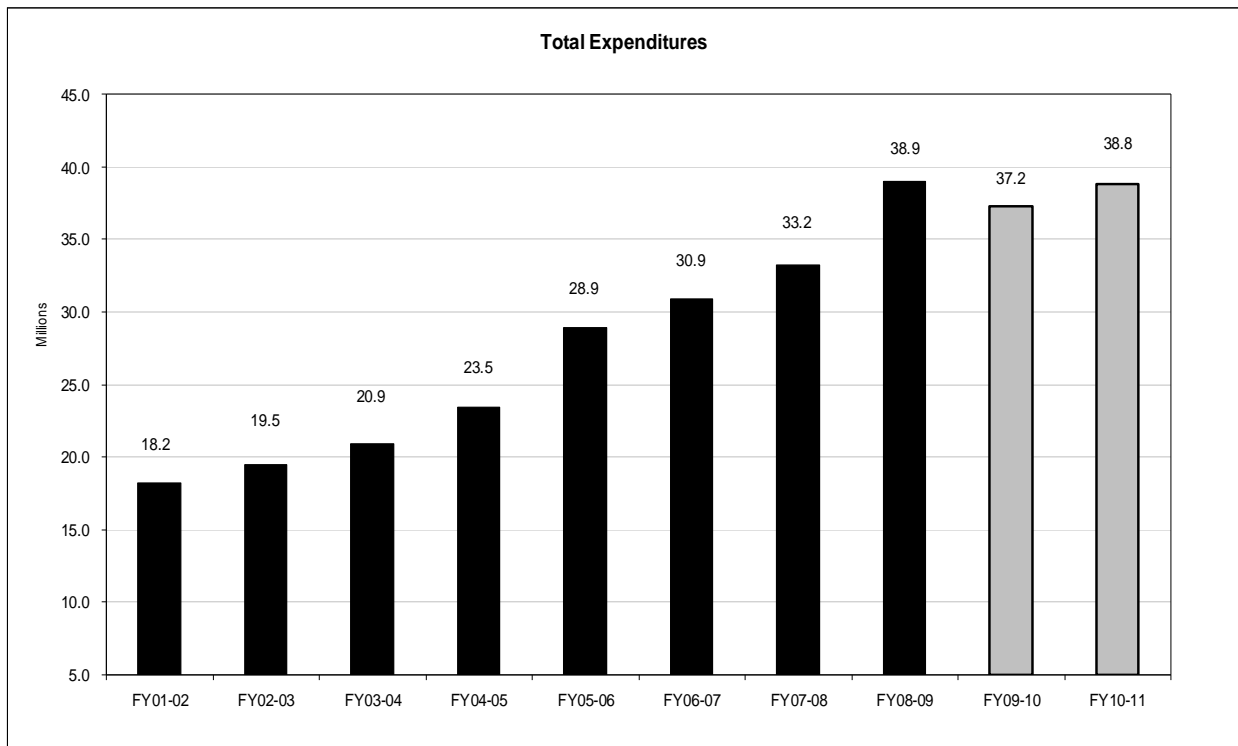
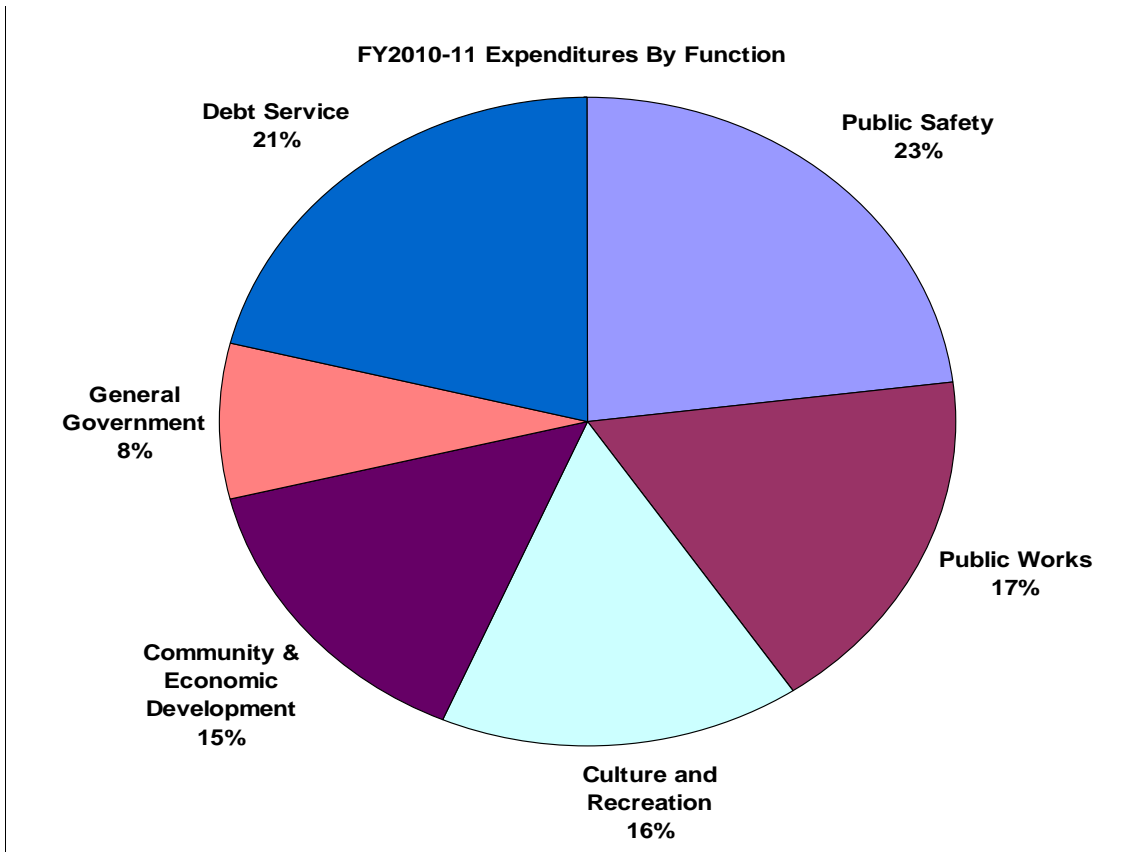
recommend changes in employee driving habits and analyze the effectiveness of hybrid and E85 vehicles. As an additional incentive, the City was notified in mid FY2009-10 that it received a cost reimbursement Federal EECBG Fuel Efficient Vehicle grant. This will be used to fund the cost difference to purchase fuel efficient vehicles instead of conventional vehicles. In order to perpetuate this initiative, the City would set-aside a portion of the quarterly interest earnings from the Equipment Replacement Fund to fund the cost difference to purchase fuel efficient vehicles in the future.

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 1% during FY2010-11.

Many of the above mentioned factors helped to shape the recommended operating budget for 2010-11. The following table summarizes expenditures, by function, for the 2009-10 and 2010-11 fiscal years:



The following charts graphically depict the FY2010-11 recommended expenditures by major functions and the expenditure trends for the last ten years:



As noted above, total expenditures have increased from \$18,180,045 in FY2001-02 to \$38,762,826 in FY2010-11. During this time, expenditure levels have increased by approximately 7.47% 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 costs, and the funding of several intergovernmental initiatives, although partially offset by significant reductions in insurance and vehicle operation supplies, are primarily responsible for the rise in Police expenditures in FY2010-11. A 3.25% increase in wages, a \$42,000 increase in overtime and a \$99,878 increase in the City's contribution to the Municipal Fire and Police Retirement System of Iowa (MFPRSI), will be partially offset by a drop in the group health insurance. The MFPRSI retirement contribution rate will increase from 17.00% of payroll to 19.90% in FY2010-11. 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 is currently being negotiated to extend it after it expires 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 FY2010-11 include the replacement of three mobile data computers. The Police Department will begin the process of obtaining a national accreditation certification through the CALEA organization. CALEA is the acronym for the Commission on Accreditation for Law Enforcement Agencies and was created in 1979 as a credentialing authority. The purpose of the accreditation program is to improve the delivery of public safety services. In calendar year 2010 the department will begin the process of preparing to apply for accreditation.

Fire – In an effort to improve response times, the Fire budget will fund the addition of four new full time Firefighter/Paramedic positions in FY2010-11. With the addition of these four positions in FY2010-11, 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. An additional three full time Firefighter/Paramedic positions will be added in FY2011-12 and again in FY2012-2013, which will achieve full 24 hour staffing levels at both stations. Grant funding will be applied for to assist with costs related to the new positions, but the hiring of the positions is not being presented as contingent on receiving grant funds.

There is a net decrease of \$87,000 in salaries and benefits, which while reflecting the addition of the four new positions, is offset by reductions in pension and group insurance costs. The Fire and EMS staffs are also included in the MFPRSI retirement system as discussed in the Police section above. The increase in MFPRSI City contributions from 17% to 19.9% resulted in the need to establish an additional property tax levy to fund the City's obligations to this system. The Police and Fire Retirement levy will be utilized in FY2010-11 to fund 100% of the Fire department's MFPRSI contribution and nearly 100% of the EMS department's contribution.

EMS – Although the F-T staffing level in EMS will remain at ten, the new positions identified in Fire above for FY2010-11 will also add to the capacity of EMS services. The EMS budget includes an allocation to purchase a medication inventory system to maintain security of controlled substance medications.

Emergency Preparedness – The FY2010-11 budget reflects a decrease as result of completing the siren upgrade for two-way radio capability in the prior year. The upgrade will reduce staff time to travel to the location to monitor the performance of the siren. The City will continue to allocate funding 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 during FY2010-11. The current program utilizes a private contract to provide this service. A review of service delivery alternatives was last reviewed in 2006 and determined that the current contractual relationship was the most cost effective method for providing this service at that time; however, as the City grows and demands increase, this service warrants review for effectiveness and service delivery options will be evaluated.

Roadway Maintenance – As a result of the I-Jobs stimulus legislation discussed in previous sections, the Road Use tax revenues will increase by approximately \$151,421 in FY2010-11. 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 and Waterford Road. However, \$482,100 in general obligation bond proceeds will also be needed to fully fund this project to meet the \$1.1 million goal. The FY2010-11 budget will transfer out one Mechanic to the Solid Waste Collection activity. The FY2010-11 budget includes the second of five annual payments 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 FY2010-11 due to additional street lights added to the arterial streets and an estimated 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 FY2010-11, the Engineering Services staff will continue to conduct a number of safety and speed studies throughout the City.

Street Cleaning –The Street Cleaning program will be funded by a Stormwater Utility Fund, which the City is implementing in FY2010-2011. As a result, this department’s full budget will be shifted to the Stormwater Utility Fund budget, described further below. This implementation will result in Road Use tax revenues being freed up for street maintenance activities

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 FY2010-11, four operators will collect solid waste from approximately 12,800 homes; and the other two operators will collect yard waste and assist with the Roadway activities. In July, 2009, Urbandale participated in the MWA’s implementation of a “single stream” bi-weekly container based recycling collection program for households. The MWA provides the roll-out recycling containers, and the City earns 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, a Mechanic in Roadway will be transferred to the Solid Waste Collection activity in FY2010-11.

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 FY2010-11, it is estimated that at least 350,000 linear feet of sewer lines will be cleaned and 200 manholes will be inspected. Additionally, approximately 25,000 linear feet of sanitary sewer line would 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 FY2010-11, the net decrease in the budget is a result of a pending retirement and other offsetting expenses.

Stormwater Utility Fund– The FY2010-11 budget provides for the creation of a Stormwater Utility Fund to replace the Storm Sewer division. There are no new expenses related to the creation of a Stormwater Utility Fund. Previously the activity was funded by the Storm Sewer, Street Cleaning and Engineering and Public Works Administration department budgets, and accordingly, the budgets for each of these respective departments has been reduced by the amount of storm water activity previously accounted for in that division. The FY2010-11 budget will continue to allocate \$50,000 for the third year to address the recommendations of the 2007 Storm Sewer and Drainage Management Plan, 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, three replacement GIS computers will be purchased in FY2010-11. Additionally, a toughbook computer will be purchased for use in the department's field operations. The net decrease in the FY2010-11 budget is due in part to the reallocation of 30% of a staff engineer's salary to the new Stormwater Utility described above. The budget also allocates \$10,000 in property improvements to install a new secure entryway partition.

Mosquito Control - The FY2010-11 budget would eliminate the Mosquito Control program at an estimated cost savings of \$38,000 for the helicopter services and ground fogging services.

Library – The FY2010-11 budget continues to emphasize technology upgrades, database acquisitions, building maintenance and improvements, and material acquisitions. Six replacement computers will be purchased for public Internet access, and \$189,000 will be spent to acquire print and non-print materials, and periodicals for the Library's patrons.

Parks – With the addition of over 200 acres of parkland since 2005, the maintenance responsibilities of the Parks and Recreation Department have greatly expanded. The FY2010-11 provides for the creation of a first-line working Parks Supervisor and an offsetting retirement of a Laborer position. 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 the second year of a three year contract based on mowing zones beginning with the 2009 season. Park improvements scheduled for the year include the planting of trees in Walnut Creek Hills Park and Waterford Park; landscaping in the Walnut Creek Regional Park; the construction of neighborhood park signs; the resurfacing of several bike trails in the park system; playground improvements, and the installation of slides and swings at Walker Johnston Park playground..

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.

Recreation – It is anticipated that the Recreation/Community Education activity will continue to grow in FY2010-11. Over 540 classes and activities will be offered during the year, with an estimated 6,300 participants. Included in the planned activities will be 70 new program offerings and 27 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 72 center members. 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 FY2010-11. The "U-Fit" participants qualify for special offerings and class discounts by exercising on their own or in a class; there are currently 20 participants; the program will be evaluated to increase participation.

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 will be used towards the purchase of the next columbarium, which is scheduled to be installed in spring 2010. 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 31,000 participants anticipated in FY2010-11. The FY2010-11 budget would provide for the transition of a full time staff member to part-time.

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

Cultural and Convention – Due to less than anticipated revenues from the Hotel/Motel Tax, expenditures for Cultural and Convention activities will decrease by \$96,002 in FY2010-11. Under the terms of an intergovernmental agreement, a portion of this revenue 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 FY2010-11 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. No CEBA assistance is anticipated for FY2010-11, but \$90,000 has been allocated in this department to fund the Economic Development Taskforce activities, as mentioned previously. An additional \$12,000 has been allocated to fund a potential cost-sharing arrangement with DART to preserve the Urbandale business district bus route.

Code Enforcement – With the continued down turn in new housing construction, few program changes are planned in Code Enforcement for FY2010-11. The City’s building permit records will continued to be converted to a digital format in FY2010-11, adding to the initial effort begun in 2008. The budget eliminated the private housing code inspections service, which will be conducted by existing City staff. The budget also allocates \$5,000 in property improvements to install a new secure entryway partition.

Community Development – The contribution to the Metro Home Improvement Program for FY2010-11 decreased \$20,000, reflecting the program’s biennial cycle when only administrative costs are funded. The Metro Home Improvement Program consists of 9 member cities and the City of West Des Moines provides the administrative oversight to rehabilitate homes for eligible owners. The budget also allocates \$5,000 in property improvements to install a new secure entryway partition.

Tax Increment Financing (TIF) – 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 \$1,670,000 in FY2010-11 and transfers will total \$2,865,636.

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 FY2010-11, completing its third/final year of the original commitment of City funds. 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 FY2010-11 budget also provides for an allocation for a consultant to conduct focus groups on the results of the ICMA National Citizen Survey results. In addition, an initial contribution of \$43,000 has been allocated for the Urbandale Community Action Network (U-CAN) Committee.

City Manager – The City Manager’s Office is responsible for implementing the Mayor’s and City Council’s two year strategic goals, which were 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.

Finance and Records – The FY2010-11 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 FY2010-11 budget will fund the maintenance of the financial and payroll reporting system updated in 2008. The budget decrease includes reduced overtime expenses, and the absence of a City Council election during the year.

Technology – The FY2010-11 budget provides for the update to an Exchange 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, and document imaging. The decrease in full-time salaries and benefits reflects the loss of a ¼ time staff position dedicated to document imaging.

Human Resources – This department was established in the FY2009-10 budget, with a Human Resources position funded as part-time at approximately 30 hours a week. Beginning in FY2010-11, the position will become full-time; and will continue to coordinate the recruitment and hiring process for all vacant City positions, including Civil Service positions; develop and implement policies, and investigate department specific concerns. Finally, safety programs previously funded in General Support would be reallocated to Human Resources.

Legal Services – The Legal Services activity anticipates an increase in the annual retainer for the City Attorney, and an increase in the billable hour from \$90 to \$95—last updated in FY2007-08. 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 100% of the City's property and casualty insurance program. The training program for the City's managers and supervisors would be discontinued in FY2010-11. The budget also provides for the debt service 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 \$8,600,000, in general obligation bonds for various capital improvement projects during summer 2010. These improvements include \$8,100,000 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 FY2010-11.

The essential corporate purpose bonds would provide these improvements:

- Construction of: Walnut Creek bridge at Aurora Avenue, Sidewalks at various locations in the City;
- Paving of: Douglas Parkway – 156th Street to west corporate limit, Aurora Avenue – 128th Street to 142nd Street, Plum Drive – 86th Street to 100th Street;
- Reconstruction/rehabilitation of: 100th Street – Hickman Road to Douglas Ave. Lions Park outdoor restrooms and shelter house roof, Walker Johnston Park tennis courts. Deer Creek subdivision streets, Concrete street repairs at various locations in the City;
- Installation of traffic signals at: 104th Street and Meredith Drive, 109th Street and Douglas Avenue;
- Trail improvements and construction at: 128th Street trail connection to Grimes, Aurora Avenue – 92nd Street underpass at North Walnut Creek, Clive trail connection at 156th Street, NW Urbandale Drive – Douglas Avenue to Meredith Drive;
- Park improvements at: Walnut Creek Hills, Telby Knolls, Summit Estates/Berkshire neighborhood parks;

- Merle Hay Road traffic signal interconnect improvements; and
- Purchase of a computer training system at Fire Station No. 42.

In addition, the program includes general corporate purpose bonds for \$500,000 to finance the acquisition, construction, reconstruction, improvement and equipping of recreational grounds, buildings, and parks, including improvements to the Parks and Facilities Public Works Field Maintenance Facility and interior trails at Walnut Creek Regional Park; and the purchase and installation of public art projects.

Capital Projects – This 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

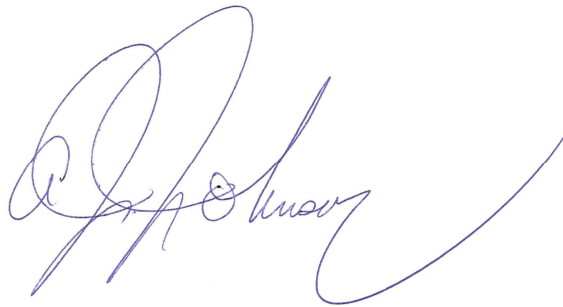
The challenges facing Urbandale in the coming years are varied and tough, but they are not unique to our community. As the nation continues to recover from one of the most severe economic recessions in history, there remains a great deal of uncertainty surrounding many of the traditional economic indicators. The housing industry is still facing a significant decline in new construction, credit for business development remains tight, and although unemployment was stabilized, it still remains at near record levels. Despite the current economic situation, the public's expectations of government continue 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 FY2010-11 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 FY2010-11 operating budget shows an increase of \$.10 in the property tax levy rate and introduces a Storm Water Utility fee for residential and commercial/industrial property owners. 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 four additional firefighter/paramedics. There will be no other positions added in the City. Other positions included with the 10 Year Staffing Plan were delayed within this budget. The funding of intergovernmental programs will continue to leverage the City's resources with other municipalities, non-profits

and faith based groups. The budget does include increased funding for this type of programs. This additional financial commitment was identified in the City Council's strategic priorities review. 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 FY2010-11 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 FY2010-11 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; Su Zanna K. Prophet, Assistant City Manager; John Konior, Assistant to the City Manager; and Deb Mains, City Clerk, for their diligent efforts in preparing and reviewing this document.

A handwritten signature in blue ink, appearing to read "A. J. Johnson", with a large, sweeping flourish extending to the right.

A. J. Johnson
City Manager



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	2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
REVENUE SUMMARY						
TAXES						
GENERAL PROPERTY TAXES						
110 General taxes	14,010,586	15,546,371	15,546,371	16,043,269	496,898	16,364,134
111 Ag land taxes	4,108	4,398	4,398	8,140	3,742	8,303
112 Homestead	257,407	-	-	-	-	-
Subtotal: General Fund	14,272,101	15,550,769	15,550,769	16,051,409	500,640	16,372,437
113 Taxes - TIF	5,728,966	2,551,293	3,173,310	4,026,164	1,474,871	4,000,000
Subtotal: TIF Fund	5,728,966	2,551,293	3,173,310	4,026,164	1,474,871	4,000,000
112 Homestead	75,220	-	-	-	-	-
10 Debt service	4,300,901	4,661,585	4,661,585	4,845,442	183,857	5,183,484
117 Debt service-special assessment	48,224	30,000	80,500	30,000	-	30,000
Subtotal: Debt Service Fund	4,424,345	4,691,585	4,742,085	4,875,442	183,857	5,213,484
Taxes - Police & Fire Retirement	-	-	-	223,756	223,756	460,000
Subtotal: Police & Fire Ret. Fund	-	-	-	223,756	223,756	460,000
Total: General Property Taxes	24,425,412	22,793,647	23,466,164	25,176,771	2,383,124	26,045,921
OTHER CITY TAXES						
337 Utility excise tax	432,336	445,177	445,177	424,585	(20,592)	433,077
338 Hotel/Motel tax	424,001	452,454	452,454	413,959	(38,495)	420,168
Subtotal: General Fund	856,337	897,631	897,631	838,544	(59,097)	853,245
338 Hotel/Motel tax	596,419	709,803	584,887	643,241	(66,562)	652,279
Subtotal: Hotel Motel Fund	596,419	709,803	584,887	643,241	(66,562)	652,279
338 Hotel/Motel tax	102,015	104,615	104,615	101,885	(2,730)	104,025
337 Utility excise tax	123,611	127,282	127,282	121,403	(5,879)	123,831
Subtotal: Debt Service Fund	225,626	231,897	231,897	223,288	(8,609)	227,856
337 Utility excise tax	-	-	-	5,932	5,932	8,545
Subtotal: Police & Fire Ret. Fund	-	-	-	5,932	5,932	8,545
Total: Other City Taxes	1,678,382	1,839,331	1,714,415	1,711,005	(128,326)	1,741,925
TOTAL TAXES	26,103,794	24,632,978	25,180,579	26,887,776	2,254,798	27,787,846
LICENSES AND PERMITS						
222 Cable TV franchise	335,625	260,000	302,000	300,000	40,000	300,000
224 Liquor permits	39,027	45,000	40,000	40,000	(5,000)	40,000
225 Cigarette permits	2,125	3,000	2,000	2,000	(1,000)	2,000
226 Utility permits	3,655	1,750	1,500	1,750	-	1,750
231 Peddler's licenses	625	750	750	600	(150)	600
232 Miscellaneous licenses	570	500	600	500	-	500
234 Pet licenses	5,056	5,000	5,000	5,000	-	5,000
249 COSESCO inspection fees	17,550	15,000	15,000	20,000	5,000	20,000
250 Electrician licenses/permits	26,755	27,000	24,000	25,000	(2,000)	26,250
251 Master Card licenses	1,590	300	-	-	(300)	-
252 Journeyman licenses	2,785	500	-	-	(500)	-
253 Plumbing licenses/permits	22,691	23,000	19,020	20,000	(3,000)	21,000
254 Mechanical licenses/permits	25,312	21,000	21,200	20,000	(1,000)	21,000
255 Building permits only	368,580	350,000	267,100	379,000	29,000	398,000
256 Sidewalk permits	1,050	1,500	1,500	1,950	450	2,000
257 Driveway approach	1,250	1,400	1,600	2,050	650	2,100
259 Sign permits	10,226	10,450	10,400	16,000	5,550	16,800
260 Construction inspections	16,478	40,000	20,000	20,000	(20,000)	25,000
261 Plat and site plan reviews	750	2,300	1,250	2,550	250	2,675
262 Housing inspections	21,916	24,000	31,350	23,900	(100)	25,000
263 Board of Adjustment fees	1,625	1,325	2,350	3,950	2,625	4,100
264 Change of zoning	8,171	9,000	10,700	20,800	11,800	21,800
TOTAL LICENSES AND PERMITS	913,412	842,775	777,320	905,050	62,275	935,575
USE OF MONEY & PROPERTY						
524 Interest	210,702	80,000	70,000	31,000	(49,000)	50,000
Subtotal: General Fund	210,702	80,000	70,000	31,000	(49,000)	50,000
524 Interest	54,900	30,000	20,000	7,000	(23,000)	20,000
Subtotal: Debt Service Fund	54,900	30,000	20,000	7,000	(23,000)	20,000
TOTAL USE OF MONEY & PROPERTY	265,602	110,000	90,000	38,000	(72,000)	70,000

	2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
INTERGOVERNMENTAL						
335 Federal grants	11,092	-	1,722	-	-	-
336 State grants	-	-	156,818	191,085	191,085	-
330 Road Use tax	2,978,947	3,213,408	3,150,000	3,173,744	(39,664)	3,480,000
Subtotal: Road Use Fund	2,990,039	3,213,408	3,308,540	3,364,829	151,421	3,480,000
329 Misc. grants	5,500	2,500	2,500	2,500	-	2,500
335 Federal grants	149,233	238,770	76,000	10,000	(228,770)	10,000
336 State grants	155,108	107,000	-	-	(107,000)	-
421 Johnston library reimb.	37,190	39,000	39,000	41,600	2,600	42,000
422 Library contracts	76,484	90,000	89,000	85,000	(5,000)	85,000
425 Library grant	101,913	-	101,855	-	-	-
Subtotal: General Fund	525,428	477,270	308,355	139,100	(338,170)	139,500
TOTAL INTERGOVERNMENTAL	3,515,467	3,690,678	3,616,895	3,503,929	(186,749)	3,619,500
CHARGES FOR SERVICES						
235 Kennel fees	3,415	3,200	3,400	3,200	-	3,200
406 Health facility fees	4,975	4,100	5,000	5,000	900	5,000
407 Pool program fees	31,075	35,500	36,000	45,000	9,500	45,000
408 Ambulance fees	551,823	480,000	550,000	610,000	130,000	620,000
409 Cemetery maintenance	2,000	1,000	1,300	1,000	-	1,000
410 W.J. rental	13,565	12,000	12,000	12,000	-	12,000
412 Lions rental	12,614	12,500	13,000	12,000	(500)	12,000
414 Swimming pool	61,419	65,000	70,000	70,000	5,000	72,000
415 School reimbursement - Community Ed	126,292	150,000	142,000	140,000	(10,000)	140,000
415 School reimbursement - Pool expenses	44,971	57,000	66,600	57,000	-	57,000
416 Turf maintenance	14,701	14,500	17,306	1,000	(13,500)	1,000
417 USA (sports association)	44,787	44,100	23,320	-	(44,100)	-
418 Recreation fees	192,486	185,000	180,000	180,000	(5,000)	185,000
419 Miscellaneous fees (park)	10,363	1,500	1,500	1,500	-	1,500
511 Yard waste fees	224,529	207,500	217,500	207,500	-	207,500
513 Bulk item pickup	19,412	17,500	17,500	17,500	-	17,500
514 Urb. Sanitary Sewer District	335,727	292,400	264,375	292,500	100	292,500
515 Solid waste containers	2,755	4,000	3,000	3,000	(1,000)	3,000
516 Urb. W.H. Sanitary District	87,055	67,500	86,388	60,585	(6,915)	61,000
517 Solid waste fee	1,163,451	1,493,280	1,482,000	1,526,000	32,720	1,679,000
522 Crossing guards	17,500	16,000	17,500	17,500	1,500	17,500
423 Equipment rental	-	1,100	400	800	(300)	800
424 Misc. library receipts	15,285	12,000	13,000	13,000	1,000	13,000
428 Senior Center congregate meal receipts	18,368	17,000	17,000	17,000	-	17,000
429 Senior Center off-site program fees	8,183	7,500	7,500	7,500	-	7,600
430 Senior Center on-site program fees	2,921	1,250	3,000	3,000	1,750	3,000
426 Senior Center rental	11,655	11,500	11,500	11,500	-	11,500
Subtotal: General Fund	3,021,327	3,213,930	3,262,089	3,315,085	101,155	3,485,600
Storm Water user fees	-	-	-	400,000	400,000	420,000
Subtotal: Storm water utility Fund	-	-	-	400,000	400,000	420,000
TOTAL CHARGES FOR SERVICES	3,021,327	3,213,930	3,262,089	3,715,085	501,155	3,905,600
MISCELLANEOUS REVENUES						
177 Revolving loan	-	1,000,000	350,000	-	(1,000,000)	-
265 Sale of maps and copies	16,123	16,000	16,000	16,000	-	16,000
420 Library fines	57,710	60,000	54,000	55,000	(5,000)	55,000
427 Library collection fees	84	750	500	500	(250)	500
512 Court fines	192,350	200,000	200,000	200,000	-	200,000
518 Vehicle impound fees	20,958	24,000	15,000	15,000	(9,000)	15,000
TOTAL MISCELLANEOUS	287,225	1,300,750	635,500	286,500	(1,014,250)	286,500
OTHER FINANCING SOURCES						
508 Intergovernmental transfers	8,000	8,000	8,000	7,000	(1,000)	7,000
510 Sale of assets	14,151	30,000	25,000	25,000	(5,000)	25,000
526 Miscellaneous receipts	18,067	30,000	20,000	25,000	(5,000)	25,000
Subtotal: General Fund	40,218	68,000	53,000	57,000	(11,000)	57,000
508 Intergovernmental transfers	7,447,583	2,936,571	2,703,545	3,073,736	137,165	3,046,012
Subtotal: Debt Service Fund	7,447,583	2,936,571	2,703,545	3,073,736	137,165	3,046,012
TOTAL OTHER FINANCING SOURCES	7,487,801	3,004,571	2,756,545	3,130,736	126,165	3,103,012
TOTAL OPERATIONAL REVENUES	41,594,628	36,795,682	36,318,928	38,467,076	1,671,394	39,708,033

	2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
REVENUE ACTIVITIES TOTAL BY FUND						
General Fund	20,126,750	22,431,125	21,554,664	21,623,688	(807,437)	22,179,857
(1) Road Use Fund	2,990,039	3,213,408	3,308,540	3,364,829	151,421	3,480,000
(1) Hotel Motel Fund	596,419	709,803	584,887	643,241	(66,562)	652,279
(2) Debt Service Fund	12,152,454	7,890,053	7,697,527	8,179,466	289,413	8,507,352
(3) TIF Fund	5,728,966	2,551,293	3,173,310	4,026,164	1,474,871	4,000,000
(4) Storm Water Utility Fund	-	-	-	400,000	400,000	420,000
(5) Police & Fire Retirement Fund	-	-	-	229,688	229,688	468,545
(1) Capital Projects Fund	13,838,762	12,233,200	10,396,103	12,751,800	518,600	7,419,900
(6) Special Revenue & Internal Service Funds	162,245	-	-	-	-	-
(7) Proprietary - Water Utility	10,156,232	11,670,751	11,828,555	13,548,143	1,877,392	12,177,065
Total State Certified Revenues	65,751,867	60,699,633	58,543,586	64,767,019	4,067,386	59,304,998
FUND BALANCE FOR FISCAL YEAR						
	*	**	**	**		**
General	7,387,938	(130,061)	(532,320)	85,746	215,807	789,285
Road Use	634,746	(48,237)	(177,220)	(327,149)	(278,912)	(361,269)
Hotel Motel	245,706	8	53,129	11,793	11,785	56,095
Debt Service	187,425	(186,616)	(60,003)	29,361	215,977	7,493
TIF	2,302,192	802,726	32,346	509,472	(293,254)	340,434
Storm Water Utility Fund	-	-	-	(13,463)	(13,463)	(30,967)
Police & Fire Retirement Fund	-	-	-	-	-	(118,784)
Capital Projects	8,294,189	(39,000)	3,662,697	(2,578,400)	(2,539,400)	223,200
Subtotal:	19,052,196	398,820	2,978,629	(2,282,640)	(2,681,460)	905,487
BUDGET TOTALS	84,804,063	61,098,453	61,522,215	62,484,379	1,385,926	60,210,485

* 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) Separate detail of this fund's activity is located in the Public Works section of this budget document.
- (5) Separate detail of this fund's activity is located in the Public Safety section of this budget document.
- (6) The activity from these funds are typically not budgeted, as they typically represent non-routine and unpredictable revenue sources. The one item that is budgeted is the transfer out of revenue from McDivitt Cemetary columbarium sales to the General Fund's Cemetary department to support the McDivitt Cemetary operations & upkeep. The actual FY09 activity comes from the City's Annual Financial Report as filed with the State of IA each December.
- (7) Separate detail of the Water Utility's operations can be found in the Water Department section of this budget document.

	FY 2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 APOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
EXPENDITURE SUMMARY						
PUBLIC SAFETY						
110 Police	\$ 5,576,705	\$ 5,997,043	\$ 5,999,043	\$ 6,406,916	\$ 419,873	\$ 6,775,308
150 Fire	876,730	1,209,252	985,160	1,064,208	(145,044)	1,291,458
160 EMS	1,114,737	1,238,841	1,210,376	1,187,763	(51,078)	1,303,934
180 Emergency Preparedness	33,085	19,550	22,674	13,325	(6,225)	37,025
190 Animal Control	27,861	29,700	29,750	30,970	1,270	31,220
117 Police & Fire Retirement Fund	-	-	-	229,678	229,678	349,761
198 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 7,629,118	\$ 8,519,386	\$ 8,247,003	\$ 8,957,860	\$ 448,474	\$ 9,813,706
PUBLIC WORKS						
210 Roadway Maintenance	\$ 2,400,224	\$ 2,400,954	\$ 2,366,263	\$ 2,359,873	\$ (41,081)	\$ 2,413,770
230 Street Lighting	496,062	520,000	520,000	535,000	15,000	550,000
240 Traffic Safety	147,205	131,683	132,924	142,807	11,124	154,961
260 Engineering Services	508,156	552,976	518,544	554,851	1,875	582,723
270 Street Cleaning	107,376	112,534	112,133	-	(112,534)	-
290 Solid Waste	1,628,440	1,725,359	1,616,627	1,784,203	58,844	1,837,744
291 Sanitary Sewer	300,047	326,628	322,664	299,211	(27,417)	318,480
292 Stormwater Utility Fund	99,280	89,919	87,006	386,537	289,528	389,033
295 E&PW Administration	585,731	643,557	609,229	624,416	(19,141)	632,436
298 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 6,272,521	\$ 6,528,610	\$ 6,285,390	\$ 6,711,898	\$ 176,198	\$ 6,904,147
HEALTH & SOCIAL SERVICES						
350 Mosquito Control	\$ 44,300	\$ 38,200	\$ -	\$ -	\$ (38,200)	\$ -
Sub-Total	\$ 44,300	\$ 38,200	\$ -	\$ -	\$ (38,200)	\$ -
CULTURE AND RECREATION						
410 Library	\$ 2,132,985	\$ 2,134,151	\$ 2,105,018	\$ 2,189,198	\$ 55,047	\$ 2,313,653
430 Parks	2,035,802	2,139,086	2,129,289	2,081,831	(57,255)	2,175,157
435 Grounds Maintenance	87,567	89,392	89,083	86,425	(2,967)	92,838
440 Recreation	351,593	413,835	400,399	399,561	(14,274)	420,870
450 Cemetery Maintenance	6,159	8,000	9,000	7,250	(750)	8,000
460 Senior Center	223,540	253,450	254,073	285,155	31,705	305,669
470 Swimming Pool	350,747	423,371	426,760	409,812	(13,559)	436,312
499 Cultural & Convention	623,171	709,811	638,016	655,034	(54,777)	708,374
498 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 5,811,564	\$ 6,196,096	\$ 6,051,638	\$ 6,139,266	\$ (56,830)	\$ 6,485,873
COMMUNITY AND ECONOMIC DEVELOPMENT						
520 Economic Development	\$ -	\$ 1,000,000	\$ 350,000	\$ 102,000	\$ (898,000)	\$ -
530 Code Enforcement	505,337	576,360	531,080	557,120	(19,240)	590,315
540 Community Development	534,502	601,754	591,163	605,210	3,456	667,567
125 Tax Increment Financing Fund	3,426,773	3,354,019	3,205,656	4,535,636	1,181,617	4,340,434
Sub-Total	\$ 4,466,612	\$ 5,532,133	\$ 4,677,899	\$ 5,799,966	\$ 267,833	\$ 5,598,316
GENERAL GOVERNMENT						
610 Mayor and City Council	\$ 84,889	\$ 105,943	\$ 108,994	\$ 140,323	\$ 34,380	\$ 97,499
615 City Manager	417,660	402,264	452,739	452,243	49,979	481,661
620 Finance and Records	514,375	576,204	555,708	557,499	(18,705)	615,198
625 Technology	269,399	291,418	291,284	300,203	8,785	336,206
630 Human Resources	-	58,977	69,900	115,910	56,933	126,299
640 Legal Services	171,745	115,000	125,000	120,000	5,000	125,000
645 General Support	1,132,377	1,140,834	1,131,781	1,233,831	92,997	1,266,570
698 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 2,590,445	\$ 2,715,640	\$ 2,735,406	\$ 2,945,009	\$ 229,369	\$ 3,073,433
OPERATING BUDGET TOTAL	\$ 26,814,560	\$ 29,530,065	\$ 27,997,336	\$ 30,553,999	\$ 1,026,844	\$ 31,875,475
DEBT SERVICE FUND EXPENDITURES	\$ 12,133,962	\$ 7,703,437	\$ 7,637,524	\$ 8,208,827	\$ 505,390	\$ 8,514,845
OTHER SPECIAL REV. FUND EXPENDITURES	\$ 1,588,827	\$ 8,000	\$ 443,314	\$ 7,000	\$ (1,000)	\$ 7,000
CAPITAL PROJECTS FUND EXPENDITURES	\$ 13,625,710	\$ 12,194,200	\$ 14,058,800	\$ 10,173,400	\$ (2,020,800)	\$ 7,643,100
PROPRIETARY FUND - WATER UTILITY	\$ 10,773,269	\$ 12,211,895	\$ 12,115,644	\$ 13,924,530	\$ 1,712,635	\$ 12,291,307
CERTIFIED BUDGET TOTAL	\$ 64,936,328	\$ 61,647,597	\$ 62,252,618	\$ 62,867,756	\$ 1,223,069	\$ 60,331,727

	FY 2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
ROAD USE SUMMARY						
Beginning Balance	\$ 795,572	\$ 823,615	\$ 634,746	\$ 811,966	\$ (11,649)	\$ 1,139,115
Revenue	2,990,039	3,213,408	3,308,540	3,364,829	151,421	3,480,000
Total	3,785,611	4,037,023	3,943,286	4,176,795	139,772	4,619,115
Traffic Safety	147,205	131,683	132,924	142,807	11,124	154,961
Street Lighting	496,062	520,000	520,000	535,000	15,000	550,000
Street Cleaning	107,376	112,534	112,133	-	(112,534)	-
Roadway Maintenance	2,400,224	2,400,954	2,366,263	2,359,873	(41,081)	2,413,770
Debt Service	-	-	-	-	-	-
Total	\$ 3,150,867	\$ 3,165,171	\$ 3,131,320	\$ 3,037,680	\$ (127,491)	\$ 3,118,731

	FY 2008-09	FY2009-10	FY2009-10	FY2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 272,458	\$ 273,879	\$ 245,706	\$ 192,577	\$ (81,302)	\$ 180,784
Revenue	1,122,435	1,266,872	1,141,956	1,159,085	(107,787)	1,176,472
Total	1,394,893	1,540,751	1,387,662	1,351,662	(189,089)	1,357,256

CULTURAL AND CONVENTION

Bravo!	176,681	215,348	174,658	182,282	(33,066)	192,110
Choose Des Moines Communities	25,000	25,000	25,000	25,000	-	25,000
Convention Bureau	320,695	361,963	326,273	331,167	(30,796)	381,679
Dallas County Development, Inc	37,710	37,000	36,585	36,585	(415)	36,585
Des Moines Community Orchestra	500	500	500	-	(500)	-
Downtown Urb.Neighborhood Assoc	500	500	500	500	-	500
Iowa Events Center	16,000	32,000	32,000	32,000	-	32,000
J Hawk Sports Association	3,500	3,500	3,500	3,500	-	3,500
Polk County Master Gardeners	2,500	3,000	3,000	3,000	-	3,000
Principal Park	15,585	10,000	15,000	15,000	5,000	15,000
Urbandale Community Schools	3,500	3,500	3,500	3,500	-	3,500
Urbandale Community Adult Band	500	500	500	-	(500)	-
Urbandale Community Action Network	-	-	-	7,000	7,000	-
Urbandale Girls Recreation Association	4,000	4,000	4,000	3,500	(500)	3,500
Urbandale Little League	4,000	4,000	4,000	3,500	(500)	3,500
Urbandale Promotion	5,000	5,000	5,000	5,000	-	5,000
Urbandale Soccer Club	-	-	-	-	-	-
Urbandale Sports Association	7,500	4,000	4,000	3,500	(500)	3,500
Sub-Total	623,171	709,811	638,016	655,034	(54,777)	708,374
West over Urban Renewal	102,015	104,615	104,615	101,885	(2,730)	104,025
Total Earmarked	725,186	814,426	742,631	756,919	(57,507)	812,399
General Fund Totals	424,001	452,454	452,454	413,959	(38,495)	420,168
Hotel/Motel Tax Totals	\$ 1,149,187	\$ 1,266,880	\$ 1,195,085	\$ 1,170,878	\$ (96,002)	\$ 1,232,567

	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

CAPITAL PROJECTS SUMMARY

Beginning Balance	\$ 8,081,137	\$ 973,480	\$ 8,294,189	\$ 4,631,492	\$ 3,658,012	\$ 7,209,892
Revenues:						
Bond proceeds	\$ 12,277,469	\$ 6,467,200	\$ 6,529,103	\$ 8,451,800	\$ 1,984,600	\$ 5,369,900
Intergovernmental	529,039	\$ 2,246,000	\$ 2,027,000	\$ 1,780,000	\$ (466,000)	\$ 600,000
Interest	306,699	\$ 50,000	\$ 80,000	\$ 70,000	\$ 20,000	\$ 60,000
Private donations	29,705	\$ 492,000	\$ 306,000	\$ 105,000	\$ (387,000)	\$ 780,000
Special assessments	247,527	\$ 2,978,000	\$ 1,454,000	\$ 2,345,000	\$ (633,000)	\$ 610,000
Transfers in from other funds	448,323	-	-	-	\$ -	-
Total	21,919,899	13,206,680	18,690,292	17,383,292	4,176,612	14,629,792
Expenditures:						
Project costs	13,425,710	11,836,100	13,703,800	9,965,300	(1,870,800)	7,437,000
Transfers out to other funds	200,000	358,100	355,000	208,100	(150,000)	206,100
Total	\$ 13,625,710	\$ 12,194,200	\$ 14,058,800	\$ 10,173,400	\$ (2,020,800)	\$ 7,643,100

	FY 2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 8,451,371	\$ 9,040,490	\$ 8,857,936	\$ 9,739,581	\$ 699,091	10,345,713
02 Overtime	377,591	315,775	422,300	352,750	36,975	358,595
03 Part-time	1,271,413	1,443,979	1,432,070	1,531,733	87,754	1,613,097
04 Witness fees	1,222	1,700	1,700	1,500	(200)	1,700
06 FICA	503,596	550,224	552,065	573,510	23,286	608,172
07 Retirement - IPERS	415,406	476,750	466,329	515,269	38,519	556,216
08 Pension	661,660	677,617	657,547	828,561	150,944	1,154,444
09 Group insurance	1,996,853	2,212,571	2,212,588	2,113,290	(99,281)	2,178,480
11 Allowance	39,968	53,280	54,080	61,478	8,198	62,095
Sub-Total	\$ 13,719,080	\$ 14,772,386	\$ 14,656,615	\$ 15,717,672	\$ 945,286	\$ 16,878,512
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 37,959	\$ 56,695	\$ 53,245	\$ 43,325	\$ (13,370)	\$ 56,320
23 Professional services	733,437	826,758	785,848	791,534	(35,224)	845,010
24 Contributions to other agencies	2,091,123	2,396,212	2,227,349	2,432,038	35,826	2,466,363
27 Data processing	415,498	447,156	435,356	449,032	1,876	516,510
28 Dues and memberships	69,777	78,690	81,640	77,695	(995)	83,933
29 Insurance	670,077	676,779	667,961	650,000	(26,779)	675,000
32 Uniforms and laundry	129,606	78,700	77,650	82,200	3,500	89,700
35 Printing and copying	101,442	142,323	139,575	143,503	1,180	148,250
40 Building and grounds maint.	379,519	362,146	353,512	285,185	(76,961)	286,975
41 Vehicle and equipment maint.	83,193	88,630	96,330	97,780	9,150	101,050
46 Training and development	137,914	159,325	148,650	147,914	(11,411)	162,125
48 Utility service	930,290	1,034,460	1,013,328	1,043,468	9,008	1,078,439
49 Petty cash	458	1,300	980	1,150	(150)	1,150
51 Maintenance supplies	777,039	769,505	742,765	769,353	(152)	807,005
54 Minor equipment	25,580	47,130	41,766	37,300	(9,830)	40,075
55 DARE expenditures	3,803	3,750	4,000	4,000	250	4,200
56 Vehicle maintenance supplies	113,788	128,500	125,550	139,550	11,050	135,750
57 Vehicle operation supplies	353,225	486,105	365,318	388,450	(97,655)	401,500
58 Office supplies	52,593	54,145	58,095	55,145	1,000	62,060
59 Operating supplies	268,247	313,800	272,017	274,978	(38,822)	285,244
60 Safety and medical supplies	37,776	45,760	42,810	43,900	(1,860)	47,232
61 Refunds	15,709	14,000	15,500	14,000	-	14,000
Sub-total	\$ 7,428,053	\$ 8,211,869	\$ 7,749,245	\$ 7,971,500	\$ (240,369)	\$ 8,307,891
CAPITAL OUTLAY						
71 Equipment	\$ 97,380	\$ 58,050	\$ 57,765	\$ 56,500	\$ (1,550)	\$ 104,300
72 Furniture and fixtures	81,288	64,636	58,700	49,900	(14,736)	55,000
73 Equipment replacement fund	733,418	775,541	775,541	822,614	47,073	816,902
74 Office equipment	32,132	39,204	16,389	34,550	(4,654)	39,250
75 Operating equipment	20,590	-	-	-	-	10,000
76 Property improvements	581,081	493,800	469,832	561,500	67,700	549,500
77 Economic development	908,308	1,775,548	1,204,144	1,670,000	(105,548)	1,500,522
79 Books, films and recordings	218,496	189,700	189,700	189,000	(700)	195,000
97 Transfers out	2,518,465	2,578,471	2,348,545	2,905,636	327,165	2,839,912
Sub-total	\$ 5,191,158	\$ 5,974,950	\$ 5,120,616	\$ 6,289,700	\$ 314,750	\$ 6,110,386
91 Debt retirement	\$ 12,610,231	\$ 8,174,297	\$ 8,108,384	\$ 8,683,954	\$ 509,657	\$ 8,993,531
95 Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY	\$ 38,948,522	\$ 37,233,502	\$ 35,634,860	\$ 38,762,826	\$ 1,529,324	\$ 40,390,320

PUBLIC SAFETY	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

100 PUBLIC SAFETY SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 3,637,578	\$ 4,048,504	\$ 3,853,689	\$ 4,507,169	\$ 458,665	4,838,486
02	Overtime	200,002	170,000	255,000	221,000	51,000	225,000
03	Part-time	402,906	415,000	415,000	429,050	14,050	446,500
04	Witness fees	1,222	1,700	1,700	1,500	(200)	1,700
06	FICA	70,982	80,760	82,584	87,453	6,693	95,711
07	Retirement - IPERS	47,482	58,830	52,668	63,382	4,552	68,984
08	Pension	661,660	677,617	657,547	828,561	150,944	1,154,444
09	Group insurance	857,663	1,016,417	1,016,417	890,506	(125,911)	915,469
11	Allowance	11,427	21,900	21,750	25,783	3,883	26,300
Sub-Total		\$ 5,890,922	\$ 6,490,728	\$ 6,356,355	\$ 7,054,404	\$ 563,676	\$ 7,772,594

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 5,323	\$ 5,200	\$ 3,200	\$ 3,200	\$ (2,000)	\$ 3,200
23	Professional services	63,447	66,435	66,519	71,450	5,015	74,100
24	Contributions to other agencies	656,394	757,911	750,763	786,224	28,313	825,119
27	Data processing	38,909	77,800	77,300	60,987	(16,813)	82,000
28	Dues and memberships	7,546	8,130	8,180	8,475	345	9,455
29	Insurance	43,576	44,012	35,194	-	(44,012)	-
32	Uniforms and laundry	103,879	50,800	50,800	53,300	2,500	57,600
35	Printing and copying	10,775	13,000	13,200	14,770	1,770	14,970
40	Building and grounds maint.	71,773	96,145	89,500	64,920	(31,225)	66,800
41	Vehicle and equipment maint.	51,220	53,800	60,500	60,000	6,200	60,700
46	Training and development	52,887	52,100	54,000	55,000	2,900	61,700
48	Utility service	108,216	123,450	115,200	115,725	(7,725)	120,700
49	Petty cash	227	400	330	400	-	400
51	Maintenance supplies	4,418	3,350	4,500	4,500	1,150	5,100
54	Minor equipment	13,450	24,530	18,500	20,000	(4,530)	21,500
55	DARE expenditures	3,803	3,750	4,000	4,000	250	4,200
56	Vehicle maintenance supplies	15,999	23,000	23,300	24,550	1,550	22,250
57	Vehicle operation supplies	119,605	182,505	114,318	116,650	(65,855)	124,500
58	Office supplies	14,861	10,750	14,750	12,250	1,500	16,500
59	Operating supplies	84,176	89,600	90,850	93,688	4,088	96,050
60	Safety and medical supplies	20,692	28,400	26,000	28,000	(400)	30,100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,491,176	\$ 1,715,068	\$ 1,620,904	\$ 1,598,089	\$ (116,979)	\$ 1,696,944

CAPITAL OUTLAY

71	Equipment	\$ 77,650	\$ 49,550	\$ 50,704	\$ 52,500	\$ 2,950	\$ 93,800
72	Furniture and fixtures	-	5,000	5,000	-	5,000	-
73	Equipment replacement fund	169,370	214,040	214,040	207,867	(6,173)	205,368
74	Office equipment	-	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		\$ 247,020	\$ 288,590	\$ 269,744	\$ 280,367	\$ 1,777	\$ 319,168

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000

PUBLIC SAFETY SUMMARY		\$ 7,629,118	\$ 8,519,386	\$ 8,247,003	\$ 8,957,860	\$ 448,474	\$ 9,813,706
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OVERVIEW: This activity enhances public safety through preventive patrol, emergency response, crime investigation, and public education.

POLICE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	4,352,356	4,479,203	4,541,963	4,947,866
Contractual & supply service	1,081,209	1,303,993	1,263,233	1,263,119
Capital outlay	143,140	213,847	193,847	195,931
Total expenditures	\$ 5,576,705	\$ 5,997,043	\$ 5,999,043	\$ 6,406,916
Fees	37,081	40,000	31,000	31,000
Grants	14,769	10,000	55,930	10,000
Other	617,824	583,055	599,001	580,793
Total revenue	\$ 669,674	\$ 633,055	\$ 685,931	\$ 621,793
<i>Net amount supported by property taxes</i>	\$ 4,907,031	\$ 5,363,988	\$ 5,313,112	\$ 5,785,123

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$368,800 in salaries and benefits, which reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$99,900 in pension costs, which reflects a higher contribution rate in effect for the year for all officers.
- ↑ An increase of \$35,300 in contributions to other agencies, which reflects an increase in Westcom communication operational costs.
- ↑ An increase of \$12,800 in data processing, which reflects the replacement of 3 mobile data computers.
- ↓ A decrease of \$35,200 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.
- ↓ A decrease of \$49,200 in vehicle operation supplies, which reflects lower fuel costs and fuel conservation efforts within the department.
- ↓ A decrease of \$11,900 in equipment replacement fund contributions, which reflects the hold over of 2 vehicles in 2009.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional officers are required to meet the needs of the growing community.
- ❖ Additional civilian staff is required to meet the needs of the growing community.
- ❖ Staff has outgrown the current fleet. Additional vehicles are needed to be placed in the Equipment Replacement Fund.
- ❖ Public safety communication system will require infrastructure replacement within five years.

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 innovative patrol tactics, professional C.S.I. services, efficient investigative practices and the incorporation of technology; to enhance service capabilities and reduce labor hours necessary to complete routine job functions of all personnel.
2. Deploy the Department's resources so that all divisions are effective in their basic service delivery and enhance the total effectiveness of the department's mission.
3. Increase the effectiveness of all police personnel by providing the training and equipment that advances their professionalism and service delivery to the community.
4. Reduce the risk of criminal activity by offering a variety of community education and crime prevention programs targeted towards potential victims of crimes as well as individuals at risk of committing crimes (e.g., Community Crime Eye Programs, Urbandale Juvenile Restorative Justice Program, D.A.R.E. , Bicycle 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., Internet, Radio, Newspaper, Television, Community Crime Eye Programs, Crimestoppers, etc.).

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 coalitions such as the Westcom Dispatch Center, Narcotics Task Forces, Suburban Emergency Response Team (SERT), Intelligence Sharing Services, Traffic Safety Programs, etc.

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. Provide regular review of these items in insure "Best Practices" of the profession are maintained.
2. Hold regular meetings between the labor-management teams to enhance participatory management opportunities.
3. Incorporate technology to improve department efficiency and lower labor costs.

FUNCTION: Public Safety
ACTIVITY: Police

GOAL: Provide service to the residents of Urbandale based on the principles of stewardship and Integrity. Service Built on Integrity

PERFORMANCE OBJECTIVES:

1. Insure that prudent and conservative practices are employed with all city resources.
2. Continually review and manage the budget to maximize the benefit of any expenditure.
3. Employ management practices that utilize available funds to maximize service delivery for our residents.

GOAL: Create innovative programs and initiatives to meet the strategic priorities established by the Urbandale City Council.

PERFORMANCE OBJECTIVES:

1. Conduct annual reviews of the Urbandale City Council's strategic priorities.
2. Incorporate the City Council's strategic priorities into the department's own priorities.
3. Develop initiatives to accomplish the department's strategic priorities.
4. Annually report on the progress of the department's efforts towards strategic priorities.

GOAL: Prevent crime and improve safety by advancing collaborative efforts between our residents and other government agencies.

PERFORMANCE OBJECTIVES:

1. Develop strategic initiatives that enhance community policing.
2. Utilize the initiatives to increase visibility and contact between police and residents.
3. Form non-traditional collaborations to increase cultural and community partnerships.
4. Partner with other governmental agencies focused on community policing concepts.

GOAL: Create an atmosphere of collaboration that will primarily focus on prevention, rather than reaction to crime issues within the City.

PERFORMANCE OBJECTIVES:

1. Community policing allows residents and police to become pro-active against crime.
2. Prevention efforts via community policing improves quality of life issues for the community.
3. Collaborative efforts between residents and their police officers form communication networks that deter crime.

FUNCTION: Public Safety
ACTIVITY: Police

GOAL: Provide cost-efficient solutions for the effective delivery of police services to the community.

PERFORMANCE OBJECTIVES:

1. Training and education are essential to incorporating “Best Practice” policies. Individual skill sets are expanded through the training and education of all staff. Management will insure that department instructors and personnel are kept current in the varied skill sets necessary to run a professional police organization.
2. The Commission on Accreditation for Law Enforcement Agencies (C.A.L.E.A.) provides qualitative and quantitative methods for determining if the most cost-efficient solutions are being incorporated into the delivery of police services. The Urbandale Police Department will seek C.A.L.E.A. accreditation to meet the professional standards expected of any modern, progressive police agency.

GOAL: Establish community coalitions between the police department members and the residents we serve, as a transformational force towards positive change within our community.

PERFORMANCE OBJECTIVES:

1. Community policing is advanced through partnership between police and residents. We will accomplish this goal by formulating partnerships with neighborhood associations, and fraternal and club organizations.
2. Within the community, we will liaison with cultural, religious and business organizations to build partnerships between the residents and police.

PERFORMANCE MEASURES

	06-07 <u>Actual</u>	07-08 <u>Actual</u>	08-09 <u>Actual</u>	09-10 <u>Estimate</u>	10-11 <u>Target</u>
<u>Workload Measures</u>					
Total calls for service*	13,262	46,650	47,184	50,153	50,200
Total vehicular accidents	819	798	853	865	870
Total criminal incident reports	3,774	3,782	3,783	3,800	3,832
Total number of traffic tickets issued	8,846	7,700	5,636	5,689	5,800
Total number of traffic warnings issued	2,639	2,398	2,365	2,485	2,611
Total number of stationary traffic patrols	N/A	N/A	608	712	736
<u>Community Policing</u>					
Total juvenile clients referred to <i>Restorative Justice</i> **	N/A	N/A	131	162	183
Total juvenile clients referred to <i>Rethinking Drinking</i> ***	N/A	N/A	127	143	157
Total number of public outreach functions	N/A	N/A	90	125	150
Total number of neighborhood block parties attended by patrol units	N/A	N/A	27	33	38
<u>Quality of Life</u>					
Total noise complaints	363	341	408	400	379
Total animal complaints	659	732	695	650	622
Total parking complaints	877	1,495	1,316	1,289	1,132
<u>Training</u>					
Total hours of required training	N/A	N/A	3,772	4,042	4,347
<u>Reporting</u>					
Total violent crimes**** reported	67	83	164	179	168
Total property crimes reported	831	967	905	1,047	975
<u>Arrests</u>					
Total adult arrests	1,576	1,052	1,205	1,376	1,274
Total juvenile arrests	300	160	188	213	199
Total DUI arrests	148	104	137	162	153
<u>Efficiency Measures</u>					
Average response time priority 1 (minutes) ^ (i.e. Robbery, Burglary, Emergencies)	5:04	6:09	5:20	5:02	4:47
Average response time priority 2 (minutes) ^ (i.e. Criminal Reports, Non-Emergencies)	6:20	6:24	6:35	6:22	5:34
Average response time priority 3 (minutes) ^ (i.e. All Other Reports)	6:52	6:48	7:57	7:33	6:57
<u>Staffing</u>					
Sworn FTEs per 1,000 population	1.35	1.24	1.27	0.78	2.15
<i>Median for CPM cities 25-100K</i>	1.94	2.13	1.67		
Percent of Patrol Shifts at basic minimum	N/A	N/A	63%	50%	40%
Percent of Patrol Shifts above basic minimum	N/A	N/A	37%	50%	60%

FUNCTION: Public Safety
ACTIVITY: Police

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Fleet</u>					
Total fuel usage (gallons)	N/A	N/A	N/A	N/A	N/A
<u>Training</u>					
Total specialized training hours (all personnel)	N/A	N/A	1,918	2,045	2,276
<u>Community & Government Coalitions</u>					
Total number of intergovernmental partnerships	N/A	N/A	28	28	30
<u>Strategic Priorities (Yes/No)</u>					
Conducted annual review of City Council priorities	N/A	N/A	N/A	Yes	Yes
Conducted annual review of Department priorities	N/A	N/A	N/A	Yes	Yes
<u>Outcome Measures</u>					
Major crimes reported per 1,000 population	25.0%	27.6%	28.1%	29.8%	28.2%
<i>Median for CPM cities 25-100K</i>	34.6%	38.8%	38.9%		
Percent of major crimes cleared					
Violent crimes	46.3%	96.4%	95.0%	96.0%	> 96%
<i>Median for CPM cities 25-100K</i>	59.1%	65.1%	52.8%		
Property crimes	24.6%	25.5%	25.5%	26.2%	> 27%
<i>Median for CPM cities < 100K</i>	20.7%	19.5%	24.6%		
Seatbelt compliance rating	N/A	N/A	90%	90%	95%
<i>National Average</i>	N/A	N/A	80%	80%	90%
<u>CIPA Measures</u>					
Citizen survey respondents who feel "safe" or "very safe" in their neighborhood during the day.	100%	N/A	N/A	97%	> 95%
Citizen survey respondents who feel "safe" or "very safe" in their neighborhood during the night.	93%	N/A	N/A	91%	> 95%
Number of actionable citizen complaints against the Police Department	3	0	0	0	0

NR Not Reported

^ Dispatched to arrival time

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

** Programs designed to divert first-time juvenile offenders out of formal court proceedings

*** Programs designed to divert first-time juvenile alcoholic drinkers out of formal court proceedings

**** Reporting criteria changed to include break-ins in Major Crimes

PUBLIC SAFETY		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 2,869,188	\$ 2,984,955	\$ 2,963,015	\$ 3,340,911	\$ 355,956	\$ 3,411,455
02	Overtime	151,000	120,000	205,000	162,000	42,000	160,000
03	Part-time	90,500	65,000	65,000	69,800	4,800	72,000
04	Witness fees	1,222	1,700	1,700	1,500	(200)	1,700
06	FICA	52,343	56,531	59,619	61,617	5,086	65,560
07	Retirement - IPERS	20,825	24,302	23,868	25,719	1,417	27,884
08	Pension	496,795	496,501	493,547	596,379	99,878	804,683
09	Group insurance	659,106	708,614	708,614	664,557	(44,057)	685,000
11	Allowance	11,377	21,600	21,600	25,383	3,783	26,000
Sub-Total		\$ 4,352,356	\$ 4,479,203	\$ 4,541,963	\$ 4,947,866	\$ 468,663	\$ 5,254,282
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 2,780	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	\$ 2,200
23	Professional services	17,230	21,000	21,000	25,000	4,000	26,000
24	Contributions to other agencies	641,148	742,589	742,589	777,899	35,310	816,794
27	Data processing	29,155	44,800	50,000	57,587	12,787	60,000
28	Dues and memberships	5,569	6,750	6,750	7,000	250	8,000
29	Insurance	34,845	35,194	35,194	-	(35,194)	-
32	Uniforms and laundry	24,160	28,300	28,300	27,300	(1,000)	28,300
35	Printing and copying	8,962	9,000	9,200	9,500	500	9,700
40	Building and grounds maint.	39,795	51,000	51,000	51,120	120	53,000
41	Vehicle and equipment maint.	8,655	19,000	19,000	19,000	-	19,000
46	Training and development	34,870	32,100	34,000	32,000	(100)	35,700
48	Utility service	63,780	75,000	75,000	69,125	(5,875)	72,000
49	Petty cash	202	300	300	300	-	300
51	Maintenance supplies	2,156	1,250	2,400	2,500	1,250	2,600
54	Minor equipment	3,280	8,530	2,500	2,500	(6,030)	2,500
55	DARE expenditures	3,803	3,750	4,000	4,000	250	4,200
56	Vehicle maintenance supplies	11,083	17,500	17,500	18,100	600	15,500
57	Vehicle operation supplies	89,837	141,680	92,450	89,350	(52,330)	94,000
58	Office supplies	11,442	7,500	11,500	9,000	1,500	12,000
59	Operating supplies	46,048	54,350	54,350	55,938	1,588	57,000
60	Safety and medical supplies	2,409	2,200	4,000	3,700	1,500	3,800
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,081,209	\$ 1,303,993	\$ 1,263,233	\$ 1,263,119	\$ (40,874)	\$ 1,322,594
CAPITAL OUTLAY							
71	Equipment	\$ 31,150	\$ 41,050	\$ 41,050	\$ 40,000	\$ (1,050)	\$ 45,000
72	Furniture and fixtures	-	5,000	5,000	-	5,000	-
73	Equipment replacement fund	111,990	147,797	147,797	135,931	(11,866)	133,432
74	Office equipment	-	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		\$ 143,140	\$ 213,847	\$ 193,847	\$ 195,931	\$ (7,916)	\$ 198,432
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
POLICE		\$ 5,576,705	\$ 5,997,043	\$ 5,999,043	\$ 6,406,916	\$ 419,873	\$ 6,775,308

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

Object	Description	Amount
01	47 officers, 4 office staff; performance bonus -11 staff, 4 civilians	\$ 3,340,911
02	Overtime	\$ 162,000
03	Crossing guards (10) & part-time	\$ 69,800
04	Witness fees	\$ 1,500
06	FICA	\$ 61,617
07	IPERS	\$ 25,719
08	Contribution rate for police pension fund for 2010-2011 – 19.9%	\$ 596,379
09	Group insurance	\$ 664,557
11	Uniform maintenance allowance for 47 officers @ \$364 each per year	\$ 17,108
	Spot awards	\$ 300
	Plain clothes allowance for 17 officers	\$ 4,675
	Vehicle allowance - Chief	\$ 3,300
21	Newspaper advertisements and official publications	\$ 2,200
23	Doctors fees (applicant physicals), information services, interpreters and consultants	\$ 2,000
	Radio and equipment maintenance contracts	\$ 10,000
	Injured officers – return to work medical review	\$ 2,000
	MMPI evaluations (2)	\$ 600
	Interpreters	\$ 750
	Pagers	\$ 2,500
	Records retention storage fees	\$ 1,700
	Copier maintenance	\$ 4,450
	Security monitoring system	\$ 1,000
24	Westcom operations	\$ 680,810
	Urbandale Restorative Justice program	\$ 38,000
	Regional Homeland Security	\$ 58,089
	Polk County Crime Stoppers	\$ 1,000
27	Computer forensic equipment supplies	\$ 3,000
	Line lease state terminal	\$ 6,000
	Data processing service contracts	\$ 7,500
	Maintenance service contract – Laser Fiche	\$ 1,000
	Accurint – background checks (Financial)	\$ 2,200
	Computer replacement	\$ 10,000
	Live Scan – maintenance agreement	\$ 5,987
	Digital camera replacement	\$ 1,000
	Patrol computer printer replacement	\$ 2,100

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
	IACP.Net annual subscription	\$ 800
27	CrimeReports.com annual subscription	\$ 1,200
	Mobile data computer - replacement	\$ 15,000
	Sprint cards – wireless connections	\$ 1,200
	GPS tracking device – air time	\$ 600
28	Iowa Chiefs of Police and Peace Officers Association	\$ 940
	Iowa Death Investigators Association	\$ 120
	International Association of Chiefs of Police (4)	\$ 480
	Des Moines Rifle & Revolver Club	\$ 480
	National Identification Officers Association (2)	\$ 100
	Iowa Peace Officers Executive Forum (1)	\$ 45
	Iowa Reserve Police Officers Association (20)	\$ 300
	National Association of Field Training Officers (5)	\$ 200
	International Association Computer Investigation Specialists	\$ 120
	International Association Property Evidence Techs (2)	\$ 100
	Forensic Association of Computer Technicians	\$ 400
	Iowa State Police Officer Association	\$ 1,175
	Miscellaneous reports, journals, professional publications	\$ 1,700
	National Tactical Officers Association – team membership	\$ 350
	International Association of Certified Fraud Investigators	\$ 150
	International Association of Financial Crime Investigators	\$ 65
	High Tech Crime Consortium (1)	\$ 25
	International Association of Property Evidence Techs (2)	\$ 100
	American Association of Police Polygraphists	\$ 150
32	Uniform replacement	\$ 14,200
	Ballistic Vests – reserve officers	\$ 4,100
	Reserve uniform replacement	\$ 3,000
	Crossing guard uniform replacement	\$ 1,000
	S.E.R.T. replacement uniforms	\$ 4,000
	Patrol bicycle uniforms	\$ 1,000
35	Postage and forms, printing of new forms, training manuals, departmental operating procedures and rules and regulations manuals, shipping charges	\$ 9,500
40	Facility maintenance and HVAC maintenance	\$ 18,923
	Building custodial services contract	\$ 22,897
	Miscellaneous building repairs	\$ 5,000
	Hot water heater replacement	\$ 2,500
	Pest control	\$ 800

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
	Replace (2) old exterior lights to match new exterior lights	\$ 1,000
41	Fees for service and shop work, uninsured body work, miscellaneous repairs	\$ 19,000
46	Iowa Sex Crimes Investigators conference (1)	\$ 250
	Iowa Association of Ident Officers (2)	\$ 340
	L.E.I.N. Training conference (2)	\$ 650
	MOCIC Training conference (1)	\$ 500
	International Association Chiefs of Police conference (2)	\$ 3,400
	Iowa State Police Officers conference (3 delegates, 4 th paid by UPBBA)	\$ 1,600
	Polygraph training seminar	\$ 800
	Iowa Death Investigators Training conference	\$ 500
	I.L.E.A. advanced & police instructor schools	\$ 8,960
	I.L.E.A. Basic Academy training (2)	\$ 12,000
	Civilian employees training seminars (4)	\$ 1,000
	Calibre Press Street Survival School (2)	\$ 500
	Police Officers Patrol Bicycle Training conference (2)	\$ 500
	School Resource Officers Training conference (1)	\$ 800
	Iowa Police Reserve Officers annual training conference (4)	\$ 200
48	Utilities, heating, lights and cooling	\$ 34,000
	Telephone service	\$ 24,000
	Cell phone service	\$ 8,400
	Language Line interpreter service	\$ 225
	Water service	\$ 2,500
49	Petty cash	\$ 300
51	Custodial supplies	\$ 2,500
54	Investigative equipment	\$ 2,500
55	D.A.R.E. program expenditures	\$ 4,000
56	Replacement tires, batteries, parts, etc.	\$ 15,000
	Police bicycle maintenance and equipment	\$ 2,100
	Motorcycle maintenance – oil changes, tune-ups, etc.	\$ 1,000
57	Gasoline - fleet	\$ 85,000
	Oil and grease	\$ 2,500
	Transmission oil	\$ 500
	Anti-freeze	\$ 500
	Gas line de-icer and windshield solvent	\$ 850
58	Office supplies	\$ 9,000
59	Child safety & crime prevention badges	\$ 400

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
	Investigative funds (formerly drug unit expenses)	\$ 4,500
	C.S.I. & polygraph supplies	\$ 7,200
	Ident-A-Kit rental	\$ 408
	Car wash tickets	\$ 2,500
	Service ammunition replacement	\$ 8,500
	Qualification and training ammunition	\$ 15,450
	Chemical agents - replacement	\$ 6,180
	Range supplies – firearms cleaning supplies, targets, etc.	\$ 3,600
	Vehicle towing and impoundment	\$ 4,000
	Taser cartridges	\$ 1,000
	K-9 food & vet supplies	\$ 1,000
	Alco-sensor mouthpieces (disposable)	\$ 700
	National Night Out supplies	\$ 500
60	First aid supplies – squads	\$ 200
	First aid supplies - general	\$ 200
	First aid supplies - jail	\$ 200
	Safety program supplies	\$ 500
	Field cleanser kits for blood borne pathogen contamination	\$ 500
	Combat tourniquets & blood stopper kits	\$ 800
	N-95 filtration masks	\$ 800
	Latex gloves	\$ 500
71	Equipment transfer- patrol vehicles (4)	\$ 9,600
	Patrol vehicle markings (4)	\$ 2,200
	Equipment transfers – unmarked vehicles (4)	\$ 2,400
	Rifle scope – marksmen observers (1)	\$ 1,200
	Lighting – marksmen observers (3)	\$ 1,000
	Preliminary Breath Test instruments (P.B.T.'s) (3)	\$ 1,000
	S.E.R.T. replacement equipment	\$ 3,500
	Vehicle lights & sirens (2)	\$ 8,000
	Motorcycle helmets (5)	\$ 1,500
	Flashlights replacements (6)	\$ 1,000
	Wireless microphones – patrol (3)	\$ 1,000
	Push bumpers, console & tray configurations – holdover vehicles (2)	\$ 5,000
	Patrol bicycle replacement equipment (12 strobes/tail lights, 5 bags, 7 headlights)	\$ 2,600
73	Equipment Replacement Fund contribution	\$ 135,931
74	Miscellaneous equipment – forfeiture fund purchases	\$ 20,000



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

FIRE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	581,440	956,992	767,324	871,323
Contractual & supply service	267,655	240,937	204,659	181,605
Capital outlay	27,635	11,323	13,177	11,280
Total expenditures	\$ 876,730	\$ 1,209,252	\$ 985,160	\$ 1,064,208
Fees	-	-	-	-
Grants	63,006	238,770	-	-
Other	64,139	74,013	62,650	60,344
Total revenue	\$ 127,145	\$ 312,783	\$ 62,650	\$ 60,344
<i>Net amount supported by property taxes</i>	\$ 749,585	\$ 896,469	\$ 922,510	\$ 1,003,864

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease of \$87,000 in salaries and benefits, which while reflecting the addition of 4 new firefighter/EMT's, as well as normal salary and benefit increases for existing staff, is offset by reductions in pension and group insurance costs. Pension costs for Chapter 411 fire and EMS employees has been shifted to the City's new Police & Fire Retirement fund, which is now funded by a separate public safety pension levy. The total salary impact for the 4 new positions also appears to be minimal impact because in the prior year's adopted budget was the reflection of 6 new positions to be added through the SAFER grant program. The funding from that grant did not materialize.
- ↓ A decrease of \$7,072 in contributions to other agencies reflects the final payment for the department's telecommunications loan program, which was fully repaid in the prior year.
- ↓ A decrease of \$18,400 in data processing reflects the completion of the records management software upgrade in the prior year.
- ↓ A decrease of \$30,700 in building maintenance, which reflects the completion of a window replacement project at Station 42 and a three year cycle of air filter replacements for the air filtration system at Station 41 in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Maintaining adequate response capabilities continues to be the top priority in this activity.
- ❖ 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.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Fire inspections performed	180	176	166	175	250
Pre-incident plans prepared	45	36	50	60	75
Total structure fire incidents	41	48	34	40	< 40
Total number of fire incident false alarms	293	276	288	290	< 250
Total hazardous materials incidents	66	46	49	50	< 55
Total responses	2,199	2,403	2,496	2,500	2,700

FUNCTION: Public Safety
ACTIVITY: Fire

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Efficiency Measures</u>					
Percent of fire incident calls with a response time of 7-minutes or less	28%	33%	47.6%	48%	80%
Percent of fire incident calls with a response time of 5-minutes or less	11%	11%	15.3%	18%	80%
<i>Median for CPM cities 25-100K</i>	59%	58%	65%		
Sworn FTEs per 1,000 population (Fire & EMS, excluding volunteers)	0.15*	0.12	0.34	0.57	0.71
<i>Median for CPM cities 25-100K</i>	1.38	1.88	1.37		
*Includes paid-on-call members					
<u>Outcome Measures</u>					
Fire incident injuries	2	0	0	2	0
Citizen survey satisfaction rating for fire services	93%	N/A	95%	95%	> 95%

PUBLIC SAFETY		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE							
PERSONAL SERVICES							
01	Salaries	\$ 271,692	\$ 507,875	\$ 335,000	\$ 576,065	\$ 68,190	\$ 771,186
02	Overtime	13,063	15,000	15,000	18,000	3,000	20,000
03	Part-time	130,671	150,000	150,000	152,250	2,250	160,500
04	Witness fees	-	-	-	-	-	-
06	FICA	8,609	12,764	11,500	13,769	1,005	17,031
07	Retirement - IPERS	12,748	16,628	13,800	18,101	1,473	19,807
08	Pension	73,459	80,701	68,000	-	(80,701)	-
09	Group insurance	71,148	174,024	174,024	93,038	(80,986)	94,899
11	Allowance	50	-	-	100	100	-
Sub-Total		\$ 581,440	\$ 956,992	\$ 767,324	\$ 871,323	\$ (85,669)	\$ 1,083,423
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,615	\$ 2,000	\$ 1,000	\$ 1,000	\$ (1,000)	\$ 1,000
23	Professional services	11,769	11,685	11,769	10,600	(1,085)	10,600
24	Contributions to other agencies	7,072	7,072	-	-	(7,072)	-
27	Data processing	8,390	20,500	14,800	2,100	(18,400)	6,000
28	Dues and memberships	1,582	910	910	955	45	955
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	75,054	14,000	14,000	15,500	1,500	17,500
35	Printing and copying	548	1,500	1,500	1,500	-	1,500
40	Building and grounds maint.	31,954	44,545	38,500	13,800	(30,745)	13,800
41	Vehicle and equipment maint.	30,343	26,000	26,000	26,000	-	26,000
46	Training and development	13,751	11,500	11,500	15,000	3,500	16,500
48	Utility service	39,603	44,100	35,000	41,100	(3,000)	43,000
49	Petty cash	25	100	30	100	-	100
51	Maintenance supplies	2,262	2,100	2,100	2,000	(100)	2,500
54	Minor equipment	8,446	13,000	13,000	15,000	2,000	16,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	4,405	4,500	4,800	5,200	700	5,500
57	Vehicle operation supplies	13,074	19,225	11,500	12,500	(6,725)	14,500
58	Office supplies	3,282	2,750	2,750	2,750	-	4,000
59	Operating supplies	3,336	2,250	3,500	4,000	1,750	3,800
60	Safety and medical supplies	11,144	13,200	12,000	12,500	(700)	13,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 267,655	\$ 240,937	\$ 204,659	\$ 181,605	\$ (59,332)	\$ 196,755
CAPITAL OUTLAY							
71	Equipment	\$ 15,606	\$ -	\$ 1,854	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	12,029	11,323	11,323	11,280	(43)	11,280
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 27,635	\$ 11,323	\$ 13,177	\$ 11,280	\$ (43)	\$ 11,280
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
FIRE		\$ 876,730	\$ 1,209,252	\$ 985,160	\$ 1,064,208	\$ (145,044)	\$ 1,291,458

FUNCTION: Public Safety

ACTIVITY: Fire

Activity Notes

Object	Description	Amount
01	10 Firefighter/Paramedics, Department Secretary, Fire Marshal, Performance Bonus (4 new Firefighters, and 3 supervisory (Lts.) promotions)	\$ 576,065
02	Overtime	\$ 18,000
03	Compensation – volunteer officers, volunteer firefighters, part-time firefighters/paramedics	\$ 152,250
06	FICA	\$ 13,769
07	IPERS	\$ 18,101
09	Group insurance	\$ 93,038
11	On the spot awards	\$ 100
21	Advertising	\$ 1,000
23	Pager purchase/contract	\$ 1,800
	SCBA fill station maintenance	\$ 1,600
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 2,000
	Annual SCBA flow testing	\$ 2,500
27	Software maintenance	\$ 1,000
	FireHouse Software	\$ 1,100
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	\$ 70
	International Code Council	\$ 110
32	Personal equipment and uniforms (coats, pants, boots, etc)	\$ 15,500
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
	Sprinkler contract	\$ 175
41	Vehicle repair and maintenance by outside firms	\$ 26,000
46	Classes, certifications and development	\$ 7,000
	Equipment and materials	\$ 2,000
	Fire prevention materials	\$ 2,000

FUNCTION: Public Safety**ACTIVITY: Fire**

Object	Description	Amount
	Training facility maintenance	\$ 4,000
48	Telephone, data, heating and air conditioning, water service	\$ 41,100
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 2,000
54	Hoses, nozzles, air bags and other fire fighting equipment	\$ 15,000
56	Vehicle maintenance supplies	\$ 5,200
57	Gas, oil, grease	\$ 12,500
58	Office supplies	\$ 2,750
59	Operating supplies	\$ 3,225
	NFPA standards subscription on CD	\$ 775
60	Respirator protection program, including medical evaluations	\$ 12,300
	Corrective lenses for SCBA	\$ 200
73	Equipment Replacement Fund contribution	\$ 11,280

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

EMS

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	957,126	1,054,533	1,047,068	1,005,537
Contractual & supply service	104,195	129,388	108,388	109,070
Capital outlay	53,416	54,920	54,920	73,156
Total expenditures	\$ 1,114,737	\$ 1,238,841	\$ 1,210,376	\$ 1,187,763
Fees	551,823	480,000	550,000	610,000
Grants	-	-	-	-
Other	81,551	75,824	76,972	67,350
Total revenue	\$ 633,374	\$ 555,824	\$ 626,972	\$ 677,350
<i>Net amount supported by property taxes</i>	\$ 481,363	\$ 683,017	\$ 583,404	\$ 510,413

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease of \$49,000 in salaries and benefits, which reflects normal salary and benefit increases for existing staff, but is offset by a reduction in pension costs. The pension costs for 411 fire and EMS employees has been shifted to the City’s new Police & Fire Retirement fund, which is now funded by a separate public safety pension levy.
- ↓ A decrease of \$11,200 in data processing in data processing reflects purchase of a server for the department’s records management software system in the prior year.
- ↓ A decrease of \$8,800 in insurance, which reflects the shift of all City departments’ allocation of general liability insurance to the General Support department for the current year.
- ↑ An increase of \$12,500 in equipment for the purchase of a medication inventory system to maintain security of controlled substance medications.

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.
- ❖ The replacement of the department’s copier in 2011.
- ❖ The addition of an EMS Assistant Chief to oversee the department’s EMS operations including a required the medical quality improvement/quality assurance program.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
EMS responses	1,593	1,824	1,804	1,825	2,150
EMS responses per 1,000 population	44.4	47.9	47.3	48.0	50.1
<i>Median for CPM cities 25-100K</i>	<i>71.7</i>	<i>81.0</i>	<i>65.4</i>		
<u>Efficiency Measures</u>					
Percent of emergency calls with a response time of 7 minutes or less	48%	50%	60.5%	60%	80%
Average time from conclusion of dispatch until arrival on scene (minutes)	7:20	7:08	6:29	6:30	5:00
<i>Median for CPM cities 25-100K</i>	<i>4:46</i>	<i>5:37</i>	<i>5:50</i>		
Sworn FTEs per 1,000 population (Fire & EMS, excluding volunteers)	0.15*	0.12	0.34	0.57	0.71
<i>Median for CPM cities 25-100K</i>	<i>1.38</i>	<i>1.88</i>	<i>1.37</i>		

*Includes paid-on-call members

FUNCTION: Public Safety
ACTIVITY: EMS

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Outcome Measures</u></i>					
Percent of EMS responses that receive paramedic-level care	93%	97%	98%	98%	98%
Citizen survey satisfaction rating for ambulance or emergency medical services	93%**	N/A	95%	>95%	> 95%

**Prior to the 2009 survey this information was included with fire services as a combined percentage.

PUBLIC SAFETY	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
160 EMS						
PERSONAL SERVICES						
01 Salaries	\$ 496,698	\$ 555,674	\$ 555,674	\$ 590,193	\$ 34,519	\$ 655,845
02 Overtime	35,939	35,000	35,000	41,000	6,000	45,000
03 Part-time	181,735	200,000	200,000	207,000	7,000	214,000
04 Witness fees	-	-	-	-	-	-
06 FICA	10,030	11,465	11,465	12,067	602	13,120
07 Retirement - IPERS	13,909	17,900	15,000	19,562	1,662	21,293
08 Pension	91,406	100,415	96,000	2,504	(97,911)	-
09 Group insurance	127,409	133,779	133,779	132,911	(868)	135,570
11 Allowance	-	300	150	300	-	300
Sub-Total	\$ 957,126	\$ 1,054,533	\$ 1,047,068	\$ 1,005,537	\$ (48,996)	\$ 1,085,128
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 928	\$ 1,000	\$ -	\$ -	\$ (1,000)	\$ -
23 Professional services	11,348	9,000	9,000	11,100	2,100	12,500
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	1,364	12,500	12,500	1,300	(11,200)	16,000
28 Dues and memberships	395	470	520	520	50	500
29 Insurance	8,731	8,818	-	-	(8,818)	-
32 Uniforms and laundry	4,665	8,500	8,500	10,500	2,000	11,800
35 Printing and copying	1,265	2,500	2,500	2,800	300	2,800
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	12,129	8,000	11,000	12,500	4,500	12,500
46 Training and development	4,266	8,500	8,500	8,000	(500)	9,500
48 Utility service	-	-	-	-	-	-
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	1,724	3,000	3,000	2,500	(500)	3,000
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	511	1,000	1,000	1,250	250	1,250
57 Vehicle operation supplies	16,694	21,600	10,368	14,800	(6,800)	16,000
58 Office supplies	137	500	500	500	-	500
59 Operating supplies	32,899	31,000	31,000	31,500	500	33,000
60 Safety and medical supplies	7,139	13,000	10,000	11,800	(1,200)	12,800
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 104,195	\$ 129,388	\$ 108,388	\$ 109,070	\$ (20,318)	\$ 132,150
CAPITAL OUTLAY						
71 Equipment	\$ 8,065	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ 26,000
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	45,351	54,920	54,920	60,656	5,736	60,656
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ 53,416	\$ 54,920	\$ 54,920	\$ 73,156	\$ 18,236	\$ 86,656
91 Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95 Contingency	-	-	-	-	-	-
EMS	\$ 1,114,737	\$ 1,238,841	\$ 1,210,376	\$ 1,187,763	\$ (51,078)	\$ 1,303,934

FUNCTION: Public Safety
ACTIVITY: EMS

Activity Notes

Object	Description	Amount
01	Chief, Assistant Chief, Lieutenants (3), Paramedic/Firefighters (5), performance bonus	\$ 590,193
02	Overtime	\$ 41,000
03	Compensation – rescue calls and training meetings	\$ 207,000
06	FICA	\$ 12,067
07	IPERS	\$ 19,562
08	Contribution rate for pension fund for 2010/11 – 19.9% (excess over 411 fund expense)	\$ 2,504
09	Group insurance	\$ 132,911
11	Spot awards	\$ 300
23	Medical Director fee	\$ 9,000
	Cardiac Monitors Calibration/PM	\$ 2,100
27	Medical billing software updates	\$ 1,300
28	IA EMS Association	\$ 350
	Academy of Professional Coders	\$ 120
	Central Iowa EMS Directors	\$ 50
32	Squad suits, coats, uniforms	\$ 10,500
35	Printing and copying, postage	\$ 2,800
41	Vehicle and equipment repairs by outside firms	\$ 12,500
46	EMS training programs and continuing education	\$ 6,500
	EMS training materials and supplies	\$ 1,500
54	Minor equipment	\$ 2,500
56	Batteries, tires, parts for repairs	\$ 1,250
57	Gas, oil, grease	\$ 14,800
58	Office supplies	\$ 500
59	Rescue supplies/equipment	\$ 31,500
60	TB tests and physicals, hepatitis shots	\$ 9,800
	Flu shots	\$ 2,000
71	Narcotics/drug security dispenser	\$ 12,500
73	Equipment Replacement Fund contribution	\$ 60,656



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

EMERGENCY PREPAREDNESS

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	10,256	11,050	14,874	13,325
Capital outlay	<u>22,829</u>	<u>8,500</u>	<u>7,800</u>	<u>-</u>
Total expenditures	\$ 33,085	\$ 19,550	\$ 22,674	\$ 13,325
Fees	-	-	-	-
Grants	-	-	-	-
Other	<u>2,420</u>	<u>1,197</u>	<u>1,442</u>	<u>756</u>
Total revenue	\$ 2,420	\$ 1,197	\$ 1,442	\$ 756
<i>Net amount supported by property taxes</i>	\$ 30,665	\$ 18,353	\$ 21,232	\$ 12,569

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$8,500 in equipment represents the completion of a siren upgrade for two-way radio capability completed in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The replacement of two existing sirens, one of which has reached the end of useful life and one that has been problematic and results in costly repairs. Neither of these sirens have two-way capability.
- ❖ An upgrade to one remaining siren that does not have two-way capability.
- ❖ The identification of the low score in Emergency Preparedness in the western portion of Urbandale. This may require the expansion of our storm warning system including the purchase of two additional storm 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Monthly siren tests	12	11	11	12	12
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for emergency preparedness services	N/A*	N/A	N/A	73%	> 95%

*The survey conducted in FY09-10 was the first year this service was measured.

PUBLIC SAFETY	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	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	8,174	8,325	75	8,325
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.	93	800	4,500	2,500	1,700	3,200
46 Training and development	-	-	-	-	-	-
48 Utility service	1,989	2,000	2,200	2,500	500	2,700
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	\$ 10,256	\$ 11,050	\$ 14,874	\$ 13,325	\$ 2,275	\$ 14,225
CAPITAL OUTLAY						
71 Equipment	\$ 22,829	\$ 8,500	\$ 7,800	\$ -	\$ (8,500)	\$ 22,800
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	\$ 22,829	\$ 8,500	\$ 7,800	\$ -	\$ (8,500)	\$ 22,800
91 Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95 Contingency	-	-	-	-	-	-
EMERGENCY PREPAREDNESS	\$ 33,085	\$ 19,550	\$ 22,674	\$ 13,325	\$ (6,225)	\$ 37,025

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

Object	Description	Amount
24	Polk County EMA	\$ 8,325
41	Siren repairs	\$ 2,500
48	Utility service	\$ 2,500

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

ANIMAL CONTROL

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	27,861	29,700	29,750	30,970
Capital outlay	-	-	-	-
Total expenditures	\$ 27,861	\$ 29,700	\$ 29,750	\$ 30,970
Fees	8,471	8,200	8,400	8,200
Grants	-	-	-	-
Other	2,038	1,818	1,892	1,756
Total revenue	\$ 10,509	\$ 10,018	\$ 10,292	\$ 9,956
Net amount supported by property taxes	\$ 17,352	\$ 19,682	\$ 19,458	\$ 21,014

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Increases of \$970 and \$250 in printing and operating supplies reflect the transfer of costs for printing pet licensing brochures and tags from the General Support budget to this department.

FUTURE BUDGET CONSIDERATIONS:

- ❖ To look at a Full-time Animal Control Officer, and/or a joint venture 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Pet licenses issued (CY)	1,413	1,561	1,566	1,575	1,600
<u>Outcome Measures</u>					
Pets impounded	176	N/A	N/A	N/A	< 50
Citizen survey satisfaction rating for the activity	73%	N/A	N/A	75%	> 90%

PUBLIC SAFETY	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	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	23,100	24,750	24,750	24,750	-	25,000
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	-	-	-	-	-	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	970	970	970
40 Building and grounds maint.	24	600	-	-	(600)	-
41 Vehicle and equipment maint.	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	2,844	2,350	3,000	3,000	650	3,000
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	1,893	2,000	2,000	2,250	250	2,250
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 27,861	\$ 29,700	\$ 29,750	\$ 30,970	\$ 1,270	\$ 31,220
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	\$ 27,861	\$ 29,700	\$ 29,750	\$ 30,970	\$ 1,270	\$ 31,220

FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

Object	Description	Amount
23	Animal Control Officer salary	\$ 23,850
	Animal clinic fees	\$ 900
35	Pet licensing brochures	\$ 970
48	Utility services	\$ 3,000
59	Feeding equipment, cleaning chemicals, paper supplies, animal food, animal intake trip charges	\$ 2,000
	Pet licensing tags, forms, rings	\$ 250

OVERVIEW: This fund supports the public safety function by providing funds for payment of City pension contributions into the Chapter 411 police and fire personnel pension program.

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	229,678
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ -	\$ -	\$ 229,678
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	229,678
Total revenue	\$ -	\$ -	\$ -	\$ 229,678
<i>Net amount supported by property taxes</i>	\$ -	\$ -	\$ -	\$ -

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$229,700 in pension costs, which reflects nearly 100% of the City's contribution to the Chapter 411 retirement fund for the City's fire and EMS personnel. This is a new fund established in FY10-11 to account for the \$0.10 public safety retirement levy revenue that will be collected.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the Municipal Fire & Police Retirement System of Iowa (MFPRSI) continues to increase the City's required contribution rate, it is likely that the City will have to continue to increase this levy to provide enough revenue to cover the pension obligation.
- ❖ Current actuarial assumptions from MFPRSI predict the City's contribution rate will increase to over 38% in the next 5 years, which would represent a 125% increase over the FY09-10 rate of 17%.

PERFORMANCE MEASURES

	06-07	07-08	08-09	09-10	10-11
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Target</u>
MFPRSI City contribution rates	9.35%	9.35%	9.35%	9.40%	9.40%
MFPRSI employee contribution rates	27.75%	25.48%	18.75%	17.00%	19.9%

PUBLIC SAFETY	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
117 POLICE & FIRE RETIREMENT FUND						
PERSONAL SERVICES						
01	Salaries	-	-	-	-	-
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	229,678	349,761
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ 229,678	\$ 349,761
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	-	-	-	-	-
POLICE & FIRE RETIREMENT FUND		\$ -	\$ -	\$ -	\$ 229,678	\$ 349,761

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

Activity Notes

Object	Description	Amount
09	Municipal Fire & Police Retirement System – City contribution for Fire & EMS (FY10-11 19.9%)	\$ 229,690



PUBLIC WORKS	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
200 PUBLIC WORKS SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 1,999,166	\$ 2,056,164	\$ 2,042,170	\$ 2,104,457	\$ 48,293	2,178,484
02 Overtime	130,470	97,000	125,000	100,000	3,000	101,820
03 Part-time	48,948	53,350	54,951	116,300	62,950	112,268
04 Witness fees	-	-	-	-	-	-
06 FICA	164,384	168,782	169,691	172,719	3,937	178,811
07 Retirement - IPERS	139,462	158,724	143,981	160,622	1,898	166,691
08 Pension	-	-	-	-	-	-
09 Group insurance	481,892	505,987	505,987	491,773	(14,214)	517,380
11 Allowance	3,421	3,850	3,300	3,850	-	3,850
Sub-Total	\$ 2,967,743	\$ 3,043,857	\$ 3,045,080	\$ 3,149,721	\$ 105,864	\$ 3,259,304
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 9,775	\$ 500	\$ 200	\$ 500	\$ -	\$ 500
23 Professional services	15,015	51,000	29,418	35,960	(15,040)	36,000
24 Contributions to other agencies	754,249	843,125	763,881	802,965	(40,160)	859,000
27 Data processing	41,872	47,700	42,620	63,860	14,720	64,160
28 Dues and memberships	2,696	6,800	6,600	6,800	(4,000)	10,800
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	18,942	19,600	19,550	21,050	(200)	23,350
35 Printing and copying	8,988	11,900	9,700	13,900	2,000	14,200
40 Building and grounds maint.	67,625	83,540	82,607	42,940	(40,600)	38,500
41 Vehicle and equipment maint.	25,505	24,500	26,500	27,750	3,250	29,750
46 Training and development	10,504	11,120	10,900	11,800	680	12,820
48 Utility service	559,959	588,775	587,093	605,950	17,175	625,150
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	534,896	536,050	508,630	543,840	7,790	573,500
54 Minor equipment	2,735	9,600	10,153	6,500	(3,100)	7,000
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	81,713	87,500	85,750	97,000	9,500	95,000
57 Vehicle operation supplies	197,601	249,550	201,000	222,800	(26,750)	224,500
58 Office supplies	2,920	3,800	3,800	3,500	(300)	4,200
59 Operating supplies	19,381	20,400	20,100	21,800	1,400	21,600
60 Safety and medical supplies	4,457	4,700	5,250	4,200	(500)	4,200
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 2,358,833	\$ 2,600,160	\$ 2,413,752	\$ 2,533,115	\$ (74,135)	\$ 2,644,230
CAPITAL OUTLAY						
71 Equipment	\$ 8,781	\$ 3,750	\$ 3,461	\$ -	\$ (3,750)	\$ 6,000
72 Furniture and fixtures	43,446	44,000	35,100	36,000	(8,000)	40,000
73 Equipment replacement fund	480,216	479,043	479,043	527,062	48,019	520,113
74 Office equipment	-	-	250	-	-	-
75 Operating equipment	20,590	-	-	-	-	10,000
76 Property improvements	392,912	332,800	308,704	401,000	68,200	399,500
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
97 Transfers out	-	-	-	40,000	40,000	-
Sub-total	\$ 945,945	\$ 859,593	\$ 826,558	\$ 1,004,062	\$ 144,469	\$ 975,613
91 Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95 Contingency	-	25,000	-	25,000	-	25,000
PUBLIC WORKS SUMMARY	\$ 6,272,521	\$ 6,528,610	\$ 6,285,390	\$ 6,711,898	\$ 176,198	\$ 6,904,147



FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

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

ROADWAY MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,170,207	1,159,333	1,189,612	1,069,390
Contractual & supply service	664,987	735,439	702,214	736,757
Capital outlay	565,030	506,182	474,437	553,726
Total expenditures	\$ 2,400,224	\$ 2,400,954	\$ 2,366,263	\$ 2,359,873
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,280,353	2,437,544	2,538,919	2,656,662
Total revenue	\$ 2,280,353	\$ 2,437,544	\$ 2,538,919	\$ 2,656,662
<i>Net amount supported by property taxes</i>	\$ (119,871)	\$ 36,590	\$ 172,656	\$ 296,789

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease of \$90,000 in full-time salaries and benefits, which reflects moving a mechanic to the Solid Waste budget, the redistribution of health insurance premiums, and normal salary and benefit increases for remaining staff.
- ↓ A decrease of \$15,300 in contributions to other agencies. The line item contains the second of five annual payments of \$24,000 to Metro Waste Authority for the city's lease purchase portion of the Regional Salt Storage Facility. The bi-annual pavement condition inventory is in an off year resulting in the decrease.
- ↑ An increase of \$13,000 in data processing. The Public Works Department is requesting additional funds for equipping essential equipment with Automated Vehicle Locating equipment to improve efficiency and customer service.
- ↑ An increase of \$8,000 in maintenance supplies for the Department's street maintenance activities and snow and ice removal operations.
- ↑ An increase of \$40,000 in transfers out which reflects 2/3 of the cost to upgrade the Department to a new radio system. These funds will be transferred to the Technology Internal Service Fund for expenditure under the larger City-wide radio upgrade project.
- ↑ An increase of \$8,200 in property improvement costs. This provides for the annual concrete street patching and asphalt resurfacing programs. The maintenance program is also subsidized with \$482,100 in bond revenue.
- ↑ Medium and heavy duty vehicle and equipment prices have risen sharply in recent years. The overall contribution to the Equipment Replacement Fund for the Public Works Activity is

up \$48,000 over the current year. The increase was offset by the shift of equipment replacement contributions related to street sweepers to the Stormwater Utility Fund.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The creation of a Stormwater Utility will have a positive impact on the Road Use budgets as previously much of the storm sewer maintenance program and all of the street cleaning program have been funded with Road Use funds.
- ❖ 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.
- ❖ Growth has slowed considerably meaning current staffing and equipment levels are sufficient to maintain service levels for the foreseeable future.
- ❖ The cost of street repair & snow/ice control supplies has stabilized over the past two years.

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 4,500 square yards of defective concrete pavement annually.
2. Remove and replace 9,000 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.

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

PERFORMANCE OBJECTIVES

1. Maintain all vehicles and equipment so operational readiness exceeds 95%.
2. Perform preventative maintenance on vehicles & equipment to prevent failures & 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.
3. Control weeds within the rights-of-way through a spring and fall treatment and removal.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Paved lane miles maintained	410	414	417	418	419
Unpaved lane miles maintained	3	1	1	1	1
Square yards of concrete replaced	2,638	3,580	4,233	4,500	4,500
Asphalt streets repaired (tons)	2,609	2,188	2,186	2,200	2,200
Miles of streets crack sealed	12	7	18	10	20
Days with snow and ice control activities	21	41	32	46	30
Inches of snowfall	39	59	41	50	36
<u>Efficiency Measures</u>					
Rehabilitation expenditures per paved lane mile	\$2,401	\$2,702	\$3,962	\$3,300	\$6,000
<i>Median for CPM cities 25K-100K</i>	\$2,466	\$2,613	\$2,511		
Snow & ice control expenditures per lane mile	\$593	\$921	\$980	\$1,200	\$650
Snow and ice control expenditures per capita	\$6.82	\$10.64	\$10.68	\$13.00	\$7.60
<i>Median for CPM cities 25K-100K</i>	\$5.34	\$4.58	\$3.34		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating					
For street maintenance	77%	N/A	N/A	57%	>90%
For snow and ice control	87%	N/A	N/A	82%	>95%
For sidewalk maintenance	N/A*	N/A	N/A	73%	>90%
*The survey conducted in FY09-10 was the first year this service was measured.					
Percent of lane miles that are assessed in satisfactory or better condition	N/A	N/A	80%	80%	80%
<i>Median for CPM cities 25K-100K</i>	85%	90%	80%		
Overall pavement condition index	72	72	72	71	71

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 756,527	\$ 754,960	\$ 760,356	\$ 703,197	\$ (51,763)	\$ 724,293
02	Overtime	65,946	40,000	70,000	42,000	2,000	43,260
03	Part-time	16,446	17,000	15,000	17,600	600	18,128
04	Witness fees	-	-	-	-	-	-
06	FICA	63,187	62,115	64,670	58,354	(3,761)	60,105
07	Retirement - IPERS	54,418	60,891	55,219	55,517	(5,374)	57,738
08	Pension	-	-	-	-	-	-
09	Group insurance	213,683	224,367	224,367	192,722	(31,645)	196,576
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 1,170,207	\$ 1,159,333	\$ 1,189,612	\$ 1,069,390	\$ (89,943)	\$ 1,100,100
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 492	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	1,045	-	500	-	-	-
24	Contributions to other agencies	-	39,189	38,857	23,857	(15,332)	39,000
27	Data processing	-	-	-	12,960	12,960	12,960
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	11,792	11,650	11,650	11,000	(650)	13,225
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	105	-	107	-	-	-
41	Vehicle and equipment maint.	13,696	13,000	13,000	13,000	-	15,000
46	Training and development	1,364	1,000	2,000	1,700	700	1,700
48	Utility service	27,642	28,350	28,000	29,000	650	30,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	470,122	482,550	460,000	490,340	7,790	510,000
54	Minor equipment	1,440	3,600	3,600	4,500	900	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	47,069	45,000	40,000	44,000	(1,000)	42,000
57	Vehicle operation supplies	76,154	96,600	90,000	93,000	(3,600)	93,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	10,336	11,000	11,000	10,400	(600)	10,500
60	Safety and medical supplies	3,730	3,500	3,500	3,000	(500)	3,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 664,987	\$ 735,439	\$ 702,214	\$ 736,757	\$ 1,318	\$ 775,385
CAPITAL OUTLAY							
71	Equipment	\$ 3,055	\$ -	\$ -	\$ -	\$ -	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	271,586	273,382	273,382	272,726	(656)	273,785
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	20,590	-	-	-	-	10,000
76	Property improvements	269,799	232,800	201,055	241,000	8,200	249,500
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	40,000	40,000	-
Sub-total		\$ 565,030	\$ 506,182	\$ 474,437	\$ 553,726	\$ 47,544	\$ 538,285
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		\$ 2,400,224	\$ 2,400,954	\$ 2,366,263	\$ 2,359,873	\$ (41,081)	\$ 2,413,770

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Heavy Equipment Operators (2), Light Equipment Operators (2), Laborers (8), ½ Laborer – other ½ in Storm Sewer, performance bonus	\$ 703,197
02	Overtime	\$ 42,000
03	Seasonal personnel (4) – 14 weeks	\$ 17,600
06	FICA	\$ 58,354
07	IPERS	\$ 55,517
09	Group insurance	\$ 192,722
24	Salt storage lease payment to Metro Waste Authority (2 nd of 5 pmts)	\$ 23,857
27	AVL Equipment Leasing	\$ 12,960
32	Uniforms, shop towels, coats, floor mats	\$ 11,000
41	Radio maintenance and installs	\$ 2,000
	Contract repairs or major component replacement	\$ 11,000
46	Seminars or special training	\$ 1,700
48	Water, electric and gas	\$ 29,000
51	Concrete (1,000 c.y.)	\$ 90,000
	Asphalt (2,200 tons)	\$ 162,800
	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 (2,300 tons)	\$ 138,000
	Calcium for snow and ice removal and dust control (20,000 gal.)	\$ 17,040
	Snow plow blades	\$ 15,000
	Construction signs	\$ 3,000
	Miscellaneous materials	\$ 2,000
54	Miscellaneous shop tools	\$ 4,500
56	Tires, batteries and wear items	\$ 7,000
	Maintenance parts	\$ 37,000
57	Fuel	\$ 85,000
	Oil, hydraulic fluid, coolant, grease	\$ 8,000
59	Shop supplies	\$ 6,000
	Towing	\$ 1,000
	Cylinder rental and propane	\$ 3,000
	Parts washer service agreement	\$ 400
60	First aid supplies and fire extinguishers	\$ 2,000

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Object	Description	Amount
	Safety equipment	\$ 500
	Gloves and related safety items	\$ 500
73	Equipment Replacement Fund contribution	\$ 272,726
76	156 th Street Resurfacing (Meredith Dr. to Waterford Rd.)	\$ 241,000
97	Radio System Upgrade – transfer to Technology fund	\$ 40,000

FUNCTION: Public Works
ACTIVITY: Street Lighting

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

STREET LIGHTING

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	496,062	520,000	520,000	535,000
Capital outlay	-	-	-	-
Total expenditures	\$ 496,062	\$ 520,000	\$ 520,000	\$ 535,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	468,995	527,925	523,102	558,964
Total revenue	\$ 468,995	\$ 527,925	\$ 523,102	\$ 558,964
<i>Net amount supported by property taxes</i>	\$ (27,067)	\$ 7,925	\$ 3,102	\$ 23,964

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$15,000 in utilities reflects newly constructed street lights being in service as a result of arterial street reconstruction.

FUTURE BUDGET CONSIDERATIONS:

- ❖ MidAmerican Energy has yet to indicate whether rate increases are anticipated.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</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 street lighting	86%	N/A	N/A	76%	>95%

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
230 STREET LIGHTING							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
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.	2,463	2,000	2,000	2,000	-	2,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	493,599	518,000	518,000	533,000	15,000	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		\$ 496,062	\$ 520,000	\$ 520,000	\$ 535,000	\$ 15,000	\$ 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		\$ 496,062	\$ 520,000	\$ 520,000	\$ 535,000	\$ 15,000	\$ 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	\$ 533,000

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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	63,117	65,283	66,124	71,807
Contractual & supply service	84,088	66,400	66,800	71,000
Capital outlay	-	-	-	-
Total expenditures	\$ 147,205	\$ 131,683	\$ 132,924	\$ 142,807
Fees	-	-	-	-
Grants	-	-	-	-
Other	139,173	133,690	133,717	149,204
Total revenue	\$ 139,173	\$ 133,690	\$ 133,717	\$ 149,204
Net amount supported by property taxes	\$ (8,032)	\$ 2,007	\$ 793	\$ 6,397

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$6,500 in full-time salary and benefit costs, which reflects normal increases for existing staff.
- ↑ An increase of \$2,400 for signal maintenance and energy costs due to and increased inventory of signals.

FUTURE BUDGET CONSIDERATIONS:

- ❖ New sign retroreflectivity standards will require a sign improvement program to take place over the next five years. It is anticipated that approximately \$5,000 annually will be required to upgrade the existing sign system.
- ❖ In LED retrofitting program began in 2002. Depending on the type of signal, the expected life of the LED bulb is seven to twelve years. It is estimated that \$3,000 per year will be necessary to replace LED signals. Despite this, the energy and maintenance savings realized from utilizing LED technology is well over 50% versus traditional incandescent bulbs.
- ❖ The Department of Engineering and Public Works has taken over a considerable amount of signal and interconnect maintenance. This includes signal timing, troubleshooting and fiber locates. This will enable maintenance cost to remain stable despite the increased inventory of signals.

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 500 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Number of times lane lines painted	2	1.6	2	1.8	2
Number of times other markings painted	1	1	1	1	1
Hours spent on street painting	1,711	1,363	1,411	1,400	1,500
Signs erected, replaced and repaired	821	631	872	900	1,000
Hours spent on sign maintenance	1,593	1,263	1,864	1,500	1,400
<u>Efficiency Measures</u>					
Staff hours per sign	1.94	2.38	2.14	1.56	1.50
Staff hour per gallon of paint	1.11	1.10	1.07	1.05	1.00
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for traffic signal timing.	74%	N/A	N/A	80%	>90%

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	\$ 42,874	\$ 45,249	\$ 45,009	\$ 46,928	\$ 1,679	\$ 48,336
02	Overtime	-	-	-	-	-	-
03	Part-time	5,676	4,450	5,867	4,400	(50)	4,532
04	Witness fees	-	-	-	-	-	-
06	FICA	3,714	3,802	3,892	3,927	125	4,044
07	Retirement - IPERS	2,929	3,462	3,036	3,261	(201)	3,392
08	Pension	-	-	-	-	-	-
09	Group insurance	7,924	8,320	8,320	13,291	4,971	13,557
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 63,117	\$ 65,283	\$ 66,124	\$ 71,807	\$ 6,524	\$ 73,861
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.	13,487	13,100	12,500	15,500	2,400	17,500
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	16,448	17,300	17,300	18,500	1,200	19,600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	53,570	35,000	35,000	35,000	-	42,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	583	1,000	2,000	2,000	1,000	2,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 84,088	\$ 66,400	\$ 66,800	\$ 71,000	\$ 4,600	\$ 81,100
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	-	-	-	-	-	-
TRAFFIC SAFETY		\$ 147,205	\$ 131,683	\$ 132,924	\$ 142,807	\$ 11,124	\$ 154,961

FUNCTION: Public Works

ACTIVITY: Traffic Safety

Activity Notes

Object	Description	Amount
01	Light Equipment Operator	\$ 46,928
03	Seasonal personnel (1) – 14 weeks	\$ 4,400
06	FICA	\$ 3,927
07	IPERS	\$ 3,261
09	Group insurance	\$ 13,291
40	Signal maintenance contract (42 signals 100%, 12 signals 50%)	\$ 15,000
	City of Clive - Hickman Road signal maintenance	\$ 500
48	Traffic signal electrical service (43 signals @ 100%, 12 signals @ 50%)	\$ 18,500
51	Signs	\$ 14,000
	Posts, brackets, miscellaneous hardware	\$ 7,000
	Street painting materials	\$ 14,000
56	Paint machine maintenance	\$ 2,000

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

ENGINEERING SERVICES

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	461,717	488,961	467,065	498,315
Contractual & supply service	30,153	47,550	35,303	40,250
Capital outlay	16,286	16,465	16,176	16,286
Total expenditures	\$ 508,156	\$ 552,976	\$ 518,544	\$ 554,851
Fees	34,028	55,000	35,000	40,000
Grants	-	-	-	-
Other	37,175	33,845	32,976	31,462
Total revenue	\$ 71,203	\$ 88,845	\$ 67,976	\$ 71,462
<i>Net amount supported by property taxes</i>	\$ 436,953	\$ 464,131	\$ 450,568	\$ 483,389

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$9,400 in full-time salary and benefit costs, resulting from normal increases for existing staff.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Percentage of paved streets inspected	0%	100%	0%	100%	0%
Subdivision plans reviewed and inspected	14	5	5	3	5
Site plans reviewed and inspected	26	29	17	20	20
Residential sidewalk inspections	2,805	2,940	3,812	3,041	2,563
Utility locates	9,565	8,884	7,742	8,000	8,000
Traffic counts and intersection analyses	20	14	14	15	18

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 293,569	\$ 307,411	\$ 304,412	\$ 315,705	\$ 8,294	\$ 329,912
02	Overtime	40,911	40,000	25,000	40,000	-	40,000
03	Part-time	16,669	22,500	22,500	22,500	-	22,500
04	Witness fees	-	-	-	-	-	-
06	FICA	26,488	28,298	27,000	28,933	635	30,235
07	Retirement - IPERS	20,956	24,599	22,000	24,721	122	25,090
08	Pension	-	-	-	-	-	-
09	Group insurance	63,003	66,153	66,153	66,456	303	70,000
11	Allowance	121	-	-	-	-	-
Sub-Total		\$ 461,717	\$ 488,961	\$ 467,065	\$ 498,315	\$ 9,354	\$ 517,737
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 9,069	\$ 100	\$ -	\$ 100	\$ -	\$ 100
23	Professional services	-	18,500	12,500	18,500	-	18,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	4,000	3,900	-	(4,000)	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,465	2,500	2,500	2,750	250	2,500
35	Printing and copying	321	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	83	750	500	750	-	750
46	Training and development	3,440	2,700	2,500	2,700	-	2,700
48	Utility service	2,673	2,550	2,200	2,550	-	2,550
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	700	-	53	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,527	1,000	750	1,000	-	1,000
57	Vehicle operation supplies	8,921	13,250	9,000	10,000	(3,250)	13,000
58	Office supplies	-	300	300	-	(300)	700
59	Operating supplies	954	1,800	1,000	1,800	-	1,800
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 30,153	\$ 47,550	\$ 35,303	\$ 40,250	\$ (7,300)	\$ 47,700
CAPITAL OUTLAY							
71	Equipment	\$ 3,670	\$ 3,750	\$ 3,461	\$ -	\$ (3,750)	\$ 1,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	12,616	12,715	12,715	16,286	3,571	16,286
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 16,286	\$ 16,465	\$ 16,176	\$ 16,286	\$ (179)	\$ 17,286
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 508,156	\$ 552,976	\$ 518,544	\$ 554,851	\$ 1,875	\$ 582,723

FUNCTION: Public Works
ACTIVITY: Engineering Services

Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (3), Engineering Drafting Technician (2), performance bonus	\$ 315,705
02	Overtime	\$ 40,000
03	Part-time	\$ 22,500
06	FICA	\$ 28,933
07	IPERS	\$ 24,721
09	Group insurance	\$ 66,456
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
32	Uniforms (5)	\$ 2,750
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	\$ 10,000
59	Drafting supplies	\$ 600
	Field supplies (paint lath, flagging, etc.)	\$ 1,200
60	First aid supplies	\$ 100
73	Equipment Replacement Fund contribution	\$ 16,286

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

STREET CLEANING

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	92,598	96,284	95,133	-
Contractual & supply service	14,778	16,250	17,000	-
Capital outlay	-	-	-	-
Total expenditures	\$ 107,376	\$ 112,534	\$ 112,133	\$ -
Fees	-	-	-	-
Grants	-	-	-	-
Other	101,517	114,249	112,802	-
Total revenue	\$ 101,517	\$ 114,249	\$ 112,802	\$ -
Net amount supported by property taxes	\$ (5,859)	\$ 1,715	\$ 669	\$ -

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ The Street Cleaning program can be funded by a Stormwater Utility, which the City is implementing in fiscal year 2010-2011. As a result, this department's full budget is being shifted to the Stormwater Utility Fund budget, located later in this section. This implementation will result in Road Use tax revenues being freed up for street maintenance activities.

FUTURE BUDGET CONSIDERATIONS:

- ❖ 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.

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
270 STREET CLEANING							
PERSONAL SERVICES							
01	Salaries	\$ 66,721	\$ 69,151	\$ 68,694	\$ -	\$ (69,151)	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	5,033	5,290	5,255	-	(5,290)	-
07	Retirement - IPERS	5,080	5,290	4,631	-	(5,290)	-
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,553	-	(16,553)	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 92,598	\$ 96,284	\$ 95,133	\$ -	\$ (96,284)	\$ -
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	-	-	(500)	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,725	5,500	8,000	-	(5,500)	-
57	Vehicle operation supplies	9,034	10,250	9,000	-	(10,250)	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	19	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 14,778	\$ 16,250	\$ 17,000	\$ -	\$ (16,250)	\$ -
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		\$ 107,376	\$ 112,534	\$ 112,133	\$ -	\$ (112,534)	\$ -

SOVERVIEW: 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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	501,291	517,475	524,105	616,477
Contractual & supply service	891,981	977,686	871,224	945,528
Capital outlay	235,168	230,198	221,298	222,198
Total expenditures	\$ 1,628,440	\$ 1,725,359	\$ 1,616,627	\$ 1,784,203
Fees	1,407,392	1,718,280	1,717,000	1,751,000
Grants	125,339	97,000	-	-
Other	121,887	109,602	105,807	104,170
Total revenue	\$ 1,654,618	\$ 1,924,882	\$ 1,822,807	\$ 1,855,170
<i>Net amount supported by property taxes</i>	\$ (26,178)	\$ (199,523)	\$ (206,180)	\$ (70,967)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$99,000 in full-time salary and benefit costs, which reflects the shifting of a mechanic from the Roadway Maintenance budget and normal increases for existing staff.
- ↓ A decrease of \$24,800 in contributions to other agencies which reflects the cost savings realized from the container-based recycling program and lower landfill costs due to increased recycling participation.
- ↑ An increase of \$7,000 in vehicle and equipment maintenance due to the aging fleet of automated trucks.
- ↓ A decrease of \$18,100 in fuel costs due to price stabilization.
- ↓ A decrease of \$8,000 for the purchase of solid waste containers due to slowed growth in the number of new customers.

FUTURE BUDGET CONSIDERATIONS:

- ❖ A fee increase of \$1.00 per month in FY2011/12 and FY2013/14.
- ❖ The market for recycled materials is currently very poor. Therefore, the Curb It! reimbursement will be unstable and possible very poor in future years.
- ❖ 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

	06-07	07-08	08-09	09-10	10-11
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Target</u>
<u>Workload Measures</u>					
Number of households	11,950	12,290	12,540	12,760	13,000
Tons of refuse collected	11,248	11,232	11,369	10,900	11,200
Tons of refuse per household	0.94	0.91	0.91	0.85	0.86
<i>Median for CPM cities 25-100K</i>	1.12	1.08	1.09		
Tons of recycling collected	2,968	3,126	2,941	3,200	3,300
Tons of recycling per household	0.25	0.25	0.23	0.25	0.25
<i>Median for CPM cities 25-100K</i>	0.24	0.24	0.20		
Recycling tonnage as a percentage of total refuse and recycling tonnage	21%	22%	21%	23%	23%
<i>Median for CPM cities 25-100K</i>	16%	12%	13%		
Tons of yard waste collected	2,463	2,325	2,684	2,800	2,700
Tons of yard waste per household	0.21	0.19	0.21	0.22	0.21
Bulk item/log and limb collections	865	910	940	950	950
<u>Efficiency Measures</u>					
Route efficiency (homes/hour for solid waste)	125	140	145	145	150
Route efficiency (homes/hour for yard waste)	210	220	220	220	220
Operating and maintenance expenditures:					
For refuse collection per ton	\$30.45	\$31.74	\$30.42	\$31.50	\$32.50
<i>Median for CPM cities 25-100K</i>	\$51.82	\$52.06	\$38.43		
For refuse collection per account	\$28.67	\$29.01	\$27.58	\$29.00	\$30.00
<i>Median for CPM cities 25-100K</i>	\$85.71	\$79.83	\$74.31		
For refuse collection & disposal per account	\$56.54	\$60.75	\$58.20	\$57.00	\$59.00
<i>Median for CPM cities 25-100K</i>	\$121.39	\$101.72	\$74.31		
For recycling services per account	\$28.86	\$29.74	\$30.92	\$27.72	\$28.69
<i>Median for CPM cities < 100K</i>	\$24.83	\$23.72	N/A		
<u>Outcome Measures</u>					
Citizen survey satisfaction ratings for:					
Refuse collection	95%	N/A	N/A	94%	95%
Recycling services	88%	N/A	N/A	93%	95%
Yard waste collection	91%	N/A	N/A	89%	95%
Participate in recycling*	N/A	N/A	N/A	94%	95%

*This survey question was first asked during the 2009 survey.

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
290 SOLID WASTE COLLECTION							
PERSONAL SERVICES							
01	Salaries	\$ 350,139	\$ 364,560	\$ 364,800	\$ 429,221	\$ 64,661	\$ 442,098
02	Overtime	19,479	13,000	22,000	14,000	1,000	14,420
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	28,047	28,883	28,902	33,906	5,023	34,924
07	Retirement - IPERS	24,643	28,100	25,471	33,020	4,920	34,341
08	Pension	-	-	-	-	-	-
09	Group insurance	78,983	82,932	82,932	106,330	23,398	108,455
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 501,291	\$ 517,475	\$ 524,105	\$ 616,477	\$ 99,002	\$ 634,238
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 200	\$ 200	\$ 200	\$ -	\$ 200
23	Professional services	-	-	50	-	-	-
24	Contributions to other agencies	754,249	803,936	725,024	779,108	(24,828)	820,000
27	Data processing	961	4,000	3,120	4,320	320	4,320
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,520	4,200	4,200	4,400	200	4,600
35	Printing and copying	845	1,200	1,200	1,200	-	1,200
40	Building and grounds maint.	30	-	-	-	-	-
41	Vehicle and equipment maint.	6,006	7,250	12,000	10,000	2,750	10,000
46	Training and development	470	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	237	-	130	-	-	-
54	Minor equipment	461	1,000	1,500	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	22,690	30,000	30,000	37,000	7,000	38,000
57	Vehicle operation supplies	96,126	118,100	86,000	100,000	(18,100)	98,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	6,311	7,300	7,300	7,800	500	7,500
60	Safety and medical supplies	75	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 891,981	\$ 977,686	\$ 871,224	\$ 945,528	\$ (32,158)	\$ 985,320
CAPITAL OUTLAY							
71	Equipment	\$ 2,056	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	43,446	44,000	35,100	36,000	(8,000)	40,000
73	Equipment replacement fund	189,666	186,198	186,198	186,198	-	178,186
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 235,168	\$ 230,198	\$ 221,298	\$ 222,198	\$ (8,000)	\$ 218,186
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SOLID WASTE COLLECTION		\$ 1,628,440	\$ 1,725,359	\$ 1,616,627	\$ 1,784,203	\$ 58,844	\$ 1,837,744

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 429,221
02	Overtime	\$ 14,000
06	FICA	\$ 33,906
07	IPERS	\$ 33,020
09	Group insurance	\$ 106,330
21	Informational advertisements and brochures	\$ 200
24	Landfill and transfer station charges	\$ 358,400
	Curb It! Recycling program	\$ 375,708
	Appliance disposal	\$ 4,000
	Bulk item collection (annual)	\$ 41,000
27	AVL operation fees	\$ 4,320
32	Uniform allowance for employees (6)	\$ 4,400
35	Spring clean-up mailing and solid waste brochures	\$ 1,200
41	Contracted repairs	\$ 10,000
54	Miscellaneous tools	\$ 1,000
56	Wear items (tires, batteries, etc.)	\$ 10,000
	Repair parts for eight vehicles	\$ 27,000
57	Fuel	\$ 95,000
	Oil, hydraulic fluid, coolant, grease	\$ 5,000
59	Miscellaneous supplies	\$ 1,000
	Vehicle washing	\$ 6,000
	Towing	\$ 800
60	Safety equipment	\$ 500
72	Solid waste containers	\$ 36,000
73	Equipment Replacement Fund contribution	\$ 186,198



OVERVIEW: This activity contributes to the public health through the installation and maintenance of an effective sanitary sewer system.

SANITARY SEWERS

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	161,946	169,455	169,830	142,163
Contractual & supply service	38,266	50,425	38,437	50,300
Capital outlay	99,835	106,748	114,397	106,748
Total expenditures	\$ 300,047	\$ 326,628	\$ 322,664	\$ 299,211
Fees	-	-	-	-
Grants	-	-	-	-
Other	444,733	379,892	371,282	370,051
Total revenue	\$ 444,733	\$ 379,892	\$ 371,282	\$ 370,051
<i>Net amount supported by property taxes</i>	\$ (144,686)	\$ (53,264)	\$ (48,618)	\$ (70,840)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$27,300 in personnel costs due to a pending retirement and the redistribution of health insurance premiums.

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 25,000 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Linear feet of lines maintained	950,000	960,000	985,000	1,000,000	1,000,000
Linear feet of lines cleaned	296,846	213,967	353,954	350,000	350,000
Number of structures repaired	57	34	64	60	60
<i><u>Efficiency Measures</u></i>					
Linear feet cleaned per FTE	347,658	378,445	426,056	400,000	400,000
Structures repaired per FTE	141	144	158	150	150
<i><u>Outcome Measures</u></i>					
Average years between cleaning	3.23	4.49	2.78	2.86	2.86
Sanitary sewer backups	5	3	1	2	3
Citizen survey satisfaction rating for sewer services	88%	N/A	N/A	94%	95%

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 101,540	\$ 105,023	\$ 104,525	\$ 99,286	\$ (5,737)	\$ 102,761
02	Overtime	4,134	4,000	8,000	4,000	-	4,140
03	Part-time	9,063	9,400	8,000	8,800	(600)	9,108
04	Witness fees	-	-	-	-	-	-
06	FICA	8,770	9,059	8,838	8,575	(484)	8,875
07	Retirement - IPERS	6,965	8,925	7,419	8,211	(714)	8,540
08	Pension	-	-	-	-	-	-
09	Group insurance	31,474	33,048	33,048	13,291	(19,757)	27,114
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 161,946	\$ 169,455	\$ 169,830	\$ 142,163	\$ (27,292)	\$ 160,538
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	12,947	16,500	15,344	16,460	(40)	16,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	1,440	1,440	1,440
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,084	1,100	1,100	1,100	-	1,150
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	4,830	3,000	1,000	3,000	-	3,000
46	Training and development	180	400	400	400	-	400
48	Utility service	1,316	1,575	1,593	1,600	25	1,700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	5,833	10,000	5,000	10,000	-	10,000
54	Minor equipment	134	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	4,107	5,000	5,000	5,000	-	5,000
57	Vehicle operation supplies	7,366	11,350	7,000	9,300	(2,050)	10,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	117	-	500	500	500	500
60	Safety and medical supplies	352	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 38,266	\$ 50,425	\$ 38,437	\$ 50,300	\$ (125)	\$ 51,190
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	6,348	6,748	6,748	6,748	-	6,752
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	93,487	100,000	107,649	100,000	-	100,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 99,835	\$ 106,748	\$ 114,397	\$ 106,748	\$ -	\$ 106,752
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		\$ 300,047	\$ 326,628	\$ 322,664	\$ 299,211	\$ (27,417)	\$ 318,480

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II, Sewer Operator I	\$ 99,286
02	Overtime	\$ 4,000
03	Seasonal Laborers (2)	\$ 8,800
06	FICA	\$ 8,575
07	IPERS	\$ 8,211
09	Group insurance	\$ 13,291
23	Television survey of sanitary sewer lines	\$ 15,000
	Mowing	\$ 1,460
27	AVL Leasing Fees	\$ 1,440
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	\$ 1,600
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	\$ 8,500
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 500
60	Safety equipment	\$ 500
73	Equipment Replacement Fund contribution	\$ 6,748
76	Sewer lining program	\$ 80,000
	Manhole rehabilitation program	\$ 20,000

FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

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

STORM WATER UTILITY FUND (Storm Sewers Dept prior to FY11)

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	26,221	31,919	29,006	252,843
Contractual & supply service	43,433	58,000	58,000	38,590
Capital outlay	29,626	-	-	95,104
Total expenditures	\$ 99,280	\$ 89,919	\$ 87,006	\$ 386,537
Fees	-	-	-	400,000
Grants	-	-	-	-
Other	7,263	5,504	5,533	-
Total revenue	\$ 7,263	\$ 5,504	\$ 5,533	\$ 400,000
<i>Net amount supported by stormwater fees</i>	\$ 92,017	\$ 84,415	\$ 81,473	\$ (13,463)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ There are no new expenses related to the creation of a Storm Water Utility. Previously the activity was funded by the Storm Sewer, Street Cleaning and Engineering and Public Works Administration department budgets, and accordingly, the budgets for each of these respective departments has been reduced by the amount of storm water activity previously accounted for in that division.
- ↑ Revenues are expected to exceed the actual budget for this activity. As a separate fund, this excess will accumulate as fund balance, which will be used to fund larger storm water improvement projects throughout the City if future years.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Compliance with Phase II Stormwater Regulations may require additional staffing and resources to be allocated to this activity in the future.
- ❖ Currently \$50,000 annually is dedicated to improvement of the storm sewer and creek systems. In order to maintain the quality of the asset, additional funding for property improvements will be necessary.

FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

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.

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.

FUNCTION: Public Works
ACTIVITY: Storm Water Utility Fund

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Percentage of structures inspected	25%	25%	25%	25%	25%
Storm sewer repairs	49	70	98	100	100
Number of lane miles swept	1,864	2,054	2,538	2,800	2,600
<i><u>Efficiency Measures</u></i>					
Hours per storm sewer repair	37.7	12.9	19.1	18	18
Street sweeping expenditures					
Per linear mile swept	\$45.20	\$47.23	\$40.02	\$40.00	\$40.00
<i>Mean for CPM cities 25-100K</i>	\$36.42	\$35.63	\$30.73		
Per capita *	\$2.35	\$2.70	\$2.65	\$2.75	\$2570
<i>Mean for CPM cities 25-100K</i>	\$2.64	\$3.15	\$3.05		
<i><u>Outcome Measures</u></i>					
NPDES violations	0	0	0	0	0
Citizen survey satisfaction rating for storm drains	83%	N/A	N/A	80%	95%
Citizen survey satisfaction rating for street cleaning services.	73%	N/A	N/A	75%	>90%
<i>Mean for CPM cities 25-100K</i>	86%	93%	63%		

* 2005 special census data used starting in FY2006/07

PUBLIC WORKS		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
STORM WATER UTILITY FUND (Storm Sewers Dept prior to FY11)							
PERSONAL SERVICES							
01	Salaries	\$ 15,912	\$ 20,467	\$ 18,097	\$ 132,801	\$ 112,334	\$ 136,785
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	63,000	63,000	58,000
04	Witness fees	-	-	-	-	-	-
06	FICA	1,217	1,566	1,384	10,159	8,593	10,464
07	Retirement - IPERS	1,168	1,566	1,205	9,668	8,102	10,055
08	Pension	-	-	-	-	-	-
09	Group insurance	7,924	8,320	8,320	37,215	28,895	37,960
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 26,221	\$ 31,919	\$ 29,006	\$ 252,843	\$ 220,924	\$ 253,264
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	15	1,000	1,000	1,000	-	1,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	1,440	-	1,440
28	Dues and memberships	-	-	-	4,000	-	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	1,650	-	1,725
35	Printing and copying	-	-	-	2,000	2,000	2,000
40	Building and grounds maint.	38,369	50,000	50,000	-	(50,000)	-
41	Vehicle and equipment maint.	-	-	-	1,000	1,000	1,000
46	Training and development	-	-	-	1,000	1,000	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,687	7,000	7,000	7,000	-	10,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	12	-	-	8,000	8,000	7,000
57	Vehicle operation supplies	-	-	-	10,500	10,500	10,500
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,350	-	-	1,000	1,000	1,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 43,433	\$ 58,000	\$ 58,000	\$ 38,590	\$ (26,500)	\$ 40,665
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	45,104	45,104	45,104
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	29,626	-	-	50,000	50,000	50,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 29,626	\$ -	\$ -	\$ 95,104	\$ 95,104	\$ 95,104
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND (Storm		\$ 99,280	\$ 89,919	\$ 87,006	\$ 386,537	\$ 289,528	\$ 389,033

FUNCTION: Public Works
ACTIVITY: Stormwater Utility Fund

Activity Notes

Object	Description	Amount
01	½ Laborer – other ½ in Roadway Maintenance, 30% Staff Engineer – other 70% in Engineering and Public Works Administration, Light Equipment Operators (2)	\$ 132,801
06	FICA	\$ 10,159
07	IPERS	\$ 9,668
09	Group insurance	\$ 37,215
23	Television survey of storm sewer lines	\$ 1,000
27	AVL Leasing Fees	\$ 1,440
28	Stormwater Phase II regulations	\$ 4,000
32	Uniforms for three employees	\$ 1,650
35	Stormwater publications and educational materials	\$ 2,000
41	Contracted street sweeper repairs	\$ 1,000
46	Training	\$ 1,000
51	Intake maintenance supplies	\$ 5,000
	Storm sewer maintenance supplies	\$ 1,000
	Creek maintenance supplies	\$ 1,000
56	Street sweeper brooms	\$ 6,000
	Sweeper maintenance parts	\$ 2,000
57	Fuel	\$ 10,000
	Oil, hydraulic fluid, coolant, grease	\$ 500
59	Operating supplies	\$ 1,000
73	Equipment replacement fund contribution	\$ 45,104
76	Stormwater Improvement Program	\$ 50,000



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

ENGINEERING and PUBLIC WORKS ADMIN.

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	490,646	515,147	504,205	498,726
Contractual & supply service	95,085	128,410	104,774	115,690
Capital outlay	-	-	250	10,000
Total expenditures	\$ 585,731	\$ 643,557	\$ 609,229	\$ 624,416
Fees	3,655	1,750	1,500	1,750
Grants	3,836	-	426	-
Other	42,850	39,390	38,743	35,406
Total revenue	\$ 50,341	\$ 41,140	\$ 40,669	\$ 37,156
<i>Net amount supported by property taxes</i>	\$ 535,390	\$ 602,417	\$ 568,560	\$ 587,260

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A net decrease of \$16,400 in salaries and benefits due to the allocation of 30% of a staff engineer's salary to the new storm water utility fund.
- ↓ A decrease of \$15,000 in professional services, which reflects the deletion expenses for a stormwater consultant that was budgeted in prior year.
- ↑ An increase of \$7,000 in building maintenance, with represents the purchase of a replacement diesel fuel dispenser.
- ↑ An increase of \$10,000 in property improvements, which represents the department's share of a new secure entryway partition in the reception area of Engineering/Community Development.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Utility permits reviewed and approved	74	50	132	100	100
Invoices prepared and collected	1,543	1,368	867	1,200	1,300
Work orders processed	4,438	4,699	4,023	3,500	4,000

PUBLIC WORKS	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
295 ENGINEERING and PUBLIC WORKS ADMIN.						
PERSONAL SERVICES						
01 Salaries	\$ 371,884	\$ 389,343	\$ 376,277	\$ 377,319	\$ (12,024)	\$ 394,299
02 Overtime	-	-	-	-	-	-
03 Part-time	1,094	-	3,584	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	27,928	29,769	29,750	28,865	(904)	30,164
07 Retirement - IPERS	23,303	25,891	25,000	26,224	333	27,535
08 Pension	-	-	-	-	-	-
09 Group insurance	63,137	66,294	66,294	62,468	(3,826)	63,718
11 Allowance	3,300	3,850	3,300	3,850	-	3,850
Sub-Total	\$ 490,646	\$ 515,147	\$ 504,205	\$ 498,726	\$ (16,421)	\$ 519,566
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 214	\$ 200	\$ -	\$ 200	\$ -	\$ 200
23 Professional services	1,008	15,000	24	-	(15,000)	-
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	40,911	43,700	39,500	43,700	-	44,000
28 Dues and memberships	2,696	2,800	2,700	2,800	-	2,800
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	81	150	100	150	-	150
35 Printing and copying	7,822	10,700	8,500	10,700	-	11,000
40 Building and grounds maint.	13,171	18,440	18,000	25,440	7,000	19,000
41 Vehicle and equipment maint.	890	-	-	-	-	-
46 Training and development	5,050	7,020	6,000	6,000	(1,020)	7,020
48 Utility service	18,281	21,000	20,000	21,300	300	23,300
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	1,447	1,500	1,500	1,500	-	1,500
54 Minor equipment	-	4,000	4,000	-	(4,000)	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	2,920	3,500	3,500	3,500	-	3,500
59 Operating supplies	313	300	300	300	-	300
60 Safety and medical supplies	281	100	650	100	-	100
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 95,085	\$ 128,410	\$ 104,774	\$ 115,690	\$ (12,720)	\$ 112,870
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	250	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	10,000	10,000	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ 250	\$ 10,000	\$ 10,000	\$ -
91 Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95 Contingency	-	-	-	-	-	-
ENGINEERING and PUBLIC WORKS /	\$ 585,731	\$ 643,557	\$ 609,229	\$ 624,416	\$ (19,141)	\$ 632,436

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 70%, performance bonus	\$ 377,319
06	FICA	\$ 28,865
07	IPERS	\$ 26,224
09	Group insurance	\$ 62,468
11	Vehicle allowance	\$ 3,300
	Spot awards	\$ 550
21	Bid advertising	\$ 200
27	GeoPak software maintenance	\$ 3,200
	CarteGraph maintenance	\$ 12,500
	ArcView maintenance	\$ 5,000
	Microstation maintenance	\$ 2,200
	QuickBooks user fee	\$ 400
	GIS computers - 3	\$ 9,000
	Arc View License - new concurrent	\$ 3,500
	Toughbook	\$ 5,000
	Sprint card fees 4 cards + 1 GPS	\$ 2,900
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 (1/2 CD)	\$ 1,200
	City map printing	\$ 2,500
	Plan copier maintenance (other ½ in Community Development)	\$ 650
40	Electrical maintenance contract	\$ 3,000
	Facility maintenance and HVAC maintenance	\$ 683
	Building custodial services contract (Administrative, and Public Works)	\$ 6,517
	Miscellaneous maintenance supplies and contract maintenance	\$ 5,240
	Streetscape banner pole parts	\$ 3,000
	Replacement of diesel fuel dispenser	\$ 7,000
46	APWA national conference	\$ 3,200
	APWA state conference	\$ 200
	Technical conferences	\$ 2,500
	IES meetings	\$ 100
48	Voice and data, water, electric, gas, cell phones (Director, Assistant Director, PW Coordinator)	\$ 21,300
51	Operating supplies, janitorial supplies	\$ 1,500
58	Office supplies	\$ 3,500

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Object	Description	Amount
59	Operating supplies	\$ 300
60	First aid supplies	\$ 100
76	Store front entry door (other ½ in Community Development)	\$ 10,000



HEALTH & SOCIAL SERVICES	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

300 HEALTH AND SOCIAL SERVICES SUMMARY

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	4,480	2,600	-	-	(2,600)
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	39,820	35,600	-	-	(35,600)
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200) \$
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	-	-	-	-	-
HEALTH AND SOCIAL SERVICES SUM		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200) \$



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	44,300	38,200	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 44,300	\$ 38,200	\$ -	\$ -
Fees	-	-	-	-
Grants	30,000	-	4,241	-
Other	3,241	2,338	-	-
Total revenue	\$ 33,241	\$ 2,338	\$ 4,241	\$ -
<i>Net amount supported by property taxes</i>	\$ 11,059	\$ 35,862	\$ (4,241)	\$ -

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ The mosquito control function was eliminated for FY10-11 and future years due to budget constraints. Chemicals and supplies already on hand will be used for mosquito control until the supply is depleted. No further expenditures are anticipated in this function.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

HEALTH & SOCIAL SERVICES	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

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	4,480	2,600	-	-	(2,600)	-
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	39,820	35,600	-	-	(35,600)	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)	\$ -

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	-	-	-	-	-	-

MOSQUITO CONTROL		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)	\$ -
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CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
400 CULTURE AND RECREATION SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 1,487,866	\$ 1,515,701	\$ 1,532,421	\$ 1,560,757	\$ 45,056	1,661,213
02	Overtime	24,162	17,000	23,000	17,800	800	17,000
03	Part-time	750,132	897,670	878,055	956,883	59,213	1,025,829
04	Witness fees	-	-	-	-	-	-
06	FICA	165,685	184,990	185,701	194,000	9,010	206,860
07	Retirement - IPERS	134,398	156,390	157,005	170,847	14,457	190,130
08	Pension	-	-	-	-	-	-
09	Group insurance	398,446	418,370	418,349	451,899	33,529	460,936
11	Allowance	3,795	4,230	4,230	4,230	-	4,330
Sub-Total		\$ 2,964,484	\$ 3,194,351	\$ 3,198,761	\$ 3,356,416	\$ 162,065	\$ 3,566,298
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 8,647	\$ 23,145	\$ 23,145	\$ 25,625	\$ 2,480	\$ 21,920
23	Professional services	410,511	475,250	449,950	462,364	(12,886)	476,560
24	Contributions to other agencies	623,671	709,811	638,016	655,034	(54,777)	708,374
27	Data processing	144,714	131,155	126,155	115,648	(15,507)	130,750
28	Dues and memberships	32,623	33,630	37,505	37,890	4,260	38,175
29	Insurance	99,177	100,170	100,170	-	(100,170)	-
32	Uniforms and laundry	6,785	8,300	7,300	7,850	(450)	8,750
35	Printing and copying	54,778	67,900	67,900	69,700	1,800	72,025
40	Building and grounds maint.	217,879	159,205	159,205	153,425	(5,780)	157,575
41	Vehicle and equipment maint.	5,684	10,130	9,130	9,830	(300)	10,400
46	Training and development	21,809	30,500	30,500	29,654	(846)	34,760
48	Utility service	225,988	278,185	267,135	277,223	(962)	284,400
49	Petty cash	231	700	450	550	(150)	550
51	Maintenance supplies	236,333	228,885	228,285	219,618	(9,267)	226,985
54	Minor equipment	9,220	11,000	10,500	8,800	(2,200)	9,575
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	15,694	15,500	14,000	15,500	-	16,000
57	Vehicle operation supplies	32,483	45,425	42,000	42,000	(3,425)	44,000
58	Office supplies	23,202	26,225	26,225	26,175	(50)	27,040
59	Operating supplies	119,198	157,750	149,050	146,290	(11,460)	154,294
60	Safety and medical supplies	9,783	11,610	10,610	10,750	(860)	11,982
61	Refunds	1,600	-	2,000	-	-	-
Sub-total		\$ 2,300,010	\$ 2,524,476	\$ 2,399,231	\$ 2,313,926	\$ (210,550)	\$ 2,434,115
CAPITAL OUTLAY							
71	Equipment	\$ 8,920	\$ 4,750	\$ 3,600	\$ 4,000	\$ (750)	\$ 4,500
72	Furniture and fixtures	34,179	13,636	16,600	11,300	(2,336)	13,400
73	Equipment replacement fund	71,352	69,979	69,979	75,824	5,845	79,560
74	Office equipment	25,954	13,204	12,639	13,300	96	18,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	188,169	161,000	161,128	150,500	(10,500)	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	218,496	189,700	189,700	189,000	(700)	195,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 547,070	\$ 452,269	\$ 453,646	\$ 443,924	\$ (8,345)	\$ 460,460
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000
CULTURE AND RECREATION SUMMARY		\$ 5,811,564	\$ 6,196,096	\$ 6,051,638	\$ 6,139,266	\$ (56,830)	\$ 6,485,873



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,428,277	1,516,883	1,488,476	1,595,801
Contractual & supply service	449,409	408,828	404,703	387,297
Capital outlay	255,299	208,440	211,839	206,100
Total expenditures	\$ 2,132,985	\$ 2,134,151	\$ 2,105,018	\$ 2,189,198
Fees	186,753	202,850	195,900	195,900
Grants	101,913	-	-	-
Other	156,043	130,623	133,866	124,135
Total revenue	\$ 444,709	\$ 333,473	\$ 329,766	\$ 320,035
Net amount supported by property taxes	\$ 1,688,276	\$ 1,800,678	\$ 1,775,252	\$ 1,869,163

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$78,900 in full-time salaries and benefits, which reflects normal increases for existing staff and an increase in group insurance allocation.
- ↓ A decrease of \$8,000 in data processing, which reflects the replacement of only six public use computers compared to fourteen in prior year.
- ↓ A decrease of \$12,200 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.

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. 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. 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.
2. 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. Improve user satisfaction of meeting room features and services by 5% annually.

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.

FUNCTION: Culture and Recreation

ACTIVITY: Library

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.

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.

FUNCTION: Culture and Recreation
ACTIVITY: Library

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Service area population	38,542	38,542	38,542	38,542	38,542
Registered borrowers	45,696	44,518	45,122	46,025	46,945
Attendance at library programs	7,679	7,192	9,985	10,100	10,500
Registered borrowers as percentage of service area population	119%	116%	118%	119%	122%
<i>Median for CPM cities 25-100K</i>	69%	61%	N/A		
Total Library visits	351,064	325,671	341,911	348,750	355,725
Library visits per capita	8.7	8.5	8.9	9.0	9.2
<i>Median for CPM cities 25-100K</i>	55	7.0	N/A		
Library visits per registered borrower	7.3	7.3	7.6	7.6	6.9
<i>Median for CPM cities 25-100K</i>	8.7	13.7	N/A		
Total circulation	649,028	644,028	721,363	735,790	750,500
Circulation per capita	16.8	16.9	18.8	19.1	19.5
<i>Median for CPM cities 25-100K</i>	10.0	12.8	N/A		
Circulation per registered borrower	14.2	14.5	16.0	16.0	16.0
<i>Median for CPM cities 25-100K</i>	14.5	20.8	N/A		
<u>Efficiency Measures</u>					
Operating and maintenance expenditures per capita (service area population)	\$51.03	\$54.59	\$55.34	\$57.70	\$59.78
<i>Median for CPM cities 25-100K</i>	\$30.76	\$27.82	N/A		
Operating and maintenance expenditures per registered borrower (service area population)	\$43.04	\$46.72	\$47.27	\$48.32	\$49.08
<i>Median for CPM cities 25-100K</i>	\$43.12	\$53.71	N/A		
Operating and maintenance expenditures per circulated item (service area population)	\$3.03	\$3.22	\$2.96	\$3.02	\$3.07
<i>Median for CPM cities 25-100K</i>	\$3.24	\$3.36	N/A		
Paid FTEs per 1,000 population	0.65	0.63	0.68	0.68	0.68
<i>Median for CPM cities 25-100K</i>	0.50	0.49	N/A		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for library services	93%	N/A	N/A	93%	N/A
Citizen survey rating for library usage*	N/A	N/A	N/A	77%	N/A

*This question was first asked on the 2009 Citizen Survey.

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
410 LIBRARY							
PERSONAL SERVICES							
01	Salaries	\$ 695,579	\$ 708,789	\$ 705,992	\$ 750,972	\$ 42,183	\$ 782,106
02	Overtime	-	-	-	-	-	-
03	Part-time	384,657	433,011	410,956	432,301	(710)	471,090
04	Witness fees	-	-	-	-	-	-
06	FICA	80,455	87,348	85,447	90,520	3,172	95,870
07	Retirement - IPERS	65,947	75,930	74,277	82,237	6,307	90,857
08	Pension	-	-	-	-	-	-
09	Group insurance	201,214	211,275	211,274	239,241	27,966	244,025
11	Allowance	425	530	530	530	-	530
Sub-Total		\$ 1,428,277	\$ 1,516,883	\$ 1,488,476	\$ 1,595,801	\$ 78,918	\$ 1,684,478
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,156	\$ 3,425	\$ 3,425	\$ 2,825	\$ (600)	\$ 1,200
23	Professional services	4,965	7,250	7,250	7,554	304	7,700
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	123,528	99,055	99,055	91,048	(8,007)	105,000
28	Dues and memberships	30,462	31,125	35,000	35,535	4,410	36,000
29	Insurance	12,087	12,208	12,208	-	(12,208)	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	10,203	14,225	14,225	14,725	500	15,250
40	Building and grounds maint.	109,602	63,825	63,825	62,115	(1,710)	62,000
41	Vehicle and equipment maint.	405	1,130	1,130	830	(300)	900
46	Training and development	5,319	6,120	6,120	9,449	3,329	11,000
48	Utility service	89,975	102,900	95,000	100,388	(2,512)	105,000
49	Petty cash	192	400	300	350	(50)	350
51	Maintenance supplies	25,466	23,790	23,790	23,503	(287)	27,000
54	Minor equipment	1,290	2,900	2,900	1,200	(1,700)	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	17,987	21,000	21,000	21,000	-	21,500
59	Operating supplies	16,281	17,700	17,700	15,000	(2,700)	15,500
60	Safety and medical supplies	491	1,775	1,775	1,775	-	1,775
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 449,409	\$ 408,828	\$ 404,703	\$ 387,297	\$ (21,531)	\$ 411,175
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	10,849	5,536	9,500	3,800	(1,736)	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	25,954	13,204	12,639	13,300	96	18,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	218,496	189,700	189,700	189,000	(700)	195,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 255,299	\$ 208,440	\$ 211,839	\$ 206,100	\$ (2,340)	\$ 218,000
91	Debt retirement		\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency		-	-	-	-	-
LIBRARY		\$ 2,132,985	\$ 2,134,151	\$ 2,105,018	\$ 2,189,198	\$ 55,047	\$ 2,313,653

FUNCTION: Culture and Recreation

ACTIVITY: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director, Technology Assistant, Youth Services Librarian, Technical Services Supervisor, Audio Visual Librarian, Circulation Manager, Reference Manager, Administrative Assistant, Custodian, Librarian (Children's, Delinquencies), Librarian (Circulation), performance bonus	\$ 750,972
03	Part-time	\$ 432,301
06	FICA	\$ 90,520
07	IPERS	\$ 82,237
09	Group insurance	\$ 239,241
11	Spot awards	\$ 530
21	Program Guide, Winter Reading Program, National Library Week, other misc. programming	\$ 2,825
23	Annual audit	\$ 3,054
	Cleaning service	\$ 800
	Van delivery to Johnston	\$ 2,500
	Adult programming and author visits	\$ 1,200
27	OCLC cataloging	\$ 16,000
	Johnston contract services	\$ 11,768
	SIRSI annual software support	\$ 13,585
	SIRSI Enhanced catalog	\$ 2,796
	SIRSI serials control support	\$ 1,881
	Antivirus subscription renewal	\$ 650
	Envisionware maintenance	\$ 2,700
	Meeting room booking system annual service	\$ 1,287
	Authority control annual (AUP)	\$ 1,000
	Authority control express quarterly (AEX)	\$ 1,900
	Maintenance for servers (10)	\$ 11,000
	Computer support services (Vital)	\$ 6,000
	Altiris software maintenance	\$ 1,785
	Master Clock/Server synchronization	\$ 675
	Pocket Circ annual maintenance	\$ 140
	Replacement public internet computers (6)	\$ 9,906
	Backup Tape Library Server	\$ 6,494
	Network wiring for study carrels	\$ 1,481
28	Microsoft Technet subscription, Johnston portion	\$ 250
	Proquest	\$ 1,900
	Ebsco Novelist	\$ 950
	Reference USA	\$ 4,700
	Current newspapers/periodical subscriptions	\$ 15,000

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
	Sirsi-Dynix users group	\$ 100
	Auto repair reference center	\$ 1,500
	Next Reads	\$ 1,350
	Heritage Quest online	\$ 775
	Ancestry library edition	\$ 1,550
	Value Line Investment Survey Online	\$ 3,000
	Biography Resource Center	\$ 2,675
	Ebsco Host	\$ 1,150
	Issues & Controversies Online	\$ 575
	Notary Public Fees	\$ 60
35	Postage	\$ 9,000
	Postage meter lease	\$ 825
	Stationery	\$ 1,000
	Printing	\$ 1,200
	Printer toner	\$ 2,700
40	Electrical contract	\$ 12,000
	Mechanical plant maintenance	\$ 33,500
	Carpet cleaning	\$ 2,500
	Window cleaning	\$ 500
	Paint touchup	\$ 2,000
	Miscellaneous service calls	\$ 2,500
	Wood furniture repair	\$ 900
	Chimney cleaning	\$ 125
	Roof/gutter maintenance and service	\$ 1,000
	Pest control	\$ 850
	Annual lift maintenance	\$ 250
	Roof repair	\$ 5,000
	Alarm system monitoring	\$ 630
	Security system monitoring	\$ 360
41	Office equipment repair	\$ 500
	Cash register maintenance	\$ 330
46	Iowa Library Association Conference (4)	\$ 500
	OCLC workshops	\$ 150
	Continuing education courses	\$ 700
	Johnston portion	\$ 550
	American Library Association conferences (2)	\$ 2,968
	Committee meetings/workshops	\$ 200

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
	Kids First conference	\$ 300
	Safety training	\$ 200
	SIRSI User conference	\$ 1,500
	American Library Association and Iowa Library Association dues	\$ 1,881
	Staff in-service day	\$ 500
48	Electric, gas, water, telephone, internet	\$ 100,388
49	Petty cash	\$ 350
51	Copier maintenance	\$ 6,640
	Janitorial supplies/paper products	\$ 6,800
	3M maintenance	\$ 8,663
	Printer maintenance (9)	\$ 1,400
54	Speakerphone for large groups	\$ 1,200
58	Forms, staff computer supplies, circulation system supplies, other office supplies	\$ 21,000
59	Mending supplies, book processing supplies, detection strips, audio visual supplies, art supplies, patron printer supplies, programming supplies	\$ 15,000
60	First aid supplies	\$ 225
	Pre-employment screening	\$ 150
	Fire extinguisher/smoke detector annual maintenance	\$ 1,400
72	CD storage drawers	\$ 2,250
	Circulation desk chairs	\$ 500
	New chairs for computer lab (7)	\$ 1,050
74	Workstation upgrades	\$ 13,300
79	Books	\$ 135,300
	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
	Console games	\$ 3,000

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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,039,659	1,093,716	1,123,444	1,119,837
Contractual & supply service	720,086	807,541	770,166	724,670
Capital outlay	276,057	237,829	235,679	237,324
Total expenditures	\$ 2,035,802	\$ 2,139,086	\$ 2,129,289	\$ 2,081,831
Fees	96,030	84,600	67,126	26,500
Grants	67,391	-	5,403	-
Other	148,933	130,925	135,409	118,047
Total revenue	\$ 312,354	\$ 215,525	\$ 207,938	\$ 144,547
<i>Net amount supported by property taxes</i>	\$ 1,723,448	\$ 1,923,561	\$ 1,921,351	\$ 1,937,284

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ⬆️ A net increase of \$26,100 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.
- ⬇️ A decrease of \$19,000 in professional services costs due to securing a more competitive mowing contract as well as the park department taking over previously contracted pond maintenance services.
- ⬇️ A decrease of \$44,000 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.
- ⬇️ A decrease of \$7,900 in maintenance supplies, which reflects a reduction of 61 acres of turf maintenance costs previously provided for the school district.

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.
- ❖ As the city grows, the maintenance needs of all the City facilities continue to increase. This work is currently being handled by one Construction Coordinator in the Parks Department. Workload continues to exceed time availability, so the need to expand staff in this area will be a need in the near future.

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. Undertake appropriate planning to ensure adequate park and open space capacity in the future, particularly in recognition of the growth patterns of the City.
4. Enhance the community's park system by developing, maintaining and leveraging partnerships with appropriate service organizations and neighboring communities.
5. Support the Tree Board's annual tree plan to promote the City's image through planting, maintenance, removal and replacement of trees.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Total park acreage	895	904	910	912	937
Total number of acres mowed	426	437	448	450	455
Cost per acre for general mowing	\$23.75	\$23.75	\$23.75	\$25.23	\$25.23
Total number of parks	47	48	48	48	49
Total number of playgrounds	28	28	28	28	29
*Total miles of trails	35	37	40	*37	*38
Number of trees planted	NA	159	167	150	155
* Trails have been redefined as only those 8 feet or wider. Prior to 2009-2010, some sidewalks were considered part of the trail system.					
<i><u>Outcome Measures</u></i>					
Citizen survey satisfaction rating for this activity	N/A	N/A	N/A	92%	93%
Percent of surveyed residents who have visited a neighborhood park	N/A	N/A	N/A	85%	90%

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 529,323	\$ 551,657	\$ 571,188	\$ 556,760	\$ 5,103	\$ 601,299
02	Overtime	24,162	17,000	23,000	17,800	800	17,000
03	Part-time	244,040	260,120	260,120	275,060	14,940	285,225
04	Witness fees	-	-	-	-	-	-
06	FICA	56,181	62,620	64,896	64,935	2,315	69,120
07	Retirement - IPERS	48,573	57,824	59,745	62,025	4,201	68,755
08	Pension	-	-	-	-	-	-
09	Group insurance	134,090	140,795	140,795	139,557	(1,238)	142,348
11	Allowance	3,290	3,700	3,700	3,700	-	3,800
Sub-Total		\$ 1,039,659	\$ 1,093,716	\$ 1,123,444	\$ 1,119,837	\$ 26,121	\$ 1,187,547
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 925	\$ 1,000	\$ 1,000	\$ 4,000	\$ 3,000	\$ 1,250
23	Professional services	259,045	294,900	280,900	275,900	(19,000)	285,000
24	Contributions to other agencies	500	-	-	-	-	-
27	Data processing	19,814	26,500	23,000	22,000	(4,500)	23,000
28	Dues and memberships	505	665	665	630	(35)	375
29	Insurance	43,545	43,981	43,981	-	(43,981)	-
32	Uniforms and laundry	4,385	6,000	5,000	5,500	(500)	6,250
35	Printing and copying	3,147	4,925	4,925	5,375	450	5,500
40	Building and grounds maint.	58,049	47,500	47,500	48,500	1,000	49,500
41	Vehicle and equipment maint.	2,033	4,000	3,000	4,000	-	4,250
46	Training and development	4,549	4,425	4,425	3,500	(925)	4,250
48	Utility service	62,918	78,750	76,000	78,750	-	79,250
49	Petty cash	39	-	-	-	-	-
51	Maintenance supplies	190,285	186,020	186,020	178,115	(7,905)	180,000
54	Minor equipment	4,476	4,500	4,000	4,000	(500)	4,725
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	15,694	15,500	14,000	15,500	-	16,000
57	Vehicle operation supplies	32,483	45,425	42,000	42,000	(3,425)	44,000
58	Office supplies	1,463	1,750	1,750	1,700	(50)	1,800
59	Operating supplies	9,731	33,700	25,000	28,200	(5,500)	32,000
60	Safety and medical supplies	6,500	8,000	7,000	7,000	(1,000)	8,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 720,086	\$ 807,541	\$ 770,166	\$ 724,670	\$ (82,871)	\$ 745,150
CAPITAL OUTLAY							
71	Equipment	\$ 8,920	\$ 4,750	\$ 3,600	\$ 4,000	\$ (750)	\$ 4,500
72	Furniture and fixtures	7,616	8,100	7,100	7,500	(600)	8,400
73	Equipment replacement fund	71,352	69,979	69,979	75,824	5,845	79,560
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	188,169	155,000	155,000	150,000	(5,000)	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 276,057	\$ 237,829	\$ 235,679	\$ 237,324	\$ (505)	\$ 242,460
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
PARKS		\$ 2,035,802	\$ 2,139,086	\$ 2,129,289	\$ 2,081,831	\$ (57,255)	\$ 2,175,157

FUNCTION: Culture and Recreation
ACTIVITY: Parks

Activity Notes

Object	Description	Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Worker, Laborers (2), ½ Administrative Assistant – other ½ in Recreation, performance bonus	\$ 556,760
02	Overtime (snow removal, preparation for July 4 th Event, etc.)	\$ 17,800
03	Seasonal staff, April 15 - Nov 15 (9), ½ Parks & Recreation Secretary, seasonal staff unemployment	\$ 275,060
06	FICA	\$ 64,620
07	IPERS	\$ 62,025
09	Group insurance	\$ 139,557
11	Vehicle allowance (Director)	\$ 3,300
	Spot awards	\$ 400
21	Legal notices – employment advertisements	\$ 4,000
23	Contractual parks maintenance (mowing contract)	\$ 242,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
	Records retention	\$ 500
27	Computer software and supplies	\$ 500
	ReservePartner fees and credit card fees	\$ 21,500
28	National Park and Recreation Association – Director	\$ 150
	Iowa Park and Recreation Association	\$ 135
	Iowa Sports Turf Mgr. Association	\$ 130
	Tree Board – National Arbor Day Foundation	\$ 15
	Subscriptions/publications	\$ 200
32	Full time uniforms/stipends (8), part time T-shirts, full time winter uniforms	\$ 5,000
35	Printing, copying and shipping	\$ 300
	Seasonal program guide (3 times annually)	\$ 3,000
	Copy machine maintenance/contract – (1/2 other half in Recreation)	\$ 650
	Caring Corps – printing and copying	\$ 200
	Caring Corps – postage	\$ 1,225
40	Miscellaneous electrical, plumbing and building repairs, security system maintenance, custodial, service, mechanical system maintenance contract	\$ 26,000
	Shelter houses and outside bathroom custodial service contract	\$ 14,500
	Parks and recreation office and park maintenance building custodial service contract	\$ 4,500
	Pest control	\$ 750
	Mat cleaning service – park facilities	\$ 2,750
41	Contract work on trucks and equipment, tire repair	\$ 4,000
46	Iowa Turf Grass conference	\$ 525

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

Object	Description	Amount
	Iowa Parks and Recreation Spring conference (\$350) and Fall workshop (\$225) – Director	\$ 575
	National Park and Recreation Association National Conference (Minneapolis) - Director	\$ 1,300
	Staff development/ team building training / Park staff training (playground inspections, electrical, plumbing workshops, etc)	\$ 750
	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	\$ 71,920
	Turf chemicals	\$ 10,540
	Walnut Creek Regional Park – annual landscaping	\$ 35,000
	Plants and trees	\$ 10,500
	Portable toilets – parks (\$1,000); Lions Park July 4 th (\$1,500); school marching band event (\$475)	\$ 3,875
	Tree Board plantings – Walnut Creek Hills Park (\$3,210) and Waterford Park – Phase I (\$5,070)	\$ 8,280
	Mechanical aeration	\$ 1,500
	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
54	Tools and replacement equipment	\$ 4,000
56	Equipment and truck parts, tires	\$ 15,500
57	Fuel, gas, etc.	\$ 42,000
58	Office supplies (Parks and Caring Corp)	\$ 1,700
59	Paint, hardware, shop chemicals, trash can liners, athletic, field supplies	\$ 17,500
	Restroom supplies, park shop janitorial supplies, shelter house supplies, paper products, etc.	\$ 4,800
	Graffiti removal/vandalism	\$ 5,000
	Tree Board – community event supplies (Arbor Day, special planting events, educational resources)	\$ 200
	Signs for parks/tobacco free parks signs	\$ 500
60	First aid supplies (masks, gloves, aprons, boots for chemical applications, respirators, etc.)	\$ 1,000
	Random drug testing for staff, re-supply 1 st aid kits for trucks and 1 st aid station	\$ 1,000
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800
	Hoist and sling compliance safety inspection	\$ 500
	Hearing tests for staff	\$ 300
	Drug tests and physicals for seasonal employees	\$ 2,025
	Safety boots	\$ 1,375
71	Permanent signs for neighborhood parks (Lions Park (2), Colby Woods (1))	\$ 3,600
	Misc. equipment for park operations	\$ 400

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

Object	Description	Amount
72	Benches, grills, inside tables and chairs, replacement play equipment, bleachers, tennis court wind screens, waste receptacles and shop equipment	\$ 3,900
	Permanent picnic tables in parks, plus concrete pads (6)	\$ 3,600
73	Equipment Replacement Fund contribution	\$ 75,824
76	Bike path improvements	\$ 55,000
	Playground improvements	\$ 50,000
	Walker Johnston Park Playground – Phase VI – slides and swings	\$ 45,000

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

GROUND MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	73,767	77,392	77,083	75,925
Contractual & supply service	13,800	12,000	12,000	10,500
Capital outlay	-	-	-	-
Total expenditures	\$ 87,567	\$ 89,392	\$ 89,083	\$ 86,425
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,406	5,471	5,665	4,901
Total revenue	\$ 6,406	\$ 5,471	\$ 5,665	\$ 4,901
<i>Net amount supported by property taxes</i>	\$ 81,161	\$ 83,921	\$ 83,418	\$ 81,524

SIGNIFICANT BUDGET IMPACTS: This budget includes:

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

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 MEASURES

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Acres of turf maintained	300	300	300	300	300
Tons of ice melt applied	16	21.1	7.3	18.8	21
(# of days below freezing temps)	127	134	138	140	140
Number of trails, flower beds and playgrounds adopted	NA	NA	NA	18	20
Number of flats of flowers planted and maintained	NA	227	252	264	264
Number of City flowerbeds including sign beds in parks and City buildings	NA	29	34	37	39

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ 50,770	\$ 52,765	\$ 52,516	\$ 54,182	\$ 1,417	\$ 58,051
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	3,751	4,037	4,017	4,145	108	4,441
07	Retirement - IPERS	3,482	4,037	4,017	4,307	270	4,789
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,533	13,291	(3,262)	13,557
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 73,767	\$ 77,392	\$ 77,083	\$ 75,925	\$ (1,467)	\$ 80,838

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	13,800	12,000	12,000	10,500	(1,500)	12,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 13,800	\$ 12,000	\$ 12,000	\$ 10,500	\$ (1,500)	\$ 12,000

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	-	-	-	-	-	-

GROUNDS MAINTENANCE		\$ 87,567	\$ 89,392	\$ 89,083	\$ 86,425	\$ (2,967)	\$ 92,838
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FUNCTION: Culture and Recreation

ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 54,182
06	FICA	\$ 4,145
07	IPERS	\$ 4,307
09	Group insurance	\$ 13,291
51	Seed, fertilizer, plants/material/pots for city grounds	\$ 5,750
	Ice melt for city parking lots, sidewalks, etc.	\$ 3,750
	Flags and flag maintenance for city facilities	\$ 1,000

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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	149,920	164,715	162,629	161,901
Contractual & supply service	201,673	249,120	237,770	237,660
Capital outlay	-	-	-	-
Total expenditures	\$ 351,593	\$ 413,835	\$ 400,399	\$ 399,561
Fees	323,753	339,100	327,000	325,000
Grants	5,500	2,500	2,500	2,500
Other	25,721	25,329	25,463	22,656
Total revenue	\$ 354,974	\$ 366,929	\$ 354,963	\$ 350,156
Net amount supported by property taxes	\$ (3,381)	\$ 46,906	\$ 45,436	\$ 49,405

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$5,900 in full time salaries, which reflects an elimination of the ¼ time for the department secretary position. The current secretary will be transitioning to a part-time position at the Senior Center, and Parks and Recreation will hire a 15 hour per week part-time secretary, which will have 10 hours of allocation to Recreation in the part-time line.
- ↑ An increase of \$1,400 in part time salaries reflects the change for the secretary position, as outlined above, as well as the downsizing the Youth in Parks Middle School Summer program to one group per week.
- ↓ A decrease of \$7,900 in building maintenance reflects the purchase of a HVAC system and insulation at the wellness center in the prior year.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Programs offered	440	445	450	453	455
New programs	48	50	52	54	55
"Special events" offered	20	21	22	23	25
Total program participants	5,810	5,840	5,905	5,965	6,000
% of on-line registrations	43%	45%	48%	50%	52%
# of employees participating in Wellness Program	129	209	245	300	320
<u>Outcome Measures</u>					
Percentage of participant survey respondents who are "satisfied" or "very satisfied" with this activity	N/A	N/A	N/A	95%	95%

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES						
01	Salaries	\$ 85,966	\$ 90,700	\$ 88,876	\$ 84,843	\$ (5,857) \$ 92,970
02	Overtime	-	-	-	-	-
03	Part-time	25,848	33,600	33,600	35,030	1,430 38,145
04	Witness fees	-	-	-	-	-
06	FICA	8,545	9,509	9,369	9,170	(339) 10,030
07	Retirement - IPERS	5,831	6,032	5,910	6,276	244 7,186
08	Pension	-	-	-	-	-
09	Group insurance	23,690	24,874	24,874	26,582	1,708 27,114
11	Allowance	40	-	-	-	-
Sub-Total		\$ 149,920	\$ 164,715	\$ 162,629	\$ 161,901	\$ (2,814) \$ 175,445
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ 1,821	\$ 6,000	\$ 6,000	\$ 6,000	\$ - \$ 6,000
23	Professional services	121,466	140,300	130,000	141,000	700 143,500
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	270	500	500	500	- 500
28	Dues and memberships	526	550	550	550	- 600
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	1,541	1,650	1,650	1,750	100 1,850
35	Printing and copying	32,455	37,840	37,840	38,700	860 40,000
40	Building and grounds maint.	5,234	13,380	13,380	5,460	(7,920) 5,575
41	Vehicle and equipment maint.	434	1,500	1,500	1,500	- 1,500
46	Training and development	7,691	12,300	12,300	10,000	(2,300) 12,500
48	Utility service	3,027	3,400	3,000	3,400	- 3,650
49	Petty cash	-	100	50	100	- 100
51	Maintenance supplies	767	1,800	1,200	1,600	(200) 1,800
54	Minor equipment	-	350	350	350	- 350
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	1,894	1,850	1,850	1,850	- 1,850
59	Operating supplies	24,324	27,450	27,450	24,750	(2,700) 25,500
60	Safety and medical supplies	223	150	150	150	- 150
61	Refunds	-	-	-	-	-
Sub-total		\$ 201,673	\$ 249,120	\$ 237,770	\$ 237,660	\$ (11,460) \$ 245,425
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	-	-	-	-	-
RECREATION		\$ 351,593	\$ 413,835	\$ 400,399	\$ 399,561	\$ (14,274) \$ 420,870

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

Activity Notes

Object	Description	Amount
01	Recreation and Community Education Supervisor, ½ Administrative Assistant – other ½ in Parks, performance bonus	\$ 84,843
03	Summer Recreation Staff (Kids Kamp, Youth in Parks), ½ Secretary	\$ 35,030
06	FICA	\$ 9,170
07	IPERS	\$ 6,276
09	Group insurance	\$ 26,582
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	\$ 141,000
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)	\$ 1,750
35	Program guide (3 seasonal x \$12,280)	\$ 37,500
	Flyers, schedules and brochures	\$ 600
	Copy machine maintenance/contract (½ Recreation – other ½ in Parks)	\$ 600
40	Portable toilets for parks and recreation fields and building and grounds maintenance	\$ 400
	Wellness Center – facility maintenance	\$ 1,750
	Wellness Center – cleaning contract	\$ 2,500
	Wellness Center – security service	\$ 360
	Pest control	\$ 450
41	Wellness Center – Maintenance and repair of wellness equipment	\$ 1,500
46	State IPRA Conference	\$ 350
	State IPRA Workshop	\$ 125
	Iowa Community Education Conference	\$ 150
	Staff development training/workshops	\$ 275
	Athletic Business Conference (San Diego – December 2010)	\$ 1,300
	Misc. mileage for Recreation Supervisor/mileage for conferences	\$ 500
	U-Fit incentives	\$ 1,900
	Wellness program – incentive program	\$ 4,200
	Wellness program – health screenings	\$ 1,200
48	Wellness Center – utilities (water, gas, electric)	\$ 2,920
	Wellness Center – phone	\$ 480

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

Object	Description	Amount
49	Reimburse petty cash	\$ 100
51	Wading pool repairs and supplies, ball diamond supplies, recreation facility supplies	\$ 1,000
	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	\$ 2,000
	Summer Youth in Parks Program - transportation	\$ 3,500
	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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	6,159	8,000	9,000	7,250
Capital outlay	-	-	-	-
Total expenditures	\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250
Fees	2,000	1,000	1,300	1,000
Grants	-	-	-	-
Other	8,451	8,490	8,572	7,411
Total revenue	\$ 10,451	\$ 9,490	\$ 9,872	\$ 8,411
<i>Net amount supported by property taxes</i>	<i>\$ (4,292)</i>	<i>\$ (1,490)</i>	<i>\$ (872)</i>	<i>\$ (1,161)</i>

SIGNIFICANT BUDGET IMPACTS: This budget includes:

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

FUTURE BUDGET CONSIDERATIONS

- ❖ None anticipated at this time.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Acres of turf maintained	3.5	3.5	3.5	3.5	3.5
Total number of lots marked for burials	NA	16	12	12	12
Number of columbarium niches sold	NA	22	10	10	12

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

450 CEMETERY MAINTENANCE

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	3,665	7,000	6,000	6,250	(750) 7,000
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	894	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	1,600	-	2,000	-	-
Sub-total		\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250	\$ (750) 8,000
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		-	-	-	-
CEMETERY MAINTENANCE		\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250	\$ (750) 8,000

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

Activity Notes

Object	Description	Amount
23	Contract maintenance	\$ 6,250
51	Turf chemicals, road stone	\$ 1,000

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

OVERVIEW: The activity contributes to the quality of life of Urbandale's senior population by offering diversified programs that meet the social, cultural, recreational, health and fitness needs of the participants.

SENIOR CENTER

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	111,114	118,700	119,295	159,265
Contractual & supply service	108,142	128,750	128,650	125,390
Capital outlay	4,284	6,000	6,128	500
Total expenditures	\$ 223,540	\$ 253,450	\$ 254,073	\$ 285,155
Fees	41,127	37,250	39,000	39,000
Grants	-	-	-	-
Other	16,354	15,513	16,157	16,169
Total revenue	\$ 57,481	\$ 52,763	\$ 55,157	\$ 55,169
<i>Net amount supported by property taxes</i>	\$ 166,059	\$ 200,687	\$ 198,916	\$ 229,986

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$6,300 in full-time salaries, which reflects the current Recreation & Senior Center secretary transitioning to a part-time position at 25 hours per week at the Senior Center only.
- ↑ An increase of \$31,300 in part time salaries reflects the current 10 hours per week secretary to transition to 25 hours per week. The increase also reflects the reallocation of program instructor fees which was previously charged to line 59.
- ↓ A decrease of \$4,800 in operating supplies reflects a decrease in subsidies for group travel activities, and the reallocation of program instructor fees to professional services.
- ↓ A decrease of \$5,500 in property improvements reflects purchase of 3 air filtration and purification units for the community room in the prior year.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Total participants in all programs	29,047	30,146	30,468	30,500	31,100
Subsidized meals served (lunch)	7,872	8,137	7,127	6,800	7,000
Fitness/wellness programs offered	40	52	50	55	55
Program attendance	8,241	9,188	9,763	10,160	10,300
Educational/cultural programs offered	26	24	37	39	50
Program attendance	286	408	289	300	325
Info/assistance programs offered	22	28	33	36	40
Travel outings offered	22	20	15	15	12

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
460 SENIOR CENTER							
PERSONAL SERVICES							
01	Salaries	\$ 64,819	\$ 68,776	\$ 66,857	\$ 62,510	\$ (6,266)	\$ 69,547
02	Overtime	-	-	-	-	-	-
03	Part-time	26,471	27,794	30,234	59,067	31,273	65,369
04	Witness fees	-	-	-	-	-	-
06	FICA	6,916	7,388	7,427	9,301	1,913	10,321
07	Retirement - IPERS	4,944	6,422	6,457	8,450	2,028	9,781
08	Pension	-	-	-	-	-	-
09	Group insurance	7,924	8,320	8,320	19,937	11,617	20,335
11	Allowance	40	-	-	-	-	-
Sub-Total		\$ 111,114	\$ 118,700	\$ 119,295	\$ 159,265	\$ 40,565	\$ 175,353
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 2,200	\$ 6,720	\$ 6,720	\$ 6,800	\$ 80	\$ 6,970
23	Professional services	12,204	14,100	14,100	16,360	2,260	16,360
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	276	2,000	2,000	500	(1,500)	500
28	Dues and memberships	624	740	740	775	35	775
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,957	5,950	5,950	6,000	50	6,150
40	Building and grounds maint.	21,742	20,500	20,500	22,000	1,500	24,500
41	Vehicle and equipment maint.	90	-	-	-	-	-
46	Training and development	2,672	3,730	3,730	2,680	(1,050)	2,760
48	Utility service	14,651	20,685	20,685	20,685	-	21,500
49	Petty cash	-	200	100	100	(100)	100
51	Maintenance supplies	1,609	1,275	1,275	1,400	125	1,435
54	Minor equipment	1,295	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	762	625	625	625	-	640
59	Operating supplies	44,060	50,900	50,900	46,140	(4,760)	47,294
60	Safety and medical supplies	-	325	325	325	-	332
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 108,142	\$ 128,750	\$ 128,650	\$ 125,390	\$ (3,360)	\$ 130,316
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	4,284	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	6,000	6,128	500	(5,500)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 4,284	\$ 6,000	\$ 6,128	\$ 500	\$ (5,500)	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SENIOR CENTER		\$ 223,540	\$ 253,450	\$ 254,073	\$ 285,155	\$ 31,705	\$ 305,669

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Activity Notes

Object	Description	Amount
01	Supervisor, performance bonus	\$ 62,510
03	Assistant Coordinator, secretary, craft program coordinator	\$ 59,067
06	FICA	\$ 9,301
07	IPERS	\$ 8,450
09	Group insurance	\$ 19,937
21	Advertisements and program promotion	\$ 300
	Program guide publications (3 guides)	\$ 3,500
	Marketing program	\$ 3,000
23	Professional services (Contracted program instructors)	\$ 16,360
27	Computer software and supplies	\$ 500
28	Senior Center resource materials	\$ 250
	NCOA membership / ICAA membership	\$ 400
	American License fee (broadcast permit)	\$ 125
35	Mailing and printing newsletters, bulk mail permit, stamps	\$ 3,650
	Bulk mailing system lease (2/3 share with Finance & Records)	\$ 2,350
40	Cleaning contract	\$ 6,800
	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
	Quarterly grease trap cleaning	\$ 400
	Pest control service	\$ 350
	Building maintenance	\$ 9,650
46	Miscellaneous mileage	\$ 530
	ICAA conference – TBA (registration, lodging, transportation) - Supervisor	\$ 1,650
	Iowa Governor's Conference on Aging – Supervisor and Assistant	\$ 200
	Local conferences and workshops (including IASC) - Supervisor and Assistant Coordinator	\$ 300
48	Telephone, water, electric and natural gas	\$ 20,685
49	Reimburse petty cash	\$ 100
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 1,400
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
	Off-site trips & events	\$ 8,000
	On-site events	\$ 3,240
60	Safety and medical supplies	\$ 325

FUNCTION: Culture and Recreation

ACTIVITY: Senior Center

Object	Description	Amount
76	Additional electrical outlets in craft & community rooms	\$ 500



FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

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

SWIMMING POOL

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	161,747	222,945	227,834	243,687
Contractual & supply service	177,570	200,426	198,926	166,125
Capital outlay	11,430	-	-	-
Total expenditures	\$ 350,747	\$ 423,371	\$ 426,760	\$ 409,812
Fees	137,465	157,500	172,600	172,000
Grants	-	-	-	-
Other	25,660	25,913	27,139	23,238
Total revenue	\$ 163,125	\$ 183,413	\$ 199,739	\$ 195,238
<i>Net amount supported by property taxes</i>	\$ 187,622	\$ 239,958	\$ 227,021	\$ 214,574

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$20,700 in full and part-time salary and benefits reflect actual costs for the three staff hired under the pool staffing reorganization outlined in the Pool Business Plan. The increase also reflects an increase in staff time for lifeguards and managers resulting from increased programming, events and swim lessons. An increase in revenues will result from the increased programming, to help offset increased staffing expenses.
- ↑ An increase of \$3,600 in professional services reflects an increase in water aerobics and class instructor salaries due to an increased aquatic programs being offered. This increase will be offset by revenue from class participants.
- ↓ A decrease of \$35,200 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.
- ↑ An increase of \$4,200 in operating supplies reflects additional chemical costs due to leak in the pool. Also reflects a speaker system for aquatic classes and additional Red Cross certification cards required due to increased programming.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Building repairs and renovations occurred in the prior year, and is anticipated to 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>*08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Pool users	62,671	63,000	*49,177	BY	> 2%
Pool rentals	67	80	*49	BY	> 2%
Swimming lesson participants	712	800	*657	BY	> 1%
Special events	17	19	*16	BY	> 2%
Special events patrons	507	550	*187	BY	> 2%
Water fitness class participants	4,504	4,600	*3,048	BY	> 1%

* = Pool was closed 3 months (March – June, 2009)

BY = Benchmark year, based on the Urbandale Pool Business Plan (approved by City Council, Jan. 2009)

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
470 SWIMMING POOL							
PERSONAL SERVICES							
01	Salaries	\$ 61,409	\$ 43,014	\$ 46,992	\$ 51,490	\$ 8,476	\$ 57,240
02	Overtime	-	-	-	-	-	-
03	Part-time	69,116	143,145	143,145	155,425	12,280	166,000
04	Witness fees	-	-	-	-	-	-
06	FICA	9,837	14,088	14,545	15,929	1,841	17,078
07	Retirement - IPERS	5,621	6,145	6,599	7,552	1,407	8,762
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,553	13,291	(3,262)	13,557
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 161,747	\$ 222,945	\$ 227,834	\$ 243,687	\$ 20,742	\$ 262,637
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 2,545	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ 6,500
23	Professional services	9,166	11,700	11,700	15,300	3,600	17,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	826	3,100	1,600	1,600	(1,500)	1,750
28	Dues and memberships	506	550	550	400	(150)	425
29	Insurance	43,545	43,981	43,981	-	(43,981)	-
32	Uniforms and laundry	859	650	650	600	(50)	650
35	Printing and copying	3,016	4,960	4,960	4,900	(60)	5,125
40	Building and grounds maint.	23,252	14,000	14,000	15,350	1,350	16,000
41	Vehicle and equipment maint.	2,722	3,500	3,500	3,500	-	3,750
46	Training and development	1,578	3,925	3,925	4,025	100	4,250
48	Utility service	55,417	72,450	72,450	74,000	1,550	75,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,512	3,000	3,000	3,500	500	3,750
54	Minor equipment	2,159	2,250	2,250	2,250	-	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,096	1,000	1,000	1,000	-	1,250
59	Operating supplies	24,802	28,000	28,000	32,200	4,200	34,000
60	Safety and medical supplies	2,569	1,360	1,360	1,500	140	1,725
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 177,570	\$ 200,426	\$ 198,926	\$ 166,125	\$ (34,301)	\$ 173,675
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	11,430	-	-	-	-	-
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		\$ 11,430	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SWIMMING POOL		\$ 350,747	\$ 423,371	\$ 426,760	\$ 409,812	\$ (13,559)	\$ 436,312

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler, performance bonus	\$ 51,490
03	Facility Manager, Marketing/Public Relations, and other part-time: guards, managers, wading pool guards, swim instructors	\$ 155,425
06	FICA	\$ 15,829
07	IPERS	\$ 7,552
09	Group insurance	\$ 13,291
21	Employment and special advertisements, marketing program	\$ 6,000
23	Special events	\$ 350
	State of Iowa inspections	\$ 450
	Water aerobics and aquatic program instructors (independent contractors)	\$ 14,500
27	Computer software and supplies	\$ 400
	Credit card fees	\$ 1,200
28	Iowa Park and Recreation Association membership	\$ 135
	National Park & Recreation Association membership	\$ 150
	Pool registration renewal	\$ 150
	American license fee (Broadcast permit)	\$ 115
32	Staff shirts	\$ 600
35	Program guide (3 times a year)	\$ 4,300
	Printer cartridges	\$ 600
40	Cleaning contract (lobby, office, locker rooms and pool deck)	\$ 5,500
	Pest control	\$ 1,250
	Electrical maintenance	\$ 1,500
	Mat service	\$ 750
	Window cleaning	\$ 850
	A & W Electric – monthly GFI checks and walk through, and repairs	\$ 3,000
	Misc. required building maintenance	\$ 2,500
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	\$ 1,800
	Mileage reimbursement	\$ 800
48	Telephone, gas, electric and water services and cell phone for aquatic supervisor	\$ 74,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 3,500
54	Replacement equipment	\$ 2,250

FUNCTION: Culture and Recreation**ACTIVITY: Swimming Pool**

Object	Description	Amount
58	Office supplies, toner	\$ 1,000
59	Lease for chlorine and pH controller, chemicals, iron treatment	\$ 24,000
	Red Cross instruction supplies	\$ 1,400
	Red Cross swim lesson certification cards	\$ 1,500
	Water fitness class supplies: aqua belts, dumbbells, noodles(\$500), speaker system (\$800)	\$ 1,300
	Pool filters	\$ 2,000
	Special event supplies (T-shirts, ribbons, supplies)	\$ 2,000
60	First aid supplies	\$ 325
	State of Iowa water tests (monthly)	\$ 250
	Pre-employment drug testing for staff (\$55 each)	\$ 825
	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 from Hotel Motel tax receipts to a number of not-for-profit community organizations.

CULTURAL AND CONVENTION - HOTEL MOTEL FUND

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	623,171	709,811	638,016	655,034
Capital outlay	-	-	-	-
Total expenditures	\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034
Fees	-	-	-	-
Grants	-	-	-	-
Other	596,419	709,803	584,887	643,241
Total revenue	\$ 596,419	\$ 709,803	\$ 584,887	\$ 643,241
Net amount (used by) added to fund balance	\$ (26,752)	\$ (8)	\$ (53,129)	\$ (11,793)

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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND

PERSONAL SERVICES

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

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	623,171	709,811	638,016	655,034	(54,777)	708,374
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		\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034	\$ (54,777)	\$ 708,374

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		\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034	\$ (54,777)	\$ 708,374
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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	\$ 655,034



COMMUNITY & ECON. DEV.		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 648,837	\$ 713,593	\$ 698,337	\$ 736,960	\$ 23,367	771,049
02	Overtime	7,692	18,250	7,000	8,250	(10,000)	8,250
03	Part-time	131	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	49,322	55,680	54,819	57,009	1,329	59,617
07	Retirement - IPERS	41,143	48,401	47,653	51,792	3,391	55,443
08	Pension	-	-	-	-	-	-
09	Group insurance	132,734	139,371	139,410	146,203	6,832	149,127
11	Allowance	6,100	6,450	6,450	5,965	(485)	5,965
Sub-Total		\$ 885,959	\$ 981,745	\$ 953,669	\$ 1,006,179	\$ 24,434	\$ 1,049,451
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 875	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	22,806	34,600	9,600	9,600	(25,000)	35,000
24	Contributions to other agencies	25,809	46,065	46,065	128,065	82,000	48,320
27	Data processing	28,484	21,500	20,780	23,100	1,600	31,100
28	Dues and memberships	2,334	3,100	3,100	3,250	150	3,400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	6,645	12,500	11,500	7,000	(5,500)	7,350
40	Building and grounds maint.	6,698	7,200	7,200	7,400	200	7,600
41	Vehicle and equipment maint.	18	-	-	-	-	-
46	Training and development	11,576	15,300	14,700	15,250	(50)	16,250
48	Utility service	13,009	17,200	17,200	17,000	(200)	19,300
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	410	500	650	675	175	700
54	Minor equipment	175	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	382	2,500	2,500	2,500	-	2,500
57	Vehicle operation supplies	3,536	8,625	8,000	7,000	(1,625)	8,500
58	Office supplies	4,796	5,200	5,700	5,500	300	6,100
59	Operating supplies	3,411	6,850	9,317	6,350	(500)	6,850
60	Safety and medical supplies	595	750	750	750	-	750
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 131,559	\$ 181,890	\$ 157,062	\$ 233,440	\$ 51,550	\$ 193,720
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	3,663	2,000	2,000	1,600	(400)	1,600
73	Equipment replacement fund	12,480	12,479	12,479	11,861	(618)	11,861
74	Office equipment	6,178	-	-	1,250	1,250	1,250
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	10,000	10,000	-
77	Economic development	908,308	1,775,548	1,204,144	1,670,000	(105,548)	1,500,522
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	2,518,465	2,578,471	2,348,545	2,865,636	287,165	2,839,912
Sub-total		\$ 3,449,094	\$ 4,368,498	\$ 3,567,168	\$ 4,560,347	\$ 191,849	\$ 4,355,145
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY		\$ 4,466,612	\$ 5,532,133	\$ 4,677,899	\$ 5,799,966	\$ 267,833	\$ 5,598,316



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	102,000
Capital outlay	-	1,000,000	350,000	-
Total expenditures	\$ -	\$ 1,000,000	\$ 350,000	\$ 102,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	1,000,000	-	-
Total revenue	\$ -	\$ 1,000,000	\$ -	\$ -
<i>Net amount supported by property taxes</i>	\$ -	\$ -	\$ 350,000	\$ 102,000

❖ GOALS AND PERFORMANCE 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.
2. Explore new economic development opportunities within the community.

COMMUNITY & ECON. DEV.	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

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	-	-	-	102,000	102,000
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
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		\$ -	\$ -	\$ -	102,000	102,000
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	1,000,000	350,000	-	(1,000,000)
79	Books, films and recordings	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ 1,000,000	\$ 350,000	\$ -	\$ (1,000,000)
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-
ECONOMIC DEVELOPMENT		\$ -	\$ 1,000,000	\$ 350,000	\$ 102,000	\$ (898,000)

FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

Object	Description	Amount
24	Economic development program implementation	\$ 90,000
	Contribution to DART – contingent on \$24,000 in private matching funds	\$ 12,000



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	435,522	482,156	464,321	485,459
Contractual & supply service	53,672	79,725	52,280	53,200
Capital outlay	16,143	14,479	14,479	18,461
Total expenditures	\$ 505,337	\$ 576,360	\$ 531,080	\$ 557,120
Fees	246,923	236,350	198,560	247,900
Grants	-	-	-	-
Other	36,969	35,277	33,773	31,591
Total revenue	\$ 283,891	\$ 271,627	\$ 232,333	\$ 279,491
<i>Net amount supported by property taxes</i>	\$ 221,446	\$ 304,733	\$ 298,747	\$ 277,629

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$13,300 in full-time salary and benefit costs, which reflects the normal increases for existing staff.
- ↓ A decrease of \$10,000 in overtime costs due to lower volume of inspections resulting from reduced construction activity.
- ↓ A decrease of \$25,000 in professional services due to non-renewal of contract for housing code inspections. This service will now be conducted in-house with existing staff.
- ↑ An increase of \$5,000 in property improvements for partial funding of enhanced building security in the reception area of Engineering/Community Development.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Service demands will increase as the economy improves, necessitating restoration of the contract for Housing Code inspections, additional funding for 3rd-party structural plan reviews, and increased funding for overtime.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Building permits reviewed:					
Single-family detached	168	131	108	143	185
Single-family attached	98	48	2	2	10
Multi-family structures	4	0	0	0	0
Residential additions, remodels, etc.	146	132	108	99	120
Miscellaneous residential	356	396	355	322	365
Commercial buildings	14	12	9	6	10
Commercial additions, remodels, etc.	107	107	76	75	80
Inspections:					
New construction	5,760	4,564	3,487	4,000	4,300
Housing code	604	1,737	1,160	1,800	1,200
Major ordinances prepared and adopted	2	1	0	2	3
<i><u>Outcome Measures</u></i>					
Value of new construction (\$ millions)	\$133.8	\$108.8	\$68.8	\$53.3	\$72.8
Citizen survey satisfaction rating for code enforcement services*	N/A	N/A	N/A	64%	80%

*This question was first asked on the 2009 Citizen survey.

COMMUNITY & ECON. DEV.	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

530 CODE ENFORCEMENT

PERSONAL SERVICES

01	Salaries	\$ 309,268	\$ 336,463	\$ 329,104	\$ 346,830	\$ 10,367	\$ 346,830
02	Overtime	6,233	15,000	5,000	5,000	(10,000)	5,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	23,573	26,581	\$ 26,324	26,915	334	\$ 26,915
07	Retirement - IPERS	19,607	23,106	22,883	24,452	1,346	24,452
08	Pension	-	-	-	-	-	-
09	Group insurance	74,291	78,006	78,010	79,747	1,741	81,342
11	Allowance	2,550	3,000	\$ 3,000	2,515	(485)	2,515
Sub-Total		\$ 435,522	\$ 482,156	\$ 464,321	\$ 485,459	\$ 3,303	\$ 487,054

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	22,527	34,600	9,600	9,600	(25,000)	35,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	12,107	10,800	10,080	12,000	1,200	20,000
28	Dues and memberships	875	1,600	1,600	1,600	-	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	1,058	1,500	1,500	1,500	-	1,600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	18	-	-	-	-	-
46	Training and development	7,192	10,600	10,000	10,000	(600)	10,900
48	Utility service	2,445	2,500	2,500	2,500	-	2,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	159	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	313	2,500	2,000	2,000	(500)	2,000
57	Vehicle operation supplies	3,536	8,625	8,000	7,000	(1,625)	8,500
58	Office supplies	447	500	1,000	1,000	500	1,100
59	Operating supplies	2,833	6,000	5,500	5,500	(500)	6,000
60	Safety and medical supplies	162	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 53,672	\$ 79,725	\$ 52,280	\$ 53,200	\$ (26,525)	\$ 89,800

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	3,663	2,000	2,000	1,600	(400)	1,600
73	Equipment replacement fund	12,480	12,479	12,479	11,861	(618)	11,861
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	5,000	5,000	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 16,143	\$ 14,479	\$ 14,479	\$ 18,461	\$ 3,982	\$ 13,461

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

CODE ENFORCEMENT		\$ 505,337	\$ 576,360	\$ 531,080	\$ 557,120	\$ (19,240)	\$ 590,315
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FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Activity Notes

Object	Description	Amount
01	Building Official, Associate Building Official, Building Inspectors (3), ½ Building/Property Maintenance Inspector (other ½ in Community Development)	\$ 346,830
02	Overtime	\$ 5,000
06	FICA	\$ 26,915
07	IPERS	\$ 24,452
09	Group insurance	\$ 79,747
11	Clothing allowance (4 ½), spot awards	\$ 2,515
23	Structural plan reviews	\$ 8,000
	Transcription services	\$ 600
	Records retention & maintenance	\$ 1,000
27	Software upgrades	\$ 1,000
	Plan Analyst update	\$ 1,000
	½ CD Partner maintenance fee (other ½ in Community Development)	\$ 5,000
	Adobe Acrobat & Nova	\$ 1,000
	Widebed scanner maintenance (other ½ in Community Development)	\$ 3,000
	Widebed scanner & printer consumables	\$ 1,000
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	Form printing, postage	\$ 1,500
46	International Code Conference (ICC) annual business meeting	\$ 1,500
	ICC code development meeting	\$ 2,000
	Inspector training @ Univ. Wisc., Colorado, Texas, Nevada, Minnesota, etc.	\$ 3,100
	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	\$ 500
48	Cell phone service (5)	\$ 2,500
56	Tires, batteries, miscellaneous parts, oil changes, tire repairs, belts, hoses, etc.	\$ 2,000
57	Fuel, oil, fluids	\$ 7,000
58	Office supplies, color printer supplies	\$ 1,000

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

59	Code books	\$	5,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$	500
60	Vehicle first aid kits, fire extinguishers	\$	500
72	Modular work surfaces	\$	1,600
73	Equipment Replacement Fund contribution	\$	11,861
76	Store front entry door (25%; additional 25% in CD & 50% in EPW Admin)	\$	5,000



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	450,437	499,589	489,348	520,720
Contractual & supply service	77,887	102,165	101,815	78,240
Capital outlay	6,178	-	-	6,250
Total expenditures	\$ 534,502	\$ 601,754	\$ 591,163	\$ 605,210
Fees	245,779	235,425	191,910	267,300
Grants	-	-	-	-
Other	39,103	36,831	37,594	34,317
Total revenue	\$ 284,881	\$ 272,256	\$ 229,504	\$ 301,617
<i>Net amount supported by property taxes</i>	\$ 249,621	\$ 329,498	\$ 361,659	\$ 303,593

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$21,100 in full-time salaries and benefits, which reflects normal increases for existing staff.
- ↓ A decrease of \$20,000 in contributions to other agencies, reflecting the year in the Metro Home Improvement Program's biennial cycle when only administrative costs are funded.
- ↓ A decrease of \$5,500 in printing and copying, reflecting purchase of a new copier and elimination of an annual lease payment.
- ↑ An increase of \$5,000 in property improvements for partial funding of enhanced building security in the reception area of Engineering/Community Development.

FUTURE BUDGET CONSIDERATIONS:

- ↑ An increase of \$20,000 in contributions to other agencies, reflecting the year in the Metro Home Improvement Program's biennial cycle when programming is funded.
- ↑ An increase of \$2,260 in contributions to other agencies, reflecting an increase in the annual assessment for City's membership in the Metropolitan Planning Organization due to population gains enumerated in the 2010 Census.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Site plans reviewed	40	31	13	15	25
Subdivision plats reviewed	20	23	4	8	15
PUD re-zoning reviewed	13	9	6	6	10
Conventional re-zoning reviewed	6	0	4	4	4
Address changes, right-of-way and easement vacations and conveyances	2	3	3	3	3
Zoning variances presented to the Board of Adjustment	31	37	30	42	35
Sign permits reviewed and issued	134	148	155	230	230
Building permits reviewed and issued	893	826	658	647	810
Major plans/ordinances prepared	1	2	4	5	3
<i><u>Outcome Measures</u></i>					
Value of new construction (\$ millions)	\$133.8	\$108.8	\$68.8	\$53.3	\$80.8
Citizen survey satisfaction rating for land use planning and zoning	68%	N/A	N/A	64%	N/A
Citizen survey satisfaction rating for overall quality of new development*	N/A	N/A	N/A	87%	N/A

*This question was first asked on the 2009 Citizen Survey.

COMMUNITY & ECON. DEV.	FY 2008-09 ACTUAL	FY 2009-10 ADOPTED	FY 2009-10 REVISED	FY 2010-11 ADOPTED	INCREASE (DECREASE)	FY 2011-12 ESTIMATE
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540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES							
01	Salaries	\$ 339,569	\$ 377,130	369,233	\$ 390,130	\$ 13,000	424,219
02	Overtime	1,459	3,250	2,000	3,250	-	3,250
03	Part-time	131	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	25,749	29,099	28,495	30,094	995	32,702
07	Retirement - IPERS	21,536	25,295	24,770	27,340	2,045	30,991
08	Pension	-	-	-	-	-	-
09	Group insurance	58,443	61,365	61,400	66,456	5,091	67,785
11	Allowance	3,550	3,450	3,450	3,450	-	3,450
Sub-Total		\$ 450,437	\$ 499,589	\$ 489,348	\$ 520,720	\$ 21,131	\$ 562,397
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 875	\$ -	-	\$ -	-	-
23	Professional services	279	-	-	-	-	-
24	Contributions to other agencies	25,809	46,065	46,065	26,065	(20,000)	48,320
27	Data processing	16,377	10,700	10,700	11,100	400	11,100
28	Dues and memberships	1,459	1,500	1,500	1,650	150	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,587	11,000	10,000	5,500	(5,500)	5,750
40	Building and grounds maint.	6,698	7,200	7,200	7,400	200	7,600
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	4,384	4,700	4,700	5,250	550	5,350
48	Utility service	10,564	14,700	14,700	14,500	(200)	16,800
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	410	500	650	675	175	700
54	Minor equipment	16	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	69	-	500	500	500	500
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,349	4,700	4,700	4,500	(200)	5,000
59	Operating supplies	578	850	850	850	-	850
60	Safety and medical supplies	433	250	250	250	-	250
61	Refunds	-	-	\$ -	-	-	\$ -
Sub-total		\$ 77,887	\$ 102,165	\$ 101,815	\$ 78,240	\$ (23,925)	\$ 103,920
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	-	\$ -	-	-
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	6,178	-	-	1,250	1,250	1,250
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	5,000	5,000	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 6,178	\$ -	\$ -	\$ 6,250	\$ 6,250	\$ 1,250
91	Debt retirement	\$ -	\$ -	-	\$ -	-	-
95	Contingency	-	-	-	-	-	-
COMMUNITY DEVELOPMENT		\$ 534,502	\$ 601,754	\$ 591,163	\$ 605,210	\$ 3,456	\$ 667,567

FUNCTION: Community and Economic Development
ACTIVITY: Community Development

Activity Notes

Object	Description	Amount
01	Director, Development Manager/Chief Planner, Associate Planner, Assistant Planner, ½ Building/Property Maintenance Inspector (other ½ in Code Enforcement), Department Secretary	\$ 390,130
02	Overtime	\$ 3,250
06	FICA	\$ 30,094
07	IPERS	\$ 27,340
09	Group insurance	\$ 66,456
11	Vehicle Allowance – Director	\$ 3,300
	Spot awards	\$ 150
24	Annual assessment for Metropolitan Planning Organization	\$ 21,542
	Metro Home Improvement Program	\$ 4,523
27	½ CD Partner maintenance (other ½ in Code Enforcement)	\$ 5,000
	ArcView License-new concurrent	\$ 3,500
	ArcView annual maintenance	\$ 2,600
28	American Planning Association and Urban Land Institute memberships; library resource materials	\$ 1,650
35	½ Copy machine maintenance (other ½ in Engineering and Public Works Administration)	\$ 700
	½ Plan copier maintenance (other ½ in Engineering and Public Works Administration)	\$ 650
	Miscellaneous printing/copying, postage	\$ 4,150
40	Facility maintenance and HVAC maintenance	\$ 3,324
	Building custodial services contract	\$ 4,076
46	American Planning Association National Conference – Boston, MA	\$ 2,800
	Local and regional planning workshops or seminars	\$ 2,000
	Mileage reimbursement	\$ 450
48	Electric, gas, telephone, data, water	\$ 14,500
51	Janitorial supplies	\$ 675
56	Vehicle operation supplies	\$ 500
58	Paper, office supplies	\$ 4,500
59	Operating supplies	\$ 850
60	Safety and first-aid supplies	\$ 250
74	Replacement chairs (2)	\$ 1,250
76	Store front entry door (25%; additional 25% in Code & 50% in E&PW Admin)	\$ 5,000



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

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

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	2,967	-
Capital outlay	3,426,773	3,354,019	3,202,689	4,535,636
Total expenditures	\$ 3,426,773	\$ 3,354,019	\$ 3,205,656	\$ 4,535,636
Fees	-	-	-	-
Grants	-	-	-	-
Other	5,728,966	2,551,293	3,173,310	4,026,164
Total revenue	\$ 5,728,966	\$ 2,551,293	\$ 3,173,310	\$ 4,026,164
Net amount (added to) used by fund balance	\$ (2,302,193)	\$ 802,726	\$ 32,346	\$ 509,472

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ This section was added in 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 years prior to FY10, 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 paid 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.
- ↑ An increase of \$894,500 in TIF rebate payments, which reflect the declining progression of the current property owners currently participating in the rebate program, as well as several new developments starting the program in FY10 and FY11. 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 in the Northwest Market TIF District.
- ↑ An increase of \$291,500 in transfers out, which reflects the funds needed to pay the TIF-supported portion of the City's outstanding general obligation debt. All general obligation debt is required by state law to be paid from the City's Debt Service Fund. When the City issues debt specifically related to TIF areas, a TIF revenue certification is completed annually to request a portion of the TIF increment for use in generating property tax dollars specifically for the retirement of this debt. Also included in the certification are amounts needed to support the above mentioned rebate program. When these certified TIF property tax dollars are received, they are required by law to be receipted into the TIF Special Revenue Fund and then are either transferred to the Debt Service Fund as noted above, or retained in the fund for payment of rebates.

FUTURE BUDGET CONSIDERATIONS:

- ❖ When the State of Iowa code is changed to allow for the payment of TIF-supported general obligation debt service to 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.

COMMUNITY & ECON. DEV.		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		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	-	-	2,967	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ 2,967	\$ -	\$ -	\$ -
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	908,308	775,548	854,144	1,670,000	894,452	1,500,522
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	2,518,465	2,578,471	2,348,545	2,865,636	287,165	2,839,912
	Sub-total	\$ 3,426,773	\$ 3,354,019	\$ 3,202,689	\$ 4,535,636	\$ 1,181,617	\$ 4,340,434
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
TAX INCREMENT FINANCING FUND		\$ 3,426,773	\$ 3,354,019	\$ 3,205,656	\$ 4,535,636	\$ 1,181,617	\$ 4,340,434

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

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) rebates	\$ 1,670,000
97	Transfers out to Debt Service Fund	\$ 2,865,636



GENERAL GOVERNMENT		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
600 GENERAL GOVERNMENT SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 677,924	\$ 706,528	\$ 731,319	\$ 830,238	\$ 123,710	896,481
02	Overtime	15,265	13,525	12,300	5,700	(7,825)	6,525
03	Part-time	69,296	77,959	84,064	29,500	(48,459)	28,500
04	Witness fees	-	-	-	-	-	-
06	FICA	53,223	60,012	59,270	62,329	2,317	67,173
07	Retirement - IPERS	52,921	54,405	65,022	68,626	14,221	74,968
08	Pension	-	-	-	-	-	-
09	Group insurance	126,118	132,426	132,425	132,909	483	135,568
11	Allowance	15,225	16,850	18,350	21,650	4,800	21,650
Sub-Total		\$ 1,009,972	\$ 1,061,705	\$ 1,102,750	\$ 1,150,952	\$ 89,247	\$ 1,230,865
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 13,339	\$ 27,850	\$ 26,700	\$ 14,000	\$ (13,850)	\$ 30,700
23	Professional services	217,178	196,873	230,361	212,160	15,287	223,350
24	Contributions to other agencies	31,000	39,300	28,624	59,750	20,450	25,550
27	Data processing	161,519	169,001	168,501	185,437	16,436	208,500
28	Dues and memberships	24,578	27,030	26,255	21,280	(5,750)	22,103
29	Insurance	527,324	532,597	532,597	650,000	117,403	675,000
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	20,256	37,023	37,275	38,133	1,110	39,705
40	Building and grounds maint.	15,544	16,056	15,000	16,500	444	16,500
41	Vehicle and equipment maint.	766	200	200	200	-	200
46	Training and development	41,138	50,305	38,550	36,210	(14,095)	36,595
48	Utility service	23,118	26,850	26,700	27,570	720	28,889
49	Petty cash	-	200	200	200	-	200
51	Maintenance supplies	982	720	700	720	-	720
54	Minor equipment	-	2,000	2,613	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	6,814	8,170	7,620	7,720	(450)	8,220
59	Operating supplies	2,261	3,600	2,700	6,850	3,250	6,450
60	Safety and medical supplies	2,249	300	200	200	(100)	200
61	Refunds	14,109	14,000	13,500	14,000	-	14,000
Sub-total		\$ 1,102,175	\$ 1,152,075	\$ 1,158,296	\$ 1,292,930	\$ 140,855	\$ 1,338,882
CAPITAL OUTLAY							
71	Equipment	\$ 2,029	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	1,000	1,000	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	6,000	3,500	-	(6,000)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 2,029	\$ 6,000	\$ 3,500	\$ 1,000	\$ (5,000)	\$ -
91	Debt retirement	\$ 476,269	\$ 470,860	\$ 470,860	\$ 475,127	\$ 4,267	\$ 478,686
95	Contingency	-	25,000	-	25,000	-	25,000
GENERAL GOVERNMENT SUMMARY		\$ 2,590,445	\$ 2,715,640	\$ 2,735,406	\$ 2,945,009	\$ 229,369	\$ 3,073,433



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

MAYOR and COUNCIL

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	30,704	31,763	30,764	31,678
Contractual & supply service	54,185	74,180	78,230	108,645
Capital outlay	-	-	-	-
Total expenditures	\$ 84,889	\$ 105,943	\$ 108,994	\$ 140,323
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,210	6,484	6,931	7,957
Total revenue	\$ 6,210	\$ 6,484	\$ 6,931	\$ 7,957
Net amount supported by property taxes	\$ 78,679	\$ 99,459	\$ 102,063	\$ 132,366

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$12,850 in advertising, which reflects the biennial Citizen Survey that was conducted last fiscal year.
- ↑ An increase of \$2,000 in professional services, which reflects the use of a consultant to conduct citizen focus groups related to the results of the National Citizen Survey that was conducted in FY2009-2010.
- ↑ An increase of \$43,000 in contributions to other agencies, which reflects a contribution to the Urbandale Community Action Network. An additional \$7,000 is budgeted in the Hotel Motel fund to support this group as well.

FUTURE BUDGET CONSIDERATIONS:

- ↓ As programmed, the annual contribution of \$15,000 to the Urbandale Food Pantry would end after FY2010-11 (3 year commitment).

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 and economic development.
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.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i>Workload Measures</i>					
Quarterly newsletters published	80,000	80,000	20,000	N/A**	N/A
Monthly newsletters distributed	N/A	N/A	N/A	18,600**	19,000
Average monthly website hits*	152,801	160,000	398,695	368,000	400,000
Average daily website visits	645	675	498	580	575
Average unique website visits per month	N/A	N/A	8,702	9,350	9,400
Average monthly bandwidth usage	N/A	N/A	5.97 GB	6.15 GB	6.50 GB
Cultural agencies funded through hotel/motel revenues	16	19	17	16	15
Biennial survey conducted	Yes	N/A	No	Yes	N/A
Percent of biennial surveys returned	42.5%	N/A	N/A	37.0%	N/A
Number of City services rated at least 80% "satisfied" or "very satisfied"	13 of 22	N/A	N/A	17 of 35	N/A
Citizen survey satisfaction rating for Urbandale as a place to live***	N/A	N/A	N/A	97%	N/A

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

** During FY08-09 the City transitioned from a quarterly distributed newsletter to a monthly newsletter in partnership with the Urbandale Living Magazine.

***This question was first asked on the 2009 Citizen Survey.

GENERAL GOVERNMENT	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

610 MAYOR and COUNCIL

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	28,500	28,500	28,500	28,500	-	28,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,188	2,066	1,200	2,066	-	2,066
07	Retirement - IPERS	1,016	1,197	1,064	1,112	(85)	1,160
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 30,704	\$ 31,763	\$ 30,764	\$ 31,678	\$ (85)	\$ 31,726

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 12,850	\$ 11,700	\$ -	\$ (12,850)	\$ 15,700
23	Professional services	-	2,500	6,350	4,500	2,000	2,000
24	Contributions to other agencies	30,500	16,800	17,050	59,250	42,450	2,050
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	10,349	12,300	12,500	12,740	440	12,998
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	4,839	20,600	21,600	22,680	2,080	23,900
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	8,381	8,880	8,880	8,925	45	8,975
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	44	-	-	-	-	-
59	Operating supplies	72	250	150	550	300	150
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 54,185	\$ 74,180	\$ 78,230	\$ 108,645	\$ 34,465	\$ 65,773

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		\$ 84,889	\$ 105,943	\$ 108,994	\$ 140,323	\$ 34,380	\$ 97,499
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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	\$ 1,112
23	Radio information system – annual lease and maintenance	\$ 500
	Consultant – conduct focus groups on results of National Citizen Survey	\$ 4,000
24	Urbandale Food Pantry contribution	\$ 15,000
	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	Urbandale Community Action Network contribution	\$ 43,000
	VFW ramp project	\$ 500
	American Legion meal assistance	\$ 500
28	Iowa League of Cities	\$ 7,440
	MIALG membership	\$ 750
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 995
	National League of Cities	\$ 3,255
	MAC/MAC-LAC (Legislative Action Committee) membership	\$ 250
	Miscellaneous subscriptions	\$ 50
35	Monthly newsletter printing and mailing	\$ 22,680
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	\$ 8,925
59	Service awards and plaques (staff retirements, citizen recognition, etc.)	\$ 550



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	381,607	383,559	421,974	432,538
Contractual & supply service	36,053	18,705	30,765	18,705
Capital outlay	-	-	-	1,000
Total expenditures	\$ 417,660	\$ 402,264	\$ 452,739	\$ 452,243
Fees	-	-	-	-
Grants	-	-	10,000	-
Other	30,555	24,621	28,791	25,644
Total revenue	\$ 30,555	\$ 24,621	\$ 38,791	\$ 25,644
<i>Net amount supported by property taxes</i>	\$ 387,105	\$ 377,643	\$ 413,948	\$ 426,599

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$49,000 in full-time salaries and benefits, which reflect normal increases for existing staff after hiring a new city manager in the prior fiscal year, and includes a reduction in group insurance.

FUTURE BUDGET CONSIDERATIONS:

- ↑ Proposed membership of \$2,500 to the Alliance for Innovation for local governments.

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, including compliance reporting for 2009 federal stimulus funding.

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, and the results of the National Citizen Survey conducted in 2009.
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

	06-07 <u>Actual</u>	07-08 <u>Actual</u>	08-09 <u>Actual</u>	09-10 <u>Estimate</u>	10-11 <u>Target</u>
<i><u>Workload Measures</u></i>					
Council letters written and presented	200	186	203	205	200
Citizen requests for service:					
Number	4,867	5,360	4,368	3,800**	3,000
Percent completed at end of year*	98.9%	97.9%	96.1%	91.5%	99.5%
<i><u>Efficiency Measures</u></i>					
Citizen request response rates:					
Same day turnaround	31%	59%	55%	47%	50%
2-3 day turnaround	32%	14%	13%	13%	30%
4-10 day turnaround	28%	20%	23%	24%	12%
11+ day turnaround	9%	7%	9%	16%	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.

** Starting December 2009 only the Department of Engineering and Public Works continued to use the Request Partner system. The other City departments use online forms or email to receive resident requests.

Outcome Measures

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

2006/07 Priorities:

Develop a long range financial plan	75%	100%	-	-	-
Retain and attract niche commercial and retail businesses	25%	50%	50%	75%	75%
Continue technology improvements	50%	75%	100%	-	-
Facilitate the development of Plum Drive	10%	34%	34%	34%	34%

2008/09 Priorities:

Reduce Fire & EMS response times by staffing five FTE's at each Fire Station	N/A	N/A	17%	33%	50%
Implement a coordinated approach to economic development in Urbandale	N/A	N/A	N/A	25%	75%
Establish Urbandale as a key stakeholder in regional priorities	N/A	N/A	N/A	50%	75%
Create substantial access to the Walnut Creek Regional Park	N/A	N/A	N/A	5%	10%

GENERAL GOVERNMENT	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 282,917	\$ 281,859	\$ 308,687	\$ 326,953	\$ 45,094	\$ 352,810
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	19,130	20,945	20,692	21,691	746	23,171
07	Retirement - IPERS	23,640	21,045	31,385	32,471	11,426	34,064
08	Pension	-	-	-	-	-	-
09	Group insurance	47,295	49,660	49,660	39,873	(9,787)	40,671
11	Allowance	8,625	10,050	11,550	11,550	1,500	11,550
Sub-Total		\$ 381,607	\$ 383,559	\$ 421,974	\$ 432,538	\$ 48,979	\$ 462,266

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	21,541	640	14,326	500	(140)	500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,145	3,200	3,000	5,170	1,970	5,200
28	Dues and memberships	5,878	6,120	5,245	5,810	(310)	6,200
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	890	825	825	825	-	825
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	6,020	7,120	5,670	5,000	(2,120)	5,270
48	Utility service	375	600	1,200	1,200	600	1,200
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	399	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	72	200	100	200	-	200
59	Operating supplies	25	-	-	-	-	-
60	Safety and medical supplies	107	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 36,053	\$ 18,705	\$ 30,765	\$ 18,705	\$ -	\$ 19,395

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	1,000	1,000	-
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		\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -

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

CITY MANAGER		\$ 417,660	\$ 402,264	\$ 452,739	\$ 452,243	\$ 49,979	\$ 481,661
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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	\$ 326,953
06	FICA	\$ 21,691
07	Retirement	\$ 32,471
09	Group insurance	\$ 39,873
11	Vehicle allowances	\$ 11,400
	Spot awards	\$ 150
23	Records retention, storage and destruction	\$ 500
27	Website hosting	\$ 900
	Software and network support	\$ 300
	SiteCheck Software	\$ 1,970
	Website enhancements	\$ 2,000
28	ICMA	\$ 2,760
	IaCMA	\$ 900
	Public Technology, Inc. membership	\$ 2,000
	Business Record publications	\$ 70
	Miscellaneous publications	\$ 80
35	Capital Improvements Program document printing	\$ 825
46	ICMA Conference (2) – San Jose, CA	\$ 4,230
	Iowa City and County Management Association meetings	\$ 770
48	Cell phone service (1)	\$ 1,200
58	Stationery and miscellaneous office supplies	\$ 200
72	Office furniture	\$ 1,000



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	372,490	395,013	392,439	406,421
Contractual & supply service	140,469	175,191	159,769	151,078
Capital outlay	1,416	6,000	3,500	-
Total expenditures	\$ 514,375	\$ 576,204	\$ 555,708	\$ 557,499
Fees	42,347	49,250	43,350	43,100
Grants	-	-	-	-
Other	37,630	35,267	35,340	31,612
Total revenue	\$ 79,977	\$ 84,517	\$ 78,690	\$ 74,712
Net amount supported by property taxes	\$ 434,398	\$ 491,687	\$ 477,018	\$ 482,787

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ An increase of \$19,000 in full-time salaries and benefits, which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$7,600 in overtime expense, which reflects the transition of the Assistant Finance Director to exempt employee status, and is thus no longer eligible for overtime.
- ↓ A decrease of \$22,000 in contributions to other agencies, which reflects the absence of City Council elections during the year.
- ↓ A decrease of \$6,000 in office equipment, which reflects the purchase of a scanner to be used for document retention and permanent storage in the prior year.

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.

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 timekeeping 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Purchase orders processed	2,931	1,893	1,730	300	300
Ordinances published	18	22	21	22	20
<i><u>Outcome Measures</u></i>					
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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

620 FINANCE and RECORDS

PERSONAL SERVICES

01	Salaries	\$ 268,323	\$ 286,583	\$ 284,579	\$ 300,434	\$ 13,851	\$ 322,867
02	Overtime	14,907	13,000	12,000	5,400	(7,600)	6,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	20,733	22,613	22,800	23,014	401	25,005
07	Retirement - IPERS	17,932	19,657	19,900	20,908	1,251	23,698
08	Pension	-	-	-	-	-	-
09	Group insurance	47,295	49,660	49,660	53,165	3,505	54,228
11	Allowance	3,300	3,500	3,500	3,500	-	3,500
Sub-Total		\$ 372,490	\$ 395,013	\$ 392,439	\$ 406,421	\$ 11,408	\$ 435,298

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 13,339	\$ 15,000	\$ 14,000	\$ 14,000	\$ (1,000)	\$ 15,000
23	Professional services	61,179	63,358	62,685	61,270	(2,088)	65,000
24	Contributions to other agencies	-	22,000	11,074	-	(22,000)	23,000
27	Data processing	24,355	25,500	25,500	28,000	2,500	28,000
28	Dues and memberships	1,875	2,255	2,000	1,925	(330)	2,100
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	12,070	14,148	13,500	14,148	-	14,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	5,786	11,130	10,000	10,435	(695)	10,500
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	200	200	200	-	200
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	210	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	6,135	7,500	7,000	7,000	(500)	7,500
59	Operating supplies	27	100	100	100	-	100
60	Safety and medical supplies	1,594	-	-	-	-	-
61	Refunds	14,109	14,000	13,500	14,000	-	14,000
Sub-total		\$ 140,469	\$ 175,191	\$ 159,769	\$ 151,078	\$ (24,113)	\$ 179,900

CAPITAL OUTLAY

71	Equipment	\$ 1,416	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	6,000	3,500	-	(6,000)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 1,416	\$ 6,000	\$ 3,500	\$ -	\$ (6,000)	\$ -

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

FINANCE and RECORDS	\$ 514,375	\$ 576,204	\$ 555,708	\$ 557,499	\$ (18,705)	\$ 615,198
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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	\$ 300,434
02	Overtime	\$ 5,400
06	FICA	\$ 23,014
07	IPERS	\$ 20,908
09	Group insurance	\$ 53,165
11	Vehicle allowance & on-the-spot awards	\$ 3,500
21	Newspaper publication of Council minutes, official publications, ordinances, recording of deeds, and easements	\$ 14,000
23	Annual audit & A-133 audit	\$ 43,770
	State filing fee for audit	\$ 850
	Certificate of Achievement fee	\$ 500
	OPEB consultation for GASB 45	\$ 2,000
	Arbitrage study	\$ 3,500
	Health insurance fund actuarial evaluation	\$ 650
	Bond trustee fees	\$ 6,600
	CUSIP registration service	\$ 600
	Piper Jaffray dissemination fees	\$ 500
	Records retention and storage	\$ 1,800
	Other services	\$ 500
27	Finance and payroll management system & data dictionaries maintenance contracts	\$ 26,500
	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	\$ 470
	Miscellaneous dues and subscriptions	\$ 400
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
	Paper, ribbons and other supplies	\$ 500

FUNCTION: General Government
ACTIVITY: Finance and Records

Object	Description	Amount
	Financial document printing	\$ 1,500
46	Municipal Clerks meeting	\$ 150
	CPE – Finance Director	\$ 2,000
	GFOA annual conference (1) – San Antonio, TX	\$ 1,865
	International Institute of Municipal Clerks conference (1) – Nashville, TN	\$ 1,845
	New World Systems user conference (2) – San Diego, CA	\$ 1,835
	Mileage reimbursement	\$ 500
	New World Systems training for new modules	\$ 2,240
49	Petty cash	\$ 200
58	Stationery, office forms, miscellaneous office supplies	\$ 7,000
59	Operating supplies	\$ 100
61	Auction proceeds to State of IA	\$ 10,000
	State sales tax	\$ 4,000

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

TECHNOLOGY

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	119,311	132,717	132,583	121,196
Contractual & supply service	149,475	158,701	158,701	179,007
Capital outlay	613	-	-	-
Total expenditures	\$ 269,399	\$ 291,418	\$ 291,284	\$ 300,203
Fees	-	-	-	-
Grants	-	-	-	-
Other	19,708	17,837	18,524	17,023
Total revenue	\$ 19,708	\$ 17,837	\$ 18,524	\$ 17,023
Net amount supported by property taxes	\$ 249,691	\$ 273,581	\$ 272,760	\$ 283,180

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↓ A decrease of \$11,500 in full-time salaries and benefits, which reflects the loss of a ¼ time staff position (Recreation secretary) that has been assigned to assist in the Technology Department. This position will be going to part-time in FY11, which will eliminate her ability to continue to assist in this area.
- ↑ An increase of \$8,000 in professional services, which reflects an increase of telecommunication, network, and document imaging support services required due to the loss of staff support position outlined above.
- ↑ An increase of \$12,300 in data processing, which reflects of purchases of replacement switches, Exchange servers, and replacement application servers.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As service demands increase, additional staff will 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. Develop increased flexibility for electronic commerce between the City and Urbandale residents and businesses.
3. Increase the capabilities of the 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. Begin deployment of new Windows OS and new Office interfaces.
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 Technology department and other internal departments.
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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Desktop PCs managed	206	215	194	190	200
Servers managed	17	20	22	23	25
Help desk calls	363	400	384	425	450
<i><u>Outcome Measures</u></i>					
Network availability	99.90%	99.95%	99.97%	99.97%	99.95%
Network problems corrected within 24 hours	86%	90%	94%	90%	90%
<i>Median for CPM Cities 25-100K</i>	83%	87%	88%		
Help desk call resolved within 24 hours	82%	80%	90%	90%	90%

GENERAL GOVERNMENT		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
625 TECHNOLOGY							
PERSONAL SERVICES							
01	Salaries	\$ 88,742	\$ 98,744	\$ 98,627	\$ 91,278	\$ (7,466)	\$ 97,780
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	6,122	7,554	7,545	6,983	(571)	7,480
07	Retirement - IPERS	5,383	6,566	6,559	6,344	(222)	7,089
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,552	13,291	(3,262)	13,557
11	Allowance	3,300	3,300	3,300	3,300	-	3,300
Sub-Total		\$ 119,311	\$ 132,717	\$ 132,583	\$ 121,196	\$ (11,521)	\$ 129,206
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	10,508	12,000	12,000	20,040	8,040	25,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	134,418	139,701	139,701	151,967	12,266	175,000
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	3,994	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	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	73	-	-	-	-	-
59	Operating supplies	482	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 149,475	\$ 158,701	\$ 158,701	\$ 179,007	\$ 20,306	\$ 207,000
CAPITAL OUTLAY							
71	Equipment	\$ 613	\$ -	\$ -	\$ -	\$ -	\$ -
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		\$ 613	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
TECHNOLOGY		\$ 269,399	\$ 291,418	\$ 291,284	\$ 300,203	\$ 8,785	\$ 336,206

FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, performance bonus	\$ 91,278
06	FICA	\$ 6,983
07	IPERS	\$ 6,344
09	Group insurance	\$ 13,291
11	Vehicle allowance	\$ 3,300
23	Telecommunication support	\$ 5,040
	Network support	\$ 12,000
	New World Systems support	\$ 2,000
	LaserFiche support	\$ 1,000
27	Software licensing	\$ 24,305
	RequestPartner fees	\$ 6,000
	Smartnet maintenance	\$ 5,000
	IronPort maintenance	\$ 8,773
	Council Chambers laptop	\$ 3,250
	PIX replacement	\$ 4,000
	Exchange upgrade	\$ 35,225
	Senior Center PC refurbishment	\$ 1,200
	Replacement switches	\$ 7,000
	Managed service contracts	\$ 15,564
	Server warranty renewals	\$ 15,000
	Replacement CarteGraph server	\$ 12,225
	Replacement Community Development server	\$ 12,225
	Tape media	\$ 2,200
46	Network Security Conference	\$ 1,500
	PTI Annual conference	\$ 1,500
	Training materials	\$ 500
	MS Government CIO Summit	\$ 1,500
54	Computer tools and equipment	\$ 2,000



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

HUMAN RESOURCES

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	56,532	60,800	98,165
Contractual & supply service	-	2,445	9,100	17,745
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 58,977	\$ 69,900	\$ 115,910
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	3,610	4,445	6,572
Total revenue	\$ -	\$ 3,610	\$ 4,445	\$ 6,572
<i>Net amount supported by property taxes</i>	\$ -	\$ 55,367	\$ 65,455	\$ 109,338

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$41,600 in salaries and benefits, which reflects the creation of a full-time human resource director position. This has been a part-time position in prior years.
- ↑ An increase of \$5,850 in professional services reflects the transfer of the safety program consultant and EAP program costs from the General Support and Finance and Records budgets, respectively.
- ↑ An increase of \$4,950 in training reflects the addition of employee safety program training events and the City supervisory staff training program that were previously budgeted in General Support.
- ↑ An increase of \$4,000 in operating supplies reflects the addition of the Employee Safety Goals Program and safety manuals that were previously budgeted in General Support.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i>Workload Measures</i>					
Number of positions filled – full time	8	14	16	12	10
Number of positions filled – part time/seasonal	43	57	57	55	55
Turnover rate	N/A	N/A	6.0%	N/A	< 5%
<i>Median for CPM cities 25-100K</i>	6.0%	6.8%	5.4%		

FUNCTION: General Government
ACTIVITY: Human Resources

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Outcome Measures</u>					
Working days to fill an external recruitment <i>Median for CPM cities 25-100K</i>	N/A 30.0	N/A 33.4	130.0 40.0	60	< 30
Working days to fill an internal recruitment <i>Median for CPM cities 25-100K</i>	N/A 18.0	N/A 20.0	30.0 29.2	30	< 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

GENERAL GOVERNMENT		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
630 HUMAN RESOURCES							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ 71,183	\$ 71,183	\$ 79,807
02	Overtime	-	-	-	-	-	-
03	Part-time	-	49,459	53,564	-	(49,459)	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	3,784	3,871	5,445	1,661	6,105
07	Retirement - IPERS	-	3,289	3,365	4,947	1,658	5,786
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	13,290	13,290	13,556
11	Allowance	-	-	-	3,300	3,300	3,300
Sub-Total		\$ -	\$ 56,532	\$ 60,800	\$ 98,165	\$ 41,633	\$ 108,554
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -
23	Professional services	-	-	7,000	5,850	5,850	5,850
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	300	-	-	(300)	-
28	Dues and memberships	-	345	500	805	460	805
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	500	6,750	4,950	6,750
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	100	200	200	200
59	Operating supplies	-	-	-	4,000	4,000	4,000
60	Safety and medical supplies	-	-	-	140	140	140
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ 2,445	\$ 9,100	\$ 17,745	\$ 15,300	\$ 17,745
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
HUMAN RESOURCES		\$ -	\$ 58,977	\$ 69,900	\$ 115,910	\$ 56,933	\$ 126,299

FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

Object	Description	Amount
01	HR professional	\$ 71,183
06	FICA	\$ 5,445
07	IPERS	\$ 4,947
09	Group insurance	\$ 13,290
11	Car allowance	\$ 3,300
23	Employee assistance program (EAP)	\$ 2,300
	Safety Officer – Des Moines Water Works	\$ 3,550
28	Society for Human Resource management membership	\$ 145
	National Public Employer Labor Relations Association membership	\$ 200
	Iowa/Illinois Safety Council	\$ 435
	Iowa League of Human Rights Agencies (Urbandale Civil Rights Commission)	\$ 25
46	NPELRA conference – local	\$ 75
	IPELRA conference - local	\$ 75
	Safety training conferences	\$ 1,500
	CDL supervisor training (2)	\$ 100
	City supervisory staff training program	\$ 5,000
58	Office supplies – Civil Rights Commission	\$ 100
	Employee handbook supplies (binders, tabs, etc.)	\$ 100
59	Employee Safety Goals program	\$ 2,500
	OSHA compliance manual (3 manuals)	\$ 500
	Civil Rights Commission supplies	\$ 1,000
60	Annual service fee – CDL random pool	\$ 100
	Controlled substance forms	\$ 40



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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	46,491	-	-	-
Contractual & supply service	125,254	115,000	125,000	120,000
Capital outlay	-	-	-	-
Total expenditures	\$ 171,745	\$ 115,000	\$ 125,000	\$ 120,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	12,564	7,039	7,949	6,804
Total revenue	\$ 12,564	\$ 7,039	\$ 7,949	\$ 6,804
<i>Net amount supported by property taxes</i>	\$ 159,181	\$ 107,961	\$ 117,051	\$ 113,196

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$5,000 in professional services for the City Attorney retainer and billable hour rate change to \$95 from \$90 (set in FY07-08).

FUTURE BUDGET CONSIDERATIONS:

- ❖ Two union contracts will expire in FY11-12.

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.
4. Utilize outside counsel in collective bargaining negotiations for new contracts.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Personnel billable hours	32.9	54	162	150	50
Legal billable hours (City Attorney, Bond Attorney, Cable Attorney)	376	406	685	1,000	450
Legal retainer hours	371	400	400	400	400

GENERAL GOVERNMENT	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

640 LEGAL SERVICES

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	40,782	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	3,119	-	-	-	-	-
07	Retirement - IPERS	2,590	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 46,491	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	121,925	115,000	125,000	120,000	5,000	125,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,601	-	-	-	-	-
28	Dues and memberships	445	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	767	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	411	-	-	-	-	-
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	91	-	-	-	-	-
59	Operating supplies	14	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 125,254	\$ 115,000	\$ 125,000	\$ 120,000	\$ 5,000	\$ 125,000

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		\$ 171,745	\$ 115,000	\$ 125,000	\$ 120,000	\$ 5,000	\$ 125,000
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FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$76,945 annual plus \$95 per hour for billable work	\$ 88,280
	Outside counsel and miscellaneous expenses	\$ 30,220
	Cable Attorney	\$ 1,500

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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	59,369	62,121	64,190	60,954
Contractual & supply service	1,073,008	1,078,713	1,067,591	1,172,877
Capital outlay	-	-	-	-
Total expenditures	\$ 1,132,377	\$ 1,140,834	\$ 1,131,781	\$ 1,233,831
Fees	-	-	-	-
Grants	-	-	-	-
Other	82,841	69,826	71,974	69,962
Total revenue	\$ 82,841	\$ 69,826	\$ 71,974	\$ 69,962
<i>Net amount supported by property taxes</i>	\$ 1,049,536	\$ 1,071,008	\$ 1,059,807	\$ 1,163,869

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$3,375 in professional services reflects the reallocation of costs for the safety program to the Human Resources department.
- ↓ A decrease of \$6,010 in dues and memberships, which reflects cancelling the ICMA performance benchmarking membership and reallocating costs for the safety program to the Human Resources department.
- ↑ An increase of \$117,400 in insurance for property, casualty, worker's compensation and other insurance premiums, which reflects the consolidation of all costs related to these insurance programs into the General Support department.
- ↓ A decrease of \$16,275 in training reflects the reallocation of costs for the safety program to the Human Resources department.
- ❖ Items reflected in the debt retirement line represent general fund debt service payments for outstanding capital loan notes. 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.

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 protects 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>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Safety incidents	38	35	50	30	< 32
Total Workers' Compensation claims	16	12	21	15	< 10
Total Workers' Compensation claim value*	\$27,832	\$166,073	\$118,244	\$12,000	< \$12,000

* FY2007/08 and FY2008-09 include expenses and retained liability for one open catastrophic injury (>\$75,000) in each fiscal year.

GENERAL GOVERNMENT		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
645 GENERAL SUPPORT							
PERSONAL SERVICES							
01	Salaries	\$ 37,942	\$ 39,342	\$ 39,426	\$ 40,390	\$ 1,048	\$ 43,217
02	Overtime	358	525	300	300	(225)	525
03	Part-time	14	-	2,000	1,000	1,000	-
04	Witness fees	-	-	-	-	-	-
06	FICA	2,931	3,050	3,162	3,130	80	3,346
07	Retirement - IPERS	2,360	2,651	2,749	2,844	193	3,171
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,553	13,290	(3,263)	13,556
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 59,369	\$ 62,121	\$ 64,190	\$ 60,954	\$ (1,167)	\$ 63,815
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	2,025	3,375	3,000	-	(3,375)	-
24	Contributions to other agencies	500	500	500	500	-	500
27	Data processing	-	300	300	300	-	300
28	Dues and memberships	6,031	6,010	6,010	-	(6,010)	-
29	Insurance	527,324	532,597	532,597	650,000	117,403	675,000
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	1,690	1,450	1,350	480	(970)	480
40	Building and grounds maint.	15,544	16,056	15,000	16,500	444	16,500
41	Vehicle and equipment maint.	766	200	200	200	-	200
46	Training and development	16,546	16,375	8,500	100	(16,275)	100
48	Utility service	22,743	26,250	25,500	26,370	120	27,689
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	982	720	700	720	-	720
54	Minor equipment	-	-	4	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	399	470	420	320	(150)	320
59	Operating supplies	1,641	3,250	2,450	2,200	(1,050)	2,200
60	Safety and medical supplies	548	300	200	60	(240)	60
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 596,739	\$ 607,853	\$ 596,731	\$ 697,750	\$ 89,897	\$ 724,069
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	\$ 476,269	\$ 470,860	\$ 470,860	\$ 475,127	\$ 4,267	\$ 478,686
95	Contingency	-	-	-	-	-	-
GENERAL SUPPORT		\$ 1,132,377	\$ 1,140,834	\$ 1,131,781	\$ 1,233,831	\$ 92,997	\$ 1,266,570

FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

Object	Description	Amount
01	Receptionist, performance bonus	\$ 40,390
02	Overtime	\$ 300
03	Part-time – reception desk coverage during vacations	\$ 1,000
06	FICA	\$ 3,130
07	IPERS	\$ 2,844
09	Group insurance	\$ 13,290
24	DNR annual aerial deer survey	\$ 500
27	Security monitoring	\$ 300
29	Property and casualty insurance – City-wide	\$ 650,000
35	Bulk mailing system lease	\$ 380
	Miscellaneous postage and shipping	\$ 100
40	Janitor service (City Council, City Administration, Technology)	\$ 5,000
	Carpet Cleaning (1x) (City Council, City Administration)	\$ 500
	Outside window cleaning (2x) (City Council, City Administration)	\$ 200
	Inside window cleaning (1x) (City Council, City Administration)	\$ 150
	Electric maintenance	\$ 1,000
	Rug service	\$ 1,020
	Mechanical/HVAC maintenance agreement for administrative offices	\$ 2,800
	Mechanical/HVAC service calls for administrative offices	\$ 5,430
	Pesticide service	\$ 200
	Alarm service	\$ 200
41	Repairs to general office equipment	\$ 200
46	Training – Receptionist	\$ 100
48	Electric, gas, water, telephone, data	\$ 26,370
51	Janitorial supplies	\$ 720
58	Timecards	\$ 320
59	Office forms and check stock	\$ 2,000
	Miscellaneous supplies	\$ 200
60	Fire extinguisher inspection	\$ 25
	Medicine cabinet supplies	\$ 35
91	Community Development /Engineering office building (certificate of participation payment)	\$ 121,650
	Police station expansion (capital loan note payment)	\$ 162,835
	Administrative office expansion (capital loan note payment)	\$ 190,642

DEBT SERVICE FUND

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	12,133,962	7,703,437	7,637,524	8,208,827
Capital outlay	-	-	-	-
Total expenditures	\$ 12,133,962	\$ 7,703,437	\$ 7,637,524	\$ 8,208,827
Fees	-	-	-	-
Grants	-	-	-	-
Other	12,152,454	7,890,053	7,647,527	8,181,914
Total revenue	\$ 12,152,454	\$ 7,890,053	\$ 7,647,527	\$ 8,181,914
Net amount supported by property taxes	\$ 18,492	\$ 186,616	\$ 10,003	\$ (26,913)

- ❖ This function represents all principal and interest payments on the City's outstanding general obligation debt that are supported by the debt service levy of \$2.05.
- ❖ The City does have some categories of outstanding debt that are issued as General Fund supported obligations, which means they are funded through the general levy of \$7.17. All such payments are not reflected in the totals above, but are instead included in the General Support department within the General Government section of this budget document.
- ❖ General Obligation bonds totaling \$8,535,000 are anticipated being issued in August 2010 to support capital projects specified within the 2010-2015 Capital Improvements Program.

	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
DEBT SERVICE 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	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	\$ 12,133,962	\$ 7,703,437	\$ 7,637,524	\$ 8,208,827	\$ 505,390	\$ 8,514,845
95 Contingency	-	-	-	-	-	-
DEBT SERVICE FUND	\$ 12,133,962	\$ 7,703,437	\$ 7,637,524	\$ 8,208,827	\$ 505,390	\$ 8,514,845

FUNCTION: General Government
ACTIVITY: Contingency

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

CONTINGENCY

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	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 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	365,631	374,151	374,151	389,390	15,239	391,549
3	Part-Time and Temporary Salaries	27,857	41,700	41,700	41,700	-	42,001
6	FICA	29,641	31,813	31,813	32,977	1,164	32,469
7	IPERS	22,969	24,881	24,881	27,062	2,181	27,267
9	Health and Life Insurance	77,810	92,671	92,671	91,377	(1,294)	106,710
SUB TOTAL		\$ 523,908	\$ 565,216	\$ 565,216	\$ 582,506	\$ 17,290	\$ 599,996

Contractual and Supply Services

20	Miscellaneous	95	1,500	1,500	1,500	-	1,500
35	Drafting Supplies	1,620	1,000	1,000	1,000	-	1,000
44A	Communication (Pager & Radio Maintenance)	403	750	750	750	-	750
44B	One Call Service	7,098	10,000	10,000	10,000	-	10,000
47	Utilities	56,353	49,766	49,766	62,830	13,064	49,766
48	Bacteriological Samples	10,026	9,600	9,600	9,600	-	10,000
51	Bldg & Grounds Maint & Operation	19,940	116,300	41,300	117,000	700	116,300
57	Motor Vehicle Operation Supplies	26,429	30,000	30,000	32,000	2,000	30,000
64	New Meters	215,535	275,000	125,000	17,750	(257,250)	275,000
71	Automotive Equipment	81,695	39,000	39,000	59,000	20,000	40,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	310,049	501,600	501,600	380,600	(121,000)	144,000
88	Inspection & Engineering	-	20,000	20,000	20,000	-	20,000
SUB TOTAL		\$ 729,243	\$ 1,057,016	\$ 832,016	\$ 714,530	\$ (342,486)	\$ 700,816

Total Water Distribution Operations		\$ 1,253,151	\$ 1,622,232	\$ 1,397,232	\$ 1,297,036	\$ (325,196)	\$ 1,300,812
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	260,012	262,318	262,318	270,557	8,239	274,620
01A	Pager Pay	3,294	3,400	3,400	3,400	-	3,400
06	FICA	19,993	20,327	20,327	20,957	630	21,268
07	IPERS	16,492	17,670	17,670	18,805	1,135	19,362
09	Health & Life Insurance	52,081	58,658	58,658	67,881	9,223	66,682
SUB TOTAL		\$ 351,872	\$ 362,373	\$ 362,373	\$ 381,600	\$ 19,227	\$ 385,332

Contractual and Supply Services

20	Miscellaneous	394	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	34,476	7,500	40,000	15,000	7,500	7,500
41A	Purchase, Repair & Maintenance of Tractor	(194)	750	750	750	-	750
41B	Purchase, Repair, Maintenance of Equipment	17,289	6,000	8,100	7,000	1,000	6,000
54	Minor Equipment, Tools, Clothes	8,654	10,000	11,000	11,000	1,000	10,000
61	Main Maintenance Supplies	21,226	16,500	20,000	22,000	5,500	16,500
64	Meter Parts	27,567	11,725	54,000	102,000	90,275	11,725
65	Hydrants, Valves & Parts	14,366	26,000	26,000	26,000	-	26,000
87	System Maintenance	15,730	25,000	25,000	25,000	-	25,000
89	SRF Bond - Meter replacement	-	-	395,390	1,275,610	1,275,610	-
SUB TOTAL		\$ 139,508	\$ 104,225	\$ 580,990	\$ 1,485,110	\$ 1,380,885	\$ 104,225

Total Water Distribution Maintenance		\$ 491,380	\$ 466,598	\$ 943,363	\$ 1,866,710	\$ 1,400,112	\$ 489,557
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	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	178,211	183,297	173,931	174,662	(8,635)	193,011
03	Part-time & Temporary Salaries	4,355	8,000	8,000	28,800	20,800	8,000
06	FICA	13,966	14,634	13,917	13,974	(660)	15,385
07	IPERS	11,285	12,189	11,044	12,139	(50)	13,451
09	Health & Life Insurance	48,755	59,656	45,670	60,293	637	59,656
SUB TOTAL		\$ 256,572	\$ 277,776	\$ 252,562	\$ 289,868	\$ 12,092	\$ 289,503

Contractual and Supply Services

20	Miscellaneous	232	1,500	1,500	1,500	-	1,500
22	Collection Cost	805	1,200	600	2,000	800	1,200
24	Payments to Other Agencies	3,186,419	3,764,858	3,764,858	3,525,431	(239,427)	3,800,000
24A	Sewer Exempt Fee	1,110	2,500	3,000	1,200	(1,300)	2,500
36	Postage & Shipping	81,039	93,996	86,877	87,840	(6,156)	100,000
37	Printing-Computer & Billing	10,617	19,455	18,105	16,015	(3,440)	20,000
37A	Computer Rent & Equipment	145,747	60,225	161,205	82,113	21,888	75,000
42	Solid Waste	1,191,595	1,275,000	885,600	1,620,000	345,000	1,275,000
43	Sales Tax Water	290,791	341,117	327,003	354,701	13,584	341,117
43A	Sales Tax Urbandale Sanitary (SD)	37,275	32,757	32,757	30,674	(2,083)	33,000
43B	Sales Tax Urbandale W/H Sanitary (SR)	2,068	2,488	2,486	2,328	(160)	2,500
49	Deposit Refund	2,223	3,000	5,000	-	(3,000)	3,000
49a	Refunds	-	-	-	15,000	15,000	10,000
50	Storm Water	-	-	-	243,000	243,000	283,500
52	Customer Overpayment	9,816	10,000	11,000	-	(10,000)	10,000
SUB TOTAL		\$ 4,959,737	\$ 5,608,096	\$ 5,299,991	\$ 5,981,802	\$ 373,706	\$ 5,958,317

Total Water Accounting and Collection		\$ 5,216,309	\$ 5,885,872	\$ 5,552,553	\$ 6,271,670	\$ 385,798	\$ 6,247,820
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	207,819	220,683	201,781	228,067	7,384	231,130
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	7,200
06	FICA	14,603	17,158	16,358	17,447	289	18,232
07	IPERS	17,248	14,915	13,578	15,851	936	16,444
08	Retirement Trust	25,219	29,000	25,597	29,000	-	29,000
09	Health & Life Insurance	27,827	31,414	27,387	36,241	4,827	35,441
09B	Dental & Visual Insurance	2,241	2,550	2,550	2,550	-	2,550
09C	Self Insurance	24,713	33,984	32,984	34,984	1,000	34,000
SUB TOTAL		\$ 323,270	\$ 353,304	\$ 323,835	\$ 367,740	\$ 14,436	\$ 373,997

Contractual and Supply Services

11	Auto Allowance	6,325	6,600	6,600	6,600	-	6,600
20	Miscellaneous	1,471	2,000	2,000	2,000	-	2,000
20A	Trust Disbursement	33,360	35,000	35,000	35,000	-	35,000
21	Advertising & Legal Publications	1,123	1,500	1,500	1,500	-	1,500
23	Consulting & Legal Fees	4,160	15,000	15,000	10,000	(5,000)	15,000
23A	Audit	7,417	7,000	7,000	7,000	-	7,000
24	Permit Fees (DNR)	4,350	8,000	8,000	8,000	-	8,000
28	Dues,Memberships,Subscriptions	3,657	6,000	6,000	6,000	-	6,000
29	Liability Insurance	75,533	35,000	33,000	40,000	5,000	35,000
36	Postage & Shipping (Stamps & Etc.)	3,394	4,528	4,256	4,528	-	5,000
44	Telephone (Phones & Service Bill)	9,926	10,860	13,575	10,860	-	11,000
45	Training	4,448	7,500	7,500	7,500	-	7,500
46	Travel & Conference Expense	7,259	12,000	12,000	10,000	(2,000)	12,000
47	Utilities	13,769	15,000	15,000	15,000	-	15,000
50	Petty Cash	925	1,000	1,000	1,000	-	1,000
58	Office Equipment & Supplies	11,993	42,121	26,021	12,612	(29,509)	45,000
94	Bank Service Charge	13,542	12,000	10,000	15,000	3,000	12,000
SUB TOTAL		\$ 202,652	\$ 221,109	\$ 203,452	\$ 192,600	\$ (28,509)	\$ 224,600

Total Water Administration and General		\$ 525,922	\$ 574,413	\$ 527,287	\$ 560,340	\$ (14,073)	\$ 598,597
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	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

OPERATING REVENUE

Revenue

601	Metered Water Sales	4,995,214	5,686,190	5,450,052	5,911,690	225,500	5,922,328
602	Sewer-SR	267,699	327,542	327,542	306,712	(20,830)	327,542
603	Sewer-SD	2,894,318	3,437,315	3,437,315	3,218,718	(218,597)	3,434,315
605	Service Charges	6,807	10,000	14,000	10,000	-	10,000
606	Late Charge	31,123	32,850	32,850	40,000	7,150	33,000
607	Water Service Hook On Fee	21,541	49,700	35,500	38,340	(11,360)	32,000
608	Meter & Parts	56,323	83,500	85,000	71,500	(12,000)	85,000
609	Sewer Exempt Fee	1,365	2,650	3,000	2,650	-	3,000
612	Collect Sewer (For Billing)	111,854	110,160	110,160	110,160	-	110,160
613	Taps	6,650	15,000	15,000	7,500	(7,500)	15,000
615	Bacteriological Samples	1,400	2,500	2,500	1,500	(1,000)	2,500
616	Miscellaneous	22,086	20,000	20,000	40,000	20,000	20,000
616A	Trust Receipts	21,940	25,000	36,000	25,000	-	25,000
617	Main Reimbursement	-	20,500	20,500	-	(20,500)	20,500
618	Rentals	450	500	500	500	-	500
620	Sales Tax Water	287,217	341,117	329,253	355,901	14,784	314,117
621	Sales Tax Sewer	38,654	35,243	35,243	33,002	(2,241)	35,243
623	Bulk & Construction Water	14,657	35,000	38,750	20,000	(15,000)	35,000
627	Hydrant Meter Rental	13,487	32,000	32,000	15,000	(17,000)	32,000
646	Lease Revenue (Nextel)	46,200	64,800	35,000	64,800	-	64,800
647	Solid Waste	1,190,109	1,275,000	1,275,000	1,620,000	345,000	1,275,000
648	Solid Waste Collect	28,349	29,184	28,000	30,780	1,596	30,780
649	Storm Water	-	-	-	243,000	243,000	283,500
650	Storm Water Collect	-	-	-	30,780	30,780	30,780
651	SRF Bond proceeds	-	-	395,390	1,275,610	1,275,610	-
Total Water Operating Revenue		\$ 10,057,443	\$ 11,635,751	\$ 11,758,555	\$ 13,473,143	\$ 1,837,392	\$ 12,142,065

RECAP

Disbursements

	Distribution Operation	1,253,151	1,622,232	1,397,232	1,297,036	(325,196)	1,300,812
	Distribution Maintenance	491,380	466,598	943,363	1,866,710	1,400,112	489,557
	Accounting & Collection	5,216,309	5,885,872	5,552,553	6,271,670	385,798	6,247,820
	Administration & General	525,922	574,413	527,287	560,340	(14,073)	598,597
	Water Purchased (DMWW + Xenia)	1,375,845	1,692,116	1,692,116	1,944,913	252,797	1,692,116
	Sub Total	\$ 8,862,607	\$ 10,241,231	\$ 10,112,551	\$ 11,940,669	\$ 1,699,438	\$ 10,328,902
	Disbursements from Bond Proceeds	-	-	-	-	-	-
	Debt Service	1,910,662	1,970,664	2,003,093	1,983,861	13,197	1,962,405
	TOTAL	\$ 10,773,269	\$ 12,211,895	\$ 12,115,644	\$ 13,924,530	\$ 1,712,635	\$ 12,291,307

Income

	Cash Balance	-	1,727,613	1,727,613	376,657	(1,350,956)	1,423,490
	Restricted Funds	-	495,140	495,140	495,140	-	508,766
	Net Cash Balance	\$ -	\$ 2,222,753	\$ 2,222,753	\$ 871,797	\$ (1,350,956)	\$ 1,932,256
	Operating Revenue	\$ 10,057,443	\$ 11,635,751	\$ 11,758,555	\$ 13,473,143	\$ 1,837,392	\$ 12,142,065
	Non-Operating Revenue						
	Interest Earned	98,789	35,000	70,000	75,000	40,000	35,000
	SUB TOTAL	\$ 10,156,232	\$ 13,893,504	\$ 14,051,308	\$ 14,419,940	\$ 526,436	\$ 14,109,321
	Less Restricted Funds (trust fund)	21,940	508,766	508,766	495,410	(13,356)	508,766
	Capital Reserve Fund	-	1,423,490	1,050,241	-	(1,423,490)	1,458,490
Total		\$ 10,134,292	\$ 11,961,248	\$ 12,492,301	\$ 13,924,530	\$ 1,963,282	\$ 12,142,065

