



Fire Station #41 Renovation & Addition
Opened Spring 2011



Mike Mercurio Memorial
at Fire Station #42

CITY OF URBANDALE, IOWA

FY 2012 - 2013
ADOPTED BUDGET
FY 2013 - 2014
ESTIMATED BUDGET



World Trade Center steel
segment at Fire Station #42
Dedicated October 2011



Monte Burr Memorial Garden at Fire Station #42
Dedicated October 2011

About the cover (clockwise from top left)

Fire Station No. 41 – Renovation and Addition: The project to renovate Fire Station No. 41, located on Douglas Avenue west of 70th Street, was first proposed as an “Unprogrammed” project in the 2007-12 CIP document. The project was awarded by the City Council on July 13, 2010, as part of the 2010-2015 CIP document, with final acceptance on September 20, 2011, at a cost of \$688,178.

Mike Mercurio Memorial Statue: This memorial statue honors the memory of Urbandale Firefighter/EMT Mike Mercurio, who died in the line of duty in 2005, answering the “last alarm” on February 18, 2005. The memorial statue is located at Fire Station No. 42 on 121st Street north of Douglas Parkway,

Monte Burr Memorial Garden: The memorial garden honors the memory of Urbandale Firefighter/EMT Monte Burr, who served from 1994 until his death in 2009. Within the memorial garden at Fire Station No. 42, are the Mike Mercurio Memorial Statue and the 9/11 Memorial Steel.

9/11 Memorial Steel: The 9/11 Memorial Steel was given to the Urbandale, Clive, and Windsor Heights Fire Departments by the New York Port Authority to serve as a memorial to the 343 Firefighters who gave their lives on 09/11/2001. The plaque reads:

| | | |
|--|---------------------|---------------------------|
| <i>343</i> | <i>Never Forget</i> | <i>9-11</i> |
| <p><i>When the World Trade Center Towers were attacked, the call was answered by firefighters of the FDNY. 343 brother firefighters gave their lives in an effort to save thousands. This piece of steel from one of those buildings will forever stand as a reminder of their sacrifice, and our highest calling.</i></p> | | |
| <p><i>Fold gently o'er his silent breast The honored badge he wore in death The Martyred Fireman 1881</i></p> | | |
| <p><i>Tri-City Fire And Safety Training Center</i></p> | | |
| <i>Urbandale FD</i> | <i>Clive FD</i> | <i>Windsor Heights FD</i> |

Cover Design: Nicole Lamb, Finance Director

CITY OF URBANDALE

Revised FY2011-12 Budget

Adopted FY2012-2013 Budget

Estimated FY2013-2014 Budget

Mayor and Council

Robert D. Andeweg, Mayor

John Forbes, Mayor, Pro-Tem

Tom Gayman, Councilmember

Ron Pogge, Councilmember

Michael Carver, Councilmember

Creighton Cox, Councilmember

Management Team

A.J. Johnson, City Manager

John Andrasko, Director of Technology

Paul Dekker, Director of Community Development

Richard Foust, Water Department General Manager

Jan Herke, Director of Parks and Recreation

Jerry Holt, Fire Chief

Jennifer Hubbard, Director of Human Resources

John Konior, Assistant to the City Manager

Nicole Lamb, Finance Director

Debra Mains, City Clerk

Ross McCarty, Police Chief

David McKay, Director of Engineering and Public Works

Su Zanna K. Prophet, Assistant City Manager

Julie Wells, Library Director

February 22, 2012

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

Re: FY2012-13 Operating Budget

I am pleased to present the FY2012-13 operating budget for the City of Urbandale to the City Council. This budget represents the City's operating plan for the fiscal year beginning July 1, 2012 and ending June 30, 2013. It was prepared in conformance with the Code of Iowa and the City's fiscal performance goals. At its meeting of March 6, 2012, the City Council will conduct a public hearing to review and approve the FY2012-13 operating budget.

As proposed, the recommended tax levy for FY2012-13 would increase by \$0.10 from the FY2011-12 rate of \$9.52 to the FY2012-13 rate of \$9.62. No change is recommended for the General Fund levy which will remain at \$7.17 or the Debt Service Levy which will remain at \$2.15. The recommended increase of \$0.10 in the Fire and Police Retirement Levy from \$0.20 to \$0.30 is necessitated by the rising cost for the Fire and Police pension contribution rate set by the State.

In preparing the FY2012-13 budget, there was considerable preliminary dialogue with the City Council pertaining to the need to monitor spending and to generate savings within all of the department budgets. Based upon the anticipated political and economic environment, the preparation of the FY2012-2013 budget was challenging. Some of the issues we dealt with involved the strong likelihood that property values in Polk County would be adjusted downward to match current market values. This was also anticipated to be true for Residential and Commercial/Industrial properties. We also knew that there was quite a bit of discussion at the State legislative level as to what level Commercial and Industrial properties should be taxed at. Although nothing was agreed upon this past legislative session, it is sure to be a high priority subject for the 2012 session. Any action that would directly impact the current tax rate would have a significant impact on the City's revenue stream. In preparing the FY2012-13 budget, departments were asked to identify savings and to reduce expenditures, to evaluate travel and training, to not expect new personnel, and to look for ways to trim expenditures without jeopardizing the high level of service residents have come to expect.

The recommended FY2012-13 budget has been shaped by several significant factors. These key elements include the following:

1. **Current Economic Conditions** – The national and local economies continue to see adverse effects as a result of the continuing recession. Although there appear to be signs within certain economic indicators that recovery has begun, any growth will be at a significantly lower level than previously experienced. Unemployment nationally remains at near record levels and has touched most segments of the economy. Financial institutions and the overall financial market place have stabilized from last year, but continue to be

exposed to significant losses. Consumer confidence has begun to move upward from last year, but consumers in general are still guarded. In response to this trend, the FY2012-13 operating budget attempts to realistically minimize tax and fee increases for Urbandale's residents.

As the national economy continues its gradual recovery, the building industry is also recovering to varying degrees according to market sector and locale. Urbandale was less affected by the housing bubble than most locales: permits for new single-family residential rebounded in 2011 to approximate the historic norm, and single-family indicators remain positive. Commercial construction also rebounded in 2011, to the 5th-highest annual valuation in the City's history. However, commercial development is much more variable from year to year, and 2012 commercial activity is expected to be lower without being a reflection of weakness in the market. Accordingly, revenues from license and permit fees are also expected to approximate the historic norm. Additionally, interest rates are anticipated to remain low, which will result in lower than normal investment income

2. **Public Safety Staffing** – The City was awarded a 2010 SAFER grant which added 6 Firefighters/EMS personnel funded by the Federal grant. The SAFER grant enabled the City to enhance fire and emergency response services by accelerating the hiring of fire personnel to address response time concerns and to accomplish this strategic staffing priority of the City Council. The recommended FY2012-13 budget reflects the last year of the grant funding; in FY2013-14 the full personnel cost for the 6 employees added under the SAFER grant will be the City's responsibility. Additionally, the City was awarded a 2011 COPS grant which added 2 police officers funded by the Federal grant for 3 years. The recommended FY2012-13 Police budget reflects that staffing level, and although the salaries are grant funded, the budget reflects other costs associated with the addition of the COPS personnel. The Police budget also includes one full-time civilian position to provide support services. The budget reflects the increased cost for the Fire and Police pension set by the State for the Iowa Code Chapter 411 personnel at 26.12%, from the prior FY2011-12 rate of 24.76%. The recommended 2012-13 tax levy increase of \$0.10 for the Fire and Police Retirement Levy from \$0.20 to \$0.30 is necessitated by the rising cost for the Fire and Police pension contribution rate set by the State.

3. **Other Personnel Costs** – Under the approved agreements with the bargaining units for FY2012-13, the Fire Union wages will increase by 2.0%. The Laborers Union wage adjustment for FY12-13 will be 2.0% and the Police Union wage adjustment for FY2012-13 will also be 2.0%. Both Laborers and Police Unions ratified new 3 year contracts to start July 1, 2012. As previously approved by the City Council, the FY2012-13 budget provides non-union employees with an increase of 2.0%.

The FY2012-13 budget recommends the creation of one full-time position in the Technology Department, for a total department staffing level of two persons. The new position would be an IT Specialist to assist and to back-up the Director of Technology. As mentioned above, the budget also recommends the creation of one full-time position in the Police Administrative staff to perform victim services and juvenile services that has been previously handled through the Restorative Justice program. The Restorative Justice

Program has been discontinued in the current year, and funds allocated to support that program will be reallocated to partially cover the costs for this full-time position.

During the preceding FY2011-12, the City engaged a personnel compensation consultant to review the non-union wage structure. The market analysis determined the City's pay structure for the midpoint of the salary ranges were, on average, -5% below the comparable public sector market. At its meeting of December 27, 2011, the City Council approved the recommendation of its sub-committee to adjust the City's non-union pay structure to the 50th percentile with the market by increasing the structure of the pay range by 5% effective July 1, 2012. Because of longevity in City service, the actual salaries of most non-union employees are far enough above the minimum of the range for this adjustment to have no impact; although an adjustment of less than \$9,000 would be needed for 7 employees whose wages were below the minimum of the range. The salaries for the City's non-union employees will continue to be determined by the non-union merit pay system. This system will reward non-union employees for high performance and the accomplishment of specific goals.

On the benefits side, retirement system contributions for most employees will rise due to the increase in the employer's rate for the Iowa Public Employees' Retirement System (IPERS) set by the State. The FY2012-13 IPERS rate will increase from 8.07% to 8.67%. As approved in FY2010-11, due to the significant increase in the employer's contribution rate to the Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees, the City established an additional property tax levy to start partially funding the City's obligations to this system. This Retirement levy will continue to be utilized next fiscal year to fund a significant portion of the City's MFPRSI contributions. This levy will be increased by \$0.10 to a grand total of \$0.30. In FY2012-13, the MFPRSI retirement contribution rate for eligible personnel in Police, Fire and EMS will increase from 24.76% of payroll to 26.12%.

Due to favorable claims experience and recent plan changes, contributions to the health insurance reserve fund were again lowered for FY2012-13, as well continuing to pay costs associated with the Employee Wellness Program through the Risk Management fund. Additionally, the City will become self-insured for the public safety staff workers compensation insurance coverage, which results in \$200,000 in insurance premium savings. All non-public safety employees will continue to be covered through the City's IMWCA workers comp insurance.

The FY2012-13 budget returns to the normal 26 bi-weekly pay cycles. The outgoing FY2011-12 budget was based on 27 bi-weekly pay cycles, due to the timing of the City's payroll processing. The 27th pay occurs only once every 12 years when both the first and last day of the fiscal year is on a Friday, and that Friday is also a payroll day. While the 27th pay had a significant impact of approximately \$450,000 in FY2011-12, having adjusted the budget to meet that funding level will help to offset a portion of the valuation loss anticipated for FY2012-13. Based on the 12 year cycle, the next 27th pay will occur in FY2022-23.

The Ten Year Staffing Plan prepared in 2006 was not implemented in FY2012-13, since the plan was outdated and no longer of value to the organization. Beginning in late 2011, a staffing analysis was undertaken to utilize a business plan approach to evaluate the services delivered by the City. The first services to undergo this business plan evaluation in 2011 are those services within the Public Works divisions, and the Administration divisions (Finance/Records, Human Resources, Technology, and the City Manager's Office). Once the Public Works and the Administration plans are finalized, additional service sectors will be analyzed.

4. **TIF** – FY2012-13 expenses from the TIF program reflect normal operations of the City's TIF rebate program and debt service needs for existing and FY2013 planned TIF supported debt issuances. The TIF revenues however, reflect a significant increase for FY2012-13. As discussed earlier this fall, the City's major TIF district, NW Market, will expire in FY2020-21. This means no further TIF revenues will be generated from this district after that date, which in turn means that no further debt can be issued utilizing TIF revenues after that date. In order to pursue construction project needs in the districts, TIF revenue is utilized to service debt payments instead of relying on the traditional debt service levy to generate the additional dollars. Historically, the City has only certified just enough of the TIF incremental valuation to cover the immediate next year's payments, and let the remaining increment go back into the valuation "pool". This conservative methodology has worked fine, but with the district expiration fast approaching, staff recommended that we certify the full 50% Council has authorized to be used for these items, so that funds can be accumulated for future debt service needs past the FY20-21 expiration. Utilizing this more aggressive method will ensure that all TIF debt issued can be serviced as planned.

5. **Technology** –The FY2012-13 budget provides an allocation of \$493,094 for technology across all applicable departments, which is 8.4% over the prior budget. There is a City-wide dependency on technology—desktop computers, hand-held portable computers, vehicular mobile computers, wireless capabilities, Internet transactions, and public use computers. All of this technology is dependent on the hardware/hardware infrastructure and behind the scene servers to monitor and secure this vast network on a 24/7 basis. To maintain the functionality for employees and the public to transact business using technology, the City allocates funding for annual maintenance agreements, licenses, hosting, and software. In general, approximately one-fifth of this annual allocation is for computer equipment replacement, which is identified on a departmental basis. This investment in technology addresses the City Council's strategic initiative to use technology to enhance service delivery. As described under the Technology department, the separate Technology Fund will provide for one-time capital items with City-wide benefits. In FY2012-13, the City-wide items include the replacement of two domain controller servers for \$16,000, and the continued upgrade to Office Professional 2010.

6. **Infrastructure** – The FY2012-13 budget will finance several important infrastructure projects, enhancements, and on-going maintenance. In Roadway Maintenance, the annual asphalt and concrete repair programs will be continued, as well as the annual concrete pavement rehabilitation program. In Sanitary Sewer, additional sewer lines will be televised and the enhanced sewer repair and manhole rehabilitation program will be continued.

Storm Sewer lines will also be televised and the storm water improvements at various locations will be undertaken. Parks will continue its program to provide annual improvements at various locations to the bike path system and upgrades to the playground system. In General Support, the debt service for the Police Station Expansion, Engineering/Comm. Development Office Building and Administrative Office Building projects will be funded.

7. **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 was incorporated into the FY2010-11 budget to engage in an active partnership with the Urbandale Development Association (UDA) to enhance the city's economic development activity; the recommended FY2012-13 budget would continue this effort. The economic development professional, who is a contract employee of the UDA, assists the City in this strategic activity. The budget also recognizes and provides funding for existing economic development relationship with the Des Moines Partnership, but eliminates funding for the Dallas County Alliance for FY 2012-13. The UDA will be responsible for providing this contracted service to the City for FY2012-13. As the City's overall efforts increase, it is anticipated that outside financial support of the effort will increase. The City is positioning itself for a long term commitment to this effort.

8. **Storm Water Utility** - The Storm Water Utility Fund was initiated in FY2010-11 to help fund storm water management related expenses. This fund is supported solely by user fees, not property taxes. The rate was established in 2010 at \$1.50 per ERU (Equivalent Residential Unit), which is a measurement of the anticipated storm water run-off from the property. One ERU is assigned to each residential property. The non-residential property is assigned its ERUs based upon a formula which factors in square footage and other impervious surfaces. The City of Urbandale currently has the lowest rate of cities that have implemented such a fee. In July 2011, the fee increased by \$0.25 per ERU, and an additional \$0.25 in programmed on July 1, 2012. The FY2012-13 budget includes revenue from the storm water utility, as projected in the long range financial model.

9. **Building Maintenance Fund Contribution** – The City has made a significant investment in its facilities and seeks to address maintenance and upgrades annually rather than to defer upgrades. As an outgrowth of planning for the Capital Improvements Program, the FY2012-13 budget establishes new line item Account 81 to fund building maintenance and repair projects that are not eligible for debt funding. The annual contributions from the departments to the Building Maintenance Fund would be pooled and enable the City to direct its resources based on a priority and needs basis. The 14 buildings and contributing departments to this new internal fund include Fire Station 41 and 42, the Police Station, Senior Center, Library, Community Development/Engineering, City Administrative, Lions Shelter, Walker Johnston Shelter, Parks Maintenance Facility, Wellness Center, Swimming Pool, and the Public Works administrative complex and annex. The initial pooled contribution would total \$50,400, and it is anticipated that future contributions would be at a comparable amount.

10. **Assessed Value and the State "Rollback" Rate** - The value of property within the City's corporate boundaries are annually assessed by the appropriate County Assessor at 100%. Since Urbandale is in both Polk County and in Dallas County, each County Assessor

determines the value for residential, agricultural, commercial, industrial, railroad and utility properties. In turn, the State legislature annually sets the “rollback” rate. The State also determines which property category the “rollback” applies to. The “rollback” rate reduces the value from 100% to a lesser amount that becomes available to the City for taxation, in lieu of earned income, which the State uses for taxation. While the City does not determine or influence the setting of either figure, the results affect the value available to the City for taxation to provide revenue for City services. The FY2012-13 budget was based on a net taxable valuation that decreased by \$82,304,224 (-3.52%), which uses a “rollback” rate of 50.7518% on residential property only.

The recommended FY2012-13 budget for operations and debt service reflects an increase of \$1,181,706 (2.9%) in expenditures over the FY2011-12 adopted budget. Of this total, the operating budget expenses will increase by \$1,121,000 (3.5%). The recommended expenditures for FY2012-13 will not increase the City’s general property tax levy rate or the debt service levy. Under the recommended FY2012-13 budget, the general tax levy rate will remain at \$7.17, and the debt service levy rate will remain at \$2.15. The recommended increase of \$0.10 cents in the Fire and Police Retirement levy would increase the Fire and Police Retirement Levy from \$0.20 to \$0.30. This levy is available to cities to fund the employer’s share of pension contributions to the Chapter 411 Municipal Fire and Police Retirement System and is not only related to the City’s action to add additional full time staff to the City’s Fire and EMS operation and Police operation, but is in direct response to the significant increase in the employer contribution rate set by the State to fund the Chapter 411 system. To ensure that funds were available to accomplish Council’s strategic priority of fully staffing Fire/EMS, it was necessary to implement the public safety retirement levy in FY2010-11 at an initial levy of \$0.10. The current recommended rate of \$0.30 will fund the City’s contribution for all fire and EMS personnel and 34% of police personnel pension costs for FY2012-13. The City’s combined tax levy rate for FY2012-13 will be \$9.62/\$1,000 of valuation.

While immaterial in total dollars (\$10,411), the ag land levy rate will remain at the statutory limit of \$3.00375 based on Council’s prior guidance.

The recommended operating budget contains financial projections for the 2012-13 and 2013-14 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. The FY2013-14 operating expenditures are anticipated to increase by \$192,338 (0.57%).

The FY2012-13 budget document basically follows the same format that was established in FY2003-04, except the Goals and Performance Objectives, and the Performance Measures sections in each department have been deleted in the FY2012-13 document, since the City stopped participating in the ICMA Benchmarking program in FY2010-11. The budget includes the Budget Summaries and Budget Notes for each activity. The Budget Summaries contain actual expenditure amounts for FY2010-11, the adopted budget and the revised expenditure levels for FY2011-12, recommended expenditures for FY2012-13 and estimated expenditures for FY2013-14. 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.

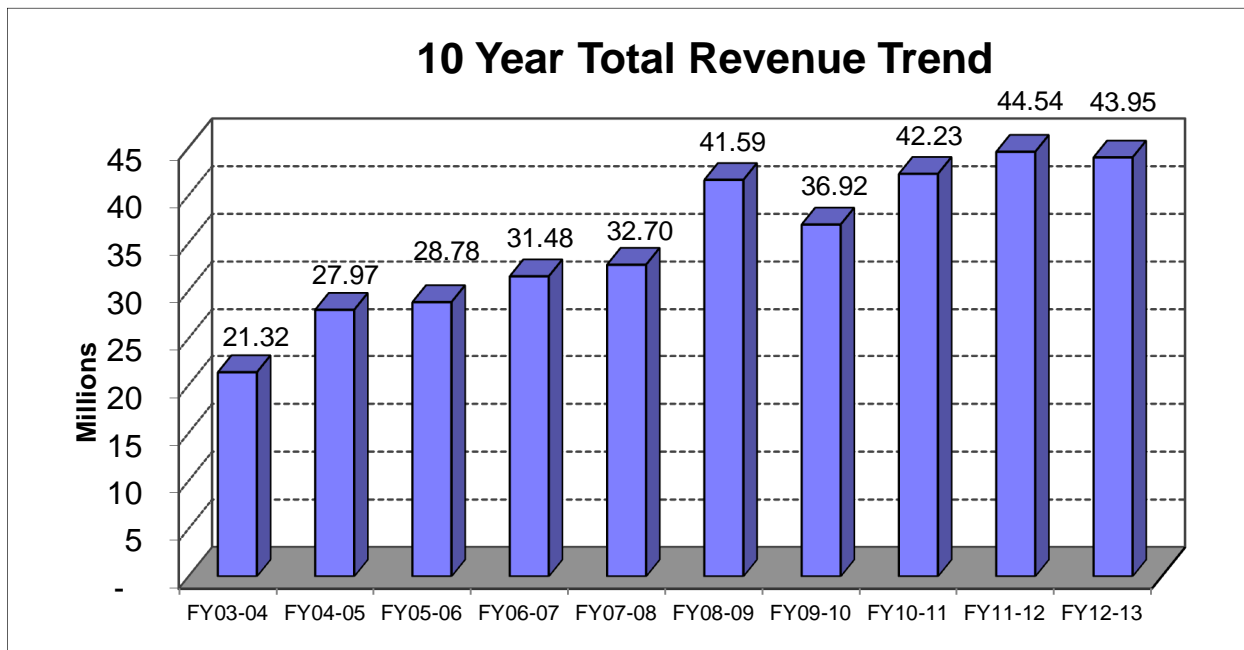
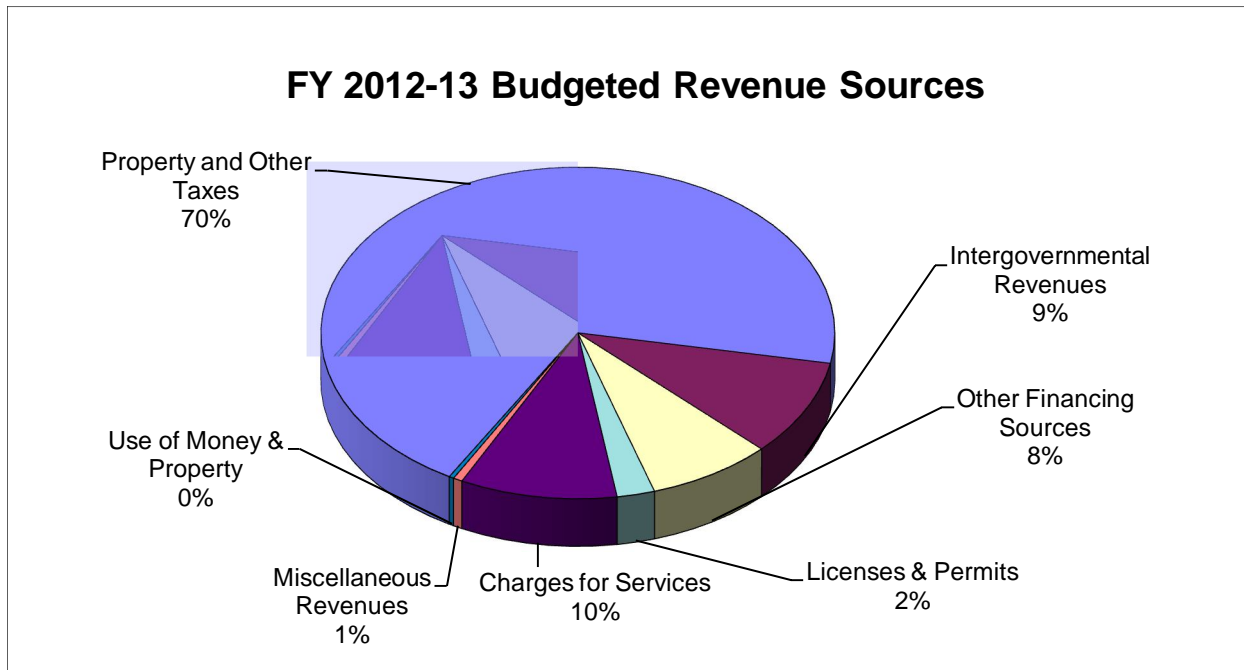
The remainder of this letter will provide additional information regarding the City’s estimated revenues and expenditures for the 2012-13 fiscal year. It is hoped that this information will provide the City Council with a more complete picture of the City’s financial position resulting from the operating budget.

Revenue

The recommended 2012-13 fiscal year budget anticipates a total revenue increase of \$2,765,824 (6.7%) over the FY2011-12 adopted budget. The total revenue for the 2012-13 fiscal year will be \$43,948,668. The following table summarizes the City’s FY2011-12 and FY2012-13 revenue by funding source:

| | Revenues By Funding Source | | | | | |
|----------------------------|-----------------------------------|-------------|-------------------|-------------|-------------------|-------------|
| | FY11-12 Adopted | | FY11-12 Revised | | FY12-13 Recomm. | |
| | Total | % | Total | % | Total | % |
| Property and Other Taxes | 28,466,674 | 69.1% | 28,691,674 | 64.4% | 30,663,445 | 69.8% |
| Intergovernmental Revenues | 4,135,197 | 10.0% | 4,546,300 | 10.2% | 4,135,644 | 9.4% |
| Other Financing Sources | 3,195,539 | 7.8% | 5,525,900 | 12.4% | 3,454,732 | 7.9% |
| Licenses & Permits | 1,016,198 | 2.5% | 1,058,600 | 2.4% | 1,046,300 | 2.4% |
| Charges for Services | 3,970,011 | 9.6% | 4,140,501 | 9.3% | 4,257,347 | 9.7% |
| Miscellaneous Revenues | 277,200 | 0.7% | 437,200 | 1.0% | 256,200 | 0.6% |
| Use of Money & Property | 122,025 | 0.3% | 140,000 | 0.3% | 135,000 | 0.3% |
| Total | 41,182,844 | 100% | 44,540,175 | 100% | 43,948,668 | 100% |

The following charts graphically depict the sources of revenue for FY2012-13 and the revenue trends for the last ten years.



As noted above, total City revenues have increased from \$21,323,342 in FY2003-04 to \$43,948,668 in FY2012-13. During this period, total revenues averaged an annual increase of 6.67% with most of the growth in revenues occurring in the Property Tax, Charges for Services and Other Financing Sources categories.

Residential construction continued to recover in calendar 2011, with a total of 185 new single family residences started in 2011. The recession's low point of 105 units was reached in 2008. Construction increased slightly to 111 units in 2009 and to 148 units in 2010. The long-term annual mean for single-family permits is 190 units, if the very extraordinary four-year period of 2002-2005 is excluded—which were the “housing bubble years” for Urbandale. Subdivision activity also picked up modestly in 2011, as the vacant lot inventory fell to a customary level and warranted development to replenish the supply. Calendar 2011 was also very good for nonresidential construction, given that the valuation of nonresidential construction is the 5th-highest in the City's history. Overall, however, the recovery of the commercial sector continues to lag behind the residential recovery. The City's taxable valuation has grown by an average of 2.6% annually for the past 5 years; 5.08% annually growth over the past 10 years; and the FY2011-12 valuation growth is -3.52%.

The State imposed rollback on residential property values will increase for the upcoming year, which has a positive impact on the City's property tax receipts. The residential rollback will increase from 48.5299% to 50.7518%. Under the new residential rollback provision, 50.7518% 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 FY2012-13. This change in the residential rollback and continued stabilization in the commercial rollback will result in a net valuation increase of approximately \$62.9 million during FY2012-13. While the past 3 years have seen an increasing rollback on residential, which is a positive for the City, over the past fifteen years, it is estimated that the City has lost \$57.9 million in valuation due to changes in the State's rollback provisions. This loss represents approximately 2.6% 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. Under the formula, utility properties are valued differently than other commercial properties. The formula bases the utility's value on energy consumption within the community, not on its value in relation to other commercial properties. This revised approach was adopted in anticipation of the deregulation of energy utilities. Under the current methodology, the City's utility valuation will be \$62,208,606 for FY2012-13, representing an \$865,009 (1.4%) decrease from the previous year. The City's FY2012-13 property tax receipts from utilities will again reflect the actual property valuation.

The recommended FY2012-13 operating budget also anticipates an addition of \$54,900 to the General Fund balance primarily due to \$422,850 in Federal SAFER and COPS grant revenue being received. FY2012-13 is the final year for the SAFER grant and the 1st full year for the COPS grant. 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 FY2011-12, it is estimated that the General Fund balance will be \$9,160,582, representing 39.5% of General Fund expenditures. This level of fund balance can be primarily attributed to the anticipated receipt of \$545,000 during the current fiscal year due to

the federal grant. Since these are one-time monies, it is being recommended to allow the excess grant funding to roll back into the General Fund balance to help absorb the future impact of these 6 Fire and 2 Police staff becoming funded by the City's General Fund in FY13-14 and FY14-15, respectively. At the end of FY2012-13, it is estimated that the General Fund balance will represent 41.5% of annual operating expenses.

In order to fund the expenditures contained in the recommended FY2012-13 budget, the general property tax levy rate will remain at \$7.17/\$1,000 of valuation. The debt service tax levy rate will also remain at \$2.15/\$1,000 of valuation. The Fire and Police Retirement tax levy rate will be increased by \$0.10 cents to \$0.30/\$1,000 of valuation. Due to decreases in valuation and the above noted rate increase; the recommended cumulative tax levy rate of \$9.62 will generate \$388,477 (-1.7%) less in property tax revenues when compared to FY2011-12.

For comparison purposes, the following table depicts the City's property tax levy rates since FY2006-07:

| Property Tax Levies Per One Thousand Dollars of Valuation | | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | <u>FY06-07</u> | <u>FY07-08</u> | <u>FY08-09</u> | <u>FY09-10</u> | <u>FY10-11</u> | <u>FY11-12</u> | <u>FY12-13</u> |
| General | \$ 7.02 | \$ 7.17 | \$ 7.17 | \$ 7.17 | \$ 7.17 | \$ 7.17 | \$ 7.17 |
| Debt Service | \$ 2.05 | \$ 2.05 | \$ 2.05 | \$ 2.05 | \$ 2.05 | \$ 2.15 | \$ 2.15 |
| Police & Fire Retirement | \$ - | \$ - | \$ - | \$ - | \$ 0.10 | \$ 0.20 | \$ 0.30 |
| Total | \$ 9.07 | \$ 9.22 | \$ 9.22 | \$ 9.22 | \$ 9.32 | \$ 9.52 | \$ 9.62 |
| Ag Land | \$ 1.84 | \$ 1.81 | \$ 1.71 | \$ 1.84 | \$ 3.00 | \$ 3.00 | \$ 3.00 |

An Urbandale house valued at \$100,000 will pay approximately \$488 in gross property taxes to the City as a result of the recommended FY2012-13 budget. This property tax bill represents an increase of approximately \$26 (5.7%) from FY2011-12. A similarly valued home in FY2011-12 would have paid approximately \$462 in gross City property taxes. This increase in taxes can be attributed to the residential rollback for FY2012-13 and the additional \$0.10 levy rate. Under the new residential rollback provision, 50.7518% of a residential property's value will be subject to taxation. In FY2011-12, the residential rollback was 48.5299%. As a point of reference, the property tax bill for a \$100,000 home would be slightly higher in FY2012-13 than it was in FY2003-04. During that ten-year period, this home's gross City property tax bill would have increased from \$466 to \$488, representing an increase of \$22 (4.7%).

An Urbandale business valued at \$100,000 will pay approximately \$962 in property taxes to the City as a result of the recommended FY2012-13 budget. This property tax bill represents an increase of approximately \$10 (1.1%) from FY2011-12. A similarly valued business in FY2011-12 would have paid approximately \$952 in City property taxes. It should be noted that at least during the budget development process for FY2012-13, the commercial rollback for FY2012-13 remained 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). Some of the recommendations have been translated into law, most notably the ability of cities to enact a franchise fee on gas and electric utility service. Several cities in the metro area have adopted the franchise fee, and Urbandale elected officials have examined the structure of how such a fee would work. At this time, no such fee for the City is planned. Discussion continues at the state legislature as to what if any changes will occur with the commercial property tax rate. One proposal would reduce the rate by 40% over the next five years, which would have a significant impact on City revenues. The City will continue to monitor these discussions and gage how any changes would affect the City's revenues. If changes do occur and the City Council is unable to raise revenue from other sources, services will be dramatically affected.

The Governor signed the "Transportation Investment Moves the Economy in the 21st Century" (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 was anticipated to raise approximately \$115 million annually by 2012 to help fund infrastructure improvements on Iowa's public roads system. The TIME-21 increases are included in the FY2012-13 budget and the Mayor, City Council and staff should continue to monitor the revenues within the long range financial model. TIME-21 will sunset June 30, 2028.

Proceeds from the Hotel/Motel tax, are expected to increase by \$217,000 (18.3%) during FY2012-13. This increase can be primarily attributed to the gradual turnaround of the economy, which impacts travel and hotel stays. The City Council adopted its "Guidelines to Fund Community and External Organizations" on October 18, 2011, to guide the use of the Hotel/Motel tax proceeds, as well as contributions to all external entities.

The total valuation of new construction in FY2010-11 was the 9th highest in the City's history, largely because the commercial valuation was the 5th highest in history. Residential construction also continued its recovery throughout FY2010-11, and residential construction was even stronger in the second half of calendar 2011. There are indications that the stronger numbers will carry into calendar 2012 and result in a FY2011-12 that will be at or above the historic norm. The upward trend is expected to carry through FY2012-13. The other major item contributing to the \$30,102 (3.0%) increase in Licenses and Permits revenue is a significant increase in pet licensing fees. This is due to the increase in rates being proposed in FY11-12, as well as the new joint licensing program being introduced with Humane Enterprises, which should dramatically increase pet licensing compliance rates in Urbandale.

The Federal Reserve's continued low interest rates will cause the yield on the City's investments to remain low in FY2012-13. The City will continue to receive interest subsidy payments into the Debt Service Fund related to the 2009 Build America Bonds that were issued. This type of debt instrument has a 35% Federal subsidy of total interest on the debt, which will amount to \$74,204 in FY2011-12 and \$72,450 in FY2012-13. It is estimated that earnings from the City's investments will increase by \$12,975 (10.6%) 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 slowly improving economy and corresponding stabilization of gasoline prices have helped to increase consumer gasoline consumption, which has regained a momentum of growth in Road Use tax revenues to cities. The FY2012-13 budget for the Road Use fund includes the additional TIME-21 revenues, as well as the Road Use tax revenues based on the 2010 census numbers. The FY2012-13 budget programmed an increase in the Road Use tax revenues of \$80,670 (2.3%). Another factor that affects the Road Use Fund is the shift of expenses from the Street Cleaning department to the Storm Water Utility fund. Street Cleaning was previously funded by the Road Use Fund. Overall, the Road Use Fund is expected to increase fund balance by \$623,000 for FY2011-12 and by \$281,000 in FY2012-13.

An increase in the storm water user fees, higher volume of ambulance services provided, and the anticipated new agreements with the schools for sharing costs of crossing guards and liaison officer is primarily responsible for the \$387,336 (9.8%) rise in the Charges for Services revenue category. The City implemented a Storm Water Utility fee in FY2010-11. 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 was set at \$1.50 per month for FY2010-11; it increased \$.0.25 for FY2011-12 to \$1.75 per month, and will increase \$0.25 in FY2012-13 to \$2.00 per month. Fees for commercial and industrial properties will be individually calculated based upon their impermeable surface.

The City's other financing revenue category reflects primarily the transfer of TIF funds to the Debt Service fund. These funds are used to satisfy the annual debt service on TIF related projects. There are no significant changes anticipated in the City's miscellaneous revenue in FY2012-13.

It should be noted that the FY2012-13 operating revenues are anticipated to be \$2,765,824 (6.7%) greater than those budgeted in the 2011-12 fiscal year. Increases in TIF property tax receipts, Hotel Motel tax, storm water user fees, Road Use tax, ambulance fees, and school liaison officer/crossing guard funding are the major sources of the increase. Many of the City's other revenue categories are anticipated to experience minimal growth during the year.

Expenditures

The recommended FY2012-13 budget for operations and debt service projects expenditures of \$42,065,777, which represents an increase of \$1,181,706 (2.9%) from the current adopted budget. The FY2011-12 revised expenditures are \$3,425,468 (8.4%) higher than the FY2011-12 adopted budget due to the unbudgeted debt service refunding of one bond in September 2011 (nearly \$2.4 million) and the unbudgeted payments for Westcom radio upgrades. The positive aspect of these overages is that there is a fully offsetting revenue source from bond proceeds and federal grant revenues, which will be amended for in April 2012. Given the overages expected in FY2011-12, the recommended expenditures for FY2012-13 actually represent a decrease of \$2,244,012 (5.1%) from the revised FY2011-12 budget.

The recommended budget will fund wage increases for the City's union and non-union employees. The Fire union will receive a 2% increase in FY2012-13, not including steps. Agreements with the Laborers union and Police union expire June 30, 2012, and new 3 year contracts were recently ratified with both groups. Both unions will receive a 2% increase in FY2012-13, not including steps. The City's non-union employees will receive a 2.0% wage increase in FY2012-13. While non-union employees do not have a step system like the three unions do, 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. Based on a recent survey of metro cities, Urbandale continues to have one of the lowest per capita ratios of employees providing services to residents.

Due to changes made in employee contributions for health insurance in the prior year, coupled with low health insurance claims again this year, the group insurance contributions were able to be slightly lowered for the FY2012-13 budget.

The combined effect of all the personnel cost changes outlined above, and a return to the normal 26 pay periods in FY2012-13, resulted in a recommended \$112,714 total increase for all personnel-related expenditures for the FY2012-13 budget. This represents a 0.7% increase over FY2011-12 adopted budget.

In December 2011, the City began the process to seek insurance market quotes for property and casualty insurance, and workers compensation insurance for FY 2012-13. This quoting process will enable the City to evaluate either continuing in FY 2012-13 with the current providers of Iowa Communities Assurance Pool (ICAP) and Iowa Municipalities Workers Compensation Association (IMWCA), or converting to other providers for these coverages. ICAP currently 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 currently provided by IMWCA, another public sector insurance pool. Beginning in FY2012-13, a comparable amount normally paid in premium would be set aside to self-insure the Chapter 411 (Fire and Police) Worker's Compensation at a significant savings. The last time the City went to market for property and casualty

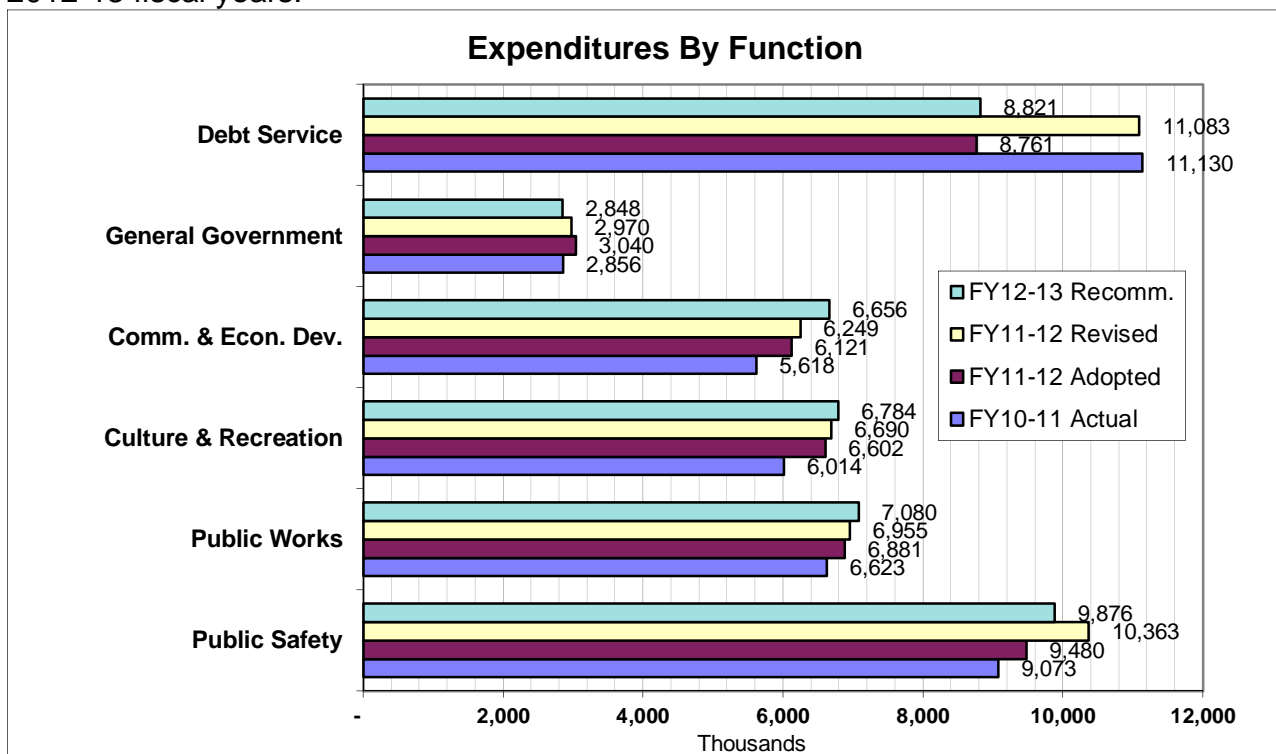
insurance and workers compensation insurance was in preparation for the FY2011-12 budget; based on the previous effort for the FY2006-07 budget.

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 \$528,964 by the start of FY2011-12. The fund is 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.

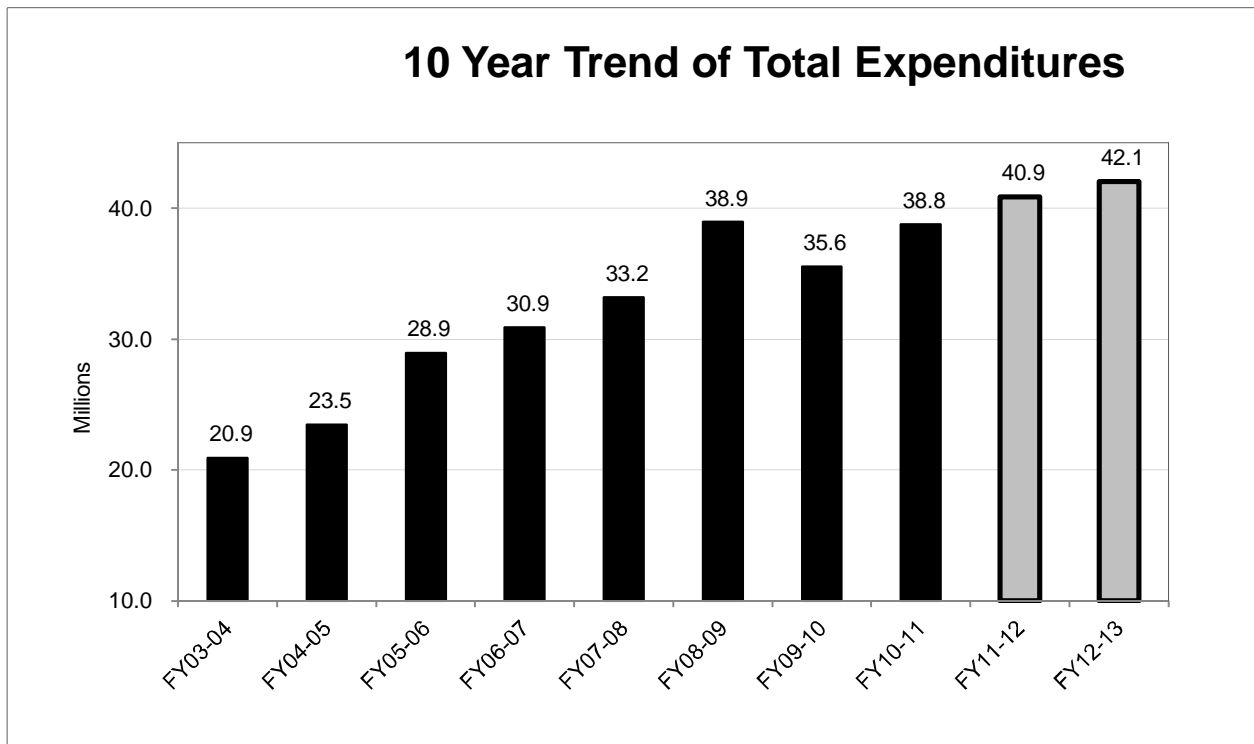
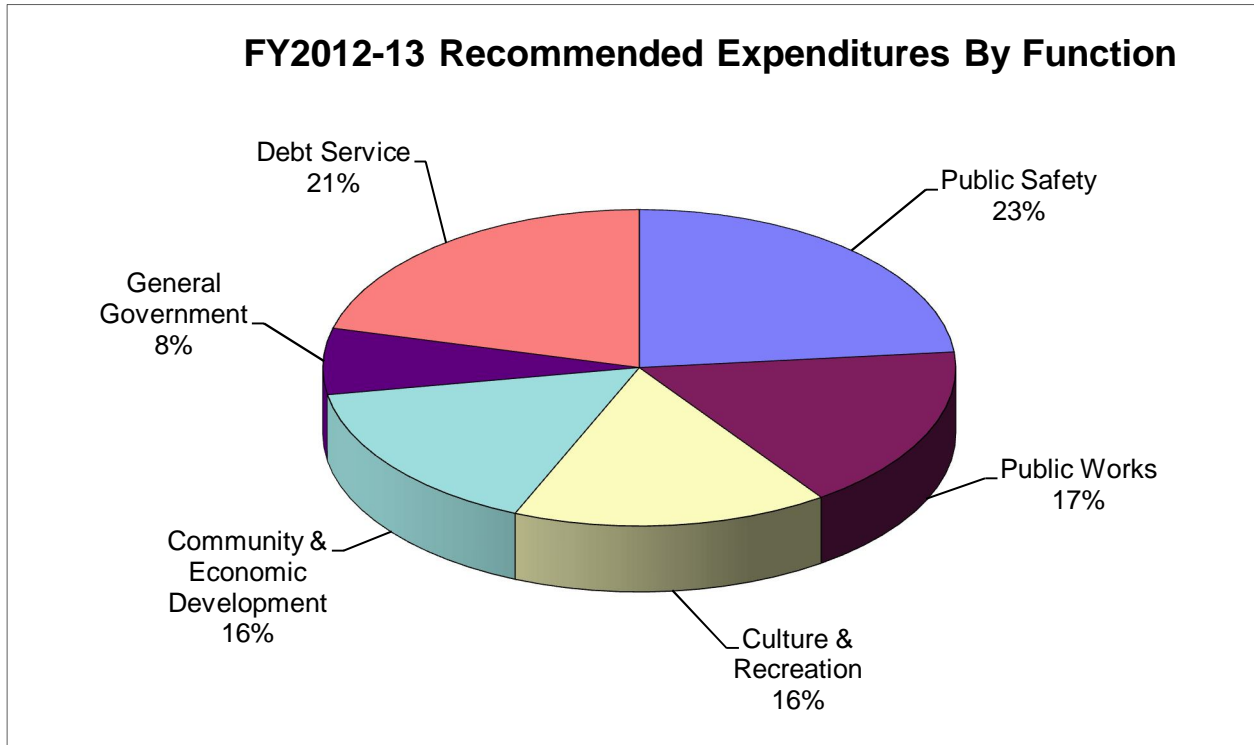
The FY2012-13 operating budget assumes that fuel prices will rise over current levels, and the budgeted number reflects a slightly higher estimate than FY2011-12 adopted. In order to address overall ongoing trend of higher fuel prices, fuel conservation efforts are being expanded by the City’s fleet 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.

It is anticipated that natural gas prices and electric prices will continue to increase during the upcoming fiscal year. It is projected that the City’s utility costs will increase by 2.3% during FY2012-13.

Many of the above mentioned factors helped to shape the recommended operating budget for 2012-13. The following table summarizes expenditures, by function, for the 2011-12 and 2012-13 fiscal years:



The following charts graphically depict the FY2012-13 recommended expenditures by major functions and the expenditure trends for the last ten years:



As noted above, total expenditures have increased from \$20,917,565 in FY2003-04 to \$42,065,777 in FY2012-13. During this time, expenditure levels have increased by an average of 7.1% 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 – The FY2012-13 budget reflects an increase of less than 1%. The Police staffing at 49 Officers reflects the addition of two (2) Officers funded by the COPS grant; and brings the staffing level to 5 full-time civilians by adding one full time position to replace Restorative Justice Program services, as discussed later in this section. There is a significant decrease in overtime costs. Additionally, there is a significant decrease in the Chapter 411 Pension for the City's contribution to the Municipal Fire and Police Retirement System of Iowa (MFPRSI), of which \$281,784 is being covered by the 411 tax levy for the FY2012-13 budget. Wages will increase by 2% for non-union staff, and police Union staff are currently having their contract negotiated. Overall, personnel costs will decrease by \$77,611 (-1.6%).

Contributions to outside agencies will decrease by \$105,210 in FY2012-13, primarily due to the addition of Norwalk to the Westcom system, which lowers Urbandale's cost for services. Funding for Westcom operations will decrease from \$645,000 to \$569,000; and 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 and add Norwalk as a subscriber to the service. The final 2 payments for the Westcom system upgrade is also reflected in the FY2012-13 budget at \$161,952. There is a slight increase for the Regional Homeland Security program, which will provide bomb squad, emergency response team and terrorism related intelligence services for central Iowa, based on the regional agreement that will expire at the end of FY2012-13. The FY2012-13 will eliminate funding the Urbandale Restorative Justice Program which offered juvenile offenders an alternative to the regular court system for certain first time crimes. The funding used to provide these services will be shifted to a full-time civilian staff position.

Other notable expenditures for FY2012-13 include the replacement five desktop and 3 special application server computers, the replacement of a building security video monitor, and a mobile video storage server. In FY2010-11, the Police Department began the three year process to obtain national accreditation certification through the CALEA organization. CALEA is the acronym for the Commission on Accreditation for Law Enforcement Agencies, which was created in 1979 as a credentialing authority. The Police Department remains on track to achieve this nationally recognized milestone in early FY2013-14.

Fire/EMS – Overall, the Fire/EMS departmental budget will increase by \$122,861 (4.57%), primarily for personnel related expenses, and reflects the staffing increase in FY2010-11. In FY2010-11, the Fire/EMS Department received a SAFER (Staffing for Adequate Fire and Emergency Response) grant which enabled the City to add six new full time Firefighter/Paramedic positions. Full-time staffing continues to be supplemented by part-time and paid-on-call staffing. The department staffs one ambulance and one engine at both of the City's fire stations, since the stations have five firefighters at each

station on a 24-hour basis, with one of the five positions per station being filled with part-time or paid-on-call personnel. The FY2012-13 budget includes an hourly rate increase of 56 cents for the part-time and paid-on-call staff. The eligible Fire/EMS staffs are also included in the MFPRSI retirement system, with 100% of the Fire/EMS employer contribution being covered by the 411 tax levy. Wages will increase by 2% for Fire Union staff, not including step increases, and by 2% for non-union. Equipment will increase by \$30,027, of that total, \$27,777 will fund the replacement of eight Automated External Defibrillator (AED) units.

Emergency Preparedness – The FY2012-13 budget reflects a decrease of \$9,139 (-20.02%), as a result of completing the VHF equipment upgrades funded in the prior fiscal year. The City will continue to allocate funding for the Polk County Emergency Management Agency to coordinate regional planning for disaster mitigation, and siren repairs. A new storm siren at an estimated cost of \$23,000 will be installed by the City in the area of 142nd Street and Meredith Drive.

Animal Control – The FY2012-13 budget reflects an increase of \$21,500 (105%), for the City of West Des Moines to continue to provide animal control services and the anticipation of expanded services into the community. The current agreement began in April 2011, in lieu of Urbandale renewing its private contract and paying for costs associated with maintaining its own shelter. This program has enabled Urbandale to enhance its overall level of service to residents and to participate in regional efforts to deliver services in a more effective and efficient manner.

Roadway Maintenance – The FY2012-13 budget reflects an increase of \$27,372 (1.14%). The personnel costs decreased due to savings associated with recent hires and a significant decrease in Group Insurance. FY2012-13 is an “off” year for the biennial pavement condition inventory, resulting in the decrease to Contributions to Other Agencies. Based on the findings of the 2010 Street Management Report, the City must invest a minimum of \$1.46 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 seal coating Meredith Drive from 128th Street to 142nd Street. The FY2012-13 budget includes the fourth of five annual payments to the MWA for the City’s portion of the regional salt storage facility, and the first of two payments to finance the acquisition of a conveyor for the 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 FY2012-13 due to additional street lights added to the arterial streets and an estimated increase of 3% to 4% for utilities, which will take effect in March, 2013.

Traffic Safety – The FY2012-13 budget reflects an increase of \$108,264 (65.28%); primarily due to a new initiative of \$85,000 for the traffic signal project to replace failed detector loops and push buttons throughout the City. Also included is the installation of an LED crosswalk installation at 72nd Street north of Plum Drive and the associated warrants study for the signalization. In 2007, the City finished converting all of the red and green

traffic signal bulbs and the pedestrian signal bulbs to LED lights. This budget provides for the maintenance and electric service for approximately 55 traffic signals, includes \$2,500 to replace red LED lights, and provides for signs and street painting materials.

Engineering Services – This budget reflects a decrease of \$14,501 (-2.61%), primarily due to decreases in personnel associated accounts, including a decrease in overtime. 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, and safety and speed studies throughout the City.

Solid Waste Collection – The FY2012-13 budget reflects an increase of less than 1%. In 2000, the City initiated an automated solid waste collection system. This budget continues to provide 4 operators to collect solid waste from residential properties, and 2 operators to collect yard waste and assist with the Roadway activities. In 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. This budget provides \$24,000 to purchase new containers. Increased funding is allocated for vehicle maintenance supplies and fuel costs.

Sanitary Sewer – The FY2012-13 budget reflects an increase of less than 1%. This budget will continue to finance 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. 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.

Stormwater Utility Fund – The FY2012-13 budget reflects an increase of \$50,684 (13.74%). Personnel costs would increase slightly for overtime and for the reallocation of a part-time summer intern from the Engineering Services department. When the Stormwater Utility Fund was created in FY2010-11, no new expenses were incurred for its creation, since the activities were funded by and reallocated accordingly from the Storm Sewer, Street Cleaning, and Engineering and Public Works Administration department budgets. This budget includes a slight increase to reconstruct additional storm sewer intakes. The FY2012-13 budget will increase the allocation from \$80,000 to \$100,000 for the on-going stormwater improvement program to address the recommendations of the 2007 Storm Sewer and Drainage Management Plan. While the locations vary on an annual basis, these improvements include culvert clearing, channel restoration, footing and rip rap installation, and storm sewer outlet protection.

Engineering and Public Works Administration – The FY2012-13 budget reflects a decrease of \$10,592 (-1.64%), primarily due to decreases in personnel salaries and benefits, and building and ground maintenance, which funded pole banner replacements last year. In order to better utilize the City's GIS database and to expand GIS applications, three replacement GIS computers will be purchased in FY2012-13. Additionally, a

replacement Toughbook computer will be purchased for use in the department's field operations. This budget also allocates \$9,000 to replace the software to run the traffic signals remotely.

Library – The Library celebrated its 50th year on December 11, 2011. The FY2012-13 budget reflects a decrease of \$46,440 (-2.14%), due in part to decreases in personnel salaries and benefits, offset by program increases. The FY2012-13 budget continues to emphasize technology upgrades, database acquisitions, building maintenance and improvements, and acquisition of print and non-print materials. Technology improvements include a replacement circulation server, replacement of 6 computers, software for public computers, increased computer support, and download station software for audio books. This budget also includes \$20,000 for masonry repairs.

Parks – The FY2012-13 budget reflects a decrease of 40,705 (-1.9%). With the addition of over 200 acres of parkland since 2005, the maintenance responsibilities of the Parks and Recreation Department have greatly expanded. Seasonal laborers (9) employed from April 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. Since 2003, the City's public grounds have been mowed by private contractors, which bid for terms of three year contracts. The mowing contract was rebid in 2012 based on mowing zones. Park improvements scheduled for the year include planting of trees in Lakeview Park as a Tree Board project; 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 rip rap to control erosion around the pond at Laura A. Ward Park.

Grounds Maintenance – The FY2012-13 budget reflects a decrease of \$1,582 (-1.79%) in personnel costs. This program provides for the application of herbicide, fertilizer and other materials to the City's public grounds.

Recreation – The FY2012-13 budget reflects an increase of \$36,159 (9.21%), primarily due to budgeting for the Making a Connection (MAC) Camp. However, it should be noted that MAC costs will be 100% funded by grants and donations. It is anticipated that the recreation/community education activity will continue to grow next fiscal year—classes, activities and special events are attended by over 5,000 participants on an annual basis. Recreation will continue to maintain and operate the Wellness Center, which opened in 2006 to serve City employees and their spouses. A number of other employees are enrolled in the ongoing wellness program which provides education sessions, health screenings and annual wellness challenge. The separate Risk Management Fund provides funding for the City-wide Wellness program's health screenings and incentive program which are related to the employee health insurance program.

Cemetery – The McDivitt Grove Cemetery was transferred to the City in 1998. The City installed a 48 niche columbarium in 2008, and a 48 niche columbarium in 2010. Proceeds from the sale of these internment spaces are used to offset the maintenance costs at the cemetery, and the maintenance services are provided by a private contractor.

Senior Center - The FY2012-13 budget reflects a decrease of \$126 (-0.04%). The City's Senior Center provides year round activities to promote social and physical well-being that includes congregate meals three times a week at a nominal cost, a computer lab, classes and seminars, physical fitness, and special off-site trips and events.

Swimming Pool – The FY2012-13 budget reflects an increase of less than 1%. The Part-Time account was adjusted to include the water fitness instructors, which were transferred out of the professional services account. The indoor swimming pool facility was remodeled in June, 2009, and offers swimming lessons, special events, fitness classes, public swim, pool rentals and school district curriculum swim classes. The pool will remain operational through 2013.

Cultural and Convention – Due to significantly greater than anticipated revenues for the Hotel/Motel tax in FY2012-13, expenditures for Cultural and Convention activities will increase by \$232,605 (20.71%). Under the terms of an intergovernmental agreement, 2/7th of the Hotel/Motel revenue will be allocated to the Greater Des Moines Convention and Visitors Bureau. Additionally, another 2/7th in 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 an agreement to annually commit \$32,000 to the Iowa Events Center project; this commitment will end in 2024. Additional funding will be distributed to other local and other metro wide organizations, as is the history of this program.

Economic Development – This activity provides for the expenditure of economic development assistance received from the State. The assistance is provided to businesses expanding or relocating in Urbandale. One state-level grant assistance is anticipated for FY2011-12, and an additional \$165,000 has been allocated in this department to fund the Economic Development Taskforce activities. The FY2012-13 budget reflects a decrease of \$6,750 (-4.0%) as a result of ending the contribution to the Dallas County Development Alliance, offset in part by funding the Urbandale Chamber of Commerce bus tour. In Fall 2010, the strategic partnership between the City and the Urbandale Development Association (UDA) was strengthened. This budget reflects continued funding for the UDA Economic Development Coordinator, and the City's contribution to the Choose Des Moines Communities.

Code Enforcement – The FY2012-13 budget reflects an overall decrease of \$47,034 (-8.33%). The decrease in technology is a result of acquiring a new software system in the prior fiscal year. City staff will continue to conduct code inspections for private rental housing.

Community Development – The FY2012-13 budget reflects an overall decrease of \$5,041 (-0.76%). The FY2012-13 budget reflects a contribution of \$39,463 to the Metropolitan Planning Organization at \$1.00 per capita based on the 2010 Census population; this is a decrease from the prior year's \$1.13 per capita rate. Additionally, a contribution of \$25,285 is allocated to the Metro Home Improvement Program (MHIP) for housing rehabilitation. Urbandale has participated in the MHIP since 2002. The MHIP consists of 9 member cities and the City of West Des Moines provides the administrative

oversight to rehabilitate homes for eligible owners. Technology include \$9,500 for the addition of a software module.

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 \$2,210,000 in FY2012-13 and transfers will total \$3,113,827. The transfers from the debt service are for three TIF districts – DUNA, NW Market, and Fawn Creek.

Mayor and City Council – The FY2012-13 budget reflects an overall decrease of \$38,281 (-22.6%). The decrease reflects the anticipated conversion from a printed monthly news magazine to an on-line newsletter service, decreasing contributions to community organizations, and completing the 2nd National Citizen Survey that was funded in the prior fiscal year. This budget would continue to fund the Urbandale Community Action Network (UCAN), and the Urbandale Food Pantry. The UCAN was established in FY2010-11, as a citizen committee to improve the quality of life in Urbandale. UCAN is an umbrella for the Caring Corps, Food Pantry, Leadership Urbandale, and other organizations.

City Manager – The FY2012-13 budget reflects an increase of less than 1%. The City Manager’s Office is responsible for implementing the Mayor’s and City Council’s two year strategic goals, which will be updated in FY2011-12. The budget provides for the replacement of two computers.

Finance and Records –The FY2012-13 budget reflects an overall decrease \$21,157 (-3.68%) due primarily to the absence of any City Council elections in FY2012-13. This budget provides for the annual financial audit, the annual arbitrage study to ensure compliance with the Treasury Department’s regulations governing the investment of bond proceeds, the maintenance of the financial and payroll reporting system, and the required publication of City Council proceedings. The FY2012-13 budget also provides for the replacement of four computers.

Technology – The FY2012-13 budget reflects an increase of \$60,791 (20.39%), primarily due to adding a full-time IT Specialist position and modifications across other accounts. Since the creation of this department in FY2002-03, all technology issues have relied on a single position to create and manage the City-wide system. The department provides for City-wide technology services, security, software and hardware upgrades, networking, and mobile computer services. The FY2012-13 budget provides for network updates, including the replacement of servers and switches, document imaging, warranty renewals, and maintenance support. The separate Technology Fund provides for one-time capital items with city-wide benefits, which in FY2012-13 will include the replacement of two servers and continuation of the Microsoft Office 2010 upgrade for 30 additional user licenses.

Human Resources – The FY2012-13 budget reflects an overall decrease of \$6,813 (-3.59%). This department was established in FY2009-10, and coordinates the recruitment and hiring process for all vacant City positions, including Civil Service positions; develops

and implements policies; investigates department specific concerns; and implements programs to increase organizational capacity. The FY2012-13 budget provides for continuation by the consultant to implement the job evaluation phase, having completed the non-union salary study in the prior fiscal year.

Legal Services – The FY2012-13 budget reflects a decrease of \$7,000 (-5.46%), primarily due to decreasing outside counsel expenses. The budget anticipates a 2% increase in the annual retainer for the City Attorney, while maintaining the billable hour at \$95 as approved in FY2010-11. Other legal services funded by this budget include the professional services of bond and labor attorneys.

General Support – The FY2012-13 budget reflects an overall decrease of \$180,219 (-14.96%). Based on a recent review by City staff, the annual premium paid to an outside agency for Chapter 411 (Fire and Police) Worker’s Compensation far exceeded the actual claims history. Beginning in FY2012-13, the City will self-insure the Chapter 411 (Fire and Police) Worker’s Compensation at a significant savings. The General Support activity also funds 100% of the City’s property and casualty insurance program, and outside quotes for this coverage will be sought for the upcoming fiscal year. This budget also provides for the debt service payments associated with the Engineering/Community Development Office Building, Administrative Office Building and Police Station Expansion projects. The FY2012-13 budget includes an allocation to install the City logos and re-letter both sides of the 86th Street monument for the central campus.

Debt Service – The Debt Service program anticipates the sale of \$9,765,000, in general obligation bonds for various capital improvement projects during 2012 construction season. These improvements include all 2012 projects identified through the 2012-2017 Capital Improvements Program.

Capital Projects – This section is included in 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 City of Urbandale continues to face a number of issues that present both challenges and opportunities in the next several years. 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. In 2011, residential and non-residential construction in Urbandale continued to recover; although commercial construction lags behinds the residential recovery. Commercial development remains very volatile, and credit for business development remains tight. The unemployment rate in Iowa is significantly less than the national average. Despite the current economic situation, the public’s expectations to maintain or even to expand service levels continue to grow. During challenging times the character of a community’s residents and businesses is brought into focus. Urbandale’s strong history of volunteerism and a sense

of caring to enthusiastically help others are our community's invaluable assets. The funding of intergovernmental programs will continue to leverage the City's resources with other municipalities, non-profits and faith based groups. The FY2012-13 budget continues to include funding for these type of programs by funding the U-CAN, Food Pantry, and MAC Camp to assist those most in need within the community. This additional financial commitment was identified in the City Council's strategic priorities review.

The FY2012-13 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 FY2012-13 operating budget shows an increase of \$0.10 in the property tax levy rate and is necessitated by the rising cost for the Fire and Police pension contribution rate set by the State. Current programs, new service requests and core service delivery needs all required a second look to maximize services with diminished revenues.

The FY2012-13 budget provides for the addition of one full-time position in the Technology Department, which currently consists of only one full-time position, and the addition of one full-time civilian position in the Police Department. 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 FY2012-13 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 FY2012-13 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, and especially for identifying savings and seeking to reduce expenditures without jeopardizing the high level of service residents have come to expect. 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 black ink, appearing to read "A. J. Johnson". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

A. J. Johnson
City Manager



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| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| REVENUE SUMMARY | | | | | | |
| TAXES | | | | | | |
| GENERAL PROPERTY TAXES | | | | | | |
| 110 General taxes | \$ 15,800,633 | \$ 16,325,181 | \$ 16,095,181 | \$ 15,741,261 | \$ (583,920) | \$ 16,056,086 |
| 111 Ag land taxes | 8,118 | 8,689 | 8,689 | 10,411 | 1,722 | 10,619 |
| 112 Homestead | 239,597 | - | 230,000 | - | - | - |
| Subtotal: General Fund | 16,048,348 | 16,333,870 | 16,333,870 | 15,751,672 | (582,198) | 16,066,705 |
| 113 Taxes - TIF | 3,915,623 | 4,619,909 | 4,619,909 | 6,988,157 | 2,368,248 | 7,100,000 |
| Subtotal: TIF Fund | 3,915,623 | 4,619,909 | 4,619,909 | 6,988,157 | 2,368,248 | 7,100,000 |
| 112 Homestead | 68,874 | - | 65,000 | - | - | - |
| 110 Debt service | 4,773,939 | 5,214,026 | 5,149,026 | 5,206,532 | (7,494) | 5,310,663 |
| 117 Debt service-special assessment | 177,595 | 60,000 | 120,000 | 60,000 | - | 60,000 |
| Subtotal: Debt Service Fund | 5,020,408 | 5,274,026 | 5,334,026 | 5,266,532 | (7,494) | 5,370,663 |
| 112 Homestead | - | - | 4,500 | - | - | - |
| 341 Taxes - Police & Fire Retirement | 227,476 | 455,375 | 450,875 | 658,637 | 203,262 | 900,000 |
| Subtotal: Police & Fire Ret. Fund | 227,476 | 455,375 | 455,375 | 658,637 | 203,262 | 900,000 |
| Total: General Property Taxes | \$ 25,211,855 | \$ 26,683,180 | \$ 26,743,180 | \$ 28,664,998 | \$ 1,981,818 | \$ 29,437,368 |
| OTHER CITY TAXES | | | | | | |
| 337 Utility excise tax | \$ 419,853 | \$ 452,249 | \$ 452,249 | \$ 446,044 | \$ (6,205) | \$ 454,965 |
| 338 Hotel/Motel tax (transferred in from H/M fur | 413,959 | 422,500 | 422,500 | 500,000 | 77,500 | 517,857 |
| Subtotal: General Fund | 833,812 | 874,749 | 874,749 | 946,044 | 71,295 | 972,822 |
| 338 Hotel/Motel tax | 740,342 | 760,500 | 925,500 | 900,000 | 139,500 | 932,143 |
| Subtotal: Hotel Motel Fund | 740,342 | 760,500 | 925,500 | 900,000 | 139,500 | 932,143 |
| 338 Hotel/Motel tax | 101,885 | - | - | - | - | - |
| 337 Utility excise tax | 120,042 | 135,620 | 135,620 | 133,740 | (1,880) | 136,415 |
| Subtotal: Debt Service Fund | 221,927 | 135,620 | 135,620 | 133,740 | (1,880) | 136,415 |
| 337 Utility excise tax | - | 12,625 | 12,625 | 18,663 | 6,038 | 24,000 |
| Subtotal: Police & Fire Ret. Fund | - | 12,625 | 12,625 | 18,663 | 6,038 | 24,000 |
| Total: Other City Taxes | \$ 1,796,081 | \$ 1,783,494 | \$ 1,948,494 | \$ 1,998,447 | \$ 214,953 | \$ 2,065,380 |
| TOTAL TAXES | \$ 27,007,936 | \$ 28,466,674 | \$ 28,691,674 | \$ 30,663,445 | \$ 2,196,771 | \$ 31,502,748 |
| LICENSES AND PERMITS | | | | | | |
| 222 Cable TV franchise | \$ 309,497 | \$ 300,000 | \$ 315,000 | \$ 315,000 | \$ 15,000 | \$ 315,000 |
| 224 Liquor permits | 44,419 | 40,000 | 40,000 | 42,000 | 2,000 | 40,000 |
| 225 Cigarette permits | 2,225 | 2,000 | 2,000 | 2,000 | - | 2,000 |
| 226 Utility permits | 1,085 | 1,500 | 4,000 | 5,000 | 3,500 | 1,500 |
| 231 Peddler's licenses | 875 | 600 | 700 | 600 | - | 600 |
| 232 Miscellaneous licenses | 640 | 500 | 800 | 500 | - | 500 |
| 234 Pet licenses | 5,273 | 5,000 | 7,000 | 40,000 | 35,000 | 55,000 |
| 249 COSESCO inspection fees | 23,900 | 21,000 | 21,000 | 21,000 | - | 22,000 |
| 250 Electrician licenses/permits | 28,741 | 28,363 | 34,000 | 31,000 | 2,637 | 31,000 |
| 253 Plumbing licenses/permits | 21,605 | 20,415 | 34,000 | 23,700 | 3,285 | 24,000 |
| 254 Mechanical licenses/permits | 26,509 | 20,415 | 24,000 | 23,700 | 3,285 | 24,000 |
| 255 Building permits only | 376,440 | 483,570 | 470,000 | 450,000 | (33,570) | 500,000 |
| 256 Sidewalk permits | 1,500 | 1,980 | 2,100 | 2,300 | 320 | 2,300 |
| 257 Driveway approach | 2,505 | 2,080 | 2,400 | 2,400 | 320 | 2,400 |
| 259 Sign permits | 8,885 | 10,075 | 9,700 | 10,700 | 625 | 11,000 |
| 260 Construction inspections | 21,703 | 20,000 | 35,000 | 20,000 | - | 21,000 |
| 261 Plat and site plan reviews | 1,875 | 3,450 | 2,200 | 3,400 | (50) | 3,500 |
| 262 Housing inspections | 7,548 | 31,350 | 36,000 | 31,300 | (50) | 32,000 |
| 263 Board of Adjustment fees | 2,603 | 3,875 | 1,700 | 3,700 | (175) | 3,700 |
| 264 Change of zoning | 14,739 | 20,025 | 17,000 | 18,000 | (2,025) | 20,000 |
| TOTAL LICENSES AND PERMITS | \$ 902,567 | \$ 1,016,198 | \$ 1,058,600 | \$ 1,046,300 | \$ 30,102 | \$ 1,111,500 |
| USE OF MONEY & PROPERTY | | | | | | |
| 524 Interest | \$ 57,056 | \$ 40,000 | \$ 50,000 | \$ 45,000 | \$ 5,000 | \$ 50,000 |
| Subtotal: General Fund | 57,056 | 40,000 | 50,000 | 45,000 | 5,000 | 50,000 |
| 524 Interest (includes BAB interest subsidy) | 87,344 | 82,025 | 90,000 | 90,000 | 7,975 | 90,000 |
| Subtotal: Debt Service Fund | 87,344 | 82,025 | 90,000 | 90,000 | 7,975 | 90,000 |
| TOTAL USE OF MONEY & PROPERTY | \$ 144,400 | \$ 122,025 | \$ 140,000 | \$ 135,000 | \$ 12,975 | \$ 140,000 |

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| INTERGOVERNMENTAL | | | | | | |
| 336 State grants | \$ 190,807 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 330 Road Use tax | 3,362,203 | 3,471,000 | 3,772,000 | 3,551,670 | 80,670 | 3,591,133 |
| Subtotal: Road Use Fund | 3,553,010 | 3,471,000 | 3,772,000 | 3,551,670 | 80,670 | 3,591,133 |
| 336 Federal grants | 25,621 | - | - | - | - | - |
| Subtotal: Storm Water Utility Fund | 25,621 | - | - | - | - | - |
| 329 Misc. grants | 6,500 | 2,500 | 3,500 | 22,500 | 20,000 | 2,500 |
| 335 Federal grants | 282,371 | 505,772 | 545,000 | 422,850 | (82,922) | 170,000 |
| 336 State grants | 174 | 2,800 | 20,000 | - | (2,800) | - |
| 421 Johnston library reimb. | 41,633 | 42,825 | 41,600 | 46,274 | 3,449 | 48,588 |
| 422 Library contracts | 102,481 | 110,300 | 95,200 | 92,350 | (17,950) | 89,580 |
| 425 Library grant | 103,347 | - | 69,000 | - | - | - |
| Subtotal: General Fund | 536,506 | 664,197 | 774,300 | 583,974 | (80,223) | 310,668 |
| TOTAL INTERGOVERNMENTAL | \$ 4,115,137 | \$ 4,135,197 | \$ 4,546,300 | \$ 4,135,644 | \$ 447 | \$ 3,901,801 |
| CHARGES FOR SERVICES | | | | | | |
| 235 Kennel fees | \$ 3,089 | \$ 3,500 | \$ 5,000 | \$ 5,000 | \$ 1,500 | \$ 5,000 |
| 406 Health facility fees | 3,529 | 5,000 | 3,500 | 4,000 | (1,000) | 5,000 |
| 407 Pool program fees | 81,663 | 50,000 | 80,000 | 80,000 | 30,000 | 80,000 |
| 408 Ambulance fees | 636,780 | 500,000 | 655,000 | 640,000 | 140,000 | 650,000 |
| 409 Cemetery maintenance | 800 | - | - | - | - | - |
| 410 W.J. rental | 12,335 | 12,000 | 11,000 | 6,000 | (6,000) | - |
| 412 Lions rental | 11,255 | 12,000 | 12,000 | 12,500 | 500 | 12,500 |
| 414 Swimming pool | 99,899 | 80,000 | 85,000 | 90,000 | 10,000 | 90,000 |
| 405 School reimbursement - Community Ed | 128,452 | 140,000 | 120,000 | 25,000 | (115,000) | - |
| 415 School reimbursement - Pool expenses | 35,932 | 60,000 | 60,000 | 45,000 | (15,000) | - |
| 416 Turf maintenance | 6,518 | - | 8,513 | 7,300 | 7,300 | 7,300 |
| 418 Recreation fees | 200,270 | 170,000 | 170,000 | 180,000 | 10,000 | 180,000 |
| 419 Miscellaneous fees (park) | 115 | 500 | 1,100 | 500 | - | 500 |
| 511 Yard waste fees | 210,425 | 207,500 | 196,040 | 215,000 | 7,500 | 215,000 |
| 513 Bulk item pickup | 20,462 | 20,000 | 20,000 | 20,000 | - | 20,000 |
| 514 Urb. Sanitary Sewer District | 234,478 | 287,373 | 284,449 | 297,333 | 9,960 | 300,000 |
| 515 Solid waste containers | 4,760 | 21,000 | 17,000 | 17,000 | (4,000) | 21,000 |
| 516 Urb. W.H. Sanitary District | 62,155 | 61,458 | 60,633 | 61,244 | (214) | 62,000 |
| 517 Solid waste fee | 1,525,681 | 1,694,880 | 1,683,966 | 1,707,720 | 12,840 | 1,900,000 |
| 520 Liaison Officer | - | - | - | 75,000 | 75,000 | 75,000 |
| 522 Crossing guards | 15,846 | 15,000 | 15,000 | 48,000 | 33,000 | 49,000 |
| 423 Equipment rental/donations | 1,248 | 800 | 1,000 | 1,000 | 200 | 1,000 |
| 424 Misc. library receipts | 16,554 | 15,000 | 16,000 | 16,000 | 1,000 | 16,000 |
| 426 Senior Center rental | 8,180 | 11,500 | 11,500 | 11,500 | - | 11,500 |
| 428 Senior Center congregate meal receipts | 15,256 | 17,000 | 17,000 | 17,000 | - | 17,000 |
| 429 Senior Center off-site program fees | 9,443 | 7,000 | 6,800 | 7,000 | - | 7,000 |
| 430 Senior Center on-site program fees | 1,646 | 3,500 | 3,000 | 3,250 | (250) | 3,250 |
| 431 Library material sales | 2,646 | - | 5,000 | 5,000 | 5,000 | 5,000 |
| Subtotal: General Fund | 3,349,417 | 3,395,011 | 3,548,501 | 3,597,347 | 202,336 | 3,733,050 |
| Storm Water user fees | 493,978 | 575,000 | 592,000 | 660,000 | 85,000 | 665,000 |
| Subtotal: Storm water utility Fund | 493,978 | 575,000 | 592,000 | 660,000 | 85,000 | 665,000 |
| TOTAL CHARGES FOR SERVICES | \$ 3,843,395 | \$ 3,970,011 | \$ 4,140,501 | \$ 4,257,347 | \$ 287,336 | \$ 4,398,050 |
| MISCELLANEOUS REVENUES | | | | | | |
| 177 Revolving loan | \$ - | \$ - | \$ 75,000 | \$ - | \$ - | \$ - |
| 265 Sale of maps and copies | 16,581 | 17,000 | 16,000 | 16,000 | (1,000) | 16,000 |
| 420 Library fines | 55,491 | 52,000 | 53,000 | 52,000 | - | 54,000 |
| 427 Library collection fees | (22) | 200 | 200 | 200 | - | 200 |
| 512 Court fines | 156,084 | 200,000 | 285,000 | 180,000 | (20,000) | 190,000 |
| 518 Vehicle impound fees | 8,194 | 8,000 | 8,000 | 8,000 | - | 8,000 |
| TOTAL MISCELLANEOUS | \$ 236,328 | \$ 277,200 | \$ 437,200 | \$ 256,200 | \$ (21,000) | \$ 268,200 |
| OTHER FINANCING SOURCES | | | | | | |
| 508 Intergovernmental transfers | \$ 7,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 510 Sale of assets | 42,823 | 25,000 | 20,000 | 20,000 | (5,000) | 25,000 |
| 526 Miscellaneous receipts | 16,236 | 20,000 | 7,000 | 6,000 | (14,000) | 6,000 |
| Subtotal: General Fund | 66,059 | 45,000 | 27,000 | 26,000 | (19,000) | 31,000 |
| 508 Intergovernmental transfers | 5,915,602 | 3,150,539 | 5,498,900 | 3,428,732 | 278,193 | 3,777,415 |
| Subtotal: Debt Service Fund | 5,915,602 | 3,150,539 | 5,498,900 | 3,428,732 | 278,193 | 3,777,415 |
| TOTAL OTHER FINANCING SOURCES | \$ 5,981,661 | \$ 3,195,539 | \$ 5,525,900 | \$ 3,454,732 | \$ 259,193 | \$ 3,808,415 |
| TOTAL OPERATIONAL REVENUES | \$ 42,231,424 | \$ 41,182,844 | \$ 44,540,175 | \$ 43,948,668 | \$ 2,765,824 | \$ 45,130,714 |

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| REVENUE ACTIVITIES TOTAL BY FUND | | | | | | |
| General Fund | \$ 22,030,093 | \$ 22,646,225 | \$ 23,104,220 | \$ 22,252,537 | \$ (393,688) | \$ 22,543,945 |
| (1) Road Use Fund | 3,553,010 | 3,471,000 | 3,772,000 | 3,551,670 | 80,670 | 3,591,133 |
| (1) Hotel Motel Fund | 740,342 | 1,183,000 | 1,348,000 | 1,400,000 | 217,000 | 1,450,000 |
| (2) Debt Service Fund | 11,245,281 | 8,642,210 | 11,058,546 | 8,919,004 | 276,794 | 9,374,492 |
| (3) TIF Fund | 3,915,623 | 4,619,909 | 4,619,909 | 6,988,157 | 2,368,248 | 7,100,000 |
| (4) Storm Water Utility Fund | 519,599 | 575,000 | 592,000 | 660,000 | 85,000 | 665,000 |
| (5) Police & Fire Retirement Fund | 227,476 | 468,000 | 468,000 | 677,300 | 209,300 | 924,000 |
| (1) Capital Projects Fund | 13,793,489 | 9,701,600 | 7,858,908 | 12,274,400 | 2,572,800 | 17,849,600 |
| (6) Special Revenue & Internal Service Funds | 210,602 | 50,000 | 112,000 | 50,000 | - | 50,000 |
| (7) Proprietary - Water Utility | 12,803,584 | 14,371,454 | 14,466,121 | 14,107,788 | (263,666) | 14,359,166 |
| Total State Certified Revenues | \$ 69,039,099 | \$ 65,728,398 | \$ 67,399,704 | \$ 70,880,856 | \$ 5,152,458 | \$ 77,907,337 |
| FUND BALANCE ACTIVITY FOR FISCAL YEAR | | | | | | |
| General | \$ 9,239,330 | \$ (317,966) | \$ 78,748 | \$ (54,916) | \$ 263,050 | \$ 99,178 |
| Road Use | 1,265,964 | (364,794) | (623,444) | (280,828) | 83,966 | (356,116) |
| Hotel Motel | 197,380 | (60,000) | (130,714) | (44,395) | 15,605 | (103,572) |
| Debt Service | 654,719 | 118,581 | 24,363 | (97,508) | (216,089) | (435,215) |
| TIF | 1,834,369 | 109,505 | 119,542 | (1,664,330) | (1,773,835) | (2,281,928) |
| Storm Water Utility Fund | 162,956 | (206,348) | (121,381) | (240,664) | (34,316) | (194,771) |
| Police & Fire Retirement Fund | 8 | - | - | - | - | - |
| Capital Projects | 10,767,565 | 4,095,225 | 6,498,837 | 2,601,605 | (1,493,620) | - |
| Subtotal: | \$ 24,122,291 | \$ 3,374,203 | \$ 5,845,951 | \$ 218,964 | \$ (3,155,239) | \$ (3,272,424) |
| BUDGET TOTALS | \$ 93,161,390 | \$ 69,102,601 | \$ 73,245,655 | \$ 71,099,820 | \$ 1,997,219 | \$ 74,634,913 |

* Actual Fund Balance at end of FY

** Fund balance use (addition) for FY

- (1) Separate detail of this fund's activity is located on subsequent pages. Prior to FY11-12, revenues were received into General/Debt directly, now all flow through H/M fund.
- (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 from Capital Projects Fund to the Technology Internal Service Fund. The actual FY11 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 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|---|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| EXPENDITURE SUMMARY BY DEPARTMENT | | | | | | |
| PUBLIC SAFETY | | | | | | |
| 110 Police | \$ 6,401,904 | \$ 6,232,482 | \$ 7,111,726 | \$ 6,283,504 | \$ 51,022 | \$ 6,234,821 |
| 150 Fire | 2,403,399 | 2,688,610 | 2,703,045 | 2,811,471 | 122,861 | 2,984,037 |
| 180 Emergency Preparedness | 10,216 | 45,650 | 47,159 | 36,511 | (9,139) | 36,611 |
| 190 Animal Control | 30,012 | 20,500 | 33,038 | 42,000 | 21,500 | 43,500 |
| 117 Police & Fire Retirement Fund | 227,476 | 468,000 | 468,000 | 677,300 | 209,300 | 924,000 |
| 198 Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| Sub-Total | \$ 9,073,007 | \$ 9,480,242 | \$ 10,362,968 | \$ 9,875,786 | \$ 395,544 | \$ 10,247,969 |
| PUBLIC WORKS | | | | | | |
| 210 Roadway Maintenance | \$ 2,320,151 | \$ 2,390,379 | \$ 2,427,589 | \$ 2,417,751 | \$ 27,372 | \$ 2,462,355 |
| 230 Street Lighting | 545,333 | 550,000 | 550,000 | 579,000 | 29,000 | 602,000 |
| 240 Traffic Safety | 165,885 | 165,827 | 170,967 | 274,091 | 108,264 | 170,662 |
| 260 Engineering Services | 515,610 | 555,380 | 527,293 | 540,879 | (14,501) | 555,104 |
| 290 Solid Waste | 1,822,383 | 1,863,343 | 1,853,300 | 1,871,825 | 8,482 | 1,915,569 |
| 291 Sanitary Sewer | 276,815 | 318,622 | 314,182 | 319,440 | 818 | 326,134 |
| 292 Stormwater Utility Fund | 356,643 | 368,652 | 470,619 | 419,336 | 50,684 | 470,229 |
| 295 E&PW Administration | 620,061 | 643,428 | 640,878 | 632,836 | (10,592) | 643,039 |
| 298 Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| Sub-Total | \$ 6,622,881 | \$ 6,880,631 | \$ 6,954,828 | \$ 7,080,158 | \$ 199,527 | \$ 7,170,092 |
| CULTURE AND RECREATION | | | | | | |
| 410 Library | \$ 2,270,677 | \$ 2,161,035 | \$ 2,211,600 | \$ 2,114,595 | \$ (46,440) | \$ 2,158,686 |
| 430 Parks | 1,920,563 | 2,083,425 | 2,103,902 | 2,042,720 | (40,705) | 2,094,340 |
| 435 Grounds Maintenance | 81,870 | 88,206 | 87,092 | 86,624 | (1,582) | 88,247 |
| 440 Recreation | 363,559 | 392,346 | 368,491 | 428,505 | 36,159 | 440,952 |
| 450 Cemetery Maintenance | 6,460 | 7,250 | 6,800 | 7,050 | (200) | 7,300 |
| 460 Senior Center | 256,535 | 283,505 | 269,689 | 283,379 | (126) | 291,418 |
| 470 Swimming Pool | 399,546 | 438,414 | 425,419 | 440,384 | 1,970 | 460,633 |
| 499 Cultural & Convention | 714,521 | 1,123,000 | 1,217,286 | 1,355,605 | 232,605 | 1,346,428 |
| 498 Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| Sub-Total | \$ 6,013,731 | \$ 6,602,181 | \$ 6,690,279 | \$ 6,783,862 | \$ 181,681 | \$ 6,913,004 |
| COMMUNITY AND ECONOMIC DEVELOPMENT | | | | | | |
| 520 Economic Development | \$ 91,845 | \$ 167,000 | \$ 240,000 | \$ 160,250 | \$ (6,750) | \$ 155,000 |
| 530 Code Enforcement | 517,424 | 564,568 | 562,267 | 517,534 | (47,034) | 526,477 |
| 540 Community Development | 612,870 | 659,682 | 707,139 | 654,641 | (5,041) | 664,228 |
| 125 Tax Increment Financing Fund | 4,396,327 | 4,729,414 | 4,739,451 | 5,323,827 | 594,413 | 4,818,072 |
| Sub-Total | \$ 5,618,466 | \$ 6,120,664 | \$ 6,248,857 | \$ 6,656,252 | \$ 535,588 | \$ 6,163,777 |
| GENERAL GOVERNMENT | | | | | | |
| 610 Mayor and City Council | \$ 128,031 | \$ 169,095 | \$ 152,350 | \$ 130,814 | \$ (38,281) | \$ 147,296 |
| 615 City Manager | 450,144 | 451,997 | 452,002 | 453,336 | 1,339 | 472,689 |
| 620 Finance and Records | 549,902 | 574,253 | 560,099 | 553,096 | (21,157) | 582,422 |
| 625 Technology | 298,753 | 298,082 | 295,191 | 358,873 | 60,791 | 375,697 |
| 630 Human Resources | 121,154 | 189,278 | 180,646 | 182,465 | (6,813) | 168,569 |
| 640 Legal Services | 94,802 | 128,000 | 125,000 | 121,000 | (7,000) | 125,000 |
| 645 General Support | 1,213,293 | 1,204,108 | 1,204,660 | 1,023,889 | (180,219) | 1,045,354 |
| 698 Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| Sub-Total | \$ 2,856,079 | \$ 3,039,813 | \$ 2,969,948 | \$ 2,848,473 | \$ (191,340) | \$ 2,942,027 |
| OPERATING BUDGET TOTAL | \$ 30,184,164 | \$ 32,123,531 | \$ 33,226,880 | \$ 33,244,531 | \$ 1,121,000 | \$ 33,436,869 |
| DEBT SERVICE FUND EXPENDITURES | \$ 11,130,349 | \$ 8,760,790 | \$ 11,082,909 | \$ 8,821,496 | \$ 60,706 | \$ 8,939,277 |
| OTHER SPECIAL REV. FUND EXPENDITURES | \$ 73,913 | \$ - | \$ 414,343 | \$ - | \$ - | \$ - |
| CAPITAL PROJECTS FUND EXPENDITURES | \$ 11,362,236 | \$ 13,796,825 | \$ 14,357,745 | \$ 14,876,005 | \$ 1,079,180 | \$ 17,849,600 |
| PROPRIETARY FUND - WATER UTILITY | \$ 12,680,367 | \$ 14,603,752 | \$ 14,336,522 | \$ 14,666,481 | \$ 62,729 | \$ 14,667,984 |
| CERTIFIED BUDGET TOTAL | \$ 65,431,029 | \$ 69,284,898 | \$ 73,418,399 | \$ 71,608,513 | \$ 2,323,615 | \$ 74,893,730 |

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|-------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| ROAD USE SUMMARY | | | | | | |
| Beginning Balance | \$ 744,321 | \$ 1,078,271 | \$ 1,265,964 | \$ 1,889,408 | \$ 811,137 | \$ 2,170,236 |
| Revenue | 3,553,010 | 3,471,000 | 3,772,000 | 3,551,670 | 80,670 | 3,591,133 |
| Total | \$ 4,297,331 | \$ 4,549,271 | \$ 5,037,964 | \$ 5,441,078 | \$ 891,807 | \$ 5,761,369 |
| Traffic Safety | \$ 165,885 | \$ 165,827 | \$ 170,967 | \$ 274,091 | \$ 108,264 | \$ 170,662 |
| Street Lighting | 545,333 | 550,000 | 550,000 | 579,000 | 29,000 | 602,000 |
| Roadway Maintenance | 2,320,151 | 2,390,379 | 2,427,589 | 2,417,751 | 27,372 | 2,462,355 |
| Total | \$ 3,031,369 | \$ 3,106,206 | \$ 3,148,556 | \$ 3,270,842 | \$ 164,636 | \$ 3,235,017 |

| | FY2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|---------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
|--|---------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|

HOTEL/MOTEL SUMMARY

| | | | | | | |
|-------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| Beginning Balance | \$ 171,558 | \$ 162,300 | \$ 197,380 | \$ 328,094 | \$ 165,795 | \$ 372,489.29 |
| Revenue | 1,256,186 | 1,183,000 | 1,348,000 | 1,400,000 | 217,000 | 1,450,000 |
| Total | \$ 1,427,744 | \$ 1,345,300 | \$ 1,545,380 | \$ 1,728,094 | \$ 382,795 | \$ 1,822,489 |

CULTURAL AND CONVENTION

| | | | | | | |
|--|------------|-----------------|------------|-----------------|-----------|------------|
| Bravo! | \$ 214,614 | \$ 291,000 | \$ 353,143 | \$ 368,000 | \$ 77,000 | \$ 382,286 |
| Convention Bureau | 358,910 | 338,000 | 385,143 | 400,000 | 62,000 | 414,286 |
| Principal Park | 14,412 | 15,000 | - | - | (15,000) | - |
| Iowa Events Center | 32,000 | 32,000 | 32,000 | 32,000 | - | 32,000 |
| Dallas County Development, Inc | 36,585 | move to EconDev | - | - | - | - |
| J Hawk Sports Association | 3,500 | 4,000 | 4,000 | - | (4,000) | - |
| J-Hawk Soccer Club | - | - | - | 2,500 | 2,500 | - |
| Polk County Master Gardeners | 3,000 | move to Council | - | 8,605 | - | - |
| Urbandale Chamber of Commerce | 5,000 | 5,000 | 5,000 | 3,000 | (2,000) | - |
| Urbandale Community Schools | 3,500 | 3,500 | 3,500 | 3,500 | - | - |
| Urbandale Girls Recreation Association | 3,500 | 4,000 | 4,000 | 16,000 | 12,000 | - |
| Urbandale Little League | 3,500 | 4,000 | 4,000 | 10,000 | 6,000 | - |
| Urbandale Soccer Club | - | - | - | 8,000 | 8,000 | - |
| Urbandale Sports Association | 3,500 | 4,000 | 4,000 | 4,000 | - | - |
| Choose Des Moines Communities | 25,000 | move to EconDev | - | to EconDev | - | - |
| Urbandale Development Association | - | - | - | to EconDev | - | - |
| Urbandale Chamber of Commerce | - | - | - | to EconDev | - | - |
| American Legion Post 663 | - | - | - | move to Council | - | - |
| Downtown Urb.Neighborhood Assoc | 500 | move to Council | - | move to Council | - | - |
| Urbandale Community Action Network | 7,000 | move to Council | - | move to Council | - | - |

| | | | | | | |
|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Sub-Total | \$ 714,521 | \$ 700,500 | \$ 794,786 | \$ 855,605 | \$ 146,500 | \$ 828,571 |
|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

| | | | | | | |
|-------------------------------------|---------|---|---|---|---|---|
| Westover Urban Renewal debt service | 101,885 | - | - | - | - | - |
|-------------------------------------|---------|---|---|---|---|---|

| | | | | | | |
|------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Total Earmarked | 816,406 | 700,500 | 794,786 | 855,605 | 155,105 | 828,571 |
|------------------------|----------------|----------------|----------------|----------------|----------------|----------------|

| | | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|---------------|----------------|
| General Fund Totals | 413,959 | 422,500 | 422,500 | 500,000 | 77,500 | 517,857 |
|----------------------------|----------------|----------------|----------------|----------------|---------------|----------------|

| | | | | | | |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| Hotel/Motel Tax Totals | \$ 1,230,365 | \$ 1,123,000 | \$ 1,217,286 | \$ 1,355,605 | \$ 232,605 | \$ 1,346,429 |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|------------------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| CAPITAL PROJECTS SUMMARY | | | | | | |
| Beginning Balance | \$ 8,336,312 | \$ 7,981,801 | \$ 10,767,565 | \$ 4,268,728 | \$ (3,713,073) | \$ 1,667,123 |
| Revenues: | | | | | | |
| Bond proceeds | \$ 8,604,271 | \$ 6,499,600 | \$ 6,691,460 | \$ 9,620,500 | \$ 3,120,900 | \$ 9,747,200 |
| Intergovernmental | 1,746,523 | 1,717,000 | 718,489 | 2,218,000 | 501,000 | 2,884,000 |
| Interest | 54,722 | 50,000 | 50,000 | 50,000 | - | 50,000 |
| Private donations | 1,962,467 | 374,000 | 32,300 | 335,900 | (38,100) | 4,727,400 |
| Special assessments | 476,187 | 1,061,000 | 73,759 | 50,000 | (1,011,000) | 396,000 |
| Sale proceeds held for Debt Servic | 900,000 | - | - | - | - | - |
| Transfers in from other funds | 49,319 | - | 292,900 | - | - | 45,000 |
| Total | \$ 22,129,801 | \$ 17,683,401 | \$ 18,626,473 | \$ 16,543,128 | \$ (1,140,273) | \$ 19,516,723 |
| Expenditures: | | | | | | |
| Project costs | \$ 11,154,136 | \$ 13,485,700 | \$ 14,046,620 | \$ 14,566,100 | \$ 1,080,400 | \$ 17,540,257 |
| Transfer out - Westover Debt Servi | - | 104,025 | 104,025 | 105,805 | 1,780 | 102,243 |
| Transfer out - Debt Service | 158,100 | 157,100 | 157,100 | 154,100 | (3,000) | 157,100 |
| Transfers out to other funds | 50,000 | 50,000 | 50,000 | 50,000 | - | 50,000 |
| Total | \$ 11,362,236 | \$ 13,796,825 | \$ 14,357,745 | \$ 14,876,005 | \$ 1,079,180 | \$ 17,849,600 |

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| BUDGET SUMMARY | | | | | | |
| PERSONAL SERVICES | | | | | | |
| 01 Salaries | \$ 9,315,062 | \$ 10,415,019 | \$ 10,333,806 | \$ 10,535,001 | \$ 119,982 | 10,813,946 |
| 02 Overtime | 527,502 | 393,900 | 466,850 | 329,850 | (64,050) | 330,100 |
| 03 Part-time | 1,349,353 | 1,479,244 | 1,525,448 | 1,499,221 | 19,977 | 1,532,335 |
| 04 Witness fees | 1,068 | 900 | 900 | 1,650 | 750 | 1,650 |
| 06 FICA | 548,534 | 587,105 | 589,164 | 594,248 | 7,143 | 614,754 |
| 07 Retirement - IPERS | 489,700 | 606,290 | 598,222 | 631,114 | 24,824 | 697,743 |
| 08 Pension | 795,022 | 1,118,581 | 1,118,581 | 1,219,619 | 101,038 | 1,503,237 |
| 09 Group insurance | 2,113,290 | 1,600,002 | 1,600,003 | 1,500,002 | (100,000) | 1,530,000 |
| 10 Unemployment | 54,255 | 60,000 | 55,000 | 60,000 | - | 62,000 |
| 11 Allowance | 48,111 | 61,890 | 56,138 | 64,940 | 3,050 | 64,990 |
| Sub-Total | \$ 15,241,897 | \$ 16,322,931 | \$ 16,344,112 | \$ 16,435,645 | \$ 112,714 | \$ 17,150,755 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 Advertising | \$ 28,495 | \$ 34,350 | \$ 28,750 | \$ 30,400 | \$ (3,950) | \$ 33,000 |
| 22 Recruitment | 100 | 33,060 | 22,240 | 26,795 | (6,265) | 24,750 |
| 23 Professional services | 687,333 | 854,967 | 791,311 | 817,402 | (37,565) | 836,241 |
| 24 Contributions to other agencies | 2,355,562 | 2,657,877 | 2,708,238 | 2,648,760 | (9,117) | 2,707,759 |
| 27 Data processing | 545,305 | 455,006 | 514,760 | 493,094 | 38,088 | 480,950 |
| 28 Dues and memberships | 74,701 | 79,116 | 76,575 | 40,810 | (38,306) | 42,203 |
| 29 Insurance | 650,000 | 660,000 | 660,000 | 475,000 | (185,000) | 475,000 |
| 32 Uniforms and laundry | 87,405 | 85,225 | 83,275 | 82,350 | (2,875) | 86,600 |
| 35 Printing and copying | 117,990 | 140,793 | 122,675 | 130,702 | (10,091) | 132,900 |
| 40 Building and grounds maint. | 286,225 | 291,981 | 320,680 | 298,873 | 6,892 | 302,177 |
| 41 Vehicle and equipment maint. | 114,606 | 98,550 | 108,350 | 97,350 | (1,200) | 101,875 |
| 46 Training and development | 149,595 | 150,900 | 134,800 | 130,130 | (20,770) | 140,700 |
| 48 Utility service | 991,935 | 1,049,450 | 1,029,738 | 1,074,124 | 24,674 | 1,107,580 |
| 49 Petty cash | 406 | 1,150 | 950 | 800 | (350) | 800 |
| 51 Maintenance supplies | 675,750 | 753,805 | 720,954 | 755,685 | 1,880 | 769,260 |
| 54 Minor equipment | 29,780 | 35,300 | 35,613 | 36,250 | 950 | 35,500 |
| 55 DARE expenditures | 3,127 | 4,000 | 4,000 | 4,000 | - | 4,000 |
| 56 Vehicle maintenance supplies | 155,619 | 138,950 | 138,892 | 158,950 | 20,000 | 166,000 |
| 57 Vehicle operation supplies | 391,279 | 386,400 | 412,000 | 443,940 | 57,540 | 462,000 |
| 58 Office supplies | 51,374 | 56,425 | 56,096 | 52,950 | (3,475) | 53,850 |
| 59 Operating supplies | 254,848 | 260,500 | 258,250 | 320,000 | 59,500 | 324,900 |
| 60 Safety and medical supplies | 43,248 | 41,840 | 39,860 | 40,590 | (1,250) | 40,615 |
| 61 Refunds | 14,331 | - | 1,500 | - | - | - |
| Sub-total | \$ 7,709,014 | \$ 8,269,645 | \$ 8,269,507 | \$ 8,158,955 | \$ (110,690) | \$ 8,328,660 |
| CAPITAL OUTLAY | | | | | | |
| 71 Equipment | \$ 35,866 | \$ 116,125 | \$ 110,928 | \$ 115,127 | \$ (998) | \$ 161,242 |
| 72 Furniture and fixtures | 51,727 | 67,229 | 74,800 | 39,900 | (27,329) | 39,800 |
| 73 Equipment replacement fund | 823,517 | 861,976 | 862,019 | 912,706 | 50,730 | 902,763 |
| 74 Office equipment | 88,853 | 20,000 | 23,000 | 58,514 | 38,514 | 20,000 |
| 75 Operating equipment | - | - | 1,000 | - | - | - |
| 76 Property improvements | 487,929 | 579,500 | 1,549,878 | 895,152 | 315,652 | 667,200 |
| 77 Economic development | 1,696,556 | 1,895,000 | 1,989,037 | 2,210,000 | 315,000 | 1,300,000 |
| 79 Books, films and recordings | 203,983 | 185,000 | 208,000 | 210,025 | 25,025 | 211,000 |
| 80 Natural disaster cleanup | 25,396 | - | 97,474 | - | - | - |
| 81 Building maintenance fund | - | - | - | 50,400 | 50,400 | 50,400 |
| 97 Transfers out | 3,357,348 | 3,256,914 | 3,247,914 | 3,613,827 | 356,913 | 4,035,929 |
| Sub-total | \$ 6,771,175 | \$ 6,981,744 | \$ 8,164,050 | \$ 8,105,651 | \$ 1,123,907 | \$ 7,388,334 |
| 91 Debt retirement | \$ 11,592,427 | \$ 9,210,001 | \$ 11,532,120 | \$ 9,265,776 | \$ 55,775 | \$ 9,408,397 |
| 95 Contingency | - | 100,000 | - | 100,000 | - | 100,000 |
| BUDGET SUMMARY | \$ 41,314,513 | \$ 40,884,321 | \$ 44,309,789 | \$ 42,066,027 | \$ 1,181,706 | \$ 42,376,146 |

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

100 PUBLIC SAFETY SUMMARY

| PERSONAL SERVICES | | | | | | | |
|--|---------------------------------|---------------------|---------------------|----------------------|---------------------|--------------------|----------------------|
| 01 | Salaries | \$ 4,130,355 | \$ 4,819,308 | \$ 4,821,808 | \$ 4,984,372 | \$ 165,064 | 5,139,866 |
| 02 | Overtime | 402,966 | 255,400 | 345,000 | 192,000 | (63,400) | 192,000 |
| 03 | Part-time | 354,440 | 462,938 | 462,938 | 483,393 | 20,455 | 503,491 |
| 04 | Witness fees | 1,068 | 900 | 900 | 1,650 | 750 | 1,650 |
| 06 | FICA | 81,325 | 95,950 | 95,950 | 101,915 | 5,965 | 103,052 |
| 07 | Retirement - IPERS | 54,111 | 65,177 | 65,175 | 71,538 | 6,361 | 77,839 |
| 08 | Pension | 795,022 | 1,118,581 | 1,118,581 | 1,219,619 | 101,038 | 1,503,237 |
| 09 | Group insurance | 890,506 | 737,725 | 737,725 | 723,214 | (14,511) | 737,679 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 13,402 | 26,200 | 20,400 | 29,400 | 3,200 | 29,400 |
| Sub-Total | | \$ 6,723,195 | \$ 7,582,179 | \$ 7,668,477 | \$ 7,807,101 | \$ 224,922 | \$ 8,288,214 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ 1,188 | \$ 2,200 | \$ 1,100 | \$ 2,200 | \$ - | \$ 2,200 |
| 22 | Recruitment | - | 12,960 | 8,650 | 9,300 | (3,660) | 8,650 |
| 23 | Professional services | 51,687 | 64,190 | 52,700 | 68,100 | 3,910 | 70,550 |
| 24 | Contributions to other agencies | 680,609 | 742,324 | 742,280 | 637,070 | (105,254) | 658,381 |
| 27 | Data processing | 76,153 | 63,460 | 63,460 | 98,761 | 35,301 | 82,500 |
| 28 | Dues and memberships | 5,810 | 6,535 | 5,465 | 4,280 | (2,255) | 4,965 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 60,127 | 56,400 | 54,000 | 53,800 | (2,600) | 58,000 |
| 35 | Printing and copying | 13,851 | 14,800 | 15,300 | 17,000 | 2,200 | 17,500 |
| 40 | Building and grounds maint. | 71,042 | 63,120 | 80,000 | 80,444 | 17,324 | 79,530 |
| 41 | Vehicle and equipment maint. | 63,468 | 56,500 | 50,500 | 51,000 | (5,500) | 52,000 |
| 46 | Training and development | 76,520 | 67,405 | 56,000 | 51,100 | (16,305) | 58,000 |
| 48 | Utility service | 114,206 | 108,225 | 109,538 | 110,430 | 2,205 | 113,230 |
| 49 | Petty cash | 154 | 400 | 400 | 400 | - | 400 |
| 51 | Maintenance supplies | 4,659 | 4,500 | 4,200 | 4,500 | - | 4,500 |
| 54 | Minor equipment | 9,717 | 18,000 | 18,000 | 18,000 | - | 18,000 |
| 55 | DARE expenditures | 3,127 | 4,000 | 4,000 | 4,000 | - | 4,000 |
| 56 | Vehicle maintenance supplies | 15,812 | 19,450 | 17,450 | 18,450 | (1,000) | 18,500 |
| 57 | Vehicle operation supplies | 116,291 | 117,000 | 127,000 | 125,000 | 8,000 | 132,000 |
| 58 | Office supplies | 10,289 | 12,250 | 11,846 | 12,250 | - | 13,000 |
| 59 | Operating supplies | 89,810 | 95,600 | 95,600 | 98,400 | 2,800 | 101,050 |
| 60 | Safety and medical supplies | 28,025 | 29,350 | 27,300 | 29,350 | - | 29,300 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 1,492,545 | \$ 1,558,669 | \$ 1,544,789 | \$ 1,493,835 | \$ (64,834) | \$ 1,526,256 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ 28,768 | \$ 67,425 | \$ 69,728 | \$ 81,627 | \$ 14,202 | \$ 145,242 |
| 72 | Furniture and fixtures | - | 4,079 | 4,084 | 2,000 | (2,079) | 2,500 |
| 73 | Equipment replacement fund | 207,867 | 222,890 | 222,890 | 234,957 | 12,067 | 229,957 |
| 74 | Office equipment | 75,632 | 20,000 | 20,000 | 58,514 | 38,514 | 20,000 |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | 833,000 | 161,952 | 161,952 | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 10,800 | 10,800 | 10,800 |
| 97 | Transfers out | 545,000 | - | - | - | - | - |
| Sub-total | | \$ 857,267 | \$ 314,394 | \$ 1,149,702 | \$ 549,850 | \$ 235,456 | \$ 408,499 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| PUBLIC SAFETY SUMMARY | | \$ 9,073,007 | \$ 9,480,242 | \$ 10,362,968 | \$ 9,875,786 | \$ 395,544 | \$ 10,247,969 |



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

POLICE

| | FINANCIAL SUMMARY | | | |
|---|--------------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 4,609,247 | 4,816,583 | 4,885,381 | 4,738,972 |
| Contractual & supply service | 1,119,175 | 1,223,409 | 1,200,855 | 1,141,309 |
| Capital outlay | 673,482 | 192,490 | 1,025,490 | 403,223 |
| Total expenditures | \$ 6,401,904 | \$ 6,232,482 | \$ 7,111,726 | \$ 6,283,504 |
| Fees | 24,775 | 25,000 | 24,000 | 24,000 |
| Grants | 21,936 | 32,800 | 105,000 | 192,850 |
| Other | 549,292 | 570,889 | 692,659 | 684,536 |
| Total revenue | \$ 596,003 | \$ 628,689 | \$ 821,659 | \$ 901,386 |
| <i>Net amount supported by property taxes</i> | \$ 5,805,901 | \$ 5,603,793 | \$ 6,290,067 | \$ 5,382,118 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase in salary of \$97,700 represents the net effect of the addition of 2 police officers under the COPS federal grant program and the offsetting reduction in costs due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year. In addition to the 2 new full-time positions, an additional full time position will be added to replace the services provided under the Restorative Justice Program and clerical support.
- ↓ Overtime is expected to decrease by \$70,400 due to the addition of 2 new officers.
- ↓ The City's contribution rate for police pension went from 24.76% to 26.12% of base salary for all officers. This increase is offset by the portion of pension costs funded by the Police & Fire Retirement tax levy, which is shown later in the Public Safety section of this budget document. Total pension costs being covered through the General fund will decrease by \$108,300 due to the additional \$0.10 in pension tax levy revenue being raised to offset these costs.
- ↓ A decrease of \$105,200 in contributions to other agencies, which reflects a lower amount expected to be paid for Westcom joint dispatch services, and the elimination of the Restorative Justice Program.
- ↑ An increase of \$38,500 in forfeited property, which reflects discretionary purchases of equipment and training funded from the monies recovered through investigations and forfeitures.
- ↑ An increase of \$161,900 in property improvements, which reflects the final 2 payments for Westcom radio system upgrades.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional officers and civilian staff are required to meet the needs of the growing community.

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 110 POLICE | | | | | | |
| PERSONAL SERVICES | | | | | | |
| 01 Salaries | \$ 2,927,006 | \$ 3,305,372 | \$ 3,305,372 | \$ 3,403,104 | \$ 97,732 | \$ 3,496,739 |
| 02 Overtime | 294,714 | 200,400 | 275,000 | 130,000 | (70,400) | 130,000 |
| 03 Part-time | 67,954 | 67,300 | 67,300 | 67,973 | 673 | 67,300 |
| 04 Witness fees | 1,068 | 900 | 900 | 1,650 | 750 | 1,650 |
| 06 FICA | 55,735 | 65,290 | 65,290 | 67,293 | 2,003 | 69,605 |
| 07 Retirement - IPERS | 25,892 | 21,898 | 21,896 | 24,419 | 2,521 | 26,804 |
| 08 Pension - net of 411 fund expen | 558,929 | 650,581 | 650,581 | 542,319 | (108,262) | 579,237 |
| 09 Group insurance | 664,557 | 479,042 | 479,042 | 473,214 | (5,828) | 482,679 |
| 10 Unemployment | - | - | - | - | - | - |
| 11 Allowance | 13,392 | 25,800 | 20,000 | 29,000 | 3,200 | 29,000 |
| Sub-Total | \$ 4,609,247 | \$ 4,816,583 | \$ 4,885,381 | \$ 4,738,972 | \$ (77,611) | \$ 4,883,014 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 Advertising | \$ 1,188 | \$ 2,200 | \$ 1,100 | \$ 2,200 | \$ - | \$ 2,200 |
| 22 Recruitment | - | 6,650 | 6,650 | 7,300 | 650 | 6,650 |
| 23 Professional services | 7,648 | 23,490 | 10,000 | 8,550 | (14,940) | 9,000 |
| 24 Contributions to other agencies | 672,435 | 733,999 | 733,999 | 628,789 | (105,210) | 650,000 |
| 27 Data processing | 63,363 | 56,410 | 56,410 | 91,711 | 35,301 | 75,000 |
| 28 Dues and memberships | 4,165 | 5,060 | 4,000 | 2,815 | (2,245) | 3,500 |
| 29 Insurance | - | - | - | - | - | - |
| 32 Uniforms and laundry | 40,129 | 30,400 | 28,000 | 27,800 | (2,600) | 28,000 |
| 35 Printing and copying | 11,031 | 9,500 | 11,000 | 11,700 | 2,200 | 12,000 |
| 40 Building and grounds maint. | 54,495 | 50,120 | 55,000 | 63,444 | 13,324 | 57,000 |
| 41 Vehicle and equipment maint. | 7,118 | 15,500 | 9,500 | 10,000 | (5,500) | 11,000 |
| 46 Training and development | 35,999 | 45,405 | 34,000 | 33,100 | (12,305) | 36,000 |
| 48 Utility service | 66,502 | 65,725 | 65,000 | 65,700 | (25) | 67,000 |
| 49 Petty cash | 120 | 300 | 300 | 300 | - | 300 |
| 51 Maintenance supplies | 2,029 | 2,500 | 2,200 | 2,500 | - | 2,500 |
| 54 Minor equipment | 250 | 500 | 500 | 500 | - | 500 |
| 55 DARE expenditures | 3,127 | 4,000 | 4,000 | 4,000 | - | 4,000 |
| 56 Vehicle maintenance supplies | 10,284 | 13,000 | 11,000 | 12,000 | (1,000) | 12,000 |
| 57 Vehicle operation supplies | 82,453 | 85,000 | 97,000 | 93,000 | 8,000 | 100,000 |
| 58 Office supplies | 8,596 | 9,000 | 8,596 | 9,000 | - | 9,500 |
| 59 Operating supplies | 44,483 | 59,600 | 59,600 | 61,850 | 2,250 | 61,000 |
| 60 Safety and medical supplies | 3,760 | 5,050 | 3,000 | 5,050 | - | 5,000 |
| 61 Refunds | - | - | - | - | - | - |
| Sub-total | \$ 1,119,175 | \$ 1,223,409 | \$ 1,200,855 | \$ 1,141,309 | \$ (82,100) | \$ 1,152,150 |
| CAPITAL OUTLAY | | | | | | |
| 71 Equipment | \$ 16,919 | \$ 31,600 | \$ 31,600 | \$ 25,100 | \$ (6,500) | \$ 27,000 |
| 72 Furniture and fixtures | - | - | - | - | - | - |
| 73 Equipment replacement fund | 135,931 | 140,890 | 140,890 | 154,057 | 13,167 | 149,057 |
| 74 Forfeited property | 75,632 | 20,000 | 20,000 | 58,514 | 38,514 | 20,000 |
| 75 Operating equipment | - | - | - | - | - | - |
| 76 Property improvements - Westc | - | - | 833,000 | 161,952 | 161,952 | - |
| 77 Economic development | - | - | - | - | - | - |
| 79 Books, films and recordings | - | - | - | - | - | - |
| 80 Natural disaster cleanup | - | - | - | - | - | - |
| 81 Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 Transfers out | 445,000 | - | - | - | - | - |
| Sub-total | \$ 673,482 | \$ 192,490 | \$ 1,025,490 | \$ 403,223 | \$ 210,733 | \$ 199,657 |
| 91 Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 Contingency | - | - | - | - | - | - |
| POLICE | \$ 6,401,904 | \$ 6,232,482 | \$ 7,111,726 | \$ 6,283,504 | \$ 51,022 | \$ 6,234,821 |

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | 49 officers, 5 office staff; performance bonus -12 staff, 5 civilians | \$ 3,403,104 |
| 02 | Overtime pay – patrol minimum staffing requirements per shift | \$ 30,000 |
| | Holiday pay @ double time | \$ 27,400 |
| | Holiday pay @ 1.5 time | \$ 23,000 |
| | Court testimony and on-call pay | \$ 6,700 |
| | Miscellaneous OT for arrests, casework, investigations | \$ 23,300 |
| | Special event – 4 th of July celebration | \$ 6,600 |
| | SERT training & missions | \$ 3,000 |
| | GTSB traffic enforcement operations | \$ 10,000 |
| | DEA assigned overtime (1) | \$ 20,000 |
| | M.I.N.E. task force overtime (2) | \$ 10,000 |
| | DEA and M.I.N.E overtime reimbursements | \$ (30,000) |
| 03 | Crossing guards (10) (\$67,973) and matrons (\$2,300) | \$ 67,973 |
| 04 | Witness fees | \$ 1,650 |
| 06 | FICA | \$ 67,293 |
| 07 | IPERS | \$ 24,419 |
| 08 | Contribution rate for police pension fund (26.12%), net of \$281,784 covered in 411 Fund expenses | \$ 542,319 |
| 09 | Group insurance | \$ 473,214 |
| 11 | Uniform maintenance allowance for 49 officers @ \$364 each per year | \$ 17,300 |
| | Spot awards | \$ 300 |
| | Plain clothes allowance | \$ 5,400 |
| | Vehicle allowance - Chief & Lt. Administrative Services | \$ 6,000 |
| 21 | Newspaper advertisements and official publications | \$ 2,200 |
| 22 | Recruitment expenses (advertising, background checks, civil service testing, POST test) | \$ 4,650 |
| | Pre-employment physical, MMPI evaluation, drug screen - 2 officers | \$ 2,000 |
| | Pre-employment drug screen & physical – crossing guards | \$ 650 |
| 23 | Interpreters | \$ 750 |
| | Radio and equipment maintenance contracts | \$ 5,000 |
| | Records retention storage fees | \$ 1,700 |
| | Security monitoring system | \$ 1,100 |
| 24 | Westcom operations | \$ 569,000 |
| | Regional Homeland Security | \$ 58,089 |
| | Polk County Crime Stoppers | \$ 1,000 |
| | DNR annual deer aerial survey | \$ 700 |
| 27 | Computer forensic equipment supplies | \$ 3,000 |

FUNCTION: Public Safety**ACTIVITY: Police**

| Object | Description | Amount |
|---------------|--|---------------|
| 27 cont. | ShieldWare RMS agreement | \$ 4,400 |
| | SUGA Sungard maintenance agreement | \$ 3,310 |
| | Power DMS annual license – CALEA & training software | \$ 4,322 |
| | MdE Adore FTO software maintenance agreement | \$ 800 |
| | Line lease state terminal | \$ 8,976 |
| | Net Motion licensing agreement | \$ 2,100 |
| | ID card printer – hardware maintenance agreement | \$ 900 |
| | ID card printer – software maintenance agreement | \$ 400 |
| | Encase Software License agreement | \$ 1,200 |
| | Computers replacements (5 desktops, 3 app computers) | \$ 13,600 |
| | Microsoft Visio for Windows 2010 | \$ 4,760 |
| | Building video hard disk drive | \$ 1,950 |
| | ESRI ArcView maintenance agreement | \$ 400 |
| | GPS hardware upgrade | \$ 500 |
| | CLEAR – Investigative Repository | \$ 2,832 |
| | Building access proximity cards | \$ 600 |
| | Morpho Trac Live Scan – maintenance agreement | \$ 6,601 |
| | Live Scan SunGard Interface maintenance agreement | \$ 1,000 |
| | Annual subscription to CrimeReports.com (public records access software) | \$ 1,200 |
| | Evidence Software annual maintenance agreement | \$ 3,200 |
| | IACP.Net annual subscription | \$ 800 |
| | Adobe Pro (3 licenses for Admin Services personnel) | \$ 900 |
| | DVR – building security – video monitor replacement | \$ 5,000 |
| | Mobile video storage server replacement | \$ 15,000 |
| | Data911 MDVR hardware & software server maintenance agreement | \$ 3,960 |
| 28 | Iowa Death Investigators Association (6) | \$ 150 |
| | International Association of Chiefs of Police (5) | \$ 600 |
| | Des Moines Rifle & Revolver Club | \$ 390 |
| | International of Crime Analysts | \$ 25 |
| | Iowa Police Chiefs Association (1) | \$ 45 |
| | Iowa Reserve Police Officers Association (12) | \$ 180 |
| | Iowa Division, Association of Identification (2) | \$ 40 |
| | International Association Computer Investigation Specialists | \$ 60 |
| | F.B.I. National Academy Alumni Association (1) | \$ 125 |
| | Miscellaneous reports, journals, professional publications | \$ 500 |
| | International Association of Certified Fraud Investigators | \$ 150 |

FUNCTION: Public Safety**ACTIVITY: Police**

| Object | Description | Amount |
|---------------|--|---------------|
| 28 cont. | International Association of Financial Crime Investigators | \$ 65 |
| | High Tech Crime Consortium (1) | \$ 25 |
| | K-9 Heart of America Police Dog Association (dog, handler, supervisor) | \$ 160 |
| | MOCIC agency membership – renewal | \$ 200 |
| | International Association of Property Evidence Technicians (2) | \$ 100 |
| 32 | Uniform replacement | \$ 14,500 |
| | Ballistic Vests – (9) replacements | \$ 6,300 |
| | Reserve uniform replacement | \$ 1,000 |
| | Crossing guard uniform replacement | \$ 5,000 |
| | Patrol bicycle uniforms | \$ 1,000 |
| 35 | Copier maintenance agreement | \$ 5,200 |
| | Printing forms | \$ 1,000 |
| | Training manuals | \$ 600 |
| | Shipping charges | \$ 500 |
| | Citation printing | \$ 1,500 |
| | Notary Public – renewals | \$ 400 |
| | Postage | \$ 2,500 |
| 40 | Building custodial services contract | \$ 13,452 |
| | Pest control | \$ 679 |
| | Window cleaning | \$ 370 |
| | Carpet cleaning (w/\$40 upholstery alternate) | \$ 2,243 |
| | HVAC service and repair (Air-Con) | \$ 23,500 |
| | Light maintenance & electrical repair (A&W Electric) | \$ 8,700 |
| | Miscellaneous building repairs | \$ 7,500 |
| | Water heater system (to replace w/boiler system – CIP) | \$ 7,000 |
| 41 | Fees for service and shop work, uninsured body work, miscellaneous repairs | \$ 10,000 |
| 46 | Iowa Sex Crimes Investigators conference (1) | \$ 250 |
| | Iowa Association of Ident Officers (2) | \$ 300 |
| | L.E.I.N. training conference (2) | \$ 300 |
| | MOCIC training conference (1) | \$ 900 |
| | LEIN Basic Intelligence school (1) | \$ 250 |
| | Iowa Death Investigators training conference (4) | \$ 500 |
| | I.L.E.A. Advanced & Recertification Instructor schools | \$ 3,500 |
| | I.L.E.A. Basic Academy training (2) | \$ 13,000 |
| | Civilian employees training seminars (4) | \$ 1,000 |
| | 4 th Annual Open Records Symposium (Host) | \$ 250 |

FUNCTION: Public Safety**ACTIVITY: Police**

| Object | Description | Amount |
|---------------|---|---------------|
| 46 cont. | Police Officers Patrol Bicycle training conference (2) | \$ 500 |
| | Iowa Police Reserve Officers annual training conference (6) | \$ 200 |
| | Advanced Crash Management course (4th of 5 required classes) | \$ 2,500 |
| | CALEA accreditation conference (2) | \$ 3,000 |
| | Sungard Public Safety User Group technical training seminar (3) | \$ 1,800 |
| | U.S. Attorney's – Protect Our Children Conference (1) | \$ 650 |
| | Lifesavers Conference, Orlando, Fl. (reimbursement via GTSB grant – all but per diem) | \$ 1,500 |
| | Legal updates – County Attorney's Association (4) | \$ 200 |
| | K9 recertification and training (1) | \$ 1,500 |
| | Forensic Assoc. Computer Techs training (1) | \$ 400 |
| | Rentals – specialized training venues (Camp Dodge, MAC Mount, Brownell's) | \$ 600 |
| 48 | Utilities, heating, lights and cooling | \$ 26,400 |
| | Telephone service | \$ 24,000 |
| | Cell phone service | \$ 10,200 |
| | Sprint card – wireless connections | \$ 1,800 |
| | Language Line interpreter service | \$ 200 |
| | Water service | \$ 2,500 |
| | GPS cellular air time | \$ 600 |
| 49 | Petty cash | \$ 300 |
| 51 | Custodial supplies | \$ 2,500 |
| 54 | Miscellaneous minor equipment | \$ 500 |
| 55 | D.A.R.E. program expenditures | \$ 4,000 |
| 56 | Replacement tires, batteries, parts, etc. | \$ 10,000 |
| | Police bicycle maintenance and equipment | \$ 1,000 |
| | Motorcycle maintenance – oil changes, tune up, etc. | \$ 1,000 |
| 57 | Gasoline – fleet (30,000 gallons @ \$3 per gallon) | \$ 90,000 |
| | Oil and grease | \$ 2,000 |
| | Transmission oil | \$ 200 |
| | Anti-freeze, gas line deicer and windshield solvent | \$ 800 |
| 58 | Office supplies | \$ 9,000 |
| 59 | Citizen Police Academy 2013 | \$ 750 |
| | Child safety & crime prevention badges | \$ 400 |
| | Crime Free Multi-Housing Program (collaborating agencies program) | \$ 400 |
| | Investigative funds | \$ 4,500 |
| | C.S.I. evidence and laboratory supplies | \$ 3,250 |
| | Ident-A-Kit rental | \$ 750 |

FUNCTION: Public Safety**ACTIVITY: Police**

| Object | Description | Amount |
|---------------|--|------------------|
| 59 cont. | Community Crime Eye program supplies (brochures, bags, handouts, etc.) | \$ 2,000 |
| | Car wash tickets | \$ 2,500 |
| | Qualification, training and service ammunition | \$ 24,500 |
| | Chemical agents - replacement | \$ 6,200 |
| | Range supplies – firearms cleaning supplies, targets, etc. | \$ 3,500 |
| | Vehicle towing and impoundment | \$ 8,000 |
| | Taser cartridges & Batteries | \$ 1,500 |
| | K-9 food & vet supplies | \$ 1,000 |
| | Alco-sensor mouthpieces (disposable) | \$ 900 |
| | National Night Out 2013 - supplies | \$ 1,200 |
| | ID card supplies | \$ 500 |
| 60 | General fire & safety supplies | \$ 500 |
| | Protective eyewear and hearing equipment | \$ 400 |
| | Supplies for general first aid | \$ 150 |
| | Jail medical supplies | \$ 200 |
| | Safety program supplies | \$ 250 |
| | Field cleanser kits for blood borne pathogen contamination | \$ 500 |
| | Combat tourniquets & blood stopper kits | \$ 300 |
| | N-95 filtration masks | \$ 250 |
| | Injured officers – return to work medical review | \$ 2,000 |
| | Latex gloves | \$ 500 |
| 71 | Equipment transfer- patrol vehicles (4) | \$ 7,500 |
| | Patrol vehicle markings (4) | \$ 2,000 |
| | Equipment transfers – unmarked vehicles (1) | \$ 600 |
| | Patrol camera system (2) | \$ 12,000 |
| | Lidars – patrol replacements (2) | \$ 3,000 |
| 73 | Equipment Replacement Fund contribution | \$ 154,057 |
| 76 | Westcom system upgrade – final 2 payments | \$ 161,952 |
| 81 | Building maintenance fund contribution | \$ 3,600 |
| 74 | PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS TOTAL | \$ 58,514 |
| | SERT uniforms & equipment (lines 32 & 71) | \$ 2,000 |
| | AR-15 Patrol rifles (5) (line 71) | \$ 4,500 |
| | Digital camera – evidence receiving room (line 71) | \$ 200 |
| | AV equipment – E.O.C. – conference room (line 71) | \$ 5,200 |
| | Forensic computer work station (line 71) | \$ 6,000 |

FUNCTION: Public Safety**ACTIVITY: Police**

| Object | Description | | Amount |
|---------------|---|-----------|---------------|
| 74 cont. | Police Officers Memorial service | (line 59) | \$ 2,000 |
| | Police awards & recognition program | (line 59) | \$ 1,500 |
| | Cell phone forensic equipment | (line 71) | \$ 7,064 |
| | Printer – evidence receiving room | (line 71) | \$ 1,550 |
| | Office furniture – evidence receiving room | (line 71) | \$ 3,700 |
| | Crash Management software upgrade – Total Station | (line 27) | \$ 500 |
| | Class B uniform – patrol (new) | (line 32) | \$ 4,000 |
| | Patrol coats, Hy-Viz, ANSI compliant (new) | (line 32) | \$ 9,400 |
| | I.A.C.P. executive training conference (3) | (line 46) | \$ 4,000 |
| | Basic Homicide school (1) | (line 46) | \$ 2,500 |
| | D.A.R.E. conference (1) | (line 46) | \$ 400 |
| | Advanced Crash Management course | (line 46) | \$ 4,000 |

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

FIRE/EMS

| FINANCIAL SUMMARY | | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 1,886,472 | 2,297,596 | 2,303,596 | 2,390,829 |
| Contractual & supply service | 333,142 | 301,435 | 309,115 | 297,015 |
| Capital outlay | 183,785 | 89,579 | 90,334 | 123,627 |
| Total expenditures | \$ 2,403,399 | \$ 2,688,610 | \$ 2,703,045 | \$ 2,811,471 |
| Fees | 636,780 | 500,000 | 655,000 | 640,000 |
| Grants | 248,026 | 475,772 | 360,000 | 230,000 |
| Other | 141,669 | 153,526 | 149,243 | 170,713 |
| Total revenue | \$ 1,026,475 | \$ 1,129,298 | \$ 1,164,243 | \$ 1,040,713 |
| Net amount supported by property taxes | \$ 1,376,924 | \$ 1,559,312 | \$ 1,538,802 | \$ 1,770,758 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$93,200 in personnel costs reflects normal salary and benefits increases for 28 existing full-time staff, and a planned rate adjustment for part-time paid on call staff. FY12-13 is the final partial year for SAFER grant funding for 6 new positions hired in FY10-11.
- ↑ An increase in equipment of \$30,000 to cover an upgrade of eight AED units and cost to comply with the federal mandate of Narrowbanding VHF frequencies.

FUTURE BUDGET CONSIDERATIONS:

- ❖ There is an increasing need to address building and grounds maintenance for the fire stations. Station 42 is approaching 16 years of age and as such, there is an increase need for on-going maintenance outside the scope of fire department staff.
- ❖ Maintaining adequate response capabilities continues to be the top priority.
- ❖ The replacement of self-contained breathing apparatus to meet new standards, which is being pursued through the City's Capital Improvements Program for 2012.
- ❖ The possible construction of housing quarters for part-time members who agree to live at the fire station in return for services provided should be considered.
- ❖ The future addition of a third fire station to allow adequate coverage and response times.
- ❖ The addition of an EMS Assistant Chief to oversee the department's EMS operations including a required medical quality improvement/quality assurance program.

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 150 FIRE/EMS | | | | | | |
| PERSONAL SERVICES | | | | | | |
| 01 Salaries | \$ 1,203,349 | \$ 1,513,936 | \$ 1,513,936 | \$ 1,581,268 | \$ 67,332 | \$ 1,643,127 |
| 02 Overtime | 108,252 | 55,000 | 61,000 | 62,000 | 7,000 | 62,000 |
| 03 Part-time | 286,486 | 395,638 | 395,638 | 415,420 | 19,782 | 436,191 |
| 04 Witness fees | - | - | - | - | - | - |
| 06 FICA | 25,590 | 30,660 | 30,660 | 34,622 | 3,962 | 33,447 |
| 07 Retirement - IPERS | 28,219 | 43,279 | 43,279 | 47,119 | 3,840 | 51,035 |
| 08 Pension - net of 411 fund expen | 8,617 | - | - | - | - | - |
| 09 Group insurance | 225,949 | 258,683 | 258,683 | 250,000 | (8,683) | 255,000 |
| 10 Unemployment | - | - | - | - | - | - |
| 11 Allowance | 10 | 400 | 400 | 400 | - | 400 |
| Sub-Total | \$ 1,886,472 | \$ 2,297,596 | \$ 2,303,596 | \$ 2,390,829 | \$ 93,233 | \$ 2,481,200 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 Recruitment | - | 6,310 | 2,000 | 2,000 | (4,310) | 2,000 |
| 23 Professional services | 21,401 | 21,700 | 21,700 | 19,550 | (2,150) | 19,550 |
| 24 Contributions to other agencies | - | - | - | - | - | - |
| 27 Data processing | 12,790 | 7,050 | 7,050 | 7,050 | - | 7,500 |
| 28 Dues and memberships | 1,645 | 1,475 | 1,465 | 1,465 | (10) | 1,465 |
| 29 Insurance | - | - | - | - | - | - |
| 32 Uniforms and laundry | 19,998 | 26,000 | 26,000 | 26,000 | - | 30,000 |
| 35 Printing and copying | 1,869 | 4,300 | 4,300 | 4,300 | - | 4,500 |
| 40 Building and grounds maint. | 16,312 | 13,000 | 25,000 | 17,000 | 4,000 | 22,530 |
| 41 Vehicle and equipment maint. | 56,262 | 38,500 | 38,500 | 38,500 | - | 38,500 |
| 46 Training and development | 40,521 | 22,000 | 22,000 | 18,000 | (4,000) | 22,000 |
| 48 Utility service | 42,348 | 40,000 | 42,000 | 42,000 | 2,000 | 43,500 |
| 49 Petty cash | 34 | 100 | 100 | 100 | - | 100 |
| 51 Maintenance supplies | 2,630 | 2,000 | 2,000 | 2,000 | - | 2,000 |
| 54 Minor equipment | 9,467 | 17,500 | 17,500 | 17,500 | - | 17,500 |
| 55 DARE expenditures | - | - | - | - | - | - |
| 56 Vehicle maintenance supplies | 5,528 | 6,450 | 6,450 | 6,450 | - | 6,500 |
| 57 Vehicle operation supplies | 33,838 | 32,000 | 30,000 | 32,000 | - | 32,000 |
| 58 Office supplies | 1,693 | 3,250 | 3,250 | 3,250 | - | 3,500 |
| 59 Operating supplies | 42,541 | 35,500 | 35,500 | 35,550 | 50 | 39,550 |
| 60 Safety and medical supplies | 24,265 | 24,300 | 24,300 | 24,300 | - | 24,300 |
| 61 Refunds | - | - | - | - | - | - |
| Sub-total | \$ 333,142 | \$ 301,435 | \$ 309,115 | \$ 297,015 | \$ (4,420) | \$ 316,995 |
| CAPITAL OUTLAY | | | | | | |
| 71 Equipment | \$ 11,849 | \$ 3,500 | \$ 4,250 | \$ 33,527 | \$ 30,027 | \$ 95,242 |
| 72 Furniture and fixtures | - | 4,079 | 4,084 | 2,000 | (2,079) | 2,500 |
| 73 Equipment replacement fund | 71,936 | 82,000 | 82,000 | 80,900 | (1,100) | 80,900 |
| 74 Office equipment | - | - | - | - | - | - |
| 75 Operating equipment | - | - | - | - | - | - |
| 76 Property improvements | - | - | - | - | - | - |
| 77 Economic development | - | - | - | - | - | - |
| 79 Books, films and recordings | - | - | - | - | - | - |
| 80 Natural disaster cleanup | - | - | - | - | - | - |
| 81 Building maintenance fund | - | - | - | 7,200 | 7,200 | 7,200 |
| 97 Transfers out | 100,000 | - | - | - | - | - |
| Sub-total | \$ 183,785 | \$ 89,579 | \$ 90,334 | \$ 123,627 | \$ 34,048 | \$ 185,842 |
| 91 Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 Contingency | - | - | - | - | - | - |
| FIRE/EMS | \$ 2,403,399 | \$ 2,688,610 | \$ 2,703,045 | \$ 2,811,471 | \$ 122,861 | \$ 2,984,037 |

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Professional personnel (27), department secretary and performance bonus | \$ 1,581,268 |
| 02 | Overtime | \$ 62,000 |
| 03 | Compensation – part-time firefighters/paramedics | \$ 415,420 |
| 06 | FICA | \$ 34,622 |
| 07 | IPERS | \$ 47,119 |
| 08 | Pension – \$395,516 covered in 411 Fund expenses | \$ 0 |
| 09 | Group insurance | \$ 250,000 |
| 11 | On the spot awards | \$ 400 |
| 22 | Recruitment | \$ 2,000 |
| 23 | Pager contract | \$ 150 |
| | SCBA fill station maintenance | \$ 1,600 |
| | Annual ladder testing | \$ 2,700 |
| | Annual pump testing | \$ 1,500 |
| | Cardiac monitors calibration/PM | \$ 2,100 |
| | Annual SCBA flow testing | \$ 2,500 |
| | Medical Director fee | \$ 9,000 |
| 27 | FireHouse Records Management software maintenance | \$ 2,100 |
| | Medical billing software updates | \$ 1,000 |
| | Computer replacement (1) | \$ 1,600 |
| | Scheduling software | \$ 1,000 |
| | Net Motion maintenance | \$ 1,350 |
| 28 | Iowa Firefighters Association | \$ 10 |
| | Iowa Fire Chief's Association | \$ 25 |
| | Hawkeye Fire Safety Association | \$ 25 |
| | Polk County Fire Chiefs | \$ 25 |
| | International Fire Service Instructor's Association | \$ 75 |
| | Iowa Association of Professional Fire Chiefs | \$ 50 |
| | National Fire Protection Association | \$ 270 |
| | International Association of Fire Chiefs | \$ 285 |
| | Iowa Fire Service Instructors Association | \$ 70 |
| | International Code Council | \$ 110 |
| | IA EMS Association | \$ 350 |
| | Academy of Professional Coders | \$ 120 |
| | Central Iowa EMS Directors | \$ 50 |
| 32 | Personal equipment and uniforms (coats, pants, boots, etc) | \$ 26,000 |

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

| Object | Description | Amount |
|---------------|--|---------------|
| 35 | Printing, copying and postage | \$ 4,300 |
| 40 | Building & grounds maintenance: cleaning contract, pest control, and supplies | \$ 1,600 |
| | Facility repairs and maintenance | \$ 10,200 |
| | Training facility maintenance | \$ 4,000 |
| | Generator service | \$ 625 |
| | Sprinkler contract | \$ 175 |
| | Pest control | \$ 400 |
| 41 | Vehicle repair and maintenance by outside firms | \$ 38,500 |
| 46 | Classes, certifications and development | \$ 5,500 |
| | Equipment and materials | \$ 1,500 |
| | Fire prevention materials | \$ 1,500 |
| | Online EMS continuing education | \$ 3,000 |
| | EMS training programs and continuing education | \$ 5,000 |
| | EMS training materials and supplies | \$ 1,500 |
| 48 | Telephone, data, heating and air conditioning, water service | \$ 42,000 |
| 49 | Reimburse petty cash | \$ 100 |
| 51 | Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies | \$ 2,000 |
| 54 | Minor Equipment (hoses, nozzles, air bags, etc.) | \$ 17,500 |
| 56 | Vehicle maintenance supplies | \$ 6,450 |
| 57 | Gas, oil, grease | \$ 32,000 |
| 58 | Office supplies | \$ 3,250 |
| 59 | Operating supplies | \$ 3,225 |
| | NFPA standards subscription on CD | \$ 825 |
| | EMS supplies/equipment | \$ 31,500 |
| 60 | Respirator protection program, including medical evaluations | \$ 12,300 |
| | Corrective lenses for SCBA | \$ 200 |
| | TB tests and physicals, hepatitis shots | \$ 9,800 |
| | Flu shots | \$ 2,000 |
| 71 | Equipment for Narrow-banding requirement (new pagers, station alerting system replacement & reprogramming of six pagers) | \$ 5,750 |
| | Replacement AED units (8) | \$ 27,777 |
| 72 | Furniture and fixtures (replace 20 of the 40 chairs in the training room) | \$ 2,000 |
| 73 | Equipment Replacement Fund contribution | \$ 80,900 |
| 81 | Building maintenance fund contribution | \$ 7,200 |

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

EMERGENCY PREPAREDNESS

| | FINANCIAL SUMMARY | | | |
|---|-------------------|------------------|------------------|------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 10,216 | 13,325 | 13,281 | 13,511 |
| Capital outlay | - | 32,325 | 33,878 | 23,000 |
| Total expenditures | \$ 10,216 | \$ 45,650 | \$ 47,159 | \$ 36,511 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 602 | 2,607 | 2,604 | 2,217 |
| Total revenue | \$ 602 | \$ 2,607 | \$ 2,604 | \$ 2,217 |
| Net amount supported by property taxes | \$ 9,614 | \$ 43,043 | \$ 44,555 | \$ 34,294 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$9,300 in equipment reflects the completion of the project to upgrade sirens with two-way radio capability and programming to meet the federal Narrowbanding mandate. However, this line does include funding to add a storm siren to an underserved area of 142nd and Meredith, which will include the new regional park area.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The replacement of an existing siren that has reached the end of useful life.
- ❖ The elimination of a storm siren that had reached the end of useful life. This siren is in an area that enjoys coverage from another newer siren and will be removed from service when it breaks down.
- ❖ The expansion of our storm warning system including the possible purchase of up to two additional storm sirens.

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|---------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | 8,174 | 8,325 | 8,281 | 8,281 | (44) | 8,381 |
| 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. | 88 | 2,500 | 2,500 | 2,500 | - | 2,500 |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | 1,954 | 2,500 | 2,500 | 2,730 | 230 | 2,730 |
| 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 | | \$ 10,216 | \$ 13,325 | \$ 13,281 | \$ 13,511 | \$ 186 | \$ 13,611 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|------------------|------------------|------------------|-------------------|------------------|
| 71 | Equipment | \$ - | \$ 32,325 | \$ 33,878 | \$ 23,000 | \$ (9,325) | \$ 23,000 |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ 32,325 | \$ 33,878 | \$ 23,000 | \$ (9,325) | \$ 23,000 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|-------------------------------|--|------------------|------------------|------------------|------------------|-------------------|------------------|
| EMERGENCY PREPAREDNESS | | \$ 10,216 | \$ 45,650 | \$ 47,159 | \$ 36,511 | \$ (9,139) | \$ 36,611 |
|-------------------------------|--|------------------|------------------|------------------|------------------|-------------------|------------------|

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 24 | Polk County EMA | \$ 8,281 |
| 41 | Siren repairs | \$ 2,500 |
| 48 | Utility service | \$ 2,730 |
| 71 | New storm siren to system in the area of 142nd & Meredith | \$ 23,000 |



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

ANIMAL CONTROL

| | FINANCIAL SUMMARY | | | |
|---|-------------------|------------------|------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | 11,500 | - |
| Contractual & supply service | 30,012 | 20,500 | 21,538 | 42,000 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 30,012 | \$ 20,500 | \$ 33,038 | \$ 42,000 |
| Fees | 8,362 | 8,500 | 12,000 | 45,000 |
| Grants | - | - | - | - |
| Other | 1,769 | 1,171 | 1,824 | 2,550 |
| Total revenue | \$ 10,131 | \$ 9,671 | \$ 13,824 | \$ 47,550 |
| Net amount supported by property taxes | \$ 19,881 | \$ 10,829 | \$ 19,214 | \$ (5,550) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$21,500 in professional services, which reflects a planned adjustment to the current animal control 28E agreement with West Des Moines Animal Control. This service is currently provided on a limited basis, and proposed is to expand service with WDM to offer full response services within Urbandale city-limits.
- ↑ This department is also planning on significant revenue increases due to new animal licensing fees and service agreement with Humane Enterprises of Omaha to provide animal license processing, beginning in spring 2012.

FUTURE BUDGET CONSIDERATIONS:

- ❖ To evaluate the effectiveness of the new 28E agreement going forward and if needed, look at a Full-time Animal Control Officer, and/or different options for a joint venture with other agencies.
- ❖ If contracted operations continue with West Des Moines Animal Control, it is likely that WDM will need to build a new animal holding facility to accommodate additional animal volume. It would be assumed that Urbandale would be responsible for a portion of the cost of any new facility, either through direct construction costs, or through higher service fees paid to WDM in the future.

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

190 ANIMAL CONTROL

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------|-------------|------------------|-------------|-------------|-------------|
| 01 | Salaries | \$ - | \$ - | \$ 2,500 | \$ - | \$ - | \$ - |
| 02 | Overtime | - | - | 9,000 | - | - | - |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | - | - | - | - | - | - |
| 07 | Retirement - IPERS | - | - | - | - | - | - |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ 11,500 | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 22,638 | 19,000 | 21,000 | 40,000 | 21,000 | 42,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 951 | 1,000 | - | 1,000 | - | 1,000 |
| 40 | Building and grounds maint. | 235 | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | 3,402 | - | 38 | - | - | - |
| 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 | 2,786 | 500 | 500 | 1,000 | 500 | 500 |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 30,012 | \$ 20,500 | \$ 21,538 | \$ 42,000 | \$ 21,500 | \$ 43,500 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|-----------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|
| ANIMAL CONTROL | | \$ 30,012 | \$ 20,500 | \$ 33,038 | \$ 42,000 | \$ 21,500 | \$ 43,500 |
|-----------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|

FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 23 | Animal Control 28E contract with West Des Moines | \$ 40,000 |
| 35 | Pet licensing brochures | \$ 1,000 |
| 59 | Pet tags | \$ 1,000 |



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

POLICE & FIRE RETIREMENT FUND

| FINANCIAL SUMMARY | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 227,476 | 468,000 | 468,000 | 677,300 |
| Contractual & supply service | - | - | - | - |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 227,476 | \$ 468,000 | \$ 468,000 | \$ 677,300 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | - | - | - | - |
| Total revenue | \$ - | \$ - | \$ - | \$ - |
| Net amount supported by 411 property taxes | \$ 227,476 | \$ 468,000 | \$ 468,000 | \$ 677,300 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$209,300 in pension costs, which reflects 100% of the City's contribution to the Chapter 411 retirement fund for the City's fire and EMS personnel, as well as 34% of the City's contribution for police personnel. The MFPRSI City contribution rate went up from 24.76% in FY11-12 to 26.12% for FY12-13.
- ❖ This fund was established in FY10-11 to account for the public safety retirement levy revenue being collected. The levy supporting these taxes will be increasing from \$0.20 to \$0.30 for FY12-13.

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%.

| PUBLIC SAFETY | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 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 | 227,476 | 468,000 | 468,000 | 677,300 | 924,000 |
| 09 | Group insurance | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - |

| | | | | | | | | | | | | |
|------------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|
| Sub-Total | \$ | 227,476 | \$ | 468,000 | \$ | 468,000 | \$ | 677,300 | \$ | 209,300 | \$ | 924,000 |
|------------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|

CONTRACTUAL AND SUPPLY SERVICES

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

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

CAPITAL OUTLAY

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

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

| | | | | | | |
|----|-----------------|---|---|---|---|---|
| 91 | Debt retirement | - | - | - | - | - |
| 95 | Contingency | - | - | - | - | - |

| | | | | | | | | | | | | |
|--|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|
| POLICE & FIRE RETIREMENT FUND | \$ | 227,476 | \$ | 468,000 | \$ | 468,000 | \$ | 677,300 | \$ | 209,300 | \$ | 924,000 |
|--|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|-----------|----------------|

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 09 | Municipal Fire & Police Retirement System – City contribution for Fire & EMS (FY12-13 26.12%) | \$ 395,516 |
| | Municipal Fire & Police Retirement System – City contribution for Police (FY12-13 26.12%) – partial | \$ 281,784 |



| PUBLIC WORKS | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|---------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|
|---------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|

200 PUBLIC WORKS SUMMARY

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| 01 | Salaries | \$ 2,104,274 | \$ 2,277,758 | \$ 2,239,527 | \$ 2,248,011 | \$ (29,747) | 2,293,605 |
| 02 | Overtime | 100,495 | 110,000 | 95,000 | 112,500 | 2,500 | 112,600 |
| 03 | Part-time | 55,486 | 45,800 | 61,213 | 54,193 | 8,393 | 54,193 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 167,891 | 171,682 | 175,156 | 173,667 | 1,985 | 179,605 |
| 07 | Retirement - IPERS | 159,547 | 196,201 | 188,684 | 197,624 | 1,423 | 217,640 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 491,773 | 364,072 | 364,072 | 330,357 | (33,715) | 336,965 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 3,375 | 3,850 | 3,450 | 3,850 | - | 3,850 |
| Sub-Total | | \$ 3,082,841 | \$ 3,169,363 | \$ 3,127,102 | \$ 3,120,202 | \$ (49,161) | \$ 3,198,458 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| 21 | Advertising | \$ 15 | \$ 500 | \$ - | \$ 100 | \$ (400) | \$ 300 |
| 22 | Recruitment | - | 3,500 | 690 | 4,500 | 1,000 | 3,500 |
| 23 | Professional services | 39,871 | 43,500 | 28,534 | 42,800 | (700) | 44,500 |
| 24 | Contributions to other agencies | 781,961 | 882,687 | 848,247 | 861,337 | (21,350) | 911,057 |
| 27 | Data processing | 58,555 | 64,860 | 60,550 | 67,500 | 2,640 | 59,600 |
| 28 | Dues and memberships | 6,872 | 6,800 | 6,700 | 6,900 | 100 | 6,900 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 18,828 | 21,975 | 21,925 | 21,500 | (475) | 21,500 |
| 35 | Printing and copying | 9,906 | 12,900 | 10,200 | 12,900 | - | 12,900 |
| 40 | Building and grounds maint. | 54,195 | 49,526 | 54,800 | 40,332 | (9,194) | 44,500 |
| 41 | Vehicle and equipment maint. | 43,562 | 28,250 | 44,500 | 34,750 | 6,500 | 36,250 |
| 46 | Training and development | 13,079 | 13,120 | 14,300 | 13,620 | 500 | 13,800 |
| 48 | Utility service | 609,591 | 624,950 | 624,600 | 656,850 | 31,900 | 680,950 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 494,692 | 520,200 | 488,399 | 551,250 | 31,050 | 551,100 |
| 54 | Minor equipment | 5,079 | 5,500 | 5,500 | 7,500 | 2,000 | 6,500 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 120,051 | 104,000 | 100,800 | 120,000 | 16,000 | 126,000 |
| 57 | Vehicle operation supplies | 236,189 | 218,400 | 236,000 | 270,440 | 52,040 | 281,000 |
| 58 | Office supplies | 3,619 | 4,500 | 4,000 | 3,500 | (1,000) | 3,500 |
| 59 | Operating supplies | 18,047 | 18,000 | 19,000 | 19,700 | 1,700 | 20,300 |
| 60 | Safety and medical supplies | 5,748 | 4,200 | 4,400 | 4,250 | 50 | 4,250 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 2,519,860 | \$ 2,627,368 | \$ 2,573,145 | \$ 2,739,729 | \$ 112,361 | \$ 2,828,407 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| 71 | Equipment | \$ - | \$ 43,500 | \$ 36,000 | \$ 30,000 | \$ (13,500) | \$ 10,000 |
| 72 | Furniture and fixtures | 35,975 | 48,000 | 48,413 | 24,000 | (24,000) | 24,000 |
| 73 | Equipment replacement fund | 527,062 | 537,900 | 537,900 | 564,027 | 26,127 | 558,027 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 377,143 | 429,500 | 534,794 | 568,200 | 138,700 | 517,200 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | 97,474 | - | - | - |
| 81 | Building maintenance fund | - | - | - | 9,000 | 9,000 | 9,000 |
| 97 | Transfers out | 80,000 | - | - | - | - | - |
| Sub-total | | \$ 1,020,180 | \$ 1,058,900 | \$ 1,254,581 | \$ 1,195,227 | \$ 136,327 | \$ 1,118,227 |

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

| | | | | | | | |
|-----------------------------|--|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| PUBLIC WORKS SUMMARY | | \$ 6,622,881 | \$ 6,880,631 | \$ 6,954,828 | \$ 7,080,158 | \$ 199,527 | \$ 7,170,092 |
|-----------------------------|--|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 1,083,129 | 1,080,841 | 1,047,706 | 1,049,713 |
| Contractual & supply service | 702,394 | 732,392 | 708,784 | 762,407 |
| Capital outlay | <u>534,628</u> | <u>577,146</u> | <u>671,099</u> | <u>605,631</u> |
| Total expenditures | \$ 2,320,151 | \$ 2,390,379 | \$ 2,427,589 | \$ 2,417,751 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | <u>2,764,172</u> | <u>2,671,106</u> | <u>2,908,275</u> | <u>2,625,334</u> |
| Total revenue | \$ 2,764,172 | \$ 2,671,106 | \$ 2,908,275 | \$ 2,625,334 |
| Net amount supported by Road Use taxes | \$ (444,021) | \$ (280,727) | \$ (480,686) | \$ (207,583) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ Decrease of \$17,800 in contributions to other agencies, which reflects a bi-annual pavement condition inventory. The line item contains the fourth of five annual payments of \$23,857 to Metro Waste Authority for the city's lease purchase portion of the Regional Salt Storage Facility.
- ↑ An increase of \$23,400 in maintenance supplies reflects additional road salt purchases to restock inventory.
- ↑ An increase of \$22,800 in vehicle operations reflects the anticipated higher cost of fuel.
- ↓ A decrease of \$27,500 in equipment which reflect the prior year purchase of 2 electronic messaging boards. Equipment requested in current year is a used oil distributor for use in asphalt application.
- ↑ An increase of \$15,000 to the contribution to the Equipment Replacement Fund. No new equipment has been added to the schedule. The increase is based on the projected costs to replace recently acquired equipment.
- ↑ An increase of \$33,700 in property improvements to reflect concrete patching program for 2013 and seal coat of Meredith Drive from 128th to 142nd.
- ↑ An increase of \$7,200 in Building Maintenance Fund contributions reflects the new departmental allocation for building repairs.

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Capital Improvement Program provides for an aggressive reconstruction schedule for asphalt streets located west of Interstate 35/80. This will significantly decrease maintenance expenditures on temporary streets and allow the Department to focus on permanent repairs that will have a positive impact on overall street conditions
- ❖ The overall age of streets is increasing and the overall condition index will continue to decrease at current funding levels for street maintenance.
- ❖ Due to budget constraints and rapidly increasing costs of purchasing vehicles and equipment, equipment is being retained longer and annual maintenance costs will increase as a result.

| PUBLIC WORKS | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|---------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|
|---------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|

210 ROADWAY MAINTENANCE

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| 01 | Salaries | \$ 722,641 | \$ 757,667 | \$ 730,066 | \$ 742,721 | \$ (14,946) | \$ 756,696 |
| 02 | Overtime | 37,547 | 44,000 | 44,000 | 50,000 | 6,000 | 50,000 |
| 03 | Part-time | 16,537 | 17,600 | 17,600 | 18,000 | 400 | 18,000 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 58,539 | 57,388 | 56,859 | 57,619 | 231 | 59,264 |
| 07 | Retirement - IPERS | 55,143 | 65,264 | 60,259 | 65,302 | 38 | 71,814 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 192,722 | 138,922 | 138,922 | 116,071 | (22,851) | 118,393 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 1,083,129 | \$ 1,080,841 | \$ 1,047,706 | \$ 1,049,713 | \$ (31,128) | \$ 1,074,167 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | 590 | 1,000 | 1,000 | - |
| 23 | Professional services | - | - | 225 | - | - | - |
| 24 | Contributions to other agencies | 23,857 | 45,857 | 47,857 | 28,057 | (17,800) | 56,057 |
| 27 | Data processing | 13,400 | 12,960 | 10,537 | 11,000 | (1,960) | 11,000 |
| 28 | Dues and memberships | 70 | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 10,269 | 11,475 | 11,475 | 11,000 | (475) | 11,000 |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | 240 | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | 15,781 | 15,000 | 15,000 | 16,000 | 1,000 | 17,000 |
| 46 | Training and development | 3,238 | 2,500 | 3,700 | 3,000 | 500 | 3,000 |
| 48 | Utility service | 29,713 | 33,000 | 33,000 | 33,500 | 500 | 34,500 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 426,999 | 454,200 | 425,000 | 477,650 | 23,450 | 480,000 |
| 54 | Minor equipment | 4,303 | 4,000 | 4,000 | 5,000 | 1,000 | 5,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 44,645 | 46,000 | 42,000 | 46,000 | - | 48,000 |
| 57 | Vehicle operation supplies | 116,958 | 95,000 | 103,000 | 117,800 | 22,800 | 120,000 |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | 9,675 | 9,400 | 9,400 | 9,400 | - | 10,000 |
| 60 | Safety and medical supplies | 3,246 | 3,000 | 3,000 | 3,000 | - | 3,000 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 702,394 | \$ 732,392 | \$ 708,784 | \$ 762,407 | \$ 30,015 | \$ 798,557 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 71 | Equipment | \$ - | \$ 37,500 | \$ 30,000 | \$ 10,000 | \$ (27,500) | \$ 10,000 |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | 272,726 | 290,146 | 290,146 | 305,231 | 15,085 | 305,231 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 221,902 | 249,500 | 350,953 | 283,200 | 33,700 | 267,200 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 7,200 | 7,200 | 7,200 |
| 97 | Transfers out | 40,000 | - | - | - | - | - |
| Sub-total | | \$ 534,628 | \$ 577,146 | \$ 671,099 | \$ 605,631 | \$ 28,485 | \$ 589,631 |

| | | | | | | | |
|----------------------------|-----------------|---------------------|---------------------|---------------------|---------------------|------------------|---------------------|
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| ROADWAY MAINTENANCE | | \$ 2,320,151 | \$ 2,390,379 | \$ 2,427,589 | \$ 2,417,751 | \$ 27,372 | \$ 2,462,355 |

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Supervisor, Mechanic, Heavy Equipment Operators (2), Light Equipment Operator, Laborers (9), ½ Laborer – other ½ in Storm Sewer, performance bonus | \$ 742,721 |
| 02 | Overtime | \$ 50,000 |
| 03 | Seasonal personnel (4) – 14 weeks | \$ 18,000 |
| 06 | FICA | \$ 57,619 |
| 07 | IPERS | \$ 65,302 |
| 09 | Group insurance | \$ 116,071 |
| 22 | Recruitment expenses | \$ 1,000 |
| 24 | Salt storage lease payment to Metro Waste Authority (4 th of 5 payments) | \$ 23,857 |
| | Financed conveyor purchase (1 st of 2 payments) | \$ 4,200 |
| 27 | AVL Equipment Leasing | \$ 11,000 |
| 32 | Uniforms, shop towels, coats, floor mats | \$ 11,000 |
| 41 | Radio maintenance and installs | \$ 2,000 |
| | Contract repairs or major component replacement | \$ 11,000 |
| | Sandblast and paint two dump truck bodies | \$ 3,000 |
| 46 | Seminars or special training | \$ 3,000 |
| 48 | Water, electric and gas | \$ 33,500 |
| 51 | Concrete (1,250 c.y.) | \$ 106,250 |
| | Asphalt (1,000 tons) | \$ 85,000 |
| | Crack sealing materials | \$ 30,000 |
| | Various construction materials (dowels, epoxy, tack, snow fence, etc.) | \$ 20,000 |
| | Aggregates | \$ 10,000 |
| | Equipment rentals | \$ 5,000 |
| | Brush grinding services | \$ 5,000 |
| | Salt (2,600 tons) | \$ 176,800 |
| | Calcium for snow and ice removal and dust control (11,000 gal.) | \$ 9,600 |
| | Snow plow blades | \$ 25,000 |
| | Construction signs | \$ 2,000 |
| | Miscellaneous materials | \$ 3,000 |
| 54 | Miscellaneous shop tools | \$ 850 |
| | Replacement chain saws (3) | \$ 750 |
| | Impact wrench | \$ 500 |
| | Bottle jack | \$ 200 |
| | Chop saw | \$ 1,200 |
| | Portable fuel tank for pickup | \$ 1,500 |

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

| Object | Description | Amount |
|---------------|--|---------------|
| 56 | Tires, batteries and wear items | \$ 10,000 |
| | Maintenance parts | \$ 36,000 |
| 57 | Fuel | \$ 108,800 |
| | Oil, hydraulic fluid, coolant, grease | \$ 9,000 |
| 59 | Shop supplies | \$ 6,000 |
| | Towing | \$ 1,000 |
| | Cylinder rental and propane | \$ 2,000 |
| | Parts washer service agreement | \$ 400 |
| 60 | First aid supplies and fire extinguishers | \$ 2,000 |
| | Safety equipment | \$ 500 |
| | Gloves and related safety items | \$ 500 |
| 71 | Used oil distributor | \$ 10,000 |
| 73 | Equipment Replacement Fund contribution | \$ 305,231 |
| 76 | Annual concrete pavement rehabilitation program – PCC patching | \$ 258,200 |
| | Seal Coat Meredith Drive from 128 th Street to 142 nd Street | \$ 25,000 |
| 81 | Building maintenance fund contribution | \$ 7,200 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 545,333 | 550,000 | 550,000 | 579,000 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 545,333 | \$ 550,000 | \$ 550,000 | \$ 579,000 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 604,849 | 614,592 | 658,905 | 628,712 |
| Total revenue | \$ 604,849 | \$ 614,592 | \$ 658,905 | \$ 628,712 |
| Net amount supported by Road Use taxes | \$ (59,516) | \$ (64,592) | \$ (108,905) | \$ (49,712) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$30,000 in utilities reflects newly constructed street lights being added to the system, coupled with an anticipated increase in energy rates.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| PUBLIC WORKS | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------|------------|------------|------------|-----------|------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | 3,935 | 2,000 | 2,000 | 1,000 | (1,000) | 2,000 |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | 541,398 | 548,000 | 548,000 | 578,000 | 30,000 | 600,000 |
| 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 | | \$ 545,333 | \$ 550,000 | \$ 550,000 | \$ 579,000 | \$ 29,000 | \$ 602,000 |

CAPITAL OUTLAY

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

| | | | | | | | |
|------------------------|-----------------|------------|------------|------------|------------|-----------|------------|
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| STREET LIGHTING | | \$ 545,333 | \$ 550,000 | \$ 550,000 | \$ 579,000 | \$ 29,000 | \$ 602,000 |

FUNCTION: Public Works
ACTIVITY: Street Lighting

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 40 | City-owned street light maintenance | \$ 1,000 |
| 48 | Energy cost for existing street light system | \$ 578,000 |



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

TRAFFIC SAFETY

| | FINANCIAL SUMMARY | | | |
|---|--------------------------|--------------------|--------------------|--------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 72,640 | 73,327 | 73,467 | 72,691 |
| Contractual & supply service | 93,245 | 86,500 | 91,500 | 96,400 |
| Capital outlay | - | 6,000 | 6,000 | 105,000 |
| Total expenditures | \$ 165,885 | \$ 165,827 | \$ 170,967 | \$ 274,091 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 183,989 | 185,302 | 204,820 | 297,624 |
| Total revenue | \$ 183,989 | \$ 185,302 | \$ 204,820 | \$ 297,624 |
| Net amount supported by Road Use taxes | \$ (18,104) | \$ (19,475) | \$ (33,853) | \$ (23,533) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$6,000 in maintenance supplies, which reflects the final segments of LED bulb retrofitting throughout the City.
- ↑ An increase of \$14,000 in equipment which represents the installation of an LED crosswalk signal on 72nd Street, just north of Plum.
- ↑ An increase of \$85,000 in property improvements represents a significant signal electrical maintenance project.

FUTURE BUDGET CONSIDERATIONS:

- ❖ New sign retro-reflectivity standards will require a sign improvement program to take place over the next five years. It is anticipated that approximately \$10,000 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.

| PUBLIC WORKS | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 240 TRAFFIC SAFETY | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 48,159 | \$ 51,078 | \$ 50,877 | \$ 50,404 | \$ (674) | \$ 51,153 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | 3,701 | 4,400 | 4,400 | 4,488 | 88 | 4,488 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 3,980 | 3,869 | 4,424 | 4,158 | 289 | 4,256 |
| 07 | Retirement - IPERS | 3,509 | 4,399 | 4,185 | 4,712 | 313 | 5,158 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,291 | 9,581 | 9,581 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 72,640 | \$ 73,327 | \$ 73,467 | \$ 72,691 | \$ (636) | \$ 74,162 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | 21,552 | 19,500 | 24,500 | 22,000 | 2,500 | 23,500 |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | 17,459 | 18,500 | 18,500 | 19,700 | 1,200 | 20,800 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 51,907 | 46,500 | 46,500 | 52,500 | 6,000 | 50,000 |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 2,327 | 2,000 | 1,800 | 2,000 | - | 2,000 |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | - | - | 200 | 200 | 200 | 200 |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 93,245 | \$ 86,500 | \$ 91,500 | \$ 96,400 | \$ 9,900 | \$ 96,500 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ - | \$ 6,000 | \$ 6,000 | \$ 20,000 | \$ 14,000 | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | 85,000 | 85,000 | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ 6,000 | \$ 6,000 | \$ 105,000 | \$ 99,000 | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| TRAFFIC SAFETY | | \$ 165,885 | \$ 165,827 | \$ 170,967 | \$ 274,091 | \$ 108,264 | \$ 170,662 |

FUNCTION: Public Works
ACTIVITY: Traffic Safety

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Light Equipment Operator | \$ 50,404 |
| 03 | Seasonal personnel (1) – 14 weeks | \$ 4,488 |
| 06 | FICA | \$ 4,158 |
| 07 | IPERS | \$ 4,712 |
| 09 | Group insurance | \$ 8,929 |
| 40 | Signal maintenance contract (41 signals 100%, 12 signals 50%) | \$ 19,000 |
| | City of Clive - Hickman Road signal maintenance | \$ 500 |
| | Red LED light installation | \$ 2,500 |
| 48 | Traffic signal electrical service (45 signals @ 100%, 12 signals @ 50%) | \$ 19,700 |
| 51 | Signs | \$ 23,000 |
| | Posts, brackets, miscellaneous hardware | \$ 7,000 |
| | Street painting materials | \$ 14,000 |
| | Red LED light replacements | \$ 8,500 |
| 56 | Paint machine maintenance | \$ 2,000 |
| 59 | Operating supplies | \$ 200 |
| 71 | LED crosswalk installation at 72 nd Street North of Plum Drive | \$ 20,000 |
| 76 | Traffic signal repair project | \$ 85,000 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 476,857 | 501,319 | 486,554 | 486,533 |
| Contractual & supply service | 22,467 | 40,675 | 27,353 | 40,775 |
| Capital outlay | 16,286 | 13,386 | 13,386 | 13,571 |
| Total expenditures | \$ 515,610 | \$ 555,380 | \$ 527,293 | \$ 540,879 |
| Fees | 45,603 | 41,000 | 56,000 | 41,000 |
| Grants | - | - | - | - |
| Other | 30,393 | 31,713 | 29,113 | 32,842 |
| Total revenue | \$ 75,996 | \$ 72,713 | \$ 85,113 | \$ 73,842 |
| Net amount supported by property taxes | \$ 439,614 | \$ 482,667 | \$ 442,180 | \$ 467,037 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.

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.

| PUBLIC WORKS | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

260 ENGINEERING SERVICES

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 01 | Salaries | \$ 318,892 | \$ 342,905 | \$ 340,700 | \$ 339,443 | \$ (3,462) | \$ 347,682 |
| 02 | Overtime | 21,979 | 40,000 | 25,000 | 30,000 | (10,000) | 30,000 |
| 03 | Part-time | 19,688 | 15,000 | 15,500 | 15,150 | 150 | 15,150 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 26,541 | 25,973 | 28,500 | 26,858 | 885 | 27,756 |
| 07 | Retirement - IPERS | 23,301 | 29,537 | 28,950 | 30,439 | 902 | 33,634 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 66,456 | 47,904 | 47,904 | 44,643 | (3,261) | 45,536 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 476,857 | \$ 501,319 | \$ 486,554 | \$ 486,533 | \$ (14,786) | \$ 499,758 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|---------------|------------------|
| 21 | Advertising | \$ - | \$ 100 | \$ - | \$ 100 | \$ - | \$ 100 |
| 22 | Recruitment | - | 300 | - | 300 | - | 300 |
| 23 | Professional services | 5,885 | 18,500 | 6,000 | 18,500 | - | 18,500 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 2,702 | 2,875 | 2,875 | 2,875 | - | 2,875 |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | 750 | 500 | 750 | - | 750 |
| 46 | Training and development | 1,076 | 2,700 | 2,700 | 2,700 | - | 2,700 |
| 48 | Utility service | 1,842 | 2,550 | 2,500 | 2,550 | - | 2,550 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 157 | - | 78 | 100 | 100 | 100 |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 1,129 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 57 | Vehicle operation supplies | 8,147 | 10,000 | 10,000 | 10,000 | - | 11,000 |
| 58 | Office supplies | 69 | - | - | - | - | - |
| 59 | Operating supplies | 1,323 | 1,800 | 1,600 | 1,800 | - | 1,800 |
| 60 | Safety and medical supplies | 137 | 100 | 100 | 100 | - | 100 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 22,467 | \$ 40,675 | \$ 27,353 | \$ 40,775 | \$ 100 | \$ 41,775 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|------------------|------------------|------------------|------------------|---------------|------------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | 16,286 | 13,386 | 13,386 | 13,571 | 185 | 13,571 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 16,286 | \$ 13,386 | \$ 13,386 | \$ 13,571 | \$ 185 | \$ 13,571 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|-----------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| ENGINEERING SERVICES | | \$ 515,610 | \$ 555,380 | \$ 527,293 | \$ 540,879 | \$ (14,501) | \$ 555,104 |
|-----------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|

FUNCTION: Public Works
ACTIVITY: Engineering Services

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Senior Engineering Technician (3), Engineering Drafting Technician (2), performance bonus | \$ 339,443 |
| 02 | Overtime | \$ 30,000 |
| 03 | Part-time | \$ 15,150 |
| 06 | FICA | \$ 26,858 |
| 07 | IPERS | \$ 30,439 |
| 09 | Group insurance | \$ 44,643 |
| 21 | Advertising | \$ 100 |
| 22 | Recruitment | \$ 300 |
| 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) | \$ 2,875 |
| 41 | Emergency vehicle repairs | \$ 750 |
| 46 | Training | \$ 2,700 |
| 48 | Inspector cell phones (5), Staff Engineer (1) | \$ 2,550 |
| 51 | Maintenance Supplies | \$ 100 |
| 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 | \$ 13,571 |



FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

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

SOLID WASTE COLLECTION

| | FINANCIAL SUMMARY | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 605,539 | 633,454 | 629,747 | 624,226 |
| Contractual & supply service | 954,671 | 1,000,850 | 994,514 | 1,042,560 |
| Capital outlay | 262,173 | 229,039 | 229,039 | 205,039 |
| Total expenditures | \$ 1,822,383 | \$ 1,863,343 | \$ 1,853,300 | \$ 1,871,825 |
| Fees | 1,756,568 | 1,922,380 | 1,900,006 | 1,942,720 |
| Grants | - | - | - | - |
| Other | 112,181 | 127,401 | 119,326 | 130,658 |
| Total revenue | \$ 1,868,749 | \$ 2,049,781 | \$ 2,019,332 | \$ 2,073,378 |
| <i>Net amount supported by property taxes</i> | <i>\$ (46,366)</i> | <i>\$ (186,438)</i> | <i>\$ (166,032)</i> | <i>\$ (201,553)</i> |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↑ An increase of \$16,000 in vehicle repairs reflects the aging of automated collection vehicles and the anticipated higher costs associated with increased maintenance needs.
- ↑ An increase of \$23,700 in fuel costs reflects anticipated higher fuel costs for 2013.
- ↓ A decrease of \$24,000 for solid waste containers reflects a scale-back on purchases of replacement containers to help offset the other increases noted above. Due to the age and condition of the original containers purchased in 2000 when automated collection was implemented, it is anticipated that any savings in fuel or repairs during the year will be shifted to purchase additional containers in order to keep up with demand.

FUTURE BUDGET CONSIDERATIONS:

- ❖ One additional rate increase of \$1.00 per month is planned for July 1, 2013.
- ❖ The market for recycled materials remains poor. Therefore, the Curb It! reimbursement that the City has received in the past is not expected in the immediate future.
- ❖ 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 three years, the inventory of solid waste containers purchased when automated collection was implemented in 2000 will approach the end of their life.

| PUBLIC WORKS | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

290 SOLID WASTE COLLECTION

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 01 | Salaries | \$ 403,609 | \$ 465,458 | \$ 462,564 | \$ 458,681 | \$ (6,777) | \$ 466,193 |
| 02 | Overtime | 26,512 | 16,000 | 16,000 | 20,000 | 4,000 | 20,000 |
| 03 | Part-time | 2,922 | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 32,585 | 35,255 | 35,678 | 34,742 | (513) | 35,664 |
| 07 | Retirement - IPERS | 33,581 | 40,094 | 38,808 | 39,374 | (720) | 43,216 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 106,330 | 76,647 | 76,647 | 71,429 | (5,218) | 72,857 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | 50 | - | - | - |
| Sub-Total | | \$ 605,539 | \$ 633,454 | \$ 629,747 | \$ 624,226 | \$ (9,228) | \$ 637,930 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|---------------------|-------------------|---------------------|------------------|---------------------|
| 21 | Advertising | \$ - | \$ 200 | \$ - | \$ - | \$ (200) | \$ 200 |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | 758,104 | 836,830 | 800,390 | 833,280 | (3,550) | 855,000 |
| 27 | Data processing | 75 | 4,320 | 3,453 | 3,600 | (720) | 3,600 |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 3,708 | 4,600 | 4,600 | 4,600 | - | 4,600 |
| 35 | Printing and copying | 2,821 | 1,200 | 1,200 | 1,200 | - | 1,200 |
| 40 | Building and grounds maint. | 889 | - | 300 | - | - | - |
| 41 | Vehicle and equipment maint. | 24,975 | 10,000 | 20,000 | 15,000 | 5,000 | 15,000 |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 636 | - | 1,071 | - | - | - |
| 54 | Minor equipment | - | 1,000 | 1,000 | 2,000 | 1,000 | 1,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 59,820 | 40,000 | 50,000 | 56,000 | 16,000 | 60,000 |
| 57 | Vehicle operation supplies | 96,034 | 96,200 | 106,000 | 119,880 | 23,680 | 125,000 |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | 6,554 | 6,000 | 6,000 | 6,500 | 500 | 6,500 |
| 60 | Safety and medical supplies | 1,055 | 500 | 500 | 500 | - | 500 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 954,671 | \$ 1,000,850 | \$ 994,514 | \$ 1,042,560 | \$ 41,710 | \$ 1,072,600 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | 35,975 | 48,000 | 48,000 | 24,000 | (24,000) | 24,000 |
| 73 | Equipment replacement fund | 186,198 | 181,039 | 181,039 | 181,039 | - | 181,039 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | 40,000 | - | - | - | - | - |
| Sub-total | | \$ 262,173 | \$ 229,039 | \$ 229,039 | \$ 205,039 | \$ (24,000) | \$ 205,039 |

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

| | | | | | | | |
|-------------------------------|--|---------------------|---------------------|---------------------|---------------------|-----------------|---------------------|
| SOLID WASTE COLLECTION | | \$ 1,822,383 | \$ 1,863,343 | \$ 1,853,300 | \$ 1,871,825 | \$ 8,482 | \$ 1,915,569 |
|-------------------------------|--|---------------------|---------------------|---------------------|---------------------|-----------------|---------------------|

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 01 | Supervisor, Mechanic, Waste Collection Operators (6) | \$ 458,681 |
| 02 | Overtime | \$ 20,000 |
| 06 | FICA | \$ 34,742 |
| 07 | IPERS | \$ 39,374 |
| 09 | Group insurance | \$ 71,429 |
| 24 | Landfill and transfer station charges | \$ 371,250 |
| | Curb It! Recycling program | \$ 424,530 |
| | Appliance disposal | \$ 5,000 |
| | Bulk item collection (annual) | \$ 32,500 |
| 27 | AVL operation fees | \$ 3,600 |
| 32 | Uniform allowance for employees (8) | \$ 4,600 |
| 35 | Spring clean-up mailing and solid waste brochures | \$ 1,200 |
| 41 | Contracted equipment repairs | \$ 15,000 |
| 54 | Miscellaneous tools | \$ 2,000 |
| 56 | Wear items (tires, batteries, etc.) | \$ 22,000 |
| | Repair parts for eight vehicles | \$ 34,000 |
| 57 | Fuel | \$ 114,880 |
| | Oil, hydraulic fluid, coolant, grease | \$ 5,000 |
| 59 | Miscellaneous supplies | \$ 1,500 |
| | Vehicle washing | \$ 4,000 |
| | Towing | \$ 1,000 |
| 60 | Safety equipment | \$ 500 |
| 72 | Solid waste containers | \$ 24,000 |
| 73 | Equipment Replacement Fund contribution | \$ 181,039 |



FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

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

SANITARY SEWERS

| | FINANCIAL SUMMARY | | | |
|---|--------------------|--------------------|--------------------|--------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 142,689 | 160,432 | 159,579 | 160,944 |
| Contractual & supply service | 32,908 | 50,290 | 46,703 | 49,310 |
| Capital outlay | 101,218 | 107,900 | 107,900 | 109,186 |
| Total expenditures | \$ 276,815 | \$ 318,622 | \$ 314,182 | \$ 319,440 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 312,950 | 367,025 | 362,429 | 377,973 |
| Total revenue | \$ 312,950 | \$ 367,025 | \$ 362,429 | \$ 377,973 |
| Net amount supported by property taxes | \$ (36,135) | \$ (48,403) | \$ (48,247) | \$ (58,533) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from the prior year budget.

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.

| PUBLIC WORKS | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

291 SANITARY SEWERS

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|---------------|-------------------|
| 01 | Salaries | \$ 101,720 | \$ 109,710 | \$ 108,288 | \$ 109,469 | \$ (241) | \$ 112,372 |
| 02 | Overtime | 4,870 | 5,000 | 5,000 | 5,500 | 500 | 5,600 |
| 03 | Part-time | 6,721 | 8,800 | 8,800 | 8,980 | 180 | 8,980 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 8,510 | 8,310 | 9,086 | 8,971 | 661 | 9,283 |
| 07 | Retirement - IPERS | 7,577 | 9,450 | 9,243 | 10,167 | 717 | 11,249 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,291 | 19,162 | 19,162 | 17,857 | (1,305) | 18,214 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 142,689 | \$ 160,432 | \$ 159,579 | \$ 160,944 | \$ 512 | \$ 165,698 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 14,892 | 21,000 | 20,309 | 20,300 | (700) | 22,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | 1,440 | 744 | 800 | (640) | 800 |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 1,162 | 1,150 | 1,150 | 1,150 | - | 1,150 |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | 340 | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | 624 | 1,500 | 8,000 | 2,000 | 500 | 2,000 |
| 46 | Training and development | 170 | 400 | 400 | 400 | - | 400 |
| 48 | Utility service | 2,146 | 1,600 | 1,600 | 1,800 | 200 | 1,800 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 993 | 6,000 | 3,000 | 5,000 | (1,000) | 5,000 |
| 54 | Minor equipment | 466 | 500 | 500 | 500 | - | 500 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 6,848 | 7,000 | 3,000 | 7,000 | - | 7,000 |
| 57 | Vehicle operation supplies | 5,156 | 8,700 | 7,000 | 9,760 | 1,060 | 10,000 |
| 58 | Office supplies | - | - | 500 | - | - | - |
| 59 | Operating supplies | 63 | 500 | 500 | 500 | - | 500 |
| 60 | Safety and medical supplies | 48 | 500 | - | 100 | (400) | 100 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 32,908 | \$ 50,290 | \$ 46,703 | \$ 49,310 | \$ (980) | \$ 51,250 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | 6,748 | 7,900 | 7,900 | 9,186 | 1,286 | 9,186 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 94,470 | 100,000 | 100,000 | 100,000 | - | 100,000 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 101,218 | \$ 107,900 | \$ 107,900 | \$ 109,186 | \$ 1,286 | \$ 109,186 |

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

| | | | | | | | |
|------------------------|--|-------------------|-------------------|-------------------|-------------------|---------------|-------------------|
| SANITARY SEWERS | | \$ 276,815 | \$ 318,622 | \$ 314,182 | \$ 319,440 | \$ 818 | \$ 326,134 |
|------------------------|--|-------------------|-------------------|-------------------|-------------------|---------------|-------------------|

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Sewer System Operator II (2) | \$ 109,469 |
| 02 | Overtime | \$ 5,500 |
| 03 | Seasonal Laborers (2) | \$ 8,980 |
| 06 | FICA | \$ 8,971 |
| 07 | IPERS | \$ 10,167 |
| 09 | Group insurance | \$ 17,857 |
| 23 | Television survey of sanitary sewer lines | \$ 19,500 |
| | Mowing | \$ 800 |
| 27 | AVL leasing fees | \$ 800 |
| 32 | Uniform allowance | \$ 1,150 |
| 41 | Merle Hay Road lift station repairs | \$ 1,500 |
| | Outside contractor | \$ 500 |
| 46 | Waste water technical training | \$ 400 |
| 48 | Electric service, telephone | \$ 1,800 |
| 51 | Castings, adjusting rings, concrete | \$ 5,000 |
| 54 | Minor tools | \$ 500 |
| 56 | Maintenance items for four vehicles | \$ 1,000 |
| | Jet machine replacement parts | \$ 6,000 |
| 57 | Fuel | \$ 8,960 |
| | Oil, hydraulic fluid, coolant, grease | \$ 800 |
| 59 | Operating supplies | \$ 500 |
| 60 | Safety equipment | \$ 100 |
| 73 | Equipment Replacement Fund contribution | \$ 9,186 |
| 76 | Sewer lining program & manhole rehabilitation program | \$ 100,000 |



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

| FINANCIAL SUMMARY | | | | |
|--|---------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 200,433 | 199,558 | 205,919 | 213,111 |
| Contractual & supply service | 56,241 | 43,665 | 38,041 | 51,225 |
| Capital outlay | 99,969 | 125,429 | 226,659 | 155,000 |
| Total expenditures | \$ 356,643 | \$ 368,652 | \$ 470,619 | \$ 419,336 |
| Fees | 493,978 | 575,000 | 592,000 | 660,000 |
| Grants | 25,621 | - | - | - |
| Other | - | - | - | - |
| Total revenue | \$ 519,599 | \$ 575,000 | \$ 592,000 | \$ 660,000 |
| <i>Net amount supported by stormwater fees</i> | \$ (162,956) | \$ (206,348) | \$ (121,381) | \$ (240,664) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase in personnel costs of \$13,600 reflects normal increases for existing staff, which is offset by the FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year. The increase also reflects the reallocation of one summer intern to this department. Previously, the intern was charged to Engineering Services.
- ↑ An increase of \$20,000 in stormwater improvement projects, for a total of \$100,000 in projects identified through the 2012-2017 Capital Improvements Program document.
- ❖ Rates are scheduled to increase by an additional \$0.25 on July 1, 2012. Revenue is expected to increase from \$592,000 during the current year to \$660,000 in FY 2012-13.

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 \$100,000 annually is dedicated to improvement of the storm sewer and creek systems. In order to maintain the quality of the asset, in future years the City will need to allocate increased funds to these improvements to address larger projects throughout the City.

| PUBLIC WORKS | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| STORM WATER UTILITY FUND | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 132,484 | \$ 144,363 | \$ 144,032 | \$ 144,500 | \$ 137 | \$ 146,761 |
| 02 | Overtime | 9,587 | 5,000 | 5,000 | 7,000 | 2,000 | 7,000 |
| 03 | Part-time | - | - | 6,913 | 7,575 | 7,575 | 7,575 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 10,293 | 10,934 | 10,609 | 11,518 | 584 | 11,807 |
| 07 | Retirement - IPERS | 10,854 | 12,435 | 12,539 | 13,054 | 619 | 14,307 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 37,215 | 26,826 | 26,826 | 29,464 | 2,638 | 30,054 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 200,433 | \$ 199,558 | \$ 205,919 | \$ 213,111 | \$ 13,553 | \$ 217,504 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 18,546 | 4,000 | 2,000 | 4,000 | - | 4,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | 1,440 | 1,116 | 1,200 | (240) | 1,200 |
| 28 | Dues and memberships | 4,090 | 4,000 | 4,000 | 4,000 | - | 4,000 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 983 | 1,725 | 1,725 | 1,725 | - | 1,725 |
| 35 | Printing and copying | 1,167 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | 2,182 | 1,000 | 1,000 | 1,000 | - | 1,500 |
| 46 | Training and development | 185 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 13,547 | 12,000 | 12,000 | 15,000 | 3,000 | 15,000 |
| 54 | Minor equipment | 190 | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 5,282 | 8,000 | 3,000 | 8,000 | - | 8,000 |
| 57 | Vehicle operation supplies | 9,779 | 8,500 | 10,000 | 13,000 | 4,500 | 15,000 |
| 58 | Office supplies | - | 1,000 | - | - | (1,000) | - |
| 59 | Operating supplies | 290 | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 60 | Safety and medical supplies | - | - | 200 | 300 | 300 | 300 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 56,241 | \$ 43,665 | \$ 38,041 | \$ 51,225 | \$ 7,560 | \$ 53,725 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | 45,104 | 45,429 | 45,429 | 55,000 | 9,571 | 49,000 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 54,865 | 80,000 | 83,756 | 100,000 | 20,000 | 150,000 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | 97,474 | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 99,969 | \$ 125,429 | \$ 226,659 | \$ 155,000 | \$ 29,571 | \$ 199,000 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| STORM WATER UTILITY FUND | | \$ 356,643 | \$ 368,652 | \$ 470,619 | \$ 419,336 | \$ 50,684 | \$ 470,229 |

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) | \$ 144,500 |
| 02 | Overtime | \$ 7,000 |
| 03 | Part-time (summer intern) | \$ 7,575 |
| 06 | FICA | \$ 11,518 |
| 07 | IPERS | \$ 13,054 |
| 09 | Group insurance | \$ 29,464 |
| 23 | Television survey of storm sewer lines | \$ 4,000 |
| 27 | AVL Leasing Fees | \$ 1,200 |
| 28 | Stormwater Phase II regulations | \$ 4,000 |
| 32 | Uniforms for three employees | \$ 1,725 |
| 35 | Stormwater publications and educational materials | \$ 1,000 |
| 41 | Contracted street sweeper repairs | \$ 1,000 |
| 46 | Training | \$ 1,000 |
| 51 | Intake maintenance supplies | \$ 10,000 |
| | Storm sewer maintenance supplies | \$ 4,000 |
| | Creek maintenance supplies | \$ 1,000 |
| 56 | Street sweeper brooms | \$ 6,000 |
| | Sweeper maintenance parts | \$ 2,000 |
| 57 | Fuel | \$ 12,200 |
| | Oil, hydraulic fluid, coolant, grease | \$ 800 |
| 59 | Operating supplies | \$ 1,000 |
| 60 | Safety supplies | \$ 300 |
| 71 | Pavement breaker | \$ 9,000 |
| 73 | Equipment replacement fund contribution | \$ 55,000 |
| 76 | Stormwater Improvement Program | \$ 100,000 |



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

ENGINEERING and PUBLIC WORKS ADMIN.

| FINANCIAL SUMMARY | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 501,554 | 520,432 | 524,130 | 512,984 |
| Contractual & supply service | 112,601 | 122,996 | 116,250 | 118,052 |
| Capital outlay | 5,906 | - | 498 | 1,800 |
| Total expenditures | \$ 620,061 | \$ 643,428 | \$ 640,878 | \$ 632,836 |
| Fees | 1,085 | 1,500 | 4,000 | 5,000 |
| Grants | - | - | - | - |
| Other | 36,550 | 36,741 | 35,385 | 38,426 |
| Total revenue | \$ 37,635 | \$ 38,241 | \$ 39,385 | \$ 43,426 |
| Net amount supported by property taxes | \$ 582,426 | \$ 605,187 | \$ 601,493 | \$ 589,410 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↑ An increase of \$6,200 in data processing due to the purchase of new traffic signal operational software, a replacement Toughbook laptop and 3 replacement workstations.
- ↓ A decrease of \$10,700 in Buildings and Grounds due to a one time purchase of replacement banners in the prior year.

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.

| PUBLIC WORKS | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 295 ENGINEERING and PUBLIC WORKS ADMIN. | | | | | | |
| PERSONAL SERVICES | | | | | | |
| 01 Salaries | \$ 376,769 | \$ 406,577 | \$ 403,000 | \$ 402,793 | \$ (3,784) | \$ 412,748 |
| 02 Overtime | - | - | - | - | - | - |
| 03 Part-time | 5,917 | - | 8,000 | - | - | - |
| 04 Witness fees | - | - | - | - | - | - |
| 06 FICA | 27,443 | 29,953 | 30,000 | 29,801 | (152) | 31,575 |
| 07 Retirement - IPERS | 25,582 | 35,022 | 34,700 | 34,576 | (446) | 38,262 |
| 08 Pension | - | - | - | - | - | - |
| 09 Group insurance | 62,468 | 45,030 | 45,030 | 41,964 | (3,066) | 42,804 |
| 10 Unemployment | - | - | - | - | - | - |
| 11 Allowance | 3,375 | 3,850 | 3,400 | 3,850 | - | 3,850 |
| Sub-Total | \$ 501,554 | \$ 520,432 | \$ 524,130 | \$ 512,984 | \$ (7,448) | \$ 529,239 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 Advertising | \$ 15 | \$ 200 | \$ - | \$ - | \$ (200) | \$ - |
| 22 Recruitment | - | 3,200 | 100 | 3,200 | - | 3,200 |
| 23 Professional services | 548 | - | - | - | - | - |
| 24 Contributions to other agencies | - | - | - | - | - | - |
| 27 Data processing | 45,080 | 44,700 | 44,700 | 50,900 | 6,200 | 43,000 |
| 28 Dues and memberships | 2,712 | 2,800 | 2,700 | 2,900 | 100 | 2,900 |
| 29 Insurance | - | - | - | - | - | - |
| 32 Uniforms and laundry | 4 | 150 | 100 | 150 | - | 150 |
| 35 Printing and copying | 5,918 | 10,700 | 8,000 | 10,700 | - | 10,700 |
| 40 Building and grounds maint. | 27,239 | 28,026 | 28,000 | 17,332 | (10,694) | 19,000 |
| 41 Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 Training and development | 8,410 | 6,520 | 6,500 | 6,520 | - | 6,700 |
| 48 Utility service | 17,033 | 21,300 | 21,000 | 21,300 | - | 21,300 |
| 49 Petty cash | - | - | - | - | - | - |
| 51 Maintenance supplies | 453 | 1,500 | 750 | 1,000 | (500) | 1,000 |
| 54 Minor equipment | 120 | - | - | - | - | - |
| 55 DARE expenditures | - | - | - | - | - | - |
| 56 Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 Vehicle operation supplies | 115 | - | - | - | - | - |
| 58 Office supplies | 3,550 | 3,500 | 3,500 | 3,500 | - | 3,500 |
| 59 Operating supplies | 142 | 300 | 300 | 300 | - | 300 |
| 60 Safety and medical supplies | 1,262 | 100 | 600 | 250 | 150 | 250 |
| 61 Refunds | - | - | - | - | - | - |
| Sub-total | \$ 112,601 | \$ 122,996 | \$ 116,250 | \$ 118,052 | \$ (4,944) | \$ 112,000 |
| CAPITAL OUTLAY | | | | | | |
| 71 Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 Furniture and fixtures | - | - | 413 | - | - | - |
| 73 Equipment replacement fund | - | - | - | - | - | - |
| 74 Office equipment | - | - | - | - | - | - |
| 75 Operating equipment | - | - | - | - | - | - |
| 76 Property improvements | 5,906 | - | 85 | - | - | - |
| 77 Economic development | - | - | - | - | - | - |
| 79 Books, films and recordings | - | - | - | - | - | - |
| 80 Natural disaster cleanup | - | - | - | - | - | - |
| 81 Building maintenance fund | - | - | - | 1,800 | 1,800 | 1,800 |
| 97 Transfers out | - | - | - | - | - | - |
| Sub-total | \$ 5,906 | \$ - | \$ 498 | \$ 1,800 | \$ 1,800 | \$ 1,800 |
| 91 Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 Contingency | - | - | - | - | - | - |
| ENGINEERING and PUBLIC WORKS ADMIN. | \$ 620,061 | \$ 643,428 | \$ 640,878 | \$ 632,836 | \$ (10,592) | \$ 643,039 |

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 | \$ 402,793 |
| 06 | FICA | \$ 29,801 |
| 07 | IPERS | \$ 34,576 |
| 09 | Group insurance | \$ 41,964 |
| 11 | Vehicle allowance | \$ 3,300 |
| | Spot awards | \$ 550 |
| 22 | Recruitment | \$ 3,200 |
| 27 | GeoPak software maintenance | \$ 3,200 |
| | CarteGraph maintenance | \$ 15,000 |
| | ArcView maintenance | \$ 6,000 |
| | Microstation maintenance | \$ 2,200 |
| | Sprint card fees 5 cards + 1 GPS | \$ 3,000 |
| | GIS computers - 3 | \$ 5,000 |
| | Arc View License - new concurrent | \$ 3,500 |
| | Toughbook replacement | \$ 4,000 |
| | Traffic Signal Software Upgrade | \$ 9,000 |
| 28 | APWA, AWW, NSPS, IES, and ASCE memberships | \$ 2,900 |
| 32 | Rain and cold weather jackets | \$ 150 |
| 35 | Miscellaneous printing/copying | \$ 6,350 |
| | Copier maintenance (½ in Community Development) | \$ 1,200 |
| | City map printing | \$ 2,500 |
| | Plan copier maintenance (other ½ in Community Development) | \$ 650 |
| 40 | Electrical maintenance contract | \$ 3,000 |
| | Facility maintenance and HVAC maintenance | \$ 683 |
| | Building custodial services contract (Administrative, and Public Works) | \$ 5,409 |
| | Miscellaneous maintenance supplies and contract maintenance | \$ 5,240 |
| | Streetscape banner pole parts | \$ 3,000 |
| 46 | APWA national conference | \$ 3,000 |
| | APWA state conference | \$ 200 |
| | Technical conferences | \$ 2,500 |
| | Concrete paving seminars | \$ 720 |
| | IES meetings | \$ 100 |
| 48 | Voice and data, water, electric, gas, cell phones (Director, Assistant Director, PW Coordinator) | \$ 21,300 |
| 51 | Operating supplies, janitorial supplies | \$ 1,000 |

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

| Object | Description | Amount |
|---------------|--|---------------|
| 58 | Office supplies | \$ 3,500 |
| 59 | Operating supplies | \$ 300 |
| 60 | First aid supplies | \$ 250 |
| 81 | Building maintenance fund contribution | \$ 1,800 |

| CULTURE AND RECREATION | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---|---------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 400 CULTURE AND RECREATION SUMMARY | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 1,529,215 | \$ 1,634,379 | \$ 1,592,018 | \$ 1,595,967 | \$ (38,412) | 1,631,650 |
| 02 | Overtime | 15,791 | 20,000 | 20,150 | 20,000 | - | 20,000 |
| 03 | Part-time | 909,209 | 916,006 | 951,797 | 908,061 | (7,945) | 920,481 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 182,768 | 192,575 | 192,039 | 189,662 | (2,913) | 195,237 |
| 07 | Retirement - IPERS | 156,115 | 207,001 | 206,790 | 212,189 | 5,188 | 236,581 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 451,899 | 306,587 | 306,587 | 267,859 | (38,728) | 273,213 |
| 10 | Unemployment | 54,255 | 60,000 | 55,000 | 60,000 | - | 62,000 |
| 11 | Allowance | 3,948 | 4,225 | 4,265 | 4,240 | 15 | 4,240 |
| Sub-Total | | \$ 3,303,200 | \$ 3,340,773 | \$ 3,328,646 | \$ 3,257,978 | \$ (82,795) | \$ 3,343,402 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ 14,606 | \$ 17,650 | \$ 14,650 | \$ 14,100 | \$ (3,550) | \$ 16,500 |
| 22 | Recruitment | - | 14,600 | 11,200 | 11,495 | (3,105) | 12,600 |
| 23 | Professional services | 392,173 | 471,873 | 444,673 | 454,865 | (17,008) | 469,800 |
| 24 | Contributions to other agencies | 716,722 | 701,000 | 795,286 | 856,105 | 155,105 | 829,071 |
| 27 | Data processing | 177,941 | 118,300 | 134,100 | 129,490 | 11,190 | 140,300 |
| 28 | Dues and memberships | 39,910 | 41,351 | 40,975 | 4,375 | (36,976) | 4,610 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 8,450 | 6,850 | 7,350 | 7,050 | 200 | 7,100 |
| 35 | Printing and copying | 58,369 | 67,575 | 65,025 | 75,620 | 8,045 | 76,850 |
| 40 | Building and grounds maint. | 140,537 | 157,390 | 161,940 | 147,930 | (9,460) | 154,750 |
| 41 | Vehicle and equipment maint. | 7,576 | 13,700 | 13,250 | 11,500 | (2,200) | 13,500 |
| 46 | Training and development | 21,626 | 20,100 | 18,600 | 17,110 | (2,990) | 18,975 |
| 48 | Utility service | 233,096 | 273,785 | 255,600 | 267,300 | (6,485) | 271,200 |
| 49 | Petty cash | 101 | 550 | 400 | 200 | (350) | 200 |
| 51 | Maintenance supplies | 175,391 | 227,855 | 227,105 | 198,635 | (29,220) | 212,335 |
| 54 | Minor equipment | 12,817 | 9,800 | 9,800 | 8,750 | (1,050) | 9,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 16,483 | 13,500 | 18,500 | 18,500 | 5,000 | 18,500 |
| 57 | Vehicle operation supplies | 34,784 | 44,000 | 42,000 | 42,000 | (2,000) | 42,000 |
| 58 | Office supplies | 26,040 | 27,275 | 27,550 | 24,900 | (2,375) | 24,950 |
| 59 | Operating supplies | 140,390 | 136,600 | 135,100 | 189,150 | 52,550 | 192,950 |
| 60 | Safety and medical supplies | 9,282 | 7,825 | 7,700 | 6,505 | (1,320) | 6,575 |
| 61 | Refunds | 1,667 | - | 1,500 | - | - | - |
| Sub-total | | \$ 2,227,961 | \$ 2,371,579 | \$ 2,432,304 | \$ 2,485,580 | \$ 114,001 | \$ 2,521,766 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ 3,098 | \$ 5,200 | \$ 5,200 | \$ 3,500 | \$ (1,700) | \$ 6,000 |
| 72 | Furniture and fixtures | 15,009 | 13,400 | 18,900 | 13,100 | (300) | 13,300 |
| 73 | Equipment replacement fund | 76,727 | 88,729 | 88,729 | 98,479 | 9,750 | 99,479 |
| 74 | Office equipment | 13,221 | - | 3,000 | - | - | - |
| 75 | Operating equipment | - | - | 1,000 | - | - | - |
| 76 | Property improvements | 105,136 | 150,000 | 182,000 | 165,000 | 15,000 | 150,000 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | 203,983 | 185,000 | 208,000 | 210,025 | 25,025 | 211,000 |
| 80 | Natural disaster cleanup | 25,396 | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 25,200 | 25,200 | 25,200 |
| 97 | Transfers out | 40,000 | 422,500 | 422,500 | 500,000 | 77,500 | 517,857 |
| Sub-total | | \$ 482,570 | \$ 864,829 | \$ 929,329 | \$ 1,015,304 | \$ 150,475 | \$ 1,022,836 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| CULTURE AND RECREATION SUMMARY | | \$ 6,013,731 | \$ 6,602,181 | \$ 6,690,279 | \$ 6,783,862 | \$ 181,681 | \$ 6,913,004 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 1,574,684 | 1,577,396 | 1,562,962 | 1,528,050 |
| Contractual & supply service | 473,147 | 396,339 | 421,838 | 350,920 |
| Capital outlay | <u>222,846</u> | <u>187,300</u> | <u>226,800</u> | <u>235,625</u> |
| Total expenditures | \$ 2,270,677 | \$ 2,161,035 | \$ 2,211,600 | \$ 2,114,595 |
| Fees | 220,031 | 221,125 | 212,000 | 212,824 |
| Grants | 103,347 | - | 69,000 | - |
| Other | <u>133,846</u> | <u>123,400</u> | <u>122,109</u> | <u>128,399</u> |
| Total revenue | \$ 457,224 | \$ 344,525 | \$ 403,109 | \$ 341,223 |
| Net amount supported by property taxes | \$ 1,813,453 | \$ 1,816,510 | \$ 1,808,491 | \$ 1,773,372 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ Other fluctuations in operating line items reflect internal reallocation of expenses amongst the categories in order to gain consistency with how other departments account for their expenses. The overall effect of such changes resulted in a net decrease of \$20,700.
- ↑ An increase of \$20,000 in property improvements reflects masonry repairs for the entryway columns at the main entrance.
- ↑ An increase of \$3,600 in Building Maintenance Fund contributions reflects the new departmental allocation for building repairs.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

410 LIBRARY

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| 01 | Salaries | \$ 732,683 | \$ 791,551 | \$ 750,000 | \$ 761,072 | \$ (30,479) | \$ 779,881 |
| 02 | Overtime | 130 | - | 150 | - | - | - |
| 03 | Part-time | 433,634 | 438,033 | 465,000 | 430,999 | (7,034) | 440,246 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 86,803 | 93,132 | 93,132 | 90,292 | (2,840) | 93,340 |
| 07 | Retirement - IPERS | 75,310 | 100,862 | 100,862 | 102,330 | 1,468 | 113,105 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 239,241 | 153,293 | 153,293 | 142,857 | (10,436) | 145,714 |
| 10 | Unemployment | 6,398 | - | - | - | - | - |
| 11 | Allowance | 485 | 525 | 525 | 500 | (25) | 500 |
| Sub-Total | | \$ 1,574,684 | \$ 1,577,396 | \$ 1,562,962 | \$ 1,528,050 | \$ (49,346) | \$ 1,572,786 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 21 | Advertising | \$ 2,282 | \$ 350 | \$ 350 | \$ 2,600 | \$ 2,250 | \$ 3,500 |
| 22 | Recruitment | - | 1,400 | 1,400 | 575 | (825) | 600 |
| 23 | Professional services | 31,689 | 9,563 | 11,563 | 11,355 | 1,792 | 12,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 155,516 | 96,400 | 111,400 | 108,190 | 11,790 | 118,000 |
| 28 | Dues and memberships | 37,335 | 38,161 | 38,160 | 1,675 | (36,486) | 1,700 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 11,272 | 13,925 | 13,925 | 18,970 | 5,045 | 20,000 |
| 40 | Building and grounds maint. | 69,208 | 66,090 | 76,090 | 62,365 | (3,725) | 65,000 |
| 41 | Vehicle and equipment maint. | 1,173 | 700 | 2,500 | 1,000 | 300 | 1,000 |
| 46 | Training and development | 6,621 | 5,650 | 6,350 | 5,660 | 10 | 5,700 |
| 48 | Utility service | 91,805 | 100,000 | 96,000 | 94,000 | (6,000) | 97,000 |
| 49 | Petty cash | 101 | 400 | 400 | 200 | (200) | 200 |
| 51 | Maintenance supplies | 25,952 | 24,450 | 24,450 | 9,500 | (14,950) | 9,500 |
| 54 | Minor equipment | 868 | 550 | 550 | 250 | (300) | 500 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 18,848 | 21,000 | 21,000 | 18,000 | (3,000) | 18,000 |
| 59 | Operating supplies | 18,525 | 16,000 | 16,000 | 16,000 | - | 16,000 |
| 60 | Safety and medical supplies | 1,952 | 1,700 | 1,700 | 580 | (1,120) | 600 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 473,147 | \$ 396,339 | \$ 421,838 | \$ 350,920 | \$ (45,419) | \$ 369,300 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | 5,642 | 2,300 | 7,800 | 2,000 | (300) | 2,000 |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | 13,221 | - | 3,000 | - | - | - |
| 75 | Operating equipment | - | - | 1,000 | - | - | - |
| 76 | Property improvements | - | - | 7,000 | 20,000 | 20,000 | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | 203,983 | 185,000 | 208,000 | 210,025 | 25,025 | 211,000 |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 222,846 | \$ 187,300 | \$ 226,800 | \$ 235,625 | \$ 48,325 | \$ 216,600 |

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

| | | | | | | |
|----------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| LIBRARY | \$ 2,270,677 | \$ 2,161,035 | \$ 2,211,600 | \$ 2,114,595 | \$ (46,440) | \$ 2,158,686 |
|----------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|

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 | \$ 761,072 |
| 03 | Part-time | \$ 430,999 |
| 06 | FICA | \$ 90,292 |
| 07 | IPERS | \$ 102,330 |
| 09 | Group insurance | \$ 142,857 |
| 11 | On-The-Spot awards | \$ 500 |
| 21 | Des Moines Register program guide (3 x \$800) | \$ 2,400 |
| | Promotional ads | \$ 200 |
| 22 | Job ads | \$ 100 |
| | Pre-employment background checks and drug screening | \$ 475 |
| 23 | Adult programming | \$ 1,600 |
| | Youth programming | \$ 2,500 |
| | City audit | \$ 3,305 |
| | Van delivery to Johnston | \$ 3,950 |
| 27 | AEX Authority Control | \$ 1,525 |
| | AUP Authority Control | \$ 1,000 |
| | Altiris McAfee antivirus protection | \$ 735 |
| | Altiris software maintenance | \$ 2,800 |
| | Circulation server replacement | \$ 4,550 |
| | Computer hardware/software support (80 hours) | \$ 12,000 |
| | Computers — replacement PCs and components (6) | \$ 9,000 |
| | Download Station Software for Audio Books | \$ 500 |
| | EnvisionWare software/hardware support | \$ 2,700 |
| | HP servers maintenance contracts (15) | \$ 14,000 |
| | KVM switch and cables | \$ 3,300 |
| | Meeting room booking software support | \$ 1,220 |
| | OCLC cataloging records | \$ 9,330 |
| | Secure site certificate | \$ 2,700 |
| | SirsiDynix annual software support | \$ 33,600 |
| | TechNet subscription | \$ 250 |
| | 3M maintenance | \$ 8,100 |
| | Wireless controller software maintenance | \$ 880 |
| 28 | American Library Association | \$ 910 |

FUNCTION: Culture and Recreation
ACTIVITY: Library

| Object | Description | Amount |
|---------------|--|---------------|
| | COSUGI membership | \$ 100 |
| | Iowa Library Association | \$ 655 |
| | Iowa OCLC User's Group | \$ 10 |
| 35 | Letterhead & envelopes | \$ 200 |
| | Overdue notices | \$ 570 |
| | Card services brochures | \$ 300 |
| | Photocopier lease & copy charges | \$ 8,600 |
| | Postage | \$ 8,520 |
| | Postage meter lease | \$ 610 |
| | Postage supplies | \$ 350 |
| 40 | Electrical maintenance | \$ 11,000 |
| | Heating/cooling service contract | \$ 36,000 |
| | Heating/cooling repairs | \$ 5,000 |
| | Paint touchup | \$ 2,000 |
| | Pest control | \$ 680 |
| | Roof/gutter maintenance and repairs | \$ 1,000 |
| | Chimney cleaning and inspection | \$ 130 |
| | Fire alarm monitoring | \$ 665 |
| | Fire and smoke alarm inspections | \$ 770 |
| | Sprinkler inspection | \$ 380 |
| | Security system monitoring | \$ 320 |
| | Lift Inspection | \$ 370 |
| | Carpet cleaning and repair | \$ 1,000 |
| | Upholstery cleaning | \$ 600 |
| | Window cleaning | \$ 450 |
| | Wood furniture repair | \$ 2,000 |
| 41 | Equipment repair | \$ 1,000 |
| 46 | Continuing education, meetings and workshops | \$ 100 |
| | COSUGI conference – FL (1) | \$ 1,500 |
| | Iowa Library Association conference (8) | \$ 850 |
| | In-service | \$ 650 |
| | Kids First conference - local | \$ 260 |
| | Library TechNet conference – MN (2) | \$ 1,700 |
| | Microsoft Office training - local | \$ 600 |
| 48 | Electric | \$ 63,000 |
| | Gas | \$ 16,500 |

FUNCTION: Culture and Recreation
ACTIVITY: Library

| Object | Description | Amount |
|---------------|--|---------------|
| | Internet—public | \$ 8,000 |
| | Internet—staff | \$ 580 |
| | Phone | \$ 5,550 |
| | Water | \$ 2,770 |
| 49 | Petty cash | \$ 200 |
| 51 | Maintenance supplies – janitorial and paper products | \$ 9,500 |
| 54 | Patron listening/viewing station TV/VCR/DVD | \$ 250 |
| 58 | Office supplies | \$ 18,000 |
| 59 | Operating supplies: book mending supplies, book processing supplies, detection strips, A/V supplies, patron printer supplies and toner, programming supplies | \$ 16,000 |
| 60 | Fire extinguisher inspection | \$ 80 |
| | First aid supplies | \$ 500 |
| 72 | Couch and chair replacements | \$ 2,000 |
| 76 | Masonry repairs | \$ 20,000 |
| 79 | CD Audio books | \$ 10,000 |
| | Books | \$ 130,000 |
| | Downloadable audio books | \$ 10,000 |
| | Downloadable Ebooks | \$ 5,000 |
| | DVDs | \$ 10,000 |
| | Realia | \$ 500 |
| | MP3 collection | \$ 1,000 |
| | Teen game night materials | \$ 1,000 |
| | Video games | \$ 1,000 |
| | Ancestry database | \$ 2,015 |
| | Auto Repair database | \$ 1,370 |
| | Des Moines Register online and paper subscription | \$ 1,800 |
| | Ebscohost database | \$ 1,680 |
| | Gale Biography Resource Center database | \$ 2,850 |
| | Heritage Quest database | \$ 800 |
| | Learning Express test prep database | \$ 2,830 |
| | Mango Languages database | \$ 2,750 |
| | Next Reads database | \$ 1,460 |
| | Novelist database | \$ 1,370 |
| | Reference USA database | \$ 5,120 |
| | Value Line investment database | \$ 2,480 |
| | Newspaper and periodical subscriptions | \$ 15,000 |
| 81 | Building maintenance fund contribution | \$ 3,600 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 1,079,110 | 1,107,901 | 1,104,878 | 1,071,996 |
| Contractual & supply service | 584,970 | 720,495 | 718,995 | 705,345 |
| Capital outlay | 256,483 | 255,029 | 280,029 | 265,379 |
| Total expenditures | \$ 1,920,563 | \$ 2,083,425 | \$ 2,103,902 | \$ 2,042,720 |
| Fees | 30,223 | 24,500 | 32,613 | 26,300 |
| Grants | 12,583 | - | 100,000 | - |
| Other | 113,208 | 118,968 | 116,163 | 124,035 |
| Total revenue | \$ 156,014 | \$ 143,468 | \$ 248,776 | \$ 150,335 |
| Net amount supported by property taxes | \$ 1,764,549 | \$ 1,939,957 | \$ 1,855,126 | \$ 1,892,385 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ A decrease of \$13,400 in maintenance supplies reflects scaled back landscaping in the regional park.
- ↑ An increase of \$10,800 in Building Maintenance Fund contributions reflects the new departmental allocation for building repairs.

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.

| CULTURE AND RECREATION | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 430 PARKS | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 547,543 | \$ 573,740 | \$ 573,740 | \$ 566,592 | \$ (7,148) | \$ 577,404 |
| 02 | Overtime | 15,661 | 20,000 | 20,000 | 20,000 | - | 20,000 |
| 03 | Part-time | 213,153 | 213,023 | 215,000 | 207,360 | (5,663) | 207,360 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 57,775 | 59,487 | 59,487 | 58,621 | (866) | 60,034 |
| 07 | Retirement - IPERS | 54,141 | 67,771 | 67,771 | 66,437 | (1,334) | 72,747 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 139,557 | 110,180 | 110,180 | 89,286 | (20,894) | 91,071 |
| 10 | Unemployment | 47,857 | 60,000 | 55,000 | 60,000 | - | 62,000 |
| 11 | Allowance | 3,423 | 3,700 | 3,700 | 3,700 | - | 3,700 |
| Sub-Total | | \$ 1,079,110 | \$ 1,107,901 | \$ 1,104,878 | \$ 1,071,996 | \$ (35,905) | \$ 1,094,316 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ 2,270 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | 2,300 | 2,300 | 2,300 | - | 2,300 |
| 23 | Professional services | 222,869 | 283,400 | 283,400 | 283,400 | - | 290,000 |
| 24 | Contributions to other agencies | 2,201 | 500 | 500 | 500 | - | 500 |
| 27 | Data processing | 19,299 | 19,500 | 19,500 | 19,800 | 300 | 20,800 |
| 28 | Dues and memberships | 683 | 1,015 | 1,015 | 860 | (155) | 860 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 5,974 | 4,500 | 4,500 | 4,500 | - | 4,500 |
| 35 | Printing and copying | 3,906 | 4,100 | 4,100 | 4,100 | - | 4,100 |
| 40 | Building and grounds maint. | 38,929 | 48,500 | 48,500 | 45,500 | (3,000) | 46,000 |
| 41 | Vehicle and equipment maint. | 6,108 | 5,000 | 3,500 | 3,500 | (1,500) | 3,500 |
| 46 | Training and development | 3,244 | 5,000 | 5,000 | 4,825 | (175) | 4,825 |
| 48 | Utility service | 61,707 | 76,500 | 73,500 | 76,500 | - | 77,000 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 136,130 | 184,905 | 184,905 | 171,535 | (13,370) | 183,535 |
| 54 | Minor equipment | 6,733 | 4,400 | 4,400 | 4,400 | - | 4,400 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 16,483 | 13,500 | 18,500 | 18,500 | 5,000 | 18,500 |
| 57 | Vehicle operation supplies | 34,784 | 44,000 | 42,000 | 42,000 | (2,000) | 42,000 |
| 58 | Office supplies | 1,651 | 1,700 | 1,700 | 1,700 | - | 1,700 |
| 59 | Operating supplies | 17,337 | 16,700 | 16,700 | 16,700 | - | 16,700 |
| 60 | Safety and medical supplies | 4,662 | 4,975 | 4,975 | 4,725 | (250) | 4,725 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 584,970 | \$ 720,495 | \$ 718,995 | \$ 705,345 | \$ (15,150) | \$ 725,945 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ 257 | \$ 5,200 | \$ 5,200 | \$ - | \$ (5,200) | \$ 2,500 |
| 72 | Furniture and fixtures | 8,967 | 11,100 | 11,100 | 11,100 | - | 11,300 |
| 73 | Equipment replacement fund | 76,727 | 88,729 | 88,729 | 98,479 | 9,750 | 99,479 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Improvements paid from Parklar | - | - | - | - | - | - |
| 76 | Property improvements | 105,136 | 150,000 | 175,000 | 145,000 | (5,000) | 150,000 |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | 25,396 | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 10,800 | 10,800 | 10,800 |
| 97 | Transfers out | 40,000 | - | - | - | - | - |
| Sub-total | | \$ 256,483 | \$ 255,029 | \$ 280,029 | \$ 265,379 | \$ 10,350 | \$ 274,079 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| PARKS | | \$ 1,920,563 | \$ 2,083,425 | \$ 2,103,902 | \$ 2,042,720 | \$ (40,705) | \$ 2,094,340 |

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 | \$ 566,592 |
| 02 | Overtime (snow removal, preparation for July 4 th Event, mosquito control application, etc.) | \$ 20,000 |
| 03 | Seasonal staff, April 15 - Nov 15 (9), ½ Parks & Recreation Secretary, Shelter Rental Supervisor | \$ 207,360 |
| 06 | FICA | \$ 58,621 |
| 07 | IPERS | \$ 66,437 |
| 09 | Group insurance | \$ 89,286 |
| 10 | Unemployment (seasonal staff) | \$ 60,000 |
| 11 | Vehicle allowance (Director) | \$ 3,300 |
| | Spot awards | \$ 400 |
| 22 | Recruitment expenses for seasonal staff (background checks, drug screens, physicals) | \$ 2,300 |
| 23 | Contractual parks maintenance (mowing contract) | \$ 255,000 |
| | Tree service work | \$ 25,000 |
| | Tree chipping at north plant | \$ 3,000 |
| | Annual inspection for underground chemical storage tank | \$ 400 |
| 24 | Contribution – Bike to Work Week | \$ 500 |
| 27 | Computer software and supplies | \$ 500 |
| | ReservePartner fees and credit card fees | \$ 19,000 |
| | Computer – internal hardware replacement - Park Supervisor | \$ 300 |
| 28 | National Park and Recreation Association – Director | \$ 150 |
| | Iowa Park and Recreation Association - Director and Asst. Director | \$ 270 |
| | Iowa Sports Turf Mgr. Association (3) | \$ 255 |
| | Tree Board – National Arbor Day Foundation | \$ 15 |
| | Subscriptions/publications | \$ 170 |
| 32 | Full time uniforms/stipends (7), part time T-shirts | \$ 4,500 |
| 35 | Printing, copying and shipping | \$ 300 |
| | Seasonal program guide (3 times annually) | \$ 3,000 |
| | Copy machine maintenance/contract – (1/2 other half in Recreation) | \$ 300 |
| | Regional Trail Maps | \$ 500 |
| 40 | Miscellaneous electrical, plumbing and building repairs, security system maintenance, mechanical system maintenance contract | \$ 18,000 |
| | Shelter houses and outside bathroom custodial service contract | \$ 20,000 |
| | Parks and recreation office and park maintenance building custodial service contract | \$ 4,150 |
| | Pest control | \$ 1,100 |
| | Mat cleaning service – park facilities | \$ 2,250 |
| 41 | Contract work on trucks and equipment, tire repair | \$ 3,500 |

FUNCTION: Culture and Recreation
ACTIVITY: Parks

| Object | Description | Amount |
|---------------|---|---------------|
| 46 | Iowa Turf Grass conference | \$ 525 |
| | Iowa Parks and Recreation Spring conference - Director & Asst. Director | \$ 800 |
| | Iowa Parks and Recreation Fall workshop- Director & Asst. Director | \$ 800 |
| | National Park and Recreation Association national conference, (Anaheim, CA) - Director | \$ 1,850 |
| | Iowa State University Shade Tree Short Course Training (Asst. Dir. and Parks Supervisor) | \$ 300 |
| | Staff development/ team building training / Park staff training, (playground inspections, electrical, plumbing workshops, etc.) | \$ 450 |
| | Tree Board – training and development | \$ 100 |
| 48 | Gas, electric, water, telephone and data | \$ 75,000 |
| | Lions Shelter – utilities (electric and security system) | \$ 350 |
| | Lions Shelter – telephone | \$ 450 |
| | Memorial Tree Park and Gardens – electrical | \$ 700 |
| 51 | Seed and fertilizer | \$ 70,920 |
| | Turf chemicals | \$ 10,540 |
| | Mosquito Control (three ground applications) | \$ 10,000 |
| | Walnut Creek Regional Park – annual landscaping | \$ 25,000 |
| | Plants and trees | \$ 10,500 |
| | Portable toilets – parks (\$2,000); Lions Park July 4 th (\$1,500); Special Events (\$475) | \$ 4,875 |
| | Tree Board plantings – Lakeview Park (\$6,200) - ½ offset by Tree's Please Grant | \$ 6,200 |
| | Flower garden material | \$ 9,500 |
| | Sand and gravel (for bike trail overlays and backfill, playground installations, etc.) | \$ 4,000 |
| | Safety wood fiber for playground fall zones (32 playgrounds) | \$ 12,000 |
| | Paint, hardware, shop chemicals, etc. | \$ 8,000 |
| 54 | Tools and replacement equipment | \$ 4,400 |
| 56 | Equipment and truck parts, tires | \$ 18,500 |
| 57 | Fuel, gas, etc. | \$ 42,000 |
| 58 | Office supplies | \$ 1,700 |
| 59 | Restroom supplies, park and shelter house janitorial supplies, trash can liners, paper products, etc. (Consumables) | \$ 8,500 |
| | Graffiti removal/vandalism | \$ 3,000 |
| | Tree Board – community event supplies (Arbor Day, special planting events, educational resources) | \$ 200 |
| | Signs for parks and trails, tobacco free parks signs | \$ 2,000 |
| | Public Art operating supplies | \$ 3,000 |
| 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 |

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

| Object | Description | Amount |
|---------------|---|---------------|
| | Safety boots (seasonal staff) | \$ 1,125 |
| 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 |
| | Permanent sign for Sharon Heights, South Karen Acres | \$ 3,600 |
| 73 | Equipment Replacement Fund contribution | \$ 98,479 |
| 76 | Bike path improvements | \$ 50,000 |
| | Playground improvements | \$ 45,000 |
| | Erosion Control – Rip Rap for around pond at LA Ward Park | \$ 50,000 |
| 81 | Building Maintenance Fund contribution | \$ 10,800 |



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

GROUNDS MAINTENANCE

| FINANCIAL SUMMARY | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 75,432 | 77,706 | 76,592 | 76,124 |
| Contractual & supply service | 6,438 | 10,500 | 10,500 | 10,500 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 81,870 | \$ 88,206 | \$ 87,092 | \$ 86,624 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 4,826 | 5,037 | 4,809 | 5,260 |
| Total revenue | \$ 4,826 | \$ 5,037 | \$ 4,809 | \$ 5,260 |
| Net amount supported by property taxes | \$ 77,044 | \$ 83,169 | \$ 82,283 | \$ 81,364 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from the prior year's budget.
- ❖ While no direct impact is reflected on this budget, the City established a Building Maintenance Fund in FY12-13 in order to begin to accumulate funds needed to service the aging facilities throughout the City campus. Each department that has a physical building will start allocating \$3,600 per year to this fund. The funds will be put toward structural building repairs in need priority.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The City does not currently have any building maintenance staff assigned to general upkeep or repairs to any of the City facilities, other than the Pool. Currently one member of the Parks staff is being utilized as a handyman when minor repairs are needed. As City facilities continue to age, more maintenance and repairs are being required, many of which require more specialized training than current staff possess. In an effort to become more proactive, versus reactive to these repairs, the City will need to evaluate the need to outsource this cost to private contractors for more routine maintenance on buildings or invest in establishing a Building Maintenance department of the City to handle these needs.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|------------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|------------------|------------------|------------------|------------------|-------------------|------------------|
| 01 | Salaries | \$ 54,128 | \$ 58,633 | \$ 57,841 | \$ 57,847 | \$ (786) | \$ 58,707 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 4,057 | 4,441 | 4,330 | 4,382 | (59) | 4,491 |
| 07 | Retirement - IPERS | 3,956 | 5,051 | 4,840 | 4,966 | (85) | 5,442 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,291 | 9,581 | 9,581 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 75,432 | \$ 77,706 | \$ 76,592 | \$ 76,124 | \$ (1,582) | \$ 77,747 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-----------------|------------------|------------------|------------------|-------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 6,438 | 10,500 | 10,500 | 10,500 | - | 10,500 |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | - | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 6,438 | \$ 10,500 | \$ 10,500 | \$ 10,500 | \$ - | \$ 10,500 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|----------------------------|--|------------------|------------------|------------------|------------------|-------------------|------------------|
| GROUNDS MAINTENANCE | | \$ 81,870 | \$ 88,206 | \$ 87,092 | \$ 86,624 | \$ (1,582) | \$ 88,247 |
|----------------------------|--|------------------|------------------|------------------|------------------|-------------------|------------------|

FUNCTION: Culture and Recreation

ACTIVITY: Grounds Maintenance

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Turf Specialist | \$ 57,847 |
| 06 | FICA | \$ 4,382 |
| 07 | IPERS | \$ 4,966 |
| 09 | Group insurance | \$ 8,929 |
| 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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 161,043 | 158,501 | 158,541 | 158,350 |
| Contractual & supply service | 202,516 | 233,845 | 209,950 | 266,555 |
| Capital outlay | - | - | - | 3,600 |
| Total expenditures | \$ 363,559 | \$ 392,346 | \$ 368,491 | \$ 428,505 |
| Fees | 332,251 | 315,000 | 293,500 | 209,000 |
| Grants | 6,500 | 2,500 | 3,500 | 22,500 |
| Other | 21,430 | 22,404 | 20,345 | 26,019 |
| Total revenue | \$ 360,181 | \$ 339,904 | \$ 317,345 | \$ 257,519 |
| Net amount supported by property taxes | \$ 3,378 | \$ 52,442 | \$ 51,146 | \$ 170,986 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ A decrease of \$6,000 in professional services reflects the transition of class instructors from independent contractor status, which were reflected in the professional services line item, to part-time employee status under IRS guidelines.
- ↑ An increase of \$44,000 in operating supplies reflects the MAC camp program being expanded to 2 sites in summer 2012. This program is 100% funded by grants and donations.
- ↓ Revenues from the Urbandale Community Schools for support of the Community Education programming will discontinue during FY12-13. This change will result in additional reliance on property tax revenue to support these programs. No changes to current programming are anticipated at this time.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Staff will continue to monitor and make any needed adjustments to the City's community education programming as the school district develops or expands their own program offerings.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

440 RECREATION

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| 01 | Salaries | \$ 84,612 | \$ 90,208 | \$ 90,208 | \$ 89,677 | \$ (531) | \$ 91,893 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | 35,334 | 36,119 | 36,119 | 37,114 | 995 | 37,389 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 8,608 | 9,075 | 9,075 | 9,603 | 528 | 9,889 |
| 07 | Retirement - IPERS | 5,907 | 8,728 | 8,728 | 12,987 | 4,259 | 11,984 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 26,582 | 14,371 | 14,371 | 8,929 | (5,442) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | 40 | 40 | 40 | 40 |
| Sub-Total | | \$ 161,043 | \$ 158,501 | \$ 158,541 | \$ 158,350 | \$ (151) | \$ 160,302 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 21 | Advertising | \$ 4,160 | \$ 5,500 | \$ 5,500 | \$ 5,500 | \$ - | \$ 6,000 |
| 22 | Recruitment | - | 3,900 | 1,500 | 1,620 | (2,280) | 1,700 |
| 23 | Professional services | 115,306 | 141,000 | 125,000 | 135,000 | (6,000) | 140,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 1,217 | 500 | 500 | 500 | - | 500 |
| 28 | Dues and memberships | 489 | 645 | 550 | 495 | (150) | 600 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 1,796 | 1,750 | 1,750 | 1,750 | - | 1,750 |
| 35 | Printing and copying | 33,257 | 38,350 | 36,000 | 38,350 | - | 38,500 |
| 40 | Building and grounds maint. | 2,195 | 5,450 | 4,000 | 4,715 | (735) | 5,250 |
| 41 | Vehicle and equipment maint. | - | 1,500 | 1,500 | 500 | (1,000) | 1,500 |
| 46 | Training and development | 6,972 | 2,800 | 2,000 | 2,525 | (275) | 3,000 |
| 48 | Utility service | 2,525 | 2,600 | 2,600 | 2,800 | 200 | 3,000 |
| 49 | Petty cash | - | 100 | - | - | (100) | - |
| 51 | Maintenance supplies | 246 | 1,400 | 700 | 500 | (900) | 900 |
| 54 | Minor equipment | - | 350 | 350 | 100 | (250) | 350 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 2,293 | 1,850 | 1,850 | 2,000 | 150 | 1,850 |
| 59 | Operating supplies (includes M/ | 31,656 | 26,000 | 26,000 | 70,050 | 44,050 | 72,000 |
| 60 | Safety and medical supplies | 404 | 150 | 150 | 150 | - | 150 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 202,516 | \$ 233,845 | \$ 209,950 | \$ 266,555 | \$ 32,710 | \$ 277,050 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-------------|-----------------|-----------------|-----------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ 3,600 | \$ 3,600 | \$ 3,600 |

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

| | | | | | | |
|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| RECREATION | \$ 363,559 | \$ 392,346 | \$ 368,491 | \$ 428,505 | \$ 36,159 | \$ 440,952 |
|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|

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 | \$ 89,677 |
| 03 | Summer recreation staff (Kids Kamp, Youth in Parks), summer intern, ½ Secretary | \$ 37,114 |
| 06 | FICA | \$ 9,603 |
| 07 | IPERS | \$ 12,987 |
| 09 | Group insurance | \$ 8,929 |
| 11 | On-the-spot awards | \$ 40 |
| 21 | Program advertising | \$ 2,500 |
| | Marketing program | \$ 3,000 |
| 22 | Recruitment expense for summer staff (background checks, drug screens) | \$ 1,620 |
| 23 | Contract instructor fees, summer instructor and clinic fees, program supervisor fees | \$ 135,000 |
| 27 | Computer software and supplies | \$ 500 |
| 28 | Iowa Park and Recreation Association | \$ 135 |
| | American License fees (broadcast permit – ASCAP & BMI) | \$ 210 |
| | Subscriptions/publications | \$ 150 |
| 32 | Shirts (summer sports clinics, youth rec. programs, staff) | \$ 1,750 |
| 35 | Program guide (3 seasonal guides) | \$ 37,500 |
| | Flyers, schedules and brochures | \$ 550 |
| | Copy machine maintenance/contract (½ Recreation – other ½ in Parks) | \$ 300 |
| 40 | Portable toilets for parks and recreation fields | \$ 300 |
| | Wellness Center – facility maintenance | \$ 1,750 |
| | Wellness Center – facility cleaning contract | \$ 1,540 |
| | Wellness Center – mat service, carpet cleaning | \$ 475 |
| | Wellness Center – security service | \$ 450 |
| | Wellness Center - pest control | \$ 200 |
| 41 | Wellness Center – maintenance and repair of wellness equipment | \$ 1,500 |
| 46 | Iowa Parks and Recreation: Spring conference & Fall workshop (1) | \$ 800 |
| | Staff development training/workshops | \$ 275 |
| | Misc. mileage for Recreation Supervisor/mileage for conferences | \$ 450 |
| | U-Fit incentives | \$ 1,000 |
| 48 | Wellness Center – utilities (water, gas, electric) | \$ 2,300 |
| | Wellness Center – phone | \$ 500 |
| 51 | Recreation facility supplies | \$ 250 |
| | Wellness Center – cleaning supplies, toilet paper, paper towels, etc. | \$ 250 |
| 54 | Wellness Center - exercise equipment (balls, ropes, bands, mats, etc.) | \$ 100 |
| 58 | Office supplies | \$ 2,000 |

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

| Object | Description | Amount |
|-----------------|---|---------------|
| 59 | Recreation program supplies | \$ 18,500 |
| | Summer recreation programs – transportation (buses for Kids Kamp) | \$ 2,500 |
| | Youth in Parks summer program – transportation (van rental and gas) | \$ 4,000 |
| | Signs/banners for special events | \$ 250 |
| | MAC Camp – see breakdown below | \$ 44,800 |
| 60 | First aid supplies | \$ 150 |
| 81 | Building Maintenance Fund contribution (Wellness Center) | \$ 3,600 |
| RM Fund | Risk Management Fund expenses (those items directly related to employee health insurance programs): | |
| | Wellness program – health screenings | \$ 1,200 |
| | Wellness program – incentive program | \$ 8,500 |
| MAC Fund | Note: 100% of this program is funded by grants and donations Funding reflects program expanding to two sites in FY12-13. | |
| 03 | MAC Camp – program supervisor salaries | \$ 28,800 |
| 59 | MAC program supplies, meals, field trip transportation and admissions, t-shirts | \$ 16,000 |

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-----------------|-----------------|-----------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 6,460 | 7,250 | 6,800 | 7,050 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 6,460 | \$ 7,250 | \$ 6,800 | \$ 7,050 |
| Fees | 800 | - | - | - |
| Grants | - | - | - | - |
| Other | 7,381 | 414 | 375 | 428 |
| Total revenue | \$ 8,181 | \$ 414 | \$ 375 | \$ 428 |
| <i>Net amount supported by property taxes</i> | \$ (1,721) | \$ 6,836 | \$ 6,425 | \$ 6,622 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

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

FUTURE BUDGET CONSIDERATIONS

- ❖ None anticipated at this time.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| | Sub-Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|----|---------------------------------|----------|----------|----------|----------|----------|----------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 5,445 | 6,250 | 6,000 | 6,250 | - | 6,300 |
| 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 | 215 | 1,000 | 800 | 800 | (200) | 1,000 |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | - | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | 800 | - | - | - | - | - |
| | Sub-total | \$ 6,460 | \$ 7,250 | \$ 6,800 | \$ 7,050 | \$ (200) | \$ 7,300 |

CAPITAL OUTLAY

| | | | | | | | |
|----|-----------------------------|------|------|------|------|------|------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| | Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|----------|
| CEMETERY MAINTENANCE | \$ 6,460 | \$ 7,250 | \$ 6,800 | \$ 7,050 | \$ (200) | \$ 7,300 |
|-----------------------------|----------|----------|----------|----------|----------|----------|

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

Activity Notes

| Object | Description | Amount |
|---------------|----------------------------|---------------|
| 23 | Contract maintenance | \$ 6,250 |
| 51 | Turf chemicals, road stone | \$ 800 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 152,127 | 159,425 | 156,329 | 158,694 |
| Contractual & supply service | 104,008 | 124,080 | 113,360 | 117,585 |
| Capital outlay | 400 | - | - | 7,100 |
| Total expenditures | \$ 256,535 | \$ 283,505 | \$ 269,689 | \$ 283,379 |
| Fees | 34,525 | 39,000 | 38,300 | 38,750 |
| Grants | - | - | - | - |
| Other | 15,122 | 16,189 | 14,890 | 17,207 |
| Total revenue | \$ 49,647 | \$ 55,189 | \$ 53,190 | \$ 55,957 |
| Net amount supported by property taxes | \$ 206,888 | \$ 228,316 | \$ 216,499 | \$ 227,422 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ A decrease of \$5,800 in advertising reflects a reclassification of costs for Parks & Recreation Program Guide printing to line item #35, as well as an overall decrease in advertising costs through other media resources.

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.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

460 SENIOR CENTER

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| 01 | Salaries | \$ 60,865 | \$ 66,510 | \$ 66,992 | \$ 66,880 | \$ 370 | \$ 68,533 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | 54,462 | 63,153 | 60,000 | 62,052 | (1,101) | 63,382 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 8,726 | 9,821 | 9,396 | 9,765 | (56) | 10,092 |
| 07 | Retirement - IPERS | 8,137 | 10,360 | 10,360 | 11,068 | 708 | 12,229 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 19,937 | 9,581 | 9,581 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 152,127 | \$ 159,425 | \$ 156,329 | \$ 158,694 | \$ (731) | \$ 163,343 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 21 | Advertising | \$ 2,400 | \$ 6,800 | \$ 3,800 | \$ 1,000 | \$ (5,800) | \$ 1,000 |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 12,375 | 16,360 | 16,360 | 16,360 | - | 16,500 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 1,165 | 500 | 2,200 | 500 | - | 500 |
| 28 | Dues and memberships | 683 | 785 | 700 | 700 | (85) | 700 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 5,855 | 6,900 | 6,700 | 9,700 | 2,800 | 9,500 |
| 40 | Building and grounds maint. | 16,094 | 22,000 | 18,000 | 20,000 | (2,000) | 22,000 |
| 41 | Vehicle and equipment maint. | 201 | 1,500 | 750 | 1,500 | - | 1,500 |
| 46 | Training and development | 1,610 | 2,450 | 1,500 | 1,800 | (650) | 2,200 |
| 48 | Utility service | 17,510 | 20,685 | 18,500 | 20,000 | (685) | 20,200 |
| 49 | Petty cash | - | 50 | - | - | (50) | - |
| 51 | Maintenance supplies | 1,412 | 1,600 | 1,750 | 1,800 | 200 | 1,900 |
| 54 | Minor equipment | 3,327 | 1,000 | 1,000 | 1,000 | - | 750 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 801 | 625 | 900 | 900 | 275 | 900 |
| 59 | Operating supplies | 40,486 | 42,500 | 41,000 | 42,000 | (500) | 43,000 |
| 60 | Safety and medical supplies | 89 | 325 | 200 | 325 | - | 325 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 104,008 | \$ 124,080 | \$ 113,360 | \$ 117,585 | \$ (6,495) | \$ 120,975 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|---------------|-------------|-------------|-----------------|-----------------|-----------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ 3,500 | \$ 3,500 | \$ 3,500 |
| 72 | Furniture and fixtures | 400 | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 400 | \$ - | \$ - | \$ 7,100 | \$ 7,100 | \$ 7,100 |

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

| | | | | | | | |
|----------------------|--|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| SENIOR CENTER | | \$ 256,535 | \$ 283,505 | \$ 269,689 | \$ 283,379 | \$ (126) | \$ 291,418 |
|----------------------|--|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 01 | Coordinator, performance bonus | \$ 66,880 |
| 03 | Assistant Coordinator, secretary, craft program coordinator | \$ 62,052 |
| 06 | FICA | \$ 9,765 |
| 07 | IPERS | \$ 11,068 |
| 09 | Group insurance | \$ 8,929 |
| 21 | Advertisements and program promotion | \$ 1,000 |
| 23 | Professional services (contracted program instructors) | \$ 16,360 |
| 27 | Computer software and supplies | \$ 500 |
| 28 | Senior Center resource materials | \$ 175 |
| | NCOA membership / ICAA membership | \$ 325 |
| | American License fee (broadcast permit- ASCAP & BMI) | \$ 200 |
| 35 | Mailing and printing newsletters, bulk mail permit, stamps | \$ 3,600 |
| | Bulk mailing system lease | \$ 3,100 |
| | Program guide publications (3 guides) | \$ 3,000 |
| 40 | Cleaning contract & mat service | \$ 5,620 |
| | Professional cleaning contracts for: bi-annual kitchen cleaning, annual carpet extraction, upholstery cleaning, semi-monthly interior/exterior window cleaning, annual strip & re-wax of craft room floor | \$ 2,550 |
| | Mat service | \$ 550 |
| | Fire alarm maintenance & range hood suppression system inspection | \$ 675 |
| | Quarterly grease trap cleaning | \$ 450 |
| | Pest control service | \$ 500 |
| | Building maintenance & repairs | \$ 9,655 |
| 41 | Maintenance & repair of appliances, fitness & office equipment | \$ 1,500 |
| 46 | Miscellaneous mileage | \$ 300 |
| | ICAA conference – registration, lodging, transportation (1) | \$ 1,500 |
| 48 | Telephone, water, electric and natural gas | \$ 20,000 |
| 51 | Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals | \$ 1,800 |
| 54 | Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment | \$ 1,000 |
| 58 | Stationery, copier supplies, computer lab supplies, paper, cartridges | \$ 900 |
| 59 | Program supplies, kitchen & miscellaneous operations supplies | \$ 1,500 |
| | Congregate meals | \$ 29,500 |
| | Off-site trips & events | \$ 8,000 |
| | On-site events | \$ 3,000 |
| 60 | Safety and medical supplies | \$ 325 |
| 72 | Replace dishwasher | \$ 3,500 |
| 81 | Building Maintenance Fund contribution | \$ 3,600 |



FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool and Wading Pools

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

SWIMMING POOL & WADING POOLS

| FINANCIAL SUMMARY | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 260,804 | 259,844 | 269,344 | 264,764 |
| Contractual & supply service | 135,901 | 178,570 | 156,075 | 172,020 |
| Capital outlay | 2,841 | - | - | 3,600 |
| Total expenditures | \$ 399,546 | \$ 438,414 | \$ 425,419 | \$ 440,384 |
| Fees | 217,494 | 190,000 | 225,000 | 215,000 |
| Grants | - | - | - | - |
| Other | 23,551 | 25,034 | 23,489 | 26,740 |
| Total revenue | \$ 241,045 | \$ 215,034 | \$ 248,489 | \$ 241,740 |
| Net amount supported by property taxes | \$ 158,501 | \$ 223,380 | \$ 176,930 | \$ 198,644 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$4,900 in personnel costs reflects the transition of class instructors from independent contractor status, which were reflected in the professional services line item, to part-time employee status under IRS guidelines.
- ↑ An increase of \$9,000 in operating supplies represents the new fee from the American Red Cross for swim lesson certificates. These additional fees will be passed on to the customers, so there will be zero net effect on the total pool budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Building repairs and renovations occurred in 2009, and is anticipated to extend the life of the existing building for five more years. A number of maintenance repairs have been postponed or temporary fixes implemented in order to keep the facility open to 2013. If the building were to remain operational beyond 2013, a new analysis of the structure, required maintenance costs, as well as the results from the Urbandale Pool Business Plan would need to be evaluated.
- ❖ The 40% operational cost sharing agreement with the Urbandale Community School expires on June 30, 2013. After this date, there will be no further funding from the school, so City subsidy will increase to cover the loss of funds.

| CULTURE AND RECREATION | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|

470 SWIMMING POOL & WADING POOLS

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|------------|------------|------------|------------|----------|------------|
| 01 | Salaries | \$ 49,384 | \$ 53,737 | \$ 53,237 | \$ 53,899 | \$ 162 | \$ 55,232 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | 172,626 | 165,678 | 175,678 | 170,536 | 4,858 | 172,104 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 16,799 | 16,619 | 16,619 | 16,999 | 380 | 17,391 |
| 07 | Retirement - IPERS | 8,664 | 14,229 | 14,229 | 14,401 | 172 | 21,074 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,291 | 9,581 | 9,581 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 40 | - | - | - | - | - |
| Sub-Total | | \$ 260,804 | \$ 259,844 | \$ 269,344 | \$ 264,764 | \$ 4,920 | \$ 274,908 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------|------------|------------|------------|------------|------------|
| 21 | Advertising | \$ 3,494 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - | \$ 6,000 |
| 22 | Recruitment | - | 7,000 | 6,000 | 7,000 | - | 8,000 |
| 23 | Professional services | 4,489 | 15,300 | 2,350 | 2,500 | (12,800) | 5,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 744 | 1,400 | 500 | 500 | (900) | 500 |
| 28 | Dues and memberships | 720 | 745 | 550 | 645 | (100) | 750 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | 680 | 600 | 1,100 | 800 | 200 | 850 |
| 35 | Printing and copying | 4,079 | 4,300 | 4,300 | 4,500 | 200 | 4,750 |
| 40 | Building and grounds maint. | 14,111 | 15,350 | 15,350 | 15,350 | - | 16,500 |
| 41 | Vehicle and equipment maint. | 94 | 5,000 | 5,000 | 5,000 | - | 6,000 |
| 46 | Training and development | 3,179 | 4,200 | 3,750 | 2,300 | (1,900) | 3,250 |
| 48 | Utility service | 59,549 | 74,000 | 65,000 | 74,000 | - | 74,000 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 4,998 | 4,000 | 4,000 | 4,000 | - | 5,000 |
| 54 | Minor equipment | 1,889 | 3,500 | 3,500 | 3,000 | (500) | 3,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 2,447 | 2,100 | 2,100 | 2,300 | 200 | 2,500 |
| 59 | Operating supplies | 32,386 | 35,400 | 35,400 | 44,400 | 9,000 | 45,250 |
| 60 | Safety and medical supplies | 2,175 | 675 | 675 | 725 | 50 | 775 |
| 61 | Refunds | 867 | - | 1,500 | - | - | - |
| Sub-total | | \$ 135,901 | \$ 178,570 | \$ 156,075 | \$ 172,020 | \$ (6,550) | \$ 182,125 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|----------|------|------|----------|----------|----------|
| 71 | Equipment | \$ 2,841 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 2,841 | \$ - | \$ - | \$ 3,600 | \$ 3,600 | \$ 3,600 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|---|------------|------------|------------|------------|----------|------------|
| SWIMMING POOL & WADING POOLS | \$ 399,546 | \$ 438,414 | \$ 425,419 | \$ 440,384 | \$ 1,970 | \$ 460,633 |
|---|------------|------------|------------|------------|----------|------------|

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool & Wading Pools

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 01 | Programmer/Scheduler, performance bonus | \$ 53,899 |
| 03 | Facility Manager, Marketing/Public Relations, and other part-time: guards, managers, wading pool guards, swim instructors, water fitness instructors | \$ 170,536 |
| 06 | FICA | \$ 16,999 |
| 07 | IPERS | \$ 14,401 |
| 09 | Group insurance | \$ 8,929 |
| 21 | Special event advertisements and marketing program | \$ 5,000 |
| 22 | Recruitment expenses for part time staff (advertising, background checks, drug screens) | \$ 7,000 |
| 23 | Special events | \$ 1,800 |
| | State of Iowa inspections | \$ 550 |
| 27 | Computer software and supplies | \$ 400 |
| 28 | Iowa Park and Recreation Association membership | \$ 135 |
| | Pool registration renewals (indoor pool, 3 wading pools) | \$ 300 |
| | American license fee (broadcast permit – ASCAP & BMI) | \$ 210 |
| 32 | Staff shirts/ uniforms, whistles & lanyard | \$ 800 |
| 35 | Program guide (3 times a year) | \$ 4,300 |
| 40 | Strip and wax lobby floor (2x), deep clean office carpet | \$ 1,200 |
| | Pest control | \$ 1,200 |
| | Electrical maintenance and repairs | \$ 3,750 |
| | Mat service | \$ 600 |
| | Window cleaning | \$ 560 |
| | Monthly GFI checks and electrical walk through | \$ 3,500 |
| | Miscellaneous building maintenance | \$ 4,540 |
| 41 | Lighting repairs, motor parts and air filters, inspections (outside contract work) | \$ 1,000 |
| | Preventative maintenance of pool storage tank, air compressor, boiler system, septic system | \$ 1,500 |
| | Equipment maintenance and repair | \$ 2,500 |
| 46 | Lifeguard training reimbursement | \$ 1,000 |
| | Certified Pool Operator (CPO) certification training – Facility Manager (1) | \$ 150 |
| | IPRA spring conference | \$ 450 |
| | Mileage reimbursement | \$ 700 |
| 48 | Telephone, gas, electric and water services (pool and wading pools) and cell phone for aquatic programmer/scheduler | \$ 74,000 |
| 51 | Maintenance and cleaning supplies, toilet paper, soap, etc. | \$ 4,000 |
| 54 | Replacement equipment | \$ 3,000 |
| 58 | Office supplies, toner | \$ 2,300 |

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool & Wading Pools

| Object | Description | Amount |
|---------------|--|---------------|
| 59 | Chlorine, chemicals, iron treatment | \$ 23,000 |
| | Red Cross instruction supplies | \$ 1,400 |
| | Red Cross swim lesson certification cards (swim lessons, LG-WSI-CPR trainings) | \$ 10,000 |
| | Water fitness class supplies: aqua belts, dumbbells, noodles | \$ 500 |
| | Pool filters | \$ 2,000 |
| | Special event supplies (T-shirts, ribbons, supplies) | \$ 1,500 |
| | Quarterly sales tax remittances to State of Iowa (for admissions) | \$ 6,000 |
| 60 | First aid supplies | \$ 375 |
| | State of Iowa water tests (monthly) | \$ 250 |
| | Fire extinguisher maintenance | \$ 100 |
| 81 | Building Maintenance Fund contribution | \$ 3,600 |

FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

OVERVIEW: This activity enhances the quality of life for Urbandale residents through financial contributions from Hotel Motel tax receipts to a number of not-for-profit community organizations. Organizations being directly awarded these funds must offer programs or events within the City that bring in Hotel Motel tax dollars, via use of lodging within City limits.

CULTURAL AND CONVENTION - HOTEL MOTEL FUND

| | FINANCIAL SUMMARY | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 714,521 | 700,500 | 794,786 | 855,605 |
| Transfer out to General Fund | - | 422,500 | 422,500 | 500,000 |
| Total expenditures | \$ 714,521 | \$ 1,123,000 | \$ 1,217,286 | \$ 1,355,605 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Hotel Motel Tax receipts | 1,256,186 | 1,183,000 | 1,348,000 | 1,400,000 |
| Total revenue | \$ 1,256,186 | \$ 1,183,000 | \$ 1,348,000 | \$ 1,400,000 |
| Net amount used by (added to) fund balance | \$ (541,665) | \$ (60,000) | \$ (130,714) | \$ (44,395) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An overall increase of \$232,600 in costs is directly correlated to the increase in hotel motel tax revenue the City brings in. For each dollar of the 7% hotel motel tax, the City has contractual obligations to remit 2% to the Convention and Visitors Bureau, 2% to Bravo, and 2.5% goes to the City's General Fund for property tax relief. The remaining .5% is allocated to various external organizations through an application process.
- ❖ Starting in FY2011-12, the City's budget document reflects actual practice of bringing all Hotel Motel tax receipts into the Hotel Motel special revenue fund, and then the separate transfer out of the portion allocated to the General Fund. This is required by State statute, and is how the flow of funding is reflected in the State budget document. Years prior to FY2011-12, as shown above, only reflected the net activity that stays in the Hotel Motel Fund, and is paid out of the Hotel Motel Fund.

| CULTURE AND RECREATION | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|------------------------|------------|------------|------------|------------|------------|------------|
| | 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------|------------|------------|------------|------------|------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - | - |
| 24 | Contributions to other agencies | 714,521 | 700,500 | 794,786 | 855,605 | 155,105 | 828,571 |
| 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 | | \$ 714,521 | \$ 700,500 | \$ 794,786 | \$ 855,605 | \$ 155,105 | \$ 828,571 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|---------------------------------|------|------------|------------|------------|-----------|------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out - To general fund | - | 422,500 | 422,500 | 500,000 | 77,500 | 517,857 |
| Sub-total | | \$ - | \$ 422,500 | \$ 422,500 | \$ 500,000 | \$ 77,500 | \$ 517,857 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|--------------------------------------|------------|--------------|--------------|--------------|------------|--------------|
| CULTURAL AND CONVENTION - HOT | \$ 714,521 | \$ 1,123,000 | \$ 1,217,286 | \$ 1,355,605 | \$ 232,605 | \$ 1,346,428 |
|--------------------------------------|------------|--------------|--------------|--------------|------------|--------------|

FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 24 | Contributions to cultural and convention activities in metropolitan Des Moines: | |
| | Bravo! - the annual 2/7th contribution per 28E agreement | \$ 368,000 |
| | Convention and Visitors Bureau –the annual 2/7th contribution per 28E agreement | \$ 400,000 |
| | Iowa Events Center – per 28E agreement | \$ 32,000 |
| | J-Hawk Soccer Club – to purchase a riding mower to maintain the Walker Johnston soccer fields | \$ 2,500 |
| | Polk County Master Gardeners – to replace paths at garden with ADA compliant hardscape | \$ 8,605 |
| | Urbandale Chamber of Commerce - to upgrade its website | \$ 3,000 |
| | Urbandale Community School District – to purchase a new sound system for Middle School band room | \$ 3,500 |
| | Urbandale Girls Recreation Association – materials to build batting cages, dugouts, and new field | \$ 16,000 |
| | Urbandale Little League – to finish fencing, replace dugouts, and build pens in the area of play | \$ 10,000 |
| | Urbandale Soccer Club – to tile largest field and 2 fields at the south end of the complex | \$ 8,000 |
| | Urbandale Sports Association – to operate multiple regional softball tournaments | \$ 4,000 |



| COMMUNITY & ECON. DEV. | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---|---------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 723,368 | \$ 788,198 | \$ 784,830 | \$ 753,136 | \$ (35,062) | 771,748 |
| 02 | Overtime | 2,824 | 4,300 | 3,200 | 3,250 | (1,050) | 3,500 |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 54,453 | 59,596 | 58,800 | 57,044 | (2,552) | 59,037 |
| 07 | Retirement - IPERS | 49,918 | 62,978 | 62,655 | 64,650 | 1,672 | 71,541 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 146,203 | 105,390 | 105,390 | 98,214 | (7,176) | 100,179 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 6,051 | 5,965 | 6,373 | 5,800 | (165) | 5,800 |
| Sub-Total | | \$ 982,817 | \$ 1,026,427 | \$ 1,021,248 | \$ 982,094 | \$ (44,333) | \$ 1,011,805 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | 1,500 | 1,500 | 1,500 | - | - |
| 23 | Professional services | 15,950 | 9,600 | 9,000 | 9,000 | (600) | 9,000 |
| 24 | Contributions to other agencies | 116,335 | 234,116 | 234,675 | 222,998 | (11,118) | 218,000 |
| 27 | Data processing | 45,352 | 35,550 | 85,700 | 29,120 | (6,430) | 19,500 |
| 28 | Dues and memberships | 2,854 | 4,500 | 4,500 | 4,400 | (100) | 4,400 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 3,825 | 6,500 | 6,500 | 5,800 | (700) | 5,800 |
| 40 | Building and grounds maint. | 6,405 | 6,950 | 6,950 | 7,970 | 1,020 | 8,200 |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 10,332 | 15,000 | 15,000 | 14,550 | (450) | 14,750 |
| 48 | Utility service | 11,887 | 15,500 | 15,500 | 13,900 | (1,600) | 14,500 |
| 49 | Petty cash | 79 | - | - | - | - | - |
| 51 | Maintenance supplies | 333 | 650 | 650 | 700 | 50 | 700 |
| 54 | Minor equipment | 120 | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 3,273 | 2,000 | 2,142 | 2,000 | - | 3,000 |
| 57 | Vehicle operation supplies | 4,015 | 7,000 | 7,000 | 6,500 | (500) | 7,000 |
| 58 | Office supplies | 4,251 | 4,500 | 4,500 | 4,600 | 100 | 4,700 |
| 59 | Operating supplies | 4,119 | 6,850 | 4,850 | 9,050 | 2,200 | 6,850 |
| 60 | Safety and medical supplies | 104 | 400 | 400 | 400 | - | 400 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 229,234 | \$ 350,616 | \$ 398,867 | \$ 332,488 | \$ (18,128) | \$ 316,800 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | 1,750 | 1,707 | 800 | (950) | - |
| 73 | Equipment replacement fund | 11,861 | 12,457 | 12,500 | 15,243 | 2,786 | 15,300 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 5,650 | - | 84 | - | - | - |
| 77 | Economic development | 1,696,556 | 1,895,000 | 1,989,037 | 2,210,000 | 315,000 | 1,300,000 |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 1,800 | 1,800 | 1,800 |
| 97 | Transfers out | 2,692,348 | 2,834,414 | 2,825,414 | 3,113,827 | 279,413 | 3,518,072 |
| Sub-total | | \$ 4,406,415 | \$ 4,743,621 | \$ 4,828,742 | \$ 5,341,670 | \$ 598,049 | \$ 4,835,172 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY | | \$ 5,618,466 | \$ 6,120,664 | \$ 6,248,857 | \$ 6,656,252 | \$ 535,588 | \$ 6,163,777 |



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, as well as providing financial support for economic development entities that assist in bringing new businesses to the City.

ECONOMIC DEVELOPMENT

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 91,845 | 167,000 | 165,000 | 160,250 |
| Capital outlay | - | - | 75,000 | - |
| Total expenditures | \$ 91,845 | \$ 167,000 | \$ 240,000 | \$ 160,250 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | - | - | 75,000 | - |
| Total revenue | \$ - | \$ - | \$ 75,000 | \$ - |
| Net amount supported by property taxes | \$ 91,845 | \$ 167,000 | \$ 165,000 | \$ 160,250 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$6,750 in contributions to other agencies which reflects requests for funding from several community organizations that do not meet the criteria for funding under the Hotel Motel tax allocation methodology, but support economic development activities in the community.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| COMMUNITY & ECON. DEV. | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-----------|------------|------------|------------|------------|------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 1,688 | - | - | - | - | - |
| 24 | Contributions to other agencies | 89,999 | 165,000 | 165,000 | 158,250 | (6,750) | 153,000 |
| 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 | 158 | - | - | - | - | - |
| 59 | Operating supplies | - | 2,000 | - | 2,000 | - | 2,000 |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 91,845 | \$ 167,000 | \$ 165,000 | \$ 160,250 | \$ (6,750) | \$ 155,000 |

CAPITAL OUTLAY

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

| | | | | | | | |
|-----------------------------|-----------------|-----------|------------|------------|------------|------------|------------|
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| ECONOMIC DEVELOPMENT | | \$ 91,845 | \$ 167,000 | \$ 240,000 | \$ 160,250 | \$ (6,750) | \$ 155,000 |

FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 24 | Economic development program – Urbandale Development Association | \$ 128,000 |
| | Choose Des Moines Communities contribution | \$ 25,000 |
| | Urbandale Chamber of Commerce – bus tour sponsorship | \$ 5,000 |
| | Dallas County Housing Trust Fund | \$ 250 |
| 59 | Event supplies, sponsorships, etc. | \$ 2,000 |



FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

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

CODE ENFORCEMENT

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 473,053 | 485,011 | 483,225 | 451,631 |
| Contractual & supply service | 29,685 | 65,600 | 65,000 | 50,660 |
| Capital outlay | 14,686 | 13,957 | 14,042 | 15,243 |
| Total expenditures | \$ 517,424 | \$ 564,568 | \$ 562,267 | \$ 517,534 |
| Fees | 236,198 | 309,762 | 319,250 | 297,850 |
| Grants | - | - | - | - |
| Other | 30,500 | 32,238 | 31,044 | 31,425 |
| Total revenue | \$ 266,698 | \$ 342,000 | \$ 350,294 | \$ 329,275 |
| <i>Net amount supported by property taxes</i> | \$ 250,726 | \$ 222,568 | \$ 211,973 | \$ 188,259 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year. Additionally, the department anticipates the retirement of 2 long-term inspectors in FY11-12, which will result in a lower salary totals for the new hires.
- ↓ A decrease of \$14,400 in data processing reflects the prior year purchase of a new software system.

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.

| COMMUNITY & ECON. DEV. | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|

530 CODE ENFORCEMENT

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 01 | Salaries | \$ 340,031 | \$ 370,184 | \$ 369,080 | \$ 338,943 | \$ (31,241) | \$ 347,319 |
| 02 | Overtime | 1,867 | 2,000 | 2,000 | 2,000 | - | 2,200 |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 25,550 | 28,039 | \$ 27,570 | 25,672 | (2,367) | \$ 26,569 |
| 07 | Retirement - IPERS | 23,451 | 29,578 | 29,530 | 29,095 | (483) | 32,196 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 79,747 | 52,695 | 52,695 | 53,571 | 876 | 54,643 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 2,407 | 2,515 | \$ 2,350 | 2,350 | (165) | 2,350 |
| Sub-Total | | \$ 473,053 | \$ 485,011 | \$ 483,225 | \$ 451,631 | \$ (33,380) | \$ 465,277 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | 1,500 | 1,500 | 1,500 | - | - |
| 23 | Professional services | 6,654 | 9,600 | 9,000 | 9,000 | (600) | 9,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 4,992 | 25,700 | 25,700 | 11,260 | (14,440) | 8,500 |
| 28 | Dues and memberships | 934 | 1,600 | 1,600 | 1,200 | (400) | 1,200 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 990 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 5,992 | 10,000 | 10,000 | 8,800 | (1,200) | 9,000 |
| 48 | Utility service | 2,036 | 2,500 | 2,500 | 2,500 | - | 2,500 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | 3,273 | 2,000 | 2,000 | 2,000 | - | 3,000 |
| 57 | Vehicle operation supplies | 4,382 | 7,000 | 7,000 | 6,500 | (500) | 7,000 |
| 58 | Office supplies | 56 | 500 | 500 | 500 | - | 500 |
| 59 | Operating supplies | 376 | 4,000 | 4,000 | 6,200 | 2,200 | 4,000 |
| 60 | Safety and medical supplies | - | 200 | 200 | 200 | - | 200 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 29,685 | \$ 65,600 | \$ 65,000 | \$ 50,660 | \$ (14,940) | \$ 45,900 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | 1,500 | 1,500 | - | (1,500) | - |
| 73 | Equipment replacement fund | 11,861 | 12,457 | 12,500 | 15,243 | 2,786 | 15,300 |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 2,825 | - | 42 | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 14,686 | \$ 13,957 | \$ 14,042 | \$ 15,243 | \$ 1,286 | \$ 15,300 |

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

| | | | | | | | |
|-------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| CODE ENFORCEMENT | | \$ 517,424 | \$ 564,568 | \$ 562,267 | \$ 517,534 | \$ (47,034) | \$ 526,477 |
|-------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|

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) | \$ 338,943 |
| 02 | Overtime | \$ 2,000 |
| 06 | FICA | \$ 25,672 |
| 07 | IPERS | \$ 29,095 |
| 09 | Group insurance | \$ 53,571 |
| 11 | Clothing allowance (4), spot awards | \$ 2,350 |
| 22 | Recruitment expenses | \$ 1,500 |
| 23 | Structural plan reviews | \$ 8,000 |
| | Records retention & maintenance | \$ 1,000 |
| 27 | Software upgrades | \$ 1,000 |
| | ½ Logos.net Community Development annual maintenance (other ½ in Comm. Dev.) | \$ 3,360 |
| | Annual maintenance for HP Wide-bed scanner/printer (other ½ in Comm. Dev.) | \$ 1,500 |
| | Wide-bed scanner & printer consumables | \$ 1,000 |
| | Workstation replacements (2), plus 2 internal component replacements | \$ 3,200 |
| | RxView license | \$ 1,200 |
| 28 | International Code Conference | \$ 375 |
| | National Fire Protection Association | \$ 175 |
| | Iowa Association of Building Officials | \$ 175 |
| | Iowa ACE (Housing Officials) | \$ 75 |
| | Subscriptions | \$ 150 |
| | International Association of Electrical Inspectors | \$ 250 |
| 35 | Form printing | \$ 1,000 |
| 46 | International Code Conference (ICC) annual business meeting | \$ 1,500 |
| | ICC code development meeting | \$ 1,500 |
| | Inspector training @ WS, MN, IA, etc. | \$ 2,600 |
| | IA Association of Building Officials seminars | \$ 1,000 |
| | 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 | \$ 6,500 |
| 58 | Office supplies, color printer supplies | \$ 500 |

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

| Object | Description | Amount |
|---------------|--|---------------|
| 59 | Code books | \$ 5,700 |
| | Operating supplies (measuring tapes, test instruments, etc.) | \$ 500 |
| 60 | Vehicle first aid kits, fire extinguishers | \$ 200 |
| 73 | Equipment Replacement Fund contribution | \$ 15,243 |

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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 509,764 | 541,416 | 538,023 | 530,463 |
| Contractual & supply service | 100,281 | 118,016 | 168,867 | 121,578 |
| Capital outlay | 2,825 | 250 | 249 | 2,600 |
| Total expenditures | \$ 612,870 | \$ 659,682 | \$ 707,139 | \$ 654,641 |
| Fees | 256,752 | 315,837 | 313,850 | 302,350 |
| Grants | - | - | - | - |
| Other | 36,126 | 37,669 | 39,043 | 39,750 |
| Total revenue | \$ 292,878 | \$ 353,506 | \$ 352,893 | \$ 342,100 |
| <i>Net amount supported by property taxes</i> | \$ 319,992 | \$ 306,176 | \$ 354,246 | \$ 312,541 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↑ Data processing increased \$8,000 due to the planned addition of an additional module to the new software system purchased in FY11-12.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| COMMUNITY & ECON. DEV. | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
|------------------------|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|

540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 01 | Salaries | \$ 383,337 | \$ 418,014 | \$ 415,750 | \$ 414,193 | \$ (3,821) | \$ 424,429 |
| 02 | Overtime | 957 | 2,300 | 1,200 | 1,250 | (1,050) | 1,300 |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 28,903 | 31,557 | 31,230 | 31,372 | (185) | 32,468 |
| 07 | Retirement - IPERS | 26,467 | 33,400 | 33,125 | 35,555 | 2,155 | 39,345 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 66,456 | 52,695 | 52,695 | 44,643 | (8,052) | 45,536 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 3,644 | 3,450 | 4,023 | 3,450 | - | 3,450 |
| Sub-Total | | \$ 509,764 | \$ 541,416 | \$ 538,023 | \$ 530,463 | \$ (10,953) | \$ 546,528 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 185 | - | - | - | - | - |
| 24 | Contributions to other agencies | 26,336 | 69,116 | 69,675 | 64,748 | (4,368) | 65,000 |
| 27 | Data processing | 40,360 | 9,850 | 60,000 | 17,860 | 8,010 | 11,000 |
| 28 | Dues and memberships | 1,920 | 2,900 | 2,900 | 3,200 | 300 | 3,200 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 2,835 | 5,500 | 5,500 | 4,800 | (700) | 4,800 |
| 40 | Building and grounds maint. | 6,405 | 6,950 | 6,950 | 7,970 | 1,020 | 8,200 |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 4,340 | 5,000 | 5,000 | 5,750 | 750 | 5,750 |
| 48 | Utility service | 9,851 | 13,000 | 13,000 | 11,400 | (1,600) | 12,000 |
| 49 | Petty cash | 79 | - | - | - | - | - |
| 51 | Maintenance supplies | 333 | 650 | 650 | 700 | 50 | 700 |
| 54 | Minor equipment | 120 | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | 142 | - | - | - |
| 57 | Vehicle operation supplies | (367) | - | - | - | - | - |
| 58 | Office supplies | 4,037 | 4,000 | 4,000 | 4,100 | 100 | 4,200 |
| 59 | Operating supplies | 3,743 | 850 | 850 | 850 | - | 850 |
| 60 | Safety and medical supplies | 104 | 200 | 200 | 200 | - | 200 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 100,281 | \$ 118,016 | \$ 168,867 | \$ 121,578 | \$ 3,562 | \$ 115,900 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-----------------|---------------|---------------|-----------------|-----------------|-----------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | 250 | 207 | 800 | 550 | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | 2,825 | - | 42 | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 1,800 | 1,800 | 1,800 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 2,825 | \$ 250 | \$ 249 | \$ 2,600 | \$ 2,350 | \$ 1,800 |

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

| | | | | | | | |
|------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| COMMUNITY DEVELOPMENT | | \$ 612,870 | \$ 659,682 | \$ 707,139 | \$ 654,641 | \$ (5,041) | \$ 664,228 |
|------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

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 | \$ 414,193 |
| 02 | Overtime | \$ 1,250 |
| 06 | FICA | \$ 31,372 |
| 07 | IPERS | \$ 35,555 |
| 09 | Group insurance | \$ 44,643 |
| 11 | Vehicle allowance – Director | \$ 3,300 |
| | Spot awards | \$ 150 |
| 24 | Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita) | \$ 39,463 |
| | Metro Home Improvement Program | \$ 25,285 |
| 27 | ½ Logos.net Community Development annual maintenance (other ½ in Code Enforcement) | \$ 3,360 |
| | Annual maintenance for HP wide-bed scanner/printer (other ½ in Code Enforcement) | \$ 1,500 |
| | ArcView annual maintenance | \$ 3,500 |
| | Logos.net Community Development module addition | \$ 9,500 |
| 28 | American Planning Association and Urban Land Institute memberships; library resource materials | \$ 3,200 |
| 35 | ½ Copy machine maintenance (other ½ in Engineering and Public Works Admin.) | \$ 1,200 |
| | ½ Plan copier maintenance (other ½ in Engineering and Public Works Admin.) | \$ 650 |
| | Miscellaneous printing/copying, postage | \$ 2,950 |
| 40 | Facility maintenance and HVAC maintenance | \$ 3,800 |
| | Building custodial services contract | \$ 3,380 |
| | Carpet & upholstery cleaning | \$ 580 |
| | Window cleaning | \$ 210 |
| 46 | American Planning Association National Conference – Chicago, IL | \$ 2,300 |
| | Local and regional planning workshops or seminars | \$ 3,100 |
| | Mileage reimbursement | \$ 350 |
| 48 | Electric, gas, telephone, data, water | \$ 11,400 |
| 51 | Janitorial supplies | \$ 700 |
| 58 | Paper, office & printer supplies | \$ 4,100 |
| 59 | Operating supplies | \$ 850 |
| 60 | Safety and first-aid supplies | \$ 200 |
| 72 | Office chair replacement | \$ 800 |
| 81 | Building Maintenance Fund contribution | \$ 1,800 |



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

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

TAX INCREMENT FINANCING FUND

| FINANCIAL SUMMARY | | | | |
|---|---------------------|---------------------|---------------------|-----------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 7,423 | - | - | - |
| Capital outlay | <u>4,388,904</u> | <u>4,729,414</u> | <u>4,739,451</u> | <u>5,323,827</u> |
| Total expenditures | \$ 4,396,327 | \$ 4,729,414 | \$ 4,739,451 | \$ 5,323,827 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | <u>3,915,623</u> | <u>4,619,909</u> | <u>4,619,909</u> | <u>6,988,157</u> |
| Total revenue | \$ 3,915,623 | \$ 4,619,909 | \$ 4,619,909 | \$ 6,988,157 |
| Net amount (added to) used by fund balance | \$ 480,704 | \$ 109,505 | \$ 119,542 | \$ (1,664,330) |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$315,000 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. 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 \$279,400 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 pay 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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|---|-----------------------------------|--------------|--------------|--------------|--------------|------------|--------------|
| | | 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 | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| | Sub-Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 7,423 | - | - | - | - | - |
| 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 | \$ 7,423 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 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 | 1,696,556 | 1,895,000 | 1,914,037 | 2,210,000 | 315,000 | 1,300,000 |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out to Debt Service | 2,692,348 | 2,834,414 | 2,825,414 | 3,113,827 | 279,413 | 3,518,072 |
| | Sub-total | \$ 4,388,904 | \$ 4,729,414 | \$ 4,739,451 | \$ 5,323,827 | \$ 594,413 | \$ 4,818,072 |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |
| TAX INCREMENT FINANCING FUND | | \$ 4,396,327 | \$ 4,729,414 | \$ 4,739,451 | \$ 5,323,827 | \$ 594,413 | \$ 4,818,072 |

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

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 77 | Tax Increment Financing (TIF) rebates | \$ 2,210,000 |
| 97 | Transfers out to Debt Service Fund to cover debt service payments for TIF district - DUNA | \$ 100,521 |
| | Transfers out to Debt Service Fund to cover debt service payments for TIF district – NW Market | \$ 2,370,893 |
| | Transfers out to Debt Service Fund to cover debt service payments for TIF district – Fawn Creek | \$ 642,413 |



| GENERAL GOVERNMENT | | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |
| 600 GENERAL GOVERNMENT SUMMARY | | | | | | | |
| PERSONAL SERVICES | | | | | | | |
| 01 | Salaries | \$ 827,850 | \$ 895,376 | \$ 895,623 | \$ 953,515 | \$ 58,139 | 977,077 |
| 02 | Overtime | 5,426 | 4,200 | 3,500 | 2,100 | (2,100) | 2,000 |
| 03 | Part-time | 30,218 | 54,500 | 49,500 | 53,574 | (926) | 54,170 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 62,097 | 67,302 | 67,219 | 71,960 | 4,658 | 77,823 |
| 07 | Retirement - IPERS | 70,009 | 74,933 | 74,918 | 85,113 | 10,180 | 94,142 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 132,909 | 86,228 | 86,229 | 80,358 | (5,870) | 81,964 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 21,335 | 21,650 | 21,650 | 21,650 | - | 21,700 |
| Sub-Total | | \$ 1,149,844 | \$ 1,204,189 | \$ 1,198,639 | \$ 1,268,270 | \$ 64,081 | \$ 1,308,876 |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | | |
| 21 | Advertising | \$ 12,686 | \$ 14,000 | \$ 13,000 | \$ 14,000 | \$ - | \$ 14,000 |
| 22 | Recruitment | 100 | 500 | 200 | - | (500) | - |
| 23 | Professional services | 187,652 | 265,804 | 256,404 | 242,637 | (23,167) | 242,391 |
| 24 | Contributions to other agencies | 59,935 | 97,750 | 87,750 | 71,250 | (26,500) | 91,250 |
| 27 | Data processing | 187,304 | 172,836 | 170,950 | 168,223 | (4,613) | 179,050 |
| 28 | Dues and memberships | 19,255 | 19,930 | 18,935 | 20,855 | 925 | 21,328 |
| 29 | Insurance | 650,000 | 660,000 | 660,000 | 475,000 | (185,000) | 475,000 |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 32,039 | 39,018 | 25,650 | 19,382 | (19,636) | 19,850 |
| 40 | Building and grounds maint. | 14,046 | 14,995 | 16,990 | 22,197 | 7,202 | 15,197 |
| 41 | Vehicle and equipment maint. | - | 100 | 100 | 100 | - | 125 |
| 46 | Training and development | 28,038 | 35,275 | 30,900 | 33,750 | (1,525) | 35,175 |
| 48 | Utility service | 23,155 | 26,990 | 24,500 | 25,644 | (1,346) | 27,700 |
| 49 | Petty cash | 72 | 200 | 150 | 200 | - | 200 |
| 51 | Maintenance supplies | 675 | 600 | 600 | 600 | - | 625 |
| 54 | Minor equipment | 2,047 | 2,000 | 2,313 | 2,000 | - | 2,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 7,175 | 7,900 | 8,200 | 7,700 | (200) | 7,700 |
| 59 | Operating supplies | 2,482 | 3,450 | 3,700 | 3,700 | 250 | 3,750 |
| 60 | Safety and medical supplies | 89 | 65 | 60 | 85 | 20 | 90 |
| 61 | Refunds | 12,664 | - | - | - | - | - |
| Sub-total | | \$ 1,239,414 | \$ 1,361,413 | \$ 1,320,402 | \$ 1,107,323 | \$ (254,090) | \$ 1,135,431 |
| CAPITAL OUTLAY | | | | | | | |
| 71 | Equipment | \$ 4,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | 743 | - | 1,696 | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 4,743 | \$ - | \$ 1,696 | \$ 3,600 | \$ 3,600 | \$ 3,600 |
| 91 | Debt retirement | \$ 462,078 | \$ 449,211 | \$ 449,211 | \$ 444,280 | \$ (4,931) | \$ 469,120 |
| 95 | Contingency | - | 25,000 | - | 25,000 | - | 25,000 |
| GENERAL GOVERNMENT SUMMARY | | \$ 2,856,079 | \$ 3,039,813 | \$ 2,969,948 | \$ 2,848,473 | \$ (191,340) | \$ 2,942,027 |



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

MAYOR and COUNCIL

| FINANCIAL SUMMARY | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 30,800 | 30,800 | 30,800 | 30,884 |
| Contractual & supply service | 97,231 | 138,295 | 121,550 | 99,930 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 128,031 | \$ 169,095 | \$ 152,350 | \$ 130,814 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 7,547 | 9,656 | 8,412 | 7,943 |
| Total revenue | \$ 7,547 | \$ 9,656 | \$ 8,412 | \$ 7,943 |
| Net amount supported by property taxes | \$ 120,484 | \$ 159,439 | \$ 143,938 | \$ 122,871 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$15,700 in professional services, which reflects the off-year for completing a National Citizen Survey and Strategic Planning Consultant, both last done in FY2011-12.
- ↓ A decrease of \$4,500 in contributions to other agencies, which reflects requests for funding from several community organizations that do not meet the criteria for funding under the Hotel Motel tax allocation methodology.
- ↓ A decrease of \$19,000 in printing costs reflects the switch from printing to online posting of the City's newsletter.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None anticipated at this time.

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | 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 | 1,188 | 1,188 | 1,188 | - | 1,188 |
| 07 | Retirement - IPERS | 1,112 | 1,112 | 1,112 | 1,196 | 84 | 1,280 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| | Sub-Total | \$ 30,800 | \$ 30,800 | \$ 30,800 | \$ 30,884 | \$ 84 | \$ 30,968 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|----|---------------------------------|------------------|-------------------|-------------------|------------------|--------------------|-------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | - | 17,700 | 14,000 | 2,000 | (15,700) | 18,000 |
| 24 | Contributions to other agencies | 59,335 | 75,750 | 75,750 | 71,250 | (4,500) | 71,250 |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | 11,010 | 12,695 | 11,900 | 13,280 | 585 | 13,678 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 21,600 | 24,000 | 12,800 | 5,000 | (19,000) | 5,000 |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 5,121 | 8,000 | 6,500 | 8,000 | - | 8,000 |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 20 | - | 200 | - | - | - |
| 59 | Operating supplies | 145 | 150 | 400 | 400 | 250 | 400 |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| | Sub-total | \$ 97,231 | \$ 138,295 | \$ 121,550 | \$ 99,930 | \$ (38,365) | \$ 116,328 |

CAPITAL OUTLAY

| | | | | | | | |
|----|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| | Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| MAYOR and COUNCIL | \$ 128,031 | \$ 169,095 | \$ 152,350 | \$ 130,814 | \$ (38,281) | \$ 147,296 |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|

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 | \$ 1,188 |
| 07 | IPERS | \$ 1,196 |
| 23 | Consultant – follow-up on National Citizen Survey | \$ 2,000 |
| 24 | Metropolitan Advisory Committee (MAC) annual contribution | \$ 250 |
| | U-CAN Urbandale Community Action Network contribution | \$ 50,000 |
| | Urbandale Food Pantry | \$ 20,000 |
| | Downtown Urbandale Neighborhood Association | \$ 500 |
| | American Legion Post 663 | \$ 500 |
| 28 | Iowa League of Cities | \$ 7,990 |
| | MIALG membership | \$ 480 |
| | Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership) | \$ 1,500 |
| | National League of Cities | \$ 3,260 |
| | Miscellaneous subscriptions | \$ 50 |
| 35 | On-line newsletter service | \$ 5,000 |
| 46 | City Council Lunch and Learn, GDM Partnership DC trip, Iowa League of Cities convention and meetings, Greater Des Moines and Urbandale Chamber of Commerce meetings | \$ 8,000 |
| 59 | Service awards and plaques (staff retirements, citizen recognition, etc.) | \$ 400 |



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

CITY MANAGER

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 426,950 | 441,297 | 441,297 | 435,466 |
| Contractual & supply service | 22,451 | 10,700 | 10,705 | 17,870 |
| Capital outlay | 743 | - | - | - |
| Total expenditures | \$ 450,144 | \$ 451,997 | \$ 452,002 | \$ 453,336 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 26,534 | 25,810 | 24,956 | 27,527 |
| Total revenue | \$ 26,534 | \$ 25,810 | \$ 24,956 | \$ 27,527 |
| Net amount supported by property taxes | \$ 423,610 | \$ 426,187 | \$ 427,046 | \$ 425,809 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↑ Data processing increased \$5,100 due to the planned replacement of 2 staff computers and new website software.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

615 CITY MANAGER

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 01 | Salaries | \$ 319,934 | \$ 349,793 | \$ 349,793 | \$ 344,705 | \$ (5,088) | \$ 353,223 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 22,083 | 22,983 | 22,983 | 22,835 | (148) | 27,022 |
| 07 | Retirement - IPERS | 33,635 | 28,228 | 28,228 | 29,590 | 1,362 | 32,744 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 39,873 | 28,743 | 28,743 | 26,786 | (1,957) | 27,321 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 11,425 | 11,550 | 11,550 | 11,550 | - | 11,550 |
| Sub-Total | | \$ 426,950 | \$ 441,297 | \$ 441,297 | \$ 435,466 | \$ (5,831) | \$ 451,860 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | (482) | 500 | 42 | 100 | (400) | 79 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 8,095 | 3,150 | 3,150 | 8,250 | 5,100 | 12,750 |
| 28 | Dues and memberships | 5,697 | 3,900 | 4,200 | 4,800 | 900 | 4,850 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 334 | 750 | 750 | 750 | - | 750 |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 7,421 | 1,000 | 750 | 2,570 | 1,570 | 1,000 |
| 48 | Utility service | 1,172 | 1,200 | 1,200 | 1,200 | - | 1,200 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | - | - | 313 | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 214 | 200 | 300 | 200 | - | 200 |
| 59 | Operating supplies | - | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 22,451 | \$ 10,700 | \$ 10,705 | \$ 17,870 | \$ 7,170 | \$ 20,829 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|---------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | 743 | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 743 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|---------------------|--|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| CITY MANAGER | | \$ 450,144 | \$ 451,997 | \$ 452,002 | \$ 453,336 | \$ 1,339 | \$ 472,689 |
|---------------------|--|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|

FUNCTION: General Government**ACTIVITY: City Manager**

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 01 | City Manager, Assistant City Manager, Assistant to City Manager, performance bonus | \$ 344,705 |
| 06 | FICA | \$ 22,835 |
| 07 | Retirement | \$ 29,590 |
| 09 | Group insurance | \$ 26,786 |
| 11 | Vehicle allowances | \$ 11,400 |
| | Spot awards | \$ 150 |
| 23 | Records retention, storage and destruction | \$ 100 |
| 27 | Website hosting | \$ 900 |
| | Software and network support | \$ 250 |
| | Replacement computers (2) | \$ 3,000 |
| | Site-Check software | \$ 2,100 |
| | Website enhancements | \$ 2,000 |
| 28 | ICMA | \$ 2,880 |
| | IaCMA | \$ 900 |
| | Rotary Dues | \$ 900 |
| | Business Record publications | \$ 70 |
| | Miscellaneous publications | \$ 50 |
| 35 | Capital Improvements Program document printing | \$ 750 |
| 46 | Iowa City and County Management Association meetings (1) | \$ 500 |
| | International City/County Management Association (AZ) (1) | \$ 2,070 |
| 48 | Cell phone service (1) | \$ 1,200 |
| 58 | Stationery and miscellaneous office supplies | \$ 200 |



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 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED |
| Personal services | 405,763 | 414,186 | 413,844 | 406,234 |
| Contractual & supply service | 140,139 | 160,067 | 146,255 | 146,862 |
| Capital outlay | 4,000 | - | - | - |
| Total expenditures | \$ 549,902 | \$ 574,253 | \$ 560,099 | \$ 553,096 |
| Fees | 48,159 | 43,100 | 43,500 | 45,100 |
| Grants | - | - | - | - |
| Other | 32,414 | 32,791 | 30,925 | 33,584 |
| Total revenue | \$ 80,573 | \$ 75,891 | \$ 74,425 | \$ 78,684 |
| Net amount supported by property taxes | \$ 469,329 | \$ 498,362 | \$ 485,674 | \$ 474,412 |

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ A decrease of \$22,000 in contributions to other agencies, which reflects the absence of City Council elections during the year.
- ↑ Data processing increased \$6,400 due to the planned replacement of 4 staff computers.

FUTURE BUDGET CONSIDERATIONS:

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

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

620 FINANCE and RECORDS

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 01 | Salaries | \$ 300,467 | \$ 318,842 | \$ 319,000 | \$ 314,243 | \$ (4,599) | \$ 322,009 |
| 02 | Overtime | 5,376 | 4,000 | 3,500 | 2,000 | (2,000) | 2,000 |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 22,505 | 24,045 | 24,045 | 23,802 | (243) | 24,634 |
| 07 | Retirement - IPERS | 20,940 | 25,476 | 25,476 | 26,975 | 1,499 | 29,850 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 53,165 | 38,323 | 38,323 | 35,714 | (2,609) | 36,429 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 3,310 | 3,500 | 3,500 | 3,500 | - | 3,500 |
| Sub-Total | | \$ 405,763 | \$ 414,186 | \$ 413,844 | \$ 406,234 | \$ (7,952) | \$ 418,422 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 21 | Advertising | \$ 12,686 | \$ 14,000 | \$ 13,000 | \$ 14,000 | \$ - | \$ 14,000 |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 58,215 | 63,304 | 63,300 | 67,025 | 3,721 | 68,000 |
| 24 | Contributions to other agencies | - | 22,000 | 12,000 | - | (22,000) | 20,000 |
| 27 | Data processing | 27,981 | 29,000 | 29,000 | 35,400 | 6,400 | 30,000 |
| 28 | Dues and memberships | 1,495 | 1,705 | 1,705 | 1,675 | (30) | 1,700 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 10,076 | 14,168 | 12,000 | 13,532 | (636) | 14,000 |
| 40 | Building and grounds maint. | 4 | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 10,083 | 8,590 | 8,000 | 7,930 | (660) | 9,000 |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | 72 | 200 | 150 | 200 | - | 200 |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | 6,799 | 7,000 | 7,000 | 7,000 | - | 7,000 |
| 59 | Operating supplies | 64 | 100 | 100 | 100 | - | 100 |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | 12,664 | - | - | - | - | - |
| Sub-total | | \$ 140,139 | \$ 160,067 | \$ 146,255 | \$ 146,862 | \$ (13,205) | \$ 164,000 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-----------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ 4,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ 4,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|----------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| FINANCE and RECORDS | | \$ 549,902 | \$ 574,253 | \$ 560,099 | \$ 553,096 | \$ (21,157) | \$ 582,422 |
|----------------------------|--|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|

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 | \$ 314,243 |
| 02 | Overtime | \$ 2,000 |
| 06 | FICA | \$ 23,802 |
| 07 | IPERS | \$ 26,975 |
| 09 | Group insurance | \$ 35,714 |
| 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 (including 2 major federal programs) | \$ 48,500 |
| | State filing fee for audit | \$ 850 |
| | GFOA Certificate of Achievement fee | \$ 500 |
| | OPEB consultation for GASB 45 | \$ 2,000 |
| | Arbitrage study | \$ 3,000 |
| | Bond trustee fees | \$ 7,500 |
| | CUSIP registration service | \$ 700 |
| | Piper Jaffray dissemination fees | \$ 500 |
| | Records retention and storage | \$ 2,400 |
| | Codification update service | \$ 575 |
| | Other services | \$ 500 |
| 27 | Finance and payroll management system maintenance contract | \$ 28,500 |
| | Replacement PCs (4) and monitor (1) | \$ 5,700 |
| | Supplies and software | \$ 600 |
| | Printer maintenance | \$ 600 |
| 28 | Iowa Municipal Finance Officers Association | \$ 75 |
| | Government Finance Officers Association (2) | \$ 250 |
| | Institute of Municipal Clerks | \$ 175 |
| | Iowa Society of CPAs | \$ 160 |
| | American Institute of CPAs | \$ 215 |
| | Iowa Licensing Division – CPA certificate renewal | \$ 100 |
| | GCMOA (Golden Circle Municipal Officers Association) | \$ 50 |
| | GASB pronouncements/publications service | \$ 250 |
| | Miscellaneous dues and subscriptions | \$ 400 |
| 35 | Postage and shipping cost | \$ 9,000 |
| | Postage meter lease | \$ 1,432 |
| | Copy machine lease and maintenance | \$ 740 |

FUNCTION: General Government
ACTIVITY: Finance and Records

| Object | Description | Amount |
|---------------|---|---------------|
| | Paper, ribbons and other supplies | \$ 860 |
| | Financial document printing | \$ 1,500 |
| 46 | Municipal Clerks meeting | \$ 150 |
| | CPE – Finance Director | \$ 2,000 |
| | Clerk's Academy – Ames, IA | \$ 300 |
| | New World Systems user conference (4) – Chicago, IL | \$ 2,740 |
| | Mileage reimbursement | \$ 500 |
| | New World Systems training for module updates | \$ 2,240 |
| 49 | Petty cash | \$ 200 |
| 58 | Stationery, office forms, miscellaneous office supplies | \$ 7,000 |
| 59 | Operating supplies | \$ 100 |

FUNCTION: General Government
ACTIVITY: Technology

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

TECHNOLOGY

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 122,596 | 130,256 | 128,691 | 206,900 |
| Contractual & supply service | 176,157 | 167,826 | 166,500 | 151,973 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 298,753 | \$ 298,082 | \$ 295,191 | \$ 358,873 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 17,610 | 17,021 | 16,298 | 21,791 |
| Total revenue | \$ 17,610 | \$ 17,021 | \$ 16,298 | \$ 21,791 |
| Net amount supported by property taxes | \$ 281,143 | \$ 281,061 | \$ 278,893 | \$ 337,082 |

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ A net increase of \$76,644 in personnel costs, which reflects the addition of one technology specialist position to support City-wide technology operations.
- ↓ A decrease of \$14,000 in data processing, which reflects normal fluctuations in technology needs each year.
- ❖ This year, several capital purchase items were identified for replacement or upgrade that have a City-wide system impact. These types of items qualify for funding through the City's Technology internal service fund. A total of \$25,930 is being recommended for purchase through the Technology Fund.

FUTURE BUDGET CONSIDERATIONS:

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

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

625 TECHNOLOGY

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 01 | Salaries | \$ 92,357 | \$ 101,567 | \$ 100,100 | \$ 167,591 | \$ 66,024 | \$ 171,732 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 7,229 | 7,693 | 7,610 | 12,694 | 5,001 | 13,138 |
| 07 | Retirement - IPERS | 6,419 | 8,115 | 8,100 | 14,386 | 6,271 | 15,920 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,291 | 9,581 | 9,581 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 3,300 | 3,300 | 3,300 | 3,300 | - | 3,300 |
| Sub-Total | | \$ 122,596 | \$ 130,256 | \$ 128,691 | \$ 206,900 | \$ 76,644 | \$ 213,197 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 30,000 | 27,000 | 27,000 | 26,700 | (300) | 27,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 141,582 | 133,826 | 133,000 | 119,773 | (14,053) | 130,000 |
| 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 | 2,662 | 5,000 | 4,500 | 3,500 | (1,500) | 3,500 |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | 1,913 | 2,000 | 2,000 | 2,000 | - | 2,000 |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | - | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 176,157 | \$ 167,826 | \$ 166,500 | \$ 151,973 | \$ (15,853) | \$ 162,500 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| TECHNOLOGY | \$ 298,753 | \$ 298,082 | \$ 295,191 | \$ 358,873 | \$ 60,791 | \$ 375,697 |
|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|

FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

| Object | Description | Amount |
|------------------|---|---------------|
| 01 | Director of Technology, IT Specialist, performance bonus | \$ 167,591 |
| 06 | FICA | \$ 12,694 |
| 07 | IPERS | \$ 14,386 |
| 09 | Group insurance | \$ 8,929 |
| 11 | Vehicle allowance | \$ 3,300 |
| 23 | Telecommunication support | \$ 4,200 |
| | Network support | \$ 18,000 |
| | AV Support | \$ 2,500 |
| | New World Systems support | \$ 1,000 |
| | LaserFiche support | \$ 1,000 |
| 27 | Software licensing | \$ 20,559 |
| | CISCO subscriptions (ASA & IronPort) | \$ 15,000 |
| | Smartnet maintenance | \$ 5,000 |
| | Data Protector maintenance | \$ 6,000 |
| | PBX PASS maintenance support | \$ 5,500 |
| | CarePaq Warranty renewals | \$ 5,000 |
| | Tape media | \$ 4,500 |
| | Council Chambers AV maintenance | \$ 5,000 |
| | Managed service contracts (Exchange, 2 New World servers) | \$ 15,564 |
| | Replacement equipment & PC parts | \$ 10,650 |
| | Replacement Data Protector server | \$ 10,000 |
| | Replacement FireHouse application server | \$ 8,000 |
| | Replacement ePolicy Orchestrator application servers | \$ 8,000 |
| | Misc. environment conditioner repairs | \$ 1,000 |
| 46 | Network Security Conference | \$ 1,500 |
| | Training materials | \$ 500 |
| | MS Government CIO Summit | \$ 1,500 |
| 54 | Computer tools and equipment | \$ 2,000 |
| TECH FUND | Technology Fund purchases (one-time capital items with City-wide benefit): | |
| | Replacement Domain Controller servers (2) | \$ 16,000 |
| | Upgrade to Microsoft Office Professional 2010 – 30 user licenses | \$ 9,930 |



FUNCTION: General Government
ACTIVITY: Human Resources

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

HUMAN RESOURCES

| | FINANCIAL SUMMARY | | | |
|---|--------------------------|-------------------|-------------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 102,436 | 136,843 | 133,400 | 138,715 |
| Contractual & supply service | 18,718 | 52,435 | 45,550 | 43,750 |
| Capital outlay | - | - | 1,696 | - |
| Total expenditures | \$ 121,154 | \$ 189,278 | \$ 180,646 | \$ 182,465 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 7,141 | 10,808 | 9,974 | 11,079 |
| Total revenue | \$ 7,141 | \$ 10,808 | \$ 9,974 | \$ 11,079 |
| Net amount supported by property taxes | \$ 114,013 | \$ 178,470 | \$ 170,672 | \$ 171,386 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from prior year budget.

FUTURE BUDGET CONSIDERATIONS:

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

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

630 HUMAN RESOURCES

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|
| 01 | Salaries | \$ 74,720 | \$ 82,248 | \$ 83,804 | \$ 84,817 | \$ 2,569 | \$ 86,913 |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | 60 | 25,000 | 20,000 | 24,074 | (926) | 24,670 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 5,873 | 8,142 | 8,142 | 8,248 | 106 | 8,536 |
| 07 | Retirement - IPERS | 5,193 | 8,572 | 8,572 | 9,347 | 775 | 10,343 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,290 | 9,581 | 9,582 | 8,929 | (652) | 9,107 |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | 3,300 | 3,300 | 3,300 | 3,300 | - | 3,350 |
| Sub-Total | | \$ 102,436 | \$ 136,843 | \$ 133,400 | \$ 138,715 | \$ 1,872 | \$ 142,919 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | 100 | 500 | 200 | - | (500) | - |
| 23 | Professional services | 4,079 | 28,550 | 25,050 | 24,050 | (4,500) | 2,550 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | 9,500 | 6,500 | 5,500 | 4,500 | (2,000) | 6,000 |
| 28 | Dues and memberships | 953 | 1,600 | 1,100 | 1,100 | (500) | 1,100 |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | 29 | - | - | - | - | - |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | 2,751 | 12,585 | 11,000 | 11,600 | (985) | 13,500 |
| 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 | 142 | 700 | 700 | 500 | (200) | 500 |
| 59 | Operating supplies | 1,118 | 2,000 | 2,000 | 2,000 | - | 2,000 |
| 60 | Safety and medical supplies | 46 | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 18,718 | \$ 52,435 | \$ 45,550 | \$ 43,750 | \$ (8,685) | \$ 25,650 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-----------------|-------------|-------------|-------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | 1,696 | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ 1,696 | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| HUMAN RESOURCES | | \$ 121,154 | \$ 189,278 | \$ 180,646 | \$ 182,465 | \$ (6,813) | \$ 168,569 |
|------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

| Object | Description | Amount |
|-----------------|--|---------------|
| 01 | HR Director, performance bonus | \$ 84,817 |
| 03 | Part-time HR generalist | \$ 24,074 |
| 06 | FICA | \$ 8,248 |
| 07 | IPERS | \$ 9,347 |
| 09 | Group insurance | \$ 8,929 |
| 11 | Car allowance | \$ 3,300 |
| 23 | Employee assistance program (EAP) | \$ 2,300 |
| | Consultant – Partial job evaluation and Decision Band Method (\$15,000 for eval & \$5,500 for DBM) | \$ 20,500 |
| | Other services | \$ 1,250 |
| 27 | NeoGov licensing fee | \$ 4,000 |
| | Computer monitor for Generalist | \$ 300 |
| | Miscellaneous software/training programs | \$ 200 |
| 28 | Local & National Society for Human Resource Management memberships | \$ 280 |
| | National Public Employer Labor Relations Association membership | \$ 200 |
| | IPMA-HR membership | \$ 285 |
| | Iowa League of Human Rights Agencies (Urbandale Civil Rights Commission) | \$ 25 |
| | Miscellaneous dues & subscriptions | \$ 310 |
| 46 | NPELRA CLRP academies – local | \$ 598 |
| | IaPELRA meetings – local | \$ 300 |
| | Citywide core skills training | \$ 5,000 |
| | Supervisory Training | \$ 5,000 |
| | Miscellaneous training manuals & reference books | \$ 702 |
| 58 | Office Supplies | \$ 500 |
| 59 | Training videos and miscellaneous operating supplies | \$ 2,000 |
| GenLiab FUND | Safety Program expenses – funded through General Liability Fund: | |
| | Safety Program Expenses | \$ 10,500 |



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 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 94,802 | 128,000 | 125,000 | 121,000 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 94,802 | \$ 128,000 | \$ 125,000 | \$ 121,000 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 5,588 | 7,309 | 6,902 | 7,347 |
| Total revenue | \$ 5,588 | \$ 7,309 | \$ 6,902 | \$ 7,347 |
| Net amount supported by property taxes | \$ 89,214 | \$ 120,691 | \$ 118,098 | \$ 113,653 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

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

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

640 LEGAL SERVICES

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|------|------|------|------|------|------|
| 01 | Salaries | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 02 | Overtime | - | - | - | - | - | - |
| 03 | Part-time | - | - | - | - | - | - |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | - | - | - | - | - | - |
| 07 | Retirement - IPERS | - | - | - | - | - | - |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | - | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-----------|------------|------------|------------|------------|------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 94,802 | 128,000 | 125,000 | 121,000 | (7,000) | 125,000 |
| 24 | Contributions to other agencies | - | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | - | - | - | - | - | - |
| 40 | Building and grounds maint. | - | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - | - |
| 48 | Utility service | - | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - | - |
| 54 | Minor equipment | - | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | - | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 94,802 | \$ 128,000 | \$ 125,000 | \$ 121,000 | \$ (7,000) | \$ 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 | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | | |
|-----------------------|--|-----------|------------|------------|------------|------------|------------|
| LEGAL SERVICES | | \$ 94,802 | \$ 128,000 | \$ 125,000 | \$ 121,000 | \$ (7,000) | \$ 125,000 |
|-----------------------|--|-----------|------------|------------|------------|------------|------------|

FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

| Object | Description | Amount |
|---------------|---|---------------|
| 23 | City Attorney, \$80,838 annual plus \$95 per hour for billable work | \$ 91,000 |
| | Outside counsel and miscellaneous expenses | \$ 30,000 |



FUNCTION: General Government
ACTIVITY: General Support

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

GENERAL SUPPORT

| | FINANCIAL SUMMARY | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | ACTUAL | ADOPTED | REVISED | ADOPTED |
| Personal services | 61,299 | 50,807 | 50,607 | 50,071 |
| Contractual & supply service | 1,151,994 | 1,153,301 | 1,154,053 | 970,218 |
| Capital outlay | - | - | - | 3,600 |
| Total expenditures | \$ 1,213,293 | \$ 1,204,108 | \$ 1,204,660 | \$ 1,023,889 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 71,518 | 68,757 | 66,513 | 62,171 |
| Total revenue | \$ 71,518 | \$ 68,757 | \$ 66,513 | \$ 62,171 |
| Net amount supported by property taxes | \$ 1,141,775 | \$ 1,135,351 | \$ 1,138,147 | \$ 961,718 |

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased due to FY12-13 returning to a normal 26 pay periods. In FY11-12, the timing of fiscal year beginning and ending resulted in having a 27th pay period reflected; a situation that occurs once every 12th year.
- ↓ A decrease of \$185,000 in insurance, which reflects the City's decision to self-insure the workers compensation coverage for the City's Chapter 411-covered public safety staff.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

| GENERAL GOVERNMENT | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--------------------|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

645 GENERAL SUPPORT

PERSONAL SERVICES

| | | | | | | | |
|------------------|--------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| 01 | Salaries | \$ 40,372 | \$ 42,926 | \$ 42,926 | \$ 42,159 | \$ (767) | \$ 43,200 |
| 02 | Overtime | 50 | 200 | - | 100 | (100) | - |
| 03 | Part-time | 1,658 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 04 | Witness fees | - | - | - | - | - | - |
| 06 | FICA | 3,219 | 3,251 | 3,251 | 3,193 | (58) | 3,305 |
| 07 | Retirement - IPERS | 2,710 | 3,430 | 3,430 | 3,619 | 189 | 4,005 |
| 08 | Pension | - | - | - | - | - | - |
| 09 | Group insurance | 13,290 | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - | - |
| Sub-Total | | \$ 61,299 | \$ 50,807 | \$ 50,607 | \$ 50,071 | \$ (736) | \$ 51,510 |

CONTRACTUAL AND SUPPLY SERVICES

| | | | | | | | |
|------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - | - |
| 23 | Professional services | 1,038 | 750 | 2,012 | 1,762 | 1,012 | 1,762 |
| 24 | Contributions to other agencies | 600 | - | - | - | - | - |
| 27 | Data processing | 146 | 360 | 300 | 300 | (60) | 300 |
| 28 | Dues and memberships | 100 | 30 | 30 | - | (30) | - |
| 29 | Insurance | 650,000 | 660,000 | 660,000 | 475,000 | (185,000) | 475,000 |
| 32 | Uniforms and laundry | - | - | - | - | - | - |
| 35 | Printing and copying | - | 100 | 100 | 100 | - | 100 |
| 40 | Building and grounds maint. | 14,042 | 14,995 | 16,990 | 22,197 | 7,202 | 15,197 |
| 41 | Vehicle and equipment maint. | - | 100 | 100 | 100 | - | 125 |
| 46 | Training and development | - | 100 | 150 | 150 | 50 | 175 |
| 48 | Utility service | 21,983 | 25,790 | 23,300 | 24,444 | (1,346) | 26,500 |
| 49 | Petty cash | - | - | - | - | - | - |
| 51 | Maintenance supplies | 675 | 600 | 600 | 600 | - | 625 |
| 54 | Minor equipment | 134 | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - | - |
| 59 | Operating supplies | 1,155 | 1,200 | 1,200 | 1,200 | - | 1,250 |
| 60 | Safety and medical supplies | 43 | 65 | 60 | 85 | 20 | 90 |
| 61 | Refunds | - | - | - | - | - | - |
| Sub-total | | \$ 689,916 | \$ 704,090 | \$ 704,842 | \$ 525,938 | \$ (178,152) | \$ 521,124 |

CAPITAL OUTLAY

| | | | | | | | |
|------------------|-----------------------------|-------------|-------------|-------------|-----------------|-----------------|-----------------|
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | 3,600 | 3,600 | 3,600 |
| 97 | Transfers out | - | - | - | - | - | - |
| Sub-total | | \$ - | \$ - | \$ - | \$ 3,600 | \$ 3,600 | \$ 3,600 |

| | | | | | | | |
|----|-----------------|------------|------------|------------|------------|------------|------------|
| 91 | Debt retirement | \$ 462,078 | \$ 449,211 | \$ 449,211 | \$ 444,280 | \$ (4,931) | \$ 469,120 |
| 95 | Contingency | - | - | - | - | - | - |

| | | | | | | |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| GENERAL SUPPORT | \$ 1,213,293 | \$ 1,204,108 | \$ 1,204,660 | \$ 1,023,889 | \$ (180,219) | \$ 1,045,354 |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

| Object | Description | Amount |
|---------------|--|---------------|
| 01 | Receptionist, performance bonus | \$ 42,159 |
| 02 | Overtime | \$ 100 |
| 03 | Part-time – reception desk coverage during vacations | \$ 1,000 |
| 06 | FICA | \$ 3,193 |
| 07 | IPERS | \$ 3,619 |
| 23 | Backup tape storage | \$ 1,512 |
| | Professional grade community photographs of City events | \$ 250 |
| 27 | Security monitoring | \$ 300 |
| 29 | Property and casualty insurance – City-wide | \$ 475,000 |
| 35 | Miscellaneous postage and shipping | \$ 100 |
| 40 | Janitorial service – City Hall | \$ 4,538 |
| | Carpet cleaning | \$ 855 |
| | Upholstery cleaning | \$ 354 |
| | Outside window cleaning & entrances | \$ 250 |
| | Inside window cleaning | \$ 298 |
| | Electrical maintenance | \$ 770 |
| | Mat service | \$ 360 |
| | Mechanical/HVAC maintenance agreement for administrative offices | \$ 2,780 |
| | Mechanical/HVAC service calls for administrative offices | \$ 1,200 |
| | Pesticide service | \$ 672 |
| | Alarm service | \$ 120 |
| | Branding City logos on 86 th Street monument & re-lettering | \$ 10,000 |
| 41 | Repairs to general office equipment | \$ 100 |
| 46 | Training – Receptionist | \$ 150 |
| 48 | Electric, gas, water, telephone, data | \$ 24,444 |
| 51 | Janitorial supplies | \$ 600 |
| 59 | Office forms and check stock | \$ 1,000 |
| | Miscellaneous supplies | \$ 200 |
| 60 | Fire extinguisher and AED inspection | \$ 50 |
| | Medicine cabinet supplies | \$ 35 |
| 81 | Building Maintenance Fund contribution | \$ 3,600 |
| 91 | Community Development /Engineering office building (2010B GO bond payment) | \$ 92,000 |
| | Administrative office expansion (2004 capital loan note payment) | \$ 193,042 |
| | Police station expansion (2006 capital loan note payment) | \$ 131,243 |
| | Police station expansion (2007 capital loan note payment) | \$ 27,995 |



FUNCTION: General Government
ACTIVITY: Contingency

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

CONTINGENCY

| | FINANCIAL SUMMARY | | | |
|---|-------------------|-------------------|-------------|-------------------|
| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 |
| | 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 | \$ - | \$ - | \$ - | \$ - |
| Net amount supported by property taxes | \$ - | \$ 100,000 | \$ - | \$ 100,000 |

| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED | INCREASE (DECREASE) | FY 2013-14 ESTIMATE |
|--|----------------------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| CONTINGENCY | | | | | | |
| PERSONAL SERVICES | | | | | | |
| 01 Salaries | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 02 Overtime | - | - | - | - | - | - |
| 03 Part-time | - | - | - | - | - | - |
| 04 Witness fees | - | - | - | - | - | - |
| 06 FICA | - | - | - | - | - | - |
| 07 Retirement - IPERS | - | - | - | - | - | - |
| 08 Pension | - | - | - | - | - | - |
| 09 Group insurance | - | - | - | - | - | - |
| 10 Unemployment | - | - | - | - | - | - |
| 11 Allowance | - | - | - | - | - | - |
| Sub-Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 Advertising | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 Recruitment | - | - | - | - | - | - |
| 23 Professional services | - | - | - | - | - | - |
| 24 Contributions to other agencies | - | - | - | - | - | - |
| 27 Data processing | - | - | - | - | - | - |
| 28 Dues and memberships | - | - | - | - | - | - |
| 29 Insurance | - | - | - | - | - | - |
| 32 Uniforms and laundry | - | - | - | - | - | - |
| 35 Printing and copying | - | - | - | - | - | - |
| 40 Building and grounds maint. | - | - | - | - | - | - |
| 41 Vehicle and equipment maint. | - | - | - | - | - | - |
| 46 Training and development | - | - | - | - | - | - |
| 48 Utility service | - | - | - | - | - | - |
| 49 Petty cash | - | - | - | - | - | - |
| 51 Maintenance supplies | - | - | - | - | - | - |
| 54 Minor equipment | - | - | - | - | - | - |
| 55 DARE expenditures | - | - | - | - | - | - |
| 56 Vehicle maintenance supplies | - | - | - | - | - | - |
| 57 Vehicle operation supplies | - | - | - | - | - | - |
| 58 Office supplies | - | - | - | - | - | - |
| 59 Operating supplies | - | - | - | - | - | - |
| 60 Safety and medical supplies | - | - | - | - | - | - |
| 61 Refunds | - | - | - | - | - | - |
| Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY | | | | | | |
| 71 Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 Furniture and fixtures | - | - | - | - | - | - |
| 73 Equipment replacement fund | - | - | - | - | - | - |
| 74 Office equipment | - | - | - | - | - | - |
| 75 Operating equipment | - | - | - | - | - | - |
| 76 Property improvements | - | - | - | - | - | - |
| 77 Economic development | - | - | - | - | - | - |
| 79 Books, films and recordings | - | - | - | - | - | - |
| 80 Natural disaster cleanup | - | - | - | - | - | - |
| 81 Building maintenance fund | - | - | - | - | - | - |
| 97 Transfers out | - | - | - | - | - | - |
| Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 Debt retirement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 95 Contingency | - | 100,000 | - | 100,000 | - | 100,000 |
| CONTINGENCY | \$ - | \$ 100,000 | \$ - | \$ 100,000 | \$ - | \$ 100,000 |

DEBT SERVICE FUND

| | FINANCIAL SUMMARY | | | |
|---|----------------------|-----------------------|-----------------------|-----------------------|
| | FY 2010-11 ACTUAL | FY 2011-12 ADOPTED | FY 2011-12 REVISED | FY 2012-13 ADOPTED |
| Personal services | - | - | - | - |
| Contractual & supply service | 11,130,349 | 8,760,790 | 11,082,909 | 8,821,496 |
| Capital outlay | - | - | - | - |
| Total expenditures | \$ 11,130,349 | \$ 8,760,790 | \$ 11,082,909 | \$ 8,821,496 |
| Fees | - | - | - | - |
| Grants | - | - | - | - |
| Other | 11,245,281 | 8,642,210 | 11,058,546 | 8,919,004 |
| Total revenue | \$ 11,245,281 | \$ 8,642,210 | \$ 11,058,546 | \$ 8,919,004 |
| <i>Net amount supported by property taxes</i> | <i>\$ (114,932)</i> | <i>\$ 118,580</i> | <i>\$ 24,363</i> | <i>\$ (97,508)</i> |

- ❖ 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 \$2.15.
- ❖ 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 \$9,800,000 are anticipated being issued in August 2012 to support capital projects specified within the 2012-2017 Capital Improvements Program.

| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|---------------------------------|---------------|--------------|---------------|--------------|------------|
| | 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 | - | - | - | - | - |
| 10 | Unemployment | - | - | - | - | - |
| 11 | Allowance | - | - | - | - | - |
| | Sub-Total | \$ - | \$ - | \$ - | \$ - | \$ - |
| CONTRACTUAL AND SUPPLY SERVICES | | | | | | |
| 21 | Advertising | \$ - | \$ - | \$ - | \$ - | \$ - |
| 22 | Recruitment | - | - | - | - | - |
| 23 | Professional services | - | - | - | - | - |
| 24 | Contributions to other agencies | - | - | - | - | - |
| 27 | Data processing | - | - | - | - | - |
| 28 | Dues and memberships | - | - | - | - | - |
| 29 | Insurance | - | - | - | - | - |
| 32 | Uniforms and laundry | - | - | - | - | - |
| 35 | Printing and copying | - | - | - | - | - |
| 40 | Building and grounds maint. | - | - | - | - | - |
| 41 | Vehicle and equipment maint. | - | - | - | - | - |
| 46 | Training and development | - | - | - | - | - |
| 48 | Utility service | - | - | - | - | - |
| 49 | Petty cash | - | - | - | - | - |
| 51 | Maintenance supplies | - | - | - | - | - |
| 54 | Minor equipment | - | - | - | - | - |
| 55 | DARE expenditures | - | - | - | - | - |
| 56 | Vehicle maintenance supplies | - | - | - | - | - |
| 57 | Vehicle operation supplies | - | - | - | - | - |
| 58 | Office supplies | - | - | - | - | - |
| 59 | Operating supplies | - | - | - | - | - |
| 60 | Safety and medical supplies | - | - | - | - | - |
| 61 | Refunds | - | - | - | - | - |
| | Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY | | | | | | |
| 71 | Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 72 | Furniture and fixtures | - | - | - | - | - |
| 73 | Equipment replacement fund | - | - | - | - | - |
| 74 | Office equipment | - | - | - | - | - |
| 75 | Operating equipment | - | - | - | - | - |
| 76 | Property improvements | - | - | - | - | - |
| 77 | Economic development | - | - | - | - | - |
| 79 | Books, films and recordings | - | - | - | - | - |
| 80 | Natural disaster cleanup | - | - | - | - | - |
| 81 | Building maintenance fund | - | - | - | - | - |
| 97 | Transfers out | - | - | - | - | - |
| | Sub-total | \$ - | \$ - | \$ - | \$ - | \$ - |
| 91 | Debt retirement | \$ 11,130,349 | \$ 8,760,790 | \$ 11,082,909 | \$ 8,821,496 | \$ 60,706 |
| 95 | Contingency | - | - | - | - | - |
| | DEBT SERVICE FUND | \$ 11,130,349 | \$ 8,760,790 | \$ 11,082,909 | \$ 8,821,496 | \$ 60,706 |

| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

WATER

DISTRIBUTION OPERATIONS

Personal Services

| | | | | | | | |
|-----------|----------------------------------|------------|------------|------------|------------|-----------|------------|
| 1 | Regular Salaries and Wages | 390,829 | 404,803 | 416,770 | 416,770 | 11,967 | 425,105 |
| 3 | Part-Time and Temporary Salaries | 43,973 | 61,700 | 66,200 | 66,200 | 4,500 | 67,524 |
| 6 | FICA | 33,330 | 35,687 | 36,942 | 36,942 | 1,255 | 37,686 |
| 7 | IPERS | 28,650 | 34,196 | 35,441 | 35,441 | 1,245 | 38,848 |
| 9 | Health and Life Insurance | 97,262 | 101,990 | 101,990 | 103,735 | 1,745 | 119,515 |
| SUB TOTAL | | \$ 594,044 | \$ 638,376 | \$ 657,343 | \$ 659,088 | \$ 20,712 | \$ 688,678 |

Contractual and Supply Services

| | | | | | | | |
|-----------|---|------------|------------|------------|------------|-----------|------------|
| 20 | Miscellaneous | 140 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 35 | Drafting Supplies | 1,465 | 1,000 | 1,000 | 1,000 | - | 1,000 |
| 44A | Communication (Pager & Radio Maintenance) | 728 | 750 | 500 | 750 | - | 750 |
| 44B | One Call Service | 7,134 | 10,000 | 8,000 | 8,000 | (2,000) | 10,000 |
| 47 | Utilities | 44,913 | 60,000 | 60,000 | 60,000 | - | 60,000 |
| 48 | Bacteriological Samples | 8,536 | 11,360 | 10,000 | 14,370 | 3,010 | 15,000 |
| 51 | Bldg & Grounds Maint & Operation | 39,744 | 119,388 | 100,000 | 24,588 | (94,800) | 50,000 |
| 57 | Motor Vehicle Operation Supplies | 31,393 | 32,000 | 32,000 | 32,000 | - | 32,000 |
| 64 | New Meters | (21,593) | 18,400 | 15,000 | 46,775 | 28,375 | 50,000 |
| 71 | Automotive Equipment | 48,977 | 49,000 | 49,000 | 19,000 | (30,000) | 40,000 |
| 82 | Easements | - | 2,500 | 2,500 | 2,500 | - | 2,500 |
| 87 | Utility Systems & Structures & Tower | 92,483 | 380,600 | 85,000 | 500,000 | 119,400 | 300,000 |
| 88 | Inspection & Engineering | - | 50,000 | 75,000 | 75,000 | 25,000 | 75,000 |
| SUB TOTAL | | \$ 253,920 | \$ 735,998 | \$ 439,000 | \$ 784,983 | \$ 48,985 | \$ 637,250 |

| | | | | | | | |
|--|--|------------|--------------|--------------|--------------|-----------|--------------|
| Total Water Distribution Operations | | \$ 847,964 | \$ 1,374,374 | \$ 1,096,343 | \$ 1,444,071 | \$ 69,697 | \$ 1,325,928 |
|--|--|------------|--------------|--------------|--------------|-----------|--------------|

DISTRIBUTION MAINTENANCE

Personal Services

| | | | | | | | |
|-----------|-------------------------|------------|------------|------------|------------|----------|------------|
| 01 | Regular Salaries | 274,899 | 281,355 | 300,000 | 288,791 | 7,436 | 294,567 |
| 01A | Pager Pay | 3,290 | 3,400 | 3,400 | 3,400 | - | 3,400 |
| 06 | FICA | 21,263 | 21,784 | 22,950 | 22,352 | 568 | 22,794 |
| 07 | IPERS | 18,614 | 22,923 | 24,150 | 23,580 | 657 | 25,774 |
| 09 | Health & Life Insurance | 68,444 | 71,762 | 71,762 | 72,991 | 1,229 | 85,507 |
| SUB TOTAL | | \$ 386,510 | \$ 401,224 | \$ 422,262 | \$ 411,114 | \$ 9,890 | \$ 432,042 |

Contractual and Supply Services

| | | | | | | | |
|-----------|---|------------|------------|------------|------------|--------------|------------|
| 20 | Miscellaneous | 247 | 750 | 500 | 750 | - | 750 |
| 34 | Miscellaneous Contract Work (Repair help) | - | 15,000 | 15,000 | 15,000 | - | 15,000 |
| 41A | Purchase, Repair & Maintenance of Tractor | 34 | 750 | 1,000 | 750 | - | 750 |
| 41B | Purchase, Repair, Maintenance of Equipment | 10,067 | 14,700 | 14,700 | 12,050 | (2,650) | 15,000 |
| 54 | Minor Equipment, Tools, Clothes | 16,076 | 14,000 | 16,000 | 16,000 | 2,000 | 16,000 |
| 61 | Main Maintenance Supplies | 4,240 | 22,000 | 20,000 | 22,000 | - | 22,000 |
| 64 | Meter Parts | 33,515 | 34,000 | 35,000 | 273,000 | 239,000 | 100,000 |
| 65 | Hydrants, Valves & Parts | 13,429 | 26,000 | 15,000 | 18,000 | (8,000) | 26,000 |
| 87 | System Maintenance | 25,536 | 33,000 | 33,000 | 33,000 | - | 35,000 |
| 89 | State Revolving Fund Loan - Meter replacement | 872,720 | 395,390 | 395,390 | - | (395,390) | - |
| SUB TOTAL | | \$ 975,864 | \$ 555,590 | \$ 545,590 | \$ 390,550 | \$ (165,040) | \$ 230,500 |

| | | | | | | | |
|---|--|--------------|------------|------------|------------|--------------|------------|
| Total Water Distribution Maintenance | | \$ 1,362,374 | \$ 956,814 | \$ 967,852 | \$ 801,664 | \$ (155,150) | \$ 662,542 |
|---|--|--------------|------------|------------|------------|--------------|------------|

| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

WATER

ACCOUNTING AND COLLECTION

Personal Services

| | | | | | | | |
|-----------|--------------------------------|------------|------------|------------|------------|-----------|------------|
| 01 | Regular Salaries | 194,218 | 225,640 | 225,640 | 236,410 | 10,770 | 241,138 |
| 03 | Part-time & Temporary Salaries | 17,087 | - | - | - | - | 8,000 |
| 06 | FICA | 14,858 | 17,261 | 17,261 | 18,085 | 824 | 19,059 |
| 07 | IPERS | 13,133 | 18,164 | 18,164 | 19,078 | 914 | 20,858 |
| 09 | Health & Life Insurance | 58,670 | 71,370 | 71,370 | 72,598 | 1,228 | 79,132 |
| SUB TOTAL | | \$ 297,966 | \$ 332,435 | \$ 332,435 | \$ 346,171 | \$ 13,736 | \$ 368,187 |

Contractual and Supply Services

| | | | | | | | |
|-----------|---------------------------------------|--------------|--------------|--------------|--------------|------------|--------------|
| 20 | Miscellaneous | 100 | 1,500 | 1,000 | 1,500 | - | 1,500 |
| 22 | Collection Cost | 530 | 2,000 | 500 | 2,000 | - | 1,200 |
| 24 | Payments to Other Agencies | 3,341,439 | 3,852,374 | 3,852,374 | 3,895,575 | 43,201 | 3,935,000 |
| 24A | Sewer Exempt Fee | 910 | 1,200 | 1,200 | 1,200 | - | 2,500 |
| 36 | Postage & Shipping | 105,421 | 116,400 | 116,400 | 121,200 | 4,800 | 122,500 |
| 37 | Printing-Computer & Billing | 2,560 | 6,950 | 6,950 | 7,000 | 50 | 7,000 |
| 37A | Computer Rent & Equipment | 97,772 | 97,672 | 97,672 | 77,618 | (20,054) | 79,000 |
| 42 | Solid Waste | 1,541,633 | 1,960,332 | 1,960,332 | 1,966,800 | 6,468 | 1,986,000 |
| 43 | Sales Tax Water | 318,351 | 385,817 | 385,817 | 394,352 | 8,535 | 398,000 |
| 43A | Sales Tax Urbandale Sanitary (SD) | 36,813 | 33,523 | 33,523 | 33,783 | 260 | 34,000 |
| 43B | Sales Tax Urbandale W/H Sanitary (SR) | 1,890 | 2,543 | 2,543 | 2,693 | 150 | 2,725 |
| 49a | Refunds | 15,993 | 15,000 | 18,000 | 15,000 | - | 15,000 |
| 50 | Storm Water | 520,321 | 615,300 | 615,300 | 709,443 | 94,143 | 716,550 |
| 50A | Storm Water Sales Tax | 13,628 | 18,000 | 18,000 | 18,000 | - | 18,000 |
| SUB TOTAL | | \$ 5,997,361 | \$ 7,108,611 | \$ 7,109,611 | \$ 7,246,164 | \$ 137,553 | \$ 7,318,975 |

| | | | | | | | |
|--|--|--------------|--------------|--------------|--------------|------------|--------------|
| Total Water Accounting and Collection | | \$ 6,295,327 | \$ 7,441,046 | \$ 7,442,046 | \$ 7,592,335 | \$ 151,289 | \$ 7,687,162 |
|--|--|--------------|--------------|--------------|--------------|------------|--------------|

ADMINISTRATION AND GENERAL

Personal Services

| | | | | | | | |
|-----------|---------------------------|------------|------------|------------|------------|----------|------------|
| 01 | Regular Salaries | 229,937 | 237,148 | 237,148 | 239,399 | 2,251 | 244,187 |
| 01A | Trustee Salary | 3,600 | 7,200 | 3,600 | 7,200 | - | 7,200 |
| 06 | FICA | 16,178 | 18,692 | 18,692 | 18,589 | (103) | 19,231 |
| 07 | IPERS | 15,115 | 19,670 | 19,670 | 19,610 | (60) | 21,745 |
| 08 | Retirement Trust | 26,826 | 30,000 | 30,000 | 32,200 | 2,200 | 34,000 |
| 09 | Health & Life Insurance | 36,537 | 38,104 | 38,140 | 38,751 | 647 | 42,239 |
| 09B | Dental & Visual Insurance | 1,876 | 2,700 | 2,700 | 2,700 | - | 2,550 |
| 09C | Self Insurance | 23,322 | 36,000 | 30,000 | 37,636 | 1,636 | 39,000 |
| SUB TOTAL | | \$ 353,391 | \$ 389,514 | \$ 379,950 | \$ 396,085 | \$ 6,571 | \$ 410,152 |

Contractual and Supply Services

| | | | | | | | |
|-----------|------------------------------------|------------|------------|------------|------------|----------|------------|
| 11 | Auto Allowance | 6,600 | 6,600 | 6,600 | 6,600 | - | 6,600 |
| 20 | Miscellaneous | 1,707 | 2,000 | 1,500 | 2,000 | - | 2,000 |
| 20A | Trust Disbursement | 17,310 | 22,000 | 32,000 | 22,000 | - | 25,000 |
| 21 | Advertising & Legal Publications | 961 | 1,500 | 1,500 | 1,500 | - | 1,500 |
| 23 | Consulting & Legal Fees | 2,200 | 10,000 | 7,500 | 10,000 | - | 15,000 |
| 23A | Audit | 9,260 | 10,000 | 10,000 | 10,000 | - | 11,000 |
| 24 | Permit Fees (DNR) | 4,338 | 8,000 | 5,000 | 8,000 | - | 8,000 |
| 28 | Dues, Memberships, Subscriptions | 4,165 | 6,000 | 6,000 | 6,000 | - | 6,000 |
| 29 | Liability Insurance | 57,293 | 60,000 | 60,000 | 60,000 | - | 60,000 |
| 36 | Postage & Shipping (Stamps & Etc.) | 2,678 | 6,950 | 4,500 | 4,304 | (2,646) | 5,000 |
| 44 | Telephone (Phones & Service Bill) | 11,162 | 10,860 | 8,000 | 10,860 | - | 11,000 |
| 45 | Training | 2,905 | 7,500 | 7,500 | 7,500 | - | 7,500 |
| 46 | Travel & Conference Expense | 1,576 | 10,000 | 10,000 | 10,000 | - | 12,000 |
| 47 | Utilities | 13,698 | 15,000 | 14,000 | 15,000 | - | 15,000 |
| 50 | Petty Cash | 1,143 | 1,000 | 1,500 | 1,500 | 500 | 1,500 |
| 58 | Office Equipment & Supplies | 6,062 | 16,012 | 16,012 | 14,940 | (1,072) | 20,000 |
| 94 | Bank Service Charge | 18,330 | 18,000 | 19,000 | 20,400 | 2,400 | 21,000 |
| SUB TOTAL | | \$ 161,388 | \$ 211,422 | \$ 210,612 | \$ 210,604 | \$ (818) | \$ 228,100 |

| | | | | | | | |
|---|--|------------|------------|------------|------------|----------|------------|
| Total Water Administration and General | | \$ 514,779 | \$ 600,936 | \$ 590,562 | \$ 606,689 | \$ 5,753 | \$ 638,252 |
|---|--|------------|------------|------------|------------|----------|------------|

| | FY 2010-11 | FY 2011-12 | FY 2011-12 | FY 2012-13 | INCREASE | FY 2013-14 |
|--|------------|------------|------------|------------|------------|------------|
| | ACTUAL | ADOPTED | REVISED | ADOPTED | (DECREASE) | ESTIMATE |

WATER

OPERATING REVENUE

| Revenue | | | | | | | |
|--------------------------------------|------------------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|----------------------|
| 601 | Metered Water Sales | 5,681,632 | 6,410,289 | 6,510,289 | 6,562,532 | 152,243 | 6,714,532 |
| 602 | Sewer-SR | 268,492 | 335,156 | 335,156 | 335,156 | - | 336,656 |
| 603 | Sewer-SD | 3,083,711 | 3,517,217 | 3,517,217 | 3,556,660 | 39,443 | 3,596,660 |
| 605 | Service Charges | 6,944 | 10,000 | 10,000 | 10,000 | - | 10,000 |
| 606 | Late Charge | 32,537 | 40,000 | 35,000 | 40,000 | - | 40,000 |
| 607 | Water Service Hook On Fee | 35,611 | 38,340 | 38,340 | 38,340 | - | 39,000 |
| 608 | Meter & Parts | 53,845 | 71,500 | 71,500 | 71,500 | - | 72,000 |
| 609 | Sewer Exempt Fee | 1,335 | 2,650 | 2,500 | 2,650 | - | 3,000 |
| 612 | Collect Sewer (For Billing) | 115,038 | 116,000 | 116,000 | 116,000 | - | 116,275 |
| 613 | Taps | 3,283 | 7,500 | 6,000 | 6,000 | (1,500) | 6,000 |
| 615 | Bacteriological Samples | 575 | 1,500 | 1,500 | 1,500 | - | 2,500 |
| 616 | Miscellaneous | 22,990 | 40,000 | 40,000 | 40,000 | - | 40,000 |
| 616A | Trust Receipts | 20,825 | 20,000 | 24,000 | 25,000 | 5,000 | 25,000 |
| 617 | Main Reimbursement | - | - | - | 2,500 | 2,500 | 10,000 |
| 618 | Rentals | 450 | 500 | 3,000 | 3,500 | 3,000 | 3,500 |
| 620 | Sales Tax Water | 332,750 | 385,817 | 400,000 | 394,952 | 9,135 | 398,900 |
| 621 | Sales Tax Sewer | 39,115 | 36,066 | 40,000 | 36,467 | 401 | 36,835 |
| 623 | Bulk & Construction Water | 8,990 | 20,000 | 20,000 | 20,000 | - | 30,000 |
| 627 | Hydrant Meter Rental | 2,335 | 15,000 | 10,000 | 15,000 | - | 20,000 |
| 646 | Lease Revenue (Nextel) | 67,272 | 64,800 | 68,000 | 70,728 | 5,928 | 70,728 |
| 647 | Solid Waste | 1,540,646 | 1,960,332 | 1,960,332 | 1,966,800 | 6,468 | 1,986,400 |
| 648 | Solid Waste Collect | 26,579 | 30,780 | 30,780 | 30,780 | - | 31,580 |
| 649 | Storm Water | 529,878 | 778,837 | 778,837 | 709,443 | (69,394) | 717,250 |
| 649A | Storm Water Sales Tax | 14,827 | 18,000 | 18,000 | 18,000 | - | 18,000 |
| 650 | Storm Water Collect | 26,329 | 30,780 | 30,780 | 30,780 | - | 30,850 |
| 651 | State Revolving Fund loan proceeds | 872,720 | 395,390 | 395,390 | - | (395,390) | - |
| Total Water Operating Revenue | | \$ 12,788,709 | \$ 14,346,454 | \$ 14,462,621 | \$ 14,104,288 | \$ (242,166) | \$ 14,355,666 |

RECAP

| Disbursements | | | | | | | |
|---------------|---------------------------------|---------------|---------------|---------------|---------------|-----------|---------------|
| | Distribution Operation | 847,964 | 1,374,374 | 1,096,343 | 1,444,071 | 69,697 | 1,325,928 |
| | Distribution Maintenance | 1,362,374 | 956,814 | 967,852 | 801,664 | (155,150) | 662,542 |
| | Accounting & Collection | 6,295,327 | 7,441,046 | 7,442,046 | 7,592,335 | 151,289 | 7,687,162 |
| | Administration & General | 514,779 | 600,936 | 590,562 | 606,689 | 5,753 | 638,252 |
| | Water Purchased (DMWW + Xenia) | 1,707,903 | 2,145,863 | 2,155,000 | 2,161,302 | 15,439 | 2,182,900 |
| | Sub Total | \$ 10,728,347 | \$ 12,519,033 | \$ 12,251,803 | \$ 12,606,061 | \$ 87,028 | \$ 12,496,784 |
| | Debt Service | 1,952,020 | 2,084,719 | 2,084,719 | 2,060,420 | (24,299) | 2,171,200 |
| | TOTAL | \$ 12,680,367 | \$ 14,603,752 | \$ 14,336,522 | \$ 14,666,481 | \$ 62,729 | \$ 14,667,984 |

| Income | | | | | | | |
|--------------|------------------------------------|----------------------|----------------------|----------------------|----------------------|------------------|----------------------|
| | Cash Balance | - | 1,437,164 | 1,314,986 | 1,444,585 | 7,421 | 2,330,477 |
| | Restricted Funds | - | 497,796 | 509,283 | 509,283 | 11,487 | 508,766 |
| | Net Cash Balance | \$ - | \$ 1,934,960 | \$ 1,824,269 | \$ 1,953,868 | \$ 18,908 | \$ 2,839,243 |
| | Operating Revenue | \$ 12,788,709 | \$ 14,346,454 | \$ 14,462,621 | \$ 14,104,288 | \$ (242,166) | \$ 14,355,666 |
| | Non-Operating Revenue | | | | | | |
| | Interest Earned | 14,875 | 25,000 | 3,500 | 3,500 | (21,500) | 3,500 |
| | Extraordinary income | - | - | - | - | - | - |
| | SUB TOTAL | \$ 12,803,584 | \$ 16,306,414 | \$ 16,290,390 | \$ 16,061,656 | \$ (244,758) | \$ 17,198,409 |
| | Less Restricted Funds (trust fund) | 20,825 | 497,796 | 509,283 | 509,283 | 11,487 | 508,766 |
| | Capital Reserve Fund | - | 1,204,866 | - | 885,892 | (318,974) | 2,021,659 |
| Total | | \$ 12,782,759 | \$ 14,603,752 | \$ 15,781,107 | \$ 14,666,481 | \$ 62,729 | \$ 14,667,984 |

