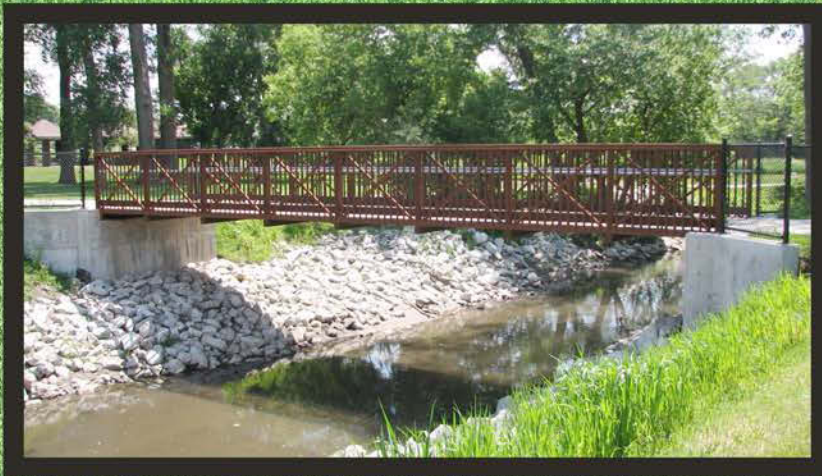


# CITY OF URBANDALE, IOWA



## FY 2013 - 2014 ADOPTED BUDGET FY 2014 - 2015 ESTIMATED BUDGET





# **CITY OF URBANDALE**

Revised FY2012-13 Budget

Adopted FY2013-2014 Budget

Estimated FY2014-2015 Budget

## **Mayor and Council**

Robert D. Andeweg, Mayor

Ron Pogge, Mayor, Pro-Tem

Tom Gayman, Councilmember  
John Forst, 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 Utility General Manager  
Jan Herke, Director of Parks and Recreation  
Jerry Holt, Fire Chief  
Heather Hughes, Director of Human Resources  
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

About the cover (by row from top left)

“Summer Fun”: This bronze sculpture from the Randolph Rose Collection is located at Lakeview Park near the pond and features a boy and girl holding a turtle while seated on a log. This sculpture cost \$6,597, and the purchase and installation of the sculpture was coordinated by the Public Art Committee, which was formed in 2008. The City’s public art initiative facilitates art, enhances the quality of life, and makes art accessible to the public.

Lakeview Park – Pond Rehabilitation Project: This pond rehabilitation project was first proposed in the 2006-2011 CIP document. The project included removing silt from the pond, adding rip rap stone around the perimeter of the pond to protect the shoreline, and installing a dock at the southwest edge of the pond. The project was completed in January, 2012, at a cost of \$229,086. In addition, beginning in 2011, residents near Lakeview Park, working with the Urbandale Friends of the Parks Committee and the Urbandale Community Action Network (UCAN), successfully raised \$6,000 as matching funds to install an aerating fountain.

Walker Johnston Pedestrian Bridge Replacement Project: As a result of a storm event in August, 2010, a tree fell on the wooden pedestrian bridge and demolished it. The 2011-2016 CIP document proposed a replacement bridge near the original location, and a new trail link to connect the bridge on both sides of the creek. The project for a steel truss bridge and trail connection was completed in May, 2012, at a cost of \$246,657.

“Across Currents”: A metaphor for people of different backgrounds face to face at a poignant first meeting; a sea fish and a river fish. In between the two fish is a set of laser cut haiku poems that narrate the meeting to unveil the auspiciousness of the meeting of two worlds. This corten steel and stainless steel sculpture designed by Iowa City sculptor Bounnak Thammavong, is located along the trail near the above park bridge. This sculpture cost \$8,500, and the purchase and installation of the sculpture in 2012 was coordinated by the Public Art Committee.

Veterans Memorial: The Veterans Memorial is located within the Charles Gabus Memorial Tree Park and Gardens. The \$53,000 project was fully funded through private donations, a grant, and the sale of memorial paver bricks. The fund raising campaign was coordinated by the Urbandale Friends of the Parks Committee. The five granite stone markers, each with an engraved military insignia, represent the five branches of armed forces. The City Council on May 1, 2012, approved the construction of the Veterans Memorial in the park, and on August 21, 2012, approved an allocation of \$5,000 for the flag poles and lighting. Many veterans and their families, elected and appointed officials, community volunteers, the Police Honor Guard, and the public, attended the first Veterans Day Memorial service observed here on November 12, 2012.

February 8, 2013

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

Re: FY2013-14 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2013-14 operating budget for the fiscal year beginning July 1, 2013 and ending June 30, 2014. This budget was prepared in conformance with the City's fiscal performance goals and the Code of Iowa. The City Council will soon begin its budget workshops to consider this annual operating budget, which guides the City's financial operations in order to provide public services. A public hearing on the recommended budget will be held on March 5, 2013.

As proposed, the recommended tax levy for FY2013-14 would be set at \$9.57, which is \$0.05 lower than FY2012-13. The General Fund levy which will be reduced from \$7.17 to \$7.12, the Debt Service Levy will remain at \$2.15, and the Fire and Police Retirement Levy will remain at \$0.30. By keeping the Fire and Police Retirement Levy at \$0.30, the City's plan to steadily fund the Chapter 411 Fire and Police pension contribution rate set by the State, which will increase from 26.12% to 30.12% in FY2013-14, is being temporarily suspended due to the City's positive growth in valuation. Due to the increase in valuation, the recommended total tax levy rate of \$9.57 will generate \$848,240 (3.82%) more in property tax revenues when compared to FY2012-13. While immaterial in total dollars (\$10,517), the ag land levy rate will remain at the statutory limit of \$3.00375.

Again, it is anticipated that the taxing level of Commercial/Industrial properties will be a high priority at the State legislative level in 2013. The City will continue to monitor these discussions and gauge how any changes would affect the City's revenues. Any action that would directly impact the current tax rate would have a significant impact on the City's revenue stream, and if the City Council is unable to raise revenue from other sources, services will be dramatically affected.

**Overview:**

The City of Urbandale's recommended budget was prepared based on the past fiscal year's uncertainty and the coming year's continued economic rebalancing of the economy. The City continues to face a number of external issues which present challenges and opportunities to address during the next several years. Despite the current economic situation, the public's expectations to maintain or to expand service levels continue to grow. 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. Core service delivery needs, current programs, and new service requests all required a second look to maximize services within revenue limits. Necessary improvements to the City's streets, parks, drainage and other public infrastructure will be constructed. The recommended 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, the character of a community's residents and its businesses is brought into focus during challenging times. 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 budget continues to include funding for the UCAN (Urbandale Community Action Network) and the Urbandale Food Pantry to assist those most in need.

Since its incorporation on April 16, 1917, the City of Urbandale has remained a vibrant growing community where people choose to live. CNN Money Magazine ranked Urbandale in the top 100 "Best Places to Live" in 2005, 2007, 2009, and 2011. The final 2010 U.S. Census determined the City's population to be 39,463 persons, making Urbandale the 12<sup>th</sup> largest city in Iowa. In 2012, Urbandale received several prestigious national awards which recognize the dedication and leadership of City employees. These national awards include, the Park Department's "Making a Connection " (MAC) Camp Program, the Police Department's K-9 "2012 Case of the Year", the Police Department's "National Night Out Program", and the Public Works Department's Solid Waste Collection Program. Looking towards the future, Urbandale will mark a most significant milestone in any City's history--in FY2016-17 Urbandale will observe its 100<sup>th</sup> year since incorporation!

The remainder of this letter will provide details about the significant factors that affected the FY2013-14 budget. I hope this information will provide the City Council and the public with a more complete picture of the City's financial position, the revenue the City relies on to operate, the expenditures needed to provide public services and to maintain infrastructure, and an understanding of the budgetary functions which touch the lives of all residents. While the information is detailed, I hope it provides a broader perspective of the development and implementation of the budget, since it is the guiding document for the City to provide public services while operating in a fiscally responsible manner.

Finally, the preparation of the recommended operating budget and this document would not have been possible without the support of the City's entire management team. I would like to thank all of the Department Directors for their input and assistance during the budget preparation process, 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. J. Johnson  
City Manager

# FY2013-14 OPERATING BUDGET

## SIGNIFICANT BUDGETARY FACTORS

The following significant factors affected the development of the recommended FY2013-14 operating budget.

1. **Assessed Value and the State “Rollback” Rate** - 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 to reduce the value from 100% to a lesser amount that becomes available to the City for taxation. The State imposed rollback on residential property values subject to taxation will increase for FY2013-14 from 50.7518% to 52.8166%, which has a positive impact on the City’s property tax receipts. The change in the residential rollback and continued stabilization in the commercial rate will result in a net taxable valuation increase of approximately \$101.3 million (4.49%) during FY2013-14. Since most of the rollback provisions have benefited residential property owners, there has been a shift in the property tax burden to commercial and industrial properties. Obviously, such a shift in the property tax burden has been counterproductive to the City’s economic development efforts. The City’s taxable valuation has grown by an average of 2.77% annually for the past 5 years; and 4.78% annual growth over the past 10 years.
2. **Local Economic Conditions**  
Urbandale experienced very strong growth in both residential and commercial market sectors during calendar year 2012. Residential permit valuations reached \$70.1 million, 7<sup>th</sup> highest in the City’s history, with 8<sup>th</sup> being \$51.9 million in 2007 and 6<sup>th</sup> being \$78.6 million in 2001. The 235 single family detached homes that were permitted represents the 11<sup>th</sup> most in the City’s history, with the long-term annual average being 185 homes, or 161 annually if the “bubble period” of 2001-2005 is excluded. Commercial permit valuations were even better, with the \$70.1 million being the 2<sup>nd</sup> highest in the City’s history, topped only by the \$81.7 million in 2007. As a result, permit valuations totaled \$121.0 million for 2012, 6<sup>th</sup> highest in the City’s history behind 2003-2007.
3. **Public Safety Staffing** – In FY2013-14 the City will bear full responsibility for the personnel cost of 6 Firefighters/EMS personnel previously 100% funded by the 2010 Federal SAFER grant. Additionally, the City was awarded the 2011 COPS grant which added 2 Police Officers 100% funded by the Federal grant for 3 years; FY2013-14 will be the second full year of grant revenue being received to offset personnel costs for these 2 officers.
4. **Personnel Costs** — The recommended City budget provides for 172 full-time positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$17,422,383 or 49.6% of the total Operating Budget of \$35,131,822 (not including Special Revenue, Debt Retirement and Contingency).
  - The full-time staffing level for public safety employees will remain unchanged at 82, consisting of Police at 54 (49 sworn Officers and 5 civilians) and Fire/EMS at 28 (27 Fire/EMS personnel and 1 civilian).
  - The remaining departments full-time staffing level includes a total 90 employees.

- The recommended budget would create 4 full-time positions, which are included in the above total of full-time positions. As proposed, 3 seasonal positions in the Parks Department would be converted to 3 full-time positions, and this conversion would be partially funded with a significant offset in the 5 months of unemployment costs the City pays for the seasonal positions. The 3 full-time positions would add 1 additional Facilities Maintenance Worker to address building repairs, and 2 additional Laborers to address year round Park projects.
- An additional full-time GIS Technician position is being proposed in the Engineering Services department, which will coincide with the addition of the ARC GIS software system that is budgeted for purchase. This will provide for public access to the City's GIS mapping data.
- The recommended budget also creates 1 part-time payroll clerk position in Finance.

The City has three unions which are on a step pay system. The Fire Union is beginning negotiations on a new contract as its two-year agreement ends in FY2012-13. It should be noted that the Fire Union has a step pay system with a merit pay component based on the employee's annual job performance evaluation rating. The Labor Union and Police Union are entering the second year of their three-year agreements. In addition to step increases, the wage adjustment for the Labor Union will increase 1.5% in July 2013, and will increase 1% in January 2014. In addition to step increases, the wage adjustment for the Police Union will increase 3% in July 2013. The job performance of Labor Union and Police Union employees are also evaluated annually, although the evaluation results do not determine the annual wage adjustment.

The City's non-union full-time, permanent part-time and part-time employees are on a merit based performance pay system rather than a step pay system. The non-union wage adjustment is determined based on the employee's job performance evaluation rating and the accomplishment of specific goals, with higher performing employees receiving a greater portion of the competitive merit pool. The wage adjustment for the FY2013-14 merit pool was based on 3%, consistent with the Police Union contract rates.

On the benefits side, due to the increases mandated by the State, the City's contributions to the retirement systems for all full-time employees will rise for FY2013-14. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will increase from 26.12% of payroll to 30.12%. The Iowa Public Employees' Retirement System (IPERS) rate will increase from 8.67% to 8.93%. City employee contribution rates also increased for IPERS, but not for MFPRSI.

In regards to insurance, City contributions to the health insurance reserve fund will be \$1,508,827 for FY2013-14, which pays for health, dental, life, and LTD insurance coverage for staff, as well continuing to pay costs associated with the Employee Wellness Program. Additionally, the City will contribute \$606,300 to the general liability reserve fund, which covers premiums and claims for workers compensation and property and casualty coverage. This fund also continues to fund the self-insured program for Fire and Police Chapter 411 medical claims. All non-public safety employees will continue to be covered through the City's IMWCA workers comp insurance.

5. **Technology** – The FY2013-14 budget provides an allocation of \$720,108 or 2.0% of the total Operating Budget for technology across all applicable departments. This investment in technology addresses the City Council’s strategic initiative to use technology to enhance service delivery and to support the City-wide dependency on technology. In order to maintain the functionality for employees and the public to transact business using technology, and to monitor and secure its vast network on a 24/7 basis, the City allocates funding for annual maintenance agreements, licenses, hosting, and software. On-going technology needs, replacements, and acquisitions are identified and budgeted for on a departmental basis. One major item of note is the purchase of an ARC GIS mapping system that will allow for public access to the City’s current GIS data. As described in the Technology department, the separate Technology Fund will provide for one-time capital items with City-wide benefits. The City-wide items for \$34,500 include the Windows Client Access and Office Professional licensing, and two servers.
  
6. **Infrastructure** –The FY2013-14 budget will finance important infrastructure projects, enhancements and on-going maintenance. In Roadway Maintenance, the annual asphalt and concrete repair programs, and the annual concrete pavement rehabilitation program will continue. In Sanitary Sewer, additional sewer lines will be televised and the enhanced sewer repair and manhole rehabilitation program will continue. Storm Sewer lines will also be televised and 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/Community Development Office, and the Administrative Office Building will be funded.

## **BUDGET DOCUMENT**

The budget document is tabbed to easily access information. The “Budget Summaries” tab profiles the revenues and expenditures realized or projected by line-item account for four fiscal years. Additionally, there is a separate summary for the Road Use Fund, the Hotel/Motel Fund, and the Capital Projects Fund.

The budget document is arranged into six budgetary tabs; one for each Function of the City. Each function’s section contains a summary level overview reflecting the totals for all departments within the function. Further in each section, a detailed accounting for each Department within the function as well as the “Activity Notes”, which details the line-item breakdown by identifying the specific use for the budgeted amounts.

Essentially, each Department provides a four year financial snapshot of each line-item account; the actual results for the immediate prior year, the adopted budget of the current fiscal year (including revised estimates), the recommendation for the upcoming budget year under review, and the estimate for the subsequent fiscal year.

The final tab of “Water Department” is included for information purposes only, since the municipally owned Water Utility is under the management of the autonomous Water Utility Board of Trustees, which has oversight for its revenue and expenditures.

## REVENUE

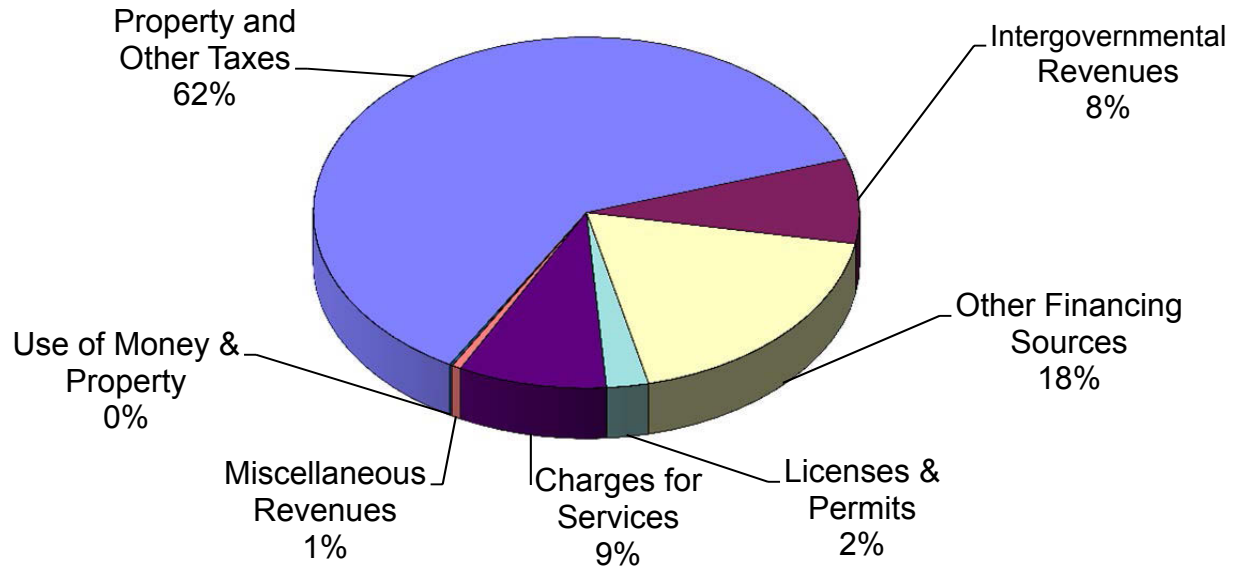
The majority of the City's revenue is derived from ad valorem tax on property according to the values set by the Assessor in either Polk County or Dallas County where the real estate is located in Urbandale, and as adjusted by the State rollback. The property tax is the main revenue of the City's General Fund, which provides for the day to day for all operations for all departments not funded through another specific revenue source. The recommended FY2013-14 budget anticipates total revenue of \$51,812,818 an increase of \$7,864,150 (17.9%) more than budgeted in the adopted FY2012-13 budget.

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

<b>Revenues By Funding Source</b>							
Funding Source	FY12-13 Adopted		FY12-13 Revised		FY13-14 Recomm.		
	Total	%	Total	%	Total	%	
Property and Other Taxes	\$ 30,663,445	69.8%	\$ 31,403,445	66.6%	\$ 31,956,180	61.7%	
Licenses & Permits	1,046,300	2.4%	1,297,020	2.8%	1,287,450	2.5%	
Use of Money & Property	135,000	0.3%	110,000	0.2%	85,000	0.2%	
Intergovernmental Revenues	4,135,644	9.4%	4,287,083	9.1%	4,064,486	7.8%	
Charges for Services	4,257,347	9.7%	4,352,600	9.2%	4,552,379	8.8%	
Miscellaneous Revenues	256,200	0.6%	279,500	0.6%	286,000	0.6%	
Other Financing Sources	3,454,732	7.9%	5,409,182	11.5%	9,581,323	18.5%	
<b>Total</b>	<b>\$ 43,948,668</b>	<b>100%</b>	<b>\$ 47,138,830</b>	<b>100%</b>	<b>\$ 51,812,818</b>	<b>100%</b>	
<i>\$ Difference to Adopted</i>			<i>\$ 3,190,162</i>		<i>\$ 7,864,150</i>		
<i>% Difference to Adopted</i>			<i>7.3%</i>		<i>17.9%</i>		

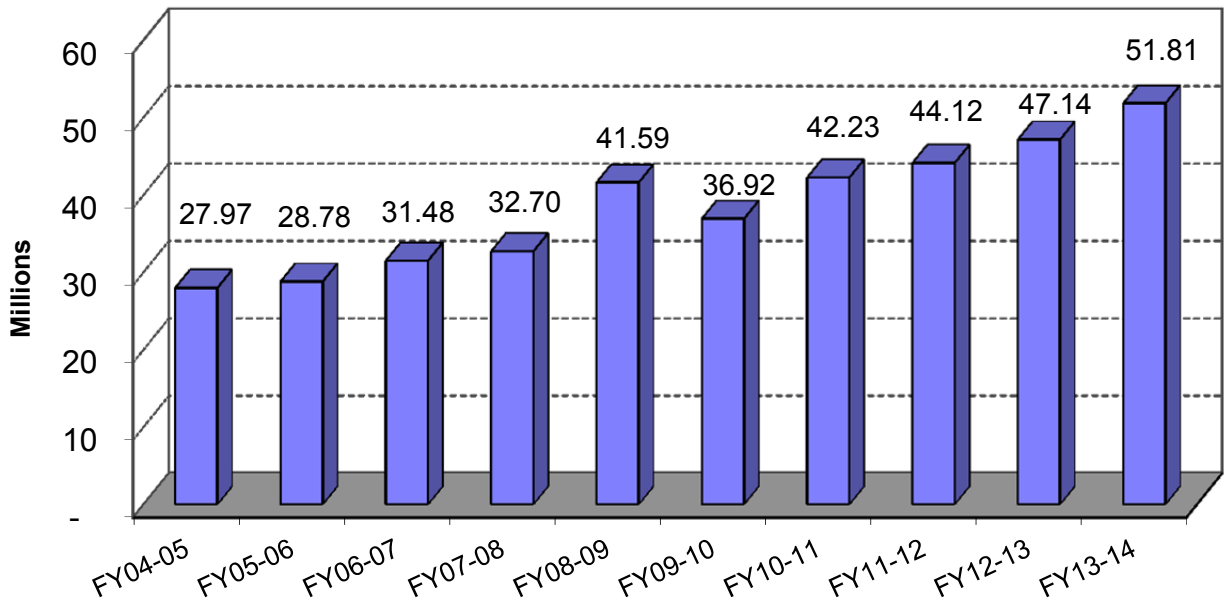
The following pie chart shows the recommended revenues by funding source for FY2013-14. The percentage amounts equate to the number of cents per \$1 dollar received from the revenue source.

### FY 2013-14 Budgeted Revenue Sources



The following bar graph shows the revenue trend for the last ten years. As noted below, the operational revenues have increased from \$27,968,800 in FY2004-05 to \$51,073,988 in FY2013-14. During this time, total revenue levels have increased by an average of 7.83% annually.

### 10 Year Total Revenue Trend



General Fund Balance:

The recommended FY2013-14 operating budget also anticipates the use of \$514,617 from the General Fund balance. The City Council’s financial goals dictate that the General Fund balance is to be maintained at no lower than 18% of budgeted operating expenditures, excluding capital expenditures, TIF and CEBA loan activity. It should be noted that the temporary suspension of the previously planned 10 cent increase to the Fire and Police Retirement levy for FY2013-14 results in \$235,900 use of General Fund dollars.

At the end of FY2012-13, it is estimated that the General Fund reserves will be \$8,641,858, representing 35.66% of General Fund expenditures. This level of fund balance can be primarily attributed to the anticipated receipt of \$344,300 during the current fiscal year for final Federal staffing grants, as well as \$178,600 in higher than anticipated building permits. Offsetting these increases is the anticipated payoff of \$1.7 million in 2006 general obligation bonds in June 2013. The FY2013-14 budget anticipates the end of the Fire/EMS Federal grant, coupled with a \$0.05 decrease in the general levy, which results in a reduction to the general fund balance of \$514,617. At the end of FY2013-14, it is estimated that the General Fund balance will represent 33.99% of annual operating expenses. The following year will be the final year of the Police Federal grant as well, which will result in further use of General Fund reserves.

Property and Other Taxes:

For comparison purposes, the following table shows the City’s property tax levy rate breakdown for previous ten fiscal:

FY	Property Tax Levy per \$1,000 of Valuation				
	General	Debt Service	Police & Fire Retirement	City Property Tax Levy	Ag Land
FY13-14	\$ 7.12	\$ 2.15	\$ 0.30	<b>\$ 9.57</b>	\$ 3.00
FY12-13	\$ 7.17	\$ 2.15	\$ 0.30	<b>\$ 9.62</b>	\$ 3.00
FY11-12	\$ 7.17	\$ 2.15	\$ 0.20	<b>\$ 9.52</b>	\$ 3.00
FY10-11	\$ 7.17	\$ 2.05	\$ 0.10	<b>\$ 9.32</b>	\$ 3.00
FY09-10	\$ 7.17	\$ 2.05	\$ -	<b>\$ 9.22</b>	\$ 1.84
FY08-09	\$ 7.17	\$ 2.05	\$ -	<b>\$ 9.22</b>	\$ 1.71
FY07-08	\$ 7.17	\$ 2.05	\$ -	<b>\$ 9.22</b>	\$ 1.81
FY06-07	\$ 7.02	\$ 2.05	\$ -	<b>\$ 9.07</b>	\$ 1.84
FY05-06	\$ 7.02	\$ 2.05	\$ -	<b>\$ 9.07</b>	\$ 2.02
FY04-05	\$ 7.02	\$ 2.05	\$ -	<b>\$ 9.07</b>	\$ 2.02

An Urbandale house valued at \$100,000 will pay approximately \$505 in gross City property taxes based on the recommended FY2013-14 budget. This property tax bill represents an increase of approximately \$17 (3.5%) from FY2012-13, when a similarly valued home would have paid approximately \$488 in gross City property taxes. This tax increase is purely attributable to the increased residential rollback for FY2013-14. Under the FY2013-14 residential rollback set by the State, 52.8166% of a residential property’s value will be subject to taxation, compared to the prior FY2012-13 residential rollback of 50.7518%.

An Urbandale business valued at \$100,000 will pay approximately \$957 in gross City property taxes based on the recommended FY2013-14 budget. This property tax bill would be \$5 (0.5%) lower than FY2012-13. This consistency is a result of the City’s tax rate

lowering by \$0.05, coupled with the State maintaining the commercial value available for taxation at 100%.

Proceeds from the Hotel/Motel tax are expected to increase by \$800,000 (57.1%) during FY2013-14. This increase can be attributed to the gradual turn-around of the economy which stimulates travel and hotel stays. Additionally, a new hotel is currently under construction and will generate Hotel/Motel tax revenue for most of FY2013-14. The City Council allocates Hotel/Motel tax proceeds to fund eligible community and external organizations.

#### Licenses and Permits:

Licenses and Permits revenue is anticipated to increase by \$241,150 (23.1%). As noted previously, there was a significant resurgence in residential and commercial construction for calendar year 2012. As a result, the recommended budget anticipates continued increased revenue in Licenses and Permits, notably a \$165,000 (36.7%) increase in Building Permits. The other major item contributing to the overall increase next year is the consolidated pet licensing fees, implemented in FY2011-12. Finally, although several cities in the metro area have adopted the Franchise Fee, Urbandale has no plans to implement the fee at this time, but has examined the fee structure should there be a future need.

#### Intergovernmental:

Most of the City's road maintenance activities are financed from the state's Road Use Tax levied on the sale of fuel at the pump. Receipts from the Road Use Tax are distributed to municipalities on a per capita basis and is supplemented with proceeds from TIME-21 ("Transportation Investment Moves the Economy in the 21st Century") levied by the State on new title and registration fees on vehicles, trailers and trucks. The recommended budget for the Road Use fund includes Road Use tax revenues based on the 2010 census numbers. The recommended budget anticipates an increase in the Road Use tax revenues of \$177,583 (5.0%).

#### Charges for Services:

The recommended budget estimates an increase of \$295,032 (6.9%), primarily based on the final rate increase of the monthly Solid Waste fee from \$11 to \$12 effective July 1, 2013; and the continued application of the Storm Water Utility fees on newly constructed and existing residential and commercial properties. The Storm Water user fee was implemented in FY2010-11 to cover costs associated with required storm water monitoring and mitigation activities of the City, and to provide funding for storm water capital projects. The residential fee is \$2.00 per month, while the fee for commercial and industrial properties is individually calculated based the impermeable surface of the property.

#### Other Financing Sources:

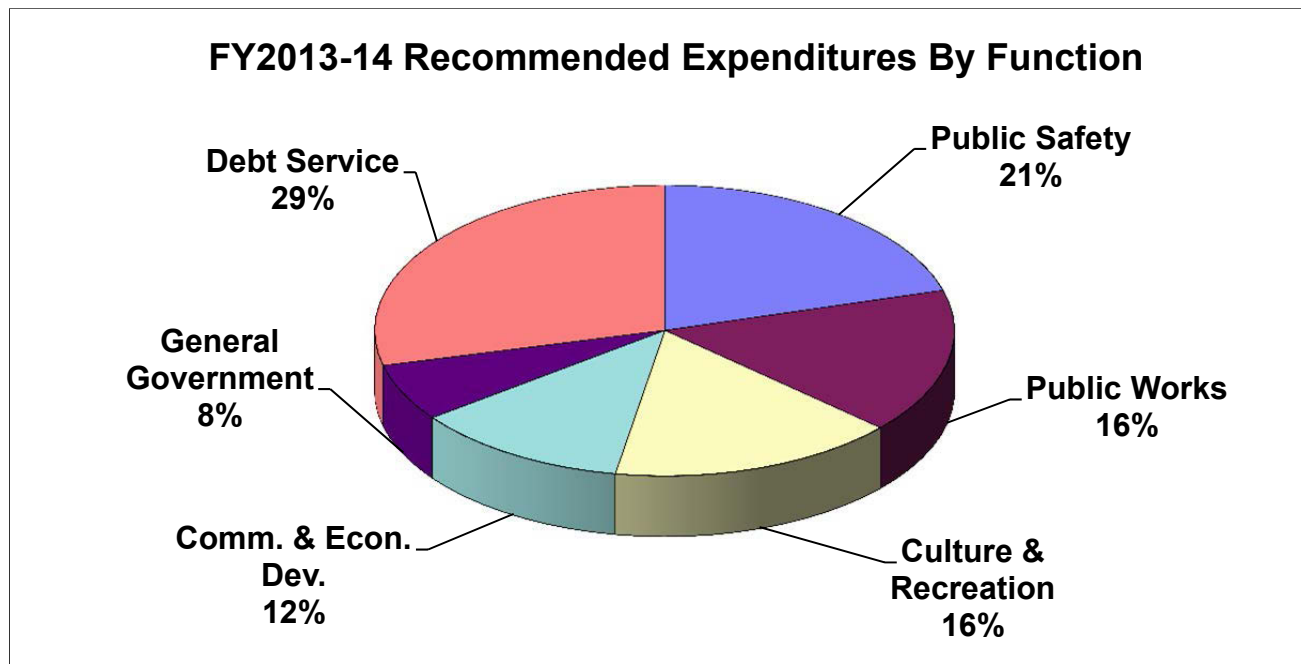
This revenue category primarily reflects the transfer of TIF funds to the Debt Service fund. These funds are used to satisfy the annual debt service on TIF related projects.

## **EXPENDITURES**

The recommended FY2013-14 budget for operations, debt service and special revenue fund anticipates total expenditures of \$50,293,224, an increase of \$8,227,197 (19.6%) more than the adopted FY2012-13 budget of \$42,066,027. The following table summarizes the City's expenditures by Function.

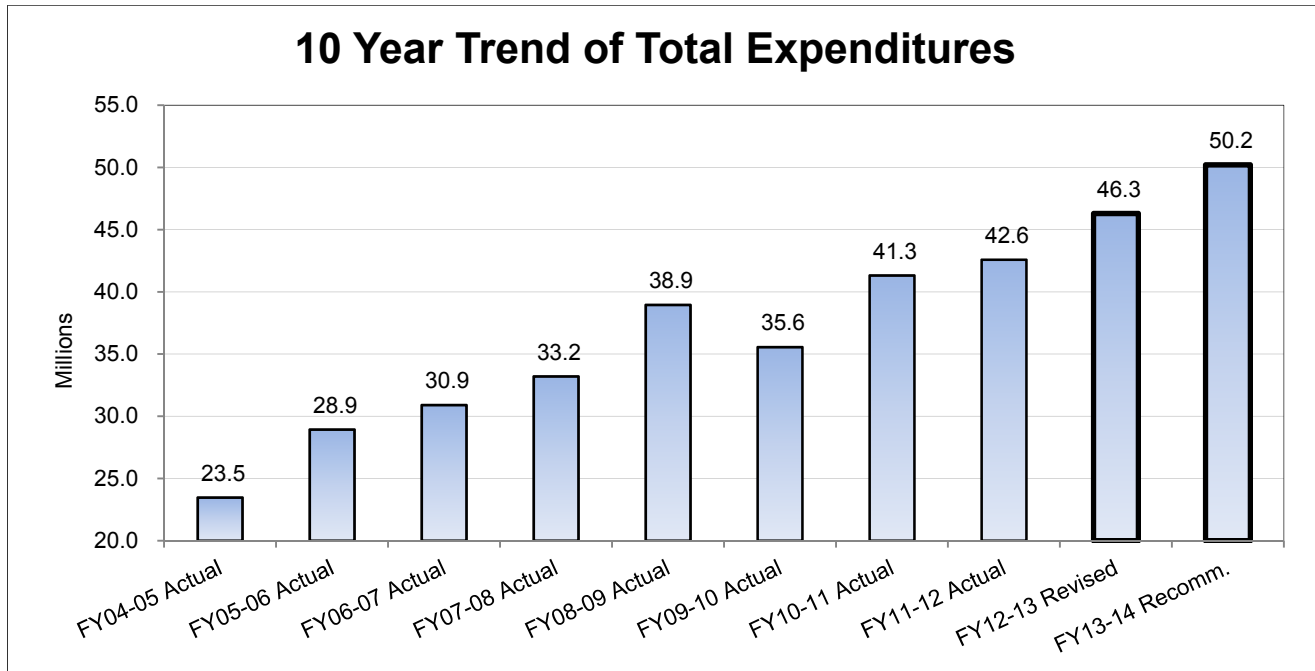
<b>Expenditures By Function</b>						
Function	FY12-13 Adopted		FY12-13 Revised		FY13-14 Recomm.	
	Total	%	Total	%	Total	%
Public Safety	\$ 9,817,272	23.3%	\$ 10,571,454	22.8%	\$ 10,315,328	20.5%
Public Works	7,080,158	16.8%	6,866,449	14.8%	8,093,332	16.1%
Culture and Recreation	6,739,062	16.0%	7,052,806	15.2%	8,066,596	16.0%
Community/Economic Dev	6,656,252	15.8%	6,406,673	13.8%	6,035,360	12.0%
General Government	2,848,473	6.8%	4,485,777	9.7%	3,189,126	6.3%
Sub-Total Operating Budget	\$ 33,141,217	78.8%	\$ 35,383,159	76.3%	\$ 35,699,742	71.0%
Debt Service Fund	8,821,496	21.0%	10,916,231	23.5%	14,507,432	28.8%
Special Revenue Fund	103,314	0.2%	103,514	0.2%	86,050	0.2%
<b>Total</b>	<b>\$ 42,066,027</b>	<b>100%</b>	<b>\$ 46,402,904</b>	<b>100%</b>	<b>\$ 50,293,224</b>	<b>100%</b>
<i>\$ Difference to Adopted</i>			\$ 4,336,877		\$ 8,227,197	
<i>% Difference to Adopted</i>			10.3%		19.6%	

The following pie chart shows the recommended expenditures by Function for FY2013-14.



The following bar graph shows the expenditure trend for the last 10 years. As noted below, the total expenditures including debt service, but excluding capital projects expenditures, have increased from \$23,466,800 in FY2004-05 to \$50,207,174 in FY2013-14. During this time, total expenditure levels have increased by an average of 8.08% annually.

## 10 Year Trend of Total Expenditures



## BUDGETARY COST CATERGORIES

The City's annual operating budget is broken down into three main cost allocation categories: Personal Services, Contractual and Supply Services, and Capital Outlay. These are the categories that reflect core operations of the departments. Additionally, there are three minor categories shown in the "Budget Summary" including Special Revenue, Debt Retirement and Contingency. These categories reflect other expenditures that must be accounted for under State budget requirements, but are not tied directly into the operations of the department.

### Personal Services:

Personal Services at \$17,422,383 is 49.6% of the operating budget. Personal Services provides funding for employee salaries, overtime, FICA, retirement, group insurance, unemployment and allowances as may be applicable for personnel in the department.

### Contractual and Supply Services:

Contractual and Supply Services at \$9,278,742 is 26.4% of the operating budget. In general, this category provides for services provided by others, funding to support external organizations and initiatives, and consumable supplies used within the operating year. Some of the top expenditures in this category include professional services, contributions to other agencies, data processing, utility services, maintenance supplies, vehicle operation supplies and operating supplies.

### Capital Outlay:

Capital Outlay at \$8,430,697 is 24.0% of the operating budget. This category provides funding to acquire assets or to improve existing assets with an expected useful life of multiple years, or payments over a period of time for the future replacement of equipment and vehicles. Some of the top expenditures in this category include the Equipment Replacement Fund, property improvements, economic development rebates, and transfers out to debt service for capital improvements in the TIF districts.

## BUDGETARY FUNCTIONS

The City's annual operating budget is based on the following five major budget Functions which encapsulate the operating departments which provide the services in that Function.

**Public Safety Function** – This Function at \$10,315,328 is 28.9% of the recommended budget. The Departments in this Function consist of ***Police, Fire/EMS, Emergency Preparedness, and Animal Control***; and includes the separate Police and Fire Retirement Fund. Overall, the recommended budget for this Function is an increase of \$498,056 (5.1%). The notable changes include: Police increase contribution to the WestCom joint dispatching services; Fire increase for a records management software, and the planned replacement of four 12-lead cardiac monitors/defibrillators for each ambulance; both departments will see an increase in the City's contribution for Chapter 411 Police and Fire retirements due to the increased rate.

**Public Works Function** – This Function at \$8,093,332 is 22.7% of the recommended budget. The Departments in this Function consist of ***Roadway Maintenance, Street Lighting, Traffic Safety, Engineering Services, Solid Waste Collection, Sanitary Sewer and Wastewater, Storm Water Utility Fund, and Engineering and Public Works Administration***. Overall, the recommended budget for this Function is an increase of \$1,013,174 (14.3%). The notable changes include: Roadway increase for the biennial pavement condition inventory, and the annual concrete and asphalt repair programs; Street Lighting increase in utility costs for newly constructed lights; Traffic Safety decrease in property improvements as a result of completing the City-wide electrical maintenance; Engineering Services addition of one full-time GIS Technician position, and increase in equipment replacement contribution over the next 5 years to replace the GPS unit; Solid Waste increase to complete a rate study, increases in landfill fees, equipment maintenance and the purchase of solid waste containers; Sanitary Sewer increases to televise and rehab lines for the Districts, data processing equipment and equipment replacement; Storm Water increases for CIP related projects and funding to implement a grant to offset residential storm water improvements by the owners; and Engineering and Public Works Administration increase to cost share the replacement of large-format scanner.

**Culture and Recreation Function** – This Function at \$8,066,596 is 22.7% of the recommended budget. The Departments in this Function consist of ***Library, Parks, Grounds Maintenance, Recreation, Cemetery Maintenance, Senior Recreation Center, Swimming Pool, and Cultural and Convention***. Overall, the recommended budget for this Function is an increase of \$1,327,534 (19.7%). The notable changes include: Library increases for replacement computers and servers; Parks increase to reallocate 3 seasonal staff to create 3 full-time positions, increase in maintenance as a result of new Walker Johnston Shelter House, and increase park improvements at the two regional parks; Recreation increase to cost share the marketing services contract with Pool and to add additional weeks to the 2013 MAC program; Senior Recreation Center increase for program management system and decrease in the congregate meal program due to reduced participation; and Swimming Pool increase to true-up trend costs for part-time staff, marketing services, and to purchase accessible stairs for pool use.

**Community and Economic Development Function** – This Function at \$6,035,360 is 16.9% of the recommended budget. The Departments in this Function consist of ***Economic Development, Code Enforcement, Community Development, and the Tax Increment Financing (TIF) Fund***. Overall, the recommended budget for this Function is a decrease of

\$620,892 (-9.3%). The notable changes include: Code Enforcement increase to cost share the replacement of large-format scanner and an increase to purchase furniture to complete the cubicle areas; Community Development increase for purchase of GIS software system for public access of City maps; and TIF decreases in the tax rebate payments.

**General Government Function** – This Function at \$3,189,126 is 8.9% of the recommended budget. The Departments in this Function consist of ***Mayor and City Council, City Manager, Finance and Records, Technology, Human Resources, Legal Services, and General Support***. Overall, the recommended budget for this Function is an increase of \$340,653 (11.9%). The notable changes include: Mayor and City Council increase for the biennial Strategic Plan and the biennial National Citizen Survey, and an increase for computers to be replaced in the Council Chambers and office; Finance increase to create 1 part-time payroll position; Technology increase for fluctuating technology needs; Human Resources decrease in consulting services, and increases for City-wide core skills training and the purchase of HR software; and General Support increase related to insurance premiums for workers compensation, and property and casualty insurance coverage, and an increase for debt service on 4 outstanding bond issues paid by the General Fund.

Finally, the budget document provides separate tabs for the following services.

#### **Debt Service & Contingency:**

Debt Service – This program represents all principal and interest payments due on the City's General Obligation Bond (GOB) debt funded by the debt service levy. The Debt Service program anticipates the sale of \$8,900,000 in GOB for various capital improvement projects during the 2013 construction season. These improvements include all the 2013 GOB projects identified in the 2013-2018 Capital Improvements Program (CIP). The FY2013-14 debt service levy will remain at \$2.15/per \$1,000 of property valuation.

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

**Water Department** – The budget for the Water Utility is included for informational purposes only. Its revenues and expenditures are not subject to appropriation by the City Council.



## Table of Contents

	<u>Page</u>
City Manager’s Transmittal Letter.....	
Table of Contents.....	1
 <u>Budget Summaries</u>	
Revenue Summary .....	3
Expenditure Budget Summary .....	6
Hotel/Motel Fund Summary .....	7
Road Use Fund Summary .....	8
Capital Projects Fund Summary .....	9
Expenditure Summary per Function by Department .....	10
 <u>Public Safety Function</u>	
Public Safety Summary .....	11
Police .....	13
Fire/EMS .....	21
Emergency Preparedness.....	25
Animal Control.....	29
411 – Police & Fire Retirement Fund .....	33
 <u>Public Works Function</u>	
Public Works Summary .....	37
Roadway Maintenance.....	39
Street Lighting .....	43
Traffic Safety .....	47
Engineering Services .....	51
Solid Waste Collection .....	55
Sanitary Sewer and Wastewater .....	59
Storm Water Utility Fund .....	63
Engineering and Public Works Administration.....	67
 <u>Culture and Recreation Function</u>	
Culture and Recreation Summary .....	71
Library .....	73
Parks .....	79
Grounds Maintenance.....	85
Recreation .....	89

Culture and Recreation Function (continued)

Cemetery Maintenance ..... 93  
Senior Center ..... 97  
Swimming Pool ..... 101  
Cultural and Convention ..... 107

Community and Economic Development Function

Community and Economic Development Summary ..... 111  
Economic Development ..... 113  
Code Enforcement ..... 117  
Community Development ..... 121  
Tax Increment Financing Fund (TIF) ..... 125

General Government Function

General Government Summary ..... 129  
Mayor and City Council ..... 131  
City Manager ..... 135  
Finance and Records ..... 139  
Technology ..... 143  
Human Resources ..... 147  
Legal Services ..... 151  
General Support ..... 155

Debt Service Function and Contingency

Debt Service ..... 159  
Contingency ..... 161

Water Utility

Water ..... 163

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>REVENUE SUMMARY</b>						
<b>TAXES</b>						
<b>GENERAL PROPERTY TAXES</b>						
110 General taxes	\$ 16,027,842	\$ 15,741,261	\$ 15,511,261	\$ 16,091,819	\$ 350,558	\$ 16,413,655
111 Ag land taxes	8,668	10,411	10,411	10,517	106	10,727
112 Homestead	238,658	-	230,000	260,000	260,000	260,000
<b>Subtotal: General Fund</b>	<b>16,275,168</b>	<b>15,751,672</b>	<b>15,751,672</b>	<b>16,362,336</b>	<b>610,664</b>	<b>16,684,383</b>
113 Taxes - TIF	4,524,047	6,988,157	6,988,157	6,592,652	(395,505)	6,724,505
<b>Subtotal: TIF Fund</b>	<b>4,524,047</b>	<b>6,988,157</b>	<b>6,988,157</b>	<b>6,592,652</b>	<b>(395,505)</b>	<b>6,724,505</b>
112 Homestead	72,106	-	70,000	80,000	80,000	80,000
110 Debt service	5,117,221	5,206,532	5,136,532	5,335,616	129,084	5,442,328
117 Debt service-special assessment	124,858	60,000	100,000	100,000	40,000	100,000
<b>Subtotal: Debt Service Fund</b>	<b>5,314,185</b>	<b>5,266,532</b>	<b>5,306,532</b>	<b>5,515,616</b>	<b>249,084</b>	<b>5,622,328</b>
112 Homestead	6,657	-	12,000	13,000	13,000	18,000
341 Taxes - Police & Fire Retirement	451,959	658,637	646,637	675,981	17,344	891,008
<b>Subtotal: Police &amp; Fire Ret. Fund</b>	<b>458,616</b>	<b>658,637</b>	<b>658,637</b>	<b>688,981</b>	<b>30,344</b>	<b>909,008</b>
<b>Total: General Property Taxes</b>	<b>\$ 26,572,016</b>	<b>\$ 28,664,998</b>	<b>\$ 28,704,998</b>	<b>\$ 29,159,585</b>	<b>\$ 494,587</b>	<b>\$ 29,940,224</b>
<b>OTHER CITY TAXES</b>						
337 Utility excise tax	\$ 443,713	\$ 446,044	\$ 446,044	\$ 443,861	\$ (2,183)	\$ 452,738
338 Hotel/Motel tax (transferred in from H/M fur	422,500	500,000	500,000	785,714	285,714	785,714
<b>Subtotal: General Fund</b>	<b>866,213</b>	<b>946,044</b>	<b>946,044</b>	<b>1,229,575</b>	<b>283,531</b>	<b>1,238,453</b>
338 Hotel/Motel tax	931,515	900,000	1,600,000	1,414,286	514,286	1,414,286
<b>Subtotal: Hotel Motel Fund</b>	<b>931,515</b>	<b>900,000</b>	<b>1,600,000</b>	<b>1,414,286</b>	<b>514,286</b>	<b>1,414,286</b>
337 Utility excise tax	134,935	133,740	133,740	134,030	290	136,711
<b>Subtotal: Debt Service Fund</b>	<b>134,935</b>	<b>133,740</b>	<b>133,740</b>	<b>134,030</b>	<b>290</b>	<b>136,711</b>
337 Utility excise tax	12,552	18,663	18,663	18,704	41	25,704
<b>Subtotal: Police &amp; Fire Ret. Fund</b>	<b>12,552</b>	<b>18,663</b>	<b>18,663</b>	<b>18,704</b>	<b>41</b>	<b>25,704</b>
<b>Total: Other City Taxes</b>	<b>\$ 1,945,215</b>	<b>\$ 1,998,447</b>	<b>\$ 2,698,447</b>	<b>\$ 2,796,595</b>	<b>\$ 798,148</b>	<b>\$ 2,815,153</b>
<b>TOTAL TAXES</b>	<b>\$ 28,517,231</b>	<b>\$ 30,663,445</b>	<b>\$ 31,403,445</b>	<b>\$ 31,956,180</b>	<b>\$ 1,292,735</b>	<b>\$ 32,755,377</b>
<b>LICENSES AND PERMITS</b>						
222 Cable TV franchise	\$ 314,576	\$ 315,000	\$ 315,000	\$ 315,000	\$ -	\$ 315,000
224 Liquor permits	40,828	42,000	40,000	40,000	(2,000)	40,000
225 Cigarette permits	2,225	2,000	2,000	2,000	-	2,000
226 Utility permits	4,040	5,000	4,000	4,000	(1,000)	4,000
231 Peddler's licenses	1,607	600	1,000	1,000	400	1,000
232 Miscellaneous licenses	690	500	600	600	100	600
234 Pet licenses	31,981	40,000	51,000	65,000	25,000	70,000
249 COSESCO inspection fees	24,450	21,000	27,000	30,000	9,000	30,000
250 Electrician licenses/permits	35,245	31,000	36,720	35,750	4,750	36,000
253 Plumbing licenses/permits	28,093	23,700	29,100	27,400	3,700	28,000
254 Mechanical licenses/permits	30,274	23,700	29,000	27,400	3,700	28,000
255 Building permits only	534,054	450,000	628,600	615,000	165,000	618,000
256 Sidewalk permits	2,115	2,300	2,600	2,800	500	2,800
257 Driveway approach	2,570	2,400	2,900	2,800	400	2,800
259 Sign permits	10,015	10,700	10,300	11,600	900	11,600
260 Construction inspections	50,327	20,000	50,000	50,000	30,000	50,000
261 Plat and site plan reviews	4,327	3,400	2,800	3,300	(100)	3,300
262 Housing inspections	39,339	31,300	37,800	31,350	50	32,000
263 Board of Adjustment fees	1,862	3,700	2,600	3,150	(550)	3,200
264 Change of zoning	19,676	18,000	24,000	19,300	1,300	20,000
<b>TOTAL LICENSES AND PERMITS</b>	<b>\$ 1,178,294</b>	<b>\$ 1,046,300</b>	<b>\$ 1,297,020</b>	<b>\$ 1,287,450</b>	<b>\$ 241,150</b>	<b>\$ 1,298,300</b>
<b>USE OF MONEY &amp; PROPERTY</b>						
524 Interest	\$ 34,552	\$ 45,000	\$ 30,000	\$ 25,000	\$ (20,000)	\$ 25,000
<b>Subtotal: General Fund</b>	<b>34,552</b>	<b>45,000</b>	<b>30,000</b>	<b>25,000</b>	<b>(20,000)</b>	<b>25,000</b>
524 Interest (includes BAB interest subsidy)	96,219	90,000	80,000	60,000	(30,000)	50,000
<b>Subtotal: Debt Service Fund</b>	<b>96,219</b>	<b>90,000</b>	<b>80,000</b>	<b>60,000</b>	<b>(30,000)</b>	<b>50,000</b>
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>\$ 130,771</b>	<b>\$ 135,000</b>	<b>\$ 110,000</b>	<b>\$ 85,000</b>	<b>\$ (50,000)</b>	<b>\$ 75,000</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>INTERGOVERNMENTAL</b>						
330 Road Use tax	\$ 3,743,109	\$ 3,551,670	\$ 3,741,000	\$ 3,729,253	\$ 177,583	\$ 3,748,985
<b>Subtotal: Road Use Fund</b>	<b>3,743,109</b>	<b>3,551,670</b>	<b>3,741,000</b>	<b>3,729,253</b>	<b>177,583</b>	<b>3,748,985</b>
329 Misc. grants	7,500	22,500	2,500	2,500	(20,000)	2,500
335 Federal grants	437,989	422,850	344,300	187,150	(235,700)	90,000
336 State grants	-	-	-	10,000	10,000	10,000
421 Johnston library reimb.	42,825	46,274	42,825	47,699	1,425	49,500
422 Library contracts	98,606	92,350	87,453	87,884	(4,466)	87,000
425 Library grant	65,413	-	69,005	-	-	-
<b>Subtotal: General Fund</b>	<b>652,333</b>	<b>583,974</b>	<b>546,083</b>	<b>335,233</b>	<b>(248,741)</b>	<b>239,000</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 4,395,442</b>	<b>\$ 4,135,644</b>	<b>\$ 4,287,083</b>	<b>\$ 4,064,486</b>	<b>\$ (71,158)</b>	<b>\$ 3,987,985</b>
<b>CHARGES FOR SERVICES</b>						
235 Kennel fees	\$ 2,930	\$ 5,000	\$ 3,000	\$ 3,000	\$ (2,000)	\$ 3,000
404 Shelter alcohol fees	3,831	-	3,000	5,000	5,000	5,000
406 Health facility fees	3,005	4,000	1,500	1,500	(2,500)	1,500
407 Pool program fees	107,817	80,000	78,300	85,000	5,000	90,000
408 Ambulance fees	612,001	640,000	620,000	620,000	(20,000)	640,000
409 Cemetery maintenance	-	-	-	-	-	-
410 W.J. rental	9,045	6,000	-	40,000	34,000	42,000
412 Lions rental	15,135	12,500	15,000	14,000	1,500	15,000
414 Swimming pool	108,431	90,000	84,800	95,000	5,000	100,000
405 School reimbursement - Community Ed	123,360	25,000	53,036	-	(25,000)	-
415 School reimbursement - Pool expenses	39,242	45,000	70,000	4,000	(41,000)	-
416 Turf maintenance	8,513	7,300	18,900	13,000	5,700	14,000
418 Recreation fees	218,016	180,000	210,000	200,000	20,000	200,000
419 Miscellaneous fees (park)	1,569	500	500	500	-	500
511 Yard waste fees	241,580	215,000	215,000	220,000	5,000	225,000
513 Bulk item pickup	16,057	20,000	17,000	17,000	(3,000)	17,000
514 Urb. Sanitary Sewer District	264,104	297,333	285,601	361,329	63,996	365,000
515 Solid waste containers	16,661	17,000	16,000	15,000	(2,000)	15,000
516 Urb. W.H. Sanitary District	50,695	61,244	68,525	69,530	8,286	70,000
517 Solid waste fee	1,689,552	1,707,720	1,711,572	1,902,420	194,700	1,920,000
520 Liaison Officer	-	75,000	75,000	75,000	-	75,000
522 Crossing guards	15,056	48,000	48,000	48,000	-	49,000
423 Equipment rental/donations	1,096	1,000	5,000	500	(500)	500
424 Misc. library receipts/photocopies	16,667	16,000	14,566	15,100	(900)	15,000
426 Senior Center rental	14,310	11,500	14,000	14,000	2,500	14,000
428 Senior Center congregate meal receipts	13,682	17,000	12,000	12,000	(5,000)	12,000
429 Senior Center off-site program fees	5,243	7,000	7,000	5,000	(2,000)	5,000
430 Senior Center on-site program fees	1,715	3,250	3,200	3,000	(250)	3,000
432 Library room rentals	-	-	100	300	300	300
431 Library material sales	4,529	5,000	6,000	7,200	2,200	7,500
<b>Subtotal: General Fund</b>	<b>3,603,842</b>	<b>3,597,347</b>	<b>3,656,600</b>	<b>3,846,379</b>	<b>249,032</b>	<b>3,904,300</b>
519 Storm Water user fees	595,670	660,000	696,000	706,000	46,000	716,000
<b>Subtotal: Storm water utility Fund</b>	<b>595,670</b>	<b>660,000</b>	<b>696,000</b>	<b>706,000</b>	<b>46,000</b>	<b>716,000</b>
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 4,199,512</b>	<b>\$ 4,257,347</b>	<b>\$ 4,352,600</b>	<b>\$ 4,552,379</b>	<b>\$ 295,032</b>	<b>\$ 4,620,300</b>
<b>MISCELLANEOUS REVENUES</b>						
177 Revolving loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
265 Sale of maps and copies	15,171	16,000	15,000	15,000	(1,000)	15,000
420 Library fines	55,295	52,000	55,000	50,000	(2,000)	45,000
427 Library collection fees	66	200	1,500	3,000	2,800	3,000
512 Court fines	253,920	180,000	200,000	210,000	30,000	210,000
518 Vehicle impound fees	7,980	8,000	8,000	8,000	-	8,000
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 332,432</b>	<b>\$ 256,200</b>	<b>\$ 279,500</b>	<b>\$ 286,000</b>	<b>\$ 29,800</b>	<b>\$ 281,000</b>
<b>OTHER FINANCING SOURCES</b>						
508 Intergovernmental transfers	\$ 1,082	\$ -	\$ -	\$ -	\$ -	\$ -
510 Sale of assets	15,625	20,000	20,000	20,000	-	20,000
526 Miscellaneous receipts	4,521	6,000	5,000	5,000	(1,000)	5,000
<b>Subtotal: General Fund</b>	<b>21,228</b>	<b>26,000</b>	<b>25,000</b>	<b>25,000</b>	<b>(1,000)</b>	<b>25,000</b>
508 Intergovernmental transfers	5,341,799	3,428,732	5,384,182	9,556,323	6,127,591	3,477,216
<b>Subtotal: Debt Service Fund</b>	<b>5,341,799</b>	<b>3,428,732</b>	<b>5,384,182</b>	<b>9,556,323</b>	<b>6,127,591</b>	<b>3,477,216</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 5,363,027</b>	<b>\$ 3,454,732</b>	<b>\$ 5,409,182</b>	<b>\$ 9,581,323</b>	<b>\$ 6,126,591</b>	<b>\$ 3,502,216</b>
<b>TOTAL OPERATIONAL REVENUES</b>	<b>\$ 44,116,709</b>	<b>\$ 43,948,668</b>	<b>\$ 47,138,830</b>	<b>\$ 51,812,818</b>	<b>\$ 7,864,150</b>	<b>\$ 46,520,178</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>REVENUE ACTIVITIES TOTAL BY FUND</b>						
General Fund	\$ 22,964,062	\$ 22,252,537	\$ 22,531,919	\$ 23,396,973	\$ 1,144,436	\$ 23,695,435
(1) Road Use Fund	3,743,109	3,551,670	3,741,000	3,729,253	177,583	3,748,985
(1) Hotel Motel Fund	1,354,015	1,400,000	2,100,000	2,200,000	800,000	2,200,000
(2) Debt Service Fund	10,887,138	8,919,004	10,904,454	15,265,969	6,346,965	9,286,255
(3) TIF Fund	4,524,047	6,988,157	6,988,157	6,592,652	(395,505)	6,724,505
(4) Storm Water Utility Fund	595,670	660,000	696,000	706,000	46,000	716,000
(5) Police & Fire Retirement Fund	471,168	677,300	677,300	707,685	30,385	934,712
(1) Capital Projects Fund	9,615,622	12,274,400	12,756,719	14,393,400	2,119,000	12,751,500
(6) Special Revenue & Internal Service Funds	107,251	50,000	50,000	50,000	-	50,000
(7) Proprietary - Water Utility	13,808,849	14,107,788	18,107,847	16,829,184	2,721,396	15,886,673
<b>Total State Certified Revenues</b>	<b>\$ 68,070,931</b>	<b>\$ 70,880,856</b>	<b>\$ 78,553,396</b>	<b>\$ 83,871,116</b>	<b>\$ 12,990,260</b>	<b>\$ 75,994,065</b>
<b>FUND BALANCE ACTIVITY FOR FISCAL YEAR</b>						
General	\$ 10,344,028	\$ (54,916)	\$ 1,702,170	\$ 514,617	\$ 569,533	\$ 217,075
Road Use	1,540,596	(280,828)	(577,441)	(57,895)	222,933	(437,182)
Hotel Motel	333,664	(44,395)	(339,395)	(77,414)	(33,019)	(157,143)
Debt Service	535,882	(97,508)	11,777	(758,537)	(661,029)	(64,582)
TIF	1,698,892	(1,664,330)	(1,843,740)	(2,018,876)	(354,546)	(2,367,290)
Storm Water Utility Fund	399,715	(240,664)	(292,811)	6,747	247,411	(231,326)
Police & Fire Retirement Fund	5,056	-	-	-	-	-
Capital Projects	9,312,414	2,601,605	2,358,119	2,695,630	94,025	-
<b>Subtotal:</b>	<b>\$ 24,170,247</b>	<b>\$ 218,964</b>	<b>\$ 1,018,679</b>	<b>\$ 304,272</b>	<b>\$ 85,308</b>	<b>\$ (3,040,448)</b>
<b>BUDGET TOTALS</b>	<b>\$ 92,241,178</b>	<b>\$ 71,099,820</b>	<b>\$ 79,572,075</b>	<b>\$ 84,175,388</b>	<b>\$ 13,075,568</b>	<b>\$ 72,953,617</b>

\* 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
- (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 activity figures come 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 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>BUDGET SUMMARY</b>						
<b>PERSONAL SERVICES</b>						
01 Salaries	\$ 10,150,186	\$ 10,535,001	\$ 10,161,505	\$ 11,004,229	\$ 469,228	\$ 11,378,673
02 Overtime	524,850	329,850	590,000	410,700	80,850	403,090
03 Part-time	1,515,706	1,499,221	1,427,590	1,561,551	62,330	1,599,619
04 Witness fees	(119)	1,650	-	500	(1,150)	500
06 FICA	582,030	594,248	571,030	628,814	34,566	659,659
07 Retirement - IPERS	597,609	631,114	616,799	670,152	39,038	739,896
08 Pension - MFPRSI	1,130,266	1,219,619	1,207,300	1,452,985	233,366	1,619,676
09 Group insurance	1,600,002	1,500,002	1,500,002	1,508,827	8,825	1,508,827
10 Unemployment	64,513	60,000	67,914	64,000	4,000	49,000
11 Allowance	49,663	64,940	52,650	71,316	6,376	59,890
13 Deferred compensation City ma	-	-	720	49,309	49,309	50,461
<b>Sub-Total</b>	<b>\$ 16,214,706</b>	<b>\$ 16,435,645</b>	<b>\$ 16,195,510</b>	<b>\$ 17,422,383</b>	<b>\$ 986,738</b>	<b>\$ 18,069,291</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21 Advertising	\$ 25,298	\$ 30,400	\$ 31,400	\$ 31,150	\$ 750	\$ 32,500
22 Recruitment	22,798	26,795	46,845	30,100	3,305	29,200
23 Professional services	723,662	817,402	764,112	882,310	64,908	841,625
24 Contributions to other agencies	2,487,979	2,648,760	3,063,651	3,271,372	622,612	3,161,104
27 Data processing	619,068	493,094	495,494	720,108	227,014	540,000
28 Dues and memberships	76,441	40,810	42,530	45,775	4,965	47,490
29 Insurance	660,000	475,000	475,000	606,300	131,300	615,000
32 Uniforms and laundry	68,090	82,350	82,398	88,115	5,765	88,765
35 Printing and copying	108,433	130,702	114,205	123,695	(7,007)	126,500
40 Building and grounds maint.	274,208	298,873	294,197	307,754	8,881	294,000
41 Vehicle and equipment maint.	96,358	97,350	100,400	104,850	7,500	101,050
44 Grant-funded purchases	-	-	96,500	-	-	-
46 Training and development	117,756	130,130	129,900	148,560	18,430	145,720
48 Utility service	853,743	1,074,124	1,044,965	1,098,436	24,312	1,122,050
49 Petty cash	540	800	550	900	100	950
51 Maintenance supplies	707,862	755,685	667,560	755,651	(34)	789,650
54 Minor equipment	35,787	36,250	38,150	42,900	6,650	46,300
55 DARE expenditures	3,333	4,000	4,000	4,000	-	4,000
56 Vehicle maintenance supplies	162,074	158,950	151,250	171,150	12,200	145,650
57 Vehicle operation supplies	414,784	443,940	448,000	477,920	33,980	497,500
58 Office supplies	47,655	52,950	51,987	50,350	(2,600)	51,250
59 Operating supplies	250,887	275,200	261,420	283,166	7,966	292,100
60 Safety and medical supplies	29,183	40,590	36,995	34,180	(6,410)	34,350
61 Refunds	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ 7,785,939</b>	<b>\$ 8,114,155</b>	<b>\$ 8,441,509</b>	<b>\$ 9,278,742</b>	<b>\$ 1,164,587</b>	<b>\$ 9,006,754</b>
<b>CAPITAL OUTLAY</b>						
71 Equipment	\$ 168,270	\$ 115,127	\$ 102,530	\$ 251,875	\$ 136,748	\$ 94,400
72 Furniture and fixtures	78,004	39,900	39,719	79,000	39,100	80,000
73 Equipment replacement fund	861,976	912,706	912,705	909,932	(2,774)	916,571
74 Office equipment	1,568	-	-	600	600	1,000
75 Operating equipment	241	-	-	-	-	10,000
76 Property improvements	728,635	895,152	1,583,914	399,000	(496,152)	300,000
77 Economic development	1,834,109	2,210,000	1,700,000	1,203,000	(1,007,000)	880,000
79 Books, films and recordings	198,263	210,025	210,025	213,500	3,475	223,500
80 Natural disaster cleanup	1,666	-	-	-	-	-
81 Building maintenance fund	-	50,400	50,400	200,100	149,700	200,100
97 Transfers out	3,247,915	3,613,827	5,694,417	5,173,690	1,559,863	4,689,429
<b>Sub-total</b>	<b>\$ 7,120,647</b>	<b>\$ 8,047,137</b>	<b>\$ 10,293,710</b>	<b>\$ 8,430,697</b>	<b>\$ 383,560</b>	<b>\$ 7,395,000</b>
<b>OPERATING BUDGET SUB-TOTAL</b>						
	<b>\$ 31,121,292</b>	<b>\$ 32,596,937</b>	<b>\$ 34,930,729</b>	<b>\$ 35,131,822</b>	<b>\$ 2,534,885</b>	<b>\$ 34,471,045</b>
99 Special Revenue fund items	\$ 67,183	\$ 103,314	\$ 103,514	\$ 86,050	(17,264)	\$ 74,000
91 Debt retirement	11,462,686	9,265,776	11,368,661	14,975,352	5,709,576	9,694,399
95 Contingency	-	100,000	-	100,000	-	100,000
<b>BUDGET SUMMARY</b>	<b>\$ 42,651,161</b>	<b>\$ 42,066,027</b>	<b>\$ 46,402,904</b>	<b>\$ 50,293,224</b>	<b>\$ 8,227,197</b>	<b>\$ 44,339,444</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>ROAD USE SUMMARY</b>						
Beginning Balance	\$ 1,265,964	\$ 1,889,408	\$ 1,888,222	\$ 2,465,663	\$ 576,255	\$ 2,523,558
Revenue	3,551,670	3,551,670	3,741,000	3,729,253	177,583	3,748,985
<b>Total</b>	<b>\$ 5,441,078</b>	<b>\$ 5,441,078</b>	<b>\$ 5,629,222</b>	<b>\$ 6,194,916</b>	<b>\$ 753,838</b>	<b>\$ 6,272,543</b>
Traffic Safety	\$ 162,831	\$ 274,091	\$ 259,396	\$ 220,405	\$ (53,686)	\$ 176,628
Street Lighting	430,911	579,000	571,000	607,000	28,000	622,000
Roadway Maintenance	2,427,109	2,417,751	2,333,163	2,843,953	426,202	2,513,175
<b>Total</b>	<b>\$ 3,270,842</b>	<b>\$ 3,270,842</b>	<b>\$ 3,163,559</b>	<b>\$ 3,671,358</b>	<b>\$ 400,516</b>	<b>\$ 3,311,803</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
--	----------------------	-----------------------	-----------------------	-----------------------	------------------------	------------------------

## HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 197,380	\$ 328,094	\$ 333,664	\$ 673,059	\$ 344,965	\$ 750,473
Revenue	1,354,015	1,400,000	2,100,000	2,200,000	800,000	2,200,000
<b>Total</b>	<b>\$ 1,551,395</b>	<b>\$ 1,728,094</b>	<b>\$ 2,433,664</b>	<b>\$ 2,873,059</b>	<b>\$ 1,144,965</b>	<b>\$ 2,950,473</b>

## CULTURAL AND CONVENTION

Bravo!	\$ 354,866	\$ 368,000	\$ 568,000	\$ 596,571	\$ 228,571	\$ 596,571
Convention Bureau	383,866	400,000	600,000	628,572	228,572	628,572
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
Dallas County Development, Inc	move to EconDe	-	-	-	-	-
J Hawk Sports Association	4,000	-	-	-	-	-
J-Hawk Soccer Club	-	2,500	2,500	6,300	3,800	-
Polk County Master Gardeners	move to Council	8,605	8,605	8,929	324	-
Urbandale Chamber of Commerce	5,000	18,704	3,000	5,000	(13,704)	-
Urbandale Community Schools	3,500	3,500	3,500	3,500	-	-
Urbandale Girls Recreation Association	4,000	16,000	16,000	35,000	19,000	-
Urbandale Little League	4,000	10,000	10,000	15,000	5,000	-
Urbandale Soccer Club	-	8,000	8,000	2,000	(6,000)	-
Urbandale Sports Association	4,000	4,000	4,000	4,000	-	-
Choose Des Moines Communities	to EconDev	to EconDev	-	to EconDev	-	-
Urbandale Development Association	-	to EconDev	-	to EconDev	-	-
Urbandale Chamber of Commerce	-	to EconDev	-	-	-	-
American Legion Post 663	-	move to Council	-	move to Council	-	-
Downtown Urb. Neighborhood Assoc	move to Council	move to Council	-	move to Council	-	-
Urbandale Community Action Network	move to Council	move to Council	5,000	move to Council	-	-
Urbandale Food Pantry	move to Council	move to Council	-	move to Council	-	-
<b>Sub-Total</b>	<b>\$ 795,232</b>	<b>\$ 1,560,290</b>	<b>\$ 1,260,605</b>	<b>\$ 1,336,872</b>	<b>\$ (223,418)</b>	<b>\$ 1,257,143</b>
<b>Total Earmarked</b>	<b>795,232</b>	<b>855,605</b>	<b>1,260,605</b>	<b>1,336,872</b>	<b>481,267</b>	<b>1,257,143</b>
<b>General Fund Totals</b>	<b>422,500</b>	<b>500,000</b>	<b>500,000</b>	<b>785,714</b>	<b>285,714</b>	<b>785,714</b>
<b>Hotel/Motel Tax Totals</b>	<b>\$ 1,217,732</b>	<b>\$ 1,355,605</b>	<b>\$ 1,760,605</b>	<b>\$ 2,122,586</b>	<b>\$ 766,981</b>	<b>\$ 2,042,857</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>CAPITAL PROJECTS SUMMARY</b>						
Beginning Balance	\$ 10,767,565	\$ 4,268,728	\$ 9,312,414	\$ 6,954,295	\$ 2,685,567	\$ 4,258,665
Revenues:						
Bond proceeds	\$ 6,691,460	\$ 9,620,500	\$ 10,012,719	\$ 8,749,200	\$ (871,300)	\$ 9,539,000
Intergovernmental	294,484	2,218,000	1,822,000	4,123,000	\$ 1,905,000	1,556,000
Interest	34,515	50,000	50,000	50,000	\$ -	50,000
Private donations	777,178	335,900	164,000	-	\$ (335,900)	1,000,000
Special assessments	1,519,828	50,000	558,000	454,000	\$ 404,000	180,000
Transfers in from other funds	298,157	-	150,000	1,017,200	\$ 1,017,200	426,500
<b>Total</b>	<b>\$ 20,383,187</b>	<b>\$ 16,543,128</b>	<b>\$ 22,069,133</b>	<b>\$ 21,347,695</b>	<b>\$ 4,804,567</b>	<b>\$ 17,010,165</b>
Expenditures:						
Project costs	10,507,577	14,566,100	\$ 14,854,933	\$ 16,300,200	\$ 1,734,100	\$ 12,701,500
Transfer out - Westover Debt Service	104,025	105,805	105,805	631,730	\$ 525,925	-
Transfer out - Debt Service	-	154,100	104,100	107,100	\$ (47,000)	-
Transfers out to other funds	-	50,000	50,000	50,000	\$ -	50,000
<b>Total</b>	<b>\$ 10,611,602</b>	<b>\$ 14,876,005</b>	<b>\$ 15,114,838</b>	<b>\$ 17,089,030</b>	<b>\$ 2,213,025</b>	<b>\$ 12,751,500</b>

	FY 2011-12 ACTUAL	FY 2012-13 ADOPTED	FY 2012-13 REVISED	FY 2013-14 ADOPTED	INCREASE (DECREASE)	FY 2014-15 ESTIMATE
<b>EXPENDITURE SUMMARY PER FUNCTION BY DEPARTMENT</b>						
<b>PUBLIC SAFETY</b>						
110 Police	\$ 6,043,314	\$ 6,224,990	\$ 6,986,476	\$ 6,468,207	\$ 243,217	\$ 6,496,853
150 Fire	2,689,810	2,811,471	2,786,547	3,016,455	204,984	3,012,249
180 Emergency Preparedness	43,719	36,511	36,511	31,881	(4,630)	36,881
190 Animal Control	30,123	42,000	84,620	66,100	24,100	46,500
117 Police & Fire Retirement Fund	466,121	677,300	677,300	707,685	30,385	934,712
198 Contingency	-	25,000	-	25,000	-	25,000
<b>Sub-Total</b>	<b>\$ 9,273,087</b>	<b>\$ 9,817,272</b>	<b>\$ 10,571,454</b>	<b>\$ 10,315,328</b>	<b>\$ 498,056</b>	<b>\$ 10,552,195</b>
<b>PUBLIC WORKS</b>						
210 Roadway Maintenance	\$ 2,427,109	\$ 2,417,751	\$ 2,333,163	\$ 2,843,953	\$ 426,202	\$ 2,513,175
230 Street Lighting	430,911	579,000	571,000	607,000	28,000	622,000
240 Traffic Safety	162,831	274,091	259,396	220,405	(53,686)	176,628
260 Engineering Services	523,989	540,879	524,146	632,902	92,023	654,795
290 Solid Waste	1,856,624	1,871,825	1,859,588	1,978,041	106,216	1,971,205
291 Sanitary Sewer	308,588	319,440	316,505	403,073	83,633	394,429
292 Stormwater Utility Fund	358,910	419,336	403,189	712,747	293,411	484,674
295 E&PW Administration	618,863	632,836	599,462	670,211	37,375	686,710
298 Contingency	-	25,000	-	25,000	-	25,000
<b>Sub-Total</b>	<b>\$ 6,687,825</b>	<b>\$ 7,080,158</b>	<b>\$ 6,866,449</b>	<b>\$ 8,093,332</b>	<b>\$ 1,013,174</b>	<b>\$ 7,528,616</b>
<b>CULTURE AND RECREATION</b>						
410 Library	\$ 2,194,820	\$ 2,114,595	\$ 2,070,863	\$ 2,183,958	\$ 69,363	\$ 2,281,100
430 Parks	2,054,551	2,042,720	1,984,304	2,231,503	188,783	2,241,370
435 Grounds Maintenance	84,565	86,624	85,124	155,977	69,353	89,753
440 Recreation	352,289	383,705	371,269	415,252	31,547	428,002
450 Cemetery Maintenance	5,041	7,050	7,350	7,200	150	7,300
460 Senior Center	261,634	283,379	275,355	294,982	11,603	283,866
470 Swimming Pool	437,862	440,384	497,936	630,138	189,754	619,429
499 Cultural & Convention	1,217,731	1,355,605	1,760,605	2,122,586	766,981	2,042,857
498 Contingency	-	25,000	-	25,000	-	25,000
<b>Sub-Total</b>	<b>\$ 6,608,493</b>	<b>\$ 6,739,062</b>	<b>\$ 7,052,806</b>	<b>\$ 8,066,596</b>	<b>\$ 1,327,534</b>	<b>\$ 8,018,677</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>						
520 Economic Development	\$ 165,000	\$ 160,250	\$ 159,250	\$ 160,300	\$ 50	\$ 160,000
530 Code Enforcement	552,042	517,534	509,334	551,024	33,490	566,894
540 Community Development	692,990	654,641	593,672	750,260	95,619	669,191
125 Tax Increment Financing Fund	4,659,524	5,323,827	5,144,417	4,573,776	(750,051)	4,357,215
<b>Sub-Total</b>	<b>\$ 6,069,556</b>	<b>\$ 6,656,252</b>	<b>\$ 6,406,673</b>	<b>\$ 6,035,360</b>	<b>\$ (620,892)</b>	<b>\$ 5,753,300</b>
<b>GENERAL GOVERNMENT</b>						
610 Mayor and City Council	\$ 158,844	\$ 130,814	\$ 128,868	\$ 164,531	\$ 33,717	\$ 130,426
615 City Manager	453,708	453,336	452,998	467,943	14,607	490,187
620 Finance and Records	556,910	553,096	552,985	602,630	49,534	612,615
625 Technology	293,507	358,873	314,810	402,201	43,328	401,284
630 Human Resources	146,347	182,465	133,642	225,087	42,622	203,708
640 Legal Services	116,497	121,000	121,000	124,000	3,000	127,000
645 General Support	1,213,228	1,023,889	2,781,474	1,177,734	153,845	1,200,763
698 Contingency	-	25,000	-	25,000	-	25,000
<b>Sub-Total</b>	<b>\$ 2,939,041</b>	<b>\$ 2,848,473</b>	<b>\$ 4,485,777</b>	<b>\$ 3,189,126</b>	<b>\$ 340,653</b>	<b>\$ 3,190,983</b>
<b>OPERATING BUDGET TOTAL</b>	<b>\$ 31,578,002</b>	<b>\$ 33,141,217</b>	<b>\$ 35,383,159</b>	<b>\$ 35,699,742</b>	<b>\$ 2,558,525</b>	<b>\$ 35,043,771</b>
<b>DEBT SERVICE FUND EXPENDITURES</b>	<b>\$ 11,005,976</b>	<b>\$ 8,821,496</b>	<b>\$ 10,916,231</b>	<b>\$ 14,507,432</b>	<b>\$ 5,685,936</b>	<b>\$ 9,221,673</b>
<b>SPECIAL REV. FUND EXPENDITURES</b>	<b>\$ 67,183</b>	<b>\$ 103,314</b>	<b>\$ 103,514</b>	<b>\$ 86,050</b>	<b>\$ (17,264)</b>	<b>\$ 74,000</b>
<b>CAPITAL PROJECTS FUND EXPENDITURES</b>	<b>\$ 10,611,602</b>	<b>\$ 14,876,005</b>	<b>\$ 15,114,838</b>	<b>\$ 17,089,030</b>	<b>\$ 2,213,025</b>	<b>\$ 12,751,500</b>
<b>PROPRIETARY FUND - WATER UTILITY</b>	<b>\$ 13,745,084</b>	<b>\$ 14,666,481</b>	<b>\$ 16,558,845</b>	<b>\$ 16,160,547</b>	<b>\$ 1,494,066</b>	<b>\$ 15,869,179</b>
<b>CERTIFIED BUDGET TOTAL</b>	<b>\$ 67,007,847</b>	<b>\$ 71,608,513</b>	<b>\$ 78,076,587</b>	<b>\$ 83,542,801</b>	<b>\$ 11,934,288</b>	<b>\$ 72,960,123</b>

<b>PUBLIC SAFETY</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>100 PUBLIC SAFETY SUMMARY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 4,678,609	\$ 4,984,372	\$ 4,893,876	\$ 5,129,703	\$ 145,331	\$ 5,313,421
02	Overtime	434,213	192,000	477,900	269,700	77,700	260,000
03	Part-time	448,116	483,393	440,321	461,621	(21,772)	474,861
04	Witness fees	(119)	1,650	-	500	(1,150)	500
06	FICA	93,144	101,915	97,385	102,419	504	106,427
07	Retirement - IPERS	65,975	71,538	67,200	70,735	(803)	75,935
08	Pension - MFPRSI	1,130,266	1,219,619	1,207,300	1,452,985	233,366	1,619,676
09	Group insurance	737,725	723,214	723,214	723,530	316	723,530
10	Unemployment	-	-	8,374	4,000	4,000	4,000
11	Allowance	16,491	29,400	18,000	29,936	536	18,400
13	Deferred compensation City ma	-	-	-	20,086	20,086	19,848
<b>Sub-Total</b>		<b>\$ 7,604,420</b>	<b>\$ 7,807,101</b>	<b>\$ 7,933,570</b>	<b>\$ 8,265,215</b>	<b>\$ 458,114</b>	<b>\$ 8,616,598</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 2,200	\$ 500	\$ 500	\$ (1,700)	\$ 500
22	Recruitment	11,024	9,300	31,000	12,050	2,750	12,050
23	Professional services	46,574	68,100	62,384	62,850	(5,250)	64,050
24	Contributions to other agencies	584,770	637,070	637,822	721,151	84,081	708,281
27	Data processing	62,770	98,761	98,761	115,299	16,538	104,000
28	Dues and memberships	5,712	4,280	4,965	8,940	4,660	8,940
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	38,293	53,800	53,800	57,250	3,450	57,250
35	Printing and copying	13,758	17,000	15,300	15,750	(1,250)	15,750
40	Building and grounds maint.	80,034	80,444	74,000	72,415	(8,029)	73,000
41	Vehicle and equipment maint.	46,013	51,000	49,800	51,000	-	51,000
44	Grant-funded purchases	-	-	27,500	-	-	-
46	Training and development	60,486	51,100	57,000	53,380	2,280	52,080
48	Utility service	111,004	110,430	110,530	104,011	(6,419)	102,200
49	Petty cash	175	400	250	400	-	400
51	Maintenance supplies	5,267	4,500	5,000	5,000	500	5,000
54	Minor equipment	11,448	18,000	18,000	18,000	-	18,000
55	DARE expenditures	3,333	4,000	4,000	4,000	-	4,000
56	Vehicle maintenance supplies	17,832	18,450	20,000	20,150	1,700	20,150
57	Vehicle operation supplies	144,190	125,000	132,000	141,500	16,500	147,500
58	Office supplies	10,945	12,250	12,250	12,250	-	12,250
59	Operating supplies	101,708	98,400	92,170	100,921	2,521	105,500
60	Safety and medical supplies	18,938	29,350	26,400	22,400	(6,950)	22,400
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,374,274</b>	<b>\$ 1,493,835</b>	<b>\$ 1,533,432</b>	<b>\$ 1,599,217</b>	<b>\$ 105,382</b>	<b>\$ 1,584,301</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 67,419	\$ 81,627	\$ 70,163	\$ 166,900	\$ 85,273	\$ 63,900
72	Furniture and fixtures	4,084	2,000	1,819	4,600	2,600	4,500
73	Equipment replacement fund	222,890	234,957	234,956	231,296	(3,661)	234,796
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	161,952	786,714	-	(161,952)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	10,800	10,800	23,100	12,300	23,100
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 294,393</b>	<b>\$ 491,336</b>	<b>\$ 1,104,452</b>	<b>\$ 425,896</b>	<b>\$ (65,440)</b>	<b>\$ 326,296</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 9,273,087</b>	<b>\$ 9,792,272</b>	<b>\$ 10,571,454</b>	<b>\$ 10,290,328</b>	<b>\$ 498,056</b>	<b>\$ 10,527,195</b>
99	Special Revenue fund items	\$ 34,847	\$ 58,514	\$ 58,514	\$ 23,050	(35,464)	\$ 10,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
<b>PUBLIC SAFETY SUMMARY</b>		<b>\$ 9,307,934</b>	<b>\$ 9,875,786</b>	<b>\$ 10,629,968</b>	<b>\$ 10,338,378</b>	<b>\$ 462,592</b>	<b>\$ 10,562,195</b>



**FUNCTION: Public Safety**  
**ACTIVITY: Police**

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

**POLICE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	4,842,039	4,738,972	4,879,670	5,089,862
Contractual & supply service	1,029,708	1,141,309	1,137,436	1,190,421
Capital outlay	171,567	344,709	969,370	187,924
<b>Total expenditures</b>	<b>\$ 6,043,314</b>	<b>\$ 6,224,990</b>	<b>\$ 6,986,476</b>	<b>\$ 6,468,207</b>
Fees	23,151	24,000	23,000	23,000
Grants	65,728	192,850	153,365	197,150
Other	611,695	684,536	702,404	767,001
<b>Total revenue</b>	<b>\$ 700,574</b>	<b>\$ 901,386</b>	<b>\$ 878,769</b>	<b>\$ 987,151</b>
<b>Net amount supported by property taxes</b>	<b>\$ 5,342,740</b>	<b>\$ 5,323,604</b>	<b>\$ 6,107,707</b>	<b>\$ 5,481,056</b>

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

- ↑ An increase in salary of \$110,300 represents normal increases for existing staff, and the full effect of 2 additional police officers hired in prior year under the COPS federal grant program. FY13-14 will be the final full year of that grant revenue.
- ❖ Overtime is expected to remain steady due to the addition of 2 new officers in prior year.
- ↑ The City's contribution rate for police pension went from 26.12% to 30.12% 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 Police and Fire pension costs being covered through the General fund are decreased by a total of \$707,685 due to the existing \$0.30 in pension tax levy revenue being raised to offset these costs.
- ↑ An increase of \$64,300 in contributions to other agencies, which reflects a higher amount expected to be paid for Westcom joint dispatch services.
- ↓ A decrease of \$161,900 in property improvements, which reflects prior year payments for Westcom radio system upgrades.
- ↓ A decrease of \$35,500 in special revenue fund items, which reflects discretionary purchases of equipment and training funded from the monies recovered through investigations and forfeitures.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC SAFETY</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>110 POLICE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 3,234,812	\$ 3,403,104	\$ 3,371,076	\$ 3,513,401	\$ 110,297	\$ 3,619,113
02	Overtime	293,082	130,000	335,900	132,700	2,700	120,000
03	Part-time	72,606	67,973	50,321	72,969	4,996	72,606
04	Witness fees	(119)	1,650	-	500	(1,150)	500
06	FICA	62,117	67,293	64,785	70,115	2,822	72,526
07	Retirement - IPERS	31,548	24,419	28,000	26,461	2,042	29,198
08	Pension - MFPRSI	652,530	542,319	530,000	745,300	202,981	684,964
09	Group insurance	479,042	473,214	473,214	476,471	3,257	476,471
10	Unemployment		-	8,374	4,000	4,000	4,000
11	Allowance	16,421	29,000	18,000	29,536	536	18,000
13	Deferred compensation City ma	-	-	-	18,409	18,409	18,096
<b>Sub-Total</b>		<b>\$ 4,842,039</b>	<b>\$ 4,738,972</b>	<b>\$ 4,879,670</b>	<b>\$ 5,089,862</b>	<b>\$ 350,890</b>	<b>\$ 5,115,474</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 2,200	\$ 500	\$ 500	\$ (1,700)	\$ 500
22	Recruitment	6,172	7,300	25,000	10,050	2,750	10,050
23	Professional services	7,556	8,550	2,834	4,850	(3,700)	4,850
24	Contributions to other agencies	576,489	628,789	599,541	693,070	64,281	700,000
27	Data processing	57,219	91,711	91,711	89,549	(2,162)	89,000
28	Dues and memberships	3,474	2,815	3,500	7,475	4,660	7,475
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	17,768	27,800	27,800	27,250	(550)	27,250
35	Printing and copying	10,016	11,700	10,000	10,450	(1,250)	10,450
40	Building and grounds maint.	56,146	63,444	57,000	55,415	(8,029)	56,000
41	Vehicle and equipment maint.	8,510	10,000	8,800	10,000	-	10,000
44	Grant-funded purchases	-	-	27,500	-	-	-
46	Training and development	38,514	33,100	39,000	35,380	2,280	34,080
48	Utility service	65,203	65,700	65,000	57,611	(8,089)	55,000
49	Petty cash	124	300	150	300	-	300
51	Maintenance supplies	2,248	2,500	2,500	2,500	-	2,500
54	Minor equipment	385	500	500	500	-	500
55	DARE expenditures	3,333	4,000	4,000	4,000	-	4,000
56	Vehicle maintenance supplies	9,671	12,000	12,000	12,000	-	12,000
57	Vehicle operation supplies	102,416	93,000	93,000	99,000	6,000	99,000
58	Office supplies	9,047	9,000	9,000	9,000	-	9,000
59	Operating supplies	53,095	61,850	56,000	59,421	(2,429)	60,000
60	Safety and medical supplies	2,322	5,050	2,100	2,100	(2,950)	2,100
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,029,708</b>	<b>\$ 1,141,309</b>	<b>\$ 1,137,436</b>	<b>\$ 1,190,421</b>	<b>\$ 49,112</b>	<b>\$ 1,194,055</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 30,677	\$ 25,100	\$ 25,000	\$ 28,900	\$ 3,800	\$ 28,900
72	Furniture and fixtures	-	-	-	2,100	2,100	1,500
73	Equipment replacement fund	140,890	154,057	154,056	149,224	(4,833)	149,224
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements - Westc	-	161,952	786,714	-	(161,952)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	3,600	3,600	7,700	4,100	7,700
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 171,567</b>	<b>\$ 344,709</b>	<b>\$ 969,370</b>	<b>\$ 187,924</b>	<b>\$ (156,785)</b>	<b>\$ 187,324</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 6,043,314</b>	<b>\$ 6,224,990</b>	<b>\$ 6,986,476</b>	<b>\$ 6,468,207</b>	<b>\$ 243,217</b>	<b>\$ 6,496,853</b>
99	Special Revenue fund items	\$ 34,847	\$ 58,514	\$ 58,514	\$ 23,050	(35,464)	\$ 10,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>POLICE</b>		<b>\$ 6,078,161</b>	<b>\$ 6,283,504</b>	<b>\$ 7,044,990</b>	<b>\$ 6,491,257</b>	<b>\$ 207,753</b>	<b>\$ 6,506,853</b>

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	49 officers, 5 civilians, performance bonus -12 staff, 5 civilians	\$ 3,513,401
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	\$ 21,000
	Special Event – 4 <sup>th</sup> of July celebration	\$ 6,600
	SERT training & missions	\$ 2,000
	In-service training coverage	\$ 2,000
	GTSB traffic enforcement operations (reimbursed via federal grant)	\$ 14,000
	M.I.N.E. task force overtime (2)	\$ 10,000
	Contracted duty (reimbursed via vendor billings)	\$ 10,000
	M.I.N.E. and contracted duty overtime reimbursements	\$ (20,000)
03	Crossing guards (10) and matrons	\$ 72,969
04	Witness fees	\$ 500
06	FICA	\$ 70,115
07	IPERS	\$ 26,461
08	Contribution rate for police pension fund (30.12%) – portion not covered by 411 Fund	\$ 745,300
09	Group insurance	\$ 476,471
10	Unemployment	\$ 4,000
11	Uniform maintenance allowance for 49 officers @ \$364 each per year	\$ 17,836
	Spot awards	\$ 300
	Plain clothes allowance	\$ 5,400
	Vehicle allowance - Chief & Lt. Administrative Services	\$ 6,000
13	Deferred compensation City match	\$ 18,409
21	Newspaper advertisements and official publications	\$ 500
22	Recruitment expenses (advertising, background checks, civil service testing, POST test)	\$ 4,650
	Pre-employment physical & drug screens (2)	\$ 4,000
	Pre-employment MMPI and polygraph (2)	\$ 750
	Pre-employment (drug screen & physical – crossing guards)	\$ 650
23	Interpreters	\$ 750
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,800
	Security monitoring system	\$ 1,100
24	Westcom operations	\$ 637,300

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
24 cont.	Homeland security operations	\$ 54,070
	Polk County Crime Stoppers	\$ 1,000
	DNR annual deer aerial survey	\$ 700
27	Computer replacements (19 desktops @ \$1,000, 5 notebooks @ \$1,500)	\$ 26,500
	Computer OS upgrades (11 existing desktops @ \$200)	\$ 2,200
	Notebook computer w/office software license (E.O.C. room)	\$ 1,500
	Computer forensic equipment supplies	\$ 3,000
	Live Scan bar code scanner	\$ 500
	Building proximity cards	\$ 300
	ShieldWare RMS agreement	\$ 4,400
	SUGA Sungard maintenance agreement (user, admin, catalog and AFIS licenses)	\$ 3,380
	Sungard software maintenance agreement – IOWA TraCs	\$ 1,124
	Power DMS annual license – CALEA & training software	\$ 4,400
	Annual CALEA electronic manual upgrade	\$ 150
	MdE Adore FTO software maintenance agreement	\$ 425
	Line lease state terminal	\$ 10,758
	ID Card printer – software upgrade	\$ 710
	ID Card printer – replacement of fingerprint imager/reader	\$ 535
	ID Card printer – hardware/software maintenance agreement	\$ 1,300
	Encase software License agreement	\$ 1,200
	Electronic key card software - building (upgrade)	\$ 4,084
	ESRI ArcView maintenance agreement	\$ 400
	CLEAR – Investigative Repository	\$ 2,832
	Building access control system (20 battery replacements)	\$ 760
	Morpho Trac Live Scan – maintenance agreement	\$ 6,931
	Cellphone investigative software – maintenance agreement	\$ 3,000
	Annual subscription to CrimeReports.com (public records access software)	\$ 1,200
	Evidence software annual maintenance agreement	\$ 3,200
	IACP.Net annual subscription	\$ 800
	Data911 MDVR hardware & software service agreement	\$ 3,960
28	C.A.L.E.A.	\$ 4,065
	Iowa Death Investigators Association (6)	\$ 150
	International Association of Chiefs of Police (5)	\$ 600
	Des Moines Rifle & Revolver Club	\$ 390
	International Association of Crime Analysts	\$ 25
	Iowa Police Chiefs Association (1)	\$ 45

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
28 cont.	Police Executive Research Forum (1)	\$ 80
	Rape Aggression Defense (RAD) Instructors re-certification (7)	\$ 350
	International Crime Free Housing Association (1)	\$ 50
	National Child Seat Certification Program (2 year membership)	\$ 50
	Iowa Crime Prevention Association (1)	\$ 50
	Iowa Reserve Police Officers Association (12)	\$ 180
	Iowa Division, Association of Identification (3)	\$ 60
	International Association Computer Investigation Specialists	\$ 60
	F.B.I. National Academy Alumni Association (1)	\$ 85
	High Tech Crime Consortium (1)	\$ 25
	International Conference of Police Chaplains	\$ 250
	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
	Miscellaneous reports, journals, professional publications	\$ 500
32	Uniform replacement	\$ 14,500
	Ballistic Vests – (9) replacements	\$ 6,300
	Load bearing vests (30 @ \$165)	\$ 4,950
	Reserve uniform replacement	\$ 1,000
	Crossing guard uniform replacement	\$ 500
35	Copier maintenance agreement	\$ 4,200
	Printing forms	\$ 1,000
	Training manuals	\$ 600
	Shipping charges	\$ 500
	Citation printing	\$ 1,500
	Notary Public – renewals	\$ 150
	Postage	\$ 2,500
40	Building custodial services contract	\$ 13,923
	Tile floor – waxing 2x year	\$ 1,200
	Mat & rug service	\$ 1,080
	Pest control	\$ 678
	Window cleaning	\$ 380
	Carpet cleaning (with upholstery alternate)	\$ 848
	HVAC service and repair (Air-Con)	\$ 15,000
	Light maintenance & electrical repair (A&W Electric)	\$ 2,000
	Building repairs	\$ 3,500

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
40 cont.	Generator service & maintenance agreement	\$ 3,906
	Fencing (generator and power source access)	\$ 1,600
	Replacement ceiling tiles	\$ 1,500
	Heat pump replacement s (2)	\$ 10,000
41	Fees for service and shop work, uninsured body work, miscellaneous repairs, Boiler Inspection	\$ 10,000
46	Iowa Sex Crimes Investigators conference (2)	\$ 250
	Iowa Association of Ident Officers (2)	\$ 300
	I.A.C.P. Executive training conference (1)	\$ 1,500
	L.E.I.N. Training conference (2)	\$ 300
	Fraud examiner self-study course	\$ 1,150
	Iowa Crime Prevention conference (2)	\$ 100
	MOCIC Training conference (1)	\$ 900
	LEIN Basic Intelligence school (1)	\$ 250
	Iowa Death Investigators Training conference (1)	\$ 125
	I.L.E.A. Advanced & Recertification Instructor schools	\$ 5,500
	I.L.E.A. Basic Academy training (2)	\$ 13,500
	5 <sup>th</sup> Annual Open Records Symposium (Host)	\$ 250
	Midwest Regional Child Protective Seat conference (re-certification)	\$ 330
	School Resource Officers conference (1) (reimbursed by High School)	\$ 0
	Iowa Police Reserve Officers annual training conference (6)	\$ 200
	CALEA Accreditation conference (2)	\$ 3,400
	FBI NA Associates Training event	\$ 450
	Property/Evidence Custodian conference (1)	\$ 825
	Sungard Public Safety User Group technical training seminar (2)	\$ 1,200
	U.S. Attorney's – Protect Our Children conference (1)	\$ 650
	Lifesavers Conference (reimbursement via GTSB grant – all but per diem)	\$ 1,500
	Legal updates – County Attorney's Association (4)	\$ 200
	K9 recertification and training conference (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	\$ 18,000
	Telephone service	\$ 26,000
	Cell phone service	\$ 10,200
	I.N.S. long distance service	\$ 1,106
	Sprint Card – wireless connections	\$ 840
	Water service	\$ 865

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	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-ups, etc.	\$ 1,000
57	Gasoline – fleet (30,000 gallons @ \$3.20 per gallon)	\$ 96,000
	Oil and grease	\$ 2,000
	Transmission oil	\$ 200
	Anti-freeze, gas line de-icer and windshield solvent	\$ 800
58	Office supplies	\$ 9,000
59	Citizen Police Academy 2014	\$ 750
	Child safety & crime prevention badges	\$ 400
	Crime Free Multi-Housing Program ( collaborating agencies program)	\$ 400
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 4,500
	C.S.I. evidence and laboratory supplies	\$ 3,250
	Plexiglas crowd control shields (10)	\$ 700
	Crowd control helmet w/faceshield (10)	\$ 1,076
	Crowd control batons (10)	\$ 450
	Tasers (3)	\$ 2,500
	Mini video/audio recorders for CID interviews (6)	\$ 600
	Ident-A-Kit rental	\$ 750
	R.A.D. protective equipment replacement	\$ 2,845
	Property evidence bags and storage supplies	\$ 600
	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	Car wash tickets	\$ 2,500
	Qualification, training and service ammunition	\$ 17,000
	Chemical agents - replacement	\$ 3,500
	Range supplies – firearms cleaning supplies, targets, etc.	\$ 2,500
	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

**FUNCTION: Public Safety**  
**ACTIVITY: Police**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	City staff ID card supplies	\$ 500
60	General fire & safety supplies	\$ 800
	Protective eyewear and hearing, masks, etc.	\$ 400
	Injured officers – return to work medical review	\$ 500
	Latex gloves	\$ 400
71	Equipment transfer- patrol vehicles (6 @ \$2,400 per car)	\$ 14,400
	Patrol vehicle markings (6)	\$ 3,000
	Equipment transfers – unmarked vehicles (2)	\$ 1,800
	Patrol light bars (2 each year over next six years)	\$ 7,000
	Data911 lapel cameras for patrol (3)	\$ 2,700
72	Flammable liquid storage cabinet	\$ 600
	Desk replacements - records division (1)	\$ 1,500
73	Equipment Replacement Fund contribution	\$ 149,224
81	Building Maintenance Fund contribution	\$ 7,700
<b>99 PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE FUND ASSETS</b>		
	SERT uniforms & equipment (lines 32 & 71)	\$ 2,000
	AR-15 patrol rifles (5) (line 71)	\$ 4,500
	AR-15 patrol rifle accessories (5) (line 71)	\$ 2,250
	AR-15 rifle optics for SERT (8) (line 71)	\$ 3,200
	Police Officers Memorial Service (line 59)	\$ 2,000
	Police awards & recognition program (line 59)	\$ 1,500
	I.A.C.P. Executive training conference (2) (line 46)	\$ 3,000
	C.S.I. Advanced training conference (2) (line 46)	\$ 3,200
	D.A.R.E. conference (1) (line 46)	\$ 400
	International Conference of Police Chaplains (2) (line 46)	\$ 1,000
	<b>Total</b>	<b>\$ 23,050</b>

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

**FIRE/EMS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	2,287,546	2,390,829	2,363,600	2,464,668
Contractual & supply service	312,132	297,015	310,865	331,815
Capital outlay	90,132	123,627	112,082	219,972
<b>Total expenditures</b>	<b>\$ 2,689,810</b>	<b>\$ 2,811,471</b>	<b>\$ 2,786,547</b>	<b>\$ 3,016,455</b>
Fees	612,001	640,000	620,000	620,000
Grants	372,261	230,000	190,935	-
Other	152,059	170,713	151,325	202,397
<b>Total revenue</b>	<b>\$ 1,136,321</b>	<b>\$ 1,040,713</b>	<b>\$ 962,260</b>	<b>\$ 822,397</b>
<b>Net amount supported by property taxes</b>	<b>\$ 1,553,489</b>	<b>\$ 1,770,758</b>	<b>\$ 1,824,287</b>	<b>\$ 2,194,058</b>

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

- ↑ A net increase of \$73,400 in personnel costs reflects normal salary and benefits increases for 28 existing full-time staff, and a requested rate adjustment for part-time paid on call staff.
- ↑ An increase of \$18,700 in data processing reflects the purchase of software updates for the records management system, replacement of existing copier, and for the replacement of ten computers.
- ↑ An increase of \$10,500 in vehicle operations reflects the anticipated increase in fuel costs.
- ↑ An increase in equipment of \$86,500 reflects the net increase of \$120,000 to cover the planned replacement of four 12-lead cardiac monitors/defibrillators located in each ambulance.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Maintaining adequate response capabilities continues to be the top priority.
- ❖ 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.
- ❖ The renovation of Station 42 living facilities to meet the needs of the 24 hour staff.
- ❖ 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.

<b>PUBLIC SAFETY</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>150 FIRE/EMS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 1,440,198	\$ 1,581,268	\$ 1,515,800	\$ 1,614,302	\$ 33,034	\$ 1,692,308
02	Overtime	136,016	62,000	136,000	136,000	74,000	139,000
03	Part-time	375,510	415,420	390,000	388,652	(26,768)	402,255
04	Witness fees	-	-	-	-	-	-
06	FICA	31,027	34,622	32,600	32,304	(2,318)	33,901
07	Retirement - IPERS	34,427	47,119	39,200	44,274	(2,845)	46,737
08	Pension - MFPRSI	11,615	-	-	-	-	-
09	Group insurance	258,683	250,000	250,000	247,059	(2,941)	247,059
10	Unemployment	-	-	-	-	-	-
11	Allowance	70	400	-	400	-	400
13	Deferred compensation City ma	-	-	-	1,677	1,677	1,752
<b>Sub-Total</b>		<b>\$ 2,287,546</b>	<b>\$ 2,390,829</b>	<b>\$ 2,363,600</b>	<b>\$ 2,464,668</b>	<b>\$ 73,839</b>	<b>\$ 2,563,412</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	4,852	2,000	6,000	2,000	-	2,000
23	Professional services	18,975	19,550	19,550	17,000	(2,550)	17,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	5,551	7,050	7,050	25,750	18,700	15,000
28	Dues and memberships	2,238	1,465	1,465	1,465	-	1,465
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	20,525	26,000	26,000	30,000	4,000	30,000
35	Printing and copying	3,650	4,300	4,300	4,300	-	4,300
40	Building and grounds maint.	23,888	17,000	17,000	17,000	-	17,000
41	Vehicle and equipment maint.	36,719	38,500	38,500	38,500	-	38,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	21,972	18,000	18,000	18,000	-	18,000
48	Utility service	43,804	42,000	42,800	43,500	1,500	44,300
49	Petty cash	51	100	100	100	-	100
51	Maintenance supplies	3,019	2,000	2,500	2,500	500	2,500
54	Minor equipment	11,063	17,500	17,500	17,500	-	17,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	8,161	6,450	8,000	8,150	1,700	8,150
57	Vehicle operation supplies	41,774	32,000	39,000	42,500	10,500	48,500
58	Office supplies	1,898	3,250	3,250	3,250	-	3,250
59	Operating supplies	47,376	35,550	35,550	40,000	4,450	45,000
60	Safety and medical supplies	16,616	24,300	24,300	20,300	(4,000)	20,300
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 312,132</b>	<b>\$ 297,015</b>	<b>\$ 310,865</b>	<b>\$ 331,815</b>	<b>\$ 34,800</b>	<b>\$ 332,865</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 4,048	\$ 33,527	\$ 22,163	\$ 120,000	\$ 86,473	\$ 12,000
72	Furniture and fixtures	4,084.00	2,000	1,819	2,500	500	3,000
73	Equipment replacement fund	82,000	80,900	80,900	82,072	1,172	85,572
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	15,400	8,200	15,400
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 90,132</b>	<b>\$ 123,627</b>	<b>\$ 112,082</b>	<b>\$ 219,972</b>	<b>\$ 96,345</b>	<b>\$ 115,972</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,689,810</b>	<b>\$ 2,811,471</b>	<b>\$ 2,786,547</b>	<b>\$ 3,016,455</b>	<b>\$ 204,984</b>	<b>\$ 3,012,249</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>FIRE/EMS</b>		<b>\$ 2,689,810</b>	<b>\$ 2,811,471</b>	<b>\$ 2,786,547</b>	<b>\$ 3,016,455</b>	<b>\$ 204,984</b>	<b>\$ 3,012,249</b>

**FUNCTION: Public Safety**  
**ACTIVITY: Fire/EMS**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Professional personnel (27), department secretary and performance bonus	\$ 1,614,302
02	Overtime	\$ 136,000
03	Part-time firefighters/paramedics	\$ 388,652
06	FICA	\$ 32,304
07	IPERS	\$ 44,274
08	Pension – covered in 411 Fund expenses	\$ 0
09	Group insurance	\$ 247,059
11	On the spot awards	\$ 400
13	Deferred compensation City match	\$ 1,677
22	Recruitment	\$ 2,000
23	Pager contract	\$ 100
	SCBA fill station maintenance	\$ 1,600
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 1,500
	Cardiac Monitors Calibration/PM	\$ 2,100
	Medical Director fee	\$ 9,000
27	Software maintenance and analysis module purchase (FireHouse Records Management software)	\$ 5,100
	Medical billing software updates	\$ 1,000
	Computers (1 PC, 1 laptop, 8 desktops)	\$ 9,800
	Copier replacement	\$ 7,500
	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)	\$ 30,000

**FUNCTION: Public Safety****ACTIVITY: Fire/EMS**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
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 repairs and 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
	On-Line 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	\$ 43,500
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 2,500
54	Minor equipment (hoses, nozzles, air bags, etc.)	\$ 17,500
56	Vehicle maintenance supplies	\$ 8,150
57	Gas, oil, grease	\$ 42,500
58	Office supplies	\$ 3,250
59	Operating supplies	\$ 3,225
	NFPA standards subscription on CD	\$ 825
	EMS supplies/equipment	\$ 35,950
60	Physicals, TB tests, hepatitis shots	\$ 18,100
	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 2,000
71	12-lead cardiac monitors/defibrillators (4)	\$ 120,000
72	Chair replacements for training room and office	\$ 2,500
73	Equipment Replacement Fund contribution	\$ 82,072
81	Building Maintenance Fund contribution	\$ 15,400

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

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

**EMERGENCY PREPAREDNESS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	11,025	13,511	13,511	13,881
Capital outlay	32,694	23,000	23,000	18,000
<b>Total expenditures</b>	<b>\$ 43,719</b>	<b>\$ 36,511</b>	<b>\$ 36,511</b>	<b>\$ 31,881</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,471	2,217	1,983	2,139
<b>Total revenue</b>	<b>\$ 2,471</b>	<b>\$ 2,217</b>	<b>\$ 1,983</b>	<b>\$ 2,139</b>
<b>Net amount supported by property taxes</b>	<b>\$ 41,248</b>	<b>\$ 34,294</b>	<b>\$ 34,528</b>	<b>\$ 29,742</b>

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

- ↓ A decrease of \$5,000 in equipment reflects the planned replacement of a storm siren that has reached the end of its useful life. The cost is decreased to reflect the upgraded two-way system installed on that siren in a previous year which can be re-used on the new siren.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ 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 additional storm sirens.

<b>PUBLIC SAFETY</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 180 EMERGENCY PREPAREDNESS

<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
10	Unemployment	-	-	-	-	-
11	Allowance	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	200	200
24	Contributions to other agencies	8,281	8,281	8,281	8,281	8,281
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.	784	2,500	2,500	2,500	2,500
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	1,960	2,730	2,730	2,900	2,900
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
<b>Sub-total</b>		\$ 11,025	\$ 13,511	\$ 13,511	\$ 13,881	\$ 13,881
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ 32,694	\$ 23,000	\$ 23,000	\$ 18,000	\$ 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	-	-	-	-	-
<b>Sub-total</b>		\$ 32,694	\$ 23,000	\$ 23,000	\$ 18,000	\$ 23,000
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 43,719	\$ 36,511	\$ 36,511	\$ 31,881	\$ 36,881
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>EMERGENCY PREPAREDNESS</b>		\$ 43,719	\$ 36,511	\$ 36,511	\$ 31,881	\$ 36,881

---

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

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Professional services	\$ 200
24	Polk County EMA	\$ 8,281
41	Siren repairs	\$ 2,500
48	Utility service	\$ 2,900
71	Replacement storm siren at 3315 70 <sup>th</sup> Street	\$ 18,000



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

**ANIMAL CONTROL**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	8,714	-	13,000	3,000
Contractual & supply service	21,409	42,000	71,620	63,100
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 30,123</b>	<b>\$ 42,000</b>	<b>\$ 84,620</b>	<b>\$ 66,100</b>
Fees	34,911	45,000	54,000	68,000
Grants	-	-	-	-
Other	1,703	2,550	4,595	4,435
<b>Total revenue</b>	<b>\$ 36,614</b>	<b>\$ 47,550</b>	<b>\$ 58,595</b>	<b>\$ 72,435</b>
<b>Net amount supported by property taxes</b>	<b>\$ (6,491)</b>	<b>\$ (5,550)</b>	<b>\$ 26,025</b>	<b>\$ (6,335)</b>

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

- ↑ An increase of \$3,000 in personnel costs reflects the cost for animal control on-call pay during hours not covered by the current animal control 28E agreement with West Des Moines Animal Control. This service has been expanded in FY12-13 to offer full response services within Urbandale city-limits.
- ↑ An increase of \$19,800 in contributions to other agencies reflects the City's share of anticipated architectural fees for the design of a new animal shelter facility.
- ↑ In FY11-12, a new animal licensing program through Humane Enterprises of Omaha was started for joint licensing with the cities of Clive and West Des Moines. Revenues in the first year were over \$31,000 compared to historical levels of \$5,000 per year. Compliance with licensing ordinances is expected to continue to increase as the program proceeds.

**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, 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.

<b>PUBLIC SAFETY</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 190 ANIMAL CONTROL

### PERSONAL SERVICES

01	Salaries	\$ 3,599	\$ -	\$ 7,000	\$ 2,000	\$ 2,000	\$ 2,000
02	Overtime	5,115	-	6,000	1,000	1,000	1,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
<b>Sub-Total</b>		<b>\$ 8,714</b>	<b>\$ -</b>	<b>\$ 13,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	20,043	40,000	40,000	40,800	800	42,000
24	Contributions to other agencies	-	-	30,000	19,800	19,800	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	92	1,000	1,000	1,000	-	1,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	37	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,237	1,000	620	1,500	500	500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 21,409</b>	<b>\$ 42,000</b>	<b>\$ 71,620</b>	<b>\$ 63,100</b>	<b>\$ 21,100</b>	<b>\$ 43,500</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

<b>ANIMAL CONTROL</b>		<b>\$ 30,123</b>	<b>\$ 42,000</b>	<b>\$ 84,620</b>	<b>\$ 66,100</b>	<b>\$ 24,100</b>	<b>\$ 46,500</b>
-----------------------	--	------------------	------------------	------------------	------------------	------------------	------------------

---

**FUNCTION: Public Safety**  
**ACTIVITY: Animal Control**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	On-call pay for Urbandale officers	\$ 2,000
02	Off-duty response overtime for Urbandale officers	\$ 1,000
23	Animal Control 28E contract with West Des Moines	\$ 40,800
24	Urbandale's share of architectural fees for animal shelter design	\$ 19,800
35	Pet licensing brochures	\$ 1,000
59	Miscellaneous supplies (WestPet tags, mailing list subscription for WestPet, bank fees)	\$ 1,500



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	466,121	677,300	677,300	707,685
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 466,121</b>	<b>\$ 677,300</b>	<b>\$ 677,300</b>	<b>\$ 707,685</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net amount supported by 411 property taxes</b>	<b>\$ 466,121</b>	<b>\$ 677,300</b>	<b>\$ 677,300</b>	<b>\$ 707,685</b>

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

- ↑ An increase of \$30,385 in pension costs, which reflects 100% of the City's contribution to the Chapter 411 retirement fund for the City's professional Fire and EMS personnel, as well as 24% of the City's contribution for Police personnel.
- ↑ The MFPRSI City contribution rate went up from 26.12% in FY12-13 to 30.12% for FY13-14.
- ❖ 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 remaining at \$0.30 for FY13-14. The planned 10 cent increases over the next several years will be reinstated for FY14-15.

**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 35% in the next few years, which would represent a substantial increase over the FY09-10 rate of 17%.

<b>PUBLIC SAFETY</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 117 POLICE & FIRE RETIREMENT FUND

### PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	-	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	466,121	677,300	677,300	707,685	30,385	934,712
09	Group insurance	-	-	-	-	-	-
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
<b>Sub-Total</b>		\$ 466,121	\$ 677,300	\$ 677,300	\$ 707,685	\$ 30,385	\$ 934,712

### CONTRACTUAL AND SUPPLY SERVICES

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

### CAPITAL OUTLAY

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

**OPERATING BUDGET SUB-TOTAL** \$ 466,121 \$ 677,300 \$ 677,300 \$ 707,685 \$ 30,385 \$ 934,712

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

**POLICE & FIRE RETIREMENT FUND** \$ 466,121 \$ 677,300 \$ 677,300 \$ 707,685 \$ 30,385 \$ 934,712

---

**FUNCTION: Public Safety**  
**ACTIVITY: Police & Fire Retirement Fund**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
09	Municipal Fire & Police Retirement System – City contribution for Fire & EMS (FY13-14 30.12%)	\$ 467,397
	Municipal Fire & Police Retirement System – City contribution for Police (FY13-14 30.12%) – partial	\$ 240,288



<b>PUBLIC WORKS</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 200 PUBLIC WORKS SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 2,220,241	\$ 2,248,011	\$ 2,201,571	\$ 2,375,643	\$ 127,632	\$ 2,433,499
02	Overtime	74,028	112,500	93,000	112,500	-	114,040
03	Part-time	55,996	54,193	38,431	54,549	356	55,508
04	Witness fees	-	-	-	-	-	-
06	FICA	175,246	173,667	171,065	184,329	10,662	194,309
07	Retirement - IPERS	191,565	197,624	195,900	215,937	18,313	237,093
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	364,072	330,357	330,357	335,295	4,938	335,295
10	Unemployment	8,470	-	1,540	-	-	-
11	Allowance	3,350	3,850	3,300	3,850	-	3,850
13	Deferred compensation City ma	-	-	-	11,817	11,817	12,456
<b>Sub-Total</b>		<b>\$ 3,092,968</b>	<b>\$ 3,120,202</b>	<b>\$ 3,035,164</b>	<b>\$ 3,293,920</b>	<b>\$ 173,718</b>	<b>\$ 3,386,050</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 100	\$ -	\$ -	\$ (100)	\$ -
22	Recruitment	2,696	4,500	3,600	5,500	1,000	5,500
23	Professional services	28,080	42,800	27,652	77,500	34,700	52,500
24	Contributions to other agencies	782,520	861,337	869,676	904,090	42,753	902,000
27	Data processing	152,785	67,500	71,600	78,900	11,400	64,600
28	Dues and memberships	6,676	6,900	6,900	6,900	-	6,900
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	21,228	21,500	21,498	21,975	475	21,975
35	Printing and copying	7,833	12,900	9,200	13,300	400	13,300
40	Building and grounds maint.	37,835	40,332	44,665	38,550	(1,782)	40,800
41	Vehicle and equipment maint.	44,909	34,750	40,500	39,750	5,000	34,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	12,041	13,620	12,900	13,620	-	13,620
48	Utility service	488,310	656,850	646,100	683,790	26,940	700,200
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	506,891	551,250	476,400	543,710	(7,540)	577,300
54	Minor equipment	5,585	7,500	8,000	9,000	1,500	9,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	119,842	120,000	111,750	130,000	10,000	104,000
57	Vehicle operation supplies	222,806	270,440	265,000	286,920	16,480	299,000
58	Office supplies	3,904	3,500	3,500	3,500	-	3,500
59	Operating supplies	18,645	19,700	19,750	19,900	200	20,500
60	Safety and medical supplies	3,879	4,250	4,500	4,650	400	4,650
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 2,466,465</b>	<b>\$ 2,739,729</b>	<b>\$ 2,643,191</b>	<b>\$ 2,881,555</b>	<b>\$ 141,826</b>	<b>\$ 2,874,095</b>

### CAPITAL OUTLAY

71	Equipment	\$ 27,364	\$ 30,000	\$ 28,867	\$ 57,700	\$ 27,700	\$ 20,000
72	Furniture and fixtures	48,252	24,000	24,000	48,000	24,000	48,000
73	Equipment replacement fund	537,900	564,027	564,027	567,707	3,680	569,721
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	10,000
76	Property improvements	514,876	568,200	562,200	183,000	(385,200)	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	9,000	9,000	19,250	10,250	19,250
97	Transfers out	-	-	-	1,017,200	1,017,200	426,500
<b>Sub-total</b>		<b>\$ 1,128,392</b>	<b>\$ 1,195,227</b>	<b>\$ 1,188,094</b>	<b>\$ 1,892,857</b>	<b>\$ 697,630</b>	<b>\$ 1,243,471</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>PUBLIC WORKS SUMMARY</b>		<b>\$ 6,687,825</b>	<b>\$ 7,080,158</b>	<b>\$ 6,866,449</b>	<b>\$ 8,093,332</b>	<b>\$ 1,013,174</b>	<b>\$ 7,528,616</b>
-----------------------------	--	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,021,993	1,049,713	1,027,611	1,090,141
Contractual & supply service	736,899	762,407	696,421	769,481
Capital outlay	668,217	605,631	609,131	984,331
<b>Total expenditures</b>	<b>\$ 2,427,109</b>	<b>\$ 2,417,751</b>	<b>\$ 2,333,163</b>	<b>\$ 2,843,953</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	3,007,409	2,625,334	2,759,033	2,888,800
<b>Total revenue</b>	<b>\$ 3,007,409</b>	<b>\$ 2,625,334</b>	<b>\$ 2,759,033</b>	<b>\$ 2,888,800</b>
<i>Net amount supported by Road Use taxes</i>	<i>\$ (580,300)</i>	<i>\$ (207,583)</i>	<i>\$ (425,870)</i>	<i>\$ (44,847)</i>

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

- ↑ Overall personnel costs increased \$40,400 due to normal increases for existing staff.
- ↑ Increase of \$22,000 in contributions to other agencies, which reflects a bi-annual pavement condition inventory. The line item contains the last of five annual payments of \$23,857 to Metro Waste Authority for the City's portion of the Regional Salt Storage Facility.
- ↓ A decrease of \$13,600 in maintenance supplies reflects lower asphalt purchases as more permanent concrete patching is being done instead of asphalt.
- ↑ An increase of \$11,000 in equipment which reflect the purchase of an additional salt brine maker, a replacement trailer and a power concrete screed.
- ↑ A net increase of \$359,000 in property improvements/transfers to reflect concrete patching program for 2014 and asphalt overlay of 142<sup>nd</sup> Street from Meredith Drive to the north corporate limit. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.

**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 increasing costs of purchasing vehicles and equipment, equipment is being retained longer and annual maintenance costs will increase as a result.

<b>PUBLIC WORKS</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>210 ROADWAY MAINTENANCE</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 716,500	\$ 742,721	\$ 740,000	\$ 765,384	\$ 22,663	\$ 770,463
02	Overtime	21,075	50,000	35,000	50,000	-	51,000
03	Part-time	17,997	18,000	13,000	18,157	157	19,094
04	Witness fees	-	-	-	-	-	-
06	FICA	56,887	57,619	57,000	59,642	2,023	64,303
07	Retirement - IPERS	62,142	65,302	65,000	69,622	4,320	75,137
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	138,922	116,071	116,071	123,529	7,458	123,529
10	Unemployment	8,470	-	1,540	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	3,807	3,807	4,029
<b>Sub-Total</b>		<b>\$ 1,021,993</b>	<b>\$ 1,049,713</b>	<b>\$ 1,027,611</b>	<b>\$ 1,090,141</b>	<b>\$ 40,428</b>	<b>\$ 1,107,555</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,112	1,000	2,000	2,000	1,000	2,000
23	Professional services	575	-	1,000	-	-	-
24	Contributions to other agencies	23,857	28,057	55,676	50,046	21,989	22,000
27	Data processing	104,889	11,000	11,000	11,000	-	11,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	12,544	11,000	11,000	11,475	475	11,475
35	Printing and copying	197	-	-	-	-	-
40	Building and grounds maint.	931	-	3,345	-	-	-
41	Vehicle and equipment maint.	12,867	16,000	10,000	15,000	(1,000)	16,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,865	3,000	3,000	3,000	-	3,000
48	Utility service	18,316	33,500	32,000	32,500	(1,000)	33,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	435,923	477,650	400,000	464,100	(13,550)	500,000
54	Minor equipment	5,044	5,000	5,000	5,000	-	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	44,398	46,000	40,000	46,000	-	46,000
57	Vehicle operation supplies	61,651	117,800	110,000	116,960	(840)	123,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	9,592	9,400	9,400	9,400	-	10,000
60	Safety and medical supplies	2,138	3,000	3,000	3,000	-	3,000
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 736,899</b>	<b>\$ 762,407</b>	<b>\$ 696,421</b>	<b>\$ 769,481</b>	<b>\$ 7,074</b>	<b>\$ 785,975</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 27,118	\$ 10,000	\$ 13,500	\$ 21,000	\$ 11,000	\$ 10,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	290,146	305,231	305,231	305,731	500	307,745
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	10,000
76	Property improvements	350,953	283,200	283,200	-	(283,200)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	7,200	7,200	15,400	8,200	15,400
97	Transfers out to Capital Project:	-	-	-	642,200	642,200	276,500
<b>Sub-total</b>		<b>\$ 668,217</b>	<b>\$ 605,631</b>	<b>\$ 609,131</b>	<b>\$ 984,331</b>	<b>\$ 378,700</b>	<b>\$ 619,645</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,427,109</b>	<b>\$ 2,417,751</b>	<b>\$ 2,333,163</b>	<b>\$ 2,843,953</b>	<b>\$ 426,202</b>	<b>\$ 2,513,175</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ROADWAY MAINTENANCE</b>		<b>\$ 2,427,109</b>	<b>\$ 2,417,751</b>	<b>\$ 2,333,163</b>	<b>\$ 2,843,953</b>	<b>\$ 426,202</b>	<b>\$ 2,513,175</b>

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Supervisor, Mechanic, Heavy Equipment Operators (2), Light Equipment Operators (2), Laborers (8), ½ Light Equipment Operator – other ½ in Storm Sewer, ½ performance bonus	\$ 765,384
02	Overtime	\$ 50,000
03	Seasonal personnel (4) – 14 weeks	\$ 18,157
06	FICA	\$ 59,642
07	IPERS	\$ 69,622
09	Group insurance	\$ 123,529
13	Deferred compensation City match	\$ 3,807
22	Recruitment expenses	\$ 2,000
24	Pavement condition inventory	\$ 22,000
	Salt storage lease payment to Metro Waste Authority (5 <sup>th</sup> of 5 payments)	\$ 23,857
	Additional payment to MWA for conveyor (2 <sup>nd</sup> of 2 payments)	\$ 4,189
27	AVL equipment leasing	\$ 11,000
32	Uniforms, shop towels, coats, floor mats	\$ 11,475
41	Radio maintenance and installs	\$ 2,000
	Contract repairs or major component replacement	\$ 13,000
46	Seminars or special training	\$ 3,000
48	Water, electric and gas	\$ 32,500
51	Concrete (1,250 cy)	\$ 137,500
	Asphalt (500 tons)	\$ 47,500
	Crack sealing materials	\$ 35,000
	Various construction materials (dowels, epoxy, tack, snow fence, etc.)	\$ 25,000
	Aggregates	\$ 10,000
	Equipment rentals	\$ 5,000
	Brush grinding services	\$ 5,000
	Salt (2,500 tons)	\$ 157,500
	Calcium for snow and ice removal and dust control (11,000 gal.)	\$ 9,600
	Snow plow blades	\$ 25,000
	Construction signs	\$ 4,000
	Miscellaneous materials	\$ 3,000
54	Miscellaneous shop tools	\$ 4,000
	Drill press	\$ 1,000
56	Tires, batteries and wear items	\$ 10,000
	Maintenance parts	\$ 36,000
57	Fuel	\$ 107,960
	Oil, hydraulic fluid, coolant, grease	\$ 9,000

---

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

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
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	Salt brine maker	\$ 10,000
	Concrete trailer	\$ 7,000
	Concrete power screed	\$ 4,000
73	Equipment Replacement Fund contribution	\$ 305,731
81	Building Maintenance Fund contribution	\$ 15,400
97	Annual concrete pavement rehabilitation program – PCC patching	\$ 267,200
	142 <sup>nd</sup> Street north of Meredith overlay	\$ 375,000

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

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

**STREET LIGHTING**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	430,911	579,000	571,000	607,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 430,911</b>	<b>\$ 579,000</b>	<b>\$ 571,000</b>	<b>\$ 607,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	533,938	628,712	675,224	616,572
<b>Total revenue</b>	<b>\$ 533,938</b>	<b>\$ 628,712</b>	<b>\$ 675,224</b>	<b>\$ 616,572</b>
<b>Net amount supported by Road Use taxes</b>	<b>\$ (103,027)</b>	<b>\$ (49,712)</b>	<b>\$ (104,224)</b>	<b>\$ (9,572)</b>

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

- ↑ An increase of \$27,000 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.

<b>PUBLIC WORKS</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>230 STREET LIGHTING</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	1,444	1,000	1,000	2,000	1,000	2,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	429,467	578,000	570,000	605,000	27,000	620,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 430,911	\$ 579,000	\$ 571,000	\$ 607,000	\$ 28,000	\$ 622,000
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 430,911	\$ 579,000	\$ 571,000	\$ 607,000	\$ 28,000	\$ 622,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>STREET LIGHTING</b>		\$ 430,911	\$ 579,000	\$ 571,000	\$ 607,000	\$ 28,000	\$ 622,000

---

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

---

**Activity Notes**

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
40	City-owned street light maintenance	\$ 2,000
48	Energy cost for existing street light system	\$ 605,000

---



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

**TRAFFIC SAFETY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	74,501	72,691	65,629	73,995
Contractual & supply service	88,330	96,400	99,400	113,410
Capital outlay	-	105,000	94,367	33,000
<b>Total expenditures</b>	<b>\$ 162,831</b>	<b>\$ 274,091</b>	<b>\$ 259,396</b>	<b>\$ 220,405</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	201,762	297,624	306,743	223,881
<b>Total revenue</b>	<b>\$ 201,762</b>	<b>\$ 297,624</b>	<b>\$ 306,743</b>	<b>\$ 223,881</b>
<b>Net amount supported by Road Use taxes</b>	<b>\$ (38,931)</b>	<b>\$ (23,533)</b>	<b>\$ (47,347)</b>	<b>\$ (3,476)</b>

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

- ↑ An increase of \$8,500 in data processing, which reflects the purchase of a handheld GPS unity and related software for updating GIS data in the field.
- ↓ A decrease of \$20,000 in equipment which represents prior year installation of an LED crosswalk signal on 72<sup>nd</sup> Street, just north of Plum.
- ↓ A decrease of \$52,000 in property improvements represents the prior year completion of city-wide electrical maintenance, offset by additional repair projects identified through the prior year process.

**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.

<b>PUBLIC WORKS</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>240 TRAFFIC SAFETY</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 50,863	\$ 50,404	\$ 45,000	\$ 51,146	\$ 742	\$ 52,164
02	Overtime	-	-	-	-	-	-
03	Part-time	5,501	4,488	3,700	4,578	90	4,624
04	Witness fees	-	-	-	-	-	-
06	FICA	4,306	4,158	3,800	4,242	84	4,344
07	Retirement - IPERS	4,250	4,712	4,200	4,951	239	5,411
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	8,824	(105)	8,824
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	254	254	261
<b>Sub-Total</b>		<b>\$ 74,501</b>	<b>\$ 72,691</b>	<b>\$ 65,629</b>	<b>\$ 73,995</b>	<b>\$ 1,304</b>	<b>\$ 75,628</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	8,500	8,500	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	14,493	22,000	22,000	22,000	-	23,000
41	Vehicle and equipment maint.	681	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	19,072	19,700	19,700	20,400	700	20,800
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	53,278	52,500	54,500	57,310	4,810	55,000
54	Minor equipment	-	-	1,000	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	687	2,000	2,000	5,000	3,000	2,000
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	119	200	200	200	-	200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 88,330</b>	<b>\$ 96,400</b>	<b>\$ 99,400</b>	<b>\$ 113,410</b>	<b>\$ 17,010</b>	<b>\$ 101,000</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ 20,000	\$ 15,367	\$ -	\$ (20,000)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	85,000	79,000	33,000	(52,000)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ 105,000</b>	<b>\$ 94,367</b>	<b>\$ 33,000</b>	<b>\$ (72,000)</b>	<b>\$ -</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 162,831</b>	<b>\$ 274,091</b>	<b>\$ 259,396</b>	<b>\$ 220,405</b>	<b>\$ (53,686)</b>	<b>\$ 176,628</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>TRAFFIC SAFETY</b>		<b>\$ 162,831</b>	<b>\$ 274,091</b>	<b>\$ 259,396</b>	<b>\$ 220,405</b>	<b>\$ (53,686)</b>	<b>\$ 176,628</b>

---

**FUNCTION: Public Works**  
**ACTIVITY: Traffic Safety**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Light Equipment Operator	\$ 51,146
03	Seasonal personnel (1) – 14 weeks	\$ 4,578
06	FICA	\$ 4,242
07	IPERS	\$ 4,951
09	Group insurance	\$ 8,824
13	Deferred compensation City match	\$ 254
27	Handheld GPS unit	\$ 5,000
	GPS software	\$ 3,500
40	Hardware maintenance (44 signals @ 100%, 12 signals @ 50%, 3 bulbs only, 6 school beacons)	\$ 20,000
	City of Clive - Hickman Road signal maintenance	\$ 1,000
	Bulb replacement	\$ 1,000
48	Traffic signal electrical service (47 signals @ 100%, 12 signals @ 50%, 6 school beacons)	\$ 20,400
51	Signs	\$ 30,000
	Posts, brackets, miscellaneous hardware	\$ 8,000
	Street painting materials	\$ 19,310
56	Paint machine maintenance	\$ 2,000
	Laser for paint machine	\$ 3,000
59	Operating supplies	\$ 200
76	Traffic signal repair project	\$ 15,000
	Hickman Road traffic signal battery backup	\$ 18,000



**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	485,065	486,533	482,250	566,926
Contractual & supply service	25,538	40,775	28,325	43,225
Capital outlay	13,386	13,571	13,571	22,751
<b>Total expenditures</b>	<b>\$ 523,989</b>	<b>\$ 540,879</b>	<b>\$ 524,146</b>	<b>\$ 632,902</b>
Fees	74,777	41,000	77,000	80,000
Grants	-	-	-	-
Other	29,622	32,842	28,464	42,466
<b>Total revenue</b>	<b>\$ 104,399</b>	<b>\$ 73,842</b>	<b>\$ 105,464</b>	<b>\$ 122,466</b>
<b>Net amount supported by property taxes</b>	<b>\$ 419,590</b>	<b>\$ 467,037</b>	<b>\$ 418,682</b>	<b>\$ 510,436</b>

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

- ↑ Overall net increase of \$80,400 in personnel costs reflects normal increases in salary and benefits for existing staff and the addition of one full-time GIS Technician position.
- ↑ An increase of \$9,200 in equipment replacement fund contribution reflects the requested addition of funds over the next 5 years to replace the existing GPS unit.

**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.

<b>PUBLIC WORKS</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>260 ENGINEERING SERVICES</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 339,795	\$ 339,443	\$ 337,111	\$ 406,061	\$ 66,618	\$ 422,223
02	Overtime	25,585	30,000	28,000	30,000	-	30,000
03	Part-time	14,345	15,150	11,631	15,225	75	15,150
04	Witness fees	-	-	-	-	-	-
06	FICA	28,220	26,858	28,565	32,068	5,210	33,459
07	Retirement - IPERS	29,216	30,439	32,300	37,434	6,995	41,682
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	47,904	44,643	44,643	44,118	(525)	44,118
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	2,020	2,020	2,187
<b>Sub-Total</b>		<b>\$ 485,065</b>	<b>\$ 486,533</b>	<b>\$ 482,250</b>	<b>\$ 566,926</b>	<b>\$ 80,393</b>	<b>\$ 588,819</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ 100	\$ -	\$ -	\$ (100)	\$ -
22	Recruitment	48	300	-	300	-	300
23	Professional services	4,799	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	2,771	2,875	2,875	2,875	-	2,875
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	100	750	500	750	-	750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,312	2,700	2,500	2,700	-	2,700
48	Utility service	2,519	2,550	2,800	2,900	350	2,900
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	78	100	300	300	200	300
54	Minor equipment	32	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,292	1,000	750	1,000	-	1,000
57	Vehicle operation supplies	10,120	10,000	11,000	12,000	2,000	12,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	467	1,800	1,500	1,800	-	1,800
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 25,538</b>	<b>\$ 40,775</b>	<b>\$ 28,325</b>	<b>\$ 43,225</b>	<b>\$ 2,450</b>	<b>\$ 43,225</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	13,386	13,571	13,571	22,751	9,180	22,751
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 13,386</b>	<b>\$ 13,571</b>	<b>\$ 13,571</b>	<b>\$ 22,751</b>	<b>\$ 9,180</b>	<b>\$ 22,751</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 523,989</b>	<b>\$ 540,879</b>	<b>\$ 524,146</b>	<b>\$ 632,902</b>	<b>\$ 92,023</b>	<b>\$ 654,795</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>ENGINEERING SERVICES</b>		<b>\$ 523,989</b>	<b>\$ 540,879</b>	<b>\$ 524,146</b>	<b>\$ 632,902</b>	<b>\$ 92,023</b>	<b>\$ 654,795</b>

**FUNCTION: Public Works**  
**ACTIVITY: Engineering Services**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Senior Engineering Technician (3), Engineering Drafting Technician (2),GIS Technician, performance bonus	\$ 406,061
02	Overtime	\$ 30,000
03	Part-time	\$ 15,225
06	FICA	\$ 32,068
07	IPERS	\$ 37,434
09	Group insurance	\$ 44,118
13	Deferred compensation City match	\$ 2,020
22	Recruitment	\$ 300
23	Engineering studies/grant preparation	\$ 5,000
	Sylvan Ridge well monitoring	\$ 5,000
	Design standards, drawings & details	\$ 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	Software training & technical conferences	\$ 2,700
48	Inspector cell phones (5)	\$ 2,900
51	Maintenance Supplies	\$ 300
56	Vehicle maintenance and repair parts - batteries, tires, etc.	\$ 1,000
57	Gasoline and oil	\$ 12,000
59	Drafting supplies	\$ 600
	Field supplies (paint lath, flagging, etc.)	\$ 1,200
60	First aid supplies	\$ 100
73	Equipment Replacement Fund contribution	\$ 22,751



**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	628,245	624,226	619,429	631,938
Contractual & supply service	999,255	1,042,560	1,035,120	1,117,064
Capital outlay	229,124	205,039	205,039	229,039
<b>Total expenditures</b>	<b>\$ 1,856,624</b>	<b>\$ 1,871,825</b>	<b>\$ 1,859,588</b>	<b>\$ 1,978,041</b>
Fees	1,947,189	1,942,720	1,943,572	2,139,420
Grants	-	-	-	-
Other	121,619	130,658	116,986	147,722
<b>Total revenue</b>	<b>\$ 2,068,808</b>	<b>\$ 2,073,378</b>	<b>\$ 2,060,558</b>	<b>\$ 2,287,142</b>
<b>Net amount supported by property taxes</b>	<b>\$ (212,184)</b>	<b>\$ (201,553)</b>	<b>\$ (200,970)</b>	<b>\$ (309,101)</b>

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

- ↑ Overall increase of \$7,700 in personnel costs reflect normal increases in salary and benefits for existing staff.
- ↑ An increase of \$25,000 in professional services reflects completing a rate study.
- ↑ An increase of \$20,800 in contributions to other agencies reflects MWA's increased fees per ton for landfill fees as well as an increase per household for recycling.
- ↑ An increase of \$8,000 in vehicle repairs reflects the aging of automated collection vehicles and the anticipated higher costs associated with increased maintenance needs.
- ↑ An increase of \$15,000 in fuel costs reflects anticipated higher fuel costs for 2014.
- ↑ An increase of \$24,000 for solid waste containers reflects a return to normal level of purchases of replacement containers.
- ↑ The final planned rate increase of \$1.00 per month will be implemented July 1, 2013.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ 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 few years, the inventory of solid waste containers purchased when automated collection was implemented in 2000 will approach the end of their life.

<b>PUBLIC WORKS</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 290 SOLID WASTE COLLECTION

### PERSONAL SERVICES

01	Salaries	\$ 457,259	\$ 458,681	\$ 452,000	\$ 462,712	\$ 4,031	\$ 473,300
02	Overtime	17,094	20,000	20,000	20,000	-	20,400
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	36,086	34,742	35,000	35,221	479	36,207
07	Retirement - IPERS	41,109	39,374	41,000	41,115	1,741	45,105
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	76,647	71,429	71,429	70,588	(841)	70,588
10	Unemployment	-	-	-	-	-	-
11	Allowance	50	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	2,302	2,302	2,366
<b>Sub-Total</b>		<b>\$ 628,245</b>	<b>\$ 624,226</b>	<b>\$ 619,429</b>	<b>\$ 631,938</b>	<b>\$ 7,712</b>	<b>\$ 647,966</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,007	-	-	25,000	25,000	-
24	Contributions to other agencies	758,663	833,280	814,000	854,044	20,764	880,000
27	Data processing	3,165	3,600	3,600	3,600	-	3,600
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	4,193	4,600	4,600	4,600	-	4,600
35	Printing and copying	1,558	1,200	1,200	1,200	-	1,200
40	Building and grounds maint.	641	-	720	800	800	800
41	Vehicle and equipment maint.	24,002	15,000	18,000	20,000	5,000	15,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	895	-	-	-	-	-
54	Minor equipment	-	2,000	1,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	66,180	56,000	60,000	64,000	8,000	40,000
57	Vehicle operation supplies	131,612	119,880	125,000	134,820	14,940	140,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	6,615	6,500	6,500	6,500	-	6,500
60	Safety and medical supplies	724	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 999,255</b>	<b>\$ 1,042,560</b>	<b>\$ 1,035,120</b>	<b>\$ 1,117,064</b>	<b>\$ 74,504</b>	<b>\$ 1,094,200</b>

### CAPITAL OUTLAY

71	Equipment	\$ 246	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	47,839	24,000	24,000	48,000	24,000	48,000
73	Equipment replacement fund	181,039	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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 229,124</b>	<b>\$ 205,039</b>	<b>\$ 205,039</b>	<b>\$ 229,039</b>	<b>\$ 24,000</b>	<b>\$ 229,039</b>

### OPERATING BUDGET SUB-TOTAL

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

### SOLID WASTE COLLECTION

		\$ 1,856,624	\$ 1,871,825	\$ 1,859,588	\$ 1,978,041	\$ 106,216	\$ 1,971,205
--	--	--------------	--------------	--------------	--------------	------------	--------------

---

**FUNCTION: Public Works**  
**ACTIVITY: Solid Waste Collection**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 462,712
02	Overtime	\$ 20,000
06	FICA	\$ 35,221
07	IPERS	\$ 41,115
09	Group insurance	\$ 70,588
13	Deferred compensation City match	\$ 2,302
23	Rate study	\$ 25,000
24	Landfill and transfer station charges	\$ 380,800
	Curb It! recycling program	\$ 435,744
	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
40	Mat service	\$ 800
41	Contracted equipment repairs	\$ 20,000
54	Miscellaneous tools	\$ 2,000
56	Wear items (tires, batteries, etc.)	\$ 22,000
	Repair parts for eight vehicles	\$ 42,000
57	Fuel	\$ 129,820
	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	\$ 48,000
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. This department's activities are 100% funded by the Urbandale Sanitary Sewer District and the Urbandale/Windsor Heights Sanitary Sewer District.

**SANITARY SEWERS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	154,693	160,944	157,017	170,007
Contractual & supply service	42,087	49,310	50,302	64,880
Capital outlay	111,808	109,186	109,186	168,186
<b>Total expenditures</b>	<b>\$ 308,588</b>	<b>\$ 319,440</b>	<b>\$ 316,505</b>	<b>\$ 403,073</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	332,244	377,973	371,314	457,904
<b>Total revenue</b>	<b>\$ 332,244</b>	<b>\$ 377,973</b>	<b>\$ 371,314</b>	<b>\$ 457,904</b>
<b>Net amount supported by property taxes</b>	<b>\$ (23,656)</b>	<b>\$ (58,533)</b>	<b>\$ (54,809)</b>	<b>\$ (54,831)</b>

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

- ↑ Increase of \$9,100 in personnel costs reflects normal increases for salary and benefit costs for existing staff.
- ↑ Increase of \$10,700 in professional services reflects additional televising of sewer lines, as requested by the Districts.
- ↑ Increase of \$5,100 in data processing reflects the purchase of one additional Toughbook computer and related software for field use.
- ↑ Increase of \$9,000 in equipment represents purchase of a replacement trailer and a replacement televising camera, which will be shared with the Storm Water department.
- ↑ An increase of \$50,000 in property improvements reflects additional rehab and lining work to be done at the request of the Sanitary Sewer Districts.

**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.
- ❖ 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.

<b>PUBLIC WORKS</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 291 SANITARY SEWERS

### PERSONAL SERVICES

01	Salaries	\$ 109,060	\$ 109,469	\$ 111,460	\$ 116,589	\$ 7,120	\$ 120,177
02	Overtime	2,524	5,500	3,000	5,500	-	5,500
03	Part-time	5,591	8,980	6,000	8,976	(4)	9,065
04	Witness fees	-	-	-	-	-	-
06	FICA	8,831	8,971	8,500	9,558	587	9,887
07	Retirement - IPERS	9,525	10,167	10,200	11,157	990	12,317
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	19,162	17,857	17,857	17,647	(210)	17,647
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	580	580	600
<b>Sub-Total</b>		<b>\$ 154,693</b>	<b>\$ 160,944</b>	<b>\$ 157,017</b>	<b>\$ 170,007</b>	<b>\$ 9,063</b>	<b>\$ 175,193</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	20,490	20,300	18,652	31,000	10,700	31,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	682	800	800	5,900	5,100	800
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,044	1,150	1,150	1,150	-	1,150
35	Printing and copying	-	-	1,000	-	-	-
40	Building and grounds maint.	-	-	600	-	-	-
41	Vehicle and equipment maint.	6,467	2,000	8,000	3,000	1,000	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	400	400	400	400	-	400
48	Utility service	1,895	1,800	1,600	1,690	(110)	1,700
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,962	5,000	5,000	4,000	(1,000)	4,000
54	Minor equipment	509	500	500	2,000	1,500	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,354	7,000	4,000	6,000	(1,000)	7,000
57	Vehicle operation supplies	6,537	9,760	8,000	8,740	(1,020)	9,000
58	Office supplies	56	-	-	-	-	-
59	Operating supplies	691	500	500	500	-	500
60	Safety and medical supplies	-	100	100	500	400	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 42,087</b>	<b>\$ 49,310</b>	<b>\$ 50,302</b>	<b>\$ 64,880</b>	<b>\$ 15,570</b>	<b>\$ 60,050</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	7,900	9,186	9,186	9,186	-	9,186
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	103,908	100,000	100,000	150,000	50,000	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 111,808</b>	<b>\$ 109,186</b>	<b>\$ 109,186</b>	<b>\$ 168,186</b>	<b>\$ 59,000</b>	<b>\$ 159,186</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>SANITARY SEWERS</b>		<b>\$ 308,588</b>	<b>\$ 319,440</b>	<b>\$ 316,505</b>	<b>\$ 403,073</b>	<b>\$ 83,633</b>	<b>\$ 394,429</b>
------------------------	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

**FUNCTION: Public Works**  
**ACTIVITY: Sanitary Sewer and Wastewater**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Sewer System Operator II (2)	\$ 116,589
02	Overtime	\$ 5,500
03	Seasonal laborers (2)	\$ 8,976
06	FICA	\$ 9,558
07	IPERS	\$ 11,157
09	Group insurance	\$ 17,647
13	Deferred compensation City match	\$ 580
23	Television survey of sanitary sewer lines	\$ 30,000
	Mowing	\$ 1,000
27	AVL leasing fees	\$ 800
	Toughbook computer with data card	\$ 4,100
	Software for Toughbook	\$ 1,000
32	Uniform allowance	\$ 1,150
41	Merle Hay Road lift station maintenance	\$ 3,000
46	Waste water technical training	\$ 400
48	Electric service, telephone	\$ 1,690
51	Castings, adjusting rings, concrete	\$ 4,000
54	Replacement tools	\$ 1,000
	Air monitor	\$ 1,000
56	Maintenance items for four vehicles	\$ 1,000
	Jet machine replacement parts	\$ 5,000
57	Fuel	\$ 7,940
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 500
60	Safety equipment	\$ 500
71	Easement machine trailer	\$ 3,000
	Replacement camera (other ½ in Storm Water Utility)	\$ 6,000
73	Equipment Replacement Fund contribution	\$ 9,186
76	Sewer lining program & manhole rehabilitation program	\$ 150,000



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	211,707	213,111	199,964	215,122
Contractual & supply service	41,844	51,225	48,225	53,625
Capital outlay	105,359	155,000	155,000	444,000
<b>Total expenditures</b>	<b>\$ 358,910</b>	<b>\$ 419,336</b>	<b>\$ 403,189</b>	<b>\$ 712,747</b>
Fees	595,670	660,000	696,000	706,000
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ 595,670</b>	<b>\$ 660,000</b>	<b>\$ 696,000</b>	<b>\$ 706,000</b>
<i>Net amount supported by stormwater fees</i>	<i>\$ (236,760)</i>	<i>\$ (240,664)</i>	<i>\$ (292,811)</i>	<i>\$ 6,747</i>

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

- ↑ An increase of \$20,000 in equipment reflects the purchase of a replacement trailer, a replacement pole camera to be shared with Sanitary Sewer, and a concrete breaker attachment for a skid loader.
- ↑ An increase of \$225,000 in storm water improvement projects, as identified through the 2013-2018 Capital Improvements Program document. These funds will be transferred out to the Capital Projects fund for construction as GO Bond proceeds will also fund these projects.
- ↑ Additionally, \$50,000 is being allocated for implementation of a Storm Water Grant program, which would allow property owners within Urbandale to apply for funds to offset some of the cost of their storm water improvements.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Compliance with Phase II Storm water Regulations may require additional staffing and resources to be allocated to this activity in the future.
- ❖ 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.

<b>PUBLIC WORKS</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>STORM WATER UTILITY FUND</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 143,960	\$ 144,500	\$ 136,000	\$ 145,422	\$ 922	\$ 149,795
02	Overtime	7,750	7,000	7,000	7,000	-	7,140
03	Part-time	8,281	7,575	4,100	7,613	38	7,575
04	Witness fees	-	-	-	-	-	-
06	FICA	11,629	11,518	11,200	11,648	130	12,038
07	Retirement - IPERS	13,261	13,054	12,200	13,598	544	14,997
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	26,826	29,464	29,464	29,118	(346)	29,118
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	723	723	786
<b>Sub-Total</b>		<b>\$ 211,707</b>	<b>\$ 213,111</b>	<b>\$ 199,964</b>	<b>\$ 215,122</b>	<b>\$ 2,011</b>	<b>\$ 221,449</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	669	4,000	2,000	3,000	(1,000)	3,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,023	1,200	1,200	1,200	-	1,200
28	Dues and memberships	4,192	4,000	4,000	4,000	-	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	676	1,725	1,725	1,725	-	1,725
35	Printing and copying	555	1,000	1,000	1,000	-	1,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	792	1,000	4,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	1,000	500	1,000	-	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	14,401	15,000	16,000	17,000	2,000	17,000
54	Minor equipment	-	-	500	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	5,931	8,000	5,000	8,000	-	8,000
57	Vehicle operation supplies	12,886	13,000	11,000	14,400	1,400	15,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	519	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	200	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 41,844</b>	<b>\$ 51,225</b>	<b>\$ 48,225</b>	<b>\$ 53,625</b>	<b>\$ 2,400</b>	<b>\$ 54,225</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 10,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	45,429	55,000	55,000	49,000	(6,000)	49,000
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	59,930	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 to Capitals	-	-	-	375,000	375,000	150,000
<b>Sub-total</b>		<b>\$ 105,359</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>	<b>\$ 444,000</b>	<b>\$ 289,000</b>	<b>\$ 209,000</b>
<b>ATING BUDG</b>							
		<b>\$ 358,910</b>	<b>\$ 419,336</b>	<b>\$ 403,189</b>	<b>\$ 712,747</b>	<b>\$ 293,411</b>	<b>\$ 484,674</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>STORM WATER UTILITY FUND</b>		<b>\$ 358,910</b>	<b>\$ 419,336</b>	<b>\$ 403,189</b>	<b>\$ 712,747</b>	<b>\$ 293,411</b>	<b>\$ 484,674</b>

**FUNCTION: Public Works**  
**ACTIVITY: Stormwater Utility Fund**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	½ Light Equipment Operator – other ½ in Roadway Maintenance, 30% Senior Engineer – other 70% in Engineering and Public Works Administration, Light Equipment Operator, Laborer	\$ 145,422
02	Overtime	\$ 7,000
03	Part-time (summer intern)	\$ 7,613
06	FICA	\$ 11,648
07	IPERS	\$ 13,598
09	Group insurance	\$ 29,118
13	Deferred compensation City match	\$ 723
23	Television survey of storm sewer lines	\$ 3,000
27	AVL leasing fees	\$ 1,200
28	Stormwater Phase II regulations	\$ 4,000
32	Uniform allowance (3)	\$ 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	\$ 12,000
	Storm sewer maintenance supplies	\$ 4,000
	Creek maintenance supplies	\$ 1,000
56	Street sweeper brooms	\$ 6,000
	Sweeper maintenance parts	\$ 2,000
57	Fuel	\$ 13,600
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 1,000
60	Safety supplies	\$ 300
71	Breaker attachment for skid loader	\$ 9,000
	Replacement trailer for intake crew	\$ 5,000
	Replacement pole camera (other ½ in Sanitary Sewer)	\$ 6,000
73	Equipment replacement fund contribution	\$ 49,000
97	Transfers out to Capital Projects fund for construction of:	
	Douglas Parkway – 144 <sup>th</sup> Street to Walnut Creek	\$ 85,000
	Northview Estates – 69 <sup>th</sup> Street storm sewer	\$ 40,000
	86 <sup>th</sup> Street at North Walnut Creek	\$ 100,000
	Storm water grant program	\$ 50,000
	Storm water improvement program – various locations	\$ 100,000



**FUNCTION: Public Works**  
**ACTIVITY: Engineering and Public Works Administration**

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

**ENGINEERING and PUBLIC WORKS ADMIN.**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	516,764	512,984	483,264	545,791
Contractual & supply service	101,601	118,052	114,398	112,870
Capital outlay	498	1,800	1,800	11,550
<b>Total expenditures</b>	<b>\$ 618,863</b>	<b>\$ 632,836</b>	<b>\$ 599,462</b>	<b>\$ 670,211</b>
Fees	4,040	5,000	4,000	4,000
Grants	-	-	-	-
Other	34,985	38,426	32,554	44,970
<b>Total revenue</b>	<b>\$ 39,025</b>	<b>\$ 43,426</b>	<b>\$ 36,554</b>	<b>\$ 48,970</b>
<b>Net amount supported by property taxes</b>	<b>\$ 579,838</b>	<b>\$ 589,410</b>	<b>\$ 562,908</b>	<b>\$ 621,241</b>

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

- ↑ Overall personnel costs increased \$32,800, which reflects normal salary and benefit increases for existing staff and the adjustment of a Staff Engineer position to Senior Engineer position.
- ↑ An increase of \$7,700 in equipment reflects the purchase of a replacement large-format scanner, which will be cost-shared with Code Enforcement department.

**FUTURE BUDGET CONSIDERATIONS:**

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

<b>PUBLIC WORKS</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 295 ENGINEERING and PUBLIC WORKS ADMIN.

### PERSONAL SERVICES

01	Salaries	\$ 402,804	\$ 402,793	\$ 380,000	\$ 428,329	\$ 25,536	\$ 445,377
02	Overtime	-	-	-	-	-	-
03	Part-time	4,281	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	29,287	29,801	27,000	31,950	2,149	34,071
07	Retirement - IPERS	32,062	34,576	31,000	38,060	3,484	42,444
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	45,030	41,964	41,964	41,471	(493)	41,471
10	Unemployment	-	-	-	-	-	-
11	Allowance	3,300	3,850	3,300	3,850	-	3,850
13	Deferred compensation City ma	-	-	-	2,131	2,131	2,227
<b>Sub-Total</b>		<b>\$ 516,764</b>	<b>\$ 512,984</b>	<b>\$ 483,264</b>	<b>\$ 545,791</b>	<b>\$ 32,807</b>	<b>\$ 569,440</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,536	3,200	1,600	3,200	-	3,200
23	Professional services	540	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	43,026	50,900	55,000	48,700	(2,200)	48,000
28	Dues and memberships	2,484	2,900	2,900	2,900	-	2,900
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	148	150	-	150
35	Printing and copying	5,523	10,700	6,000	11,100	400	11,100
40	Building and grounds maint.	20,326	17,332	17,000	13,750	(3,582)	15,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,464	6,520	6,500	6,520	-	6,520
48	Utility service	17,041	21,300	20,000	21,300	-	21,300
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	354	1,000	600	1,000	-	1,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,848	3,500	3,500	3,500	-	3,500
59	Operating supplies	642	300	650	500	200	500
60	Safety and medical supplies	817	250	500	250	-	250
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 101,601</b>	<b>\$ 118,052</b>	<b>\$ 114,398</b>	<b>\$ 112,870</b>	<b>\$ (5,182)</b>	<b>\$ 113,420</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 7,700	\$ 7,700	\$ -
72	Furniture and fixtures	413	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	85	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	1,800	1,800	3,850	2,050	3,850
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 498</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>	<b>\$ 11,550</b>	<b>\$ 9,750</b>	<b>\$ 3,850</b>

### ATING

<b>BUDG</b>		<b>\$ 618,863</b>	<b>\$ 632,836</b>	<b>\$ 599,462</b>	<b>\$ 670,211</b>	<b>\$ 37,375</b>	<b>\$ 686,710</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### ENGINEERING and PUBLIC WORKS ADMIN.

		<b>\$ 618,863</b>	<b>\$ 632,836</b>	<b>\$ 599,462</b>	<b>\$ 670,211</b>	<b>\$ 37,375</b>	<b>\$ 686,710</b>
--	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

**FUNCTION: Public Works**  
**ACTIVITY: Engineering and Public Works Administration**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director of Engineering and Public Works, Assistant Director of Public Works, Assistant Director of Engineering, Departmental Secretary, Senior Engineer 70%, performance bonus	\$ 428,329
06	FICA	\$ 31,950
07	IPERS	\$ 38,060
09	Group insurance	\$ 41,471
11	Vehicle allowance	\$ 3,300
	Spot awards	\$ 550
13	Deferred compensation City match	\$ 2,131
22	Recruitment	\$ 3,200
27	GeoPak software maintenance	\$ 3,200
	CarteGraph maintenance	\$ 17,000
	ArcView maintenance	\$ 6,200
	Microstation maintenance	\$ 2,200
	Wireless card fees (5 cards,1 GPS)	\$ 3,000
	GIS computers (3)	\$ 6,000
	Arc View License – additional concurrent license	\$ 3,500
	Toughbook replacement (2)	\$ 7,000
	GPS software maintenance	\$ 600
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 contract ( other ½ in Community Development)	\$ 700
	City map printing	\$ 2,500
	Plan copier maintenance ( other ½ in Community Development)	\$ 1,550
40	Electrical maintenance contract	\$ 3,000
	Facility maintenance (janitorial & HVAC maintenance)	\$ 700
	Building custodial services contract (Administrative and Public Works)	\$ 5,600
	Miscellaneous maintenance supplies and contract maintenance	\$ 1,450
	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 (Dir.,2- Assist Dir., Sen Eng., PW Sup.)	\$ 21,300
51	Operating supplies, janitorial supplies	\$ 1,000

---

**FUNCTION: Public Works**  
**ACTIVITY: Engineering and Public Works Administration**

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 500
60	First aid supplies	\$ 250
71	Large-format scanner replacement (other ½ in Code Enforcement)	\$ 7,700
81	Building Maintenance Fund contribution	\$ 3,850

CULTURE AND RECREATION	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 400 CULTURE AND RECREATION SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 1,598,437	\$ 1,595,967	\$ 1,490,205	\$ 1,751,664	\$ 155,697	\$ 1,814,992
02	Overtime	8,827	20,000	10,200	20,100	100	20,100
03	Part-time	959,759	908,061	887,736	958,562	50,501	981,042
04	Witness fees	-	-	-	-	-	-
06	FICA	189,531	189,662	184,702	206,923	17,261	214,528
07	Retirement - IPERS	195,090	212,189	204,185	221,369	9,180	246,248
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	306,587	267,859	267,859	264,707	(3,152)	264,707
10	Unemployment	56,043	60,000	58,000	60,000	-	45,000
11	Allowance	3,980	4,240	4,240	4,290	50	4,400
13	Deferred compensation City ma	-	-	-	8,714	8,714	9,074
<b>Sub-Total</b>		<b>\$ 3,318,254</b>	<b>\$ 3,257,978</b>	<b>\$ 3,107,127</b>	<b>\$ 3,496,329</b>	<b>\$ 238,351</b>	<b>\$ 3,600,091</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 12,091	\$ 14,100	\$ 14,100	\$ 14,650	\$ 550	\$ 15,000
22	Recruitment	6,857	11,495	8,795	10,850	(645)	11,650
23	Professional services	390,299	454,865	441,265	494,780	39,915	490,400
24	Contributions to other agencies	796,163	856,105	1,261,905	1,337,872	481,767	1,258,343
27	Data processing	147,895	129,490	128,490	162,297	32,807	155,000
28	Dues and memberships	43,724	4,375	4,420	4,530	155	4,850
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,569	7,050	7,100	8,350	1,300	9,000
35	Printing and copying	61,541	75,620	73,920	79,575	3,955	82,050
40	Building and grounds maint.	128,789	147,930	145,365	176,194	28,264	151,000
41	Vehicle and equipment maint.	5,436	11,500	10,000	14,000	2,500	15,200
44	Grant-funded purchases	-	-	69,000	-	-	-
46	Training and development	15,848	17,110	16,785	20,075	2,965	20,900
48	Utility service	221,142	267,300	251,300	271,630	4,330	279,200
49	Petty cash	270	200	200	300	100	350
51	Maintenance supplies	194,612	198,635	184,900	205,541	6,906	205,950
54	Minor equipment	16,730	8,750	10,150	13,600	4,850	16,800
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	23,210	18,500	18,500	19,000	500	19,500
57	Vehicle operation supplies	42,651	42,000	45,000	43,000	1,000	44,000
58	Office supplies	19,879	24,900	24,500	23,200	(1,700)	24,000
59	Operating supplies	126,052	144,350	139,400	148,650	4,300	153,250
60	Safety and medical supplies	6,089	6,505	5,280	6,255	(250)	6,425
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 2,267,847</b>	<b>\$ 2,440,780</b>	<b>\$ 2,860,375</b>	<b>\$ 3,054,349</b>	<b>\$ 613,569</b>	<b>\$ 2,962,868</b>

### CAPITAL OUTLAY

71	Equipment	\$ 73,487	\$ 3,500	\$ 3,500	\$ 19,525	\$ 16,025	\$ 10,500
72	Furniture and fixtures	22,263	13,100	13,100	13,700	600	17,000
73	Equipment replacement fund	88,729	98,479	98,479	95,679	(2,800)	96,804
74	Office equipment	1,568	-	-	600	600	1,000
75	Operating equipment	241	-	-	-	-	-
76	Property improvements	213,675	165,000	235,000	216,000	51,000	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	198,263	210,025	210,025	213,500	3,475	223,500
80	Natural disaster cleanup	1,666	-	-	-	-	-
81	Building maintenance fund	-	25,200	25,200	146,200	121,000	146,200
97	Transfers out	422,500	500,000	500,000	785,714	285,714	785,714
<b>Sub-total</b>		<b>\$ 1,022,392</b>	<b>\$ 1,015,304</b>	<b>\$ 1,085,304</b>	<b>\$ 1,490,918</b>	<b>\$ 475,614</b>	<b>\$ 1,430,718</b>

### ATING

<b>BUDG</b>		<b>\$ 6,608,493</b>	<b>\$ 6,714,062</b>	<b>\$ 7,052,806</b>	<b>\$ 8,041,596</b>	<b>\$ 1,327,534</b>	<b>\$ 7,993,677</b>
99	Special Revenue fund items	\$ 32,336	\$ 44,800	\$ 45,000	\$ 63,000	18,200	\$ 64,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000

### CULTURE AND RECREATION SUMMARY

		<b>\$ 6,640,829</b>	<b>\$ 6,783,862</b>	<b>\$ 7,097,806</b>	<b>\$ 8,129,596</b>	<b>\$ 1,345,734</b>	<b>\$ 8,082,677</b>
--	--	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------



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

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

**LIBRARY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,546,394	1,528,050	1,415,318	1,568,712
Contractual & supply service	371,430	350,920	419,920	390,446
Capital outlay	276,996	235,625	235,625	224,800
<b>Total expenditures</b>	<b>\$ 2,194,820</b>	<b>\$ 2,114,595</b>	<b>\$ 2,070,863</b>	<b>\$ 2,183,958</b>
Fees	219,084	212,824	212,444	211,683
Grants	65,413	-	69,005	-
Other	124,076	128,399	112,459	146,538
<b>Total revenue</b>	<b>\$ 408,573</b>	<b>\$ 341,223</b>	<b>\$ 393,908</b>	<b>\$ 358,221</b>
<b>Net amount supported by property taxes</b>	<b>\$ 1,786,247</b>	<b>\$ 1,773,372</b>	<b>\$ 1,676,955</b>	<b>\$ 1,825,737</b>

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

- ↑ Overall personnel costs increased by \$40,700, which reflects normal increases for salaries and benefit costs for existing staff.
- ↑ An increase of \$12,500 in data processing reflects the purchase of 8 replacement computers and the planned virtualization of 12 of the department's 15 servers.
- ↑ An increase of \$7,000 in operating supplies reflects anticipated cost of consumable book maintenance supplies and increased programming supplies.
- ↓ A decrease of \$18,000 in property improvements reflects the completion of masonry repairs in the prior year.

**FUTURE BUDGET CONSIDERATIONS**

- ❖ None identified at this time.

<b>CULTURE AND RECREATION</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

## 410 LIBRARY

### PERSONAL SERVICES

01	Salaries	\$ 741,225	\$ 761,072	\$ 647,811	\$ 758,626	\$ (2,446)	\$ 788,820
02	Overtime	175	-	200	100	100	100
03	Part-time	468,038	430,999	445,000	477,262	46,263	490,357
04	Witness fees	-	-	-	-	-	-
06	FICA	88,510	90,292	84,500	94,699	4,407	98,489
07	Retirement - IPERS	94,633	102,330	94,450	101,398	(932)	112,787
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	153,293	142,857	142,857	132,353	(10,504)	132,353
10	Unemployment	-	-	-	-	-	-
11	Allowance	520	500	500	500	-	500
13	Deferred compensation City ma	-	-	-	3,774	3,774	3,944
<b>Sub-Total</b>		<b>\$ 1,546,394</b>	<b>\$ 1,528,050</b>	<b>\$ 1,415,318</b>	<b>\$ 1,568,712</b>	<b>\$ 40,662</b>	<b>\$ 1,627,350</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 80	\$ 2,600	\$ 2,600	\$ 2,400	\$ (200)	\$ 2,500
22	Recruitment	747	575	575	800	225	900
23	Professional services	10,033	11,355	11,355	16,830	5,475	17,400
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	83,628	108,190	108,190	120,697	12,507	133,000
28	Dues and memberships	41,024	1,675	1,675	1,860	185	2,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	11,993	18,970	18,970	21,425	2,455	22,100
40	Building and grounds maint.	64,842	62,365	62,365	67,724	5,359	69,800
41	Vehicle and equipment maint.	2,193	1,000	1,000	1,000	-	1,200
44	Grant-funded purchases	-	-	69,000	-	-	-
46	Training and development	5,760	5,660	5,660	8,000	2,340	8,200
48	Utility service	90,011	94,000	94,000	95,030	1,030	99,000
49	Petty cash	270	200	200	300	100	350
51	Maintenance supplies	26,413	9,500	9,500	10,000	500	10,500
54	Minor equipment	539	250	250	4,800	4,550	4,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	14,430	18,000	18,000	16,000	(2,000)	16,500
59	Operating supplies	19,109	16,000	16,000	23,000	7,000	23,500
60	Safety and medical supplies	358	580	580	580	-	600
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 371,430</b>	<b>\$ 350,920</b>	<b>\$ 419,920</b>	<b>\$ 390,446</b>	<b>\$ 39,526</b>	<b>\$ 411,550</b>

### CAPITAL OUTLAY

71	Enrich Iowa	\$ 65,487	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	7,068	2,000	2,000	1,000	(1,000)	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	1,568	-	-	600	600	1,000
75	Operating equipment	241	-	-	-	-	-
76	Property improvements	4,369	20,000	20,000	2,000	(18,000)	5,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	198,263	210,025	210,025	213,500	3,475	223,500
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	3,600	3,600	7,700	4,100	7,700
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 276,996</b>	<b>\$ 235,625</b>	<b>\$ 235,625</b>	<b>\$ 224,800</b>	<b>\$ (10,825)</b>	<b>\$ 242,200</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>LIBRARY</b>		<b>\$ 2,194,820</b>	<b>\$ 2,114,595</b>	<b>\$ 2,070,863</b>	<b>\$ 2,183,958</b>	<b>\$ 69,363</b>	<b>\$ 2,281,100</b>
----------------	--	---------------------	---------------------	---------------------	---------------------	------------------	---------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Library Director, Assistant Library Director, Technology Assistant, Youth Services Manager, Technical Services Manager, Collection Development Manager, Circulation Manager, Reference Manager, Administrative Assistant, Custodian, Librarian (Delinquencies and Meeting Rooms), Adult Program Coordinator/Public Relations, performance bonus	\$ 758,626
02	Overtime	\$ 100
03	Part-time	\$ 477,262
06	FICA	\$ 94,699
07	IPERS	\$ 101,398
09	Group insurance	\$ 132,353
11	On-the-spot awards	\$ 500
13	Deferred compensation City match	\$ 3,774
21	Share of Parks & Recreation program guide (3)	\$ 2,400
22	Pre-employment background checks	\$ 400
	Pre-employment drug screenings	\$ 400
23	Adult programming presenter fees	\$ 1,000
	Youth programming presenter fees	\$ 1,500
	City audit	\$ 3,700
	Movie public performance site license—2 years	\$ 1,800
	Notary renewal	\$ 130
	Unique management services – debt collection	\$ 4,500
	Van delivery to Johnston	\$ 4,200
27	AEX authority control	\$ 1,300
	AUP authority control	\$ 1,000
	Altiris software support	\$ 2,300
	Computer hardware/software support—50 hours	\$ 7,500
	Computer replacments (8)	\$ 10,720
	Deep Freeze software support	\$ 2,975
	EnvisionWare software/hardware support	\$ 5,100
	HP servers software support and virtualization	\$ 18,044
	McAfee antivirus protection	\$ 1,650
	Meeting room booking software support	\$ 1,275
	OCLC cataloging records	\$ 20,000
	SirsiDynix debt collection software support	\$ 775
	SirsiDynix e-resource software support	\$ 1,610
	SirsiDynix ILS software support	\$ 35,188
	TechNet subscription	\$ 250

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

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	3M support	\$ 10,100
	Wireless controller software support	\$ 910
28	American Library Association	\$ 880
	COSUGI	\$ 100
	Iowa Library Association	\$ 700
	Iowa OCLC user's group	\$ 10
	Public Library Association	\$ 120
	Clip art subscription	\$ 50
35	A-Frame sign inserts	\$ 200
	Business cards, envelopes, and letterhead	\$ 275
	Card services brochures	\$ 860
	Overdue notice mailers	\$ 570
	Promotional materials	\$ 1,000
	Youth summer reading program brochures	\$ 500
	Photocopier lease and copy charges	\$ 9,000
	Youth services coin op maintenance contract	\$ 410
	Postage	\$ 7,500
	Postage meter lease	\$ 610
	Postage supplies	\$ 250
	Shipping	\$ 250
40	Boiler inspection	\$ 75
	Cable/electrical wiring in meeting/conference rooms	\$ 600
	Carpet and upholstery cleaning	\$ 3,789
	Chimney cleaning and inspection	\$ 140
	Electrical maintenance	\$ 13,000
	Fire alarm panel inspection	\$ 1,100
	Fire alarm monitoring	\$ 550
	Heating/cooling service contract	\$ 34,500
	Lift inspection	\$ 370
	Paint touchup	\$ 2,000
	Pest control	\$ 1,400
	Roof/gutter inspection	\$ 1,000
	Security system monitoring	\$ 325
	Smoke alarm inspection	\$ 150
	Sprinkler inspection	\$ 190
	Window cleaning	\$ 535

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

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Wood furniture repair	\$ 2,000
	Miscellaneous service calls and repairs	\$ 6,000
41	Equipment repair	\$ 1,000
46	Continuing education, meetings, and workshops	\$ 1,600
	Staff in-service training	\$ 650
	COSUGI conference—UT (1)	\$ 1,500
	Iowa Library Association conference—Coralville (8)	\$ 850
	Library Tech conference—MN (2)	\$ 1,700
	Public Library Association conference—IN (2)	\$ 1,700
48	Electric	\$ 64,500
	Gas	\$ 11,300
	Internet—public	\$ 8,700
	Internet—staff	\$ 1,200
	Phone—local	\$ 5,600
	Phone—long distance	\$ 230
	Water	\$ 3,500
49	Petty cash	\$ 300
51	Maintenance supplies	\$ 10,000
54	LCD televisions (5)	\$ 4,000
	Blu-Ray players (8)	\$ 800
58	Office supplies	\$ 16,000
59	Operating supplies	\$ 20,300
59.1	Operating supplies—adult programming	\$ 1,200
59.2	Operating supplies—youth programming	\$ 1,500
60	Fire extinguisher inspection	\$ 80
	First aid supplies	\$ 500
72	Furniture replacements	\$ 1,000
74	Television cart replacements (2)	\$ 600
76	Property improvements	\$ 2,000
79.1	Adult books	\$ 61,640
79.1.2	Young adult books	\$ 5,000
79.1.3	Juvenile books	\$ 31,000
79.2	Wilbor audio/e-book consortium fee	\$ 4,000
	Wilbor advantage audio/e-book collection	\$ 25,000
79.3	Audio books	\$ 23,000
	Music	\$ 8,000

---

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

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
79.4	DVDs	\$ 15,000
	Games	\$ 2,000
79.5	Print newspaper and periodical subscriptions	\$ 11,000
79.6	Ancestry	\$ 2,050
	Auto repair	\$ 1,540
	Des Moines Register	\$ 1,790
	EbscoHost	\$ 1,650
	Gale biography	\$ 2,790
	Heritage quest	\$ 800
	Learning express test prep	\$ 2,780
	Mango languages	\$ 2,760
	Morningstar	\$ 850
	Next reads	\$ 1,600
	Novelist plus	\$ 1,200
	Reference USA	\$ 4,100
	Value line	\$ 3,100
79.7	Cake pans	\$ 100
	Puppets	\$ 450
	Puzzles	\$ 300
81	Building maintenance fund contribution	\$ 7,700

---

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

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

**PARKS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	1,085,128	1,071,996	1,065,725	1,212,973
Contractual & supply service	650,870	705,345	653,200	730,526
Capital outlay	318,553	265,379	265,379	288,004
<b>Total expenditures</b>	<b>\$ 2,054,551</b>	<b>\$ 2,042,720</b>	<b>\$ 1,984,304</b>	<b>\$ 2,231,503</b>
Fees	34,262	26,300	34,400	67,500
Grants	4,500	-	-	-
Other	116,147	124,035	107,759	149,728
<b>Total revenue</b>	<b>\$ 154,909</b>	<b>\$ 150,335</b>	<b>\$ 142,159</b>	<b>\$ 217,228</b>
<b>Net amount supported by property taxes</b>	<b>\$ 1,899,642</b>	<b>\$ 1,892,385</b>	<b>\$ 1,842,145</b>	<b>\$ 2,014,275</b>

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

- ↑ Overall personnel costs increased by \$141,000 due to normal increases for existing staff, coupled with a planned reallocation of staff between seasonal laborers and full-time staff. Proposed is the conversion of 3 seasonal staff to 3 full-time staff. These staff will be utilized during the off-season months to perform building maintenance activities and snow removal.
- ↓ Decreases of \$9,000 in professional services reflect favorable bids on contract mowing service.
- ↑ An increase of \$7,900 in data processing reflects the replacement of 5 computers, 1 laptop and software upgrades to 4 computers.
- ↑ An increase of \$14,200 in building maintenance reflects updated costs for upkeep on the new Walker Johnston Shelter house and replacement of carpeting at Lions Shelter house.
- ↑ An increase of \$10,500 in equipment reflects the purchase of a floor scrubber/buffer, a mower deck for rough mowing of parks and a welding bench.
- ↑ An increase of \$12,300 in Building Maintenance Fund contributions reflects the new departmental allocation for building repairs.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The maintenance needs of all the City facilities continue to increase. Under the FY13-14 budget plan, three seasonal staff will be converted to full-time staff in order to start addressing ongoing building maintenance and preventative work during the off-season. While this move will help with workload issues during the winter months, summer needs continue to exceed time availability, so the need to expand staff in this area will be a concern in the near future.

<b>CULTURE AND RECREATION</b>		<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
		<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>
<b>430 PARKS</b>							
<b>PERSONAL SERVICES</b>							
01	Salaries	\$ 589,753	\$ 566,592	\$ 574,839	\$ 713,816	\$ 147,224	\$ 737,004
02	Overtime	8,652	20,000	10,000	20,000	-	20,000
03	Part-time	193,796	207,360	203,000	176,750	(30,610)	180,406
04	Witness fees	-	-	-	-	-	-
06	FICA	58,501	58,621	60,500	67,789	9,168	70,182
07	Retirement - IPERS	64,863	66,437	66,400	79,132	12,695	87,429
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	110,180	89,286	89,286	88,235	(1,051)	88,235
10	Unemployment	56,043	60,000	58,000	60,000	-	45,000
11	Allowance	3,340	3,700	3,700	3,700	-	3,800
13	Deferred compensation City ma	-	-	-	3,551	3,551	3,685
<b>Sub-Total</b>		<b>\$ 1,085,128</b>	<b>\$ 1,071,996</b>	<b>\$ 1,065,725</b>	<b>\$ 1,212,973</b>	<b>\$ 140,977</b>	<b>\$ 1,235,741</b>
<b>CONTRACTUAL AND SUPPLY SERVICES</b>							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	2,500	2,300	1,600	2,800	500	3,000
23	Professional services	231,982	283,400	250,000	274,400	(9,000)	280,000
24	Contributions to other agencies	932	500	1,300	1,000	500	1,200
27	Data processing	58,605	19,800	18,800	27,700	7,900	20,500
28	Dues and memberships	618	860	800	905	45	925
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	5,189	4,500	4,500	6,750	2,250	6,900
35	Printing and copying	4,390	4,100	4,100	4,100	-	4,250
40	Building and grounds maint.	38,224	45,500	42,000	59,705	14,205	51,500
41	Vehicle and equipment maint.	386	3,500	2,000	3,500	-	3,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,485	4,825	4,500	4,475	(350)	5,000
48	Utility service	62,552	76,500	76,500	78,000	1,500	79,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	153,244	171,535	160,000	175,241	3,706	175,000
54	Minor equipment	6,513	4,400	4,400	4,400	-	4,400
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	23,210	18,500	18,500	19,000	500	19,500
57	Vehicle operation supplies	42,651	42,000	45,000	43,000	1,000	44,000
58	Office supplies	1,613	1,700	1,700	1,700	-	1,800
59	Operating supplies	11,649	16,700	14,000	19,500	2,800	19,750
60	Safety and medical supplies	3,127	4,725	3,500	4,350	(375)	4,500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 650,870</b>	<b>\$ 705,345</b>	<b>\$ 653,200</b>	<b>\$ 730,526</b>	<b>\$ 25,181</b>	<b>\$ 724,725</b>
<b>CAPITAL OUTLAY</b>							
71	Equipment	\$ 5,073	\$ -	\$ -	\$ 10,525	\$ 10,525	\$ 4,000
72	Furniture and fixtures	13,779	11,100	11,100	12,700	1,600	12,000
73	Equipment replacement fund	88,729	98,479	98,479	95,679	(2,800)	96,804
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	209,306	145,000	145,000	146,000	1,000	145,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	1,666	-	-	-	-	-
81	Building maintenance fund	-	10,800	10,800	23,100	12,300	23,100
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 318,553</b>	<b>\$ 265,379</b>	<b>\$ 265,379</b>	<b>\$ 288,004</b>	<b>\$ 22,625</b>	<b>\$ 280,904</b>
<b>OPERATING BUDGET SUB-TOTAL</b>		<b>\$ 2,054,551</b>	<b>\$ 2,042,720</b>	<b>\$ 1,984,304</b>	<b>\$ 2,231,503</b>	<b>\$ 188,783</b>	<b>\$ 2,241,370</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
<b>PARKS</b>		<b>\$ 2,054,551</b>	<b>\$ 2,042,720</b>	<b>\$ 1,984,304</b>	<b>\$ 2,231,503</b>	<b>\$ 188,783</b>	<b>\$ 2,241,370</b>

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Laborers (2), Laborers (4), ½ Administrative Assistant – other ½ in Recreation, performance bonus	\$ 713,816
02	Overtime (snow removal, preparation for July 4 <sup>th</sup> Event, mosquito control application, etc.)	\$ 20,000
03	Seasonal labor staff - April 15 to Nov 15 (6), ½ Secretary, Shelter Rental Supervisor	\$ 176,750
06	FICA	\$ 67,789
07	IPERS	\$ 79,132
09	Group insurance	\$ 88,235
10	Unemployment (seasonal staff)	\$ 60,000
11	Vehicle allowance (Director)	\$ 3,300
	Spot awards	\$ 400
13	Deferred compensation City match	\$ 3,551
22	Recruitment expenses for seasonal staff (background checks, drug screens, physicals)	\$ 2,800
23	Contractual parks maintenance (mowing contract)	\$ 240,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
23.1	WJ Shelter – safe room manager (security system monitoring - tornado watch or warnings)	\$ 1,000
24	Contribution – Bike to Work Week	\$ 500
	Landfill and transfer charges	\$ 500
27	Computer software and supplies	\$ 500
	ReservePartner fees and credit card fees	\$ 19,500
	Computers (5 replacements; 1 laptop replacement; 4 upgrades)	\$ 7,700
28	National Park and Recreation Association – Director	\$ 150
	Iowa Park and Recreation Association - Director and Asst. Director	\$ 270
	Iowa Sports Turf Mgr. Association (4)	\$ 255
	Tree Board – National Arbor Day Foundation	\$ 15
	Subscriptions/publications	\$ 215
32	Uniform allowances (10), part time staff T-shirts, sweatshirts	\$ 6,750
35	Printing, copying and shipping	\$ 300
	Seasonal program guide printing (3)	\$ 3,000
	Copy machine maintenance/contract (other ½ in Recreation)	\$ 300
	Regional trail maps	\$ 500
40	Miscellaneous electrical, plumbing and building repairs, security system maintenance, mechanical system maintenance contract	\$ 6,000
	Outside bathroom custodial service contract (\$600) and Senior Center weekend custodial (\$7,500)	\$ 8,100
	Parks and recreation office and park maintenance building custodial service contract	\$ 4,150
	Pest control	\$ 1,100

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

Object	Description	Amount
	Mat cleaning service – park facilities	\$ 1,850
	Lions Park Shelter – replace carpeting	\$ 8,200
	Carpet cleaning (Lions, Parks and Rec. office)	\$ 500
40.1	Walker Johnston Shelter - miscellaneous electrical, plumbing and building repairs, security system maintenance, mechanical system maintenance contract (Majority of items under warranty for 1 <sup>st</sup> year)	\$ 3,000
	Walker Johnston Shelter – custodial contract	\$ 8,000
	Walker Johnston Shelter – pest control	\$ 500
	Walker Johnston Shelter – mat cleaning service (\$500) , window cleaning service (\$900)	\$ 1,400
	Walker Johnston Shelter – fire alarm and suppression system maintenance	\$ 675
	Walker Johnston Shelter – grease trap cleaning	\$ 250
	Walker Johnston Shelter – building maintenance	\$ 1,000
40.2	Lions - miscellaneous electrical, plumbing and building repairs, security system maintenance, mechanical system maintenance contract	\$ 4,500
	Lions Shelter – custodial contract	\$ 5,000
	Lions Shelter – pest control	\$ 500
	Lions Shelter – mat cleaning service	\$ 500
	Lions Shelter – carpet cleaning	\$ 480
	Lions Shelter – building maintenance	\$ 4,000
41	Contract work on trucks and equipment, tire repair	\$ 3,500
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
	ICAA national conference -(San Diego, CA) - Director	\$ 1,500
	Iowa State University Shade Tree Short Course (Asst. Director 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	Parks - gas, electric, water, telephone and data	\$ 55,800
	Memorial Tree Park and Gardens – electrical	\$ 700
48.1	Walker Johnston Shelter – utilities (gas, electric, water, telephone, security system and data)	\$ 10,000
	Walker Johnston Shelter – wireless internet	\$ 1,500
48.2	Lions Shelter – utilities (gas, electric, water, telephone, security system and data)	\$ 10,000
51	Seed and fertilizer	\$ 67,000
	Turf chemicals	\$ 10,866
	Pond treatment (chemicals) – Lakeview, Walnut Creek Hills, LA Ward, Walker Johnston Park	\$ 6,500
	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 <sup>th</sup> (\$1,500); special events (\$475)	\$ 4,875

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

Object	Description	Amount
	Tree board plantings – Colby Woods (\$5,200) - ½ offset by Tree’s Please grant	\$ 5,200
	Flower garden material	\$ 9,500
	Sand and gravel (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
	Stripping parking lots (60% of WJ parking lot - USA pays 40%) – total of \$3,000	\$ 1,800
54	Tools and replacement equipment	\$ 4,400
56	Equipment and truck parts, tires	\$ 19,000
57	Fuel, gas, etc.	\$ 43,000
58	Office supplies	\$ 1,700
59	Restroom supplies, park and shelter house janitorial supplies, trash can liners, paper products, etc.	\$ 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	\$ 2,800
	Public Art – honorarium for one “plop art” (\$1,500), brochures and mailings (\$1,500) and operating supplies, special event marketing, etc. (\$1,500)	\$ 4,500
59.1	WJ Shelter – emergency supplies required for “storm shelter” – FEMA Regulations	\$ 500
60	First aid supplies (masks, gloves, aprons, boots for chemical applications, respirators, etc.)	\$ 1,000
	Random drug testing for staff, first-aid kits for trucks and facilities	\$ 1,000
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800
	Hoist and sling compliance safety inspection	\$ 500
	Hearing tests for staff	\$ 300
	Safety boots (seasonal staff - 6)	\$ 750
71	Welding bench	\$ 800
	3 point mower deck (for tractor attachment) – for rough mowing	\$ 4,800
	Floor scrubber/buffer (for WJ Shelter)	\$ 4,925
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 Lions Park (2 signs)	\$ 5,200
73	Equipment Replacement Fund contribution	\$ 95,679
76	Bike path improvements	\$ 75,000
	Playground improvements	\$ 50,000
	Lions Park – tennis court overlay	\$ 21,000
81	Building maintenance fund contribution	\$ 23,100



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

**GROUNDS MAINTENANCE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	76,793	76,124	76,124	77,477
Contractual & supply service	7,772	10,500	9,000	10,500
Capital outlay	-	-	-	68,000
<b>Total expenditures</b>	<b>\$ 84,565</b>	<b>\$ 86,624</b>	<b>\$ 85,124</b>	<b>\$ 155,977</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	4,781	5,260	4,623	10,466
<b>Total revenue</b>	<b>\$ 4,781</b>	<b>\$ 5,260</b>	<b>\$ 4,623</b>	<b>\$ 10,466</b>
<b>Net amount supported by property taxes</b>	<b>\$ 79,784</b>	<b>\$ 81,364</b>	<b>\$ 80,501</b>	<b>\$ 145,511</b>

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

- ↑ An increase of \$68,000 in property improvements reflects the completion of landscaping in the 142<sup>nd</sup> Street & Douglas Parkway round-about.
- ❖ 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 in FY13-14 will allocate \$7,700 to this fund, for a total of \$100,000. 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 and Library. 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.

<b>CULTURE AND RECREATION</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>	<b>INCREASE</b>	<b>FY 2014-15</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>	<b>(DECREASE)</b>	<b>ESTIMATE</b>

### 435 GROUNDS MAINTENANCE

#### PERSONAL SERVICES

01	Salaries	\$ 58,018	\$ 57,847	\$ 57,847	\$ 58,680	\$ 833	\$ 59,848
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,365	4,382	4,382	4,467	85	4,578
07	Retirement - IPERS	4,829	4,966	4,966	5,214	248	5,704
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	8,824	(105)	8,824
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	292	292	299
<b>Sub-Total</b>		<b>\$ 76,793</b>	<b>\$ 76,124</b>	<b>\$ 76,124</b>	<b>\$ 77,477</b>	<b>\$ 1,353</b>	<b>\$ 79,253</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	7,772	10,500	9,000	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	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 7,772</b>	<b>\$ 10,500</b>	<b>\$ 9,000</b>	<b>\$ 10,500</b>	<b>\$ -</b>	<b>\$ 10,500</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	68,000	68,000	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,000</b>	<b>\$ 68,000</b>	<b>\$ -</b>

#### OPERATING BUDGET SUB-TOTAL

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

#### GROUNDS MAINTENANCE

		<b>\$ 84,565</b>	<b>\$ 86,624</b>	<b>\$ 85,124</b>	<b>\$ 155,977</b>	<b>\$ 69,353</b>	<b>\$ 89,753</b>
--	--	------------------	------------------	------------------	-------------------	------------------	------------------

---

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

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Turf Specialist	\$ 58,680
06	FICA	\$ 4,467
07	IPERS	\$ 5,214
09	Group insurance	\$ 8,824
13	Deferred compensation City match	\$ 292
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
76	Landscaping - round-about at 142 <sup>nd</sup> and Douglas	\$ 68,000



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	155,087	158,350	156,724	165,342
Contractual & supply service	194,305	221,755	210,945	240,210
Capital outlay	2,897	3,600	3,600	9,700
<b>Total expenditures</b>	<b>\$ 352,289</b>	<b>\$ 383,705</b>	<b>\$ 371,269</b>	<b>\$ 415,252</b>
Fees	348,212	209,000	267,536	206,500
Grants	2,000	22,500	-	2,500
Other	19,915	26,019	20,162	27,862
<b>Total revenue</b>	<b>\$ 370,127</b>	<b>\$ 257,519</b>	<b>\$ 287,698</b>	<b>\$ 236,862</b>
<b>Net amount supported by property taxes</b>	<b>\$ (17,838)</b>	<b>\$ 126,186</b>	<b>\$ 83,571</b>	<b>\$ 178,390</b>

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

- ↑ Overall personnel costs increased by \$7,000, which reflects the normal salary and benefits cost for existing full time staff as well as consistent levels of part-time summer staff.
- ↑ An increase of \$14,400 in professional services reflects the cost share with the Pool's marketing services contract. After a year of services being provided, an analysis of time spent on work for Recreation projects warranted a split in costs going forward.
- ↑ An increase of \$18,200 in special revenue items reflects the MAC camp program being expanded for additional weeks in summer 2013. This program is nearly 100% funded by grants and donations.
- ↓ Revenues from the Urbandale Community Schools for support of the Community Education programming ended during FY12-13. 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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 440 RECREATION

### PERSONAL SERVICES

01	Salaries	\$ 89,344	\$ 89,677	\$ 89,300	\$ 93,935	\$ 4,258	\$ 97,674
02	Overtime	-	-	-	-	-	-
03	Part-time	34,160	37,114	36,000	39,983	2,869	40,588
04	Witness fees	-	-	-	-	-	-
06	FICA	9,493	9,603	9,555	10,193	590	10,577
07	Retirement - IPERS	7,679	12,987	12,900	11,900	(1,087)	13,176
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	14,371	8,929	8,929	8,824	(105)	8,824
10	Unemployment	-	-	-	-	-	-
11	Allowance	40	40	40	40	-	50
13	Deferred compensation City ma	-	-	-	467	467	488
<b>Sub-Total</b>		<b>\$ 155,087</b>	<b>\$ 158,350</b>	<b>\$ 156,724</b>	<b>\$ 165,342</b>	<b>\$ 6,992</b>	<b>\$ 171,377</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4,836	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	\$ 5,500
22	Recruitment	1,318	1,620	1,620	1,750	130	1,750
23	Professional services	117,482	135,000	125,000	149,400	14,400	153,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	3,366	500	500	1,500	1,000	500
28	Dues and memberships	611	495	600	495	-	525
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,371	1,750	1,800	600	(1,150)	1,000
35	Printing and copying	33,303	38,350	38,350	39,850	1,500	41,000
40	Building and grounds maint.	2,492	4,715	3,000	4,715	-	4,800
41	Vehicle and equipment maint.	-	500	500	500	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,582	2,525	2,525	3,500	975	3,500
48	Utility service	2,571	2,800	2,800	3,100	300	3,200
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	876	500	500	500	-	500
54	Minor equipment	337	100	1,500	400	300	400
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,418	2,000	1,600	2,000	-	2,100
59	Operating supplies (includes M/	21,627	25,250	25,000	26,250	1,000	27,500
60	Safety and medical supplies	115	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 194,305</b>	<b>\$ 221,755</b>	<b>\$ 210,945</b>	<b>\$ 240,210</b>	<b>\$ 18,455</b>	<b>\$ 246,925</b>

### CAPITAL OUTLAY

71	Equipment	\$ 2,897	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office furniture	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	3,600	3,600	7,700	4,100	7,700
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 2,897</b>	<b>\$ 3,600</b>	<b>\$ 3,600</b>	<b>\$ 9,700</b>	<b>\$ 6,100</b>	<b>\$ 9,700</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items (M.	\$ 32,336	\$ 44,800	\$ 45,000	\$ 63,000	\$ 18,200	\$ 64,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

<b>RECREATION</b>		<b>\$ 384,625</b>	<b>\$ 428,505</b>	<b>\$ 416,269</b>	<b>\$ 478,252</b>	<b>\$ 49,747</b>	<b>\$ 492,002</b>
-------------------	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Recreation and Community Education Supervisor, ½ Administrative Assistant – other ½ in Parks, performance bonus	\$ 93,935
03	Summer recreation staff (Kids Kamp, Youth in Parks), summer intern, ½ Secretary, Community Room Shelter Rental Supervisor	\$ 39,983
06	FICA	\$ 10,193
07	IPERS	\$ 11,900
09	Group insurance	\$ 8,824
11	On-the-spot awards	\$ 40
13	Deferred compensation City match	\$ 467
21	Program advertising	\$ 2,500
	Marketing program	\$ 3,000
22	Recruitment expense for summer staff (background checks, drug screens)	\$ 1,750
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees	\$ 135,000
	Marketing services contract (other ½ in Pool)	\$ 14,400
27	Computer software and supplies	\$ 500
	Computer upgrade (1)	\$ 1,000
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)	\$ 600
35	Program guide printing (3)	\$ 39,000
	Flyers, schedules and brochures	\$ 550
	Copy machine maintenance/contract (other ½ in Parks)	\$ 300
40	Portable toilets for parks and recreation fields	\$ 295
	Wellness Center – facility maintenance	\$ 1,700
	Wellness Center – facility cleaning contract	\$ 1,600
	Wellness Center – mat service, carpet cleaning	\$ 475
	Wellness Center – security service	\$ 445
	Wellness Center - pest control	\$ 200
41	Wellness Center – maintenance and repair of wellness equipment	\$ 500
46	Iowa Parks and Recreation: Spring conference & Fall workshop (1)	\$ 800
	Staff development training/workshops	\$ 400
	Mileage	\$ 500
	ICAA National Conference (San Diego) – Program Supervisor	\$ 1,800
48	Wellness Center – utilities (water, gas, electric)	\$ 2,600
	Wellness Center – phone	\$ 500

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

<b>Object</b>	<b>Description</b>	<b>Amount</b>
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.)	\$ 400
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 18,500
	Summer recreation programs – transportation (buses for Kids Kamp)	\$ 3,000
	Youth in Parks summer program – transportation (van rental and gas)	\$ 4,500
	Signs/banners for special events	\$ 250
60	First aid supplies	\$ 150
71	Wellness Center – replacement fitness equipment	\$ 2,000
81	Building Maintenance Fund contribution (Wellness Center)	\$ 7,700

<b>Special Revenue Fund</b>	<b>MAC CAMP - Note: A significant portion of this program is funded by grants and donations</b> Funding reflects program expanding to two sites and additional weeks in FY13-14.	
03	MAC Camp – program supervisor salaries	\$ 34,000
59	MAC program supplies, meals, field trip transportation and admissions, t-shirts	\$ 29,000
	<b>Total</b>	<b>\$ 63,000</b>

<b>RM Fund</b>	<b>Risk Management Fund expenses</b>	
	Wellness and safety committee programs	\$ 9,700

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

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

**CEMETERY MAINTENANCE**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	5,041	7,050	7,350	7,200
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 5,041</b>	<b>\$ 7,050</b>	<b>\$ 7,350</b>	<b>\$ 7,200</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	285	428	399	483
<b>Total revenue</b>	<b>\$ 285</b>	<b>\$ 428</b>	<b>\$ 399</b>	<b>\$ 483</b>
<b>Net amount supported by property taxes</b>	<b>\$ 4,756</b>	<b>\$ 6,622</b>	<b>\$ 6,951</b>	<b>\$ 6,717</b>

**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 450 CEMETERY MAINTENANCE

<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
10	Unemployment	-	-	-	-	-
11	Allowance	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	5,005	6,250	7,250	6,400	6,500
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	36	800	100	800	800
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
<b>Sub-total</b>		\$ 5,041	\$ 7,050	\$ 7,350	\$ 7,200	\$ 7,300
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
<b>Sub-total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>		\$ 5,041	\$ 7,050	\$ 7,350	\$ 7,200	\$ 7,300
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>CEMETERY MAINTENANCE</b>		\$ 5,041	\$ 7,050	\$ 7,350	\$ 7,200	\$ 7,300

---

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

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	Contract maintenance	\$ 6,400
51	Turf chemicals, road stone	\$ 800



**FUNCTION: Culture and Recreation**  
**ACTIVITY: Senior Recreation Center**

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

**SENIOR RECREATION CENTER**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	154,615	158,694	158,370	165,057
Contractual & supply service	105,603	117,585	109,885	122,225
Capital outlay	1,416	7,100	7,100	7,700
<b>Total expenditures</b>	<b>\$ 261,634</b>	<b>\$ 283,379</b>	<b>\$ 275,355</b>	<b>\$ 294,982</b>
Fees	34,950	38,750	36,200	34,000
Grants	-	-	-	-
Other	14,791	17,207	14,953	19,793
<b>Total revenue</b>	<b>\$ 49,741</b>	<b>\$ 55,957</b>	<b>\$ 51,153</b>	<b>\$ 53,793</b>
<b>Net amount supported by property taxes</b>	<b>\$ 211,893</b>	<b>\$ 227,422</b>	<b>\$ 224,202</b>	<b>\$ 241,189</b>

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

- ↑ Overall personnel costs increased \$6,400 which reflects normal increases in salary and benefit costs for existing staff.
- ↑ An increase of \$9,500 in data processing reflects the purchase of software for program monitoring and participant sign-ins, and also includes two computer replacements.
- ↓ A decrease of \$7,000 in operating supplies reflects anticipated reduction in congregate meals being served due to declining participation in that program.

**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 460 SENIOR RECREATION CENTER

### PERSONAL SERVICES

01	Salaries	\$ 66,686	\$ 66,880	\$ 66,608	\$ 69,977	\$ 3,097	\$ 72,762
02	Overtime	-	-	-	-	-	-
03	Part-time	58,479	62,052	62,000	63,834	1,782	66,130
04	Witness fees	-	-	-	-	-	-
06	FICA	9,332	9,765	9,765	10,185	420	10,625
07	Retirement - IPERS	10,497	11,068	11,068	11,889	821	13,236
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	8,824	(105)	8,824
10	Unemployment	-	-	-	-	-	-
11	Allowance	40	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	348	348	364
<b>Sub-Total</b>		<b>\$ 154,615</b>	<b>\$ 158,694</b>	<b>\$ 158,370</b>	<b>\$ 165,057</b>	<b>\$ 6,363</b>	<b>\$ 171,941</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 2,400	\$ 1,000	\$ 1,000	\$ 750	\$ (250)	\$ 1,000
22	Recruitment	-	-	-	-	-	-
23	Professional services	15,376	16,360	16,360	16,000	(360)	16,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,136	500	500	10,000	9,500	500
28	Dues and memberships	691	700	700	625	(75)	700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	6,918	9,700	8,000	9,700	-	10,000
40	Building and grounds maint.	14,431	20,000	18,000	18,525	(1,475)	1,900
41	Vehicle and equipment maint.	925	1,500	1,500	1,500	-	1,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,612	1,800	1,800	1,800	-	1,800
48	Utility service	16,212	20,000	18,000	21,500	1,500	23,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	1,942	1,800	1,800	4,300	2,500	4,300
54	Minor equipment	7,677	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	755	900	900	1,200	300	1,200
59	Operating supplies	32,878	42,000	40,000	35,000	(7,000)	36,500
60	Safety and medical supplies	1,650	325	325	325	-	325
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 105,603</b>	<b>\$ 117,585</b>	<b>\$ 109,885</b>	<b>\$ 122,225</b>	<b>\$ 4,640</b>	<b>\$ 99,725</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)	\$ 4,500
72	Furniture and fixtures	1,416	-	-	-	-	-
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	7,700	4,100	7,700
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,416</b>	<b>\$ 7,100</b>	<b>\$ 7,100</b>	<b>\$ 7,700</b>	<b>\$ 600</b>	<b>\$ 12,200</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>SENIOR RECREATION CENTER</b>		<b>\$ 261,634</b>	<b>\$ 283,379</b>	<b>\$ 275,355</b>	<b>\$ 294,982</b>	<b>\$ 11,603</b>	<b>\$ 283,866</b>
---------------------------------	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

**FUNCTION: Culture and Recreation**  
**ACTIVITY: Senior Recreation Center**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Coordinator, performance bonus	\$ 69,977
03	Assistant Coordinator, Secretary, Craft Program Coordinator	\$ 63,834
06	FICA	\$ 10,185
07	IPERS	\$ 11,889
09	Group insurance	\$ 8,824
13	Deferred compensation City match	\$ 348
21	Advertisements and program promotion	\$ 750
23	Professional services (contracted program instructors)	\$ 16,000
27	Computer software and supplies	\$ 500
	Wireless router and 6 PC wireless adapters (lab computers)	\$ 500
	Replacement computers (2)	\$ 2,000
	'My Senior Center' program management system	\$ 7,000
28	Senior Center resource materials	\$ 175
	ICAA membership	\$ 250
	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 printing (3)	\$ 3,000
40	Cleaning contract: daily cleaning, carpet & upholstery, window cleaning	\$ 8,000
	Bi-annual kitchen cleaning, annual strip & re-wax of craft room floor	\$ 1,300
	Mat service	\$ 550
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 500
	Pest control service	\$ 500
	Building maintenance & repairs	\$ 7,000
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,500
46	Mileage	\$ 300
	ICAA national conference (1)	\$ 1,500
48	Telephone, water, electric and natural gas	\$ 20,000
	Wireless internet service	\$ 1,500
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 1,900
	Landscape and outdoor maintenance supplies	\$ 2,400
54	Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,000
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 1,200
59	Program supplies, kitchen & miscellaneous operations supplies	\$ 1,000

---

**FUNCTION: Culture and Recreation**  
**ACTIVITY: Senior Recreation Center**

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
59.1	Congregate meals	\$ 23,600
59.2	Off-site trips & events	\$ 6,400
59.3	On-site events	\$ 4,000
60	Safety and medical supplies	\$ 325
81	Building Maintenance Fund contribution	\$ 7,700

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

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

**SWIMMING POOL & WADING POOLS**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	300,237	264,764	234,866	306,768
Contractual & supply service	137,595	172,020	189,470	216,370
Capital outlay	30	3,600	73,600	107,000
<b>Total expenditures</b>	<b>\$ 437,862</b>	<b>\$ 440,384</b>	<b>\$ 497,936</b>	<b>\$ 630,138</b>
Fees	255,490	215,000	233,100	184,000
Grants	1,000	-	2,500	-
Other	24,753	26,740	27,041	42,281
<b>Total revenue</b>	<b>\$ 281,243</b>	<b>\$ 241,740</b>	<b>\$ 262,641</b>	<b>\$ 226,281</b>
<i>Net amount supported by property taxes</i>	<b>\$ 156,619</b>	<b>\$ 198,644</b>	<b>\$ 235,295</b>	<b>\$ 403,857</b>

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

- ↑ A net increase of \$42,000 in personnel costs reflects normal increases for existing full-time staff, as well as a true-up to actual trend costs over the past 2 years for part-time staff. These part-time expenses are in direct correlation to the level of revenues from programming that come in. The increase is significant as compared to prior budget numbers, but stable when compared to actual FY11-12 results. FY12-13 will be significantly lower than normal due to the pool being closed from September to December for liner repairs.
- ↑ An increase of \$29,300 in professional services reflects the shift of marketing services to this line when it was previously a part-time employee performing these services. Also reflected in this increase is \$15,000 to complete a cost study on the viability of keeping the existing pool facility open into the future.
- ↑ An increase of \$10,200 in building maintenance reflects the anticipated replacement of wading pool pump and filters, as well as an overall increase in level of building maintenance being required.
- ↑ An increase of \$7,000 in equipment reflects the purchase of handicap accessible stairs, as identified through the 2013-2018 Capital Improvements Program.
- ↑ An increase of \$96,400 in building maintenance fund contributions reflects Council directive to start setting aside funds for repairs of a significant nature. These funds will be accumulated in an internal service fund specifically earmarked for the pool, and can be accessed into the future as major repairs become needed.
- ↓ The 40% operational cost sharing agreement with the Urbandale Community School expires on June 30, 2013. After this date, there will be no further revenue source from the school, so City's subsidy will increase to cover the loss of funds.

---

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

---

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ Building repairs and renovations occurred in 2009, and a new liner was installed in FY12-13, along with other building repairs. While these repairs should last several years, there will be a time that minor repairs will not be sufficient to keep up with the aging building. Plans to rebuild a pool should continue to be evaluated and generate community support, as any new structure would require a public bond referendum.

CULTURE AND RECREATION	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 470 SWIMMING POOL & WADING POOLS

### PERSONAL SERVICES

01	Salaries	\$ 53,411	\$ 53,899	\$ 53,800	\$ 56,630	\$ 2,731	\$ 58,884
02	Overtime	-	-	-	-	-	-
03	Part-time	205,286	170,536	141,736	200,733	30,197	203,561
04	Witness fees	-	-	-	-	-	-
06	FICA	19,330	16,999	16,000	19,590	2,591	20,077
07	Retirement - IPERS	12,589	14,401	14,401	11,836	(2,565)	13,916
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	17,647	8,718	17,647
10	Unemployment	-	-	-	-	-	-
11	Allowance	40	-	-	50	50	50
13	Deferred compensation City match	-	-	-	282	282	294
<b>Sub-Total</b>		<b>\$ 300,237</b>	<b>\$ 264,764</b>	<b>\$ 234,866</b>	<b>\$ 306,768</b>	<b>\$ 42,004</b>	<b>\$ 314,429</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4,775	\$ 5,000	\$ 5,000	\$ 6,000	\$ 1,000	\$ 6,000
22	Recruitment	2,292	7,000	5,000	5,500	(1,500)	6,000
23	Professional services	10,421	2,500	31,300	31,750	29,250	17,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	160	500	500	2,400	1,900	500
28	Dues and memberships	780	645	645	645	-	700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,009	800	800	1,000	200	1,100
35	Printing and copying	4,937	4,500	4,500	4,500	-	4,700
40	Building and grounds maint.	8,800	15,350	20,000	25,525	10,175	23,000
41	Vehicle and equipment maint.	1,932	5,000	5,000	7,500	2,500	8,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,409	2,300	2,300	2,300	-	2,400
48	Utility service	49,796	74,000	60,000	74,000	-	75,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	4,329	4,000	4,000	4,200	200	4,350
54	Minor equipment	1,664	3,000	3,000	3,000	-	7,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,663	2,300	2,300	2,300	-	2,400
59	Operating supplies	40,789	44,400	44,400	44,900	500	46,000
60	Safety and medical supplies	839	725	725	850	125	850
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 137,595</b>	<b>\$ 172,020</b>	<b>\$ 189,470</b>	<b>\$ 216,370</b>	<b>\$ 44,350</b>	<b>\$ 205,000</b>

### CAPITAL OUTLAY

71	Equipment	\$ 30	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	70,000	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	3,600	3,600	100,000	96,400	100,000
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 30</b>	<b>\$ 3,600</b>	<b>\$ 73,600</b>	<b>\$ 107,000</b>	<b>\$ 103,400</b>	<b>\$ 100,000</b>

### OPERATING BUDGET SUB-TOTAL

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

### SWIMMING POOL & WADING POOLS

		\$ 437,862	\$ 440,384	\$ 497,936	\$ 630,138	\$ 189,754	\$ 619,429
--	--	------------	------------	------------	------------	------------	------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Programmer/Scheduler, performance bonus	\$ 56,630
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors	\$ 200,733
06	FICA	\$ 19,590
07	IPERS	\$ 11,836
09	Group insurance	\$ 17,647
11	Allowances	\$ 50
13	Deferred compensation City match	\$ 282
21	Special event advertisements and marketing program	\$ 6,000
22	Recruitment expenses for part time staff (advertising, background checks, drug screens)	\$ 5,500
23	Special events	\$ 1,800
	State of Iowa inspections	\$ 550
	Marketing services contract (other ½ in Recreation)	\$ 14,400
	Cost study – to determine cost to keep facility open	\$ 15,000
27	Computer software and supplies	\$ 500
	Replacement printer	\$ 400
	Replacement computer (1 ) and software upgrade (1)	\$ 1,500
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 & lanyards	\$ 1,000
35	Program guide printing (3)	\$ 4,500
40	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Pest control	\$ 480
	Electrical maintenance and repairs	\$ 3,750
	Mat service	\$ 600
	Window cleaning	\$ 550
	Monthly GFI checks and electrical walk through	\$ 3,500
	Security system monitoring	\$ 420
	Air handler in lobby	\$ 1,500
	Aquatic playground: replace pump (\$1,500) and filter basket (\$1,500)	\$ 3,000
	Mirror replacements for locker room	\$ 1,500
	Miscellaneous building maintenance	\$ 8,925
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

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

<b>Object</b>	<b>Description</b>	<b>Amount</b>
	Equipment maintenance and repair	\$ 5,000
46	Lifeguard training reimbursement	\$ 1,000
	Certified Pool Operator (CPO) certification training (1)	\$ 150
	IPRA conference (1)	\$ 450
	Mileage reimbursement	\$ 700
48	Telephone, gas, electric and water services (pool and wading pools) and cell phone	\$ 74,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 4,200
54	Replacement equipment	\$ 3,000
58	Office supplies, toner	\$ 2,300
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	\$ 1,000
	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	\$ 450
	State of Iowa water tests (monthly)	\$ 300
	Fire extinguisher maintenance	\$ 100
71	Handicap accessible stairs for pool	\$ 7,000
81	Building Maintenance Fund contribution	\$ 100,000



**FUNCTION: Culture and Recreation**  
**ACTIVITY: Cultural and Convention**

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

**CULTURAL AND CONVENTION - HOTEL MOTEL FUND**

	FINANCIAL SUMMARY			
	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	795,231	855,605	1,260,605	1,336,872
Transfer out to General Fund	422,500	500,000	500,000	785,714
<b>Total expenditures</b>	<b>\$ 1,217,731</b>	<b>\$ 1,355,605</b>	<b>\$ 1,760,605</b>	<b>\$ 2,122,586</b>
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,354,015	1,400,000	2,100,000	2,200,000
<b>Total revenue</b>	<b>\$ 1,354,015</b>	<b>\$ 1,400,000</b>	<b>\$ 2,100,000</b>	<b>\$ 2,200,000</b>
<i>Net amount used by (added to) fund balance</i>	<i>\$ (136,284)</i>	<i>\$ (44,395)</i>	<i>\$ (339,395)</i>	<i>\$ (77,414)</i>

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

- ↑ An overall increase of \$767,000 in costs is directly correlated to the increase in hotel motel tax revenue the City brings in. For each percent of the 7% hotel motel tax, the City has contractual obligations to remit 2% of the revenue to the Convention and Visitors Bureau, 2% to Bravo, and 2.5% goes to the City's General Fund for property tax relief. The remaining 0.5% of the tax rate is allocated to various external organizations through an annual application process.

CULTURE AND RECREATION	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	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 - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
10	Unemployment	-	-	-	-	-
11	Allowance	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
<b>Sub-Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	795,231	855,605	1,260,605	1,336,872	481,267
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
<b>Sub-total</b>		\$ 795,231	\$ 855,605	\$ 1,260,605	\$ 1,336,872	\$ 481,267
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out - To general fund	422,500	500,000	500,000	785,714	285,714
<b>Sub-total</b>		\$ 422,500	\$ 500,000	\$ 500,000	\$ 785,714	\$ 285,714
<b>OPERATING BUDGET SUB-TOTAL</b>						
		\$ 1,217,731	\$ 1,355,605	\$ 1,760,605	\$ 2,122,586	\$ 766,981
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
<b>CULTURAL AND CONVENTION - HO1</b>						
		\$ 1,217,731	\$ 1,355,605	\$ 1,760,605	\$ 2,122,586	\$ 766,981

---

**FUNCTION: Culture and Recreation**  
**ACTIVITY: Cultural and Convention**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
24	Contributions to cultural and convention activities in metropolitan Des Moines:	
	Bravo! - the annual 2/7th contribution per 28E agreement	\$ 596,571
	Convention and Visitors Bureau –the annual 2/7th contribution per 28E agreement	\$ 628,572
	Iowa Events Center – per 28E agreement	\$ 32,000
	J-Hawk Soccer Club – for field over seeding, mower replacement, and landscaping at storage shed	\$ 6,300
	Polk County Master Gardeners – to replace paths at garden with ADA compliant hardscape	\$ 8,929
	Urbandale Chamber of Commerce - for PR campaign to promote brand	\$ 5,000
	Urbandale Community Schools– to purchase wireless microphone system and concert bass drum	\$ 3,500
	Urbandale Girls Recreation Association – to install insulation, HVAC, furnace and efficient windows	\$ 35,000
	Urbandale Little League – to repair field lighting, parking lot patching, drainage correction, and landscaping/tree replacements	\$ 15,000
	Urbandale Soccer Club – to reseed/over seed fields	\$ 2,000
	Urbandale Sports Association – to repair fencing	\$ 4,000



COMMUNITY & ECON. DEV.	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 776,525	\$ 753,136	\$ 693,159	\$ 752,180	\$ (956)	\$ 782,118
02	Overtime	4,128	3,250	5,250	6,300	3,050	6,850
03	Part-time	-	-	1,500	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	58,178	57,044	52,725	57,255	211	59,831
07	Retirement - IPERS	61,481	64,650	59,785	66,836	2,186	74,536
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	105,390	98,214	98,214	97,059	(1,155)	97,059
10	Unemployment	-	-	-	-	-	-
11	Allowance	5,317	5,800	5,800	5,800	-	5,800
13	Deferred compensation City ma	-	-	-	3,742	3,742	3,911
<b>Sub-Total</b>		<b>\$ 1,011,019</b>	<b>\$ 982,094</b>	<b>\$ 916,433</b>	<b>\$ 989,172</b>	<b>\$ 7,078</b>	<b>\$ 1,030,105</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	639	1,500	750	1,500	-	-
23	Professional services	5,188	9,000	9,192	9,200	200	9,400
24	Contributions to other agencies	237,675	222,998	222,998	222,959	(39)	223,180
27	Data processing	92,700	29,120	29,120	130,228	101,108	30,800
28	Dues and memberships	1,913	4,400	4,800	4,800	400	4,900
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	4,280	5,800	5,800	5,350	(450)	5,600
40	Building and grounds maint.	8,853	7,970	7,970	8,100	130	8,200
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,205	14,550	14,550	15,000	450	15,400
48	Utility service	11,607	13,900	13,500	14,325	425	14,750
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	348	700	500	600	(100)	600
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,190	2,000	1,000	2,000	-	2,000
57	Vehicle operation supplies	5,137	6,500	6,000	6,500	-	7,000
58	Office supplies	4,367	4,600	4,600	4,700	100	4,800
59	Operating supplies	1,577	9,050	6,500	9,000	(50)	9,050
60	Safety and medical supplies	229	400	700	700	300	700
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 384,908</b>	<b>\$ 332,488</b>	<b>\$ 327,980</b>	<b>\$ 434,962</b>	<b>\$ 102,474</b>	<b>\$ 336,380</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 7,750	\$ 7,750	\$ -
72	Furniture and fixtures	1,564	800	800	10,600	9,800	10,500
73	Equipment replacement fund	12,457	15,243	15,243	15,250	7	15,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	84	-	-	-	-	-
77	Economic development	1,834,109	2,210,000	1,700,000	1,203,000	(1,007,000)	880,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	1,800	1,800	3,850	2,050	3,850
97	Transfers out	2,825,415	3,113,827	3,444,417	3,370,776	256,949	3,477,215
<b>Sub-total</b>		<b>\$ 4,673,629</b>	<b>\$ 5,341,670</b>	<b>\$ 5,162,260</b>	<b>\$ 4,611,226</b>	<b>\$ (730,444)</b>	<b>\$ 4,386,815</b>

### ATING

<b>BUDG</b>		<b>\$ 6,069,556</b>	<b>\$ 6,656,252</b>	<b>\$ 6,406,673</b>	<b>\$ 6,035,360</b>	<b>\$ (620,892)</b>	<b>\$ 5,753,300</b>
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

### COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		<b>\$ 6,069,556</b>	<b>\$ 6,656,252</b>	<b>\$ 6,406,673</b>	<b>\$ 6,035,360</b>	<b>\$ (620,892)</b>	<b>\$ 5,753,300</b>
--	--	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------



**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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	165,000	160,250	159,250	160,300
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 165,000</b>	<b>\$ 160,250</b>	<b>\$ 159,250</b>	<b>\$ 160,300</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,328	-	8,648	10,756
<b>Total revenue</b>	<b>\$ 9,328</b>	<b>\$ -</b>	<b>\$ 8,648</b>	<b>\$ 10,756</b>
<b>Net amount supported by property taxes</b>	<b>\$ 155,672</b>	<b>\$ 160,250</b>	<b>\$ 150,602</b>	<b>\$ 149,544</b>

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

- ❖ No significant changes in this budget for FY13-14.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None identified at this time.

COMMUNITY & ECON. DEV.	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 520 ECONOMIC DEVELOPMENT

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	165,000	158,250	158,250	158,000	(250)	158,000
27	Data processing	-	-	-	300	300	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	2,000	1,000	2,000	-	2,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 165,000	\$ 160,250	\$ 159,250	\$ 160,300	\$ 50	\$ 160,000

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

**OPERATING BUDGET SUB-TOTAL** \$ 165,000 \$ 160,250 \$ 159,250 \$ 160,300 \$ 50 \$ 160,000

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

**ECONOMIC DEVELOPMENT** \$ 165,000 \$ 160,250 \$ 159,250 \$ 160,300 \$ 50 \$ 160,000

---

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

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
24	Economic development program	\$ 128,000
	Choose Des Moines Communities contribution	\$ 25,000
	Chamber of Commerce – public relations campaign	\$ 5,000
27	Computer upgrade	\$ 300
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	476,925	451,631	446,931	466,935
Contractual & supply service	61,260	50,660	47,160	52,089
Capital outlay	13,857	15,243	15,243	32,000
<b>Total expenditures</b>	<b>\$ 552,042</b>	<b>\$ 517,534</b>	<b>\$ 509,334</b>	<b>\$ 551,024</b>
Fees	355,515	297,850	402,260	386,925
Grants	-	-	-	-
Other	31,208	31,425	27,660	36,972
<b>Total revenue</b>	<b>\$ 386,722</b>	<b>\$ 329,275</b>	<b>\$ 429,920</b>	<b>\$ 423,897</b>
<i>Net amount supported by property taxes</i>	<b>\$ 165,320</b>	<b>\$ 188,259</b>	<b>\$ 79,414</b>	<b>\$ 127,127</b>

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

- ↑ Overall personnel costs increased by \$15,300, which reflects normal salary and benefit increases for existing staff.
- ↑ An increase of \$7,750 in equipment reflects the replacement of the existing wide-format scanner, which is being cost shared with Public Works Administration.
- ↑ An increase of \$9,000 in furniture reflects the addition of cubicle sections to complete staff work areas.

**FUTURE BUDGET CONSIDERATIONS:**

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

COMMUNITY & ECON. DEV.	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

### 530 CODE ENFORCEMENT

#### PERSONAL SERVICES

01	Salaries	\$ 363,844	\$ 338,943	\$ 332,700	\$ 347,574	\$ 8,631	\$ 361,407
02	Overtime	3,135	2,000	4,000	5,000	3,000	5,500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	27,187	25,672	\$ 25,525	26,457	785	\$ 27,647
07	Retirement - IPERS	28,322	29,095	28,785	30,884	1,789	34,442
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	52,695	53,571	53,571	52,941	(630)	52,941
10	Unemployment	-	-	-	-	-	-
11	Allowance	1,742	2,350	\$ 2,350	2,350	-	2,350
13	Deferred compensation City ma	-	-	-	1,729	1,729	1,807
<b>Sub-Total</b>		<b>\$ 476,925</b>	<b>\$ 451,631</b>	<b>\$ 446,931</b>	<b>\$ 466,935</b>	<b>\$ 15,304</b>	<b>\$ 486,094</b>

#### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	544	1,500	-	1,500	-	-
23	Professional services	5,003	9,000	9,000	9,000	-	9,200
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	37,000	11,260	11,260	11,514	254	16,300
28	Dues and memberships	988	1,200	1,600	1,500	300	1,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	296	1,000	1,000	1,000	-	1,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	7,261	8,800	8,800	9,000	200	9,200
48	Utility service	2,275	2,500	2,500	2,575	75	2,650
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,048	2,000	1,000	2,000	-	2,000
57	Vehicle operation supplies	5,137	6,500	6,000	6,500	-	7,000
58	Office supplies	217	500	500	500	-	500
59	Operating supplies	1,423	6,200	5,000	6,500	300	6,500
60	Safety and medical supplies	68	200	500	500	300	500
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 61,260</b>	<b>\$ 50,660</b>	<b>\$ 47,160</b>	<b>\$ 52,089</b>	<b>\$ 1,429</b>	<b>\$ 56,550</b>

#### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 7,750	\$ 7,750	\$ -
72	Furniture and fixtures	1,358	-	-	9,000	9,000	9,000
73	Equipment replacement fund	12,457	15,243	15,243	15,250	7	15,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	42	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 13,857</b>	<b>\$ 15,243</b>	<b>\$ 15,243</b>	<b>\$ 32,000</b>	<b>\$ 16,757</b>	<b>\$ 24,250</b>

#### OPERATING BUDGET SUB-TOTAL

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

<b>CODE ENFORCEMENT</b>		<b>\$ 552,042</b>	<b>\$ 517,534</b>	<b>\$ 509,334</b>	<b>\$ 551,024</b>	<b>\$ 33,490</b>	<b>\$ 566,894</b>
-------------------------	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Building Official, Associate Building Official, Building Inspectors (3), ½ Building/Property Maintenance Inspector (other ½ in Community Development)	\$ 347,574
02	Overtime	\$ 5,000
06	FICA	\$ 26,457
07	IPERS	\$ 30,884
09	Group insurance	\$ 52,941
11	Clothing allowance (4 ), spot awards	\$ 2,350
13	Deferred compensation City match	\$ 1,729
22	Recruitment expenses	\$ 1,500
23	Structural plan reviews	\$ 8,000
	Records retention & maintenance	\$ 1,000
27	Software upgrades	\$ 1,000
	Annual maintenance for Logos.net software (other ½ in Comm. Dev.)	\$ 5,314
	Wide-bed scanner & printer consumables	\$ 1,000
	Workstation replacements (3)	\$ 3,000
	RxView license	\$ 1,200
28	International Code Conference	\$ 400
	National Fire Protection Association	\$ 175
	Iowa Association of Building Officials	\$ 175
	Iowa ACE (Housing Officials)	\$ 70
	Subscriptions	\$ 350
	International Association of Electrical Inspectors	\$ 330
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	\$ 700
48	Cell phone service (5)	\$ 2,575
56	Tires, batteries, miscellaneous parts, oil changes, tire repairs, belts, hoses, etc.	\$ 2,000
57	Fuel, oil, fluids	\$ 6,500

---

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

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
58	Office supplies, color printer supplies	\$ 500
59	Code books	\$ 6,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$ 500
60	Vehicle first aid kits, fire extinguishers	\$ 500
71	Replacement of existing wide bed scanner (other ½ in PW Admin)	\$ 7,750
72	Cubicle additions for staff work areas	\$ 9,000
73	Equipment Replacement Fund contribution	\$ 15,250

**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	534,094	530,463	469,502	522,237
Contractual & supply service	158,648	121,578	121,570	222,573
Capital outlay	248	2,600	2,600	5,450
<b>Total expenditures</b>	<b>\$ 692,990</b>	<b>\$ 654,641</b>	<b>\$ 593,672</b>	<b>\$ 750,260</b>
Fees	352,056	302,350	404,160	392,925
Grants	-	-	-	-
Other	39,176	39,750	32,240	50,341
<b>Total revenue</b>	<b>\$ 391,231</b>	<b>\$ 342,100</b>	<b>\$ 436,400</b>	<b>\$ 443,266</b>
<i>Net amount supported by property taxes</i>	<b>\$ 301,759</b>	<b>\$ 312,541</b>	<b>\$ 157,272</b>	<b>\$ 306,994</b>

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

- ↓ Overall personnel costs decreased due to staff turnover within 2 planner positions, which have both been filled in FY12-13.
- ↑ An increase of \$100,600 in technology reflects the addition of a new ARC GIS software system that will provide additional capabilities for GIS data consumption by the public.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ As the new ARC GIS system is implemented for core use by this department and Public Works/Engineering, there will continue to be additional city-wide opportunities for better communication with the public using this venue. As opportunities arise, additional staffing and/or resources may be required to maintain and update the system.

COMMUNITY & ECON. DEV.	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 540 COMMUNITY DEVELOPMENT

### PERSONAL SERVICES

01	Salaries	\$ 412,681	\$ 414,193	\$ 360,459	\$ 404,606	\$ (9,587)	\$ 420,711
02	Overtime	993	1,250	1,250	1,300	50	1,350
03	Part-time	-	-	1,500	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	30,991	31,372	27,200	30,798	(574)	32,184
07	Retirement - IPERS	33,159	35,555	31,000	35,952	397	40,094
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	52,695	44,643	44,643	44,118	(525)	44,118
10	Unemployment	-	-	-	-	-	-
11	Allowance	3,575	3,450	3,450	3,450	-	3,450
13	Deferred compensation City ma	-	-	-	2,013	2,013	2,104
<b>Sub-Total</b>		<b>\$ 534,094</b>	<b>\$ 530,463</b>	<b>\$ 469,502</b>	<b>\$ 522,237</b>	<b>\$ (8,226)</b>	<b>\$ 544,011</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	95	-	750	-	-	-
23	Professional services	185	-	192	200	200	200
24	Contributions to other agencies	72,675	64,748	64,748	64,959	211	65,180
27	Data processing	55,700	17,860	17,860	118,414	100,554	14,500
28	Dues and memberships	925	3,200	3,200	3,300	100	3,400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	3,984	4,800	4,800	4,350	(450)	4,400
40	Building and grounds maint.	8,853	7,970	7,970	8,100	130	8,200
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,944	5,750	5,750	6,000	250	6,200
48	Utility service	9,332	11,400	11,000	11,750	350	12,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	348	700	500	600	(100)	600
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	142	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,150	4,100	4,100	4,200	100	4,300
59	Operating supplies	154	850	500	500	(350)	550
60	Safety and medical supplies	161	200	200	200	-	200
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 158,648</b>	<b>\$ 121,578</b>	<b>\$ 121,570</b>	<b>\$ 222,573</b>	<b>\$ 100,995</b>	<b>\$ 119,830</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	206	800	800	1,600	800	1,500
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	42	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	1,800	1,800	3,850	2,050	3,850
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 248</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 5,450</b>	<b>\$ 2,850</b>	<b>\$ 5,350</b>

### OPERATING BUDGET SUB-TOTAL

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

<b>COMMUNITY DEVELOPMENT</b>		<b>\$ 692,990</b>	<b>\$ 654,641</b>	<b>\$ 593,672</b>	<b>\$ 750,260</b>	<b>\$ 95,619</b>	<b>\$ 669,191</b>
------------------------------	--	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director, Development Manager/Chief Planner, Associate Planner, Assistant Planner, ½ Building/Property Maintenance Inspector (other ½ in Code Enforcement), Department Secretary	\$ 404,606
02	Overtime	\$ 1,300
06	FICA	\$ 30,798
07	IPERS	\$ 35,952
09	Group insurance	\$ 44,118
11	Vehicle allowance – Director	\$ 3,300
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 2,013
23	Records retention off-site storage	\$ 200
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 39,463
	Metro Home Improvement Program	\$ 25,496
27	Replacement workstations (2) and computers (3)	\$ 9,000
	Annual maintenance for Logos.net software (other ½ in Code Enforcement)	\$ 5,314
	Annual maintenance for HP wide-bed scanner/printer (other ½ in Code Enforcement)	\$ 1,000
	ArcView annual maintenance (3 licenses)	\$ 3,100
	ARC GIS software system and hardware	\$ 100,000
28	American Planning Association and Urban Land Institute memberships; library resource materials	\$ 3,300
35	Copy machine maintenance (other ½ in Public Works Admin.)	\$ 700
	Plan copier maintenance (other ½ in Public Works Admin.)	\$ 650
	Miscellaneous printing/copying, postage	\$ 3,000
40	Facility maintenance and HVAC maintenance	\$ 3,700
	Building custodial services contract	\$ 3,500
	Carpet & upholstery cleaning	\$ 700
	Window cleaning	\$ 200
46	American Planning Association National Conference – Atlanta, GA (1)	\$ 2,600
	Local and regional planning workshops or seminars	\$ 3,100
	Mileage reimbursement	\$ 300
48	Electric, gas, telephone, data, water	\$ 11,750
51	Janitorial supplies	\$ 600
58	Paper, office & printer supplies	\$ 4,200
59	Operating supplies	\$ 500
60	Safety and first-aid supplies	\$ 200
72	Office chair replacements (2)	\$ 1,600
81	Building Maintenance Fund contribution	\$ 3,850



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

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

**TAX INCREMENT FINANCING FUND**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	<u>4,659,524</u>	<u>5,323,827</u>	<u>5,144,417</u>	<u>4,573,776</u>
<b>Total expenditures</b>	<b>\$ 4,659,524</b>	<b>\$ 5,323,827</b>	<b>\$ 5,144,417</b>	<b>\$ 4,573,776</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	<u>4,524,047</u>	<u>6,988,157</u>	<u>6,988,157</u>	<u>6,592,652</u>
<b>Total revenue</b>	<b>\$ 4,524,047</b>	<b>\$ 6,988,157</b>	<b>\$ 6,988,157</b>	<b>\$ 6,592,652</b>
<b>Net amount (added to) used by fund balance</b>	<b>\$ 135,477</b>	<b>\$ (1,664,330)</b>	<b>\$ (1,843,740)</b>	<b>\$ (2,018,876)</b>

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

- ↓ A decrease of \$1,007,000 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 \$257,000 in transfers out, which reflects the funds needed to pay the TIF-supported portion of the City’s outstanding general obligation debt. All general obligation debt is required by state law to be paid from the City’s Debt Service Fund. When the City issues debt specifically related to TIF areas, a TIF revenue certification is completed annually to request a portion of the TIF increment for use in generating property tax dollars specifically for the retirement of this debt. Also included in the certification are amounts needed to support the above mentioned rebate program. When these certified TIF property tax dollars are received, they are required by law to be receipted into the TIF Special Revenue Fund and then are either transferred to the Debt Service Fund as noted above, or retained in the fund for payment of rebates.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ The TIF revenues continue to reflect a high level for FY2013-14. As discussed in prior years, 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, as in FY2012-13, the full 50% of available TIF increment revenue is being claimed so that funds can be accumulated for future debt service needs past the FY2020-21 expiration. Utilizing this more aggressive method will ensure that all TIF debt issued can be serviced as planned.

COMMUNITY & ECON. DEV.	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 125 TAX INCREMENT FINANCING FUND

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

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

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF ret	1,834,109	2,210,000	1,700,000	1,203,000	(1,007,000)	880,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	2,825,415	3,113,827	3,444,417	3,370,776	256,949	3,477,215
<b>Sub-total</b>		\$ 4,659,524	\$ 5,323,827	\$ 5,144,417	\$ 4,573,776	\$ (750,051)	\$ 4,357,215

### OPERATING BUDGET SUB-TOTAL

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

<b>TAX INCREMENT FINANCING FUND</b>	\$ 4,659,524	\$ 5,323,827	\$ 5,144,417	\$ 4,573,776	\$ (750,051)	\$ 4,357,215
-------------------------------------	--------------	--------------	--------------	--------------	--------------	--------------

---

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

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
77	Tax Increment Financing (TIF) rebates	\$ 1,203,000
97	Transfers out to Debt Service Fund to cover debt service payments for TIF district - DUNA	\$ 126,852
	Transfers out to Debt Service Fund to cover debt service payments for TIF district – NW Market	\$ 2,804,023
	Transfers out to Debt Service Fund to cover debt service payments for TIF district – Fawn Creek	\$ 439,901



GENERAL GOVERNMENT	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 600 GENERAL GOVERNMENT SUMMARY

### PERSONAL SERVICES

01	Salaries	\$ 876,374	\$ 953,515	\$ 882,694	\$ 995,039	\$ 41,524	\$ 1,034,643
02	Overtime	3,654	2,100	3,650	2,100	-	2,100
03	Part-time	51,835	53,574	59,602	86,819	33,245	88,208
04	Witness fees	-	-	-	-	-	-
06	FICA	65,931	71,960	65,153	77,888	5,928	84,564
07	Retirement - IPERS	83,498	85,113	89,729	95,275	10,162	106,084
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	86,228	80,358	80,358	88,236	7,878	88,236
10	Unemployment	-	-	-	-	-	-
11	Allowance	20,525	21,650	21,310	27,440	5,790	27,440
13	Deferred compensation City ma	-	-	720	4,950	4,950	5,172
<b>Sub-Total</b>		<b>\$ 1,188,045</b>	<b>\$ 1,268,270</b>	<b>\$ 1,203,216</b>	<b>\$ 1,377,747</b>	<b>\$ 109,477</b>	<b>\$ 1,436,447</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 13,207	\$ 14,000	\$ 16,800	\$ 16,000	\$ 2,000	\$ 17,000
22	Recruitment	1,582	-	2,700	200	200	-
23	Professional services	253,521	242,637	223,619	237,980	(4,657)	225,275
24	Contributions to other agencies	86,851	71,250	71,250	85,300	14,050	69,300
27	Data processing	162,918	168,223	167,523	233,384	65,161	185,600
28	Dues and memberships	18,416	20,855	21,445	20,605	(250)	21,900
29	Insurance	660,000	475,000	475,000	606,300	131,300	615,000
32	Uniforms and laundry	-	-	-	540	540	540
35	Printing and copying	21,021	19,382	9,985	9,720	(9,662)	9,800
40	Building and grounds maint.	18,697	22,197	22,197	12,495	(9,702)	21,000
41	Vehicle and equipment maint.	-	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	20,176	33,750	28,665	46,485	12,735	43,720
48	Utility service	21,680	25,644	23,535	24,680	(964)	25,700
49	Petty cash	95	200	100	200	-	200
51	Maintenance supplies	744	600	760	800	200	800
54	Minor equipment	2,024	2,000	2,000	2,300	300	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	8,560	7,700	7,137	6,700	(1,000)	6,700
59	Operating supplies	2,905	3,700	3,600	4,695	995	3,800
60	Safety and medical supplies	48	85	115	175	90	175
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,292,445</b>	<b>\$ 1,107,323</b>	<b>\$ 1,076,531</b>	<b>\$ 1,308,659</b>	<b>\$ 201,336</b>	<b>\$ 1,249,110</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,841	-	-	2,100	2,100	-
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	7,700	4,100	7,700
97	Transfers out	-	-	1,750,000	-	-	-
<b>Sub-total</b>		<b>\$ 1,841</b>	<b>\$ 3,600</b>	<b>\$ 1,753,600</b>	<b>\$ 9,800</b>	<b>\$ 6,200</b>	<b>\$ 7,700</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	456,710	444,280	452,430	467,920	23,640	472,726
95	Contingency	-	25,000	-	25,000	-	25,000

<b>GENERAL GOVERNMENT SUMMARY</b>	<b>\$ 2,939,041</b>	<b>\$ 2,848,473</b>	<b>\$ 4,485,777</b>	<b>\$ 3,189,126</b>	<b>\$ 340,653</b>	<b>\$ 3,190,983</b>
-----------------------------------	---------------------	---------------------	---------------------	---------------------	-------------------	---------------------



**FUNCTION: General Government**  
**ACTIVITY: Mayor and City Council**

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

**MAYOR and COUNCIL**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	30,998	30,884	31,173	34,526
Contractual & supply service	127,846	99,930	97,695	130,005
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 158,844</b>	<b>\$ 130,814</b>	<b>\$ 128,868</b>	<b>\$ 164,531</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,980	7,943	6,998	11,040
<b>Total revenue</b>	<b>\$ 8,980</b>	<b>\$ 7,943</b>	<b>\$ 6,998</b>	<b>\$ 11,040</b>
<b>Net amount supported by property taxes</b>	<b>\$ 149,864</b>	<b>\$ 122,871</b>	<b>\$ 121,870</b>	<b>\$ 153,491</b>

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

- ↑ An increase of \$3,300 in allowances reflects the addition of a vehicle allowance for the Mayor.
- ↑ An increase of \$18,500 in professional services, which reflects the off-year biennial City Council Strategic Plan and completing the biennial National Citizen Survey, both last done in FY2011-12.
- ↑ An increase of \$3,050 in contributions to other agencies, which reflects the addition of the first of five annual contributions at \$8,000 each for the Central Iowa Shelter in Des Moines. This is offset by the decrease of \$5,000 in contributions to UCAN.
- ↑ An increase of \$11,000 in data processing, which reflects replacement of 11 computers in council chambers and offices.
- ↓ A decrease of \$5,000 in printing, which reflects the decision to not implement the on-line newsletter and further evaluate the mode of communication.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	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	1,126	1,188	940	940	(248)	940
07	Retirement - IPERS	1,372	1,196	1,733	1,786	590	1,906
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	3,300	3,300	3,300
13	Deferred compensation City ma	-	-	-	-	-	-
<b>Sub-Total</b>		\$ 30,998	\$ 30,884	\$ 31,173	\$ 34,526	\$ 3,642	\$ 34,646

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	15,284	2,000	-	20,500	18,500	2,000
24	Contributions to other agencies	75,750	71,250	71,250	74,300	3,050	69,300
27	Data processing	160	-	-	11,000	11,000	-
28	Dues and memberships	12,247	13,280	13,280	13,280	-	13,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	180	180	180
35	Printing and copying	12,869	5,000	1,500	-	(5,000)	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,939	8,000	11,015	10,000	2,000	10,000
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	364	-	50	-	-	-
59	Operating supplies	1,233	400	600	745	345	800
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 127,846	\$ 99,930	\$ 97,695	\$ 130,005	\$ 30,075	\$ 95,780

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

<b>MAYOR and COUNCIL</b>		\$ 158,844	\$ 130,814	\$ 128,868	\$ 164,531	\$ 33,717	\$ 130,426
--------------------------	--	------------	------------	------------	------------	-----------	------------

**FUNCTION: General Government**  
**ACTIVITY: Mayor and City Council**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
03	Mayor	\$ 7,000
	City Council	\$ 20,000
	Treasurer	\$ 1,500
06	FICA	\$ 940
07	IPERS	\$ 1,786
11	Car allowance – Mayor	\$ 3,300
23	Consultant – biennial Council strategic plan development	\$ 3,500
	Biennial National Citizen Survey	\$ 17,000
24	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	U-CAN Urbandale Community Action Network contribution	\$ 45,000
	Urbandale Food Pantry	\$ 20,000
	DUNA - Downtown Urbandale Neighborhood Association	\$ 550
	American Legion Post 663	\$ 500
	Central Iowa Shelter contribution (1 <sup>st</sup> of 5 year commitment)	\$ 8,000
27	Replacement computers – Council chambers and Council office (11)	\$ 11,000
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
32	City logo shirts	\$ 180
46	Miscellaneous conventions and meetings	\$ 450
	Greater Des Moines Partnership Legislative trip - Washington DC (3)	\$ 6,500
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,250
	Council Lunch and Learn sessions	\$ 1,800
59	Annual Spring DC publication notebooks	\$ 345
	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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	445,863	435,466	437,718	451,733
Contractual & supply service	7,845	17,870	15,280	16,210
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 453,708</b>	<b>\$ 453,336</b>	<b>\$ 452,998</b>	<b>\$ 467,943</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	25,649	27,527	24,600	31,398
<b>Total revenue</b>	<b>\$ 25,649</b>	<b>\$ 27,527</b>	<b>\$ 24,600</b>	<b>\$ 31,398</b>
<b>Net amount supported by property taxes</b>	<b>\$ 428,059</b>	<b>\$ 425,809</b>	<b>\$ 428,398</b>	<b>\$ 436,545</b>

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

- ↑ Overall personnel costs increased by \$16,300, which reflects normal salary and benefit cost increases for existing staff.

**FUTURE BUDGET CONSIDERATIONS:**

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 615 CITY MANAGER

### PERSONAL SERVICES

01	Salaries	\$ 344,411	\$ 344,705	\$ 340,452	\$ 356,300	\$ 11,595	\$ 370,481
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	23,481	22,835	21,000	23,980	1,145	28,341
07	Retirement - IPERS	37,828	29,590	38,030	31,659	2,069	35,307
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	28,743	26,786	26,786	26,471	(315)	26,471
10	Unemployment	-	-	-	-	-	-
11	Allowance	11,400	11,550	11,450	11,550	-	11,550
13	Deferred compensation City ma	-	-	-	1,773	1,773	1,852
<b>Sub-Total</b>		<b>\$ 445,863</b>	<b>\$ 435,466</b>	<b>\$ 437,718</b>	<b>\$ 451,733</b>	<b>\$ 16,267</b>	<b>\$ 474,002</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	38	100	80	75	(25)	75
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	870	8,250	7,250	5,420	(2,830)	6,750
28	Dues and memberships	4,704	4,800	4,800	4,760	(40)	4,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	90	90	90
35	Printing and copying	310	750	350	500	(250)	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	690	2,570	1,500	3,965	1,395	2,570
48	Utility service	1,070	1,200	1,100	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	850	200	200	200	-	200
59	Operating supplies	(1,000)	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 7,845</b>	<b>\$ 17,870</b>	<b>\$ 15,280</b>	<b>\$ 16,210</b>	<b>\$ (1,660)</b>	<b>\$ 16,185</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

<b>CITY MANAGER</b>	<b>\$ 453,708</b>	<b>\$ 453,336</b>	<b>\$ 452,998</b>	<b>\$ 467,943</b>	<b>\$ 14,607</b>	<b>\$ 490,187</b>
---------------------	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Manager, Assistant City Manager, Assistant to the City Manager, performance bonus	\$ 356,300
06	FICA	\$ 23,980
07	Retirement	\$ 31,659
09	Group insurance	\$ 26,471
11	Vehicle allowances	\$ 11,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 1,773
23	Records retention, storage and destruction	\$ 75
27	Website hosting	\$ 1,020
	Software and network support	\$ 250
	Site-Check software	\$ 2,150
	Website enhancements	\$ 2,000
28	ICMA	\$ 2,840
	laCMA	\$ 900
	Rotary Club dues	\$ 900
	Business Record	\$ 70
	Miscellaneous publications	\$ 50
32	Staff logo shirts	\$ 90
35	Capital Improvements Program document printing	\$ 500
46	Iowa City and County Management Association meetings (2)	\$ 1,195
	International City/County Management Association - MA (1)	\$ 2,070
	Leadership training	\$ 700
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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	415,153	406,234	407,811	453,965
Contractual & supply service	141,757	146,862	145,174	148,665
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 556,910</b>	<b>\$ 553,096</b>	<b>\$ 552,985</b>	<b>\$ 602,630</b>
Fees	45,350	45,100	43,600	43,600
Grants	-	-	-	-
Other	31,483	33,584	30,030	40,435
<b>Total revenue</b>	<b>\$ 76,833</b>	<b>\$ 78,684</b>	<b>\$ 73,630</b>	<b>\$ 84,035</b>
<b>Net amount supported by property taxes</b>	<b>\$ 480,077</b>	<b>\$ 474,412</b>	<b>\$ 479,355</b>	<b>\$ 518,595</b>

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

- ↑ Overall personnel costs increased by \$47,700, which reflects normal salary and benefit costs for existing staff and includes the addition of one part-time payroll specialist position.
- ↑ An increase of \$11,000 in contributions to other agencies, which reflects the upcoming Mayoral and Council elections during the year.

**FUTURE BUDGET CONSIDERATIONS:**

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

GENERAL GOVERNMENT	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 620 FINANCE and RECORDS

### PERSONAL SERVICES

01	Salaries	\$ 320,743	\$ 314,243	\$ 313,600	\$ 327,885	\$ 13,642	\$ 340,935
02	Overtime	3,610	2,000	3,600	2,000	-	2,000
03	Part-time	-	-	-	25,376	25,376	25,502
04	Witness fees	-	-	-	-	-	-
06	FICA	23,321	23,802	23,300	26,890	3,088	28,032
07	Retirement - IPERS	25,856	26,975	27,477	31,389	4,414	34,922
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	38,323	35,714	35,714	35,294	(420)	35,294
10	Unemployment	-	-	-	-	-	-
11	Allowance	3,300	3,500	3,400	3,500	-	3,500
13	Deferred compensation City ma	-	-	720	1,631	1,631	1,705
<b>Sub-Total</b>		<b>\$ 415,153</b>	<b>\$ 406,234</b>	<b>\$ 407,811</b>	<b>\$ 453,965</b>	<b>\$ 47,731</b>	<b>\$ 471,890</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 13,207	\$ 14,000	\$ 16,800	\$ 16,000	\$ 2,000	\$ 17,000
22	Recruitment	-	-	200	200	200	-
23	Professional services	69,081	67,025	69,819	64,755	(2,270)	66,000
24	Contributions to other agencies	10,301	-	-	11,000	11,000	-
27	Data processing	28,759	35,400	36,000	32,150	(3,250)	34,000
28	Dues and memberships	1,025	1,675	1,265	1,465	(210)	1,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	150	150	150
35	Printing and copying	7,842	13,532	8,000	9,120	(4,412)	9,200
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,373	7,930	6,000	6,970	(960)	6,000
48	Utility service	-	-	435	480	480	500
49	Petty cash	95	200	100	200	-	200
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	6,908	7,000	6,500	6,000	(1,000)	6,000
59	Operating supplies	166	100	-	100	-	100
60	Safety and medical supplies	-	-	55	75	75	75
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 141,757</b>	<b>\$ 146,862</b>	<b>\$ 145,174</b>	<b>\$ 148,665</b>	<b>\$ 1,803</b>	<b>\$ 140,725</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

### FINANCE and RECORDS

		\$ 556,910	\$ 553,096	\$ 552,985	\$ 602,630	\$ 49,534	\$ 612,615
--	--	------------	------------	------------	------------	-----------	------------

**FUNCTION: General Government**  
**ACTIVITY: Finance and Records**

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	City Clerk, Finance Director, Assistant Finance Director, Acct Payable Clerk, performance bonus	\$ 327,885
02	Overtime	\$ 2,000
03	Payroll Specialist (24 hrs per week)	\$ 25,376
06	FICA	\$ 26,890
07	IPERS	\$ 31,389
09	Group insurance	\$ 35,294
11	Vehicle allowance & on-the-spot awards	\$ 3,500
13	Deferred compensation City match	\$ 1,631
21	Newspaper publication of Council minutes, official publications, ordinances, recording of deeds, and easements	\$ 16,000
22	Recruitment expenses (advertising, background checks)	\$ 200
23	Annual audit & A-133 audit (including 2 major federal programs)	\$ 49,500
	State filing fee for audit	\$ 850
	GFOA Certificate of Achievement fee	\$ 505
	509A certification filing fee	\$ 100
	Arbitrage study	\$ 3,000
	Bond trustee fees	\$ 7,500
	CUSIP registration service	\$ 500
	Piper Jaffray dissemination fees	\$ 500
	Records retention and storage	\$ 1,800
	Other services	\$ 500
24	Mayor and council election	\$ 11,000
27	Finance and payroll management system maintenance contract	\$ 29,950
	Replacement PCs (1)	\$ 1,000
	Supplies and software	\$ 600
	GASB 34 infrastructure software maintenance contract	\$ 600
28	Iowa Municipal Finance Officers Association	\$ 110
	Government Finance Officers Association (2)	\$ 250
	Institute of Municipal Clerks	\$ 175
	Iowa Society of CPAs	\$ 160
	American Institute of CPAs	\$ 220
	Iowa Licensing Division – CPA certificate renewal	\$ 100
	GCMOA (Golden Circle Municipal Officers Association)	\$ 50
	Miscellaneous dues and subscriptions	\$ 400
32	Logo shirts	\$ 150

---

**FUNCTION: General Government**  
**ACTIVITY: Finance and Records**

---

<b>Object</b>	<b>Description</b>	<b>Amount</b>
35	Postage and shipping cost	\$ 5,000
	Postage meter lease	\$ 1,440
	Copy machine lease and maintenance	\$ 820
	Paper, ribbons and other supplies	\$ 860
	Financial document printing	\$ 1,000
46	IMFOA seminars and certification renewal	\$ 300
	Metro finance officers meetings	\$ 200
	Clerk's Academy – Ames, IA	\$ 300
	New World Systems user conference (2) – Scottsdale, AZ	\$ 2,620
	New World User's Group (1) – Troy, MI	\$ 1,000
	CPE –Director	\$ 2,000
	Iowa League of Cities budget workshop	\$ 50
	Mileage reimbursement	\$ 500
48	Data plan – Director	\$ 480
49	Petty cash	\$ 200
58	Stationery, office forms, miscellaneous office supplies	\$ 6,000
59	Operating supplies	\$ 100
60	First Aid station supplies	\$ 75

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

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

**TECHNOLOGY**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	128,971	206,900	162,837	223,477
Contractual & supply service	164,536	151,973	151,973	178,724
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 293,507</b>	<b>\$ 358,873</b>	<b>\$ 314,810</b>	<b>\$ 402,201</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	16,592	21,791	17,096	26,987
<b>Total revenue</b>	<b>\$ 16,592</b>	<b>\$ 21,791</b>	<b>\$ 17,096</b>	<b>\$ 26,987</b>
<b>Net amount supported by property taxes</b>	<b>\$ 276,915</b>	<b>\$ 337,082</b>	<b>\$ 297,714</b>	<b>\$ 375,214</b>

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

- ↑ A net increase of \$16,600 in personnel costs, which reflects normal salary and benefit cost increases for existing staff.
- ↑ An increase of \$28,400 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 \$34,500 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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 625 TECHNOLOGY

### PERSONAL SERVICES

01	Salaries	\$ 100,381	\$ 167,591	\$ 129,600	\$ 172,255	\$ 4,664	\$ 179,111
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	7,608	12,694	9,722	13,112	418	13,702
07	Retirement - IPERS	8,101	14,386	11,286	15,306	920	17,069
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	17,647	8,718	17,647
10	Unemployment	-	-	-	-	-	-
11	Allowance	3,300	3,300	3,300	4,300	1,000	4,300
13	Deferred compensation City ma	-	-	-	857	857	895
<b>Sub-Total</b>		<b>\$ 128,971</b>	<b>\$ 206,900</b>	<b>\$ 162,837</b>	<b>\$ 223,477</b>	<b>\$ 16,577</b>	<b>\$ 232,724</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	31,414	26,700	26,700	23,500	(3,200)	25,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	127,951	119,773	119,773	148,164	28,391	135,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	60	60	60
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,460	3,500	3,500	5,000	1,500	6,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	1,711	2,000	2,000	2,000	-	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 164,536</b>	<b>\$ 151,973</b>	<b>\$ 151,973</b>	<b>\$ 178,724</b>	<b>\$ 26,751</b>	<b>\$ 168,560</b>

### CAPITAL OUTLAY

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

### OPERATING BUDGET SUB-TOTAL

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

<b>TECHNOLOGY</b>	<b>\$ 293,507</b>	<b>\$ 358,873</b>	<b>\$ 314,810</b>	<b>\$ 402,201</b>	<b>\$ 43,328</b>	<b>\$ 401,284</b>
-------------------	-------------------	-------------------	-------------------	-------------------	------------------	-------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Director of Technology, IT Specialist, performance bonus	\$ 172,255
06	FICA	\$ 13,112
07	IPERS	\$ 15,306
09	Group insurance	\$ 17,647
11	Vehicle allowance and mileage reimbursement	\$ 4,300
13	Deferred compensation City match	\$ 857
23	Telecommunication support	\$ 4,500
	Network support	\$ 15,000
	Equipment support and maintenance	\$ 1,000
	New World Systems support	\$ 2,000
	LaserFiche support	\$ 1,000
27	Software licensing	\$ 30,100
	CISCO subscriptions and SmartNet	\$ 17,000
	Network equipment	\$ 21,000
	TightRope television broadcasting equipment	\$ 16,000
	PBX PASS maintenance support	\$ 4,500
	CarePaq warranty renewals	\$ 15,000
	Tape media	\$ 2,200
	UPS units and batteries	\$ 6,400
	Network scanner	\$ 3,200
	Managed service contracts (Exchange, 2 New World servers)	\$ 15,564
	Replacement equipment & PC parts	\$ 4,000
	Network file server	\$ 10,000
	Laptop and Windows 8 workstation	\$ 3,200
32	Logo shirts	\$ 60
46	Network Security conference	\$ 1,500
	MS Government CIO Summit	\$ 1,500
	Public Safety Technology Summit	\$ 1,500
	Training materials	\$ 500
54	Computer tools and equipment	\$ 2,000
<b>TECH FUND</b>	<b>Technology Fund purchases (one-time capital items with City-wide benefit):</b>	
	Windows Client Access and Office Professional Licensing	\$ 14,500
	New World Systems server – E-suite employee self-service module	\$ 10,000
	Windows System Update Server	\$ 10,000



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

**HUMAN RESOURCES**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	115,823	138,715	113,507	161,177
Contractual & supply service	28,683	43,750	20,135	63,910
Capital outlay	1,841	-	-	-
<b>Total expenditures</b>	<b>\$ 146,347</b>	<b>\$ 182,465</b>	<b>\$ 133,642</b>	<b>\$ 225,087</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,273	11,079	7,257	15,103
<b>Total revenue</b>	<b>\$ 8,273</b>	<b>\$ 11,079</b>	<b>\$ 7,257</b>	<b>\$ 15,103</b>
<b>Net amount supported by property taxes</b>	<b>\$ 138,074</b>	<b>\$ 171,386</b>	<b>\$ 126,385</b>	<b>\$ 209,984</b>

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

- ↑ An increase of \$22,500 in personnel costs reflects a full year with the HR Director position filled and normal increases for part-time existing staff.
- ↓ A decrease of \$21,500 in professional service reflects the elimination of outside consulting firm work that occurred in prior year.
- ↑ An increase of \$31,500 in data processing reflects the purchase and implementation of HR software that will allow for employee self-service for HR-related inquiries, changes, benefits elections, and notifications.
- ↑ An increase of \$8,800 in training reflects the implementation of City-wide core skills training programs.

**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 630 HUMAN RESOURCES

### PERSONAL SERVICES

01	Salaries	\$ 68,451	\$ 84,817	\$ 57,100	\$ 94,520	\$ 9,703	\$ 98,282
02	Overtime	-	-	-	-	-	-
03	Part-time	21,309	24,074	29,902	31,743	7,669	33,006
04	Witness fees	-	-	-	-	-	-
06	FICA	6,994	8,248	6,913	9,611	1,363	10,043
07	Retirement - IPERS	6,963	9,347	7,503	11,219	1,872	12,512
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	9,581	8,929	8,929	8,824	(105)	8,824
10	Unemployment	-	-	-	-	-	-
11	Allowance	2,525	3,300	3,160	4,790	1,490	4,790
13	Deferred compensation City ma	-	-	-	470	470	491
<b>Sub-Total</b>		<b>\$ 115,823</b>	<b>\$ 138,715</b>	<b>\$ 113,507</b>	<b>\$ 161,177</b>	<b>\$ 22,462</b>	<b>\$ 167,948</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,582	-	2,500	-	-	-
23	Professional services	19,682	24,050	4,000	2,550	(21,500)	2,600
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,879	4,500	4,200	36,000	31,500	9,500
28	Dues and memberships	440	1,100	2,100	1,100	-	2,100
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	60	60	60
35	Printing and copying	-	-	35	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,605	11,600	6,500	20,400	8,800	19,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	300	300	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	438	500	300	500	-	500
59	Operating supplies	57	2,000	500	3,000	1,000	2,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 28,683</b>	<b>\$ 43,750</b>	<b>\$ 20,135</b>	<b>\$ 63,910</b>	<b>\$ 20,160</b>	<b>\$ 35,760</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,841	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 1,841</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### OPERATING BUDGET SUB-TOTAL

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

### HUMAN RESOURCES

		\$ 146,347	\$ 182,465	\$ 133,642	\$ 225,087	\$ 42,622	\$ 203,708
--	--	------------	------------	------------	------------	-----------	------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	HR Director, performance bonus	\$ 94,520
03	HR generalist	\$ 31,743
06	FICA	\$ 9,611
07	IPERS	\$ 11,219
09	Group insurance	\$ 8,824
11	Car allowance and phone allowance - Director	\$ 4,790
13	Deferred compensation City match	\$ 470
23	Employee assistance program (EAP)	\$ 2,300
	Other services	\$ 250
27	NeoGov licensing fee	\$ 4,000
	Computer replacement (1)	\$ 1,500
	Miscellaneous software/training programs	\$ 500
	HR software upgrade – Employee self-service module	\$ 30,000
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 (Civil Rights Commission)	\$ 25
	Miscellaneous dues & subscriptions	\$ 310
32	Staff logo shirts	\$ 60
46	NPELRA CLRP academies – local	\$ 300
	IaPELRA meetings – local	\$ 600
	National conference	\$ 2,500
	SHRM state conference (2)	\$ 1,000
	Citywide core skills training	\$ 7,500
	Supervisory training	\$ 7,500
	Miscellaneous training manuals & reference books	\$ 1,000
54	Minor office equipment	\$ 300
58	Office supplies	\$ 500
59	Training videos and miscellaneous operating supplies	\$ 3,000
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.

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	116,497	121,000	121,000	124,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 116,497</b>	<b>\$ 121,000</b>	<b>\$ 121,000</b>	<b>\$ 124,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,586	7,347	6,571	8,320
<b>Total revenue</b>	<b>\$ 6,586</b>	<b>\$ 7,347</b>	<b>\$ 6,571</b>	<b>\$ 8,320</b>
<i>Net amount supported by property taxes</i>	<b>\$ 109,911</b>	<b>\$ 113,653</b>	<b>\$ 114,429</b>	<b>\$ 115,680</b>

**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 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 640 LEGAL SERVICES

### PERSONAL SERVICES

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

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	116,497	121,000	121,000	124,000	3,000	127,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		\$ 116,497	\$ 121,000	\$ 121,000	\$ 124,000	\$ 3,000	\$ 127,000

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

### OPERATING BUDGET SUB-TOTAL

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

<b>LEGAL SERVICES</b>		\$ 116,497	\$ 121,000	\$ 121,000	\$ 124,000	\$ 3,000	\$ 127,000
-----------------------	--	------------	------------	------------	------------	----------	------------

---

**FUNCTION: General Government**  
**ACTIVITY: Legal Services**

---

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
23	City Attorney, \$83,263 annual plus \$95 per hour for billable work	\$ 94,000
	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**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	51,237	50,071	50,170	52,869
Contractual & supply service	1,161,991	970,218	977,704	1,115,065
Capital outlay	-	3,600	1,753,600	9,800
<b>Total expenditures</b>	<b>\$ 1,213,228</b>	<b>\$ 1,023,889</b>	<b>\$ 2,781,474</b>	<b>\$ 1,177,734</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	68,586	62,171	151,049	79,023
<b>Total revenue</b>	<b>\$ 68,586</b>	<b>\$ 62,171</b>	<b>\$ 151,049</b>	<b>\$ 79,023</b>
<b>Net amount supported by property taxes</b>	<b>\$ 1,144,642</b>	<b>\$ 961,718</b>	<b>\$ 2,630,425</b>	<b>\$ 1,098,711</b>

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

- ↑ Overall personnel costs increased by \$2,800, which reflects normal salary and benefit costs for existing staff.
- ↑ An increase of \$131,300 in insurance reflects an increase in premiums for the City's workers compensation and general property and casualty insurances.
- ↓ A decrease of \$9,700 in building maintenance completion of the rebranding of the 86<sup>th</sup> Street brick entrance monument to the City complex.
- ↑ An increase of \$2,100 in furniture reflects the purchase of three small tables for the lobby waiting area.
- ↑ An increase of \$23,600 in debt retirement reflects annual debt service payments for 4 outstanding bond issues that are paid by the general fund.

**FUTURE BUDGET CONSIDERATIONS:**

- ↑ Increase of \$7,500 in Building and Grounds to install a low height brick monument at the north entrance to the City complex branded with the City logo.

GENERAL GOVERNMENT	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## 645 GENERAL SUPPORT

### PERSONAL SERVICES

01	Salaries	\$ 42,388	\$ 42,159	\$ 41,942	\$ 44,079	\$ 1,920	\$ 45,834
02	Overtime	44	100	50	100	-	100
03	Part-time	2,026	1,000	1,200	1,200	200	1,200
04	Witness fees	-	-	-	-	-	-
06	FICA	3,401	3,193	3,278	3,355	162	3,506
07	Retirement - IPERS	3,378	3,619	3,700	3,916	297	4,368
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
10	Unemployment	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	219	219	229
<b>Sub-Total</b>		<b>\$ 51,237</b>	<b>\$ 50,071</b>	<b>\$ 50,170</b>	<b>\$ 52,869</b>	<b>\$ 2,798</b>	<b>\$ 55,237</b>

### CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,525	1,762	2,020	2,600	838	2,600
24	Contributions to other agencies	800	-	-	-	-	-
27	Data processing	299	300	300	650	350	350
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	660,000	475,000	475,000	606,300	131,300	615,000
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	100	100	100	-	100
40	Building and grounds maint.	18,697	22,197	22,197	12,495	(9,702)	21,000
41	Vehicle and equipment maint.	-	100	100	100	-	100
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	109	150	150	150	-	150
48	Utility service	20,610	24,444	22,000	23,000	(1,444)	24,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	744	600	760	800	200	800
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	87	-	-	-
59	Operating supplies	2,449	1,200	2,500	850	(350)	900
60	Safety and medical supplies	48	85	60	100	15	100
61	Refunds	-	-	-	-	-	-
<b>Sub-total</b>		<b>\$ 705,281</b>	<b>\$ 525,938</b>	<b>\$ 525,274</b>	<b>\$ 647,145</b>	<b>\$ 121,207</b>	<b>\$ 665,100</b>

### CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	2,100	2,100	-
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	7,700	4,100	7,700
97	Transfers out	-	-	1,750,000	-	-	-
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ 3,600</b>	<b>\$ 1,753,600</b>	<b>\$ 9,800</b>	<b>\$ 6,200</b>	<b>\$ 7,700</b>

### OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	456,710	444,280	452,430	467,920	23,640	472,726
95	Contingency	-	-	-	-	-	-

<b>GENERAL SUPPORT</b>	<b>\$ 1,213,228</b>	<b>\$ 1,023,889</b>	<b>\$ 2,781,474</b>	<b>\$ 1,177,734</b>	<b>\$ 153,845</b>	<b>\$ 1,200,763</b>
------------------------	---------------------	---------------------	---------------------	---------------------	-------------------	---------------------

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

**Activity Notes**

<b>Object</b>	<b>Description</b>	<b>Amount</b>
01	Receptionist, performance bonus	\$ 44,079
02	Overtime	\$ 100
03	Part-time – reception desk coverage during vacations	\$ 1,200
06	FICA	\$ 3,355
07	IPERS	\$ 3,916
13	Deferred compensation City match	\$ 219
23	Backup tape storage	\$ 1,600
	Professional grade community photographs of City events for website and social media	\$ 1,000
27	Security monitoring	\$ 350
	Computer upgrade	\$ 300
29	Property and casualty insurance – City-wide	\$ 280,000
	Workers Compensation insurance coverage – City-wide	\$ 240,000
	411 Medical claims – self-insured	\$ 50,000
	411 TPA fee for self-insured 411 claims	\$ 2,000
	Broker fee - property and casualty insurance	\$ 34,300
35	Miscellaneous postage and shipping	\$ 100
40	Janitorial service – City Hall	\$ 4,695
	Carpet & upholstery cleaning (1 x year)	\$ 1,685
	Window cleaning (outside & inside) (1 x year)	\$ 450
	Electrical maintenance	\$ 535
	Mat service	\$ 360
	Mechanical/HVAC maintenance agreement for administrative offices	\$ 2,780
	Mechanical/HVAC service calls for administrative offices	\$ 1,200
	Pesticide service	\$ 670
	Alarm service	\$ 120
41	Repairs to general office equipment	\$ 100
46	Training – Receptionist	\$ 150
48	Electric, gas, water, telephone, data	\$ 23,000
51	Janitorial supplies	\$ 800
59	Office forms and check stock	\$ 850
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	\$ 100
72	Lobby tables (3)	\$ 2,100
81	Building Maintenance Fund contribution	\$ 7,700
91	Community Development /Engineering office building (2010B GO bond payment)	\$ 114,300
	Administrative office expansion (2004 capital loan note payment)	\$ 193,842
	Police station expansion (2006 capital loan note payment)	\$ 132,553
	Police station expansion (2007 capital loan note payment)	\$ 27,225



**DEBT SERVICE FUND**

<b>FINANCIAL SUMMARY</b>				
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	11,005,976	8,821,496	10,916,231	14,507,432
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ 11,005,976</b>	<b>\$ 8,821,496</b>	<b>\$ 10,916,231</b>	<b>\$ 14,507,432</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	10,887,138	8,919,004	10,904,454	15,265,893
<b>Total revenue</b>	<b>\$ 10,887,138</b>	<b>\$ 8,919,004</b>	<b>\$ 10,904,454</b>	<b>\$ 15,265,893</b>
<b>Net amount supported by property taxes</b>	<b>\$ 118,838</b>	<b>\$ (97,508)</b>	<b>\$ 11,777</b>	<b>\$ (758,461)</b>

- ❖ This function represents all principal and interest payments on the City's outstanding general obligation debt that are supported by the debt service levy 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 \$8,900,000 are anticipated being issued in August 2013 to support capital projects specified within the 2013-2018 Capital Improvements Program.
- ❖ In addition to normal operating debt service payments, the total debt service expenditures assume the refunding of 2004A, 2005 and 2006 Series GO bonds in Fall 2013. Depending on budget position and status of legislative changes, the City may choose to instead call and pay off one or more of these obligations in June of 2013 or June of 2014. Additionally, the 2004C Series GO bonds will be called and paid off in Spring 2014 with the sale proceeds of the Ice Arena land.

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
<b>DEBT SERVICE FUND</b>						
<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
10	Unemployment	-	-	-	-	-
11	Allowance	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>						
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	11,005,976	8,821,496	10,916,231	14,507,432	9,221,673
95	Contingency	-	-	-	-	-
	<b>DEBT SERVICE FUND</b>	\$ 11,005,976	\$ 8,821,496	\$ 10,916,231	\$ 14,507,432	\$ 9,221,673

**FUNCTION: General Government**  
**ACTIVITY: Contingency**

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

**CONTINGENCY**

	<b>FINANCIAL SUMMARY</b>			
	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>FY 2012-13</b>	<b>FY 2013-14</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>ADOPTED</b>
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>Net amount supported by property taxes</i></b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
<b>CONTINGENCY</b>						
<b>PERSONAL SERVICES</b>						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
10	Unemployment	-	-	-	-	-
11	Allowance	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
	<b>Sub-Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CONTRACTUAL AND SUPPLY SERVICES</b>						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CAPITAL OUTLAY</b>						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPERATING BUDGET SUB-TOTAL</b>						
	<b>Sub-total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	100,000	-	100,000	100,000
<b>CONTINGENCY</b>						
	<b>Sub-total</b>	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### DISTRIBUTION OPERATIONS

#### Personal Services

1	Regular Salaries and Wages	425,445	416,770	431,000	443,855	27,085	474,896
3	Part-Time and Temporary Salaries	53,530	66,200	60,000	68,400	2,200	67,524
6	FICA	36,341	36,942	37,561	39,188	2,246	41,495
7	IPERS	35,488	35,441	39,427	41,780	6,339	43,658
9	Health and Life Insurance	98,400	103,735	101,990	115,620	11,885	119,515
SUB TOTAL		\$ 649,204	\$ 659,088	\$ 669,978	\$ 708,843	\$ 49,755	\$ 747,088

#### Contractual and Supply Services

20	Miscellaneous	437	1,000	1,000	1,000	-	1,000
35	Drafting Supplies	-	1,000	1,000	1,000	-	1,000
44A	Communication (Pager & Radio Maintenance)	286	750	500	750	-	750
44B	One Call Service	8,021	8,000	8,000	9,000	1,000	9,000
47	Utilities	46,282	60,000	49,500	65,000	5,000	60,000
48	Bacteriological Samples	7,943	14,370	10,000	9,440	(4,930)	10,000
51	Bldg & Grounds Maint & Operation	23,993	24,588	30,000	24,588	-	30,000
57	Motor Vehicle Operation Supplies	36,074	32,000	32,000	34,000	2,000	32,000
64	New Meters	84	46,775	80,000	78,025	31,250	80,000
71	Automotive Equipment	40,376	19,000	19,000	49,000	30,000	40,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	201,286	500,000	2,452,879	577,000	77,000	455,000
88	Inspection & Engineering	59,940	75,000	40,000	75,000	-	75,000
SUB TOTAL		\$ 424,722	\$ 784,983	\$ 2,726,379	\$ 926,303	\$ 141,320	\$ 796,250

<b>Total Water Distribution Operations</b>		\$ 1,073,926	\$ 1,444,071	\$ 3,396,357	\$ 1,635,146	\$ 191,075	\$ 1,543,338
--	--	--------------	--------------	--------------	--------------	------------	--------------

### DISTRIBUTION MAINTENANCE

#### Personal Services

01	Regular Salaries	302,176	288,791	327,792	306,554	17,763	315,751
01A	Pager Pay	3,421	3,400	3,400	3,400	-	3,400
06	FICA	23,109	22,352	25,336	23,711	1,359	24,415
07	IPERS	24,387	23,580	26,594	27,679	4,099	28,500
09	Health & Life Insurance	69,394	72,991	68,236	81,073	8,082	85,507
SUB TOTAL		\$ 422,487	\$ 411,114	\$ 451,358	\$ 442,417	\$ 31,303	\$ 457,573

#### Contractual and Supply Services

20	Miscellaneous	-	750	500	750	-	750
34	Miscellaneous Contract Work (Repair help)	-	15,000	15,000	15,000	-	15,000
41A	Purchase, Repair & Maintenance of Tractor	681	750	750	750	-	750
41B	Purchase, Repair, Maintenance of Equipment	6,803	12,050	14,700	6,500	(5,550)	15,000
54	Minor Equipment, Tools, Clothes	13,964	16,000	16,000	16,000	-	16,000
61	Main Maintenance Supplies	21,097	22,000	22,000	22,000	-	22,000
64	Meter Parts	49,473	273,000	273,000	397,150	124,150	100,000
65	Hydrants, Valves & Parts	12,113	18,000	18,000	18,000	-	26,000
87	System Maintenance	22,285	33,000	33,000	33,000	-	35,000
89	State Revolving Fund Loan - Meter replacement	430,345	-	-	-	-	-
SUB TOTAL		\$ 556,761	\$ 390,550	\$ 392,950	\$ 509,150	\$ 118,600	\$ 230,500

<b>Total Water Distribution Maintenance</b>		\$ 979,248	\$ 801,664	\$ 844,308	\$ 951,567	\$ 149,903	\$ 688,073
---	--	------------	------------	------------	------------	------------	------------

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER

### ACCOUNTING AND COLLECTION

#### Personal Services

01	Regular Salaries	229,970	236,410	233,210	202,656	(33,754)	208,736
03	Part-time & Temporary Salaries	-	-	-	4,800	4,800	8,000
06	FICA	16,476	18,085	17,848	15,870	(2,215)	16,580
07	IPERS	18,559	19,078	18,734	18,097	(981)	19,354
09	Health & Life Insurance	68,709	72,598	64,424	72,477	(121)	79,132
SUB TOTAL		\$ 333,714	\$ 346,171	\$ 334,216	\$ 313,900	\$ (32,271)	\$ 331,802

#### Contractual and Supply Services

20	Miscellaneous	20	1,500	1,000	1,500	-	1,500
22	Collection Cost	(333)	2,000	500	1,000	(1,000)	1,000
24	Payments to Other Agencies	3,463,357	3,895,575	4,048,848	4,534,589	639,014	4,534,589
24A	Sewer Exempt Fee	1,180	1,200	2,000	2,500	1,300	2,500
36	Postage & Shipping	111,050	121,200	112,668	123,600	2,400	123,000
37	Printing-Computer & Billing	2,399	7,000	4,000	5,700	(1,300)	5,700
37A	Computer Rent & Equipment	89,794	77,618	77,618	90,103	12,485	90,000
42	Solid Waste	1,716,108	1,966,800	1,635,902	2,160,000	193,200	2,160,000
43	Sales Tax Water	373,215	394,352	394,352	494,523	100,171	494,523
43A	Sales Tax Urbandale Sanitary (SD)	40,392	33,783	40,392	40,823	7,040	40,823
43B	Sales Tax Urbandale W/H Sanitary (SR)	1,866	2,693	2,700	2,959	266	3,000
49a	Refunds	21,321	15,000	18,000	20,000	5,000	20,000
50	Storm Water	624,270	709,443	709,443	724,010	14,567	724,010
50A	Storm Water Sales Tax	17,229	18,000	20,141	20,141	2,141	20,141
SUB TOTAL		\$ 6,461,868	\$ 7,246,164	\$ 7,067,564	\$ 8,221,448	\$ 975,284	\$ 8,220,786

<b>Total Water Accounting and Collection</b>		\$ 6,795,582	\$ 7,592,335	\$ 7,401,780	\$ 8,535,348	\$ 943,013	\$ 8,552,588
--	--	--------------	--------------	--------------	--------------	------------	--------------

### ADMINISTRATION AND GENERAL

#### Personal Services

01	Regular Salaries	245,183	239,399	256,114	258,688	19,289	266,448
01A	Trustee Salary	3,600	7,200	3,600	3,600	(3,600)	3,600
06	FICA	16,989	18,589	19,592	20,065	1,476	19,790
07	IPERS	19,431	19,610	20,565	23,422	3,812	24,115
08	Retirement Trust	30,023	32,200	32,200	32,200	-	34,000
09	Health & Life Insurance	36,757	38,751	36,274	43,179	4,428	42,239
09B	Dental & Visual Insurance	2,338	2,700	2,700	2,550	(150)	2,550
09C	Self Insurance	27,521	37,636	37,636	33,784	(3,852)	39,000
SUB TOTAL		\$ 381,842	\$ 396,085	\$ 408,681	\$ 417,488	\$ 21,403	\$ 431,742

#### Contractual and Supply Services

11	Auto Allowance	6,600	6,600	6,600	6,600	-	6,600
20	Miscellaneous	1,245	2,000	1,500	2,000	-	2,000
20A	Trust Disbursement	35,705	22,000	25,000	25,000	3,000	25,000
21	Advertising & Legal Publications	757	1,500	1,500	2,000	500	2,000
23	Consulting & Legal Fees	6,700	10,000	65,000	10,000	-	10,000
23A	Audit	9,761	10,000	10,000	10,000	-	11,000
24	Permit Fees (DNR)	4,638	8,000	5,000	6,000	(2,000)	6,000
28	Dues, Memberships, Subscriptions	4,007	6,000	5,000	4,000	(2,000)	4,000
29	Liability Insurance	61,328	60,000	65,000	75,000	15,000	65,000
36	Postage & Shipping (Stamps & Etc.)	2,863	4,304	4,500	4,300	(4)	45,000
44	Telephone (Phones & Service Bill)	11,123	10,860	8,000	10,860	-	11,000
45	Training	6,554	7,500	10,000	10,000	2,500	10,000
46	Travel & Conference Expense	6,182	10,000	10,000	10,000	-	10,000
47	Utilities	12,035	15,000	14,000	15,000	-	15,000
50	Petty Cash	1,158	1,500	1,500	1,500	-	1,500
58	Office Equipment & Supplies	9,853	14,940	15,000	17,000	2,060	17,000
94	Bank Service Charge	19,327	20,400	20,400	20,400	-	21,000
SUB TOTAL		\$ 199,836	\$ 210,604	\$ 268,000	\$ 229,660	\$ 19,056	\$ 262,100

<b>Total Water Administration and General</b>		\$ 581,678	\$ 606,689	\$ 676,681	\$ 647,148	\$ 40,459	\$ 693,842
---	--	------------	------------	------------	------------	-----------	------------

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14	INCREASE	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

## WATER OPERATING REVENUE

### Revenue

601	Metered Water Sales	6,594,699	6,562,532	8,040,386	8,242,039	1,679,507	8,242,039
602	Sewer-SR	274,549	335,156	395,452	483,322	148,166	336,656
603	Sewer-SD	3,202,660	3,556,660	3,767,210	4,051,267	494,607	3,596,660
605	Service Charges	8,348	10,000	10,000	10,000	-	10,000
606	Late Charge	30,696	40,000	35,000	40,000	-	40,000
607	Water Service Hook On Fee	42,126	38,340	50,000	52,540	14,200	39,000
608	Meter & Parts	87,689	71,500	129,000	95,500	24,000	72,000
609	Sewer Exempt Fee	2,250	2,650	3,200	3,000	350	3,000
612	Collect Sewer (For Billing)	116,306	116,000	117,834	111,780	(4,220)	116,275
613	Taps	3,500	6,000	6,000	6,000	-	6,000
615	Bacteriological Samples	1,050	1,500	1,500	1,500	-	2,500
616	Miscellaneous	28,568	40,000	50,000	45,000	5,000	40,000
616A	Trust Receipts	25,370	25,000	27,000	28,000	3,000	25,000
617	Main Reimbursement	-	2,500	20,000	7,500	5,000	10,000
618	Rentals	450	3,500	3,000	3,500	-	3,500
620	Sales Tax Water	400,429	394,952	482,423	494,523	99,571	398,900
621	Sales Tax Sewer	43,104	36,467	43,092	48,774	12,307	36,835
623	Bulk & Construction Water	16,283	20,000	20,000	50,000	30,000	30,000
627	Hydrant Meter Rental	9,972	15,000	10,000	15,000	-	20,000
646	Lease Revenue (Nextel)	65,918	70,728	70,728	70,728	-	70,728
647	Solid Waste	1,713,548	1,966,800	1,733,952	2,160,000	193,200	1,986,400
648	Solid Waste Collect	26,491	30,780	30,780	30,780	-	31,580
649	Storm Water	626,800	709,443	724,010	724,010	14,567	717,250
649A	Storm Water Sales Tax	17,437	18,000	18,000	20,141	2,141	18,000
650	Storm Water Collect	29,013	30,780	30,780	30,780	-	30,850
651A	2012 Bond proceeds	-	-	2,285,000	-	-	-
651	State Revolving Fund loan proceeds	430,345	-	-	-	-	-
<b>Total Water Operating Revenue</b>		<b>\$ 13,797,601</b>	<b>\$ 14,104,288</b>	<b>\$ 18,104,347</b>	<b>\$ 16,825,684</b>	<b>\$ 2,721,396</b>	<b>\$ 15,883,173</b>

## RECAP

### Disbursements

Distribution Operation	1,073,926	1,444,071	3,396,357	1,635,146	191,075	1,543,338
Distribution Maintenance	979,248	801,664	844,308	951,567	149,903	688,073
Accounting & Collection	6,795,582	7,592,335	7,401,780	8,535,348	943,013	8,552,588
Administration & General	581,678	606,689	676,681	647,148	40,459	693,842
Water Purchased ( DMWW + Xenia)	2,287,707	2,161,302	2,155,000	2,325,840	164,538	2,325,840
<b>Sub Total</b>	<b>\$ 11,718,141</b>	<b>\$ 12,606,061</b>	<b>\$ 14,474,126</b>	<b>\$ 14,095,049</b>	<b>\$ 1,488,988</b>	<b>\$ 13,803,681</b>
Debt Service	2,026,943	2,060,420	2,084,719	2,065,498	5,078	2,065,498
<b>TOTAL</b>	<b>\$ 13,745,084</b>	<b>\$ 14,666,481</b>	<b>\$ 16,558,845</b>	<b>\$ 16,160,547</b>	<b>\$ 1,494,066</b>	<b>\$ 15,869,179</b>

### Income

Cash Balance	-	1,444,585	1,381,781	2,930,783	1,486,198	3,599,420
Restricted Funds	-	509,283	715,582	715,582	206,299	715,582
<b>Net Cash Balance</b>	<b>\$ -</b>	<b>\$ 1,953,868</b>	<b>\$ 2,097,363</b>	<b>\$ 3,646,365</b>	<b>\$ 1,692,497</b>	<b>\$ 4,315,002</b>
<b>Operating Revenue</b>	<b>\$ 13,797,601</b>	<b>\$ 14,104,288</b>	<b>\$ 18,104,347</b>	<b>\$ 16,825,684</b>	<b>\$ 2,721,396</b>	<b>\$ 15,883,173</b>
Non-Operating Revenue						
Interest Earned	11,248	3,500	3,500	3,500	-	3,500
Extraordinary income	-	-	-	-	-	-
<b>SUB TOTAL</b>	<b>\$ 13,808,849</b>	<b>\$ 16,061,656</b>	<b>\$ 20,205,210</b>	<b>\$ 20,475,549</b>	<b>\$ 4,413,893</b>	<b>\$ 20,201,675</b>
Less Restricted Funds (trust fund)	-	509,283	715,582	715,582	206,299	715,582
Capital Reserve Fund	-	885,892	-	3,599,420	2,713,528	3,616,644
<b>Total</b>	<b>\$ 13,808,849</b>	<b>\$ 14,666,481</b>	<b>\$ 19,489,628</b>	<b>\$ 16,160,547</b>	<b>\$ 1,494,066</b>	<b>\$ 15,869,449</b>

