

FY 2014-2015 Adopted Budget

FY 2015-2016 Estimated Budget

City of Urbandale *iowa*



Giovannetti Community Shelter

CITY OF URBANDALE

Revised FY2013-14 Budget

Adopted FY2014-2015 Budget

Estimated FY2015-2016 Budget

Mayor and Council

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Tom Gayman, Mayor, Pro-Tem

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David Russell, Councilmember

Michael Carver, Councilmember
Creighton Cox, Councilmember

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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 Document Cover

The “Giovannetti Community Shelter” is nestled within the 75 acre Walker Johnston Park. This premier regional park is enjoyed by the community and the greater metro area for its splendid trails, natural habitats, playgrounds, and recreation venues for softball, tennis, soccer and skateboarding. The park was named after magistrate judge Mr. Walker Johnston, who served as a Mayor of Urbandale (1950-53, 1960-61). The project to build a new shelter house was first proposed in the 1997-2002 Capital Improvements Program (CIP). The original shelter, constructed as a single family residence in the late 1950’s and converted to a park shelter after the City acquired the property by the 1970’s, was demolished in September 2012 in order to construct the new park shelter near the same location.

The Giovannetti Community Shelter is available for public rental and overlooks the pond in Walker Johnston Park. The construction project was awarded by the City Council to Rochon Corporation, Urbandale, on July 24, 2012, with final acceptance on January 7, 2014, at a total project cost of \$1,890,762. The Giovannetti Community Shelter offers many amenities, including a kitchen, an open interior, and a fire place. Its most unique feature is its 4,500 square foot tornado safe room within the shelter, which was funded in part by FEMA and the State for approximately \$881,500. This shelter was named in recognition of Mr. E.J. Giovannetti--a long time Urbandale resident, who served as a Mayor of Urbandale (1977-1997), and as a Polk County Supervisor (2002-2012) in a district which included Urbandale. The City Council, at its meeting of June 25, 2013, officially named the new park shelter the “Giovannetti Community Shelter.”

The Giovannetti Community Shelter incorporated ideas provided by the public at community focus groups facilitated by ASK Studio which prepared the preliminary and final designs. The document cover illustrates the sleekness of this modern shelter as described below, starting with the photograph in the top tier and progressing clockwise.

- The main shelter entrance follows the procession of columns and lights on the west, flanked by the steel and concrete structure offset with the warm tones of the wood siding and the patina of the cor-ten steel.
- The promenade of tall, thin columns continues across the south facade to the covered patio, supporting the shelter’s roof and creating an exterior space to gather at the east. This space is adjacent to the park trail and greenbelt, and provides a vantage point to observe the playgrounds and skate park.
- The windows along the south façade allow for the shelter to be transparent and to flow into the park spaces. Connections to the park activities are reinforced by views in and out.
- A picnic table is synonymous with a park and is a wonderful opportunity to be outside at this location to enjoy nature, to watch the playground or the pond, or to watch others play tennis or softball--all seen from the picnic table.

The Giovannetti Community Shelter is located at 8900 Douglas Avenue within Walker Johnston Park. The mission of the facility is to provide a place for family and friends, to provide unity within the community, and to provide protection for park users during a storm. The City’s CIP provides for the construction of an expanded parking lot for the shelter in 2014.

Cover Design: Stacey Karnowski, Payroll Specialist

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

Re: FY2014-15 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2014-15 operating budget for the fiscal year beginning July 1, 2014 and ending June 30, 2015. This budget was prepared in conformance with the City's fiscal performance goals and the Code of Iowa. The annual operating budget guides the City's financial operations to provide public services. A public hearing on the recommended budget will be held on March 4, 2014.

As proposed, the recommended tax levy for FY2014-15 would be set at \$9.72, which is \$0.15 higher than the FY2013-14 levy of \$9.57. The General Fund levy would increase \$0.05 from \$7.12 to \$7.17—restoring it to its previous level (FY2007-08 to FY2012-13), the Debt Service Levy will remain at \$2.15, and the Chapter 411 Fire and Police Retirement Levy would increase \$0.10 from \$0.30 to \$0.40—restoring the \$0.10 annual contribution implemented in FY2010-11 to steadily fund the Chapter 411 pension. The Chapter 411 Fire and Police pension contribution rate set by the State will increase from 30.12% to 30.41% in FY2014-15. In prior FY2013-14, the City temporarily suspended the \$0.10 rate increase due to the City's positive growth in valuation. While immaterial in total dollars (\$9,586), the ag land levy rate will remain at the statutory limit of \$3.00375.

As City staff prepared the upcoming FY budget, the property tax changes approved by the State legislature in 2013 had a significant effect on taxable valuations. Under the approved State legislative changes, the rollback for Commercial and Industrial properties will decrease 5% in each of the next 2 years to 95% and 90%, respectively. The State has promised to backfill this lost valuation revenue to cities at 100% for 2 years, then the backfill will be capped at FY17 levels. Another legislative change results in multi-family housing previously classified as Commercial, will be changed to Residential in the 3rd year of the new legislation, and will be phased gradually down to the lower residential rollback rate. Finally, the annual valuation cap for residential and agricultural properties decreased from a 4% to a 3%.

These changes will directly impact the City's tax rate and will have a significant impact on the City's revenue stream. Should the City Council be unable to raise revenue from other sources, services will be dramatically affected. The impact of the legislation tempered the City's valuation growth for FY2014-15. The City saw negative valuation in Polk county, but positive growth in Dallas county, for a combined growth of only 1.31%. With the recommended total tax levy rate of \$9.72 and the State's backfill, the City will generate \$1,042,126 (4.5%) more in property tax revenues when compared to FY2013-14.

Overview:

The City continues to face a number of external issues which present challenges and opportunities to address during the next several years. Despite the continued economic rebalancing, the public's expectation to maintain or to expand service levels continues 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 continues to recognize the need for Library services, recreational activities and open green spaces within the community. Based on the results of the 2013 biennial "National Citizen Survey", Urbandale residents continued to rate the Police (90%) and Fire (97%) services very high, and continued to rate the community's "Overall quality of life" (93%) very high.

Most importantly this budget was prepared with the understanding that as stewards of the community, funding for 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.

Of significant importance, beginning in FY2014-15, the City will undertake the 2015 Special Census in the summer of 2015, and complete it in FY2015-16. Although the City's cost to conduct the census will be approximately \$875,000, the City will eventually recoup the cost for the census and realize additional revenue from future Road Use tax revenues as a result of higher population count.

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. Based on the results of the 2013 biennial "National Citizen Survey", Urbandale residents continued to rate the community very high as a "Place to live" (97%). Looking towards the future, Urbandale will mark its 100th year since incorporation in FY2016-17; a most significant milestone in any City's history! A volunteer Centennial Committee has been established to plan the event.

The remainder of this letter will provide details about the significant factors that affected the FY2014-15 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. Additionally, I would like to thank Nicci Lamb, Finance Director; Kim Keisler, Assistant Finance Director; Su Zanna K. Prophet, Assistant City Manager; and John Konior, Assistant to the City Manager; for their diligent efforts in preparing and reviewing this document.

A. J. Johnson
City Manager

FY2014-15 OPERATING BUDGET

SIGNIFICANT BUDGETARY FACTORS

The following significant factors affected the development of the recommended FY2014-15 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 in FY2014-15 from 52.8166% to 54.4002% —this increase has a positive impact on the City’s property tax receipts. Additionally, FY2014-15 will usher in the first phase of the 2013 property tax reform approved by the State to decrease the taxable value of commercial and industrial properties by 5% from 100% to 95%. The State plans to “backfill” the loss in the commercial property tax revenue by remitting the difference to the City. The City plans to utilize the backfill proceeds to pay the first installment to conduct the 2015 Special Census. The increase in the residential rollback coupled with the decrease in the commercial rate will result in a net taxable valuation increase of approximately \$30.8 million (1.31%) during FY2014-15. The City’s taxable valuation has grown by an average of 1.43% annually for the past 5 years; and 4.61% annual growth over the past 10 years.
- 2. Local Economic Conditions**

Urbandale experienced very strong growth during calendar year 2013, exceptionally so in the single-family detached residential market. Residential permit valuations reached \$93.3 million, 4th highest in the City’s history and exceeded only by the extraordinary period of 2003-2005. The total would have been higher, to have exceeded \$100 million, if not for adverse weather conditions in November and December that caused several projects to be delayed. Permits were issued for 296 new single family detached homes, the 6th most in the City’s history. The City’s long-term annual average is 185 homes, or 161 homes/year if the “bubble period” of 2001-2005 is excluded. Commercial permit valuations totaled \$41.3 million, the 6th-highest in history, and also would have been higher if not for project delays caused by the weather. Altogether, the \$135.8 million total permit valuation for new construction was the 4th highest in the City’s history, topped only by the “housing bubble years” of 2003-2005 when commercial construction was at a lower level but residential construction was record-setting.
- 3. Personnel Costs** — The recommended City budget provides for 183 full-time positions, consisting of 87 (48%) public safety positions and 96 (52%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$18,707,780 or 50% of the total Operating Budget of \$37,405,550 (not including Special Revenue, Debt Retirement and Contingency).

- The full-time staffing level for public safety employees will increase from 82 to 87, consisting of Police at 55 (49 sworn Officers and 6 civilians) and Fire/EMS at 32 (31 Fire/EMS personnel and 1 civilian).
- The remaining full-time staffing level for non-public safety departments will increase from 91 to 96.
- The recommended budget would create 10 full-time positions, which are included in the above total of full-time positions. The 10 full-time positions are:

Funtion	Department	Qty	Position
Public Safety	Police	1	Civilian Clerical
Public Safety	Fire	1	Assistant Chief
Public Safety	Fire	3	Fire Fighters
Public Works	Roadway	1	Maintenance Laborer
Public Works	Roadway & Engineering / Public Works Admin.	1	(1/2) Storm Water, other (1/2) Engineering Tech
Culture & Rec.	Parks	1	Facilities Maintenance Supv.
Comm & Econ Dev.	Economic Development	1	Economic Dev. Specialist
General Government	Technology	1	IT Specialist
Total Proposed		10	

- No new part-time positions are proposed.
- The recommended budget also proposes 1 additional seasonal Intern in Engineering Services.

The City has three unions. The upcoming FY2014-15 will be the final year for each of the multi-year union agreements. The Fire Union wage adjustment will increase 2.5% in July 2014. 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 wage adjustment will increase 1.75% in July 2014, and will increase 1% in January 2015, in addition to the step pay increases. The Police Union wage adjustment will increase 3.25% in July 2014, in addition to the step pay increases. The job performance of the Labor Union and Police Union employees are also evaluated annually, although the evaluation results do not determine the annual wage adjustment. New union agreements will be negotiated beginning in FY14-15.

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 with higher performing employees receiving a greater portion of the competitive merit pool. The wage adjustment for the FY2014-15 merit pool was based on 3.25%, 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 FY2014-15. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will increase the employer rate from 30.12% of payroll to 30.41%; while the employee contribution rate set by State statute will remain at 9.40% of earnable compensation. The Iowa Public Employees'

Retirement System (IPERS) rate for the employer will remain at 8.93%; and the employee contribution rate will remain at 5.95%.

In regards to insurance, City contributions to the health insurance reserve fund will be \$1,400,000 for FY2014-15, 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 \$618,299 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.

- 4. Technology** – The FY2014-15 budget provides an allocation of \$595,385 or 1.6% 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. 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 include the redesign of the City's website; replacement of the time clock server, backup server, e-mail exchange server, and Windows server; and licenses for Microsoft Office Professional.
- 5. Infrastructure** – The FY2014-15 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, and an intake rebuilding program will be initiated. Parks will continue its program to provide annual improvements at various locations to the bike path system and the playground system.
- 6. Building Maintenance** – Beginning in FY2014-15, a comprehensive approach to address building and preventive maintenance, and scheduled replacement of building equipment and components will be based on the recently completed 15 year PM Plan prepared in 2013. The Parks Department will serve as the single point of contact for City departments, and a new full-time Facilities Maintenance Supervisor position will be created to coordinate the program, Parks maintenance staff, and engage outside contractors. Funding previously allocated in all departmental budgets for "Account 40 - Building and Grounds" has been pooled in the Building Maintenance Fund to support the program, including transferring all existing maintenance contracts to the program. The annual departmental contributions to the Building Maintenance Fund will be based on a square footage rate for the type of

structure to be maintained. The intent of the building maintenance program is to maintain and preserve the City’s investment in its facilities.

BUDGET DOCUMENT

The budget document is tabbed to easily access information. The “Budget Summaries” tab profiles the revenues and expenditures by line-item account for 4 fiscal years. Separate summaries are provided for the Road Use Fund, the Hotel/Motel Fund, the Building Maintenance Fund, and the Capital Projects Fund.

This document is arranged into 6 budgetary tabs; 1 tab for each Function of the City. Each Function is summarized to reflect all departments within that Function. Following the Function summary, each departmental budget identifies significant and future budget impacts, line item account totals for 4 fiscal years, and a descriptive explanation in the “Activity Notes” which itemize the specific expenditures in the department’s new FY budget.

The final tab “Water 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 budgetary oversight for its revenue and expenditures.

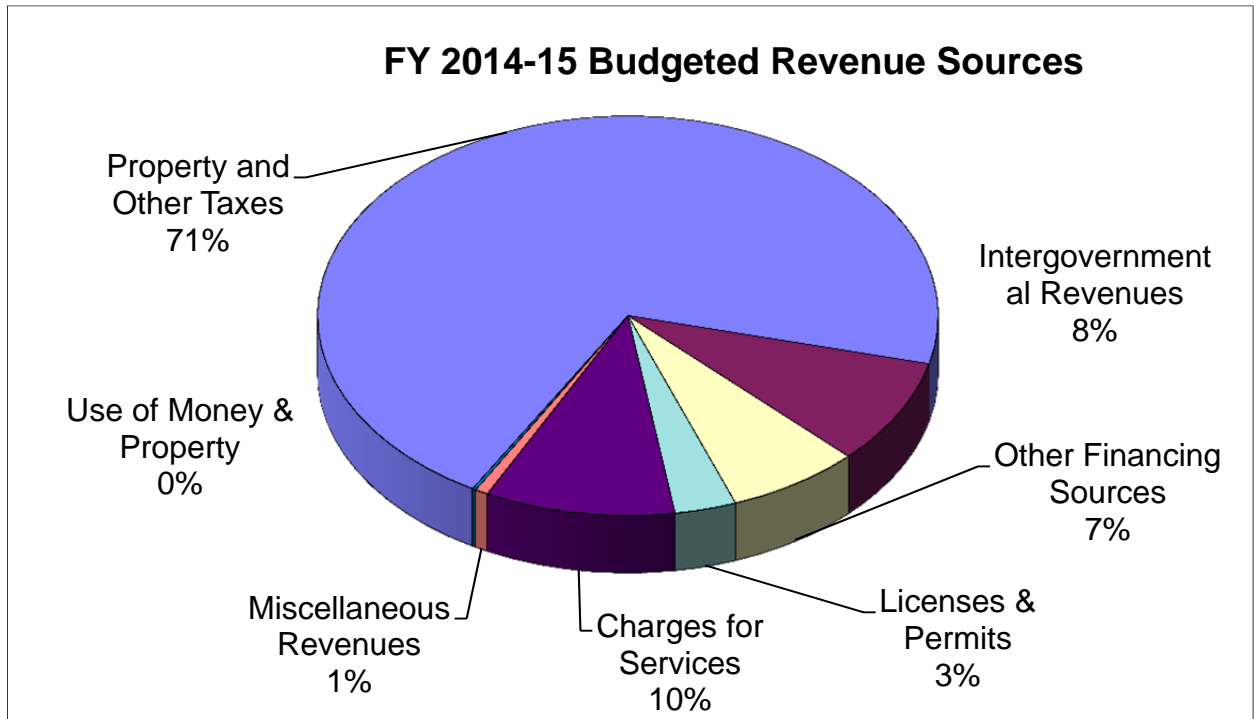
REVENUE

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 daily operations of all departments not funded through another specific revenue source. The recommended FY2014-15 budget anticipates total revenue of \$46,374,304 compared to the adopted FY2013-14 budget of \$51,812,818, which is a decrease of \$5,438,514 (-10%). This decrease is misleading in that prior year’s budget included nearly \$6 million in debt refinancing and/or early payoff, which is not typical. Once debt refinancing is factored out, revenues remain roughly unchanged.

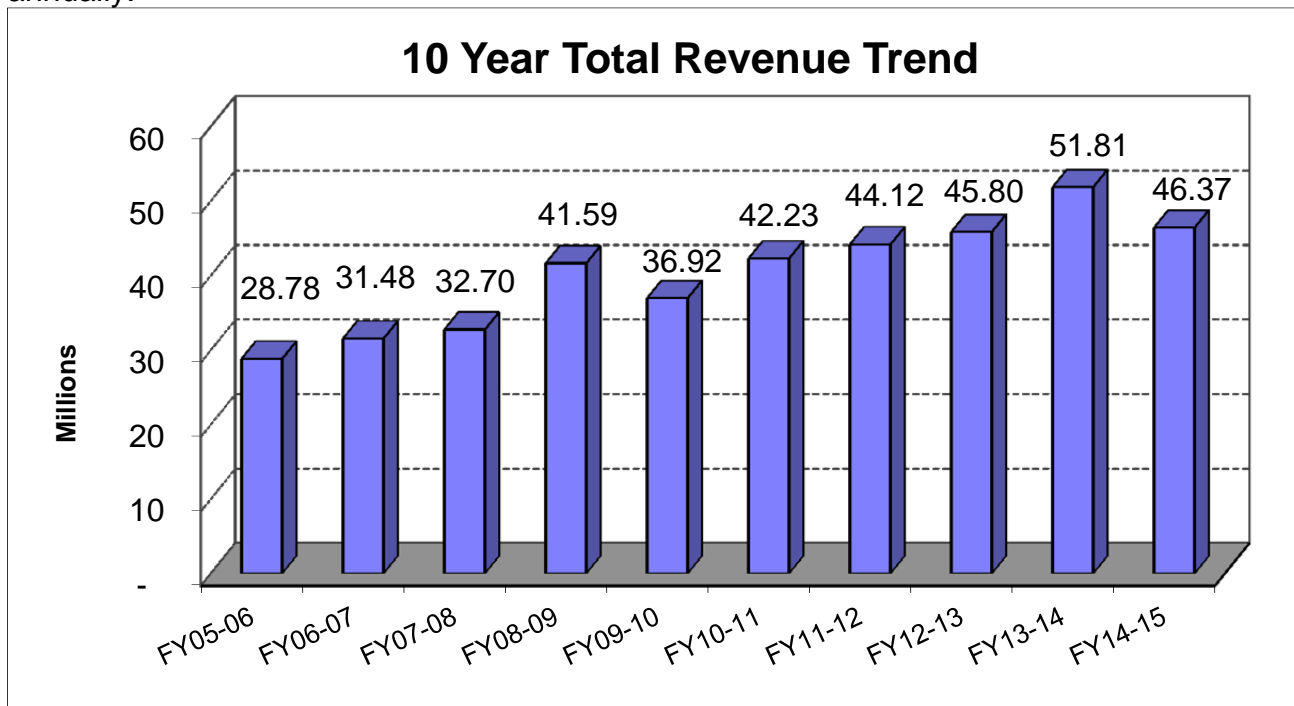
The following table summarizes the City’s revenue by funding source:

Revenues By Funding Source							
Funding Source	FY13-14 Adopted		FY13-14 Revised		FY14-15 Recomm.		
	Total	%	Total	%	Total	%	
Property and Other Taxes	\$ 31,956,180	61.7%	\$ 31,216,180	64.3%	\$ 32,718,530	70.6%	
Licenses & Permits	1,287,450	2.5%	1,572,343	3.2%	1,487,310	3.2%	
Use of Money & Property	85,000	0.2%	95,000	0.2%	85,000	0.2%	
Intergovernmental Revenue:	4,064,486	7.8%	4,217,775	8.7%	3,964,842	8.5%	
Charges for Services	4,552,379	8.8%	4,561,559	9.4%	4,595,053	9.9%	
Miscellaneous Revenues	286,000	0.6%	334,570	0.7%	311,500	0.7%	
Other Financing Sources	9,581,323	18.5%	6,523,950	13.4%	3,212,069	6.9%	
Total	\$ 51,812,818	100%	\$ 48,521,377	100%	\$ 46,374,304	100%	
<i>\$ Difference to Adopted</i>			\$ (3,291,441)		\$ (5,438,514)		
<i>% Difference to Adopted</i>			-6.4%		-10.5%		

The following pie chart shows the recommended revenues by funding source for FY2014-15. The percentage amounts equate to the number of cents per \$1 dollar received from the revenue source.



The following bar graph shows the revenue trend for the last ten years. As noted below, the operational revenues have increased from \$28,780,093 in FY2005-06 to \$46,374,304 in FY2014-15. During this time, total revenue levels have increased by an average of 5.75% annually.



General Fund Balance:

The recommended FY2014-15 operating budget also anticipates the use of \$1,067,307 from the General Fund balance. The City Council’s financial goals dictate that the General Fund balance is to be maintained at no lower than 25% of budgeted operating expenditures, excluding capital expenditures, TIF and CEBA loan activity.

At the end of FY2013-14, it is estimated that the General Fund reserves will be \$8,687,983, representing 35.98% of General Fund expenditures. This balance has been purposefully grown over the 3 prior years during the course of 2 major Federal grants for Fire and Police staffing additions. Now that these grants have reached their end, these banked revenues will be used to temper the impact to the tax levy as these staff become 100% paid by the City. Coupled with the federal revenue, the City has seen renewed growth in building permit revenue which has bolstered general fund balance levels as well. In order to start the methodical buy down of fund balance, the City elected to pay off existing general obligation bonds in June 2013. The FY14-15 budgeted expenditures will result in a reduction to the general fund balance of \$1,067,307 which will represent 30.34% of annual operating expenses. The following year 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
FY14-15	\$ 7.17	\$ 2.15	\$ 0.40	\$ 9.72	\$ 3.00
FY13-14	\$ 7.12	\$ 2.15	\$ 0.30	\$ 9.57	\$ 3.00
FY12-13	\$ 7.17	\$ 2.15	\$ 0.30	\$ 9.62	\$ 3.00
FY11-12	\$ 7.17	\$ 2.15	\$ 0.20	\$ 9.52	\$ 3.00
FY10-11	\$ 7.17	\$ 2.05	\$ 0.10	\$ 9.32	\$ 3.00
FY09-10	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.84
FY08-09	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.71
FY07-08	\$ 7.17	\$ 2.05	\$ -	\$ 9.22	\$ 1.81
FY06-07	\$ 7.02	\$ 2.05	\$ -	\$ 9.07	\$ 1.84
FY05-06	\$ 7.02	\$ 2.05	\$ -	\$ 9.07	\$ 2.02

An Urbandale house valued at \$100,000 will pay approximately \$529 in gross City property taxes based on the recommended FY2014-15 budget. This property tax bill represents an increase of approximately \$23 (4.6%) from FY2013-14, when a similarly valued home would have paid approximately \$505 in gross City property taxes. This tax increase is purely attributable to the increased residential rollback for FY2014-15. Under the FY2014-15 residential rollback set by the State, 54.4002% of a residential property’s value will be subject to taxation, compared to the prior FY2013-14 residential rollback of 52.8166%.

As previously noted, FY2014-15 will usher in the first phase of the 2013 property tax reform approved by the State to decrease the taxable value of commercial and industrial properties by 5% from 100% to 95%. An Urbandale business valued at \$100,000 will pay approximately \$923 in gross City property taxes based on the recommended FY2014-15 budget. This property tax bill would be \$34 (3.5%) lower than FY2013-14.

Proceeds from the Hotel/Motel tax are expected to decrease by \$200,000 (-9%) during FY2014-15. This decrease can be attributed to the timing of hotels being completed. The FY13-14 budget anticipated 2 new hotels coming online, but projects were delayed and only one was completed. The FY13-14 revenue has been revised, but finally the second new hotel is currently under construction and will generate Hotel/Motel tax revenue for most of FY2014-15. 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 \$199,860 (16%). As noted previously, there has been a significant resurgence in residential and commercial construction for calendar year 2012 and 2013. As a result, the recommended budget anticipates continued increased revenue in Licenses and Permits, notably a \$121,300 (20%) increase in Building Permits. Finally, although several cities in the metro area have adopted the Franchise Fee, Urbandale has no plans to implement the fee at this time, but has examined the fee structure should there be a future need.

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 \$60,747 (2%). In FY2014-15 the City will undertake the 2015 Special Census at a total cost of approximately \$875,000 to be split over the next two fiscal years, with full expectation that the City will recoup that cost (over approximately 2 years) through additional revenue from future Road Use tax revenues. Overall, the Intergovernmental revenue in the General Fund will decrease \$160,391 as a result a decrease in Federal grants and the termination of the Johnston Library reimbursement.

Charges for Services:

The recommended budget does not propose a rate increase in the monthly Solid Waste fee which is \$12. Additionally, the monthly Storm Water Utility fee will remain at \$2 for residential properties; and the fee will not change for commercial and industrial properties which are 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.

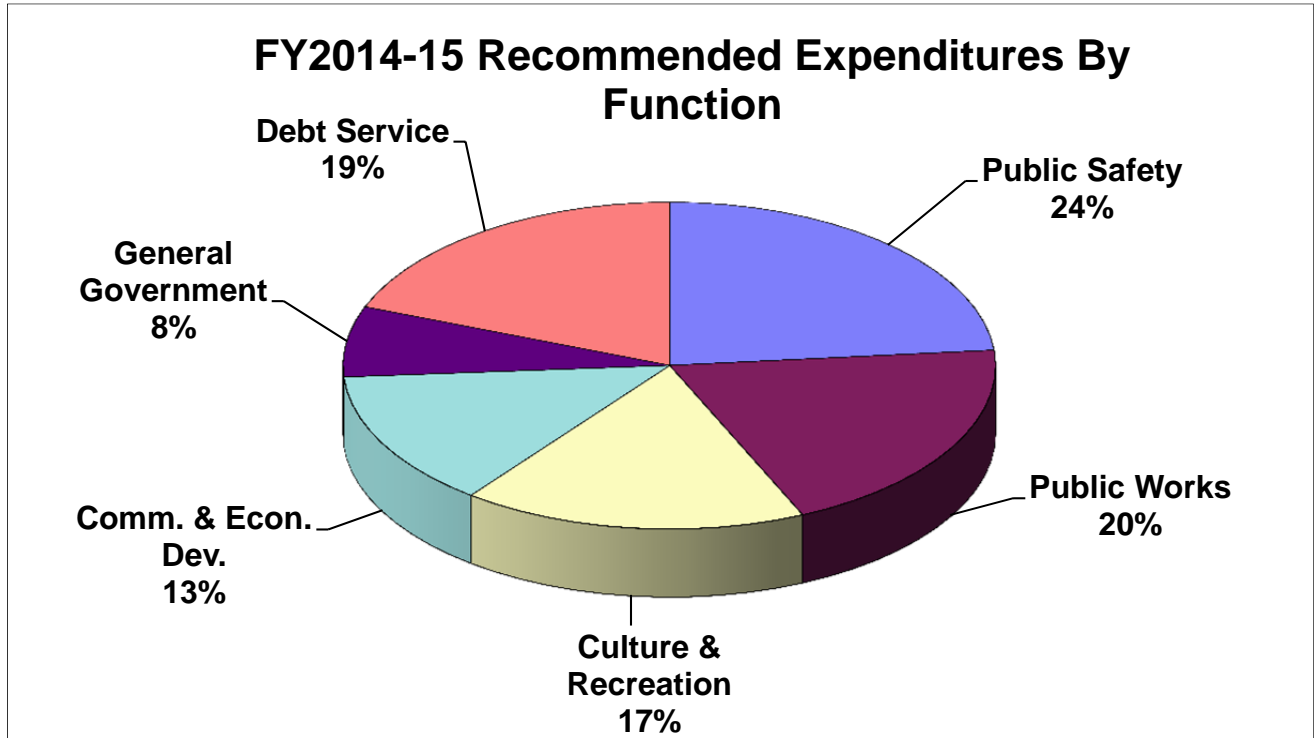
EXPENDITURES

The recommended FY2014-15 budget for operations, debt service and special revenue fund anticipates total expenditures of \$47,092,529, a decrease of \$3,200,695 (-6.4%) less than the adopted FY2013-14 budget of \$50,293,224.

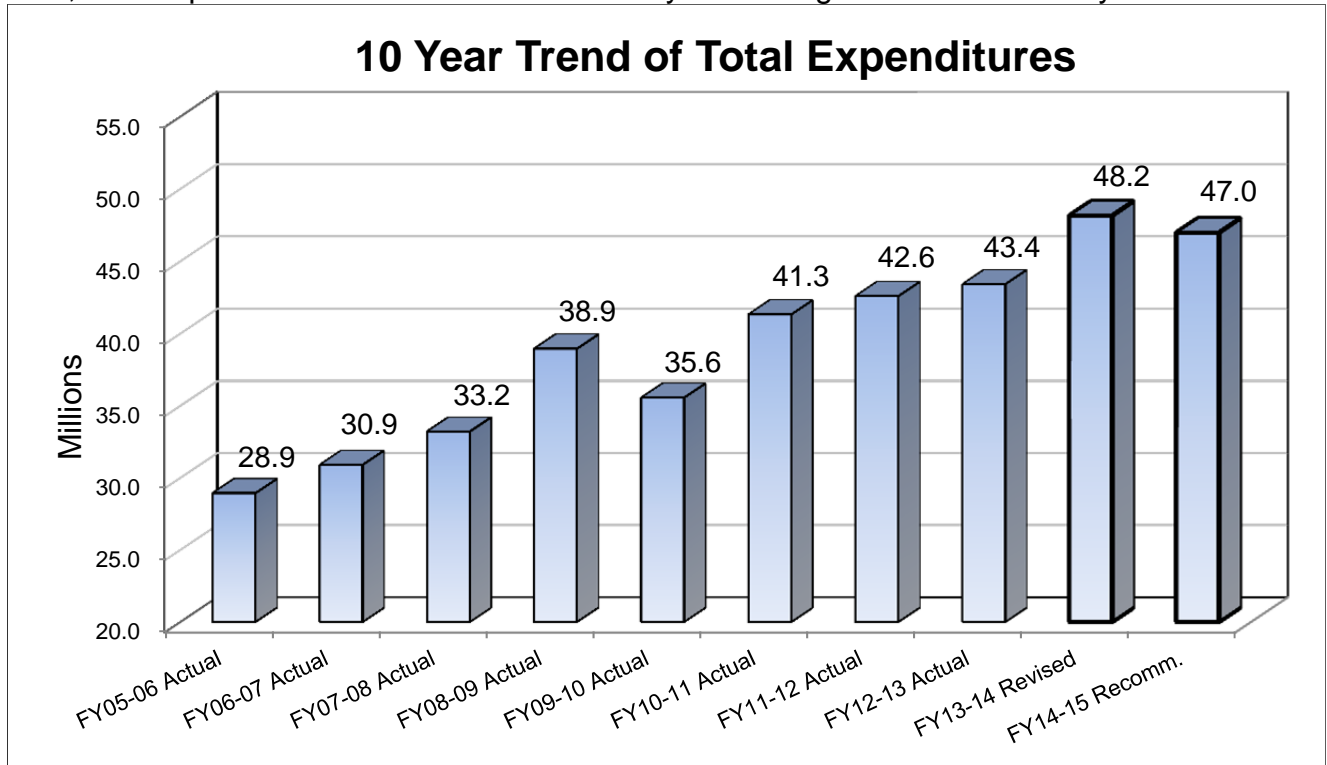
The following table summarizes the City's expenditures by Function.

Expenditures By Function							
Function	FY13-14 Adopted		FY13-14 Revised		FY14-15 Recomm.		
	Total	%	Total	%	Total	%	
Public Safety	\$ 10,315,328	20.5%	\$ 10,452,960	21.7%	\$ 11,041,373	23.4%	
Public Works	8,093,332	16.1%	7,987,231	16.6%	9,309,067	19.8%	
Culture and Recreation	8,066,596	16.0%	7,841,843	16.3%	8,022,247	17.0%	
Community/Economic Dev	6,035,360	12.0%	6,164,524	12.8%	6,328,363	13.4%	
General Government	3,189,126	6.3%	3,168,804	6.6%	3,277,575	7.0%	
Sub-Total Operating Budget	\$ 35,699,742	71.0%	\$ 35,615,362	73.8%	\$ 37,978,625	80.6%	
Debt Service Fund	14,507,432	28.8%	12,539,868	26.0%	8,999,179	19.1%	
Special Revenue Fund	86,050	0.2%	90,500	0.2%	114,725	0.2%	
Total	\$ 50,293,224	100%	\$ 48,245,730	100%	\$ 47,092,529	100%	
<i>\$ Difference to Adopted</i>			\$ (2,047,494)		\$ (3,200,695)		
<i>% Difference to Adopted</i>			-4.1%		-6.4%		

The following pie chart shows the recommended expenditures by Function for FY2014-15. The percentage amounts equate to the number of cents per \$1 dollar expended to provide the services for that Function.



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 \$28,932,469 in FY2005-06 to \$46,977,804 in FY2014-15. During this time, total expenditure levels have increased by an average of 7.58% annually.



BUDGETARY COST CATERGORIES

The City’s annual budget is divided into three main cost allocation categories which encompass the core operations of the departments: Personal Services, Contractual and Supply Services, and Capital Outlay. Additionally, the “Budget Summary” includes three minor categories consisting of Special Revenue, Debt Retirement and Contingency—although not tied directly into the operations of the department the categories must be accounted for under State budget requirements.

Personal Services:

Personal Services at \$18,707,780 is 50% 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 \$9,452,978 is 25% 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 \$9,244,792 is 24% 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 budget is based on the following six major budget functions as shown in the Budget Summaries section of this document.

Public Safety Function – This Function, at \$11,041,373, is 29% 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 \$726,045 (7%). The notable changes include: Police an addition of 1 Civilian employee, increase in contribution to the WestCom joint dispatching services; Fire an addition of 3 Firefighters and 1 Assistant Chief and related benefits and training; both departments will see an increase in the City's contribution for Chapter 411 Police and Fire retirements due to the increased rate; and Animal Control increase for shared professional services

Public Works Function – This Function at \$9,309,067 is 25% 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 \$1,215,735 (15%). The notable changes include: Roadway increase in workers compensation and property/casualty insurance, vehicle and maintenance supplies, and transfers related to CIP related projects; Street Lighting increase in utility costs for newly constructed lights; Traffic Safety increase to participate in a suburban study on an adaptive traffic signal system; Engineering Services addition of one full-time COSESCO/Inspector position to be charged half to the Storm Water Utility; Solid Waste increases in landfill fees and tipping fees; Sanitary Sewer increase to televise lines for the Districts offset by a decrease for data processing equipment; Storm Water increase for transfers related to CIP related projects; and Engineering and Public Works Administration increase in maintenance supplies and office equipment, offset by a decrease in capital equipment.

Culture and Recreation Function – This Function at \$8,022,247 is 21% 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 a decrease of \$44,349 (-1%). The notable changes include: Library decreases in data processing, office supplies, offset by increases in books and films; Parks increase in maintenance at Walnut Creek Regional Park, increase for information hub at Walker Johnston Park and trail signage; and disaster cleanup to address the Emerald Ash Borer; Grounds Maintenance landscaping decreased as a result of completing the 142nd Street/Douglas Parkway project; Recreation increase to add

additional weeks to the 2014 MAC program, and replacement funding for the addition of a passenger van; Cemetery Maintenance increase to replace fence and install new signage; Senior Recreation Center increase to renovate library area into a fitness area; and Swimming Pool increase to replace patio furniture and install a shade structure for the aquatic playground.

Community and Economic Development Function – This Function at \$6,328,363 is 17% 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 an increase of \$293,003 (5%). The notable changes include: Economic Development an addition of 1 Economic Development Specialist and related benefits and training; Code Enforcement increase to purchase 6 iPads for field inspection data entry and for additional cubicle partitions; Community Development includes \$400,000 as the first of 2 installment payments to conduct a special census in the summer of 2015; and TIF decreases in the tax rebate payments.

General Government Function – This Function at \$3,277,575 is 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 \$88,449 (3%). The notable changes include: Mayor and City Council decrease as a result of completing the biennial Strategic Plan and the biennial National Citizen Survey; City Manager increase to join Alliance for Innovation, additional conference attendance and operating supplies; Finance increase for annual audit, data processing for employee self-service application and on-line Code maintenance; Technology an addition of 1 IT Specialist and related benefits, increase for fluctuating technology needs; Human Resources decrease as a result of purchasing HR software in prior year; and General Support decrease related to reallocating appropriate insurance premiums for workers compensation and property/casualty insurance coverage to Roadway, and an increase for a cyberliability external security review.

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 \$8,450,000 in GOB for various capital improvement projects during the 2014 construction season. These improvements include all the 2014 GOB projects identified in the 2014-2019 Capital Improvements Program (CIP). The FY2014-15 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.



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	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
REVENUE SUMMARY						
TAXES						
GENERAL PROPERTY TAXES						
110 General taxes	\$ 15,457,481	\$ 16,091,819	\$ 15,683,819	\$ 16,302,894	\$ 211,075	\$ 16,628,952
111 Ag land taxes	10,438	10,517	10,517	9,586	(931)	9,778
State backfill	-	-	-	274,279	274,279	548,558
112 Homestead	296,609	260,000	378,000	385,000	125,000	395,000
Subtotal: General Fund	15,764,528	16,362,336	16,072,336	16,971,759	609,423	17,582,288
113 Taxes - TIF	7,005,942	6,592,652	6,592,652	6,562,876	(29,776)	6,200,000
Subtotal: TIF Fund	7,005,942	6,592,652	6,592,652	6,562,876	(29,776)	6,200,000
112 Homestead	89,606	80,000	101,000	105,000	25,000	106,000
110 Debt service	5,118,339	5,335,616	5,314,616	5,371,170	35,554	5,478,593
State backfill	-	-	-	105,618	105,618	211,236
117 Debt service-special assessment	71,402	100,000	50,000	50,000	(50,000)	50,000
Subtotal: Debt Service Fund	5,279,347	5,515,616	5,465,616	5,631,788	116,172	5,845,829
112 Homestead	12,410	13,000	15,000	19,000	6,000	20,000
State backfill	-	-	-	15,301	15,301	30,602
341 Taxes - Police & Fire Retirement	645,567	675,981	673,981	911,984	236,003	1,142,952
Subtotal: Police & Fire Ret. Fund	657,977	688,981	688,981	946,285	257,304	1,193,554
Total: General Property Taxes	\$ 28,707,794	\$ 29,159,585	\$ 28,819,585	\$ 30,112,708	\$ 953,123	\$ 30,821,671
OTHER CITY TAXES						
337 Utility excise tax	\$ 447,068	\$ 443,861	\$ 443,861	\$ 446,876	\$ 3,015	\$ 455,814
338 Hotel/Motel tax (transferred in from H/M fund)	500,000	785,714	642,857	714,286	(71,429)	785,714
Subtotal: General Fund	947,068	1,229,575	1,086,718	1,161,162	(68,414)	1,241,528
338 Hotel/Motel tax	1,015,280	1,414,286	1,157,143	1,285,714	(128,571)	1,414,286
Subtotal: Hotel Motel Fund	1,015,280	1,414,286	1,157,143	1,285,714	(128,571)	1,414,286
337 Utility excise tax	134,058	134,030	134,030	134,005	(25)	136,685
Subtotal: Debt Service Fund	134,058	134,030	134,030	134,005	(25)	136,685
337 Utility excise tax	18,706	18,704	18,704	24,941	6,237	31,941
Subtotal: Police & Fire Ret. Fund	18,706	18,704	18,704	24,941	6,237	31,941
Total: Other City Taxes	\$ 2,115,112	\$ 2,796,595	\$ 2,396,595	\$ 2,605,822	\$ (190,773)	\$ 2,824,440
TOTAL TAXES	\$ 30,822,906	\$ 31,956,180	\$ 31,216,180	\$ 32,718,530	\$ 762,350	\$ 33,646,111
LICENSES AND PERMITS						
222 Cable TV franchise	\$ 301,629	\$ 315,000	\$ 300,000	\$ 300,000	\$ (15,000)	\$ 305,000
224 Liquor permits	30,824	40,000	40,000	35,000	(5,000)	35,000
225 Cigarette permits	2,225	2,000	2,000	2,000	-	2,000
226 Utility permits	3,080	4,000	6,500	4,000	-	4,000
231 Peddler's licenses	1,525	1,000	1,000	1,000	-	1,000
232 Miscellaneous licenses	740	600	600	600	-	600
234 Pet licenses	68,914	65,000	70,000	70,000	5,000	70,000
249 COSESCO inspection fees	34,400	30,000	40,000	40,000	10,000	40,000
250 Electrician licenses/permits	42,716	35,750	57,975	53,600	17,850	54,000
253 Plumbing licenses/permits	34,904	27,400	47,260	42,640	15,240	42,000
254 Mechanical licenses/permits	34,796	27,400	47,630	42,640	15,240	42,000
255 Building permits only	643,473	615,000	788,953	736,300	121,300	750,000
256 Sidewalk permits	2,540	2,800	3,140	3,140	340	3,000
257 Driveway approach	3,100	2,800	3,360	3,340	540	3,000
259 Sign permits	11,515	11,600	13,025	11,600	-	11,600
260 Construction inspections	70,249	50,000	85,000	75,000	25,000	75,000
261 Plat and site plan reviews	2,550	3,300	2,550	9,350	6,050	8,000
262 Housing inspections	14,843	31,350	36,540	31,350	-	32,000
263 Board of Adjustment fees	4,015	3,150	2,750	3,150	-	3,200
264 Change of zoning	24,985	19,300	24,060	22,600	3,300	23,000
TOTAL LICENSES AND PERMITS	\$ 1,333,023	\$ 1,287,450	\$ 1,572,343	\$ 1,487,310	\$ 199,860	\$ 1,504,400
USE OF MONEY & PROPERTY						
524 Interest	\$ 43,039	\$ 25,000	\$ 35,000	\$ 35,000	\$ 10,000	\$ 35,000
Subtotal: General Fund	43,039	25,000	35,000	35,000	10,000	35,000
524 Interest (includes BAB interest subsidy)	86,195	60,000	60,000	50,000	(10,000)	50,000
Subtotal: Debt Service Fund	86,195	60,000	60,000	50,000	(10,000)	50,000
TOTAL USE OF MONEY & PROPERTY	\$ 129,234	\$ 85,000	\$ 95,000	\$ 85,000	\$ -	\$ 85,000

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
INTERGOVERNMENTAL						
330 Road Use tax	\$ 3,779,209	\$ 3,729,253	\$ 3,750,000	\$ 3,790,000	\$ 60,747	\$ 3,850,000
Subtotal: Road Use Fund	3,779,209	3,729,253	3,750,000	3,790,000	60,747	3,850,000
329 Misc. grants	6,000	2,500	2,500	2,500	-	2,500
335 Federal grants	480,730	187,150	237,878	89,150	(98,000)	20,000
336 State grants	-	10,000	-	-	(10,000)	-
421 Johnston library reimb.	46,274	47,699	47,699	-	(47,699)	-
422 Library contracts	87,453	87,884	87,884	83,192	(4,692)	78,700
425 Library grant	78,857	-	91,814	-	-	-
Subtotal: General Fund	699,314	335,233	467,775	174,842	(160,391)	101,200
TOTAL INTERGOVERNMENTAL	\$ 4,478,523	\$ 4,064,486	\$ 4,217,775	\$ 3,964,842	\$ (99,644)	\$ 3,951,200
CHARGES FOR SERVICES						
235 Kennel fees	\$ 3,255	\$ 3,000	\$ 4,000	\$ 3,000	\$ -	\$ 3,000
402 Open air shelter rentals	-	-	1,100	1,000	1,000	1,000
404 Shelter alcohol fees	3,210	5,000	5,000	5,000	-	5,000
406 Health facility fees	1,495	1,500	1,500	1,200	(300)	1,000
407 Pool program fees	73,956	85,000	85,000	85,000	-	90,000
408 Ambulance fees	675,427	620,000	640,000	640,000	20,000	650,000
409 Cemetery maintenance	400	-	-	-	-	-
410 Giovannetti shelter rental	2,910	40,000	22,000	25,000	(15,000)	35,000
412 Lions rental	14,985	14,000	19,000	20,000	6,000	20,000
414 Swimming pool	70,295	95,000	95,000	95,000	-	100,000
405 School reimbursement - Community Ed	53,036	-	-	-	-	-
415 School reimbursement - Pool expenses	57,648	4,000	32,751	-	(4,000)	-
416 Turf maintenance	17,279	13,000	16,865	17,500	4,500	17,500
418 Recreation fees	177,986	200,000	190,000	190,000	(10,000)	190,000
419 Miscellaneous fees (park)	1,600	500	500	500	-	500
511 Yard waste fees	184,595	220,000	206,000	220,000	-	225,000
513 Bulk item pickup	14,245	17,000	17,000	15,000	(2,000)	17,000
514 Urb. Sanitary Sewer District	272,058	361,329	339,916	361,845	516	365,000
515 Solid waste containers	15,099	15,000	15,000	15,000	-	15,000
516 Urb. W.H. Sanitary District	65,811	69,530	77,207	62,988	(6,542)	70,000
517 Solid waste fee	1,711,948	1,902,420	1,895,000	1,930,500	28,080	1,940,000
520 Liaison Officer	74,798	75,000	79,500	82,000	7,000	85,000
522 Crossing guards	41,357	48,000	48,000	48,000	-	49,000
423 Equipment rental/donations	6,084	500	5,000	2,000	1,500	2,000
424 Misc. library receipts/photocopies	16,998	15,100	17,170	17,300	2,200	17,500
426 Senior Center rental	13,270	14,000	14,000	14,000	-	14,000
428 Senior Center congregate meal receipts	10,088	12,000	11,500	11,000	(1,000)	11,000
429 Senior Center off-site program fees	6,183	5,000	3,600	3,500	(1,500)	3,500
430 Senior Center on-site program fees	3,963	3,000	4,700	6,350	3,350	6,550
432 Library room rentals	719	300	1,450	1,470	1,170	1,490
431 Library material sales	10,678	7,200	10,800	10,900	3,700	11,000
Subtotal: General Fund	3,601,376	3,846,379	3,858,559	3,885,053	38,674	3,946,040
519 Storm Water user fees	690,925	706,000	703,000	710,000	4,000	716,000
Subtotal: Storm water utility Fund	690,925	706,000	703,000	710,000	4,000	716,000
TOTAL CHARGES FOR SERVICES	\$ 4,292,301	\$ 4,552,379	\$ 4,561,559	\$ 4,595,053	\$ 42,674	\$ 4,662,040
MISCELLANEOUS REVENUES						
177 Revolving loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
265 Sale of maps and copies	14,752	15,000	15,000	15,000	-	15,000
420 Library fines	68,386	50,000	69,070	67,000	17,000	68,000
427 Library collection fees	165	3,000	1,500	1,500	(1,500)	1,500
512 Court fines	218,076	210,000	240,000	220,000	10,000	220,000
518 Vehicle impound fees	7,670	8,000	9,000	8,000	-	8,000
TOTAL MISCELLANEOUS	\$ 309,049	\$ 286,000	\$ 334,570	\$ 311,500	\$ 25,500	\$ 312,500
OTHER FINANCING SOURCES						
508 Intergovernmental transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
510 Sale of assets	22,836	20,000	20,000	20,000	-	20,000
526 Miscellaneous receipts	38,051	5,000	8,000	5,000	-	5,000
Subtotal: General Fund	60,887	25,000	28,000	25,000	-	25,000
508 Intergovernmental transfers	5,573,636	9,556,323	6,495,950	3,187,069	(6,369,254)	2,970,100
Subtotal: Debt Service Fund	5,573,636	9,556,323	6,495,950	3,187,069	(6,369,254)	2,970,100
TOTAL OTHER FINANCING SOURCES	\$ 5,634,523	\$ 9,581,323	\$ 6,523,950	\$ 3,212,069	\$ (6,369,254)	\$ 2,995,100
TOTAL OPERATIONAL REVENUES	\$ 46,999,559	\$ 51,812,818	\$ 48,521,377	\$ 46,374,304	\$ (5,438,514)	\$ 47,156,351

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
REVENUE ACTIVITIES TOTAL BY FUND						
General Fund	\$ 22,758,284	\$ 23,396,973	\$ 23,455,301	\$ 24,051,626	\$ 654,652	\$ 24,747,955
(1) Road Use Fund	3,779,209	3,729,253	3,750,000	3,790,000	60,747	3,850,000
(1) Hotel Motel Fund	1,515,280	2,200,000	1,800,000	2,000,000	(200,000)	2,200,000
(2) Debt Service Fund	11,073,236	15,265,969	12,155,596	9,002,862	(6,263,107)	9,002,615
(3) TIF Fund	7,005,942	6,592,652	6,592,652	6,562,876	(29,776)	6,200,000
(4) Storm Water Utility Fund	690,925	706,000	703,000	710,000	4,000	716,000
(5) Police & Fire Retirement Fund	676,683	707,685	707,685	971,226	263,541	1,225,495
(1) Capital Projects Fund	14,227,450	14,393,400	12,078,235	13,057,700	(1,335,700)	13,530,200
(6) Special Revenue & Internal Service Funds	145,329	50,000	60,000	560,000	510,000	50,000
(7) Proprietary - Water Utility	17,388,999	16,829,184	16,782,218	16,673,696	(155,488)	17,087,642
Total State Certified Revenues	\$ 79,261,337	\$ 83,871,116	\$ 78,084,687	\$ 77,379,986	\$ (6,491,131)	\$ 78,609,907
FUND BALANCE ACTIVITY FOR FISCAL YEAR						
General	\$ 9,378,746	\$ 514,617	\$ 690,763	\$ 1,067,307	\$ 552,690	\$ 856,442
Road Use	2,599,463	(57,895)	(109,757)	851,454	909,349	(167,624)
Hotel Motel	422,464	(77,414)	(48,843)	(37,762)	39,652	(137,143)
Debt Service	898,037	(758,537)	384,272	(3,683)	754,854	(113,929)
TIF	3,491,830	(2,018,876)	(1,922,161)	(2,211,807)	(192,931)	(2,629,900)
Storm Water Utility Fund	686,712	6,747	(3,278)	158,705	151,958	45,090
Police & Fire Retirement Fund	67,458	-	-	65,000	65,000	-
Capital Projects	10,759,004	2,695,630	3,574,477	5,042,900	2,347,270	-
Subtotal:	\$ 28,303,714	\$ 304,272	\$ 2,565,473	\$ 4,932,114	\$ 4,627,842	\$ (2,147,064)
BUDGET TOTALS	\$ 107,565,051	\$ 84,175,388	\$ 80,650,160	\$ 82,312,100	\$ (1,863,289)	\$ 76,462,843

* 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.
- (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 budgeted is the transfer from Capital Projects Fund to Internal Service Funds. The actual activity figures come from the City's Annual Financial Report as filed with the State of IA each December.
- (7) Separate detail of the Water Utility's operations can be found in the Water Department section of this budget document.

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 10,010,563	\$ 11,004,229	\$ 11,072,596	\$ 11,987,456	\$ 983,227	\$ 12,431,793
02 Overtime	569,568	410,700	470,900	488,606	77,906	422,586
03 Part-time	1,407,172	1,561,551	1,553,585	1,592,417	30,866	2,108,370
04 Witness fees	(25)	500	500	500	-	500
06 FICA	571,317	628,814	641,125	687,052	58,238	712,923
07 Retirement - IPERS	611,708	670,152	688,038	727,629	57,477	802,110
08 Pension - MFPRSI	1,164,168	1,452,985	1,452,985	1,572,853	119,868	1,754,465
09 Group insurance	1,500,736	1,508,827	1,614,709	1,400,000	(108,827)	1,400,000
11 Allowance	53,024	71,316	85,318	95,561	24,245	102,625
12 Unemployment	50,033	64,000	59,945	40,000	(24,000)	40,000
13 Deferred compensation City ma	27,732	49,309	86,404	115,706	66,397	119,962
Sub-Total	\$ 15,965,996	\$ 17,422,383	\$ 17,726,105	\$ 18,707,780	\$ 1,285,397	\$ 19,895,334
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 30,263	\$ 31,150	\$ 40,100	\$ 41,625	\$ 10,475	\$ 36,750
22 Recruitment	44,665	30,100	23,839	29,555	(545)	33,160
23 Professional services	608,602	882,310	838,079	913,440	31,130	914,020
24 Contributions to other agencies	2,593,691	3,271,372	2,835,536	3,614,475	343,103	3,214,594
27 Data processing	504,348	720,108	708,899	595,385	(124,723)	568,900
28 Dues and memberships	41,257	45,775	47,075	54,595	8,820	55,485
29 Insurance	475,000	606,300	606,300	618,299	11,999	633,000
32 Uniforms and laundry	91,590	88,115	87,810	101,085	12,970	101,550
35 Printing and copying	107,161	123,695	119,175	133,180	9,485	136,780
40 Building and grounds maint.	280,881	307,754	313,984	-	(307,754)	-
41 Vehicle and equipment maint.	105,596	104,850	103,645	127,700	22,850	122,200
44 Grant-funded purchases	77,760	-	91,814	-	-	-
46 Training and development	118,281	148,560	146,605	195,890	47,330	193,780
48 Utility service	987,664	1,098,436	1,076,851	1,122,870	24,434	1,153,070
49 Petty cash	383	900	800	700	(200)	700
51 Maintenance supplies	564,923	755,651	769,041	863,341	107,690	897,475
54 Minor equipment	27,967	42,900	45,300	42,000	(900)	46,250
55 DARE expenditures	3,308	4,000	4,000	-	(4,000)	-
56 Vehicle maintenance supplies	155,631	171,150	164,850	139,350	(31,800)	145,650
57 Vehicle operation supplies	429,548	477,920	464,755	498,486	20,566	468,200
58 Office supplies	48,718	50,350	50,450	43,595	(6,755)	44,500
59 Operating supplies	254,951	283,166	289,054	280,248	(2,918)	279,600
60 Safety and medical supplies	21,696	34,180	35,369	37,159	2,979	36,991
61 Refunds	1,200	-	-	-	-	-
Sub-total	\$ 7,575,084	\$ 9,278,742	\$ 8,863,331	\$ 9,452,978	\$ 174,236	\$ 9,082,655
CAPITAL OUTLAY						
71 Equipment	\$ 95,617	\$ 251,875	\$ 278,335	\$ 117,825	\$ (134,050)	\$ 71,000
72 Furniture and fixtures	82,079	79,000	91,749	125,700	46,700	93,000
73 Equipment replacement fund	912,706	909,932	909,932	995,519	85,587	975,173
74 Office equipment	8,334	600	600	4,000	3,400	-
75 Operating equipment	-	-	-	54,842	54,842	46,000
76 Property improvements	1,527,510	399,000	518,092	253,800	(145,200)	240,000
77 Economic development - TIF	1,768,587	1,203,000	1,296,499	1,164,000	(39,000)	600,000
79 Books, films and recordings	215,262	213,500	213,500	220,425	6,925	230,000
80 Natural disaster cleanup	-	-	13,950	18,000	18,000	18,000
81 Building maintenance fund	151,200	200,100	200,100	605,826	405,726	616,784
97 Transfers out	3,944,417	5,173,690	5,034,049	5,684,855	511,165	4,467,114
Sub-total	\$ 8,705,712	\$ 8,430,697	\$ 8,556,806	\$ 9,244,792	\$ 814,095	\$ 7,357,071
OPERATING BUDGET SUB-TOTAL	\$ 32,246,792	\$ 35,131,822	\$ 35,146,242	\$ 37,405,550	\$ 2,273,728	\$ 36,335,060
99 Special Revenue fund items	\$ 84,005	\$ 86,050	\$ 90,500	\$ 114,725	28,675	\$ 89,000
91 Debt retirement	11,163,511	14,975,352	13,008,988	9,472,254	(5,503,098)	9,359,941
95 Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY	\$ 43,494,308	\$ 50,293,224	\$ 48,245,730	\$ 47,092,529	\$ (3,200,695)	\$ 45,884,001

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
ROAD USE SUMMARY						
Beginning Balance	\$ 1,540,597	\$ 2,465,663	\$ 2,599,463	\$ 2,709,220	\$ 243,557	\$ 1,857,766
Revenue	3,779,209	3,729,253	3,750,000	3,790,000	60,747	3,850,000
Total	\$ 5,319,806	\$ 6,194,916	\$ 6,349,463	\$ 6,499,220	\$ 304,304	\$ 5,707,766
Traffic Safety	\$ 245,508	\$ 220,405	\$ 214,748	\$ 242,619	\$ 22,214	\$ 195,079
Street Lighting	558,792	607,000	604,000	622,000	15,000	637,000
Roadway Maintenance	2,263,667	2,843,953	2,821,495	3,776,835	932,882	2,850,297
Total	\$ 3,067,967	\$ 3,671,358	\$ 3,640,243	\$ 4,641,454	\$ 970,096	\$ 3,682,376

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
HOTEL/MOTEL SUMMARY						
Beginning Balance	\$ 197,380	\$ 673,059	\$ 422,464	\$ 471,306	\$ (201,753)	\$ 509,069
Revenue	1,515,280	2,200,000	1,800,000	2,000,000	(200,000)	2,200,000
Total	\$ 1,712,660	\$ 2,873,059	\$ 2,222,464	\$ 2,471,306	\$ (401,753)	\$ 2,709,069

CULTURAL AND CONVENTION

Bravo!	\$ 400,936	\$ 596,571	\$ 482,286	\$ 539,429	\$ (57,143)	\$ 596,571
Convention Bureau	432,936	628,572	514,286	571,429	(57,143)	628,572
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
Courage League Sports	-	-	-	5,000	5,000	-
J-Hawk Soccer Club	2,500	6,300	6,300	-	(6,300)	-
Polk County Master Gardeners	8,605	8,929	8,929	10,000	1,071	-
UCAN Centennial Committee	-	-	-	5,000	5,000	-
Urbandale Chamber of Commerce	3,000	5,000	5,000	-	(5,000)	-
Urbandale Community Schools	3,500	3,500	3,500	-	(3,500)	-
Urbandale Girls Recreation Association	16,000	35,000	35,000	-	(35,000)	-
Urbandale Little League	10,000	15,000	15,000	25,000	10,000	-
Urbandale Soccer Club	8,000	2,000	2,000	10,200	8,200	-
Urbandale Sports Association	4,000	4,000	4,000	29,895	25,895	-
Choose Des Moines Communities	move to EconDev	move to EconDev	move to EconDev	move to EconDev	-	-
Dallas County Development, Inc	move to EconDev	-	-	-	-	-
American Legion Post 663	move to Council	move to Council	move to Council	move to Council	-	-
Downtown Urb.Neighborhood Assoc	move to Council	move to Council	move to Council	move to Council	-	-
Urbandale Community Action Network	5,000	move to Council	move to Council	move to Council	-	-
Urbandale Food Pantry	move to Council	move to Council	move to Council	move to Council	-	-
Sub-Total	\$ 921,477	\$ 1,336,872	\$ 1,108,300	\$ 1,227,952	\$ (108,920)	\$ 1,257,143
Discretionary projects	-	-	-	20,000	20,000	20,000
Total Earmarked	921,477	1,336,872	1,108,300	1,247,952	(88,920)	1,277,143
General Fund Totals	500,000	785,714	642,857	714,286	(71,428)	785,714
Hotel/Motel Tax Totals	\$ 1,421,477	\$ 2,122,586	\$ 1,751,158	\$ 1,962,238	\$ (160,348)	\$ 2,062,857

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
CAPITAL PROJECTS SUMMARY						
Beginning Balance	\$ 9,660,039	\$ 6,954,295	\$ 10,759,004	\$ 7,184,527	\$ 230,232	\$ 2,141,627
Revenues:						
Bond proceeds	\$ 10,012,719	\$ 8,749,200	\$ 9,210,035	\$ 8,284,200	\$ (465,000)	\$ 9,827,900
Intergovernmental	1,522,097	4,123,000	1,161,000	2,432,000	(1,691,000)	1,241,000
Interest	27,614	50,000	40,000	40,000	(10,000)	40,000
Private donations	2,180,427	-	400,000	228,000	228,000	916,000
Special assessments	484,593	454,000	250,000	300,000	(154,000)	869,000
Transfers in from other funds	-	1,017,200	1,017,200	1,773,500	756,300	636,300
Total	\$ 23,887,489	\$ 21,347,695	\$ 22,837,239	\$ 20,242,227	\$ (1,105,468)	\$ 15,671,827
Expenditures:						
Project costs	\$ 12,406,574	\$ 16,300,200	\$ 15,081,512	\$ 17,550,600	\$ 1,250,400	\$ 13,431,200
Transfer out - Westover Debt Service	105,805	631,730	521,200	-	(631,730)	-
Transfer out - Debt Service	218,480	107,100	-	-	(107,100)	-
Appropriations out to other funds	50,000	50,000	50,000	550,000	500,000	50,000
Total	\$ 12,780,859	\$ 17,089,030	\$ 15,652,712	\$ 18,100,600	\$ 1,011,570	\$ 13,481,200

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
BUILDING MAINTENANCE FUND						
Beginning Balance	\$ -	\$ 125,469	\$ 125,469	\$ 278,269	\$ 152,800	\$ 717,296
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	70	-	700	-	-	-
Miscellaneous revenue	-	-	2,000	-	-	-
Transfers in from Capital Proj Fund	-	-	-	500,000	500,000	-
Appropriations from departments	151,200	200,100	200,100	605,826	405,726	616,784
Total	\$ 151,270	\$ 325,569	\$ 328,269	\$ 1,384,095	\$ 1,058,526	\$ 1,334,080
Expenditures:						
Building repairs & maintenance	\$ 25,801	\$ 100,000	\$ 50,000	\$ 600,000	\$ 500,000	\$ 650,000
Personnel costs	-	-	-	66,799	66,799	69,980
Total	\$ 25,801	\$ 100,000	\$ 50,000	\$ 666,799	\$ 566,799	\$ 719,980

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
EXPENDITURE SUMMARY PER FUNCTION BY DEPARTMENT						
PUBLIC SAFETY						
110 Police	\$ 6,727,806	\$ 6,468,207	\$ 6,575,140	\$ 6,570,050	\$ 101,843	\$ 6,582,164
150 Fire	2,736,380	3,016,455	3,072,154	3,322,616	306,161	3,327,380
180 Emergency Preparedness	30,887	31,881	31,881	14,481	(17,400)	19,751
190 Animal Control	54,819	66,100	66,100	73,000	6,900	77,000
117 Police & Fire Retirement Fund	614,281	707,685	707,685	1,036,226	328,541	1,225,495
198 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 10,164,173	\$ 10,315,328	\$ 10,452,960	\$ 11,041,373	\$ 726,045	\$ 11,256,790
PUBLIC WORKS						
210 Roadway Maintenance	\$ 2,263,667	\$ 2,843,953	\$ 2,821,495	\$ 3,776,835	\$ 932,882	\$ 2,850,297
230 Street Lighting	558,792	607,000	604,000	622,000	15,000	637,000
240 Traffic Safety	245,508	220,405	214,748	242,619	22,214	195,079
260 Engineering Services	522,560	632,902	633,083	712,326	79,424	707,600
290 Solid Waste	1,846,885	1,978,041	1,952,824	1,975,311	(2,730)	2,083,871
291 Sanitary Sewer	309,938	403,073	389,685	393,392	(9,681)	397,216
292 Stormwater Utility Fund	403,928	712,747	699,722	868,705	155,958	761,090
295 E&PW Administration	603,132	670,211	671,674	692,879	22,668	712,439
298 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 6,754,410	\$ 8,093,332	\$ 7,987,231	\$ 9,309,067	\$ 1,215,735	\$ 8,369,592
CULTURE AND RECREATION						
410 Library	\$ 2,165,184	\$ 2,183,958	\$ 2,281,282	\$ 2,284,198	\$ 100,240	\$ 2,364,007
430 Parks	1,862,057	2,231,503	2,319,355	2,317,513	86,010	2,339,247
435 Grounds Maintenance	81,955	155,977	155,463	88,326	(67,651)	97,532
440 Recreation	350,256	415,252	414,177	426,650	11,398	434,242
450 Cemetery Maintenance	8,248	7,200	7,200	7,400	200	7,500
460 Senior Center	269,232	294,982	294,785	307,263	12,281	307,623
470 Swimming Pool	451,707	630,138	618,424	603,659	(26,479)	614,361
499 Cultural & Convention	1,426,479	2,122,586	1,751,157	1,962,238	(160,348)	2,062,857
498 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 6,615,118	\$ 8,066,596	\$ 7,841,843	\$ 8,022,247	\$ (44,349)	\$ 8,252,369
COMMUNITY AND ECONOMIC DEVELOPMENT						
520 Economic Development	\$ 155,038	\$ 160,300	\$ 183,803	\$ 305,607	\$ 145,307	\$ 312,460
530 Code Enforcement	494,407	551,024	566,009	591,894	40,870	616,996
540 Community Development	589,998	750,260	744,221	1,079,793	329,533	1,189,723
125 Tax Increment Financing Fund	5,213,004	4,573,776	4,670,491	4,351,069	(222,707)	3,570,100
Sub-Total	\$ 6,452,447	\$ 6,035,360	\$ 6,164,524	\$ 6,328,363	\$ 293,003	\$ 5,689,279
GENERAL GOVERNMENT						
610 Mayor and City Council	\$ 128,032	\$ 164,531	\$ 160,129	\$ 137,229	\$ (27,302)	\$ 187,379
615 City Manager	455,836	467,943	480,960	504,348	36,405	520,599
620 Finance and Records	536,981	602,630	604,213	647,588	44,958	672,319
625 Technology	311,121	402,201	420,562	607,521	205,320	575,733
630 Human Resources	136,771	225,087	223,657	211,867	(13,220)	221,749
640 Legal Services	103,799	124,000	100,588	126,000	2,000	128,000
645 General Support	1,040,534	1,177,734	1,178,695	1,018,022	(159,712)	1,007,506
698 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 2,713,074	\$ 3,189,126	\$ 3,168,804	\$ 3,277,575	\$ 88,449	\$ 3,338,285
OPERATING BUDGET TOTAL	\$ 32,699,222	\$ 35,699,742	\$ 35,615,362	\$ 37,978,625	\$ 2,278,883	\$ 36,906,315
DEBT SERVICE FUND EXPENDITURES	\$ 10,711,081	\$ 14,507,432	\$ 12,539,868	\$ 8,999,179	\$ (5,508,253)	\$ 8,888,686
SPECIAL REV. FUND EXPENDITURES	\$ 84,005	\$ 86,050	\$ 90,500	\$ 114,725	\$ 28,675	\$ 89,000
CAPITAL PROJECTS FUND EXPENDITURES	\$ 12,780,859	\$ 17,089,030	\$ 15,652,712	\$ 18,100,600	\$ 1,011,570	\$ 13,481,200
PROPRIETARY FUND - WATER UTILITY	\$ 16,414,912	\$ 16,160,547	\$ 15,710,927	\$ 16,437,135	\$ 276,588	\$ 16,226,187
CERTIFIED BUDGET TOTAL	\$ 72,690,079	\$ 83,542,801	\$ 79,609,369	\$ 81,630,264	\$ (1,912,537)	\$ 75,591,388



PUBLIC SAFETY	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

100 PUBLIC SAFETY SUMMARY

PERSONAL SERVICES							
01	Salaries	\$ 4,688,626	\$ 5,129,703	\$ 5,129,703	\$ 5,530,550	\$ 400,847	\$ 5,784,929
02	Overtime	448,025	269,700	317,000	322,656	52,956	286,656
03	Part-time	445,347	461,621	452,864	459,570	(2,051)	472,923
04	Witness fees	(25)	500	500	500	-	500
06	FICA	97,191	102,419	102,419	111,176	8,757	116,425
07	Retirement - IPERS	65,152	70,735	71,185	75,202	4,467	80,984
08	Pension - MFPRSI	1,164,168	1,452,985	1,452,985	1,572,853	119,868	1,754,465
09	Group insurance	723,214	723,530	723,530	661,956	(61,574)	659,259
11	Allowance	17,887	29,936	29,736	32,636	2,700	39,600
12	Unemployment	3,754	4,000	4,945	-	(4,000)	-
13	Deferred compensation City ma	10,874	20,086	20,086	39,367	19,281	41,741
	Sub-Total	\$ 7,664,213	\$ 8,265,215	\$ 8,304,953	\$ 8,806,466	\$ 541,251	\$ 9,237,482
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 26	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	29,881	12,050	11,899	13,250	1,200	17,000
23	Professional services	60,676	62,850	60,500	92,645	29,795	94,395
24	Contributions to other agencies	566,595	721,151	667,151	901,981	180,830	773,251
27	Data processing	90,141	115,299	112,299	61,818	(53,481)	68,000
28	Dues and memberships	6,042	8,940	8,940	9,940	1,000	10,150
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	65,932	57,250	57,250	68,740	11,490	68,700
35	Printing and copying	13,003	15,750	14,900	15,250	(500)	15,400
40	Building and grounds maint.	73,543	72,415	72,415	-	(72,415)	-
41	Vehicle and equipment maint.	49,018	51,000	51,000	51,300	300	51,300
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	60,418	53,380	53,380	69,575	16,195	70,000
48	Utility service	112,375	104,011	105,011	109,800	5,789	112,900
49	Petty cash	109	400	400	400	-	400
51	Maintenance supplies	5,664	5,000	5,300	5,900	900	6,100
54	Minor equipment	5,826	18,000	18,000	18,000	-	18,000
55	DARE expenditures	3,308	4,000	4,000	-	(4,000)	-
56	Vehicle maintenance supplies	16,055	20,150	20,150	19,150	(1,000)	19,150
57	Vehicle operation supplies	137,011	141,500	150,800	154,800	13,300	113,200
58	Office supplies	15,465	12,250	12,250	11,250	(1,000)	12,400
59	Operating supplies	95,824	100,921	109,300	93,148	(7,773)	93,500
60	Safety and medical supplies	14,100	22,400	22,400	23,533	1,133	23,533
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 1,421,012	\$ 1,599,217	\$ 1,557,845	\$ 1,720,980	\$ 121,763	\$ 1,567,879
CAPITAL OUTLAY							
71	Equipment	\$ 62,900	\$ 166,900	\$ 211,900	\$ 81,625	\$ (85,275)	\$ 37,500
72	Furniture and fixtures	1,818	4,600	4,600	10,000	5,400	7,000
73	Equipment replacement fund	234,957	231,296	231,296	230,762	(534)	230,929
74	Office equipment	8,334	-	-	-	-	-
75	Operating equipment	-	-	-	54,842	54,842	36,000
76	Property improvements	738,539	-	119,266	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	32,400	23,100	23,100	111,698	88,598	115,000
97	Transfers out	-	-	-	-	-	-
	Sub-total	\$ 1,078,948	\$ 425,896	\$ 590,162	\$ 488,927	\$ 63,031	\$ 426,429
OPERATING BUDGET SUB-TOTAL							
		\$ 10,164,173	\$ 10,290,328	\$ 10,452,960	\$ 11,016,373	\$ 726,045	\$ 11,231,790
99	Special Revenue fund items	\$ 56,151	\$ 23,050	\$ 27,500	\$ 14,325	(8,725)	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
	PUBLIC SAFETY SUMMARY	\$ 10,220,324	\$ 10,338,378	\$ 10,480,460	\$ 11,055,698	\$ 717,320	\$ 11,276,790



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

POLICE

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	4,728,857	5,089,862	5,129,350	4,953,019
Contractual & supply service	1,066,327	1,190,421	1,138,600	1,303,859
Capital outlay	932,622	187,924	307,190	313,172
Total expenditures	\$ 6,727,806	\$ 6,468,207	\$ 6,575,140	\$ 6,570,050
Fees	22,422	23,000	24,000	23,000
Grants	169,728	197,150	188,951	89,150
Other	748,373	767,001	725,868	769,561
Total revenue	\$ 940,523	\$ 987,151	\$ 938,819	\$ 881,711
Net amount supported by property taxes	\$ 5,787,283	\$ 5,481,056	\$ 5,636,321	\$ 5,688,339

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase in salary of \$92,650 represents normal increases for existing staff, plus the addition of one full time administrative support position.
- ↑ Overtime is expected to increase \$28,500 over FY14 budgeted amounts, but will be about \$9,000 lower than FY14 actual expected results.
- ↑ The City's contribution rate for police pension will go from 30.12% to 30.41% 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 \$1,036,226 due to the \$0.40 in pension tax levy revenue to offset these costs.
- ↓ A decrease of \$58,000 in group insurance reflects the overall reduction in per FTE cost for City health and life insurance coverage.
- ↑ An increase of \$200,600 in contributions to other agencies, which reflects increased costs for radio system maintenance and two new staff positions for Westcom joint dispatch services.
- ↓ A decrease of \$39,300 in data processing, which reflects prior year computer replacements.
- ↓ A decrease of \$55,400 in building and grounds maintenance are due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↓ A decrease of \$14,100 in operating supplies, which reflects a reallocation of costs related to SERT team to line 75 for separate tracking.
- ↑ An increase of \$11,200 in equipment for purchase of patrol rifles and accessories.
- ↑ An increase of \$54,800 in line 75 reflects the creation of a new line item to track SERT team expenses.

FUTURE BUDGET CONSIDERATIONS:

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

PUBLIC SAFETY		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 3,205,528	\$ 3,513,401	\$ 3,513,401	\$ 3,606,051	\$ 92,650	\$ 3,762,455
02	Overtime	311,053	132,700	180,000	161,156	28,456	156,156
03	Part-time	67,839	72,969	64,212	68,340	(4,629)	68,000
04	Witness fees	(25)	500	500	500	-	500
06	FICA	64,531	70,115	70,115	74,265	4,150	77,592
07	Retirement - IPERS	25,979	26,461	26,461	30,509	4,048	33,787
08	Pension - MFPRSI	549,887	745,300	745,300	536,627	(208,673)	528,970
09	Group insurance	473,214	476,471	476,471	418,478	(57,993)	422,222
11	Allowance	17,887	29,536	29,536	32,236	2,700	39,200
12	Unemployment	3,754	4,000	4,945	-	(4,000)	-
13	Deferred compensation City ma	9,210	18,409	18,409	24,857	6,448	26,412
Sub-Total		\$ 4,728,857	\$ 5,089,862	\$ 5,129,350	\$ 4,953,019	\$ (136,843)	\$ 5,115,294
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 26	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	24,936	10,050	10,050	12,750	2,700	16,500
23	Professional services	7,385	4,850	2,500	4,750	(100)	2,500
24	Contributions to other agencies	549,422	693,070	639,070	893,700	200,630	760,000
27	Data processing	83,995	89,549	89,549	50,288	(39,261)	56,000
28	Dues and memberships	4,061	7,475	7,475	7,920	445	8,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	42,069	27,250	27,250	34,740	7,490	32,700
35	Printing and copying	9,239	10,450	9,400	9,350	(1,100)	9,400
40	Building and grounds maint.	57,615	55,415	55,415	-	(55,415)	-
41	Vehicle and equipment maint.	10,831	10,000	10,000	10,000	-	10,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	42,825	35,380	35,380	41,325	5,945	45,000
48	Utility service	64,229	57,611	57,611	61,100	3,489	62,000
49	Petty cash	109	300	300	300	-	300
51	Maintenance supplies	2,947	2,500	2,500	2,900	400	2,900
54	Minor equipment	491	500	500	500	-	500
55	DARE expenditures	3,308	4,000	4,000	-	(4,000)	-
56	Vehicle maintenance supplies	9,865	12,000	12,000	11,000	(1,000)	11,000
57	Vehicle operation supplies	95,638	99,000	99,000	106,700	7,700	108,000
58	Office supplies	11,820	9,000	9,000	8,000	(1,000)	9,000
59	Operating supplies	43,946	59,421	65,000	45,323	(14,098)	46,000
60	Safety and medical supplies	1,570	2,100	2,100	2,713	613	2,713
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,066,327	\$ 1,190,421	\$ 1,138,600	\$ 1,303,859	\$ 113,438	\$ 1,183,013
CAPITAL OUTLAY							
71	Equipment	\$ 20,892	\$ 28,900	\$ 28,900	\$ 40,125	\$ 11,225	\$ 30,000
72	Furniture and fixtures	-	2,100	2,100	7,500	5,400	4,500
73	Equipment replacement fund	154,057	149,224	149,224	145,190	(4,034)	145,357
74	Office furniture	8,334	-	-	-	-	-
75	SERT equipment & training	-	-	-	54,842	54,842	36,000
76	Improvements - Westcom radio	738,539	-	119,266	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	7,700	7,700	65,515	57,815	68,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 932,622	\$ 187,924	\$ 307,190	\$ 313,172	\$ 125,248	\$ 283,857
OPERATING BUDGET SUB-TOTAL		\$ 6,727,806	\$ 6,468,207	\$ 6,575,140	\$ 6,570,050	\$ 101,843	\$ 6,582,164
99	Special Revenue fund items	\$ 56,151	\$ 23,050	\$ 27,500	\$ 14,325	(8,725)	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE		\$ 6,783,957	\$ 6,491,257	\$ 6,602,640	\$ 6,584,375	\$ 93,118	\$ 6,602,164

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

Object	Description	Amount
01	49 officers, 6 civilians	\$ 3,606,051
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	\$ 14,000
	Special event – 4 th of July celebration	\$ 17,000
	In-service training coverage	\$ 15,500
	S.E.R.T. overtime for training & missions	\$ 5,000
	GTSB overtime (reimbursable)	\$ 12,556
	M.I.N.E. task force overtime (2 – reimbursable)	\$ 10,000
03	Crossing guards (10) and matrons	\$ 68,340
04	Witness fees	\$ 500
06	FICA	\$ 74,265
07	IPERS	\$ 30,509
08	Contribution rate for police pension fund (30.41%) – portion not covered by 411 fund levy	\$ 551,928
09	Group insurance	\$ 418,478
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	\$ 14,700
13	Deferred compensation City match	\$ 24,857
21	Newspaper advertisements and official publications	\$ 500
22	Recruitment expenses (advertising, background checks, civil service testing, POST test)	\$ 4,500
	Pre-employment physical & drug screens (2)	\$ 3,000
	Pre-employment MMPI and Polygraph (2 - MMPI @ \$175, Poly @ \$200)	\$ 750
	Pre-employment (Drug & Physical – crossing guards)	\$ 4,500
23	Interpreters	\$ 750
	Radio and equipment maintenance contracts & certifications	\$ 1,200
	Records retention storage fees	\$ 1,700
	Security monitoring system	\$ 1,100
24	Westcom operations	\$ 892,000
	Polk County Crime Stoppers contribution	\$ 1,000
	DNR annual deer aerial survey	\$ 700
27	Computer monitors (2)	\$ 320

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
27 cont.	Computer w/monitor (CID Sgt. Office)	\$ 1,000
	Digital camera recorder (recording training segments – Power DMS)	\$ 550
	Speakers for P.A. system	\$ 500
	Computer forensic equipment supplies	\$ 3,000
	Building proximity cards	\$ 300
	ShieldWare RMS agreement	\$ 4,400
	SUGA Sungard maintenance agreement (user, admin, catalog and Iowa TraCs & AFIS licenses)	\$ 3,380
	Power DMS annual license – CALEA & training software	\$ 4,500
	Annual CALEA Electronic user manual upgrade	\$ 150
	ID CardPrinter – hardware/software maintenance agreement	\$ 1,300
	ESRI ArcView maintenance agreement	\$ 400
	CLEAR – investigative repository	\$ 3,960
	Morpho Trac Live Scan – maintenance agreement	\$ 6,931
	Cellphone investigative software – maintenance agreement	\$ 3,098
	CrimeReports.com (public records access software) annual subscription	\$ 1,200
	Evidence software annual maintenance agreement	\$ 3,600
	Duplicator, 1x3 disc duplicator	\$ 430
	Data911 MDVR hardware & software service agreement	\$ 5,022
	COPLINK	\$ 4,000
	Smartphone app (\$600 annual subscription, \$99 annual apple.id)	\$ 699
	Wireless connection for police/public access (Mediacom 20x2)	\$ 1,548
28	C.A.L.E.A. annual dues	\$ 4,100
	Iowa Death Investigators Association (1)	\$ 100
	International Association of Chiefs of Police (5)	\$ 600
	Des Moines Rifle & Revolver Club	\$ 390
	International Association of Crime Analysts (1)	\$ 25
	Iowa Police Chiefs Association (1)	\$ 75
	Police Executive Research Forum (1)	\$ 160
	Rape Aggression Defense (RAD) instructors recertification (5)	\$ 250
	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 (13)	\$ 195
	Iowa Division, Association of Identification (4)	\$ 120
	International Association Computer Investigation Specialists (1)	\$ 65
	F.B.I. LEEDA membership	\$ 50

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
28 cont.	F.B.I. National Academy Alumni Association National and Iowa Chapter (1)	\$ 85
	Miscellaneous reports, journals, professional publications	\$ 500
	High Tech Crime Consortium (1)	\$ 25
	International Conference of Police Chaplains	\$ 250
	National Association of Field Training Officers (NAFTO)	\$ 320
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160
	MOCIC Agency Membership – renewal	\$ 200
	International Association of Property Evidence Technicians (2)	\$ 100
32	Uniform replacement (includes police reserves)	\$ 28,000
	Ballistic vest replacements – (8)	\$ 4,200
	Honor Guard enhancements (Sabre, scabbard, flag carriers, badges)	\$ 2,040
	Crossing guard uniform replacement	\$ 500
35	Copier maintenance agreement	\$ 4,200
	Printing forms	\$ 1,000
	Shipping charges	\$ 500
	Citation printing	\$ 1,000
	Notary Public – renewals	\$ 150
	Postage	\$ 2,500
41	Fees for service and shop work, uninsured body work, miscellaneous repairs, Boiler Inspection	\$ 10,000
46	Iowa Sex Crimes Investigators conference (2)	\$ 300
	FBI NA (Airfare home for mid-term break, other expenses covered by FBI)	\$ 450
	Iowa Association of Ident Officers Conference (2)	\$ 300
	I.P.C.A. Administrative Professionals Workshop (2)	\$ 100
	L.E.C.C. & I.P.C.A. annual conference (2)	\$ 500
	Iowa Homeland Security conference (reimbursement for costs based on grant availability)	\$ 300
	I.A.C.P. Executive Training conference (1)	\$ 1,800
	L.E.I.N. training conference (2)	\$ 350
	Fraud Examiner self-study course (online)	\$ 2,000
	MOCIC training conference (1)	\$ 900
	LEIN Basic Intelligence school (1)	\$ 250
	Iowa Death Investigators training conference (1)	\$ 150
	I.L.E.A. advanced & recertification Instructor schools	\$ 5,500
	I.L.E.A. basic academy training (2)	\$ 13,500
	Northwestern Online Crash Investigation course	\$ 1,075
	Field Training Associates – certification course (3)	\$ 1,200
	R.A.D. National Instructors conference (1 - Women's self-defense instructors – certification)	\$ 1,550

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
46 cont.	School Resource Officers training conference (1) UHS pays	\$ -0-
	Iowa Police Reserve Officers annual training conference (6)	\$ 200
	CALEA accreditation conference (1)	\$ 1,650
	FBI NA Associates training event	\$ 1,050
	Property/Evidence Custodian conference (1)	\$ 1,450
	Sungard Public Safety User Group technical training seminar (2)	\$ 2,650
	Lifesavers conference (reimbursement via GTSB grant – all but per diem)	\$ 1,600
	Legal updates – County Attorney’s Association (4)	\$ 200
	K9 recertification and training conference (1)	\$ 1,500
	Forensic Assoc. Computer Techs training conference (1)	\$ 400
	Rentals – specialized training venues for Police (Camp Dodge, MAC Mount)	\$ 400
48	Utilities, heating, lights and cooling	\$ 21,200
	Telephone service	\$ 24,000
	Cell phone service	\$ 10,320
	I.N.S. Service	\$ 1,100
	Verizon card – wireless connections	\$ 2,280
	Water service	\$ 1,600
	GPS cellular air time	\$ 600
49	Petty cash	\$ 300
51	Custodial supplies	\$ 2,900
54	Miscellaneous minor equipment	\$ 500
56	Replacement tires, batteries, parts, etc.	\$ 10,000
	Police bicycle maintenance and equipment	\$ 1,000
57	Gasoline – fleet (32,000 gallons @ \$3.25 per gallon)	\$ 104,000
	Oil, filter and grease	\$ 2,000
	Transmission oil	\$ 200
	Anti-freeze, gas line de-icer and windshield solvent	\$ 500
58	Office supplies	\$ 8,000
59	Citizen Police Academy	\$ 750
	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	National Night Out - supplies	\$ 1,200
	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
	Ident-A-Kit rental	\$ 750
	Car wash tickets	\$ 2,500

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
59 cont.	Alco Sensor III (4)	\$ 1,956
	Alco Sensor Mouthpieces (.22 cents per tube)	\$ 900
	Property evidence bags and storage supplies	\$ 600
	Qualification, training and service ammunition	\$ 10,000
	Taser cartridges (Training – 2 per officer, 122 cartridges @ \$22 per cartridge)	\$ 2,684
	Taser cartridges (Duty – 26 cartridges @ \$30 per cartridge)	\$ 780
	Taser batteries (13 replacements @ \$35 per battery))	\$ 455
	Less Lethal shotgun rounds (training - 3 per officer, 183 rounds @ \$6 per round)	\$ 1,098
	Chemical munitions (replacement due to training, deployment, expiration)	\$ 500
	Range supplies – firearms cleaning supplies, targets, etc.	\$ 1,500
	Vehicle towing and impoundment	\$ 8,000
	K-9 food & vet supplies	\$ 1,000
	ID card supplies - City	\$ 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
	MVR fees	\$ 613
71	Equipment transfer- patrol vehicles (2 @ \$2,400 per car)	\$ 4,800
	Patrol vehicle markings (2)	\$ 1,000
	Patrol light & siren control head upgrade (2 each year over next six years)	\$ 3,400
	Taser, model X-26 (replacement schedule of 3 per year)	\$ 2,500
	Lapel cameras for patrol (6)	\$ 3,600
	Ballistic shield - patrol	\$ 1,835
	Patrol "GO Bags" (12 – carries first aid and other active shooter supplies)	\$ 1,200
	M3 weapon mounted lights for patrol shotguns (15 replacements)	\$ 1,650
	Patrol rifles (10 @ \$900)	\$ 9,000
	Patrol rifle accessories (10 @ \$434)	\$ 4,340
	DSLR camera (for Govdeals.org)	\$ 550
	Phone headsets (5 for CID)	\$ 1,250
	Surveillance equipment (CID)	\$ 2,000
72	Property evidence workroom furniture	\$ 3,000
	Desk replacements records division (3)	\$ 4,500
73	Equipment Replacement Fund contribution	\$ 145,190
75	S.E.R.T. ballistic shield	\$ 1,835
	S.E.R.T. ghillie suits (3)	\$ 900

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
75 cont.	S.E.R.T. marksman observer cold weather gear	\$ 450
	S.E.R.T. tactical ballistic vest replacements (6)	\$ 15,996
	S.E.R.T. advanced Marksman Observer School	\$ 1,100
	S.E.R.T. ammo (qualification, training & service)	\$ 10,000
	S.E.R.T. chemical munitions (training, deployment, expiration)	\$ 3,000
	S.E.R.T. range supplies (targets, cleaning supplies, etc.)	\$ 2,300
	S.E.R.T. radio headsets (6 @ \$400)	\$ 2,400
	S.E.R.T. rentals – specialized training venues (Camp Dodge, MAC Mount, Brownell's)	\$ 400
	S.E.R.T. eye protection (six operators, three marksmen @ \$54 per item)	\$ 486
81	Building maintenance fund contribution – general repairs	\$ 38,201
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract – FBG Serv. Corp.	\$ 19,200
	Tile floor – waxing 2x year	\$ 1,200
	Mat & rug service	\$ 1,080
	Pest control	\$ 700
	Window cleaning	\$ 380
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 848
	Generator service & maintenance agreement	\$ 3,906
99	PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS - \$14,325	
	Strategos Tactical Pistol – rifle course for instructors (2) (line 46)	\$ 2,175
	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)	\$ 3,600
	R.A.D. National Instructors conference (1) (line 46)	\$ 1,550
	Major Crimes Investigation School (line 46)	\$ 3,500

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

FIRE/EMS

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	2,310,997	2,464,668	2,464,918	2,815,721
Contractual & supply service	299,616	331,815	342,264	331,140
Capital outlay	125,767	219,972	264,972	175,755
Total expenditures	\$ 2,736,380	\$ 3,016,455	\$ 3,072,154	\$ 3,322,616
Fees	675,427	620,000	640,000	640,000
Grants	190,935	-	-	-
Other	168,443	202,397	167,443	212,181
Total revenue	\$ 1,034,805	\$ 822,397	\$ 807,443	\$ 852,181
Net amount supported by property taxes	\$ 1,701,575	\$ 2,194,058	\$ 2,264,711	\$ 2,470,435

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$351,100 in personnel costs reflects normal salary and benefits increases for 28 existing full-time staff, and the addition of three new fire fighters and one assistant fire chief.
- ↓ A decrease of \$14,200 in data processing reflects the prior year purchase of software updates for the records management system, replacement of existing copier, and ten computer replacements.
- ↓ A decrease of \$17,000 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↑ An increase of \$10,300 in training and development represents the addition of anticipated tuition reimbursement for employees under new HR policy.
- ↑ An increase of \$7,300 in operating supplies reflects the reallocation of training facility replacements to this line as well as an increase in EMS consumable supplies.
- ↓ A decrease in equipment of \$78,500 reflects the prior year replacement of four 12-lead cardiac monitors/defibrillators offset by anticipated purchase of 2 automatic CPR devices, replacement 5" hoses, and a replacement power washer.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Maintaining adequate response capabilities continues to be the top priority.
- ❖ The possible construction of housing quarters for part-time members who agree to live at the fire station in return for services provided should be considered.
- ❖ The future addition of a third fire station to allow adequate coverage and response times.
- ❖ The addition of an EMS Assistant Chief to oversee the department's EMS operations including a required medical quality improvement/quality assurance program.

PUBLIC SAFETY		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE/EMS							
PERSONAL SERVICES							
01	Salaries	\$ 1,477,583	\$ 1,614,302	\$ 1,614,302	\$ 1,923,499	\$ 309,197	\$ 2,021,474
02	Overtime	132,409	136,000	136,000	161,000	25,000	130,000
03	Part-time	377,508	388,652	388,652	391,230	2,578	404,923
04	Witness fees	-	-	-	-	-	-
06	FICA	32,660	32,304	32,304	36,911	4,607	38,833
07	Retirement - IPERS	39,173	44,274	44,724	44,693	419	47,197
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	250,000	247,059	247,059	243,478	(3,581)	237,037
11	Allowance	-	400	200	400	-	400
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,664	1,677	1,677	14,510	12,833	15,329
Sub-Total		\$ 2,310,997	\$ 2,464,668	\$ 2,464,918	\$ 2,815,721	\$ 351,053	\$ 2,895,193
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	4,945	2,000	1,849	500	(1,500)	500
23	Professional services	18,290	17,000	17,000	17,695	695	17,695
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	6,146	25,750	22,750	11,530	(14,220)	12,000
28	Dues and memberships	1,981	1,465	1,465	2,020	555	2,150
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	23,863	30,000	30,000	34,000	4,000	36,000
35	Printing and copying	3,764	4,300	4,500	4,900	600	5,000
40	Building and grounds maint.	15,928	17,000	17,000	-	(17,000)	-
41	Vehicle and equipment maint.	38,187	38,500	38,500	38,500	-	38,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	17,593	18,000	18,000	28,250	10,250	25,000
48	Utility service	46,099	43,500	44,500	45,500	2,000	47,400
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	2,717	2,500	2,800	3,000	500	3,200
54	Minor equipment	5,335	17,500	17,500	17,500	-	17,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,190	8,150	8,150	8,150	-	8,150
57	Vehicle operation supplies	41,373	42,500	51,800	48,100	5,600	5,200
58	Office supplies	3,645	3,250	3,250	3,250	-	3,400
59	Operating supplies	51,030	40,000	42,800	47,325	7,325	47,000
60	Safety and medical supplies	12,530	20,300	20,300	20,820	520	20,820
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 299,616	\$ 331,815	\$ 342,264	\$ 331,140	\$ (675)	\$ 289,615
CAPITAL OUTLAY							
71	Equipment	\$ 21,449	\$ 120,000	\$ 165,000	\$ 41,500	\$ (78,500)	\$ 7,500
72	Furniture and fixtures	1,818	2,500	2,500	2,500	-	2,500
73	Equipment replacement fund	80,900	82,072	82,072	85,572	3,500	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	21,600	15,400	15,400	46,183	30,783	47,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 125,767	\$ 219,972	\$ 264,972	\$ 175,755	\$ (44,217)	\$ 142,572
OPERATING BUDGET SUB-TOTAL		\$ 2,736,380	\$ 3,016,455	\$ 3,072,154	\$ 3,322,616	\$ 306,161	\$ 3,327,380
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FIRE/EMS		\$ 2,736,380	\$ 3,016,455	\$ 3,072,154	\$ 3,322,616	\$ 306,161	\$ 3,327,380

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

Activity Notes

Object	Description	Amount
01	Professional personnel (31), Billing Specialist	\$ 1,923,499
02	Overtime	\$ 161,000
03	Compensation – part-time firefighters/paramedics	\$ 391,230
06	FICA	\$ 36,911
07	IPERS	\$ 44,693
08	Pension – \$564,925 covered in 411 Fund expenses	\$ 0
09	Group insurance	\$ 243,478
11	On the spot awards	\$ 400
13	Deferred compensation	\$ 14,510
22	Recruitment expenses	\$ 500
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
	Annual SCBA flow tester calibration	\$ 695
	Medical Director fee	\$ 9,000
27	Software maintenance (FireHouse Records Management software)	\$ 2,300
	Medical billing software updates	\$ 1,000
	Computer replacement	\$ 2,500
	Public internet connectivity – equipment (\$500) and monthly charge (\$120/month x 2=\$2,880)	\$ 3,380
	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 Instructors Association	\$ 75
	Iowa Association of Professional Fire Chiefs	\$ 50
	National Fire Protection Association (2)	\$ 540
	International Association of Fire Chiefs (2)	\$ 570
	Iowa Fire Service Instructors Association	\$ 70
	International Code Council	\$ 110
	IA EMS Association	\$ 350
	Academy of Professional Coders	\$ 120

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

Object	Description	Amount
28 cont.	Central Iowa EMS Directors	\$ 50
32	Equipment and uniforms (coats, pants, boots, etc)	\$ 34,000
35	Printing, copying and postage	\$ 4,900
41	Vehicle repair and maintenance by outside firms	\$ 38,500
46	Classes, certifications and development	\$ 6,000
	Equipment and materials	\$ 1,500
	Fire prevention materials	\$ 2,000
	On-Line EMS continuing education	\$ 3,000
	NFPA standards subscription on CD	\$ 1,250
	EMS training programs and continuing education	\$ 5,000
	EMS training materials and supplies	\$ 1,500
46.1	Tuition reimbursement program – 2 @ \$3,500 ea. and 1 @ \$1,000	\$ 8,000
48	Telephone, data, heating and air conditioning, water service	\$ 45,500
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 3,000
54	Minor equipment (hoses, nozzles, air bags, etc.)	\$ 17,500
56	Vehicle maintenance supplies	\$ 8,150
57	Gas, oil, grease	\$ 48,100
58	Office supplies	\$ 3,250
59	Operating supplies	\$ 3,225
	EMS supplies/equipment	\$ 40,100
	Training facility repairs and maintenance	\$ 4,000
60	Physicals, TB tests, hepatitis shots	\$ 18,100
	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 2,000
	MVR annual fees	\$ 520
71	Automatic CPR device (2), power washer replacement, 5" hose segment replacement	\$ 41,500
72	Office chair replacements	\$ 2,500
73	Equipment replacement fund contribution	\$ 85,572
81	Building maintenance fund contribution – general repairs	\$ 43,383
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building cleaning contract	\$ 1,600
	Generator service contract	\$ 625
	Sprinkler inspection contract	\$ 175
	Pest control service contract	\$ 400

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

EMERGENCY PREPAREDNESS

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	10,328	13,881	13,881	14,481
Capital outlay	20,559	18,000	18,000	-
Total expenditures	\$ 30,887	\$ 31,881	\$ 31,881	\$ 14,481
Fees	-	-	-	-
Grants	-	-	-	-
Other	1,901	2,139	1,738	925
Total revenue	\$ 1,901	\$ 2,139	\$ 1,738	\$ 925
Net amount supported by property taxes	\$ 28,986	\$ 29,742	\$ 30,143	\$ 13,556

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$18,000 in equipment reflects the prior year replacement of a storm 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.
- ❖ The increase in the per capita formula for Polk County EMA. Discussions are currently underway to raise Urbandale's contribution in each of the next 2 fiscal years.

PUBLIC SAFETY		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
180 EMERGENCY PREPAREDNESS							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	200	200	200	-	200
24	Contributions to other agencies	8,281	8,281	8,281	8,281	-	13,251
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.	-	2,500	2,500	2,800	300	2,800
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	2,047	2,900	2,900	3,200	300	3,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 10,328	\$ 13,881	\$ 13,881	\$ 14,481	\$ 600	\$ 19,751
CAPITAL OUTLAY							
71	Equipment	\$ 20,559	\$ 18,000	\$ 18,000	\$ -	\$ (18,000)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 20,559	\$ 18,000	\$ 18,000	\$ -	\$ (18,000)	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 30,887	\$ 31,881	\$ 31,881	\$ 14,481	\$ (17,400)	\$ 19,751
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
EMERGENCY PREPAREDNESS		\$ 30,887	\$ 31,881	\$ 31,881	\$ 14,481	\$ (17,400)	\$ 19,751

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

Object	Description	Amount
23	Professional services	\$ 200
24	Polk County EMA	\$ 8,281
41	Siren repairs	\$ 2,800
48	Utility service	\$ 3,200



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

ANIMAL CONTROL

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	10,078	3,000	3,000	1,500
Contractual & supply service	44,741	63,100	63,100	71,500
Capital outlay	-	-	-	-
Total expenditures	\$ 54,819	\$ 66,100	\$ 66,100	\$ 73,000
Fees	72,169	68,000	74,000	73,000
Grants	-	-	-	-
Other	3,374	4,435	3,603	4,662
Total revenue	\$ 75,543	\$ 72,435	\$ 77,603	\$ 77,662
Net amount supported by property taxes	\$ (20,724)	\$ (6,335)	\$ (11,503)	\$ (4,662)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$1,500 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.
- ↑ An increase of \$29,200 in professional services reflects the anticipated partner's share for Urbandale's Animal Control services under a 28E agreement with West Des Moines Animal Control. The 28E contract will be revised for FY15, but anticipated to enroll in similar level of animal control service in the future agreement.
- ↓ A decrease in contributions to agencies of \$19,800. Last year's budget included architectural fees for design of a new animal shelter.
- ↑ Continued increase in animal license revenues. In 2014, the animal licensing program contract with Humane Enterprises of Omaha will be allowed to expire and the partners will begin self-administering the license program in 2015. Compliance with licensing ordinances is expected to continue to increase as the program proceeds into its third year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Staffing, equipment and vehicle studies are being undertaken to judge the needs of this growing collaboration.
- ❖ The 28E partner Cities need to build an animal control shelter facility to accommodate additional animal volume. Monies are allocated in the C.I.P. to account for Urbandale's estimated share of the project. Construction of a new facility is slated for 2015.
- ❖ Urbandale will continue to be a full partner in animal control and licensing services provided through WESTPET.

PUBLIC SAFETY	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

190 ANIMAL CONTROL

PERSONAL SERVICES						
01	Salaries	\$ 5,515	\$ 2,000	\$ 2,000	\$ 1,000	\$ (1,000) \$ 1,000
02	Overtime	4,563	1,000	1,000	500	(500) 500
03	Part-time	-	-	-	-	- -
04	Witness fees	-	-	-	-	- -
06	FICA	-	-	-	-	- -
07	Retirement - IPERS	-	-	-	-	- -
08	Pension - MFPRSI	-	-	-	-	- -
09	Group insurance	-	-	-	-	- -
11	Allowance	-	-	-	-	- -
12	Unemployment	-	-	-	-	- -
13	Deferred compensation City ma	-	-	-	-	- -
Sub-Total		\$ 10,078	\$ 3,000	\$ 3,000	\$ 1,500	\$ (1,500) \$ 1,500
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ - \$ -
22	Recruitment	-	-	-	-	- -
23	Professional services	35,001	40,800	40,800	70,000	29,200 74,000
24	Contributions to other agencies	8,892	19,800	19,800	-	(19,800) -
27	Data processing	-	-	-	-	- -
28	Dues and memberships	-	-	-	-	- -
29	Insurance	-	-	-	-	- -
32	Uniforms and laundry	-	-	-	-	- -
35	Printing and copying	-	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	-	-	-	-	- -
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	848	1,500	1,500	500	(1,000) 500
60	Safety and medical supplies	-	-	-	-	- -
61	Refunds	-	-	-	-	- -
Sub-total		\$ 44,741	\$ 63,100	\$ 63,100	\$ 71,500	\$ 8,400 \$ 75,500
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ - \$ -
72	Furniture and fixtures	-	-	-	-	- -
73	Equipment replacement fund	-	-	-	-	- -
74	Office equipment	-	-	-	-	- -
75	Operating equipment	-	-	-	-	- -
76	Property improvements	-	-	-	-	- -
77	Economic development	-	-	-	-	- -
79	Books, films and recordings	-	-	-	-	- -
80	Natural disaster cleanup	-	-	-	-	- -
81	Building maintenance fund	-	-	-	-	- -
97	Transfers out	-	-	-	-	- -
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ - \$ -
OPERATING BUDGET SUB-TOTAL		\$ 54,819	\$ 66,100	\$ 66,100	\$ 73,000	\$ 6,900 \$ 77,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ - \$ -
91	Debt retirement	-	-	-	-	- -
95	Contingency	-	-	-	-	- -
ANIMAL CONTROL		\$ 54,819	\$ 66,100	\$ 66,100	\$ 73,000	\$ 6,900 \$ 77,000

FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

Object	Description	Amount
01	Salaries – On-call animal control duty	\$ 1,000
02	Overtime – Off-duty call-ins	\$ 500
23	Animal control services – West Des Moines	\$ 70,000
35	Pet licensing brochures	\$ 1,000
59	Pet tags	\$ 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

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	614,281	707,685	707,685	1,036,226
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 614,281	\$ 707,685	\$ 707,685	\$ 1,036,226
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
Net amount supported by 411 property taxes	\$ 614,281	\$ 707,685	\$ 707,685	\$ 1,036,226

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$328,500 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 47% of the City's contribution for Police personnel.
- ↑ The MFPRSI City contribution rate went up from 30.12% in FY13-14 to 30.41% for FY14-15.
- ❖ This fund was established in FY10-11 to account for the public safety retirement levy revenue being collected. The levy supporting these taxes will increase from \$0.30 to \$0.40 for FY13-14. The levy is planned to increase 10 cents per year over the next several years until the City's pension obligation is fully covered by the levy revenue.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As the Municipal Fire & Police Retirement System of Iowa (MFPRSI) continues to increase the City's required contribution rate, 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%.

PUBLIC SAFETY		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
117 POLICE & FIRE RETIREMENT FUND							
PERSONAL SERVICES							
01	Salaries	\$ -	\$ -	\$ -	\$ -	-	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	614,281	707,685	707,685	1,036,226	328,541	1,225,495
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ 614,281	\$ 707,685	\$ 707,685	\$ 1,036,226	\$ 328,541	\$ 1,225,495
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	-	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY							
71	Equipment	-	-	-	-	-	-
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 614,281	\$ 707,685	\$ 707,685	\$ 1,036,226	\$ 328,541	\$ 1,225,495
99	Special Revenue fund items	-	-	-	-	-	-
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE & FIRE RETIREMENT FUND		\$ 614,281	\$ 707,685	\$ 707,685	\$ 1,036,226	\$ 328,541	\$ 1,225,495

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

Activity Notes

Object	Description	Amount
09	Municipal Police & Fire Retirement system – City contribution for Fire & EMS	\$ 564,925
	Municipal Police & Fire Retirement system – City contribution for Police	\$ 471,301



PUBLIC WORKS	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

200 PUBLIC WORKS SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 2,167,357	\$ 2,375,643	\$ 2,346,760	\$ 2,554,179	\$ 178,536	\$ 2,589,769
02	Overtime	101,953	112,500	119,500	131,500	19,000	98,430
03	Part-time	35,801	54,549	50,000	63,225	8,676	63,225
04	Witness fees	-	-	-	-	-	-
06	FICA	172,658	184,329	191,735	198,564	14,235	203,321
07	Retirement - IPERS	197,683	215,937	218,629	232,598	16,661	252,831
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	330,357	335,295	335,295	304,350	(30,945)	303,705
11	Allowance	3,350	3,850	4,830	5,350	1,500	5,350
12	Unemployment	5,930	-	-	-	-	-
13	Deferred compensation City ma	6,611	11,817	19,040	19,889	8,072	19,585
Sub-Total		\$ 3,021,700	\$ 3,293,920	\$ 3,285,789	\$ 3,509,655	\$ 215,735	\$ 3,536,216

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,752	5,500	2,300	4,500	(1,000)	4,500
23	Professional services	26,203	77,500	74,095	72,000	(5,500)	55,000
24	Contributions to other agencies	834,825	904,090	884,526	896,613	(7,477)	958,000
27	Data processing	71,081	78,900	66,894	62,700	(16,200)	63,600
28	Dues and memberships	7,058	6,900	6,900	7,735	835	7,235
29	Insurance	-	-	-	212,968	212,968	218,000
32	Uniforms and laundry	19,273	21,975	21,500	21,975	-	21,975
35	Printing and copying	7,706	13,300	9,200	12,800	(500)	13,300
40	Building and grounds maint.	44,185	38,550	45,300	-	(38,550)	-
41	Vehicle and equipment maint.	53,103	39,750	39,500	61,750	22,000	56,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	11,078	13,620	13,600	17,120	3,500	13,850
48	Utility service	626,148	683,790	676,200	704,300	20,510	721,050
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	402,375	543,710	556,800	604,260	60,550	636,050
54	Minor equipment	10,090	9,000	9,000	9,250	250	14,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	123,103	130,000	122,200	97,700	(32,300)	104,000
57	Vehicle operation supplies	242,531	286,920	261,455	289,186	2,266	298,000
58	Office supplies	2,596	3,500	3,500	3,500	-	3,500
59	Operating supplies	19,217	19,900	19,000	19,900	-	20,500
60	Safety and medical supplies	2,070	4,650	5,900	5,863	1,213	5,863
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 2,506,394	\$ 2,881,555	\$ 2,817,870	\$ 3,104,120	\$ 222,565	\$ 3,215,173

CAPITAL OUTLAY

71	Equipment	\$ 32,717	\$ 57,700	\$ 37,350	\$ 19,000	\$ (38,700)	\$ 20,000
72	Furniture and fixtures	24,129	48,000	59,239	52,500	4,500	55,000
73	Equipment replacement fund	564,027	567,707	567,707	651,006	83,299	629,119
74	Office equipment	-	-	-	4,000	4,000	-
75	Operating equipment	-	-	-	-	-	10,000
76	Property improvements	578,443	183,000	182,826	165,000	(18,000)	165,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	27,000	19,250	19,250	77,286	58,036	77,784
97	Transfers out	-	1,017,200	1,017,200	1,701,500	684,300	636,300
Sub-total		\$ 1,226,316	\$ 1,892,857	\$ 1,883,572	\$ 2,670,292	\$ 777,435	\$ 1,593,203

OPERATING BUDGET SUB-TOTAL

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

PUBLIC WORKS SUMMARY		\$ 6,754,410	\$ 8,093,332	\$ 7,987,231	\$ 9,309,067	\$ 1,215,735	\$ 8,369,592
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FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

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

ROADWAY MAINTENANCE

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,024,208	1,090,141	1,086,188	1,132,740
Contractual & supply service	596,415	769,481	755,976	968,366
Capital outlay	643,044	984,331	979,331	1,675,729
Total expenditures	\$ 2,263,667	\$ 2,843,953	\$ 2,821,495	\$ 3,776,835
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,788,449	2,888,800	2,906,566	3,083,991
Total revenue	\$ 2,788,449	\$ 2,888,800	\$ 2,906,566	\$ 3,083,991
Net amount supported by Road Use taxes	\$ (524,782)	\$ (44,847)	\$ (85,071)	\$ 692,844

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$42,600 due to normal increases for existing staff and the addition of one laborer position and reallocation of one light equipment operator to Storm Water Utility.
- ↓ A decrease of \$48,000 in contributions to other agencies, which reflects a bi-annual pavement condition inventory and the last of five annual payments of \$23,857 to Metro Waste Authority for the City's portion of the Regional Salt Storage Facility in last year's budget.
- ↑ An increase of \$213,000 in insurance reflects the reallocation of a portion of the City-wide property and casualty insurance and workers compensation insurance associated with the Road Use fund operations.
- ↑ An increase of \$12,000 in vehicle maintenance for the sandblasting and painting of 4 dump trucks.
- ↑ An increase of \$28,300 in maintenance supplies, which represents an increase in salt and construction material costs.
- ↓ A decrease of \$8,000 in equipment reflects the prior year purchase of a salt brine maker.
- ↑ An increase of \$79,700 in equipment replacement fund contribution reflects the addition of one dump truck to the roadway fleet for use in snow removal.
- ↑ An increase of \$35,400 in building maintenance fund contributions reflects updating cost allocation based on building square footage.
- ↑ An increase of \$584,300 in transfers reflects costs for the 2014 concrete patching program, and the asphalt patching and resurfacing of Waterford Road from 142nd Street to 170th Street. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Capital Improvement Program provides for an aggressive reconstruction schedule for asphalt streets located west of Interstate 35/80. This will significantly decrease maintenance expenditures on temporary streets and allow the Department to focus on permanent repairs and preventative maintenance that will have a positive impact on overall street conditions.
- ❖ The improvement/expansion of the arterial street system has significantly impacted response times for snow and ice removal. Equipment and staffing should be adjusted accordingly to maintain service levels.
- ❖ 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.

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 725,148	\$ 765,384	\$ 757,912	\$ 804,761	\$ 39,377	\$ 780,301
02	Overtime	36,091	50,000	50,000	55,000	5,000	56,100
03	Part-time	14,595	18,157	16,000	19,000	843	19,000
04	Witness fees	-	-	-	-	-	-
06	FICA	58,315	59,642	63,029	62,711	3,069	61,147
07	Retirement - IPERS	66,781	69,622	72,146	73,204	3,582	76,173
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	116,071	123,529	123,529	114,132	(9,397)	118,521
11	Allowance	-	-	-	-	-	-
12	Unemployment	5,930	-	-	-	-	-
13	Deferred compensation City m:	1,277	3,807	3,572	3,932	125	2,976
Sub-Total		\$ 1,024,208	\$ 1,090,141	\$ 1,086,188	\$ 1,132,740	\$ 42,599	\$ 1,114,218
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,621	2,000	1,000	1,000	(1,000)	1,000
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	55,676	50,046	59,076	2,013	(48,033)	25,000
27	Data processing	10,537	11,000	11,000	11,000	-	11,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	212,968	212,968	218,000
32	Uniforms and laundry	10,597	11,475	11,000	10,900	(575)	10,900
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	4,303	-	500	-	-	-
41	Vehicle and equipment maint.	19,375	15,000	15,000	27,000	12,000	16,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,505	3,000	3,000	3,500	500	3,500
48	Utility service	24,854	32,500	28,000	31,500	(1,000)	32,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	324,711	464,100	470,000	492,400	28,300	550,000
54	Minor equipment	7,459	5,000	5,000	5,750	750	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	34,709	46,000	40,000	46,000	-	46,000
57	Vehicle operation supplies	89,108	116,960	100,000	111,935	(5,025)	115,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	8,725	9,400	9,400	9,400	-	10,000
60	Safety and medical supplies	1,235	3,000	3,000	3,000	-	3,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 596,415	\$ 769,481	\$ 755,976	\$ 968,366	\$ 198,885	\$ 1,051,400
CAPITAL OUTLAY							
71	Equipment	\$ 17,350	\$ 21,000	\$ 16,000	\$ 13,000	\$ (8,000)	\$ 10,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	305,231	305,731	305,731	385,445	79,714	327,595
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	10,000
76	Property improvements	298,863	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	21,600	15,400	15,400	50,784	35,384	50,784
97	Transfers out to Capital Project	-	642,200	642,200	1,226,500	584,300	286,300
Sub-total		\$ 643,044	\$ 984,331	\$ 979,331	\$ 1,675,729	\$ 691,398	\$ 684,679
OPERATING BUDGET SUB-TOTAL		\$ 2,263,667	\$ 2,843,953	\$ 2,821,495	\$ 3,776,835	\$ 932,882	\$ 2,850,297
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ROADWAY MAINTENANCE		\$ 2,263,667	\$ 2,843,953	\$ 2,821,495	\$ 3,776,835	\$ 932,882	\$ 2,850,297

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Heavy Equipment Operator (2), Light Equipment Operator (2), Laborer (9)	\$ 804,761
02	Overtime	\$ 55,000
03	Seasonal personnel (4) – 14 weeks	\$ 19,000
06	FICA	\$ 62,711
07	IPERS	\$ 73,204
09	Group insurance	\$ 114,132
13	Deferred compensation City match	\$ 3,932
22	Recruitment expenses	\$ 1,000
24	Salt storage facility building maintenance fund contribution	\$ 1,800
	Salt storage facility property insurance contribution	\$ 213
27	AVL equipment leasing	\$ 11,000
29	Property and casualty insurance, cyber liability insurance, broker fee – RU Fund share (46%)	\$ 149,288
	Workers Compensation insurance coverage – RU Fund share (22%)	\$ 63,680
32	Uniforms, shop towels, coats, floor mats	\$ 10,900
41	Radio maintenance and installs	\$ 1,000
	Contract repairs or major component replacement	\$ 14,000
	Sandblast and paint four dump trucks bodies and frames	\$ 12,000
46	Seminars or special training	\$ 3,500
48	Water, electric and gas	\$ 31,500
51	Concrete (1,250 cy)	\$ 150,000
	Asphalt (600 tons)	\$ 57,000
	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)	\$ 162,500
	Calcium for snow and ice removal and dust control (11,000 gal.)	\$ 9,900
	Snow plow blades	\$ 25,000
	Construction signs	\$ 5,000
	Miscellaneous materials	\$ 3,000
54	Miscellaneous shop tools	\$ 4,000
	Chop saw	\$ 1,250
	String trimmers (2)	\$ 500
56	Tires, batteries and wear items	\$ 10,000

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Object	Description	Amount
56 cont.	Maintenance parts	\$ 36,000
57	Fuel	\$ 101,935
	Oil, hydraulic fluid, coolant, grease	\$ 10,000
59	Shop supplies	\$ 6,000
	Towing	\$ 1,000
	Cylinder rental and propane	\$ 2,000
	Parts washer service agreement	\$ 400
60	First aid supplies and fire extinguishers	\$ 2,000
	Safety equipment	\$ 500
	Gloves and related safety items	\$ 500
71	Grapple bucket for backhoe	\$ 5,000
	Dowel drill	\$ 8,000
73	Equipment Replacement Fund contribution	\$ 385,445
81	Building Maintenance Fund contribution – general repairs	\$ 50,784
97	PCC Patching Program	\$ 276,500
	Waterford Road Resurfacing (142 nd Street – 156 th Street)	\$ 475,000
	Waterford Road Resurfacing (156 th Street – 170 th Street)	\$ 475,000



FUNCTION: Public Works
ACTIVITY: Street Lighting

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

STREET LIGHTING

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	558,792	607,000	604,000	622,000
Capital outlay	-	-	-	-
Total expenditures	\$ 558,792	\$ 607,000	\$ 604,000	\$ 622,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	688,336	616,572	622,211	507,897
Total revenue	\$ 688,336	\$ 616,572	\$ 622,211	\$ 507,897
Net amount supported by Road Use taxes	\$ (129,544)	\$ (9,572)	\$ (18,211)	\$ 114,103

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$15,000 in utilities reflects newly constructed street lights being added to the system, coupled with an anticipated increase in energy rates.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

PUBLIC WORKS	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

230 STREET LIGHTING

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City m:	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	1,685	2,000	2,000	-	(2,000)	-
41	Vehicle and equipment maint.	-	-	-	2,000	2,000	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	557,107	605,000	602,000	620,000	15,000	635,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 558,792	\$ 607,000	\$ 604,000	\$ 622,000	\$ 15,000	\$ 637,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL \$ 558,792 \$ 607,000 \$ 604,000 \$ 622,000 \$ 15,000 \$ 637,000

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

STREET LIGHTING \$ 558,792 \$ 607,000 \$ 604,000 \$ 622,000 \$ 15,000 \$ 637,000

FUNCTION: Public Works
ACTIVITY: Street Lighting

Activity Notes

Object	Description	Amount
41	City-owned street light maintenance	\$ 2,000
48	Energy cost for existing street light system	\$ 620,000



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

TRAFFIC SAFETY

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	54,375	73,995	68,948	74,309
Contractual & supply service	92,302	113,410	112,800	147,310
Capital outlay	98,831	33,000	33,000	21,000
Total expenditures	\$ 245,508	\$ 220,405	\$ 214,748	\$ 242,619
Fees	-	-	-	-
Grants	-	-	-	-
Other	302,424	223,881	221,223	198,112
Total revenue	\$ 302,424	\$ 223,881	\$ 221,223	\$ 198,112
Net amount supported by Road Use taxes	\$ (56,916)	\$ (3,476)	\$ (6,475)	\$ 44,507

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$22,000 in professional services for the City's share of an estimated \$70,000 study to determine the feasibility of implementing an adaptive traffic signal system. The study would be a joint study with Clive, Waukee, West Des Moines, Windsor Heights and potentially Johnston.
- ↓ A decrease of \$22,000 in building maintenance represents the reallocation of expenses to line 41 equipment repairs.
- ↑ An increase of \$25,000 in maintenance supplies represents contracted costs to replace green LED traffic signal heads, the purchase of new green LED's, and hardware to upgrade the traffic control system to MUTCD standards.
- ↑ An increase of \$6,000 in equipment is for the purchase of a walk behind paint machine.
- ↓ A decrease of \$18,000 in property improvements represents the prior year completion of Hickman road traffic signal battery backup.

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 \$20,000 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 \$5,000 per year will be necessary to replace LED signals. Despite this, the energy and maintenance savings realized from utilizing LED technology is well over 50% versus traditional incandescent bulbs.

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY							
PERSONAL SERVICES							
01	Salaries	\$ 36,508	\$ 51,146	\$ 50,650	\$ 52,551	\$ 1,405	\$ 53,733
02	Overtime	-	-	-	-	-	-
03	Part-time	2,250	4,578	1,000	4,700	122	4,700
04	Witness fees	-	-	-	-	-	-
06	FICA	2,955	4,242	3,951	4,360	118	4,470
07	Retirement - IPERS	3,733	4,951	4,523	5,089	138	5,569
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	8,824	8,824	7,609	(1,215)	7,407
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	254	-	-	(254)	-
Sub-Total		\$ 54,375	\$ 73,995	\$ 68,948	\$ 74,309	\$ 314	\$ 75,879
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	22,000	22,000	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	8,500	1,000	-	(8,500)	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	13,657	22,000	22,000	-	(22,000)	-
41	Vehicle and equipment maint.	-	-	-	18,000	18,000	19,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	19,775	20,400	20,600	22,800	2,400	24,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	56,061	57,310	65,000	82,310	25,000	59,000
54	Minor equipment	594	-	100	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	2,087	5,000	4,000	2,000	(3,000)	2,000
57	Vehicle operation supplies	128	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	200	100	200	-	200
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 92,302	\$ 113,410	\$ 112,800	\$ 147,310	\$ 33,900	\$ 104,200
CAPITAL OUTLAY							
71	Equipment	\$ 15,367	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	83,464	33,000	33,000	15,000	(18,000)	15,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 98,831	\$ 33,000	\$ 33,000	\$ 21,000	\$ (12,000)	\$ 15,000
OPERATING BUDGET SUB-TOTAL		\$ 245,508	\$ 220,405	\$ 214,748	\$ 242,619	\$ 22,214	\$ 195,079
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
TRAFFIC SAFETY		\$ 245,508	\$ 220,405	\$ 214,748	\$ 242,619	\$ 22,214	\$ 195,079

FUNCTION: Public Works
ACTIVITY: Traffic Safety

Activity Notes

Object	Description	Amount
01	Light Equipment Operator	\$ 52,551
03	Seasonal personnel (1) – 14 weeks	\$ 4,700
06	FICA	\$ 4,360
07	IPERS	\$ 5,089
09	Group insurance	\$ 7,609
23	Western Metro System traffic study	\$ 22,000
48	Traffic signal electrical service (48 signals @ 100%, 12 signals @ 50%, 6 school beacons)	\$ 22,800
41	Traffic signal hardware maintenance contract (45 signals @ 100%, 12 signals @ 50%, 3 bulbs only, 6 school beacons)	\$ 17,000
	City of Clive - Hickman Road signal maintenance cost share	\$ 1,000
51	Signs	\$ 35,000
	Posts, brackets, miscellaneous hardware	\$ 10,000
	Street painting materials	\$ 19,310
	Green LED replacement of existing	\$ 8,000
	Purchase of new green LED's (\$40,000 minus \$30,000 MidAm rebate)	\$ 10,000
56	Paint machine maintenance	\$ 2,000
59	Operating supplies	\$ 200
71	Walk behind paint machine	\$ 6,000
76	Traffic signal repair project	\$ 15,000



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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	481,542	566,926	564,318	645,075
Contractual & supply service	27,447	43,225	34,775	44,500
Capital outlay	13,571	22,751	33,990	22,751
Total expenditures	\$ 522,560	\$ 632,902	\$ 633,083	\$ 712,326
Fees	104,649	80,000	125,000	115,000
Grants	-	-	-	-
Other	32,167	42,466	34,505	45,489
Total revenue	\$ 136,816	\$ 122,466	\$ 159,505	\$ 160,489
Net amount supported by property taxes	\$ 385,744	\$ 510,436	\$ 473,578	\$ 551,837

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall increase of \$78,100 in personnel costs reflects normal increases in salary and benefits for existing staff and the addition of one full-time COSESCO/Inspector, which will be charged half to Storm Water Utility.
- ↓ A \$5,000 decrease in professional services reflects the engineering study done in prior year.

FUTURE BUDGET CONSIDERATIONS:

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

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 336,522	\$ 406,061	\$ 391,500	\$ 455,748	\$ 49,687	\$ 474,835
02	Overtime	28,973	30,000	37,000	35,000	5,000	-
03	Part-time	10,431	15,225	17,500	22,725	7,500	22,725
04	Witness fees	-	-	-	-	-	-
06	FICA	28,019	32,068	34,000	36,430	4,362	38,063
07	Retirement - IPERS	31,672	37,434	37,000	42,525	5,091	47,417
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	44,643	44,118	44,118	49,457	5,339	48,148
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,282	2,020	3,200	3,190	1,170	3,341
Sub-Total		\$ 481,542	\$ 566,926	\$ 564,318	\$ 645,075	\$ 78,149	\$ 634,529
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	496	300	300	300	-	300
23	Professional services	7,470	18,500	10,000	13,500	(5,000)	18,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,829	2,875	2,875	3,450	575	3,450
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	750	500	750	-	750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,290	2,700	2,700	2,700	-	2,700
48	Utility service	2,806	2,900	3,800	6,600	3,700	6,600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	258	300	300	300	-	300
54	Minor equipment	6	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,109	1,000	1,200	1,000	-	1,000
57	Vehicle operation supplies	9,704	12,000	12,000	14,000	2,000	15,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	479	1,800	1,000	1,800	-	1,800
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 27,447	\$ 43,225	\$ 34,775	\$ 44,500	\$ 1,275	\$ 50,500
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	11,239	-	-	-
73	Equipment replacement fund	13,571	22,751	22,751	22,751	-	22,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 13,571	\$ 22,751	\$ 33,990	\$ 22,751	\$ -	\$ 22,571
OPERATING BUDGET SUB-TOTAL		\$ 522,560	\$ 632,902	\$ 633,083	\$ 712,326	\$ 79,424	\$ 707,600
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 522,560	\$ 632,902	\$ 633,083	\$ 712,326	\$ 79,424	\$ 707,600

FUNCTION: Public Works
ACTIVITY: Engineering Services

Activity Notes

Object	Description	Amount
01	Senior Engineering Technician (3), Engineering Drafting Technician (2), ½ COSESCO/Inspector (other ½ in Storm Water), GIS Coordinator	\$ 455,748
02	Overtime	\$ 35,000
03	Part-time	\$ 22,725
06	FICA	\$ 36,430
07	IPERS	\$ 42,525
09	Group insurance	\$ 49,457
13	Deferred compensation City match	\$ 3,190
22	Recruitment expenses	\$ 300
23	Well monitoring (Sylvan Ridge)	\$ 5,000
	Design standards, drawings & details	\$ 2,500
	Fiber optic work and supplies	\$ 5,000
	Traffic signal annual maintenance	\$ 1,000
32	Uniforms (6)	\$ 3,450
41	Vehicle and equipment repairs	\$ 750
46	Software training & technical conferences	\$ 2,700
48	Inspector cell phones (7)	\$ 6,600
51	Maintenance supplies	\$ 300
56	Vehicle maintenance and repair parts - batteries, tires, etc.	\$ 1,000
57	Gasoline and oil	\$ 14,000
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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	622,528	631,938	636,785	643,919
Contractual & supply service	1,019,189	1,117,064	1,087,000	1,097,853
Capital outlay	205,168	229,039	229,039	233,539
Total expenditures	\$ 1,846,885	\$ 1,978,041	\$ 1,952,824	\$ 1,975,311
Fees	1,910,788	2,139,420	2,118,000	2,137,420
Grants	-	-	-	-
Other	128,787	147,722	121,436	141,143
Total revenue	\$ 2,039,575	\$ 2,287,142	\$ 2,239,436	\$ 2,278,563
Net amount supported by property taxes	\$ (192,690)	\$ (309,101)	\$ (286,612)	\$ (303,252)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall increase of \$12,000 in personnel costs reflect normal increases in salary and benefits for existing staff.
- ↓ A decrease of \$25,000 in professional services reflects the prior year completion of a rate and operations study.
- ↑ An increase of \$40,600 in contributions to other agencies reflects anticipated landfill volume increase by 5%, coupled with MWA's tipping fees increase of \$1 per ton. Additionally, the cost of the Curb It! recycling program is anticipated to increase due to customer growth and contract price increases. Offsetting these increases is an anticipated decrease for contract cost of the Spring Cleanup program due to changes in operations.
- ↓ A decrease of \$10,000 in vehicle repairs reflects the anticipated replacement of the full fleet of automated trucks.
- ↓ A decrease of \$29,000 in vehicle maintenance again reflects the reduced level of repairs needed for the fleet of new automated trucks.

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.
- ❖ The 2013 Operations/Rate Study suggested that current staffing levels are sufficient for at least two years. Additional analysis of customer growth and current capacity indicates that no additional staffing or equipment will be necessary for at least seven years.
- ❖ Metro Waste Authority is constructing a transfer station in Grimes, scheduled to open in late 2015. Urbandale will benefit by increasing the number of homes that can be collected with current resources, lower fuel costs and lower equipment maintenance costs.
- ❖ 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.

PUBLIC WORKS	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

290 SOLID WASTE COLLECTION

PERSONAL SERVICES

01	Salaries	\$ 448,272	\$ 462,712	\$ 461,542	\$ 474,966	\$ 12,254	\$ 486,994
02	Overtime	24,131	20,000	20,000	25,000	5,000	25,500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	35,903	35,221	36,838	36,154	933	37,255
07	Retirement - IPERS	40,833	41,115	43,002	42,203	1,088	46,411
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	71,429	70,588	70,588	60,870	(9,718)	59,259
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,960	2,302	4,815	4,726	2,424	4,870
Sub-Total		\$ 622,528	\$ 631,938	\$ 636,785	\$ 643,919	\$ 11,981	\$ 660,289

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	25,000	31,800	-	(25,000)	-
24	Contributions to other agencies	779,149	854,044	825,000	894,600	40,556	933,000
27	Data processing	3,453	3,600	3,600	3,600	-	3,600
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,516	4,600	4,600	4,600	-	4,600
35	Printing and copying	1,586	1,200	1,200	1,200	-	1,200
40	Building and grounds maint.	749	800	800	-	(800)	-
41	Vehicle and equipment maint.	22,406	20,000	20,000	10,000	(10,000)	15,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	28	-	-	-	-	-
54	Minor equipment	105	2,000	2,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	76,113	64,000	64,000	35,000	(29,000)	40,000
57	Vehicle operation supplies	125,626	134,820	127,000	139,853	5,033	145,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	6,307	6,500	6,500	6,500	-	6,500
60	Safety and medical supplies	151	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,019,189	\$ 1,117,064	\$ 1,087,000	\$ 1,097,853	\$ (19,211)	\$ 1,151,400

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	24,129	48,000	48,000	52,500	4,500	55,000
73	Equipment replacement fund	181,039	181,039	181,039	181,039	-	217,182
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 205,168	\$ 229,039	\$ 229,039	\$ 233,539	\$ 4,500	\$ 272,182

OPERATING BUDGET SUB-TOTAL

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

SOLID WASTE COLLECTION

SOLID WASTE COLLECTION		\$ 1,846,885	\$ 1,978,041	\$ 1,952,824	\$ 1,975,311	\$ (2,730)	\$ 2,083,871
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FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 474,966
02	Overtime	\$ 25,000
06	FICA	\$ 36,154
07	IPERS	\$ 42,203
09	Group insurance	\$ 60,870
13	Deferred compensation City match	\$ 4,726
24	Landfill and transfer station charges	\$ 413,000
	Curb It! recycling program	\$ 453,600
	Appliance disposal	\$ 5,000
	Bulk item collection (annual)	\$ 23,000
27	AVL operation fees	\$ 3,600
32	Uniform allowance for employees (8)	\$ 4,600
35	Spring clean-up mailing and solid waste brochures	\$ 1,200
41	Contracted equipment repairs	\$ 10,000
54	Miscellaneous tools	\$ 2,000
56	Wear items (tires, batteries, etc.)	\$ 20,000
	Repair parts for eight vehicles	\$ 15,000
57	Fuel	\$ 134,853
	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 container replacements	\$ 52,500
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

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	159,230	170,007	167,884	172,494
Contractual & supply service	51,642	64,880	59,039	62,698
Capital outlay	99,066	168,186	162,762	158,200
Total expenditures	\$ 309,938	\$ 403,073	\$ 389,685	\$ 393,392
Fees	-	-	-	-
Grants	-	-	-	-
Other	356,948	457,904	438,362	449,955
Total revenue	\$ 356,948	\$ 457,904	\$ 438,362	\$ 449,955
Net amount supported by property taxes	\$ (47,010)	\$ (54,831)	\$ (48,677)	\$ (56,563)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$5,100 in data processing reflects the purchase of one Toughbook computer and related software for field use in the prior fiscal year.
- ↓ A decrease of \$9,000 in equipment represents purchase of a replacement trailer and a replacement televising camera in last fiscal year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The overall condition of the sanitary sewer collection system has improved significantly over the last 15 years due to aggressive funding by both Sewer Districts. Increasing the Property Improvement Program to \$150,000 annually will further decrease required maintenance and property damage.
- ❖ The Wastewater Reclamation Authority has completed a Facility Plan Update that outlines the needs of the agency for the next 20 year and beyond. Implementation of the Facility Plan Update may impact both governance and funding in the future.
- ❖ Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the Stormwater system. Any projects would be a joint venture between the City and the two sewer districts.

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 111,737	\$ 116,589	\$ 115,468	\$ 120,037	\$ 3,448	\$ 122,736
02	Overtime	6,503	5,500	5,500	6,000	500	6,120
03	Part-time	3,222	8,976	8,000	9,300	324	9,300
04	Witness fees	-	-	-	-	-	-
06	FICA	9,112	9,558	9,866	9,849	291	10,101
07	Retirement - IPERS	10,522	11,157	10,802	11,496	339	12,583
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	17,857	17,647	17,647	15,217	(2,430)	14,815
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	277	580	601	595	15	611
Sub-Total		\$ 159,230	\$ 170,007	\$ 167,884	\$ 172,494	\$ 2,487	\$ 176,266
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	18,733	31,000	29,295	33,500	2,500	33,500
24	Contributions to other agencies	-	-	450	-	-	-
27	Data processing	1,343	5,900	1,094	800	(5,100)	800
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,170	1,150	1,150	1,150	-	1,150
35	Printing and copying	938	-	-	-	-	-
40	Building and grounds maint.	587	-	-	-	-	-
41	Vehicle and equipment maint.	7,899	3,000	3,000	3,000	-	3,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	270	400	400	400	-	400
48	Utility service	1,828	1,690	1,800	1,850	160	1,900
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	4,738	4,000	4,000	3,500	(500)	4,000
54	Minor equipment	853	2,000	1,795	1,500	(500)	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	4,462	6,000	7,000	7,200	1,200	7,000
57	Vehicle operation supplies	5,854	8,740	8,055	8,798	58	8,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	2,920	500	500	500	-	500
60	Safety and medical supplies	47	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 51,642	\$ 64,880	\$ 59,039	\$ 62,698	\$ (2,182)	\$ 62,750
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 9,000	\$ 3,750	\$ -	\$ (9,000)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	9,186	9,186	9,186	8,200	(986)	8,200
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	89,880	150,000	149,826	150,000	-	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 99,066	\$ 168,186	\$ 162,762	\$ 158,200	\$ (9,986)	\$ 158,200
OPERATING BUDGET SUB-TOTAL		\$ 309,938	\$ 403,073	\$ 389,685	\$ 393,392	\$ (9,681)	\$ 397,216
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		\$ 309,938	\$ 403,073	\$ 389,685	\$ 393,392	\$ (9,681)	\$ 397,216

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 120,037
02	Overtime	\$ 6,000
03	Seasonal laborers (2)	\$ 9,300
06	FICA	\$ 9,849
07	IPERS	\$ 11,496
09	Group insurance	\$ 15,217
13	Deferred compensation City match	\$ 595
23	Television survey of sanitary sewer lines	\$ 32,500
	Mowing	\$ 1,000
27	AVL leasing fees	\$ 800
32	Uniform allowance	\$ 1,150
41	Merle Hay Road lift station maintenance	\$ 3,000
46	Waste water technical training	\$ 400
48	Electric service, telephone	\$ 1,850
51	Castings, adjusting rings, concrete	\$ 3,500
54	Replacement tools	\$ 1,500
56	Maintenance items for four vehicles	\$ 1,000
	Jet machine replacement parts	\$ 6,200
57	Fuel	\$ 7,998
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 500
60	Safety equipment	\$ 500
73	Equipment Replacement Fund contribution	\$ 8,200
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

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	198,772	215,122	214,042	284,809
Contractual & supply service	43,920	53,625	52,230	55,325
Capital outlay	161,236	444,000	433,450	528,571
Total expenditures	\$ 403,928	\$ 712,747	\$ 699,722	\$ 868,705
Fees	690,925	706,000	703,000	710,000
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ 690,925	\$ 706,000	\$ 703,000	\$ 710,000
Net amount supported by stormwater fees	\$ (286,997)	\$ 6,747	\$ (3,278)	\$ 158,705

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall net increase of \$69,700 in personnel costs reflects normal increases in salary and benefits for existing staff, plus one additional COSESCO/Inspector (shared 50% with Engineering Services) and reallocation of one Light Equipment Operator previously shared with Roadway.
- ↓ A decrease of \$20,000 in equipment reflects the purchase of a replacement trailer, a replacement pole camera, and a concrete breaker in last fiscal year.
- ↑ A net increase of \$100,000 in property improvements/transfers to reflect the Stormwater improvement and intake rebuilding programs. 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:

- ❖ 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. Increasing storm water fees should be considered to provide funding for these future project needs.
- ❖ Plans should be developed for a potential inflow elimination program that would require the installation of additional storm sewers and diverting inflow from the sanitary system to the storm water system. Any projects would be a joint venture between the City and the two sanitary sewer districts.

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
STORM WATER UTILITY FUND							
PERSONAL SERVICES							
01	Salaries	\$ 134,754	\$ 145,422	\$ 143,688	\$ 201,862	\$ 56,440	\$ 208,310
02	Overtime	6,255	7,000	7,000	10,500	3,500	10,710
03	Part-time	5,303	7,613	7,500	7,500	(113)	7,500
04	Witness fees	-	-	-	-	-	-
06	FICA	10,816	11,648	12,101	15,939	4,291	16,509
07	Retirement - IPERS	11,688	13,598	13,456	18,606	5,008	20,567
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	29,464	29,118	29,118	28,913	(205)	28,148
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	492	723	1,179	1,489	766	1,550
Sub-Total		\$ 198,772	\$ 215,122	\$ 214,042	\$ 284,809	\$ 69,687	\$ 293,294
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	3,000	3,000	3,000	-	3,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,116	1,200	1,200	1,200	-	1,200
28	Dues and memberships	4,297	4,000	4,000	4,500	500	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,013	1,725	1,725	1,725	-	1,725
35	Printing and copying	-	1,000	1,500	500	(500)	1,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	3,423	1,000	1,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	20	1,000	1,000	1,000	-	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	16,229	17,000	17,000	20,000	3,000	17,000
54	Minor equipment	723	-	105	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	4,623	8,000	6,000	6,500	(1,500)	8,000
57	Vehicle operation supplies	12,111	14,400	14,400	14,600	200	15,000
58	Office supplies	365	-	-	-	-	-
59	Operating supplies	-	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	-	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 43,920	\$ 53,625	\$ 52,230	\$ 55,325	\$ 1,700	\$ 54,225
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 20,000	\$ 9,450	\$ -	\$ (20,000)	\$ 10,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	55,000	49,000	49,000	53,571	4,571	53,571
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	106,236	-	-	-	-	-
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	475,000	100,000	350,000
Sub-total		\$ 161,236	\$ 444,000	\$ 433,450	\$ 528,571	\$ 84,571	\$ 413,571
OPERATING BUDGET SUB-TOTAL		\$ 403,928	\$ 712,747	\$ 699,722	\$ 868,705	\$ 155,958	\$ 761,090
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND		\$ 403,928	\$ 712,747	\$ 699,722	\$ 868,705	\$ 155,958	\$ 761,090

FUNCTION: Public Works
ACTIVITY: Stormwater Utility Fund

Activity Notes

Object	Description	Amount
01	30% Senior Engineer (other 70% in Public Works Administration), ½ Inspector (other ½ in Engineering Services) , Light Equipment Operators (2), Laborer	\$ 201,862
02	Overtime	\$ 10,500
03	Part-time (summer intern)	\$ 7,500
06	FICA	\$ 15,939
07	IPERS	\$ 18,606
09	Group insurance	\$ 28,913
13	Deferred compensation City match	\$ 1,489
23	Television survey of storm sewer lines	\$ 3,000
27	AVL leasing fees	\$ 1,200
28	Stormwater Phase II regulations	\$ 4,500
32	Uniform allowance (3)	\$ 1,725
35	Stormwater publications and educational materials	\$ 500
41	Contracted street sweeper repairs	\$ 1,000
46	Training	\$ 1,000
51	Intake maintenance supplies	\$ 15,000
	Storm sewer maintenance supplies	\$ 4,000
	Creek maintenance supplies	\$ 1,000
56	Street sweeper brooms	\$ 5,000
	Sweeper maintenance parts	\$ 1,500
57	Fuel	\$ 13,800
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 1,000
60	Safety supplies	\$ 300
73	Equipment replacement fund contribution	\$ 53,571
97	Stormwater improvement program	\$ 100,000
	Intake rebuilding program	\$ 375,000



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

ENGINEERING and PUBLIC WORKS ADMIN.

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	481,045	545,791	547,624	556,309
Contractual & supply service	116,687	112,870	112,050	106,068
Capital outlay	5,400	11,550	12,000	30,502
Total expenditures	\$ 603,132	\$ 670,211	\$ 671,674	\$ 692,879
Fees	3,080	4,000	6,500	4,000
Grants	-	-	-	-
Other	37,127	44,970	36,609	44,247
Total revenue	\$ 40,207	\$ 48,970	\$ 43,109	\$ 48,247
Net amount supported by property taxes	\$ 562,925	\$ 621,241	\$ 628,565	\$ 644,632

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$10,500 which reflects normal salary and benefit increases for existing staff.
- ↓ A decrease of \$13,800 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↓ A decrease of \$7,700 in equipment reflects the prior year purchase of a replacement large-format scanner.
- ↑ An increase of \$22,700 in building maintenance fund contribution reflects updated cost allocation based on building square footage.

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.

PUBLIC WORKS		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
295 ENGINEERING and PUBLIC WORKS ADMIN.							
PERSONAL SERVICES							
01	Salaries	\$ 374,416	\$ 428,329	\$ 426,000	\$ 444,254	\$ 15,925	\$ 462,860
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	27,538	31,950	31,950	33,121	1,171	35,776
07	Retirement - IPERS	32,454	38,060	37,700	39,475	1,415	44,111
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	41,964	41,471	41,471	28,152	(13,319)	27,407
11	Allowance	3,350	3,850	4,830	5,350	1,500	5,350
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,323	2,131	5,673	5,957	3,826	6,237
Sub-Total		\$ 481,045	\$ 545,791	\$ 547,624	\$ 556,309	\$ 10,518	\$ 581,741
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	1,635	3,200	1,000	3,200	-	3,200
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	54,632	48,700	49,000	46,100	(2,600)	47,000
28	Dues and memberships	2,761	2,900	2,900	3,235	335	3,235
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	148	150	150	150	-	150
35	Printing and copying	5,182	11,100	6,500	11,100	-	11,100
40	Building and grounds maint.	23,204	13,750	20,000	-	(13,750)	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,993	6,520	6,500	9,520	3,000	6,250
48	Utility service	19,778	21,300	20,000	21,550	250	21,550
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	350	1,000	500	5,750	4,750	5,750
54	Minor equipment	350	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,231	3,500	3,500	3,500	-	3,500
59	Operating supplies	786	500	500	500	-	500
60	Safety and medical supplies	637	250	1,500	1,463	1,213	1,463
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 116,687	\$ 112,870	\$ 112,050	\$ 106,068	\$ (6,802)	\$ 103,698
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 7,700	\$ 8,150	\$ -	\$ (7,700)	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	4,000	4,000	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	5,400	3,850	3,850	26,502	22,652	27,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 5,400	\$ 11,550	\$ 12,000	\$ 30,502	\$ 18,952	\$ 27,000
OPERATING BUDGET SUB-TOTAL		\$ 603,132	\$ 670,211	\$ 671,674	\$ 692,879	\$ 22,668	\$ 712,439
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING and PUBLIC WORKS ADMIN.		\$ 603,132	\$ 670,211	\$ 671,674	\$ 692,879	\$ 22,668	\$ 712,439

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Activity Notes

Object	Description	Amount
01	Director of Engineering and Public Works, Assistant Director of Public Works, Assistant Director of Engineering, Departmental Secretary, Senior Engineer 70% (other 30% in Storm Water)	\$ 444,254
06	FICA	\$ 33,121
07	IPERS	\$ 39,475
09	Group insurance	\$ 28,152
11	Vehicle allowance	\$ 4,800
	Spot awards	\$ 550
13	Deferred compensation City match	\$ 5,957
22	Recruitment	\$ 3,200
27	GeoPak software maintenance	\$ 2,000
	CarteGraph maintenance	\$ 17,500
	ArcView maintenance	\$ 6,200
	Microstation maintenance	\$ 1,800
	Wireless card fees (5 cards,1 GPS)	\$ 1,500
	GIS computers (5)	\$ 12,000
	Arc View License – additional concurrent license	\$ 3,500
	IPAD	\$ 1,000
	GPS software maintenance	\$ 600
28	APWA, AWW, NSPS, IES, and ASCE memberships	\$ 3,235
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
46	APWA national conference	\$ 6,000
	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.)	\$ 21,550
51	Operating supplies, janitorial supplies	\$ 1,000
	Streetscape banner pole parts	\$ 4,750
58	Office supplies	\$ 3,500
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,000
	MVR fee	\$ 463

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Object	Description	Amount
74	Copier replacement (1/2 in Community Development)	\$ 4,000
81	Building Maintenance Fund contribution – general repairs	\$ 12,702
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Facility maintenance contracts (mat service, pest control, sprinkler inspection)	\$ 1,200
	Custodial services contract (administrative offices and public works facility)	\$ 6,600
	Electrical maintenance contract	\$ 6,000

CULTURE AND RECREATION	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
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400 CULTURE AND RECREATION SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,559,036	\$ 1,751,664	\$ 1,750,029	\$ 1,828,957	\$ 77,293	\$ 1,898,923
02	Overtime	9,830	20,100	20,100	20,000	(100)	20,000
03	Part-time	864,088	958,562	958,562	966,672	8,110	990,822
04	Witness fees	-	-	-	-	-	-
06	FICA	180,151	206,923	205,204	213,835	6,912	221,801
07	Retirement - IPERS	196,359	221,369	225,718	227,248	5,879	253,435
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	267,859	264,707	352,942	243,478	(21,229)	244,444
11	Allowance	3,800	4,290	5,412	10,675	6,385	10,775
12	Unemployment	40,349	60,000	55,000	40,000	(20,000)	40,000
13	Deferred compensation City ma	4,656	8,714	15,214	15,749	7,035	16,467
Sub-Total		\$ 3,126,128	\$ 3,496,329	\$ 3,588,181	\$ 3,566,614	\$ 70,285	\$ 3,696,667

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 11,297	\$ 14,650	\$ 14,400	\$ 14,900	\$ 250	\$ 15,500
22	Recruitment	7,796	10,850	9,350	10,905	55	11,460
23	Professional services	326,963	494,780	480,880	477,180	(17,600)	480,900
24	Contributions to other agencies	929,073	1,337,872	1,109,600	1,249,152	(88,720)	1,278,343
27	Data processing	148,372	162,297	160,397	125,690	(36,607)	126,800
28	Dues and memberships	3,274	4,530	4,530	7,105	2,575	7,475
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	6,385	8,350	8,650	9,950	1,600	10,425
35	Printing and copying	72,023	79,575	80,275	89,170	9,595	91,850
40	Building and grounds maint.	128,074	176,194	175,669	-	(176,194)	-
41	Vehicle and equipment maint.	3,320	14,000	13,000	14,500	500	14,000
44	Grant-funded purchases	77,760	-	91,814	-	-	-
46	Training and development	12,772	20,075	19,975	20,280	205	24,735
48	Utility service	214,167	271,630	256,630	264,400	(7,230)	273,250
49	Petty cash	176	300	300	200	(100)	200
51	Maintenance supplies	155,888	205,541	205,741	251,941	46,400	254,050
54	Minor equipment	10,372	13,600	14,550	11,950	(1,650)	12,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	16,296	19,000	20,500	20,500	1,500	20,500
57	Vehicle operation supplies	45,235	43,000	46,000	48,000	5,000	50,000
58	Office supplies	21,567	23,200	23,200	16,700	(6,500)	17,000
59	Operating supplies	137,275	148,650	146,850	145,950	(2,700)	144,500
60	Safety and medical supplies	4,842	6,255	6,230	6,545	290	6,625
61	Refunds	1,200	-	-	-	-	-
Sub-total		\$ 2,334,127	\$ 3,054,349	\$ 2,888,541	\$ 2,785,018	\$ (269,331)	\$ 2,839,613

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 19,525	\$ 21,335	\$ 17,200	\$ (2,325)	\$ 13,500
72	Furniture and fixtures	54,994	13,700	15,000	42,200	28,500	16,000
73	Equipment replacement fund	98,479	95,679	95,679	100,501	4,822	101,875
74	Office equipment	-	600	600	-	(600)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	210,528	216,000	216,000	81,300	(134,700)	75,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	215,262	213,500	213,500	220,425	6,925	230,000
80	Natural disaster cleanup	-	-	13,950	18,000	18,000	18,000
81	Building maintenance fund	75,600	146,200	146,200	369,703	223,503	376,000
97	Transfers out	500,000	785,714	642,857	796,286	10,572	860,714
Sub-total		\$ 1,154,863	\$ 1,490,918	\$ 1,365,121	\$ 1,645,615	\$ 154,697	\$ 1,691,089

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 27,854	\$ 63,000	\$ 63,000	\$ 100,400	\$ 37,400	\$ 69,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000

CULTURE AND RECREATION SUMMARY

		\$ 6,642,972	\$ 8,129,596	\$ 7,904,843	\$ 8,122,647	\$ (6,949)	\$ 8,321,369
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FUNCTION: Culture and Recreation
ACTIVITY: Library

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

LIBRARY

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,494,454	1,568,712	1,574,222	1,605,838
Contractual & supply service	422,343	390,446	482,260	307,640
Capital outlay	248,387	224,800	224,800	370,720
Total expenditures	\$ 2,165,184	\$ 2,183,958	\$ 2,281,282	\$ 2,284,198
Fees	236,038	211,683	239,223	182,192
Grants	78,857	-	91,814	-
Other	133,282	146,538	124,338	145,868
Total revenue	\$ 448,177	\$ 358,221	\$ 455,375	\$ 328,060
Net amount supported by property taxes	\$ 1,717,007	\$ 1,825,737	\$ 1,825,907	\$ 1,956,138

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$37,100, which reflects normal increases for salaries and benefit costs for existing staff.
- ↓ A decrease of \$12,300 in data processing reflects the prior year virtualization of servers.
- ↑ An increase of \$9,100 in printing and copying reflects reclassification of a printer maintenance contract from office supplies and increased printing costs.
- ↓ A decrease of \$67,700 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↑ An increase of \$140,600 in building maintenance fund contributions reflect the reallocation of contributions based on square footage.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

CULTURE AND RECREATION	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

410 LIBRARY

PERSONAL SERVICES

01	Salaries	\$ 710,806	\$ 758,626	\$ 756,971	\$ 777,660	\$ 19,034	\$ 810,229
02	Overtime	85	100	100	-	(100)	-
03	Part-time	454,566	477,262	477,262	499,523	22,261	513,722
04	Witness fees	-	-	-	-	-	-
06	FICA	86,115	94,699	93,255	97,585	2,886	101,650
07	Retirement - IPERS	97,051	101,398	106,255	103,740	2,342	115,603
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	142,857	132,353	132,353	114,130	(18,223)	111,111
11	Allowance	350	500	500	5,300	4,800	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	2,624	3,774	7,526	7,900	4,126	8,272
Sub-Total		\$ 1,494,454	\$ 1,568,712	\$ 1,574,222	\$ 1,605,838	\$ 37,126	\$ 1,665,887

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 1,620	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	\$ 2,400
22	Recruitment	990	800	800	1,200	400	1,260
23	Professional services	13,127	16,830	16,830	11,380	(5,450)	11,950
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	117,772	120,697	120,697	108,390	(12,307)	110,000
28	Dues and memberships	1,383	1,860	1,860	4,160	2,300	4,300
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	20,107	21,425	21,425	30,520	9,095	32,050
40	Building and grounds maint.	52,970	67,724	67,724	-	(67,724)	-
41	Vehicle and equipment maint.	669	1,000	1,000	3,500	2,500	3,000
44	Grant-funded purchases	77,760	-	91,814	-	-	-
46	Training and development	3,959	8,000	8,000	5,370	(2,630)	9,210
48	Utility service	84,077	95,030	95,030	96,800	1,770	98,000
49	Petty cash	176	300	300	200	(100)	200
51	Maintenance supplies	7,953	10,000	10,000	9,000	(1,000)	9,000
54	Minor equipment	1,510	4,800	4,800	1,000	(3,800)	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	13,811	16,000	16,000	9,000	(7,000)	9,000
59	Operating supplies	23,798	23,000	23,000	24,000	1,000	24,000
60	Safety and medical supplies	661	580	580	720	140	750
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 422,343	\$ 390,446	\$ 482,260	\$ 307,640	\$ (82,806)	\$ 316,120

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	2,325	1,000	1,000	2,000	1,000	2,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	600	600	-	(600)	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	20,000	2,000	2,000	-	(2,000)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	215,262	213,500	213,500	220,425	6,925	230,000
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	7,700	7,700	148,295	140,595	150,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 248,387	\$ 224,800	\$ 224,800	\$ 370,720	\$ 145,920	\$ 382,000

OPERATING BUDGET SUB-TOTAL

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

LIBRARY		\$ 2,165,184	\$ 2,183,958	\$ 2,281,282	\$ 2,284,198	\$ 100,240	\$ 2,364,007
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FUNCTION: Culture and Recreation
ACTIVITY: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director, Youth Services Manager, Technical Services Manager, Collection Development Manager, Circulation Manager, Reference Manager, Adult Program Coordinator/Public Relations, Administrative Assistant, Librarian (Delinquencies & Meeting Rooms), Technology Assistant, Custodian	\$ 777,660
03	Part-time	\$ 499,523
06	FICA	\$ 97,585
07	IPERS	\$ 103,740
09	Group insurance	\$ 114,130
11	On-the-spot awards	\$ 500
	Vehicle allowance (Director)	\$ 4,800
13	Deferred compensation City match	\$ 7,900
21	Share of Parks & Recreation program guide (3)	\$ 2,400
22	Pre-employment background checks	\$ 600
	Pre-employment drug screenings	\$ 600
23	Adult programming presenter fees	\$ 1,000
	Youth programming presenter fees	\$ 2,500
	Youth summer reading program promotional video	\$ 500
	City audit share	\$ 3,700
	National Records Management document storage	\$ 650
	Notary renewal	\$ 130
	Unique Management Services – debt collection	\$ 2,900
27	AEX authority control	\$ 1,300
	AUP authority control	\$ 1,000
	Computer hardware/software support—50 hours	\$ 7,500
	Computer replacements (10)	\$ 11,920
	Deep Freeze software support	\$ 3,180
	EnvisionWare software/hardware support	\$ 5,400
	Google Site Search	\$ 100
	Integrated Library System and Data Migration	\$ 45,000
	Secure Site Certificate – 2 years	\$ 2,830
	Meeting room booking software support	\$ 1,400
	OCLC cataloging records	\$ 17,500
	3M Support	\$ 10,280
	Wireless controller software support	\$ 980
28	American Library Association	\$ 1,100
	COSUGI	\$ 100

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
28 cont.	Iowa Library Association	\$ 800
	Iowa OCLC user's group	\$ 10
	Public Library Association	\$ 100
	Movie public performance site license—2 years	\$ 2,000
	Clip art subscription	\$ 50
35	A-Frame sign inserts	\$ 300
	Business cards, bookmarks, envelopes, and letterhead	\$ 600
	Card services brochures	\$ 1,000
	Overdue notice mailers	\$ 700
	Youth summer reading program brochures	\$ 500
	Photocopier lease and copy charges	\$ 11,000
	Youth services coin op maintenance contract	\$ 410
	Printer maintenance contract and copy charges	\$ 6,000
	Postage and supplies	\$ 9,000
	Postage meter lease	\$ 610
	Shipping	\$ 400
41	Equipment repair	\$ 1,500
	Wood furniture repair	\$ 2,000
46	Continuing education, meetings, and workshops	\$ 1,600
	Staff in-service training	\$ 650
	COSUGI conference (1)	\$ 1,750
	Iowa Library Association conference—Cedar Rapids (8)	\$ 850
	Kids conference	\$ 400
	State Library town meeting – Urbandale (8)	\$ 120
48	Electric	\$ 65,000
	Gas	\$ 12,500
	Internet—public	\$ 8,650
	Internet—staff	\$ 1,200
	Phone—local	\$ 5,600
	Phone—long distance	\$ 300
	Water	\$ 3,550
49	Petty cash	\$ 200
51	Maintenance supplies	\$ 9,000
54	Minor equipment	\$ 1,000
58	Office supplies	\$ 9,000
59	Operating supplies and consumables	\$ 20,000

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
59.1	Operating supplies—adult programming	\$ 1,500
59.2	Operating supplies—youth programming	\$ 2,500
60	Fire extinguisher inspection	\$ 220
	First aid supplies	\$ 500
72	Furniture replacements	\$ 2,000
79.1	Adult books	\$ 72,000
79.1.2	Young adult books	\$ 6,000
79.1.3	Juvenile books	\$ 30,000
79.2	Wilbor audio/e-book consortium fee	\$ 4,000
	Wilbor advantage audio/e-book collection	\$ 25,000
79.3	Audio books	\$ 16,000
	Music	\$ 7,000
79.4	DVDs	\$ 15,000
	Games	\$ 2,000
79.5	Print newspaper and periodical subscriptions	\$ 13,000
79.6	Ancestry	\$ 2,245
	Consumer Reports	\$ 1,900
	EbscoHost	\$ 2,100
	Gale biography	\$ 3,130
	Heritage quest	\$ 880
	Learning express test prep	\$ 3,100
	Mango languages	\$ 2,760
	Morningstar	\$ 1,100
	Next reads	\$ 1,680
	Novelist Plus	\$ 1,300
	Novelist Select	\$ 1,470
	Outlook	\$ 210
	Reference USA	\$ 4,290
	Value line	\$ 3,360
79.7	Cake pans	\$ 100
	Puppets	\$ 500
	Puzzles	\$ 300
81	Building maintenance fund contribution – general repairs	\$ 94,775
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Electrical maintenance	\$ 11,000
	Heating/cooling service contract	\$ 35,070

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

Object	Description	Amount
81 cont.	Carpet and upholstery cleaning	\$ 1,000
	Window cleaning	\$ 535
	Pest control	\$ 1,500
	Chimney cleaning and inspection	\$ 275
	Lift inspection	\$ 370
	Boiler inspection	\$ 80
	Fire alarm panel inspection	\$ 1,400
	Fire alarm monitoring	\$ 600
	Roof/gutter inspection	\$ 1,500
	Sprinkler inspection	\$ 190

FUNCTION: Culture and Recreation
ACTIVITY: Parks

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

PARKS

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,033,156	1,212,973	1,302,775	1,233,314
Contractual & supply service	529,818	730,526	714,626	709,906
Capital outlay	299,083	288,004	301,954	374,293
Total expenditures	\$ 1,862,057	\$ 2,231,503	\$ 2,319,355	\$ 2,317,513
Fees	39,984	72,500	63,365	68,000
Grants	3,000	2,500	51,426	2,500
Other	114,622	149,728	126,413	147,996
Total revenue	\$ 157,606	\$ 224,728	\$ 241,204	\$ 218,496
Net amount supported by property taxes	\$ 1,704,451	\$ 2,006,775	\$ 2,078,151	\$ 2,099,017

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$20,300 which reflects normal increases for existing staff.
- ↓ A decrease of \$13,400 in data processing reflects the replacement and updates of 10 computers completed in the prior fiscal year.
- ↓ A decrease of \$59,700 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↑ An increase of \$47,200 in maintenance supplies reflects specialty landscaping, picnic areas, and passive recreation expenses for Walnut Creek Regional Park.
- ↓ A decrease of \$7,800 in equipment reflects the purchase of a floor scrubber/buffer, a mower deck for rough mowing of parks and a welding bench in last fiscal year.
- ↑ An increase of \$26,500 in furniture and fixtures is primarily for permanent informational hub for Walker Johnston Park Trail head and other permanent signage in the trail system.
- ↓ A decrease of \$71,000 in property improvements reflects the Lions Park tennis overlay completed in prior year, and reallocation of a portion of bike path improvements to line 97.
- ↑ An increase of \$18,000 in natural disaster cleanup reflects City-wide preparation efforts to methodically address Emerald Ash Borer infiltration in central Iowa.
- ↑ An increase of \$72,000 in transfer out is for bike path improvements in Colby Woods and parking lot paving around the Gabus Memorial Tree Park.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the planned Facilities Supervisor position will be utilizing existing Parks department staff to implement the building maintenance plan whenever possible. As this department develops and refines its operations and staffing needs are determined, some reallocation of staff may be required from the Parks budget into the Building Maintenance Department.

CULTURE AND RECREATION		FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 581,590	\$ 713,816	\$ 713,816	\$ 760,676	\$ 46,860	\$ 787,070
02	Overtime	9,745	20,000	20,000	20,000	-	20,000
03	Part-time	184,325	176,750	176,750	158,052	(18,698)	161,745
04	Witness fees	-	-	-	-	-	-
06	FICA	57,380	67,789	68,536	70,300	2,511	72,952
07	Retirement - IPERS	65,775	79,132	81,321	81,634	2,502	90,422
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	89,286	88,235	176,470	91,304	3,069	88,889
11	Allowance	3,420	3,700	4,822	5,200	1,500	5,300
12	Unemployment	40,349	60,000	55,000	40,000	(20,000)	40,000
13	Deferred compensation City ma	1,286	3,551	6,060	6,148	2,597	6,415
Sub-Total		\$ 1,033,156	\$ 1,212,973	\$ 1,302,775	\$ 1,233,314	\$ 20,341	\$ 1,272,793
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,362	2,800	2,800	2,800	-	3,000
23	Professional services	153,913	274,400	260,000	274,400	-	275,000
24	Contributions to other agencies	2,575	1,000	1,300	1,200	200	1,200
27	Data processing	30,305	27,700	27,700	14,300	(13,400)	14,300
28	Dues and memberships	601	905	905	1,105	200	1,225
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	4,866	6,750	6,750	6,750	-	7,000
35	Printing and copying	3,970	4,100	4,300	4,300	200	4,800
40	Building and grounds maint.	36,844	59,705	59,705	-	(59,705)	-
41	Vehicle and equipment maint.	768	3,500	2,500	3,500	-	3,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,459	4,475	4,475	4,810	335	6,725
48	Utility service	60,526	78,000	72,000	76,500	(1,500)	78,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	135,003	175,241	175,241	222,441	47,200	224,000
54	Minor equipment	4,798	4,400	4,900	5,100	700	5,100
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	16,296	19,000	20,500	20,500	1,500	20,500
57	Vehicle operation supplies	45,235	43,000	46,000	46,000	3,000	48,000
58	Office supplies	1,802	1,700	1,700	1,700	-	1,800
59	Operating supplies	20,994	19,500	19,500	20,000	500	20,500
60	Safety and medical supplies	3,501	4,350	4,350	4,500	150	4,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 529,818	\$ 730,526	\$ 714,626	\$ 709,906	\$ (20,620)	\$ 719,150
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ 10,525	\$ 10,525	\$ 2,700	\$ (7,825)	\$ 6,000
72	Furniture and fixtures	43,415	12,700	12,700	39,200	26,500	13,000
73	Equipment replacement fund	98,479	95,679	95,679	96,930	1,251	98,304
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	124,789	146,000	146,000	75,000	(71,000)	75,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	13,950	18,000	18,000	18,000
81	Building maintenance fund	32,400	23,100	23,100	70,463	47,363	72,000
97	Transfers out	-	-	-	72,000	72,000	65,000
Sub-total		\$ 299,083	\$ 288,004	\$ 301,954	\$ 374,293	\$ 86,289	\$ 347,304
OPERATING BUDGET SUB-TOTAL		\$ 1,862,057	\$ 2,231,503	\$ 2,319,355	\$ 2,317,513	\$ 86,010	\$ 2,339,247
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
PARKS		\$ 1,862,057	\$ 2,231,503	\$ 2,319,355	\$ 2,317,513	\$ 86,010	\$ 2,339,247

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

Object	Description	Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Laborers (2), Laborers (4), ½ Administrative Specialist (other ½ in Recreation)	\$ 760,676
02	Overtime (snow removal, preparation for July 4 th Event, mosquito control application, etc.)	\$ 20,000
03	Seasonal labor staff - April 15 to Nov 15 (6), ½ Administrative Technician, Shelter Rental Supervisor	\$ 158,052
06	FICA	\$ 70,300
07	IPERS	\$ 81,634
09	Group insurance	\$ 91,304
10	Unemployment (seasonal staff)	\$ 40,000
11	Vehicle allowance (Director)	\$ 4,800
	Spot awards	\$ 400
13	Deferred compensation City match	\$ 6,148
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	\$ 700
27	Computer software and supplies	\$ 500
	Online registration system fees and credit card fees	\$ 13,000
	I-pad for park field work	\$ 800
28	National Park and Recreation Association – Director	\$ 150
	Iowa Parks and Recreation Association – Director, Asst. Director, Park Supervisor	\$ 405
	Iowa Sports Turf Mgr. Association (5)	\$ 320
	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)	\$ 3,300
	Copy machine maintenance/contract (other ½ in Recreation)	\$ 350
	Regional trail maps	\$ 350
41	Contract work on trucks and equipment, tire repair	\$ 3,500
46	Iowa Turf Grass conference (4 staff)	\$ 700
	Iowa Parks and Recreation Spring conference - Director, Asst. Director, Park Supervisor	\$ 1,200
	Iowa Parks and Recreation Fall workshop - Director & Asst. Director	\$ 800
	Iowa State University Shade Tree short course (Asst. Director, Parks Supervisor and 2 parks staff)	\$ 600

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

Object	Description	Amount
46 cont.	Staff development/ team building training / Park staff training, (playground inspections, electrical, plumbing workshops, etc.)	\$ 450
	CPO certification training (3 staff)	\$ 960
	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	Giovannetti Comm. Shelter – utilities (gas, electric, water, telephone/internet, security system	\$ 10,000
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	\$ 7,000
	Maintenance, removal and storage of Lakeview fountain	\$ 300
	Mosquito control (three ground applications)	\$ 10,000
	Walnut Creek Regional Park – annual landscaping	\$ 35,000
	Walnut Creek Regional Park – specialty landscaping, picnic areas, passive recreation	\$ 35,000
	Tree board plantings – Walker Johnston Park (\$6,500) - ½ offset by Tree’s Please grant	\$ 6,500
	Plants and trees	\$ 10,000
	Flower garden material	\$ 9,500
	Stump grinder rental – tree stump removal (1 week rental)	\$ 600
	Portable toilets – parks (\$2,000); Lions Park July 4 th (\$1,500); special events (\$475)	\$ 4,875
	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	\$ 5,100
56	Equipment and truck parts, tires	\$ 20,500
57	Fuel, gas, etc.	\$ 46,000
58	Office supplies	\$ 1,700
59	Restroom supplies, park and shelter house janitorial supplies, trash can liners, paper products, etc.	\$ 4,500
	Graffiti removal/vandalism	\$ 3,000
	Signs for parks and trails	\$ 2,800
59.1	Giovannetti Community Shelter – Shelter supplies, paper products, etc.	\$ 2,000
59.2	Lions Shelter – Shelter supplies, paper products, etc.	\$ 2,000
59.7	Public Art – honorarium for one “plop art” (\$1,500), brochures and mailings (\$1,500) and operating supplies, special event marketing, etc. (\$1,500), Library Art Gallery (\$1,000)	\$ 5,500
59.8	Tree Board – community event supplies (Arbor Day, special planting events, educational resources)	\$ 200
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

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

Object	Description	Amount
60 cont.	Hoist and sling compliance safety inspection	\$ 500
	Hearing tests for staff	\$ 300
	Safety boots (seasonal staff - 6)	\$ 750
	MVR fees	\$ 150
71	Walk behind snow blower - replacement	\$ 1,200
	Tiller – replacement	\$ 1,500
72	Benches, grills, inside tables & chairs, replacement play equipment, bleachers, waste receptacles & shop equipment	\$ 3,900
	Permanent picnic tables in parks, plus concrete pads (4)	\$ 3,600
	Permanent sign for Bestland Park and Deer Ridge Park	\$ 3,000
	Permanent/monument signs at Walnut Creek Regional Park (2)	\$ 7,000
	Informational Hub – Central Iowa Trails (CIT) signage – Walker Johnston Park Trail head	\$ 19,000
	Safety – fall mats for under tire swings (3 @ \$900)	\$ 2,700
73	Equipment Replacement Fund contribution	\$ 96,930
76	Bike path City-wide improvements	\$ 25,000
	Playground improvements	\$ 50,000
80	Emerald Ash Borer (EAB) Preparation: Tree removal (\$10,000), Tree replacement in parks (\$3,500), tree replacement on City Hall Campus (\$1,500) and rental of tree grinder (\$3,000)	\$ 18,000
81	Building maintenance fund contribution– general repairs	\$ 38,058
	Building maintenance fund contribution – service contracts (former line 40 items):	
	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	\$ 3,350
	Pest control contract	\$ 1,100
	Mat cleaning service – park facilities	\$ 1,950
	Carpet cleaning (Lions, Parks and Rec. office)	\$ 600
	Giovannetti Community Shelter – custodial contract	\$ 8,000
	Giovannetti Community Shelter – pest control	\$ 500
	Giovannetti Community Shelter – mat cleaning service (\$500) , window cleaning service (\$900)	\$ 1,400
	Giovannetti Community Shelter – fire alarm and suppression system maintenance	\$ 675
	Giovannetti Community Shelter – grease trap cleaning	\$ 250
	Lions Shelter – custodial contract	\$ 5,000
	Lions Shelter – pest control	\$ 500
	Lions Shelter – mat cleaning service	\$ 500
	Lions Shelter – carpet cleaning	\$ 480
97	Bike path improvements (Colby Woods project)	\$ 50,000
	Gabus Memorial Park – parking lot paving	\$ 22,000



FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

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

GROUNDS MAINTENANCE

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	75,200	77,477	76,963	77,826
Contractual & supply service	6,755	10,500	10,500	10,500
Capital outlay	-	68,000	68,000	-
Total expenditures	\$ 81,955	\$ 155,977	\$ 155,463	\$ 88,326
Fees	-	-	-	-
Grants	-	-	-	-
Other	5,045	10,466	8,473	5,640
Total revenue	\$ 5,045	\$ 10,466	\$ 8,473	\$ 5,640
Net amount supported by property taxes	\$ 76,910	\$ 145,511	\$ 146,990	\$ 82,686

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$68,000 in property improvements reflects the completion of landscaping in the 142nd Street & Douglas Parkway round-about in last fiscal year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the planned Facilities Supervisor position will be utilizing existing Grounds Maintenance department staff to implement the building maintenance plan whenever possible. As this department develops and refines its operations and staffing needs are determined, some reallocation of staff may be required from this budget into the Building Maintenance Department.

CULTURE AND RECREATION	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ 56,946	\$ 58,680	\$ 58,680	\$ 60,273	\$ 1,593	\$ 61,629
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,260	4,467	4,257	4,588	121	4,715
07	Retirement - IPERS	5,065	5,214	5,202	5,356	142	5,873
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	8,824	8,824	7,609	(1,215)	14,815
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	292	-	-	(292)	-
Sub-Total		\$ 75,200	\$ 77,477	\$ 76,963	\$ 77,826	\$ 349	\$ 87,032

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	6,755	10,500	10,500	10,500	-	10,500
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 6,755	\$ 10,500	\$ 10,500	\$ 10,500	\$ -	\$ 10,500

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

GROUNDS MAINTENANCE

		\$ 81,955	\$ 155,977	\$ 155,463	\$ 88,326	\$ (67,651)	\$ 97,532
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FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 60,273
06	FICA	\$ 4,588
07	IPERS	\$ 5,356
09	Group insurance	\$ 7,609
51	Seed, fertilizer, plants/material/pots for City grounds	\$ 5,750
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,750
	Flags and flag maintenance for City facilities	\$ 1,000



FUNCTION: Culture and Recreation
ACTIVITY: Recreation

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

RECREATION

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	150,415	165,342	164,317	168,677
Contractual & supply service	181,782	240,210	240,160	235,000
Capital outlay	18,059	9,700	9,700	22,973
Total expenditures	\$ 350,256	\$ 415,252	\$ 414,177	\$ 426,650
Fees	232,517	201,500	191,500	191,200
Grants	-	-	-	-
Other	21,561	27,862	22,574	27,246
Total revenue	\$ 254,078	\$ 229,362	\$ 214,074	\$ 218,446
Net amount supported by property taxes	\$ 96,178	\$ 185,890	\$ 200,103	\$ 208,204

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$3,300, which reflects the normal salary and benefits.
- ↓ A decrease of \$4,700 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↓ A decrease of \$3,200 in operating supplies is due to the planned purchase of a used 15-passenger van for the recreation department. This eliminated the rental transportation costs for youth summer programming.
- ↑ An increase of \$3,600 in equipment replacement due to the addition of a passenger van.
- ↑ An increase of \$10,000 in transfers out reflects departmental support of the MAC program.
- ↑ An increase of \$4,000 in special revenue items reflects the MAC camp program being expanded for additional weeks in summer 2014. This program is nearly 100% funded by grants and donations.

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES

01	Salaries	\$ 89,310	\$ 93,935	\$ 93,935	\$ 97,340	\$ 3,405	\$ 101,416
02	Overtime	-	-	-	-	-	-
03	Part-time	33,848	39,983	39,983	40,045	62	40,716
04	Witness fees	-	-	-	-	-	-
06	FICA	9,335	10,193	11,220	10,457	264	10,873
07	Retirement - IPERS	8,550	11,900	9,384	12,207	307	13,545
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	8,824	8,824	7,609	(1,215)	7,407
11	Allowance	30	40	40	50	10	50
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	413	467	931	969	502	1,014
Sub-Total		\$ 150,415	\$ 165,342	\$ 164,317	\$ 168,677	\$ 3,335	\$ 175,021

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4,130	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	\$ 5,800
22	Recruitment	1,137	1,750	1,750	2,905	1,155	3,000
23	Professional services	110,068	149,400	149,400	149,400	-	150,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	295	1,500	1,500	500	(1,000)	500
28	Dues and memberships	582	495	495	495	-	500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	222	600	600	1,200	600	1,200
35	Printing and copying	35,755	39,850	39,850	39,850	-	40,000
40	Building and grounds maint.	2,448	4,715	4,715	-	(4,715)	-
41	Vehicle and equipment maint.	-	500	500	500	-	500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,494	3,500	3,500	3,500	-	3,500
48	Utility service	2,671	3,100	3,100	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	154	500	500	500	-	500
54	Minor equipment	1,436	400	350	350	(50)	400
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	2,000	2,000	2,000
58	Office supplies	1,533	2,000	2,000	2,000	-	2,000
59	Operating supplies (includes M/	19,813	26,250	26,250	23,050	(3,200)	22,000
60	Safety and medical supplies	44	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 181,782	\$ 240,210	\$ 240,160	\$ 235,000	\$ (5,210)	\$ 235,150

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 2,000	\$ 2,000	\$ 1,500	\$ (500)	\$ 2,500
72	Furniture and fixtures	7,259	-	-	-	-	-
73	Equipment replacement fund	-	-	-	3,571	3,571	3,571
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	10,800	7,700	7,700	7,902	202	8,000
97	Transfers out	-	-	-	10,000	10,000	10,000
Sub-total		\$ 18,059	\$ 9,700	\$ 9,700	\$ 22,973	\$ 13,273	\$ 24,071

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items (M	\$ 27,854	\$ 63,000	\$ 63,000	\$ 67,000	\$ 4,000	\$ 69,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

RECREATION		\$ 378,110	\$ 478,252	\$ 477,177	\$ 493,650	\$ 15,398	\$ 503,242
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FUNCTION: Culture and Recreation**ACTIVITY: Recreation****Activity Notes**

Object	Description	Amount
01	Recreation & Community Education Supervisor, ½ Administrative Specialist – other ½ in Parks	\$ 97,340
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (2), ½ Admin. Technician	\$ 40,045
06	FICA	\$ 10,457
07	IPERS	\$ 12,207
09	Group insurance	\$ 7,609
11	Allowance	\$ 50
13	Deferred compensation	\$ 969
21	Program advertising	\$ 2,500
	Marketing program	\$ 3,000
22	Recruitment expense for summer staff (background checks, drug screens)	\$ 1,750
	Background checks on current independent contractors working with children	\$ 1,155
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees, Marketing Services contract	\$ 149,400
27	Computer software and supplies	\$ 500
28	Iowa Park and Recreation Association	\$ 135
	American License fees (broadcast permit – ASCAP & BMI)	\$ 210
	Subscriptions/publications	\$ 150
32	Shirts (youth programs, staff)	\$ 1,200
35	Program guide (3 seasonal x \$12,280)	\$ 39,000
	Flyers, schedules and brochures	\$ 550
	½ Copy machine maintenance/contract (other ½ in Parks)	\$ 300
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
	National Athletic Business Conference (Orlando, FL)	\$ 1,800
	Mileage	\$ 500
48	Wellness Center – utilities (water, gas, electric)	\$ 2,600
	Wellness Center – phone, cable service	\$ 500
51	Recreation facility supplies	\$ 250
	Wellness Center – cleaning supplies, toilet paper, paper towels, etc.	\$ 250
54	Wellness Center - exercise equipment (balls, ropes, bands, mats, etc.)	\$ 350
57	Summer recreation programs – fuel	\$ 2,000
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 22,500
	Signs/banners for special events	\$ 250
	Portable toilets for special events	\$ 300
60	First aid supplies	\$ 150

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

Object	Description	Amount
71	Wellness Center – replacement fitness equipment	\$ 1,500
73	Equipment replacement fund contribution	\$ 3,571
81	Building maintenance fund contribution – general repairs	\$ 4,377
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Wellness Center – custodial cleaning contract	\$ 2,400
	Wellness Center – mat service, carpet cleaning	\$ 475
	Wellness Center – security service	\$ 450
	Wellness Center - pest control	\$ 200
97	MAC transfer	\$ 10,000

MACFund MAC Fund expenses (those items directly related to MAC (Making a Connection) program):

03	MAC Camp – program supervisor salaries	\$ 36,000
59	Making A Connection (MAC) program supplies, field trip transportation and admissions, t-shirts.	\$ 31,000

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	8,248	7,200	7,200	7,400
Capital outlay	-	-	-	-
Total expenditures	\$ 8,248	\$ 7,200	\$ 7,200	\$ 7,400
Fees	400	-	-	-
Grants	-	-	-	-
Other	508	483	392	473
Total revenue	\$ 908	\$ 483	\$ 392	\$ 473
Net amount supported by property taxes	\$ 7,340	\$ 6,717	\$ 6,808	\$ 6,927

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$33,400 in special revenue fund reflects the replacement of the railroad tie fence and to put new signage at the corner of Lockner Drive and Meredith Drive. Concrete footings and pads will be installed during the wall replacement to allow for the remaining four future columbaria. This cost also includes \$10,000 for the purchase and installation of one additional columbarium at the cemetery.
- ❖ The sales of niches in the two existing columbarium are accumulated in the McDivitt Cemetery special revenue fund. These funds are used to purchase future columbarium as needed. Each columbarium contains 48 niches for cremation remains.

FUTURE BUDGET CONSIDERATIONS

- ❖ None anticipated at this time.

CULTURE AND RECREATION	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

450 CEMETERY MAINTENANCE

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	6,500	6,400	6,400	6,600	6,700
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	548	800	800	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	1,200	-	-	-	-
Sub-total		\$ 8,248	\$ 7,200	\$ 7,200	\$ 7,400	\$ 7,500
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 8,248	\$ 7,200	\$ 7,200	\$ 7,400	\$ 7,500
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ 33,400	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
CEMETERY MAINTENANCE		\$ 8,248	\$ 7,200	\$ 7,200	\$ 40,800	\$ 7,500

FUNCTION: Culture and Recreation

ACTIVITY: Cemetery Maintenance

Activity Notes (Proposed for FY14-15)

Object	Description	Amount
23	Contract maintenance	\$ 6,600
51	Turf chemicals, road stone	\$ 800
76	Railroad tie fence replacement	\$ 4,200
	Signage at corner of Lockner and Meredith	\$ 7,200



FUNCTION: Culture and Recreation
ACTIVITY: Senior Recreation Center

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

SENIOR RECREATION CENTER

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	154,964	165,057	165,060	168,625
Contractual & supply service	101,473	122,225	120,725	100,425
Capital outlay	12,795	7,700	9,000	38,213
Total expenditures	\$ 269,232	\$ 294,982	\$ 294,785	\$ 307,263
Fees	33,504	34,000	33,800	34,850
Grants	-	-	-	-
Other	16,573	19,793	16,067	19,622
Total revenue	\$ 50,077	\$ 53,793	\$ 49,867	\$ 54,472
Net amount supported by property taxes	\$ 219,155	\$ 241,189	\$ 244,918	\$ 252,791

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$3,600 which reflects normal increases in salary and benefit costs for existing staff.
- ↓ A decrease of \$8,000 in data processing reflects the purchase of software for program monitoring and participant sign-ins purchased in last fiscal year.
- ↓ A decrease of \$18,500 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↑ An increase of \$6,300 in property improvements is to renovate the current library area into a fitness area.
- ↑ An increase of \$23,200 in building maintenance fund contributions reflect the reallocation of contributions based on square footage.

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

460 SENIOR RECREATION CENTER

PERSONAL SERVICES

01	Salaries	\$ 66,579	\$ 69,977	\$ 69,997	\$ 73,565	\$ 3,588	\$ 76,646
02	Overtime	-	-	-	-	-	-
03	Part-time	58,867	63,834	63,834	63,956	122	66,383
04	Witness fees	-	-	-	-	-	-
06	FICA	9,440	10,185	10,053	10,468	283	10,941
07	Retirement - IPERS	10,816	11,889	11,655	12,220	331	13,630
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	8,824	8,824	7,609	(1,215)	7,407
11	Allowance	-	-	-	75	75	75
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	333	348	697	732	384	766
Sub-Total		\$ 154,964	\$ 165,057	\$ 165,060	\$ 168,625	\$ 3,568	\$ 175,848

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 750	\$ 500	\$ 500	\$ (250)	\$ 500
22	Recruitment	-	-	-	-	-	-
23	Professional services	14,415	16,000	16,500	18,600	2,600	19,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	10,000	10,000	2,000	(8,000)	1,500
28	Dues and memberships	333	625	625	700	75	750
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	8,725	9,700	9,700	9,500	(200)	9,500
40	Building and grounds maint.	14,874	18,525	18,000	-	(18,525)	-
41	Vehicle and equipment maint.	330	1,500	1,500	1,500	-	1,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,482	1,800	1,700	1,800	-	1,800
48	Utility service	20,285	21,500	21,500	23,000	1,500	24,150
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,221	4,300	4,500	4,500	200	4,750
54	Minor equipment	1,606	1,000	1,500	1,500	500	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,254	1,200	1,200	1,500	300	1,500
59	Operating supplies	35,821	35,000	33,200	35,000	-	33,000
60	Safety and medical supplies	127	325	300	325	-	325
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 101,473	\$ 122,225	\$ 120,725	\$ 100,425	\$ (21,800)	\$ 99,775

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,995	-	1,300	1,000	1,000	1,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	6,300	6,300	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	7,700	7,700	30,913	23,213	31,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 12,795	\$ 7,700	\$ 9,000	\$ 38,213	\$ 30,513	\$ 32,000

OPERATING BUDGET SUB-TOTAL

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

SENIOR RECREATION CENTER		\$ 269,232	\$ 294,982	\$ 294,785	\$ 307,263	\$ 12,281	\$ 307,623
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FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Activity Notes

Object	Description	Amount
01	Coordinator	\$ 73,565
03	Assistant Coordinator, Secretary, Craft Program Coordinator	\$ 63,956
06	FICA	\$ 10,468
07	IPERS	\$ 12,220
09	Group insurance	\$ 7,609
11	Allowance	\$ 75
13	Deferred compensation City match	\$ 732
21	Advertisements and program promotion	\$ 500
23	Professional services (contracted program instructors)	\$ 18,600
27	Computer software and supplies	\$ 500
	'My Senior Center' program management fee	\$ 1,500
28	Senior center resource materials	\$ 250
	ICAA membership	\$ 250
	American License fee (broadcast permit- ASCAP & BMI)	\$ 200
35	Mailing and printing newsletters, envelopes, stamps	\$ 3,400
	Bulk mailing system lease	\$ 3,100
	Program guide printing (3)	\$ 3,000
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,500
46	Mileage	\$ 200
	ICAA national conference (1)	\$ 1,600
48	Telephone, water, electric and natural gas	\$ 21,500
	Wireless internet service	\$ 1,500
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 2,100
	Landscape and outdoor maintenance supplies	\$ 2,400
54	Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,500
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 1,200
	SHIP program office supplies: paper cartridges, general office supplies	\$ 300
59	Program supplies, kitchen & miscellaneous supplies	\$ 1,000
59.1	Congregate meals	\$ 23,000
59.2	Off-site trips & events	\$ 3,500
59.3	On-site events	\$ 7,500
60	Safety and medical supplies	\$ 325
72	Replacement card tables and chairs for community room	\$ 1,000
76	Renovate current library area into fitness area	\$ 6,300
81	Building maintenance fund contribution – general repairs	\$ 19,298
	Building maintenance fund contribution – service contracts (former line 40 items):	

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

Object	Description	Amount
81 cont.	Cleaning contract: daily cleaning, carpet & upholstery, window cleaning	\$ 8,600
	Bi-annual kitchen cleaning, annual strip & re-wax of craft room floor	\$ 700
	Mat service	\$ 840
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500

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

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

SWIMMING POOL & WADING POOLS

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	217,939	306,768	304,844	312,334
Contractual & supply service	157,229	216,370	204,770	166,195
Capital outlay	76,539	107,000	108,810	125,130
Total expenditures	\$ 451,707	\$ 630,138	\$ 618,424	\$ 603,659
Fees	201,899	184,000	212,751	180,000
Grants	3,000	-	-	-
Other	27,806	42,281	33,706	38,549
Total revenue	\$ 232,705	\$ 226,281	\$ 246,457	\$ 218,549
Net amount supported by property taxes	\$ 219,002	\$ 403,857	\$ 371,967	\$ 385,110

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$5,600 in personnel costs reflects normal increases for existing full-time and part-time staff.
- ↓ A decrease of \$14,950 reflects the prior fiscal year completion of a cost study on the viability of keeping the existing pool facility open into the future.
- ↓ A decrease of \$25,500 in building and grounds maintenance, due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↓ A decrease of \$9,000 in utilities reflects the repair of significant water leaks found during replacement of the pool liner.
- ↑ An increase of \$6,000 in equipment reflects the purchase of replacement patio furniture and a shade structure for aquatic playground.
- ↑ An increase of \$12,100 in building maintenance fund contributions reflect the reallocation of contributions based on square footage.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Significant building repairs and renovations have occurred in 2009 and 2012. A viability study was updated in FY13-14 to determine extent of repairs needed to keep the facility in operation. An allocation of \$100,000 per year over 3 years is being set aside to address needed improvements. While repairs will continue to occur, the 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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

470 SWIMMING POOL & WADING POOLS

PERSONAL SERVICES

01	Salaries	\$ 53,805	\$ 56,630	\$ 56,630	\$ 59,443	\$ 2,813	\$ 61,933
02	Overtime	-	-	-	-	-	-
03	Part-time	132,482	200,733	200,733	205,096	4,363	208,256
04	Witness fees	-	-	-	-	-	-
06	FICA	13,621	19,590	17,883	20,437	847	20,670
07	Retirement - IPERS	9,102	11,836	11,901	12,091	255	14,362
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	17,647	17,647	15,217	(2,430)	14,815
11	Allowance	-	50	50	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	282	-	-	(282)	-
Sub-Total		\$ 217,939	\$ 306,768	\$ 304,844	\$ 312,334	\$ 5,566	\$ 320,086

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 5,547	\$ 6,000	\$ 6,000	\$ 6,500	\$ 500	\$ 6,800
22	Recruitment	2,307	5,500	4,000	4,000	(1,500)	4,200
23	Professional services	28,940	31,750	31,750	16,800	(14,950)	18,250
24	Contributions to other agencies	19	-	-	-	-	-
27	Data processing	-	2,400	500	500	(1,900)	500
28	Dues and memberships	375	645	645	645	-	700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,297	1,000	1,300	2,000	1,000	2,225
35	Printing and copying	3,466	4,500	5,000	5,000	500	5,500
40	Building and grounds maint.	20,938	25,525	25,525	-	(25,525)	-
41	Vehicle and equipment maint.	1,553	7,500	7,500	5,500	(2,000)	5,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,378	2,300	2,300	4,800	2,500	3,500
48	Utility service	46,608	74,000	65,000	65,000	(9,000)	70,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,254	4,200	4,200	4,200	-	4,500
54	Minor equipment	1,022	3,000	3,000	4,000	1,000	4,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,167	2,300	2,300	2,500	200	2,700
59	Operating supplies	36,849	44,900	44,900	43,900	(1,000)	45,000
60	Safety and medical supplies	509	850	850	850	-	900
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 157,229	\$ 216,370	\$ 204,770	\$ 166,195	\$ (50,175)	\$ 174,275

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 7,000	\$ 8,810	\$ 13,000	\$ 6,000	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	65,739	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	100,000	100,000	112,130	12,130	115,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 76,539	\$ 107,000	\$ 108,810	\$ 125,130	\$ 18,130	\$ 120,000

OPERATING BUDGET SUB-TOTAL

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

SWIMMING POOL & WADING POOLS		\$ 451,707	\$ 630,138	\$ 618,424	\$ 603,659	\$ (26,479)	\$ 614,361
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FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool & Wading Pools

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler	\$ 59,443
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors, cashiers, water instructor aides	\$ 205,096
06	FICA	\$ 20,437
07	IPERS	\$ 12,091
09	Group insurance	\$ 15,217
11	Allowance	\$ 50
21	Special event advertisements and marketing program	\$ 6,500
22	Recruitment expenses for part time staff (advertising, background checks, drug screens)	\$ 4,000
23	Special events	\$ 1,800
	Marketing services contract (other ½ in Recreation)	\$ 15,000
27	Computer software and supplies	\$ 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	\$ 2,000
35	Program guide printing (3)	\$ 5,000
41	Equipment maintenance and repair	\$ 5,500
46	Lifeguard training reimbursement	\$ 1,000
	Staff in-services, management training, etc.	\$ 500
	Supervisor's Management School, West Virginia (Programmer/Scheduler)	\$ 2,000
	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	\$ 65,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 4,200
54	Replacement equipment	\$ 3,000
	Water fitness class supplies: aqua belts, dumbbells, noodles	\$ 1,000
58	Office supplies, toner	\$ 2,500
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
	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

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

Object	Description	Amount
	State of Iowa water tests (monthly)	\$ 300
	Fire extinguisher maintenance	\$ 100
71	Replacement patio furniture (\$3,000); Shade structure for aquatic playground (\$10,000)	\$ 13,000
81	Building maintenance fund contribution – general repairs	\$ 100,000
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Pest control	\$ 480
	Mat service	\$ 600
	Window cleaning	\$ 550
	Monthly GFI checks and electrical walk through	\$ 3,500
	Security system monitoring	\$ 420
	Preventative maintenance of pool storage tank, air compressor, boiler system, septic system	\$ 1,500

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	926,479	1,336,872	1,108,300	1,247,952
Transfer out to General Fund	500,000	785,714	642,857	714,286
Total expenditures	\$ 1,426,479	\$ 2,122,586	\$ 1,751,157	\$ 1,962,238
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,515,280	2,200,000	1,800,000	2,000,000
Total revenue	\$ 1,515,280	\$ 2,200,000	\$ 1,800,000	\$ 2,000,000
Net amount used by (added to) fund balance	\$ (88,801)	\$ (77,414)	\$ (48,843)	\$ (37,762)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ An overall decrease of \$160,300 in costs is directly correlated to the change 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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	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	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	926,479	1,336,872	1,108,300	1,247,952	(88,920) 1,277,143
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 926,479	\$ 1,336,872	\$ 1,108,300	\$ 1,247,952	\$ (88,920) 1,277,143
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out - To general fund	500,000	785,714	642,857	714,286	(71,428) 785,714
Sub-total		\$ 500,000	\$ 785,714	\$ 642,857	\$ 714,286	\$ (71,428) 785,714
OPERATING BUDGET SUB-TOTAL		\$ 1,426,479	\$ 2,122,586	\$ 1,751,157	\$ 1,962,238	\$ (160,348) 2,062,857
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
CULTURAL AND CONVENTION - HO1		\$ 1,426,479	\$ 2,122,586	\$ 1,751,157	\$ 1,962,238	\$ (160,348) 2,062,857

FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention – Hotel Motel Fund

Activity Notes

Object	Description	Amount
24	Contributions to cultural and convention activities in metropolitan Des Moines:	
	Bravo! - annual 2/7th contribution per 28E agreement	\$ 539,429
	Convention and Visitors Bureau –annual 2/7th contribution per 28E agreement	\$ 571,429
	Iowa Events Center – per 28E agreement	\$ 32,000
	Courage League Sports – creation of exer-gaming station for special needs children	\$ 5,000
	Polk County Master Gardeners – hardscape demo garden pathways	\$ 10,000
	UCAN Centennial Committee – kickoff of centennial celebration planning committee	\$ 5,000
	Urbandale Little League – parking lot repair drainage correction, and field repairs	\$ 25,000
	Urbandale Soccer Club – replace signage, field drainage, new paint sprayer	\$ 10,200
	Urbandale Sports Association – to extend infield fencing and dugout protection fencing	\$ 29,895
	Discretionary projects	\$ 20,000
97	Transfer out to General Fund	\$ 714,286



FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service

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

BUILDING MAINTENANCE FUND

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	66,799
Contractual & supply service	25,801	100,000	50,000	600,000
Capital outlay	-	-	-	-
Total expenditures	\$ 25,801	\$ 100,000	\$ 50,000	\$ 666,799
Fees	151,200	200,100	200,100	605,826
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ 151,200	\$ 200,100	\$ 200,100	\$ 605,826
Net amount supported by property taxes	\$ (125,399)	\$ (100,100)	\$ (150,100)	\$ 60,973

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ In anticipation of recommendations stemming from a preventative maintenance study of City facilities, starting in FY13, the City established a Building Maintenance internal service fund. Initial contributions to the fund were assigned to each department based on the number of buildings they had, since costs for repairs were not yet known. Going forward, contributions from each department are based on square footage of each building, as well as the complexity of the structure (ie: staffed facility versus open air shelters). These expenses are reflected in each department’s line 81.
- ❖ In FY14, the PM study has been completed and identified the areas that need to be addressed and ranked the repairs according to severity. Based on the study, each of the next 5 years reflects needs of \$400,000-500,000.
- ❖ In order to implement the PM study items, in the recommended FY14-15 budget, a Facilities Supervisor position will be created to coordinate the work with external contractors, or whenever possible, utilizing existing Grounds Maintenance & Parks department staff. This new position will be the only person paid out of the internal service fund at this time.
- ❖ In addition to the PM plan repairs, each department’s building maintenance expense items (previously charged to line 40 in each budget) will be reallocated to this new internal service fund so that all City contracts for building-related repairs can be coordinated and paid together. Specific contracts per department are still shown in the notes section of this department.

FUTURE BUDGET CONSIDERATIONS:

- ❖ As this department develops and refines its operations and staffing needs are determined, some reallocation of staff may be required from the Parks and Grounds Maintenance budgets into the Building Maintenance Department.

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

832 BUILDING MAINTENANCE FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ 56,910	\$ 56,910	\$ 59,293
02	Overtime	-	-	-	500	500	500
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	4,332	4,332	4,536
07	Retirement - IPERS	-	-	-	5,057	5,057	5,651
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ 66,799	\$ 66,799	\$ 69,980

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.	25,801	100,000	50,000	600,000	500,000	650,000
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 25,801	\$ 100,000	\$ 50,000	\$ 600,000	\$ 500,000	\$ 650,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

BUILDING MAINTENANCE FUND		\$ 25,801	\$ 100,000	\$ 50,000	\$ 666,799	\$ 566,799	\$ 719,980
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FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Activity Notes

Object	Description	Amount
01	Facilities Maintenance Supervisor	\$ 46,122
06	FICA	\$ 3,511
07	IPERS	\$ 4,098
13	Deferred compensation City match	\$ 459
40	Building maintenance – for all City locations as broken out below:	
Police	Police - Building maintenance fund contribution – general repairs	\$ 38,201
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract – FBG Serv. Corp.	\$ 19,200
	Tile floor – waxing 2x year	\$ 1,200
	Mat & rug service	\$ 1,080
	Pest control	\$ 700
	Window cleaning	\$ 380
	Carpet cleaning (w/\$40 upholstery alternate)	\$ 848
	Generator service & maintenance agreement	\$ 3,906
Fire	Fire - Building maintenance fund contribution – general repairs	\$ 43,383
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building cleaning contract	\$ 1,600
	Generator service contract	\$ 625
	Sprinkler inspection contract	\$ 175
	Pest control service contract	\$ 400
Road Use	Road Use - Building Maintenance Fund contribution – general repairs	\$ 50,784
PW Admin	PW Admin - Building Maintenance Fund contribution – general repairs	\$ 12,702
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Facility maintenance contracts (mat service, pest control, sprinkler inspection)	\$ 1,200
	Custodial services contract (administrative offices and public works facility)	\$ 6,600
	Electrical maintenance contract	\$ 6,000
Library	Library - Building maintenance fund contribution – general repairs	\$ 94,775
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Electrical maintenance	\$ 11,000
	Heating/cooling service contract	\$ 35,070
	Carpet and upholstery cleaning	\$ 1,000
	Window cleaning	\$ 535
	Pest control	\$ 1,500
	Chimney cleaning and inspection	\$ 275
	Lift inspection	\$ 370
	Boiler inspection	\$ 80

FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Object	Description	Amount
	Fire alarm panel inspection	\$ 1,400
	Fire alarm monitoring	\$ 600
	Roof/gutter inspection	\$ 1,500
	Sprinkler inspection	\$ 190
Parks	Parks - Building maintenance fund contribution– general repairs	\$ 38,058
	Building maintenance fund contribution – service contracts (former line 40 items):	
	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	\$ 3,350
	Pest control contract	\$ 1,100
	Mat cleaning service – park facilities	\$ 1,950
	Carpet cleaning (Lions, Parks and Rec. office)	\$ 600
	Giovannetti Community Shelter – custodial contract	\$ 8,000
	Giovannetti Community Shelter – pest control	\$ 500
	Giovannetti Community Shelter – mat cleaning service (\$500) , window cleaning service (\$900)	\$ 1,400
	Giovannetti Community Shelter – fire alarm and suppression system maintenance	\$ 675
	Giovannetti Community Shelter – grease trap cleaning	\$ 250
	Lions Shelter – custodial contract	\$ 5,000
	Lions Shelter – pest control	\$ 500
	Lions Shelter – mat cleaning service	\$ 500
	Lions Shelter – carpet cleaning	\$ 480
Rec	Wellness Center - Building maintenance fund contribution – general repairs	\$ 4,377
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Wellness Center – custodial cleaning contract	\$ 2,400
	Wellness Center – mat service, carpet cleaning	\$ 475
	Wellness Center – security service	\$ 450
	Wellness Center - pest control	\$ 200
Sr. Ctr	Senior Center - Building maintenance fund contribution – general repairs	\$ 19,298
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Cleaning contract: daily cleaning, carpet & upholstery, window cleaning	\$ 8,600
	Bi-annual kitchen cleaning, annual strip & re-wax of craft room floor	\$ 700
	Mat service	\$ 840
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500
Pool	Pool - Building maintenance fund contribution – general repairs	\$ 100,000
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Pest control	\$ 480

FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Object	Description	Amount
	Mat service	\$ 600
	Window cleaning	\$ 550
	Monthly GFI checks and electrical walk through	\$ 3,500
	Security system monitoring	\$ 420
	Preventative maintenance of pool storage tank, air compressor, boiler system, septic system	\$ 1,500
CD	Comm. Dev - Building maintenance fund contribution – general repairs	\$ 8,702
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract	\$ 3,950
	Carpet & upholstery cleaning	\$ 716
	Window cleaning	\$ 195
City Hall	City Hall - Building maintenance fund contribution – general repairs	\$ 21,476
	Building maintenance fund contribution – service contracts (former line 40 items):	
	City Hall – custodial cleaning service	\$ 5,965
	Carpet & upholstery cleaning (1 x year)	\$ 1,685
	Window cleaning (outside & inside) (1 x year)	\$ 450
	Electrical maintenance contract	\$ 480
	Mat service	\$ 420
	Mechanical/HVAC maintenance agreement	\$ 2,270
	Pesticide service	\$ 670
	Alarm service	\$ 160



COMMUNITY & ECON. DEV.	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 713,147	\$ 752,180	\$ 849,562	\$ 971,928	\$ 219,748	\$ 1,012,635
02	Overtime	6,249	6,300	13,300	13,350	7,050	16,400
03	Part-time	2,019	-	3,588	3,000	3,000	478,500
04	Witness fees	-	-	-	-	-	-
06	FICA	53,863	57,255	65,432	74,580	17,325	78,430
07	Retirement - IPERS	62,396	66,836	76,638	86,629	19,793	96,790
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	98,948	97,059	97,059	98,912	1,853	103,704
11	Allowance	6,727	5,800	11,900	12,610	6,810	12,610
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	2,247	3,742	8,157	12,578	8,836	13,200
Sub-Total		\$ 945,596	\$ 989,172	\$ 1,125,636	\$ 1,273,587	\$ 284,415	\$ 1,812,269

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4	\$ -	\$ 8,200	\$ 10,225	\$ 10,225	\$ 4,750
22	Recruitment	378	1,500	200	400	(1,100)	200
23	Professional services	8,433	9,200	13,716	16,975	7,775	18,500
24	Contributions to other agencies	190,748	222,959	94,959	490,179	267,220	100,000
27	Data processing	26,753	130,228	131,534	47,625	(82,603)	49,650
28	Dues and memberships	3,317	4,800	6,300	7,725	2,925	8,025
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,645	5,350	6,350	6,760	1,410	7,030
40	Building and grounds maint.	7,512	8,100	8,100	-	(8,100)	-
41	Vehicle and equipment maint.	155	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	7,758	15,000	23,800	32,060	17,060	32,480
48	Utility service	12,170	14,325	14,325	17,250	2,925	17,750
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	313	600	400	400	(200)	425
54	Minor equipment	-	-	1,750	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	177	2,000	2,000	2,000	-	2,000
57	Vehicle operation supplies	4,771	6,500	6,500	6,500	-	7,000
58	Office supplies	4,038	4,700	4,650	5,345	645	4,800
59	Operating supplies	457	9,000	7,450	11,450	2,450	11,300
60	Safety and medical supplies	575	700	713	1,000	300	750
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 273,204	\$ 434,962	\$ 330,947	\$ 655,894	\$ 220,932	\$ 264,660

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 7,750	\$ 7,750	\$ -	\$ (7,750)	\$ -
72	Furniture and fixtures	-	10,600	10,600	21,000	10,400	15,000
73	Equipment replacement fund	15,243	15,250	15,250	13,250	(2,000)	13,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	1,768,587	1,203,000	1,296,499	1,164,000	(39,000)	600,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	5,400	3,850	3,850	13,563	9,713	14,000
97	Transfers out	3,444,417	3,370,776	3,373,992	3,187,069	(183,707)	2,970,100
Sub-total		\$ 5,233,647	\$ 4,611,226	\$ 4,707,941	\$ 4,398,882	\$ (212,344)	\$ 3,612,350

OPERATING BUDGET SUB-TOTAL

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

COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 6,452,447	\$ 6,035,360	\$ 6,164,524	\$ 6,328,363	\$ 293,003	\$ 5,689,279
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FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

OVERVIEW: This activity includes the operating and programming associated with the Department of Economic Development. The Department is focused on designing and implementing strategies for tax base expansion and increased employment opportunities in Urbandale.

ECONOMIC DEVELOPMENT

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	27,876	-	129,124	241,842
Contractual & supply service	127,162	160,300	54,679	63,765
Capital outlay	-	-	-	-
Total expenditures	\$ 155,038	\$ 160,300	\$ 183,803	\$ 305,607
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,544	10,756	10,018	19,516
Total revenue	\$ 9,544	\$ 10,756	\$ 10,018	\$ 19,516
Net amount supported by property taxes	\$ 145,494	\$ 149,544	\$ 173,785	\$ 286,091

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ The Department of Economic Development was formed in April 2013. This budget had previously been a pass-through for economic development activities carried out by other organizations. Thus, the revised FY13-14 and FY 14-15 budget reflects a reallocation of prior expenses plus incorporating expenses for activities associated with establishing a reliable municipal economic development department for a growing city in an economically-strong metropolitan area.
- ↑ An increase of \$241,800 in personnel costs reflects the existing Director, plus the addition of an Economic Development specialist. This position will assist the Director in executing the ED Plan developed by the ED Advisory Board. The Specialist position will provide consistent support to ensure that the foundational activities of the department (site/building database, website updates, project responses, database management, etc.) are consistent and high quality.
- ↑ The remaining net increases reflect the reallocation of expenses to provide funding for increasing the profile of Urbandale through various means: hosting, sponsoring and consistently attending business and development events; advertising; attendance at trade shows; and recruitment trips to US metro markets in cooperation with partners. The budget includes funding for broker, developer, stakeholder and partner meetings, as well as one-time costs associated with the onboarding of an Economic Development Specialist and the Director's training through the International Economic Development Council.

FUTURE BUDGET CONSIDERATIONS: This budget includes:

- ❖ It is expected that broker, developer, stakeholder and partner meetings will moderate in cost in the future as relationships are established and the start-up work of the Department's inaugural year comes to a close.
- ❖ The Marketing Plan will change year-to-year. Expenses associated with the potential hosting of a FY14-15 development event may not be duplicated in the next fiscal year.

COMMUNITY & ECON. DEV.	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

520 ECONOMIC DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 21,043	\$ -	\$ 100,398	\$ 183,335	\$ 183,335	\$ 191,014
02	Overtime	-	-	-	-	-	-
03	Part-time	640	-	3,588	3,000	3,000	3,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,719	-	8,300	14,552	14,552	15,209
07	Retirement - IPERS	2,513	-	8,700	16,558	16,558	18,490
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	734	-	-	15,217	15,217	14,815
11	Allowance	1,227	-	4,850	5,210	5,210	5,210
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	3,288	3,970	3,970	4,187
Sub-Total		\$ 27,876	\$ -	\$ 129,124	\$ 241,842	\$ 241,842	\$ 252,425

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 4	\$ -	\$ 8,200	\$ 10,225	\$ 10,225	\$ 4,750
22	Recruitment	186	-	200	400	400	200
23	Professional services	-	-	4,416	3,675	3,675	5,200
24	Contributions to other agencies	126,000	158,000	30,000	25,000	(133,000)	30,000
27	Data processing	32	300	1,600	4,725	4,425	750
28	Dues and memberships	85	-	1,500	2,325	2,325	2,325
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	650	560	560	530
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	374	-	7,000	11,760	11,760	11,880
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	395	-	150	645	645	100
59	Operating supplies	86	2,000	950	4,450	2,450	4,300
60	Safety and medical supplies	-	-	13	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 127,162	\$ 160,300	\$ 54,679	\$ 63,765	\$ (96,535)	\$ 60,035

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL \$ 155,038 \$ 160,300 \$ 183,803 \$ 305,607 \$ 145,307 \$ 312,460

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

ECONOMIC DEVELOPMENT \$ 155,038 \$ 160,300 \$ 183,803 \$ 305,607 \$ 145,307 \$ 312,460

FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

Object	Description	Amount
01	Department Director, ED Specialist	\$ 183,335
03	Intern	\$ 3,000
06	FICA	\$ 14,552
07	IPERS	\$ 16,558
09	Group insurance	\$ 15,217
11	Vehicle & phone allowance, spot awards	\$ 5,210
13	Deferred compensation City match	\$ 3,970
21	Sponsorships and promotional forums	\$ 8,250
	Iowa Commercial Real Estate Expo marketing	\$ 1,000
	Print advertising	\$ 500
	Miscellaneous	\$ 475
22	Recruitment expenses (2)	\$ 400
23	Professional photography	\$ 500
	Economic development project consulting	\$ 2,000
	Graphic design, marketing, public relations services	\$ 1,000
	Miscellaneous services	\$ 175
24	Greater Des Moines Partnership – Choose Des Moines campaign	\$ 25,000
27	Website modifications	\$ 250
	Hardware and miscellaneous supplies	\$ 475
	Technology onboarding for Economic Development Specialist	\$ 3,500
	Mobile technology device and annual subscription	\$ 500
28	Iowa Commercial Real Estate Association (2)	\$ 200
	International and Iowa City/County Management Association (1)	\$ 700
	Urbandale Chamber of Commerce Young Professionals (1)	\$ 25
	International and State Economic Development Professional Associations (2)	\$ 1,400
35	Postage and shipping	\$ 30
	Printing, maps, document binding	\$ 530
46	Regional and national economic development conferences and training events	\$ 3,310
	Greater Des Moines DC-DM United Washington, DC trip	\$ 2,550
	Training for Economic Development Specialist	\$ 2,000
	Other web seminars/presentations/meetings	\$ 300
46.1	Tuition reimbursement program	\$ 3,600
58	Office supplies	\$ 645
59	Broker/developer/stakeholder/partner meetings	\$ 700
	Business headquarters, trade shows, market visits	\$ 3,550
	Miscellaneous consumables	\$ 200



FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

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

CODE ENFORCEMENT

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	447,774	466,935	481,464	492,394
Contractual & supply service	31,390	52,089	52,545	71,250
Capital outlay	15,243	32,000	32,000	28,250
Total expenditures	\$ 494,407	\$ 551,024	\$ 566,009	\$ 591,894
Fees	395,608	386,925	510,699	472,180
Grants	-	-	-	-
Other	30,434	36,972	30,849	37,798
Total revenue	\$ 426,042	\$ 423,897	\$ 541,548	\$ 509,978
Net amount supported by property taxes	\$ 68,365	\$ 127,127	\$ 24,461	\$ 81,916

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$25,500, which reflects normal salary and benefit increases for existing staff and includes overtime increases for anticipated inspection workload for new construction.
- ↑ An increase of \$10,200 in data processing reflects an increase in Logos software maintenance costs and the purchase of six iPads for field inspection data entry.
- ↓ A decrease of \$7,750 in equipment reflects the prior year replacement of the existing wide-format scanner.
- ↑ An increase of \$6,000 in furniture reflects the purchase of additional cubicle partitions to complete staff work areas.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased workload for new construction inspections will necessitate the restoration of private contracts for housing code inspections. Costs for 3rd-party structural plan reviews will increase with additional nonresidential construction, but is a direct pass-through cost that is recouped through permit fees.

COMMUNITY & ECON. DEV.	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

530 CODE ENFORCEMENT

PERSONAL SERVICES

01	Salaries	\$ 331,607	\$ 347,574	\$ 351,468	\$ 368,415	\$ 20,841	\$ 383,845
02	Overtime	5,208	5,000	12,000	12,000	7,000	15,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	25,051	26,457	\$ 27,142	28,044	1,587	\$ 29,364
07	Retirement - IPERS	28,909	30,884	32,351	32,736	1,852	36,580
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	53,571	52,941	52,941	45,652	(7,289)	51,852
11	Allowance	1,925	2,350	\$ 2,350	2,175	(175)	2,175
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,503	1,729	3,212	3,372	1,643	3,530
Sub-Total		\$ 447,774	\$ 466,935	\$ 481,464	\$ 492,394	\$ 25,459	\$ 522,346

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	1,500	-	-	(1,500)	-
23	Professional services	8,248	9,000	9,000	13,000	4,000	13,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	9,288	11,514	11,520	21,700	10,186	21,700
28	Dues and memberships	1,808	1,500	1,500	1,600	100	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	1,274	1,000	1,200	1,400	400	1,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,207	9,000	9,000	11,800	2,800	12,000
48	Utility service	2,097	2,575	2,575	5,500	2,925	6,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	1,750	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	177	2,000	2,000	2,000	-	2,000
57	Vehicle operation supplies	4,771	6,500	6,500	6,500	-	7,000
58	Office supplies	-	500	500	500	-	500
59	Operating supplies	62	6,500	6,500	6,500	-	6,500
60	Safety and medical supplies	458	500	500	750	250	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 31,390	\$ 52,089	\$ 52,545	\$ 71,250	\$ 19,161	\$ 72,400

CAPITAL OUTLAY

71	Equipment	\$ -	\$ 7,750	\$ 7,750	\$ -	\$ (7,750)	\$ -
72	Furniture and fixtures	-	9,000	9,000	15,000	6,000	9,000
73	Equipment replacement fund	15,243	15,250	15,250	13,250	(2,000)	13,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 15,243	\$ 32,000	\$ 32,000	\$ 28,250	\$ (3,750)	\$ 22,250

OPERATING BUDGET SUB-TOTAL

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

CODE ENFORCEMENT		\$ 494,407	\$ 551,024	\$ 566,009	\$ 591,894	\$ 40,870	\$ 616,996
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FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Activity Notes

Object	Description	Amount
01	Building Official, Associate Building Official, Building Inspectors (3), ½ Building/Property Maintenance Inspector (other ½ in Community Development)	\$ 368,415
02	Overtime	\$ 12,000
06	FICA	\$ 28,044
07	IPERS	\$ 32,736
09	Group insurance	\$ 45,652
11	Clothing allowance (4), spot awards	\$ 2,410
13	Deferred compensation City match	\$ 3,372
22	Recruitment expenses	\$ 50
23	Structural plan reviews	\$ 8,000
	Contracted services for code violation remedy (mowing, snow removal, etc.)	\$ 4,000
	Records retention & maintenance	\$ 1,000
27	Software upgrades	\$ 1,000
	Annual maintenance for Logos.net software (other ½ in Comm. Dev.)	\$ 9,600
	Maintenance plan for wide-bed scanner & printer consumables	\$ 5,500
	iPads with cases (6)	\$ 4,200
	RxView license	\$ 1,400
28	International Code Conference	\$ 425
	National Fire Protection Association	\$ 175
	Iowa Association of Building Officials	\$ 200
	Iowa ACE (Housing Officials)	\$ 120
	Subscriptions	\$ 350
	International Association of Electrical Inspectors	\$ 330
35	Form printing	\$ 1,400
46	International Code Conference (ICC) annual business meeting	\$ 1,800
	ICC code development meeting	\$ 1,800
	Inspector training @ WS, MN, IA, etc.	\$ 2,800
	IA Association of Building Officials seminars	\$ 1,000
	International Association of Electrical Inspectors seminars	\$ 700
	IA ACE (housing code) seminars	\$ 300
	International Code Campus	\$ 500
	Customer service training	\$ 400
	Mileage reimbursement	\$ 500
	New World webinars	\$ 2,000
48	Cell phone service (5)	\$ 5,500
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

Object	Description	Amount
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	\$ 750
72	Cubicle additions for staff work areas	\$ 15,000
73	Equipment Replacement Fund contribution	\$ 13,250

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	469,946	522,237	515,048	539,351
Contractual & supply service	114,652	222,573	223,723	520,879
Capital outlay	5,400	5,450	5,450	19,563
Total expenditures	\$ 589,998	\$ 750,260	\$ 744,221	\$ 1,079,793
Fees	423,830	392,925	516,544	487,530
Grants	-	-	-	-
Other	36,318	50,341	40,563	68,955
Total revenue	\$ 460,148	\$ 443,266	\$ 557,107	\$ 556,485
<i>Net amount supported by property taxes</i>	\$ 129,850	\$ 306,994	\$ 187,114	\$ 523,308

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$17,100 due to normal increases for existing staff.
- ↑ An increase of \$400,200 in contribution to other agencies, reflecting initial payment to the U.S. Census Bureau for a special census in the summer of 2015.
- ↓ A decrease of \$97,200 in technology reflects the addition of a new ARC GIS software system that was in the prior year budget.
- ↓ A decrease of \$8,100 in building and grounds maintenance, due to the creation of a Building Maintenance fund. These items are now represented in line item 81.
- ↑ An increase of \$4,400 in furniture and fixtures for additional cubicle furnishings.
- ↑ An increase of \$9,700 in building maintenance fund contributions reflect the reallocation of contributions based on square footage.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Remaining cost (\$475,000 estimated) for Special Census to be paid to part-time enumerators will be paid throughout the summer of 2015.
- ❖ Population-based assessment for MPO membership will increase due to higher population enumerated in Special Census.
- ❖ Higher population will result in increased revenues from population-based sources, primarily road-use funds.

COMMUNITY & ECON. DEV.	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
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540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 360,497	\$ 404,606	\$ 397,696	\$ 420,178	\$ 15,572	\$ 437,776
02	Overtime	1,041	1,300	1,300	1,350	50	1,400
03	Part-time	1,379	-	-	-	-	475,000
04	Witness fees	-	-	-	-	-	-
06	FICA	27,093	30,798	29,990	31,984	1,186	33,857
07	Retirement - IPERS	30,974	35,952	35,587	37,335	1,383	41,720
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	44,643	44,118	44,118	38,043	(6,075)	37,037
11	Allowance	3,575	3,450	4,700	5,225	1,775	5,225
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	744	2,013	1,657	5,236	3,223	5,483
Sub-Total		\$ 469,946	\$ 522,237	\$ 515,048	\$ 539,351	\$ 17,114	\$ 1,037,498

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	192	-	-	-	-	-
23	Professional services	185	200	300	300	100	300
24	Contributions to other agencies	64,748	64,959	64,959	465,179	400,220	70,000
27	Data processing	17,433	118,414	118,414	21,200	(97,214)	27,200
28	Dues and memberships	1,424	3,300	3,300	3,800	500	4,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	4,371	4,350	4,500	4,800	450	5,000
40	Building and grounds maint.	7,512	8,100	8,100	-	(8,100)	-
41	Vehicle and equipment maint.	155	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,177	6,000	7,800	8,500	2,500	8,600
48	Utility service	10,073	11,750	11,750	11,750	-	11,750
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	313	600	400	400	(200)	425
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,643	4,200	4,000	4,200	-	4,200
59	Operating supplies	309	500	-	500	-	500
60	Safety and medical supplies	117	200	200	250	50	250
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 114,652	\$ 222,573	\$ 223,723	\$ 520,879	\$ 298,306	\$ 132,225

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	1,600	1,600	6,000	4,400	6,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	5,400	3,850	3,850	13,563	9,713	14,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 5,400	\$ 5,450	\$ 5,450	\$ 19,563	\$ 14,113	\$ 20,000

OPERATING BUDGET SUB-TOTAL

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

COMMUNITY DEVELOPMENT	\$ 589,998	\$ 750,260	\$ 744,221	\$ 1,079,793	\$ 329,533	\$ 1,189,723
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FUNCTION: Community and Economic Development
ACTIVITY: Community Development

Activity Notes

Object	Description	Amount
01	Director, Development Manager/Chief Planner, Associate Planner, Assistant Planner, ½ Building/Property Maintenance Inspector (other ½ in Code Enforcement), Department Secretary	\$ 420,178
02	Overtime	\$ 1,350
06	FICA	\$ 31,984
07	IPERS	\$ 37,335
09	Group insurance	\$ 38,043
11	Vehicle allowance/clothing allowance	\$ 5,075
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 5,236
23	Records retention off-site storage	\$ 300
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 39,463
	Metro Home Improvement Program	\$ 25,716
	2015 Special census (initial installment, remainder in FY15-16)	\$ 400,000
27	Replacement computers (2)	\$ 2,800
	Logos.net software annual maintenance (other ½ in Code Enforcement)	\$ 9,600
	HP wide-bed scanner/printer annual maintenance (other ½ in Code Enforcement)	\$ 1,000
	Additional ArcGIS license (1)	\$ 3,000
	ArcGIS annual license maintenance (4)	\$ 4,800
28	American Planning Association and Urban Land Institute memberships; library resource materials	\$ 3,800
35	Copy machine maintenance (other ½ in Public Works Admin.)	\$ 1,150
	Plan copier maintenance (other ½ in Public Works Admin.)	\$ 650
	Miscellaneous printing/copying, postage	\$ 3,000
46	American Planning Association national conference – Seattle, WA (1)	\$ 3,300
	Staff CUE's, & local and regional planning workshops or seminars	\$ 4,850
	Mileage reimbursement	\$ 350
48	Electric, gas, telephone, data, water	\$ 11,750
51	Janitorial supplies	\$ 400
58	Paper, office & printer supplies	\$ 4,200
59	Operating supplies	\$ 500
60	Safety and first-aid supplies, MVR checks	\$ 250
72	Cubicle furnishings for Chief Planner/Development Manager workspace	\$ 6,000
81	Building maintenance fund contribution – general repairs	\$ 8,702
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract	\$ 3,950
	Carpet & upholstery cleaning	\$ 716
	Window cleaning	\$ 195



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

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

TAX INCREMENT FINANCING FUND

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	5,213,004	4,573,776	4,670,491	4,351,069
Total expenditures	\$ 5,213,004	\$ 4,573,776	\$ 4,670,491	\$ 4,351,069
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,005,942	6,592,652	6,592,652	6,562,876
Total revenue	\$ 7,005,942	\$ 6,592,652	\$ 6,592,652	\$ 6,562,876
Net amount (added to) used by fund balance	\$ (1,792,938)	\$ (2,018,876)	\$ (1,922,161)	\$ (2,211,807)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$39,000 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.
- ↓ A decrease of \$183,700 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 FY2014-15. 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. Thus starting in FY2012-13, in order to pursue construction needs in the districts, the full 50% of available TIF increment revenue has been claimed so that funds can be accumulated for service existing debt.
- ❖ With the expiration of NW Market Center TIF District, a new TIF district will need to be established to encompass the developable commercial land area.

COMMUNITY & ECON. DEV.	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	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	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

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

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development- TIF ret	1,768,587	1,203,000	1,296,499	1,164,000	(39,000)	600,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out to Debt Service	3,444,417	3,370,776	3,373,992	3,187,069	(183,707)	2,970,100
Sub-total		\$ 5,213,004	\$ 4,573,776	\$ 4,670,491	\$ 4,351,069	\$ (222,707)	\$ 3,570,100

OPERATING BUDGET SUB-TOTAL

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

TAX INCREMENT FINANCING FUND	\$ 5,213,004	\$ 4,573,776	\$ 4,670,491	\$ 4,351,069	\$ (222,707)	\$ 3,570,100
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FUNCTION: Community and Economic Development
ACTIVITY: Tax Increment Financing (TIF)

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) rebates	\$ 1,164,000
97	Transfers out to Debt Service Fund to cover debt service payments for TIF district – NW Market	\$ 2,866,858
	Transfers out to Debt Service Fund to cover debt service payments for TIF district – Fawn Creek	\$ 320,211



GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

600 GENERAL GOVERNMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 882,397	\$ 995,039	\$ 996,542	\$ 1,101,842	\$ 106,803	\$ 1,145,537
02	Overtime	3,511	2,100	1,000	1,100	(1,000)	1,100
03	Part-time	59,917	86,819	88,571	99,950	13,131	102,900
04	Witness fees	-	-	-	-	-	-
06	FICA	67,454	77,888	76,335	88,897	11,009	92,946
07	Retirement - IPERS	90,118	95,275	95,868	105,952	10,677	118,070
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	80,358	88,236	105,883	91,304	3,068	88,888
11	Allowance	21,260	27,440	33,440	34,290	6,850	34,290
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	3,344	4,950	23,907	28,123	23,173	28,969
Sub-Total		\$ 1,208,359	\$ 1,377,747	\$ 1,421,546	\$ 1,551,458	\$ 173,711	\$ 1,612,700

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 18,936	\$ 16,000	\$ 17,000	\$ 16,000	\$ -	\$ 16,000
22	Recruitment	2,858	200	90	500	300	-
23	Professional services	186,327	237,980	208,888	254,640	16,660	265,225
24	Contributions to other agencies	72,450	85,300	79,300	76,550	(8,750)	105,000
27	Data processing	168,001	233,384	237,775	297,552	64,168	260,850
28	Dues and memberships	21,566	20,605	20,405	22,090	1,485	22,600
29	Insurance	475,000	606,300	606,300	405,331	(200,969)	415,000
32	Uniforms and laundry	-	540	410	420	(120)	450
35	Printing and copying	8,784	9,720	8,450	9,200	(520)	9,200
40	Building and grounds maint.	27,567	12,495	12,500	-	(12,495)	-
41	Vehicle and equipment maint.	-	100	145	150	50	150
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	26,255	46,485	35,850	56,855	10,370	52,715
48	Utility service	22,804	24,680	24,685	27,120	2,440	28,120
49	Petty cash	98	200	100	100	(100)	100
51	Maintenance supplies	683	800	800	840	40	850
54	Minor equipment	1,679	2,300	2,000	2,800	500	2,250
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,052	6,700	6,850	6,800	100	6,800
59	Operating supplies	2,178	4,695	6,454	9,800	5,105	9,800
60	Safety and medical supplies	109	175	126	218	43	220
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,040,347	\$ 1,308,659	\$ 1,268,128	\$ 1,186,966	\$ (121,693)	\$ 1,195,330

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,138	2,100	2,310	-	(2,100)	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	7,500	7,500	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	7,700	7,700	33,576	25,876	34,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 11,938	\$ 9,800	\$ 10,010	\$ 41,076	\$ 31,276	\$ 34,000

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	452,430	467,920	469,120	473,075	5,155	471,255
95	Contingency	-	25,000	-	25,000	-	25,000

GENERAL GOVERNMENT SUMMARY

		\$ 2,713,074	\$ 3,189,126	\$ 3,168,804	\$ 3,277,575	\$ 88,449	\$ 3,338,285
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OVERVIEW: This activity sets the strategic direction for the City and provides extensive public information services.

MAYOR and COUNCIL

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	31,149	34,526	34,779	35,079
Contractual & supply service	96,883	130,005	125,350	102,150
Capital outlay	-	-	-	-
Total expenditures	\$ 128,032	\$ 164,531	\$ 160,129	\$ 137,229
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,881	11,040	8,728	8,763
Total revenue	\$ 7,881	\$ 11,040	\$ 8,728	\$ 8,763
Net amount supported by property taxes	\$ 120,151	\$ 153,491	\$ 151,401	\$ 128,466

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$20,500 in professional services, which reflects the off-year biennial City Council Strategic Plan and completing the biennial National Citizen Survey, both completed in prior fiscal year.
- ↓ A decrease of \$11,000 in data processing, which reflects replacement of 11 computers in council chambers and offices completed in last fiscal year.
- ↑ An increase of \$2,750 in training and development which reflects one more attendee for the Greater Des Moines Partnership Legislative trip to Washington, D.C.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Urbandale's centennial celebration in 2017 is quickly approaching, and will likely have operational costs that will need to be funded. A committee is being formed by UCAN to get the process coordinated.

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	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	1,002	940	1,193	1,193	253	1,193
07	Retirement - IPERS	1,647	1,786	1,786	1,786	-	1,906
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	3,300	3,300	3,600	300	3,600
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ 31,149	\$ 34,526	\$ 34,779	\$ 35,079	\$ 553	\$ 35,199

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	20,500	16,500	-	(20,500)	21,000
24	Contributions to other agencies	72,450	74,300	74,300	76,550	2,250	105,000
27	Data processing	-	11,000	11,000	-	(11,000)	-
28	Dues and memberships	13,299	13,280	13,280	11,670	(1,610)	12,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	180	180	180	-	180
35	Printing and copying	1,000	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,724	10,000	9,550	12,750	2,750	13,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	25	-	-	-	-	-
59	Operating supplies	1,385	745	540	1,000	255	1,000
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 96,883	\$ 130,005	\$ 125,350	\$ 102,150	\$ (27,855)	\$ 152,180

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

MAYOR and COUNCIL	\$ 128,032	\$ 164,531	\$ 160,129	\$ 137,229	\$ (27,302)	\$ 187,379
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

Activity Notes

Object	Description	Amount
03	Mayor	\$ 7,000
	City Council	\$ 20,000
	Treasurer	\$ 1,500
06	FICA	\$ 1,193
07	IPERS	\$ 1,786
11	Car allowance – Mayor	\$ 3,600
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	\$ 600
	American Legion Post 663	\$ 500
	Central Iowa Shelter contribution (2 nd of 5 year commitment)	\$ 8,000
	Capital Crossroads committee	\$ 1,200
	Discretionary sponsorships/contribution	\$ 1,000
28	Iowa League of Cities	\$ 8,500
	MIALG membership	\$ 620
	Urbandale Chamber of Commerce (includes membership to Greater Des Moines Partnership)	\$ 2,500
	Miscellaneous subscriptions	\$ 50
32	City logo shirts	\$ 180
46	Miscellaneous conventions and meetings	\$ 500
	Greater Des Moines Partnership Legislative trip - Washington DC (4)	\$ 9,200
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,250
	Council Lunch and Learn sessions	\$ 1,800
59	Service awards and plaques (staff retirements, citizen recognition, etc.)	\$ 1,000



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

CITY MANAGER

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	440,856	451,733	467,218	479,600
Contractual & supply service	13,842	16,210	13,742	24,748
Capital outlay	1,138	-	-	-
Total expenditures	\$ 455,836	\$ 467,943	\$ 480,960	\$ 504,348
Fees	-	-	-	-
Grants	-	-	-	-
Other	28,060	31,398	26,214	32,207
Total revenue	\$ 28,060	\$ 31,398	\$ 26,214	\$ 32,207
Net amount supported by property taxes	\$ 427,776	\$ 436,545	\$ 454,746	\$ 472,141

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$27,900, which reflects normal salary and benefit cost increases for existing staff.
- ↑ An increase of \$2,600 in dues and memberships reflects new membership to Alliance for Innovation.
- ↑ An increase of \$5,600 in training and development reflects two additional registrations to the International City/County Management Association annual conference.
- ↑ An increase of \$2,200 in operating supplies reflects support costs for the Reuse-A-Shoe campaign.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 340,433	\$ 356,300	\$ 361,207	\$ 369,324	\$ 13,024	\$ 382,339
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	23,260	23,980	22,395	25,750	1,770	26,652
07	Retirement - IPERS	38,549	31,659	31,443	32,817	1,158	36,437
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	26,786	26,471	26,471	22,826	(3,645)	22,222
11	Allowance	11,450	11,550	14,300	14,550	3,000	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	378	1,773	11,402	14,333	12,560	14,529
Sub-Total		\$ 440,856	\$ 451,733	\$ 467,218	\$ 479,600	\$ 27,867	\$ 496,729

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	135	75	150	180	105	125
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	6,221	5,420	4,325	3,450	(1,970)	3,500
28	Dues and memberships	4,706	4,760	4,760	7,345	2,585	7,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	90	-	-	(90)	-
35	Printing and copying	334	500	350	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,058	3,965	1,200	9,595	5,630	8,565
48	Utility service	1,042	1,200	1,620	1,440	240	1,440
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	169	200	-	-	(200)	-
59	Operating supplies	177	-	1,299	2,200	2,200	2,200
60	Safety and medical supplies	-	-	38	38	38	40
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 13,842	\$ 16,210	\$ 13,742	\$ 24,748	\$ 8,538	\$ 23,870

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	1,138	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 1,138	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

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

CITY MANAGER	\$ 455,836	\$ 467,943	\$ 480,960	\$ 504,348	\$ 36,405	\$ 520,599
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FUNCTION: General Government
ACTIVITY: City Manager

Activity Notes

Object	Description	Amount
01	City Manager, Assistant City Manager, Assistant to the City Manager	\$ 369,324
06	FICA	\$ 25,750
07	Retirement	\$ 32,817
09	Group insurance	\$ 22,826
11	Vehicle allowances	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 14,333
23	Records retention, storage and destruction	\$ 180
27	Website hosting	\$ 1,000
	Software and network support	\$ 250
	Site-Check software	\$ 2,200
28	ICMA	\$ 2,925
	IaCMA	\$ 900
	Rotary Club dues	\$ 900
	Business Record subscription	\$ 70
	Alliance for Innovation	\$ 2,500
	Miscellaneous publications	\$ 50
35	Capital Improvement Program document printing	\$ 500
46	Iowa City and County Management Association meetings (1)	\$ 500
	International City/County Management Association conference - NC (3)	\$ 6,795
	Greater Des Moines Partnership legislative trip – Washington, DC (1)	\$ 2,300
48	Cell phone and tablet service (1)	\$ 1,440
59	Operating supplies	\$ 200
	Re-Use-A-Shoe campaign	\$ 2,000
60	MVR annual fees	\$ 38



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

FINANCE and RECORDS

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	407,679	453,965	456,565	489,563
Contractual & supply service	129,302	148,665	147,648	158,025
Capital outlay	-	-	-	-
Total expenditures	\$ 536,981	\$ 602,630	\$ 604,213	\$ 647,588
Fees	35,314	43,600	43,600	38,600
Grants	-	-	-	-
Other	33,055	40,435	32,932	41,355
Total revenue	\$ 68,369	\$ 84,035	\$ 76,532	\$ 79,955
Net amount supported by property taxes	\$ 468,612	\$ 518,595	\$ 527,681	\$ 567,633

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$35,600, which reflects normal salary and benefit costs for existing staff.
- ↑ An increase of \$3,100 in professional services is for the increase in the annual audit.
- ↓ A decrease of \$11,000 in contributions to other agencies reflects the Mayoral and Council elections during last fiscal year.
- ↑ An increase of \$17,600 in data processing reflects the additional software maintenance costs for implementation of the Employee Self-Service e-suite application in prior year, as well as the new cost for online City code codification system maintenance.

FUTURE BUDGET CONSIDERATIONS:

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

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

620 FINANCE and RECORDS

PERSONAL SERVICES

01	Salaries	\$ 313,085	\$ 327,885	\$ 328,004	\$ 342,885	\$ 15,000	\$ 357,246
02	Overtime	3,420	2,000	1,000	1,000	(1,000)	1,000
03	Part-time	-	25,376	24,000	34,444	9,068	35,886
04	Witness fees	-	-	-	-	-	-
06	FICA	23,121	26,890	26,000	28,820	1,930	30,442
07	Retirement - IPERS	27,428	31,389	32,000	33,528	2,139	37,465
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	35,714	35,294	35,294	38,043	2,749	37,037
11	Allowance	3,350	3,500	4,800	5,100	1,600	5,100
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,561	1,631	5,467	5,743	4,112	6,013
	Sub-Total	\$ 407,679	\$ 453,965	\$ 456,565	\$ 489,563	\$ 35,598	\$ 510,189

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 18,936	\$ 16,000	\$ 17,000	\$ 16,000	\$ -	\$ 16,000
22	Recruitment	-	200	90	-	(200)	-
23	Professional services	53,315	64,755	64,000	67,850	3,095	70,000
24	Contributions to other agencies	-	11,000	5,000	-	(11,000)	-
27	Data processing	36,907	32,150	38,000	49,700	17,550	52,000
28	Dues and memberships	1,113	1,465	1,265	1,395	(70)	1,400
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	150	140	150	-	150
35	Printing and copying	7,380	9,120	8,000	8,600	(520)	8,600
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,492	6,970	7,000	7,000	30	7,000
48	Utility service	474	480	440	480	-	480
49	Petty cash	98	200	100	100	(100)	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	800	-	500	600	600	250
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	4,572	6,000	6,000	6,000	-	6,000
59	Operating supplies	170	100	100	100	-	100
60	Safety and medical supplies	45	75	13	50	(25)	50
61	Refunds	-	-	-	-	-	-
	Sub-total	\$ 129,302	\$ 148,665	\$ 147,648	\$ 158,025	\$ 9,360	\$ 162,130

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

FINANCE and RECORDS	\$ 536,981	\$ 602,630	\$ 604,213	\$ 647,588	\$ 44,958	\$ 672,319
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FUNCTION: General Government
ACTIVITY: Finance and Records

Activity Notes

Object	Description	Amount
01	Finance Director, City Clerk, Assistant Finance Director, Accounts Payable Clerk	\$ 342,885
02	Overtime	\$ 1,000
03	Payroll Specialist (32 hrs per week)	\$ 34,444
06	FICA	\$ 28,820
07	IPERS	\$ 33,528
09	Group insurance	\$ 38,043
11	Vehicle allowance & on-the-spot awards	\$ 5,100
13	Deferred compensation City match	\$ 5,743
21	Publication of Council minutes, official publications, ordinances, recording of deeds & easements	\$ 16,000
23	Annual audit & A-133 audit (including 2 major federal programs)	\$ 52,595
	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
	Records retention and storage	\$ 1,800
	Other services	\$ 1,000
27	Finance and payroll management system maintenance contract	\$ 45,000
	Online codification system maintenance	\$ 3,500
	Supplies and software	\$ 600
	GASB 34 infrastructure software maintenance contract	\$ 600
28	Iowa Municipal Finance Officers Association	\$ 85
	Government Finance Officers Association (2)	\$ 250
	Institute of Municipal Clerks	\$ 175
	Iowa Society of CPAs	\$ 210
	American Institute of CPAs	\$ 225
	Iowa Licensing Division – CPA certificate renewal	\$ 100
	GCMOA (Golden Circle Municipal Officers Association)	\$ 50
	Miscellaneous dues and subscriptions	\$ 300
32	Logo shirts	\$ 150
35	Postage and shipping cost	\$ 5,000
	Postage meter lease	\$ 1,440
	Copy machine lease and maintenance	\$ 820
	Toner and other supplies	\$ 340

FUNCTION: General Government
ACTIVITY: Finance and Records

Object	Description	Amount
35 cont	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) – Boca Raton, FL	\$ 2,650
	New World User's Group (1) – Troy, MI	\$ 1,000
	Local CPE seminars –Director	\$ 2,000
	Iowa League of Cities budget workshop	\$ 50
	Mileage reimbursement	\$ 500
48	Data plan – Director	\$ 480
49	Petty cash	\$ 200
54	Minor equipment	\$ 600
58	Stationery, office forms, miscellaneous office supplies	\$ 6,000
59	Operating supplies	\$ 100
60	First Aid station supplies	\$ 85
	MVR annual fee	\$ 15

FUNCTION: General Government
ACTIVITY: Technology

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

TECHNOLOGY

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	163,693	223,477	241,909	317,724
Contractual & supply service	147,428	178,724	178,653	289,797
Capital outlay	-	-	-	-
Total expenditures	\$ 311,121	\$ 402,201	\$ 420,562	\$ 607,521
Fees	-	-	-	-
Grants	-	-	-	-
Other	19,152	26,987	22,922	38,796
Total revenue	\$ 19,152	\$ 26,987	\$ 22,922	\$ 38,796
Net amount supported by property taxes	\$ 291,969	\$ 375,214	\$ 397,640	\$ 568,725

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ A net increase of \$94,200 in personnel costs, which reflects normal salary and benefit cost increases for existing staff, plus the addition of one IT Specialist.
- ↑ An increase of \$18,000 in professional services reflects additional contracted network support hours.
- ↑ An increase of \$91,400 in data processing, which reflects normal fluctuations in technology needs each year. This includes the replacement of 2 servers, replacement data backup library system, and 2 switches.

FUTURE BUDGET CONSIDERATIONS:

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

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

625 TECHNOLOGY

PERSONAL SERVICES

01	Salaries	\$ 129,582	\$ 172,255	\$ 169,800	\$ 244,719	\$ 72,464	\$ 254,968
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	9,872	13,112	13,064	18,995	5,883	19,872
07	Retirement - IPERS	11,216	15,306	15,160	21,745	6,439	24,298
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	17,647	35,294	22,826	5,179	22,222
11	Allowance	3,300	4,300	4,800	4,800	500	4,800
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	794	857	3,791	4,639	3,782	4,858
Sub-Total		\$ 163,693	\$ 223,477	\$ 241,909	\$ 317,724	\$ 94,247	\$ 331,018

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	500	500	-
23	Professional services	23,628	23,500	23,500	41,500	18,000	41,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	120,068	148,164	148,000	239,582	91,418	200,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	60	-	-	(60)	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,497	5,000	5,000	5,000	-	-
48	Utility service	356	-	625	1,200	1,200	1,200
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	879	2,000	1,500	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	15	-	-	-
60	Safety and medical supplies	-	-	13	15	15	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 147,428	\$ 178,724	\$ 178,653	\$ 289,797	\$ 111,073	\$ 244,715

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

TECHNOLOGY	\$ 311,121	\$ 402,201	\$ 420,562	\$ 607,521	\$ 205,320	\$ 575,733
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FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, IT Specialist (2)	\$ 244,719
06	FICA	\$ 18,995
07	IPERS	\$ 21,745
09	Group insurance	\$ 22,826
11	Vehicle allowance and mileage reimbursement	\$ 4,800
13	Deferred compensation City match	\$ 4,639
22	Recruitment	\$ 500
23	Telecommunication support	\$ 4,500
	Network support	\$ 30,000
	Embark IT - telephone system support	\$ 2,500
	New World Systems support	\$ 2,000
	LaserFiche support	\$ 2,500
27	Software licensing	\$ 30,250
	CISCO subscriptions and SmartNet	\$ 20,000
	Replacement CISCO switches	\$ 37,500
	HP warranty renewals	\$ 15,000
	Exchange Server licensing and user CALs	\$ 23,150
	Timeclock server MS SQL licensing	\$ 9,500
	PBX PASS maintenance support	\$ 6,250
	Cartegraph Server	\$ 19,500
	PD Evidence Server	\$ 19,500
	UPS units and batteries	\$ 6,650
	Server Rack	\$ 5,250
	Managed service contracts (Exchange, 2 New World servers)	\$ 15,564
	Tape backup library	\$ 23,920
	City Hall wireless	\$ 1,848
	Laptop	\$ 2,000
	Windows 8 test machine	\$ 1,200
	Miscellaneous spare parts	\$ 2,500
46	Network Security conference	\$ 1,500
	MS Government CIO Summit	\$ 1,500
	Technology conference	\$ 1,500
	Training materials and mileage reimbursement	\$ 500
48	Data plan for remote access devices (2)	\$ 1,200
54	Computer tools and equipment	\$ 2,000
60	MVR fees	\$ 15

FUNCTION: General Government

ACTIVITY: Technology

Object	Description	Amount
TECH FUND	Technology Fund purchases (one-time capital items with City-wide benefit):	
	Website redesign project	\$ 50,000
	Timeclock server replacement	\$ 10,000
	Backup server replacement	\$ 10,000
	Exchange (email) server replacement	\$ 10,000
	Windows Server 2012 User CALs	\$ 1,250
	Microsoft Office Professional licenses	\$ 4,950

FUNCTION: General Government
ACTIVITY: Human Resources

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

HUMAN RESOURCES

	FINANCIAL SUMMARY			
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	115,078	161,177	168,185	174,202
Contractual & supply service	21,693	63,910	55,472	37,665
Capital outlay	-	-	-	-
Total expenditures	\$ 136,771	\$ 225,087	\$ 223,657	\$ 211,867
Fees	-	-	-	-
Grants	-	-	-	-
Other	8,419	15,103	12,190	13,530
Total revenue	\$ 8,419	\$ 15,103	\$ 12,190	\$ 13,530
Net amount supported by property taxes	\$ 128,352	\$ 209,984	\$ 211,467	\$ 198,337

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$13,000 in personnel costs reflects normal increases for existing staff.
- ↓ A decrease of \$31,500 in data processing reflects the prior fiscal year purchase and implementation of HR software that will allow for employee self-service for HR-related inquiries, changes, benefits elections, and notifications.

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

630 HUMAN RESOURCES

PERSONAL SERVICES

01	Salaries	\$ 57,357	\$ 94,520	\$ 93,787	\$ 98,792	\$ 4,272	\$ 102,930
02	Overtime	-	-	-	-	-	-
03	Part-time	30,695	31,743	34,871	36,006	4,263	37,514
04	Witness fees	-	-	-	-	-	-
06	FICA	6,929	9,611	10,218	10,628	1,017	11,111
07	Retirement - IPERS	7,591	11,219	11,435	11,978	759	13,384
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,929	8,824	8,824	7,609	(1,215)	7,407
11	Allowance	3,160	4,790	6,240	6,240	1,450	6,240
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	417	470	2,810	2,949	2,479	3,088
Sub-Total		\$ 115,078	\$ 161,177	\$ 168,185	\$ 174,202	\$ 13,025	\$ 181,674

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	2,858	-	-	-	-	-
23	Professional services	3,409	2,550	2,550	2,550	-	3,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,362	36,000	36,000	4,500	(31,500)	5,000
28	Dues and memberships	2,348	1,100	1,100	1,680	580	1,700
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	60	60	60	-	60
35	Printing and copying	70	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,484	20,400	13,000	22,360	1,960	24,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	300	-	200	(100)	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	162	500	750	800	300	800
59	Operating supplies	-	3,000	2,000	5,500	2,500	5,500
60	Safety and medical supplies	-	-	12	15	15	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 21,693	\$ 63,910	\$ 55,472	\$ 37,665	\$ (26,245)	\$ 40,075

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

HUMAN RESOURCES

HUMAN RESOURCES		\$ 136,771	\$ 225,087	\$ 223,657	\$ 211,867	\$ (13,220)	\$ 221,749
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FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

Object	Description	Amount
01	HR Director	\$ 98,792
03	HR Analyst	\$ 36,006
06	FICA	\$ 10,628
07	IPERS	\$ 1,1978
09	Group insurance	\$ 7,609
11	Car allowance and phone allowance - Director	\$ 6,140
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 2,949
23	Employee assistance program (EAP)	\$ 2,300
	Other services	\$ 250
27	NeoGov licensing fee	\$ 4,000
	Miscellaneous software/training programs	\$ 500
28	Local & National Society for Human Resource Management memberships	\$ 500
	National Public Employer Labor Relations Association membership	\$ 430
	Miscellaneous dues & subscriptions	\$ 750
32	Staff logo shirts	\$ 60
46	NPELRA CLRP academies – local	\$ 560
	laPELRA meetings – local	\$ 1,000
	National conference – NeoGov, NPELRA	\$ 5,000
	SHRM state conference (2)	\$ 1,000
	Citywide core skills training – Harassment, FMLA	\$ 7,000
	Supervisory training- Drug Prevention, leadership	\$ 7,000
	Miscellaneous training manuals & reference books	\$ 500
	Miscellaneous HR Meeting Expenses	\$ 300
54	Minor office equipment	\$ 200
58	Office supplies	\$ 800
59	Training videos and miscellaneous operating supplies	\$ 2,000
	Service Recognition	\$ 3,500
60	MVR annual fees	\$ 15
GL Fund	General Liability Fund expenses	
	City-wide safety program expenses, training expenses, policy review	\$ 25,500
RM Fund	Risk Management Fund expenses	
	City-wide Wellness programming	\$ 10,000



FUNCTION: General Government
ACTIVITY: Legal Services

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

LEGAL SERVICES

	FINANCIAL SUMMARY			
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	103,799	124,000	100,588	126,000
Capital outlay	-	-	-	-
Total expenditures	\$ 103,799	\$ 124,000	\$ 100,588	\$ 126,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,390	8,320	5,482	8,046
Total revenue	\$ 6,390	\$ 8,320	\$ 5,482	\$ 8,046
Net amount supported by property taxes	\$ 97,409	\$ 115,680	\$ 95,106	\$ 117,954

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 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	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	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	103,799	124,000	100,588	126,000	2,000	128,000
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	-	-	-	-	-	-
Sub-total		\$ 103,799	\$ 124,000	\$ 100,588	\$ 126,000	\$ 2,000	\$ 128,000

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

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

LEGAL SERVICES		\$ 103,799	\$ 124,000	\$ 100,588	\$ 126,000	\$ 2,000	\$ 128,000
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FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$85,263 annual plus \$95 per hour for billable work	\$ 96,000
	Outside counsel and miscellaneous expenses	\$ 30,000



FUNCTION: General Government
ACTIVITY: General Support

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

GENERAL SUPPORT

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	49,904	52,869	52,890	55,290
Contractual & supply service	979,830	1,115,065	1,115,795	921,656
Capital outlay	10,800	9,800	10,010	41,076
Total expenditures	\$ 1,040,534	\$ 1,177,734	\$ 1,178,695	\$ 1,018,022
Fees	-	-	-	-
Grants	-	-	-	-
Other	64,052	79,023	64,243	65,011
Total revenue	\$ 64,052	\$ 79,023	\$ 64,243	\$ 65,011
Net amount supported by property taxes	\$ 976,482	\$ 1,098,711	\$ 1,114,452	\$ 953,011

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$2,400, which reflects normal salary and benefit costs for existing staff.
- ↑ An increase of \$14,000 in professional services reflects a cyberliability external security review.
- ↓ A decrease of \$201,000 in insurance reflects the reallocation of a portion of the City-wide property and casualty insurance and workers compensation insurance associated with the Road Use fund operations to the Roadway budget.
- ↓ A decrease of \$12,500 in building and grounds maintenance is due to the creation of a Building Maintenance Fund. These items are now represented in line item 81.
- ↑ An increase of \$7,500 in building maintenance reflects the construction of a brick directional monument sign at the north entrance to the City complex.
- ↑ An increase of \$25,900 in building maintenance fund contributions reflect the reallocation of contributions based on square footage.
- ↑ An increase of \$5,200 in debt retirement reflects annual debt service payments for 4 outstanding bond issues that are paid by the general fund.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

GENERAL GOVERNMENT	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

645 GENERAL SUPPORT

PERSONAL SERVICES

01	Salaries	\$ 41,940	\$ 44,079	\$ 43,744	\$ 46,122	\$ 2,043	\$ 48,054
02	Overtime	91	100	-	100	-	100
03	Part-time	722	1,200	1,200	1,000	(200)	1,000
04	Witness fees	-	-	-	-	-	-
06	FICA	3,270	3,355	3,465	3,511	156	3,676
07	Retirement - IPERS	3,687	3,916	4,044	4,098	182	4,580
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	194	219	437	459	240	481
Sub-Total		\$ 49,904	\$ 52,869	\$ 52,890	\$ 55,290	\$ 2,421	\$ 57,891

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	2,041	2,600	1,600	16,560	13,960	1,600
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	443	650	450	320	(330)	350
28	Dues and memberships	100	-	-	-	-	-
29	Insurance	475,000	606,300	606,300	405,331	(200,969)	415,000
32	Uniforms and laundry	-	-	30	30	30	60
35	Printing and copying	-	100	100	100	-	100
40	Building and grounds maint.	27,567	12,495	12,500	-	(12,495)	-
41	Vehicle and equipment maint.	-	100	145	150	50	150
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	150	100	150	-	150
48	Utility service	20,932	23,000	22,000	24,000	1,000	25,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	683	800	800	840	40	850
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	124	-	100	-	-	-
59	Operating supplies	446	850	2,500	1,000	150	1,000
60	Safety and medical supplies	64	100	50	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 527,400	\$ 647,145	\$ 646,675	\$ 448,581	\$ (198,564)	\$ 444,360

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	2,100	2,310	-	(2,100)	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	7,500	7,500	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	10,800	7,700	7,700	33,576	25,876	34,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 10,800	\$ 9,800	\$ 10,010	\$ 41,076	\$ 31,276	\$ 34,000

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	452,430	467,920	469,120	473,075	5,155	471,255
95	Contingency	-	-	-	-	-	-

GENERAL SUPPORT	\$ 1,040,534	\$ 1,177,734	\$ 1,178,695	\$ 1,018,022	\$ (159,712)	\$ 1,007,506
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FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

Object	Description	Amount
01	Receptionist	\$ 46,122
02	Overtime	\$ 100
03	Part-time	\$ 1,200
06	FICA	\$ 3,511
07	IPERS	\$ 4,098
13	Deferred compensation City match	\$ 459
23	Backup tape storage	\$ 1,560
	Cyberliability external security review	\$ 15,000
27	Security monitoring	\$ 320
29	Property and casualty insurance, cyber liability insurance, broker fee – General Fund share (54%)	\$ 228,319
	Workers Compensation insurance coverage, 411 medical claims – General Fund share (78%)	\$ 177,012
32	Staff logo shirt	\$ 30
35	Miscellaneous postage and shipping	\$ 100
41	Repairs to general office equipment	\$ 150
46	Training – Receptionist	\$ 150
48	Electric, gas, water, telephone, data	\$ 24,000
51	Janitorial supplies	\$ 840
59	Office forms and check stock	\$ 1,000
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	\$ 100
76	Brick entrance sign	\$ 7,500
81	Building maintenance fund contribution – general repairs	\$ 21,476
	Building maintenance fund contribution – service contracts (former line 40 items):	
	City Hall – custodial cleaning service	\$ 5,965
	Carpet & upholstery cleaning (1 x year)	\$ 1,685
	Window cleaning (outside & inside) (1 x year)	\$ 450
	Electrical maintenance contract	\$ 480
	Mat service	\$ 420
	Mechanical/HVAC maintenance agreement	\$ 2,270
	Pesticide service	\$ 670
	Alarm service	\$ 160
91	Community Development /Engineering office building (2010B GO bond payment)	\$ 113,500
	Administrative office expansion (2004 capital loan note payment)	\$ 194,468
	Police station expansion (2006 capital loan note payment)	\$ 133,658
	Police station expansion (2007 capital loan note payment)	\$ 31,450



DEBT SERVICE FUND

FINANCIAL SUMMARY				
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	10,711,081	14,507,432	12,539,868	8,999,179
Capital outlay	-	-	-	-
Total expenditures	\$ 10,711,081	\$ 14,507,432	\$ 12,539,868	\$ 8,999,179
Fees	-	-	-	-
Grants	-	-	-	-
Other	11,073,236	15,265,893	12,155,596	8,682,651
Total revenue	\$ 11,073,236	\$ 15,265,893	\$ 12,155,596	\$ 8,682,651
Net amount supported by property taxes	\$ (362,155)	\$ (758,461)	\$ 384,272	\$ 316,528

- ❖ 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 \$8,450,000 are anticipated being issued in August 2014 to support capital projects specified within the 2014-2019 Capital Improvements Program.
- ❖ The significant change from FY14 to FY15 is due to refinance of 3 bonds being budgeted in FY14. While there may be opportunity to refinance more bonds in fall 2014, the interest rate market at this time is not solid enough to warrant incorporating said refinance into the budget at this time. If the interest environment is attractive at the time of new bond sale, the refinance will be separately approved at that time. Additionally, the FY14 totals reflect the 2004C Series GO bonds being called and paid off in Spring 2014 with the sale proceeds of the Ice Arena land.

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
200 DEBT SERVICE FUND						
PERSONAL SERVICES						
01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02 Overtime	-	-	-	-	-	-
03 Part-time	-	-	-	-	-	-
04 Witness fees	-	-	-	-	-	-
06 FICA	-	-	-	-	-	-
07 Retirement - IPERS	-	-	-	-	-	-
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	-	-	-	-	-	-
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred compensation City ma	-	-	-	-	-	-
Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	-	-	-	-	-	-
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	-	-	-	-	-	-
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	-	-	-
40 Building and grounds maint.	-	-	-	-	-	-
41 Vehicle and equipment maint.	-	-	-	-	-	-
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	-	-	-	-	-	-
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	-	-	-	-	-	-
54 Minor equipment	-	-	-	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	-	-	-	-	-	-
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	-	-	-	-	-	-
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
71 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	-	-	-	-	-	-
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL						
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	10,711,081	14,507,432	12,539,868	8,999,179	(5,508,253)	8,888,686
95 Contingency	-	-	-	-	-	-
DEBT SERVICE FUND	\$ 10,711,081	\$ 14,507,432	\$ 12,539,868	\$ 8,999,179	\$ (5,508,253)	\$ 8,888,686

FUNCTION: General Government
ACTIVITY: Contingency

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

CONTINGENCY

	FINANCIAL SUMMARY			
	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 100,000	\$ -	\$ 100,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
Net amount supported by property taxes	\$ -	\$ 100,000	\$ -	\$ 100,000

	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
CONTINGENCY						
PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension - MFPRSI	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
12	Unemployment	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-
23	Professional services	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out	-	-	-	-	-
	Sub-total	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL						
		\$ -	\$ -	\$ -	\$ -	\$ -
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	100,000	-	100,000	-
CONTINGENCY						
		\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -

	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
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WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	435,079	443,855	453,372	432,109	(11,746)	445,072
3	Part-Time and Temporary Salaries	45,040	68,400	58,000	60,000	(8,400)	61,800
6	FICA	36,334	39,188	39,120	37,646	(1,542)	38,775
7	IPERS	38,665	41,780	40,620	39,980	(1,800)	41,179
9	Health and Life Insurance	100,917	115,620	109,250	106,991	(8,629)	110,201
SUB TOTAL		\$ 656,035	\$ 708,843	\$ 700,362	\$ 676,726	\$ (32,117)	\$ 697,027

Contractual and Supply Services

20	Miscellaneous	50	1,000	1,000	1,000	-	1,000
35	Drafting Supplies	961	1,000	1,000	1,000	-	1,000
44A	Communication (Pager & Radio Maintenance)	288	750	500	750	-	750
44B	One Call Service	8,804	9,000	12,000	12,000	3,000	12,000
47	Utilities	56,983	65,000	60,000	65,000	-	65,000
48	Bacteriological Samples	13,331	9,440	10,000	15,852	6,412	16,000
51	Bldg & Grounds Maint & Operation	22,387	24,588	24,500	28,680	4,092	26,000
57	Motor Vehicle Operation Supplies	32,892	34,000	34,000	34,000	-	34,000
64	New Meters	55,725	78,025	50,160	570,000	491,975	190,000
71	Automotive Equipment	17,523	49,000	49,000	61,000	12,000	60,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	2,218,430	577,000	577,000	477,000	(100,000)	500,000
88	Inspection & Engineering	20,750	75,000	75,000	75,000	-	75,000
SUB TOTAL		\$ 2,448,124	\$ 926,303	\$ 896,660	\$ 1,343,782	\$ 417,479	\$ 983,250

Total Water Distribution Operations		\$ 3,104,159	\$ 1,635,146	\$ 1,597,022	\$ 2,020,508	\$ 385,362	\$ 1,680,277
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	310,680	306,554	322,332	329,497	22,943	339,382
01A	Pager Pay	3,299	3,400	3,400	6,800	3,400	7,004
06	FICA	23,648	23,711	24,658	25,727	2,016	26,499
07	IPERS	26,831	27,679	28,784	29,424	1,745	30,307
09	Health & Life Insurance	70,982	81,073	79,500	75,266	(5,807)	77,524
SUB TOTAL		\$ 435,440	\$ 442,417	\$ 458,674	\$ 466,714	\$ 24,297	\$ 480,716

Contractual and Supply Services

20	Miscellaneous	100	750	1,500	750	-	750
34	Miscellaneous Contract Work (Repair help)	5,125	15,000	12,000	12,000	(3,000)	15,000
41A	Purchase, Repair & Maintenance of Tractor	514	750	750	750	-	750
41B	Purchase, Repair, Maintenance of Equipment	13,406	6,500	6,500	7,425	925	15,000
54	Minor Equipment, Tools, Clothes	12,569	16,000	16,000	15,000	(1,000)	16,000
61	Main Maintenance Supplies	25,448	22,000	22,000	23,500	1,500	22,000
64	Meter Parts	234,292	397,150	185,000	16,000	(381,150)	50,000
65	Hydrants, Valves & Parts	12,582	18,000	22,000	25,000	7,000	26,000
87	System Maintenance	66,649	33,000	33,000	35,000	2,000	35,000
89	State Revolving Fund Loan - Meter replacement	23,950	-	-	-	-	-
SUB TOTAL		\$ 394,635	\$ 509,150	\$ 298,750	\$ 135,425	\$ (373,725)	\$ 180,500

Total Water Distribution Maintenance		\$ 830,075	\$ 951,567	\$ 757,424	\$ 602,139	\$ (349,428)	\$ 661,216
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	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15	INCREASE	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	217,117	202,656	208,740	218,453	15,797	218,763
03	Part-time & Temporary Salaries	-	4,800	4,800	4,800	-	4,944
06	FICA	15,106	15,870	15,524	17,079	1,209	17,113
07	IPERS	18,018	18,097	18,121	19,508	1,411	19,536
09	Health & Life Insurance	66,682	72,477	68,436	67,625	(4,852)	69,654
SUB TOTAL		\$ 316,923	\$ 313,900	\$ 315,621	\$ 327,465	\$ 13,565	\$ 330,010

Contractual and Supply Services

20	Miscellaneous	50	1,500	1,000	1,000	(500)	1,000
22	Collection Cost	(6)	1,000	100	-	(1,000)	-
24	Payments to Other Agencies	3,842,291	4,534,589	4,534,589	4,567,359	32,770	4,704,380
24A	Sewer Exempt Fee	1,790	2,500	2,500	2,500	-	2,500
36	Postage & Shipping	115,726	123,600	116,230	127,200	3,600	127,000
37	Printing-Computer & Billing	2,322	5,700	5,000	4,700	(1,000)	5,700
37A	Computer Rent & Equipment	115,141	90,103	90,103	199,110	109,007	120,000
42	Solid Waste	1,740,702	2,160,000	1,950,000	2,016,000	(144,000)	2,076,480
43	Sales Tax Water	433,980	494,523	494,523	486,238	(8,285)	501,018
43A	Sales Tax Urbandale Sanitary (SD)	42,769	40,823	42,769	49,660	8,837	49,660
43B	Sales Tax Urbandale W/H Sanitary (SR)	1,980	2,959	1,980	2,865	(94)	1,997
49a	Refunds	8,745	20,000	12,000	16,000	(4,000)	20,000
50	Storm Water	719,162	724,010	724,010	731,084	7,074	753,017
50A	Storm Water Sales Tax	20,096	20,141	20,141	20,581	440	21,198
SUB TOTAL		\$ 7,044,748	\$ 8,221,448	\$ 7,994,945	\$ 8,224,297	\$ 2,849	\$ 8,383,950

Total Water Accounting and Collection		\$ 7,361,671	\$ 8,535,348	\$ 8,310,566	\$ 8,551,762	\$ 16,414	\$ 8,713,960
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	247,449	258,688	234,860	244,008	(14,680)	251,328
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	17,251	20,065	18,426	20,139	74	20,266
07	IPERS	21,031	23,422	21,509	22,111	(1,311)	22,774
08	Retirement Trust	30,136	32,200	30,136	32,200	-	34,000
09	Health & Life Insurance	37,874	43,179	71,385	40,008	(3,171)	41,208
09B	Dental & Visual Insurance	2,234	2,550	2,550	2,550	-	2,627
09C	Self Insurance	32,126	33,784	33,784	33,784	-	34,798
SUB TOTAL		\$ 391,701	\$ 417,488	\$ 416,250	\$ 398,400	\$ (19,088)	\$ 410,709

Contractual and Supply Services

11	Auto Allowance	6,600	6,600	9,600	12,624	6,024	6,600
20	Miscellaneous	2,324	2,000	1,500	2,000	-	2,000
20A	Trust Disbursement	24,967	25,000	25,000	25,000	-	25,000
21	Advertising & Legal Publications	1,617	2,000	1,600	2,000	-	2,000
22	Contract services	-	-	4,500	9,000	9,000	-
23	Consulting & Legal Fees	70,383	10,000	10,000	10,000	-	10,000
23A	Audit	10,836	10,000	10,000	18,000	8,000	12,000
24	Permit Fees (DNR)	4,623	6,000	5,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	5,404	4,000	5,000	6,000	2,000	5,000
29	Liability Insurance	58,715	75,000	75,000	63,000	(12,000)	65,000
36	Postage & Shipping (Stamps & Etc.)	2,696	4,300	3,500	4,000	(300)	4,000
44	Telephone (Phones & Service Bill)	10,897	10,860	10,860	10,860	-	11,000
45	Training	8,204	10,000	8,000	8,000	(2,000)	10,000
46	Travel & Conference Expense	4,291	10,000	10,000	10,000	-	10,000
47	Utilities	22,035	15,000	14,000	15,000	-	18,000
50	Petty Cash	1,064	1,500	1,500	1,500	-	1,500
58	Office Equipment & Supplies	6,711	17,000	17,000	17,000	-	17,000
94	Bank Service Charge	22,054	20,400	22,500	26,400	6,000	23,000
SUB TOTAL		\$ 263,421	\$ 229,660	\$ 234,560	\$ 246,384	\$ 16,724	\$ 228,100

Total Water Administration and General		\$ 655,122	\$ 647,148	\$ 650,810	\$ 644,784	\$ (2,364)	\$ 638,809
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	FY 2012-13 ACTUAL	FY 2013-14 ADOPTED	FY 2013-14 REVISED	FY 2014-15 ADOPTED	INCREASE (DECREASE)	FY 2015-16 ESTIMATE
WATER						
OPERATING REVENUE						
Revenue						
601 Metered Water Sales	7,646,005	8,242,039	8,242,039	8,103,959	(138,080)	8,350,290
602 Sewer-SR	332,094	483,322	483,322	486,863	3,541	504,469
603 Sewer-SD	3,536,259	4,051,267	4,051,267	4,080,496	29,229	4,202,911
605 Service Charges	9,455	10,000	11,000	10,000	-	10,300
606 Late Charge	30,974	40,000	32,000	35,000	(5,000)	3,650
607 Water Service Hook On Fee	47,489	52,540	117,584	116,325	63,785	119,815
608 Meter & Parts	110,279	95,500	112,596	107,000	11,500	112,000
609 Sewer Exempt Fee	2,625	3,000	3,000	3,000	-	3,000
612 Collect Sewer (For Billing)	118,124	111,780	118,825	119,646	7,866	123,235
613 Taps	5,525	6,000	6,000	6,000	-	6,180
615 Bacteriological Samples	1,131	1,500	1,500	3,000	1,500	1,500
616 Miscellaneous	39,357	45,000	39,000	35,000	(10,000)	36,050
616A Trust Receipts	29,617	28,000	28,000	29,500	1,500	30,385
617 Main Reimbursement	22,734	7,500	7,500	7,500	-	10,000
618 Rentals	-	3,500	-	-	(3,500)	-
620 Sales Tax Water	433,154	494,523	494,523	486,238	(8,285)	501,018
621 Sales Tax Sewer	44,946	48,774	48,774	53,141	4,367	53,141
623 Bulk & Construction Water	34,884	50,000	40,000	40,000	(10,000)	41,200
627 Hydrant Meter Rental	8,372	15,000	8,500	8,400	(6,600)	8,650
646 Lease Revenue (Nextel)	66,085	70,728	70,728	70,728	-	70,728
647 Solid Waste	1,744,992	2,160,000	2,016,000	2,016,000	(144,000)	2,016,000
648 Solid Waste Collect	26,998	30,780	30,780	27,500	(3,280)	31,580
649 Storm Water	728,123	724,010	731,454	731,084	7,074	753,017
649A Storm Water Sales Tax	20,299	20,141	20,141	20,581	440	21,198
650 Storm Water Collect	29,467	30,780	30,780	27,500	(3,280)	28,325
651A 2012 Bond proceeds	2,285,000	-	-	-	-	-
651 State Revolving Fund loan proceeds	19,004	-	-	-	-	-
Total Water Operating Revenue	\$ 17,372,992	\$ 16,825,684	\$ 16,745,313	\$ 16,624,461	\$ (201,223)	\$ 17,038,642

RECAP

Disbursements

Distribution Operation	3,104,159	1,635,146	1,597,022	2,020,508	385,362	1,680,277
Distribution Maintenance	830,075	951,567	757,424	602,139	(349,428)	661,216
Accounting & Collection	7,361,671	8,535,348	8,310,566	8,551,762	16,414	8,713,960
Administration & General	655,122	647,148	650,810	644,784	(2,364)	638,809
Water Purchased (DMWW + Xenia)	2,439,323	2,325,840	2,325,840	2,453,859	128,019	2,367,842
Sub Total	\$ 14,390,350	\$ 14,095,049	\$ 13,641,662	\$ 14,273,052	\$ 178,003	\$ 14,062,104
Debt Service	2,024,562	2,065,498	2,069,265	2,164,083	98,585	2,164,083
TOTAL	\$ 16,414,912	\$ 16,160,547	\$ 15,710,927	\$ 16,437,135	\$ 276,588	\$ 16,226,187

Income

Cash Balance	-	2,930,783	2,173,180	3,244,471	313,688	3,481,032
Restricted Funds	-	715,582	688,940	688,940	(26,642)	688,940
Net Cash Balance	\$ -	\$ 3,646,365	\$ 2,862,120	\$ 3,933,411	\$ 287,046	\$ 4,169,972
Operating Revenue	\$ 17,372,992	\$ 16,825,684	\$ 16,745,313	\$ 16,624,461	\$ (201,223)	\$ 17,038,642
Non-Operating Revenue						
Interest Earned	16,007	3,500	36,905	49,235	45,735	49,000
Extraordinary income	-	-	-	-	-	-
SUB TOTAL	\$ 17,388,999	\$ 20,475,549	\$ 19,644,338	\$ 20,607,107	\$ 131,558	\$ 21,257,614
Less Restricted Funds (trust fund)	-	715,582	688,940	688,940	(26,642)	688,940
Capital Reserve Fund	-	3,599,420	-	3,481,032	(118,388)	4,342,486
Total	\$ 17,388,999	\$ 16,160,547	\$ 18,955,398	\$ 16,437,135	\$ 276,588	\$ 16,226,188

