

City of Urbandale, Iowa

FY 2015 - 2016 Adopted Budget FY 2016 - 2017 Estimated Budget



**Advancing Economic
Development**

Northpark Drive Improvement Project - 2014



Rendering of Douglas Avenue Urbanization Project - 2015



Advancing Economic Development in Urbandale, Iowa

The Mayor and the City Council identified economic development as one of its top strategic priorities at its planning session in January 2014. The City Council adopted the Economic Development Plan in March 2014, as prepared by ten business leaders of the volunteer Economic Development Advisory Board. The Plan identifies outcomes and actions in these five core areas:

- Existing Business Success
- Investment Attraction
- Workforce Development
- Competitive Policies: Incentives, Infrastructure and Development Options
- High Performing Economic Development Organization

The City of Urbandale has steadily implemented the Plan and has achieved many successful outcomes as shown by the photographs on the cover.

Urbandale is recognized as a "Connected Community". Mayor Bob Andeweg (far right) accepts the Connected Community designation from Governor Terry Branstad (center) and President/COO of Connected Nation, Tom Ferree. The City and the Urbandale Chamber of Commerce worked with "Connect Iowa" throughout 2014 to engage community stakeholders to assess broadband access, adoption and use throughout the community. Urbandale is only the eighth community in the state and the third in the Des Moines Metro to receive this prestigious award.

"Uniquely Urbandale" branding sculptures at the intersection of Douglas Parkway and the 142nd Street round-about were installed in late 2014. Quality Manufacturing Corporation, headquartered in Urbandale, custom manufactured the three-dimensional Uniquely Urbandale sculptures.

Northpark Drive was expanded to a full four-lane roadway in 2014. This improvement will prepare the Northpark Drive area for future development and ease transportation for existing businesses. The City Council assisted the growth of two businesses in the Northpark Drive area in 2014. Bluestone L.L.C. expanded its office space and plans to add employees. Delta Dental of Iowa, is doubling the size of its headquarters office in Urbandale and expanding local employment.



Douglas Avenue is the main east-west corridor in Urbandale, and the area from its interchange with Interstates 35/80 to 100th Street will be urbanized and aesthetically enhanced in 2015. The existing roadway will be transformed from a rural cross section to a new urban cross section with entrance features to promote this important business gateway and further establish a strong community presence based on the Douglas Avenue Beautification Master Plan prepared by Shive-Hattery. In 2014, the City Council also assisted IP Pathways in establishing its data center operation and expanded headquarters office along the Douglas Avenue corridor. The community celebrated its new location with a ribbon cutting ceremony.

Cover photo credits:

- Uniquely Urbandale cube sculpture - Photo courtesy of the *Business Record*
- Douglas Avenue Urbanization Project - 2015 - Shive-Hattery
- Delta Dental facility - Photo courtesy of Delta Dental of Iowa
- IP Pathways ribbon cutting - Photo courtesy of the Urbandale Chamber of Commerce

CITY OF URBANDALE

Revised FY2014-15 Budget

Recommended FY2015-2016 Budget

Estimated FY2016-2017 Budget

Mayor and Council

Robert D. Andeweg, Mayor

Tom Gayman, Mayor, Pro-Tem

Ron Pogge, Councilmember
David Russell, Councilmember

Michael Carver, Councilmember
Creighton Cox, Councilmember

Management Team

A.J. Johnson, City Manager

Dale Acheson, Water Utility General Manager
John Andrasko, Director of Technology
Steve Franklin, Director of Community Development
Jan Herke, Director of Parks and Recreation
Jerry Holt, Fire Chief
Nicole Lamb, Finance Director
Karla Lower, Director of Human Resources
Debra Mains, City Clerk
Ross McCarty, Police Chief
David McKay, Director of Engineering and Public Works
Su Zanna K. Prophet, Assistant City Manager
Julie Wells, Library Director





February 5, 2015

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

Re: FY2015-16 Operating Budget

I am pleased to present the City of Urbandale's recommended FY2015-16 operating budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016. 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 3, 2015.

As proposed, the recommended tax levy for FY2015-16 would be set at \$9.82, which is \$0.10 higher than the FY2014-15 levy of \$9.72. The General Fund levy will remain at \$7.17, the Debt Service Levy will remain at \$2.15, and the Chapter 411 Fire and Police Retirement Levy would increase \$0.10 from \$0.40 to \$0.50. The City's \$0.10 annual contribution was implemented in FY2010-11 to steadily fund the Chapter 411 pension. The City temporarily suspended the \$0.10 rate increase in FY2013-14. The Chapter 411 Fire and Police pension contribution rate is set by the State and will decrease from 30.41% to 27.77% in FY2015-16. While immaterial in total dollars (\$10,020), 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 another 5% to 90% in FY2015-16. 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 Multi-Residential and will gradually be phased to the lower residential rollback rate beginning in FY17 and by FY24 will have the same rollback rate as Residential. 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 FY2015-16. The City saw slightly positive valuation growth in Polk County (0.58%), but large positive growth in Dallas County (20.74%), for a combined growth of 4.36%. With the recommended total tax levy rate of \$9.82 and the State's backfill, the City will generate \$1,832,672 (7.6%) more in property tax revenues when compared to FY2014-15.

Overview:

In addition to the changes in the taxable structure approved by the State, the City continues to face a number of external issues which present challenges and opportunities to address during the next several years. The City's budget balances local government services, especially core City services in public safety and public works. Core service delivery, current programs, and new service requests all required a second look. 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.

This budget was also 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, 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 \$700,000, 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. Urbandale will mark its 100th year since incorporation in 2017; 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 FY2015-16 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. The budget 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; and Su Zanna K. Prophet, Assistant City Manager; for their diligent efforts in preparing and reviewing this document.

A. J. Johnson
City Manager

FY2015-16 OPERATING BUDGET

SIGNIFICANT BUDGETARY FACTORS

The following significant factors affected the development of the recommended FY2015-16 operating budget.

- 1. Assessed Value and the State “Rollback” Rate** - Since Urbandale is in 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 FY2015-16 from 54.4002% to 55.7335% – this increase has a positive impact on the City’s property tax receipts. Additionally, FY2015-16 will see the second phase of the 2013 property tax reform approved by the State to decrease the taxable value of commercial and industrial properties by another 5% from 95% to 90%. 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 remaining costs 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 \$104.1 million (4.36%) during FY2015-16. The City’s taxable valuation has grown by an average of 1.70% annually for the past 5 years; and 4.22% annual growth over the past 10 years.
- 2. Local Economic Conditions**

Urbandale experienced a slight decline in residential construction in FY2014, with 243 new single-family residences constructed compared to 297 in the prior year. Additionally, permits for two 30-unit multi-family dwellings were also issued in FY2014. The activity was still well above the City’s historical annual mean of 185 single-family attached and detached units. FY2014’s \$83.19 million valuation was slightly below the \$87.66 million valuation for FY2013, but it must be noted that FY2013’s valuation for residential permits was the 6th highest in the City’s history, exceeded only by the “boom” years of FY 2002 through FY2006. FY2015 should reflect even stronger single family detached and multi-family permitting and valuation. Additionally, FY2014’s \$44.52 million total valuation for commercial and industrial permits shows a significant increase from FY2013’s total of \$27.22, and is the 3rd highest in the City’s history. Permits valued at nearly \$25 million were issued shortly after the close of FY2013, which would have made FY2013 one of the highest in the City’s history. However, because of the timing of issuance, those permits bolstered the FY2014 valuation.
- 3. Personnel Costs** — The recommended City budget provides for 188 full-time positions, consisting of 89 (47%) public safety positions and 99 (53%) non-public safety positions. The total for salaries, benefits and all other categories in the total Personal Services allocation is \$19,692,645 or 51.4% of the total Operating Budget of \$38,310,305 (not including Special Revenue, Debt

Retirement and Contingency). The FY2015-16 budget included requests for 12 new positions, of which 7 were deferred and 5 are recommended.

- The full-time staffing level for public safety employees will increase from 87 to 89, consisting of Police at 57 (50 sworn Officers and 7 civilians) and Fire/EMS to remain at 32 (31 Fire/EMS personnel and 1 civilian).
- The remaining full-time staffing level for non-public safety departments will increase from 96 to 99.
- The recommended budget would create 5 full-time positions, which are included in the above total of full-time positions. The new full-time positions are:

Funtion	Department	Qty	Position
Public Safety	Police	1	Police Officer
Public Safety	Police	1	Civilian Clerical
Public Works	Engineering and Public Works Administration	1	Senior Engineer
Culture & Rec.	Building Maintenance	1	Facilities Maintenance Technician
Comm & Econ Dev.	Code Enforcement	1	Building Inspector
Total Proposed		5	

- No new part-time positions are proposed.
- The recommended budget also proposes 1 additional seasonal Intern in the Parks department to work with the Dunlap Arboretum area.

The City has three unions, and each agreement will expire at the end of FY2014-15. The Police Union has approved a 3 year agreement with a 1.5% wage adjustment for FY15-16, FY16-17, and FY18-19. New union agreements are under negotiation with the Fire Union and Labor Union.

The FY2015-16 wage adjustment for the City's non-union full-time, permanent part-time and part-time employees was calculated at a 3.25%.

On the benefits side, the State sets the City's contributions to the retirement systems for all full-time employees for FY2015-16. The Municipal Fire and Police Retirement System of Iowa (MFPRSI) for Chapter 411 Fire and Police employees will decrease the employer rate from 30.41% of payroll to 27.77%; 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 FY2015-16, 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 \$555,000 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 FY2015-16 budget provides an allocation of \$495,465 or 1.3% of the total Operating Budget for technology across all applicable departments. The City allocates funding for annual maintenance agreements, licenses, hosting, software, and 24/7 security monitoring of its vast network. On-going technology needs 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 for next fiscal year include updating the City’s Laserfiche system to scan and maintain the records database.
5. **Infrastructure** – The FY2015-16 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 sewer repair and manhole rehabilitation program will continue. Storm water improvements and the intake rebuilding program will continue, and a camera will be purchased to televise the sewer lines. Parks will continue its program to provide annual improvements at various locations to the bike path system and the playground system.
6. **Building Maintenance** –As an internal service fund, the FY2015-16 budget will continue to address building and preventive maintenance, and scheduled replacement of building equipment and components based on the 15 year PM Plan prepared in 2013. The Parks Facilities Maintenance Supervisor will serve as the single point of contact for City departments, to oversee the program, Parks maintenance staff, and to engage outside contractors. The annual departmental contributions to the Building Maintenance Fund are based on a square footage rate for the type of structure to be maintained.

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 Capital Projects Fund, and the Building Maintenance Fund.

The 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.

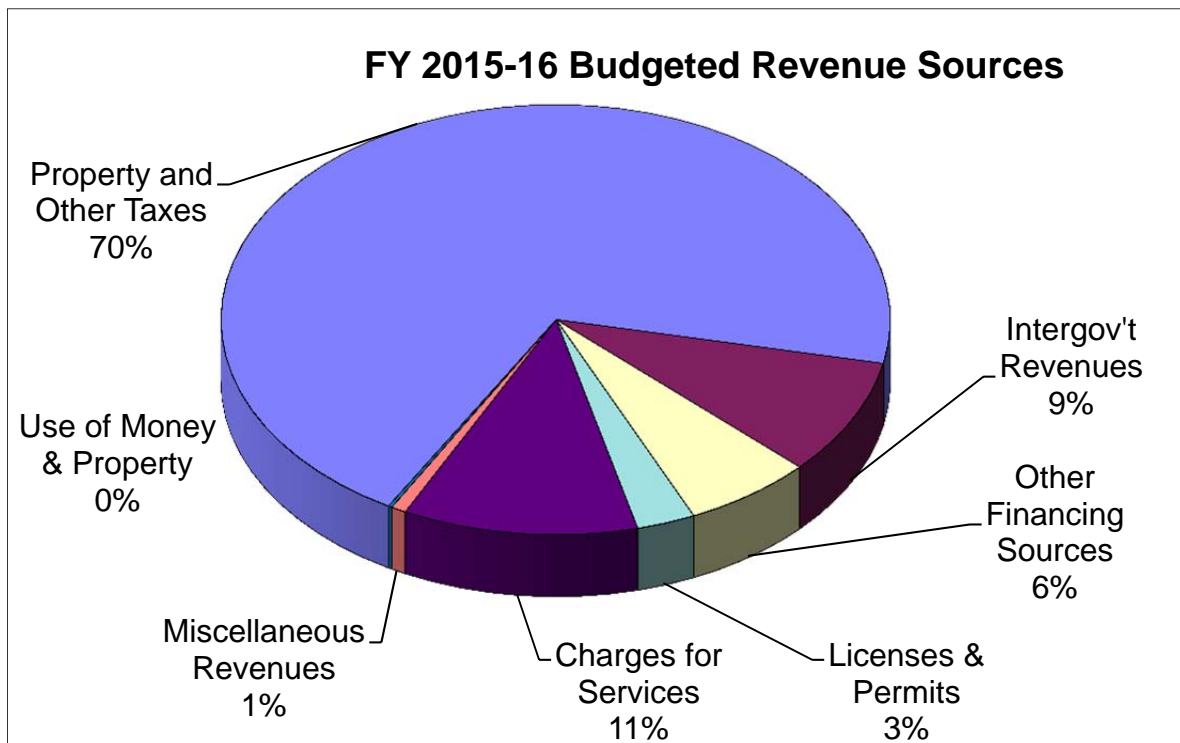
REVENUE

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 FY2015-16 budget anticipates total revenue of \$49,051,345 which includes debt service revenue, compared to the adopted FY2014-15 budget of \$46,374,304, which is an increase of \$2,677,041 (5.8%).

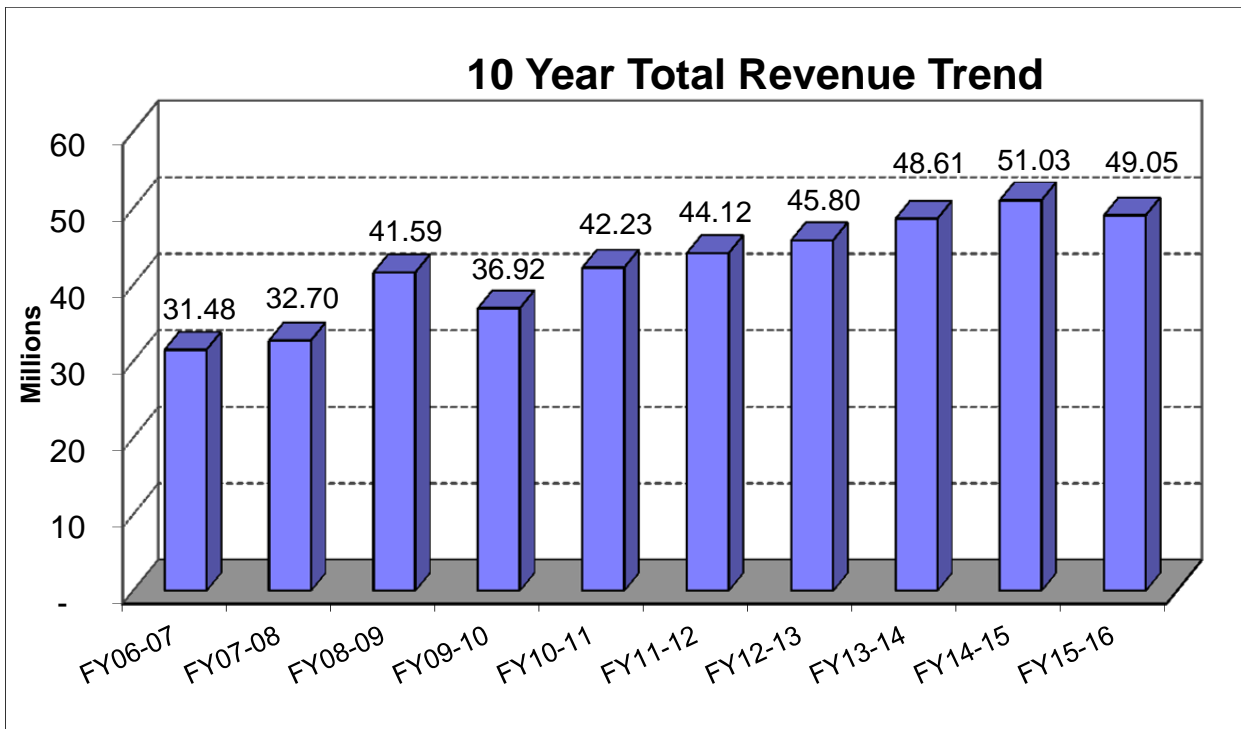
The following table summarizes the City's revenue by funding source:

Revenues By Funding Source							
Funding Source	FY14-15 Adopted		FY14-15 Revised		FY15-16 Recomm.		
	Total	%	Total	%	Total	%	
Property and Other Taxes	\$ 32,718,530	70.6%	\$ 32,811,070	64.3%	\$ 34,305,008	69.9%	
Licenses & Permits	1,487,310	3.2%	1,363,604	2.7%	1,387,250	2.8%	
Use of Money & Property	85,000	0.2%	100,000	0.2%	85,000	0.2%	
Intergovernmental Revenues	3,964,842	8.5%	4,354,155	8.5%	4,285,907	8.7%	
Charges for Services	4,595,053	9.9%	4,711,738	9.2%	5,569,802	11.4%	
Miscellaneous Revenues	311,500	0.7%	351,500	0.7%	359,500	0.7%	
Other Financing & Debt Service	3,212,069	6.9%	7,334,775	14.4%	3,058,878	6.2%	
Total	\$ 46,374,304	100%	\$ 51,026,842	100%	\$ 49,051,345	100%	
<i>\$ Difference to Adopted</i>			\$ 4,652,538		\$ 2,677,041		
<i>% Difference to Adopted</i>			10.0%		5.8%		

The following pie chart shows the recommended revenues by funding source for FY2015-16. 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 \$31,484,684 in FY2006-07 to \$49,051,345 in FY2015-16. During this time, total revenue levels have increased by an average of 5.9% annually.



General Fund Balance:

The recommended FY2015-16 operating budget also anticipates the use of \$556,849 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 FY2014-15, it is estimated that the General Fund reserves will be \$9,133,705, representing 36.8% of General Fund expenditures. This balance was purposefully grown over 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 FY2015-16 budgeted expenditures will result in a reduction to the general fund balance of \$556,849 which will represent 33.2% 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 10 fiscal years:

FY	Property Tax Levy per \$1,000 of Valuation					City Property Tax Levy	Ag Land
	General	Debt Service	Police & Fire Retirement				
FY15-16	\$ 7.17	\$ 2.15	\$ 0.50			\$ 9.82	\$ 3.00
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

An Urbandale house valued at \$100,000 will pay approximately \$547 in gross City property taxes based on the recommended FY2015-16 budget. This property tax bill represents an increase of approximately \$19 (3.5%) from FY2014-15, when a similarly valued home would have paid approximately \$529 in gross City property taxes. The tax increase for FY2015-16 is due to the increased residential rollback and the City's \$0.10 increase in the tax levy for Police and Fire Retirement. Under the FY2015-16 residential rollback set by the State, 55.7335% of a residential property's value will be subject to taxation, compared to the prior FY2014-15 residential rollback of 54.4002%.

As previously noted, the 2013 property tax reform approved by the State will decrease the taxable value of commercial and industrial properties by another 5% to 90% in FY2015-16. An Urbandale business valued at \$100,000 will pay approximately \$884 in gross City property taxes based on the recommended FY2015-16 budget. This property tax bill would be \$40 (4.3%) lower than FY14-15.

Proceeds from the Hotel/Motel tax are expected to remain at \$2,000,000. 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 decrease by \$100,060 (-6.7%). In FY2015-16 it is anticipated that no revenue will be generated from Pet licenses due to the transition to a net versus gross format for the processing of licenses. In January 2015, the City of West Des Moines took over the licensing process, and they will collect the funds for each of the 3 cities and use those funds to offset each city's animal control cost share. Previously, the revenue was remitted to each city and then billed the full cost share of the animal control operations.

As noted previously, there has been a significant resurgence in residential and commercial construction for calendar year 2012, 2013 and 2014. As noted in previous sections, the residential housing will remain strong for 2015, while

commercial permitting (which generate larger revenue) is expected to be slightly lower than 2014. As a result, the recommended budget anticipates continued strong revenue in Building Permits, but with most anticipated to be residential, total dollars budgeted are slightly lower. 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 \$402,500 (11%). 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 \$700,000, 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. Overall, the Intergovernmental revenue in the General Fund will increase \$321,065 (8%) as a result of the increase in Road Use tax offset by a decrease in Federal grants.

Charges for Services:

The monthly Solid Waste fee will remain at \$12. As recommended in the Capital Improvements Program (CIP) 2015-2020, an increase in the Storm Water Utility fee was proposed to generate additional funds to address the larger storm water improvement projects. The recommended budget estimates an increase of \$788,000 for the Storm Water Utility Fund, based on a rate increase in the Storm Water Utility fee effective July 1, 2015, of \$2 per month for residential properties from \$2 to \$4 monthly, and \$2 per ERU for commercial and industrial properties which are individually calculated based on 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.

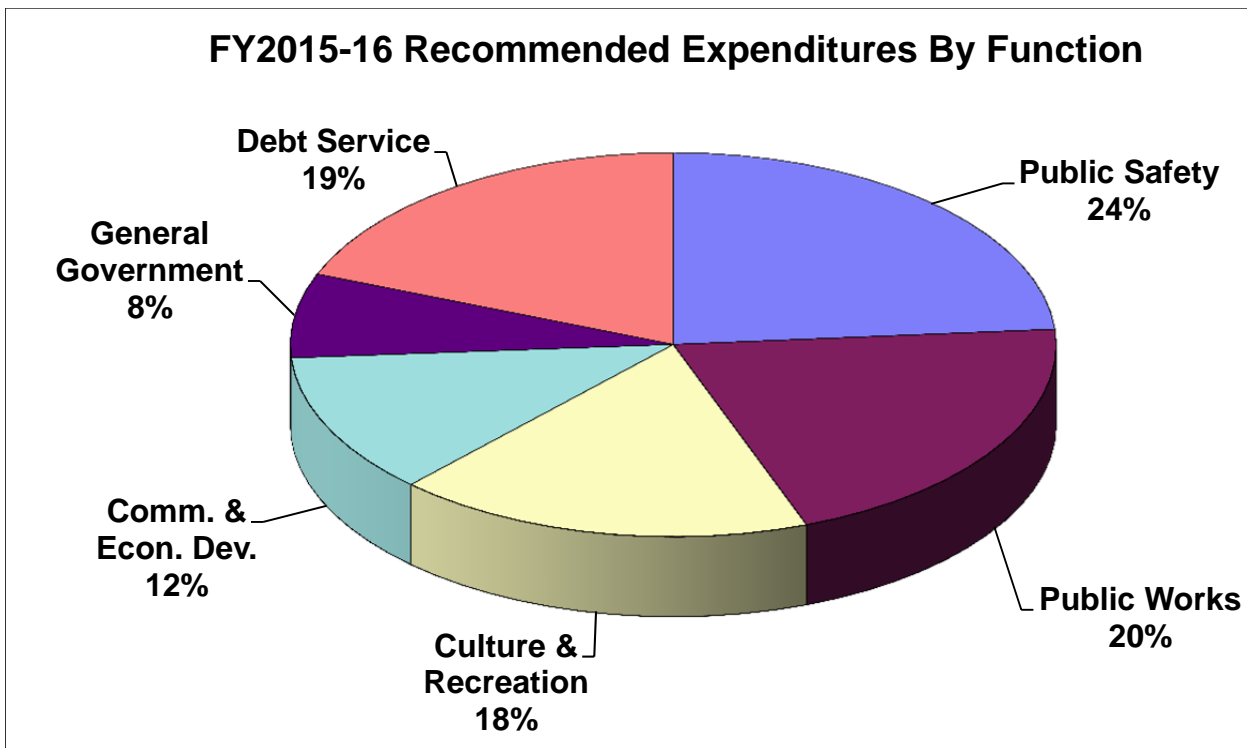
EXPENDITURES

The recommended FY2015-16 budget for operations, debt service and special revenue fund anticipates total expenditures of \$48,088,835, an increase of \$996,306 (2.1%) more than the adopted FY2014-15 budget of \$47,092,529.

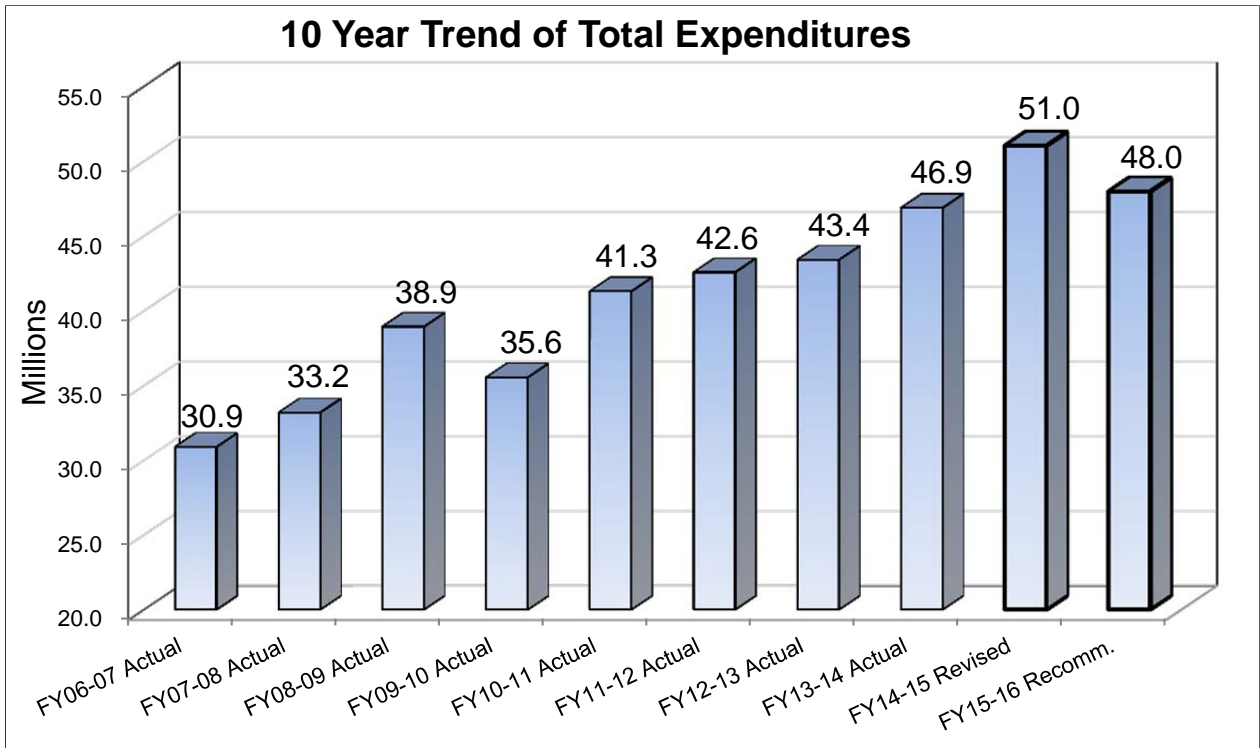
The following table summarizes the City's expenditures by Function:

Expenditures By Function							
Function	FY14-15 Adopted		FY14-15 Revised		FY15-16 Recomm.		
	Total	%	Total	%	Total	%	
Public Safety	\$ 11,041,373	23.4%	\$ 11,091,997	21.7%	\$ 11,387,128	23.7%	
Public Works	9,309,067	19.8%	9,102,917	17.8%	9,890,519	20.6%	
Culture and Recreation	8,022,247	17.0%	7,728,717	15.1%	8,469,477	17.6%	
Community/Economic Dev	6,328,363	13.4%	6,307,915	12.3%	5,702,412	11.9%	
General Government	3,277,575	7.0%	3,171,794	6.2%	3,405,314	7.1%	
Sub-Total Operations Budget	\$ 37,978,625	80.6%	\$ 37,403,340	73.1%	\$ 38,854,850	80.8%	
Debt Service Fund	8,999,179	19.1%	13,631,319	26.6%	9,124,000	19.0%	
Special Revenue Fund	114,725	0.2%	119,500	0.2%	109,985	0.2%	
Total	\$ 47,092,529	100%	\$ 51,154,159	100%	\$ 48,088,835	100%	
<i>\$ Difference to Adopted</i>			\$ 4,061,630		\$ 996,306		
<i>% Difference to Adopted</i>			8.6%		2.1%		

The following pie chart shows the recommended expenditures by Function for FY2015-16. 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 \$30,895,048 in FY2006-07 to \$47,978,850 in FY2015-16. During this time, total expenditure levels have increased by an average of 4.65% annually.



BUDGETARY COST CATERGORIES

The City’s annual budget is divided into three main categories which encompass the core operation areas of the departments: Personal Services, Contractual and Supply Services, and Capital Outlay. These 3 items together comprise the Operating Budget. Additionally, the “Budget Summary” includes three other 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 \$19,692,645 is 51.4% of the operating budget. This allocation 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 \$9,431,085 is 24.6% of the operating budget. This allocation provides for external services providers, funding to support external organizations and initiatives, and consumable supplies. 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 \$9,186,575 is 23.9% of the operating budget. This allocation 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 Expenditure Summary Per Function - By Department page of this document.

Public Safety Function – This Function, at \$11,387,128 is 29.7% of the recommended operating budget. The Departments in this Function consist of ***Police, Fire/EMS, Emergency Preparedness, and Animal Control***; and includes the separate ***411-Police and Fire Retirement Fund***. Overall, the recommended budget for this Function is an increase of \$345,755 (3.1%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Public Works Function – This Function at \$9,890,519 is 25.8% of the recommended operating 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 \$581,452 (15%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Culture and Recreation Function – This Function at \$8,469,477 is 22.1% of the recommended operating budget. The Departments in this Function consist of ***Library, Parks, Grounds Maintenance, Recreation, Cemetery Maintenance, Senior Recreation Center, Swimming Pool, and Cultural and Convention***. Overall, the recommended budget for this Function is an increase of \$447,230 (5.6%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Community and Economic Development Function – This Function at \$5,702,412 is 14.8% of the recommended operating budget. The Departments in this Function consist of ***Economic Development, Code Enforcement, Community Development, and the Tax Increment Financing (TIF) Fund***. Overall, the recommended budget for this Function is a decrease of \$625,951 (-9.9%). Please see each department's budget narrative which details its "Significant Budget Impacts".

General Government Function – This Function at \$3,405,314 is 8.9% of the recommended operating 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 \$127,739 (3.9%). Please see each department's budget narrative which details its "Significant Budget Impacts".

Debt Service & Contingency:

Debt Service Fund – 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 \$10,000,000 in GOB for various capital improvement projects during the 2015 construction season. These improvements include all the 2015 GOB projects identified in the 2015-2020 Capital Improvements Program (CIP). The FY2015-16 debt service levy will remain at \$2.15/per \$1,000 of property valuation. It should be noted that there are additional debt service costs paid directly out of the general support department. The total debt retirement costs for the City include both the costs from Debt Service Fund and those paid from General Fund. Debt Service Fund will pay \$9,124,000 and General Fund will pay \$444,545 in debt retirement costs.

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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
REVENUE SUMMARY						
TAXES						
GENERAL PROPERTY TAXES						
110 General taxes	\$ 15,782,693	\$ 16,302,894	\$ 16,303,000	\$ 17,030,620	\$ 727,726	\$ 17,541,539
111 Ag land taxes	10,386	9,586	9,586	10,020	434	10,321
124 Business property tax credit	-	-	66,564	-	-	-
130 State backfill	-	274,279	351,402	720,654	446,375	600,000
112 Homestead	380,502	385,000	388,052	385,000	-	396,550
Subtotal: General Fund	16,173,581	16,971,759	17,118,604	18,146,294	1,174,535	18,548,409
113 Taxes - TIF	6,543,357	6,562,876	6,562,876	6,316,248	(246,628)	6,200,000
Subtotal: TIF Fund	6,543,357	6,562,876	6,562,876	6,316,248	(246,628)	6,200,000
112 Homestead	110,372	105,000	116,916	120,000	15,000	125,000
110 Debt service property tax	5,238,785	5,371,170	5,371,170	5,554,100	182,930	5,665,182
124 Business property tax credit	-	-	23,360	-	-	-
130 State backfill	-	105,618	105,372	216,096	110,478	200,000
117 Special Assessments	83,473	50,000	150,000	50,000	-	50,000
Subtotal: Debt Service Fund	5,432,630	5,631,788	5,766,818	5,940,196	308,408	6,040,182
112 Homestead	16,367	19,000	21,650	23,000	4,000	25,000
124 Business property tax credit	-	-	3,712	-	-	-
130 State backfill	-	15,301	19,604	50,255	34,954	55,000
341 Taxes - Police & Fire Retirement	664,869	911,984	911,984	1,191,478	279,494	1,555,000
Subtotal: Police & Fire Ret. Fund	681,236	946,285	956,950	1,264,733	318,448	1,635,000
Total: General Property Taxes	\$ 28,830,804	\$ 30,112,708	\$ 30,405,248	\$ 31,667,471	\$ 1,554,763	\$ 32,423,591
OTHER CITY TAXES						
337 Utility excise tax	\$ 439,556	\$ 446,876	\$ 446,876	\$ 465,480	\$ 18,604	\$ 474,790
338 Hotel/Motel tax (transferred in from H/M fund)	571,265	714,286	642,857	714,286	-	785,714
Subtotal: General Fund	1,010,821	1,161,162	1,089,733	1,179,766	18,604	1,260,504
338 Hotel/Motel tax	1,028,278	1,285,714	1,157,143	1,285,714	-	1,414,286
Subtotal: Hotel Motel Fund	1,028,278	1,285,714	1,157,143	1,285,714	-	1,414,286
337 Utility excise tax	132,731	134,005	134,005	139,585	5,580	145,000
Subtotal: Debt Service Fund	132,731	134,005	134,005	139,585	5,580	145,000
337 Utility excise tax	18,521	24,941	24,941	32,472	7,531	40,000
Subtotal: Police & Fire Ret. Fund	18,521	24,941	24,941	32,472	7,531	40,000
Total: Other City Taxes	\$ 2,190,351	\$ 2,605,822	\$ 2,405,822	\$ 2,637,537	\$ 31,715	\$ 2,859,790
TOTAL TAXES	\$ 31,021,155	\$ 32,718,530	\$ 32,811,070	\$ 34,305,008	\$ 1,586,478	\$ 35,283,381
LICENSES AND PERMITS						
222 Cable TV franchise	\$ 297,042	\$ 300,000	\$ 294,000	\$ 295,000	\$ (5,000)	\$ 295,000
224 Liquor permits	44,934	35,000	40,000	40,000	5,000	40,000
225 Cigarette permits	2,500	2,000	2,000	2,000	-	2,000
226 Utility permits	6,065	4,000	4,000	4,000	-	4,000
231 Peddler's licenses	1,325	1,000	1,400	1,000	-	1,000
232 Miscellaneous licenses	950	600	600	600	-	600
234 Pet licenses	4,642	70,000	45,054	-	(70,000)	-
249 COSESCO inspection fees	50,058	40,000	40,000	40,000	-	45,000
250 Electrician licenses/permits	41,819	53,600	36,000	60,000	6,400	60,000
253 Plumbing licenses/permits	35,035	42,640	30,000	50,000	7,360	50,000
254 Mechanical licenses/permits	38,148	42,640	33,000	50,000	7,360	50,000
255 Building permits only	685,907	736,300	670,000	700,000	(36,300)	750,000
256 Sidewalk permits	2,470	3,140	2,100	3,000	(140)	3,000
257 Driveway approach	2,870	3,340	2,350	3,000	(340)	3,000
259 Sign permits	13,890	11,600	14,000	10,650	(950)	10,650
260 Construction inspections	83,693	75,000	85,000	75,000	-	75,000
261 Plat and site plan reviews	1,850	9,350	7,000	5,750	(3,600)	5,750
262 Housing inspections	44,094	31,350	31,350	20,000	(11,350)	20,000
263 Board of Adjustment fees	2,150	3,150	3,150	3,750	600	3,750
264 Change of zoning	23,793	22,600	22,600	23,500	900	23,500
TOTAL LICENSES AND PERMITS	\$ 1,383,235	\$ 1,487,310	\$ 1,363,604	\$ 1,387,250	\$ (100,060)	\$ 1,442,250
USE OF MONEY & PROPERTY						
524 Interest	\$ 35,203	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 35,000
Subtotal: General Fund	35,203	35,000	35,000	35,000	-	35,000
524 Interest (includes BAB interest subsidy)	74,468	50,000	65,000	50,000	-	50,000
Subtotal: Debt Service Fund	74,468	50,000	65,000	50,000	-	50,000
TOTAL USE OF MONEY & PROPERTY	\$ 109,671	\$ 85,000	\$ 100,000	\$ 85,000	\$ -	\$ 85,000

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
INTERGOVERNMENTAL						
330 Road Use tax	3,940,528	\$ 3,790,000	\$ 4,007,000	\$ 4,192,500	\$ 402,500	\$ 4,235,500
Subtotal: Road Use Fund	3,940,528	3,790,000	4,007,000	4,192,500	402,500	4,235,500
329 Misc. grants	3,000	2,500	-	-	(2,500)	2,500
335 Federal grants	195,436	89,150	156,910	5,000	(84,150)	20,000
336 State grants	-	-	1,500	-	-	-
421 Johnston library reimb.	47,699	-	-	-	-	-
422 Library contracts	84,938	83,192	94,005	88,407	5,215	89,500
425 Library grant	91,814	-	94,740	-	-	-
Subtotal: General Fund	422,887	174,842	347,155	93,407	(81,435)	112,000
TOTAL INTERGOVERNMENTAL	\$ 4,363,415	\$ 3,964,842	\$ 4,354,155	\$ 4,285,907	\$ 321,065	\$ 4,347,500
CHARGES FOR SERVICES						
235 Kennel fees	\$ 4,975	\$ 3,000	\$ 4,500	\$ 4,000	\$ 1,000	\$ 4,000
402 Open air shelter rentals	2,315	1,000	2,800	2,750	1,750	3,000
404 Shelter alcohol fees	7,475	5,000	5,000	7,000	2,000	7,000
406 Health facility fees	1,315	1,200	1,200	1,200	-	1,200
407 Pool program fees	111,382	85,000	100,000	100,000	15,000	100,000
408 Ambulance fees	653,839	640,000	672,000	680,000	40,000	680,000
409 Cemetery maintenance	-	-	3,000	-	-	-
410 Giovannetti shelter rental	31,221	25,000	32,000	32,000	7,000	35,000
412 Lions rental	26,854	20,000	25,000	25,000	5,000	25,000
413 Fire Station 2 Rental	-	-	-	-	-	-
414 Swimming pool	117,769	95,000	105,000	105,000	10,000	105,000
415 School reimbursement - Pool expenses	32,751	-	-	-	-	-
416 Turf maintenance	16,698	17,500	17,500	20,000	2,500	21,000
418 Recreation fees	162,230	190,000	175,000	180,000	(10,000)	190,000
419 Miscellaneous fees (park)	54	500	500	500	-	500
511 Yard waste fees	289,897	220,000	262,200	235,000	15,000	240,000
513 Bulk item pickup	17,003	15,000	16,000	16,000	1,000	16,000
514 Urb. Sanitary Sewer District	359,895	361,845	356,726	430,049	68,204	400,000
515 Solid waste containers	15,474	15,000	15,000	15,000	-	15,000
516 Urb. W.H. Sanitary District	72,682	62,988	75,312	72,653	9,665	70,000
517 Solid waste fee	1,911,217	1,930,500	1,931,700	1,959,900	29,400	1,980,000
520 Liaison Officer	79,595	82,000	83,000	85,000	3,000	86,000
522 Crossing guards	35,875	48,000	40,000	41,000	(7,000)	41,000
423 Equipment rental/donations	940	2,000	1,000	1,000	(1,000)	1,000
424 Misc. library receipts/photocopies	26,528	17,300	17,300	17,000	(300)	17,000
426 Senior Center rental	12,231	14,000	12,000	12,000	(2,000)	12,000
428 Senior Center congregate meal receipts	9,146	11,000	9,000	9,000	(2,000)	9,000
429 Senior Center off-site program fees	3,520	3,500	4,000	4,250	750	4,250
430 Senior Center on-site program fees	4,380	6,350	4,500	6,000	(350)	6,000
432 Library room rentals	1,712	1,470	1,600	1,500	30	1,500
431 Library material sales	10,455	10,900	10,900	9,000	(1,900)	9,000
Subtotal: General Fund	4,019,428	3,885,053	3,983,738	4,071,802	186,749	4,079,450
519 Storm Water user fees	717,632	710,000	728,000	1,498,000	788,000	1,505,000
Subtotal: Storm water utility Fund	717,632	710,000	728,000	1,498,000	788,000	1,505,000
TOTAL CHARGES FOR SERVICES	\$ 4,737,060	\$ 4,595,053	\$ 4,711,738	\$ 5,569,802	\$ 974,749	\$ 5,584,450
MISCELLANEOUS REVENUES						
177 Revolving loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
265 Sale of maps and copies	15,925	15,000	15,000	15,000	-	15,000
420 Library fines	63,866	67,000	67,000	65,000	(2,000)	66,000
427 Library collection fees	1,581	1,500	1,500	1,500	-	1,500
512 Court fines	290,162	220,000	260,000	270,000	50,000	280,000
518 Vehicle impound fees	9,105	8,000	8,000	8,000	-	8,000
TOTAL MISCELLANEOUS	\$ 380,639	\$ 311,500	\$ 351,500	\$ 359,500	\$ 48,000	\$ 370,500
OTHER FINANCING SOURCES						
508 Intergovernmental transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
510 Sale of assets	8,661	20,000	10,000	10,000	(10,000)	10,000
526 Miscellaneous receipts	6,183	5,000	7,500	7,500	2,500	7,500
Subtotal: General Fund	14,844	25,000	17,500	17,500	(7,500)	17,500
508 Intergovernmental transfers	6,598,228	3,187,069	7,317,275	3,041,378	(145,691)	3,316,522
Subtotal: Debt Service Fund	6,598,228	3,187,069	7,317,275	3,041,378	(145,691)	3,316,522
TOTAL OTHER FINANCING SOURCES	\$ 6,613,072	\$ 3,212,069	\$ 7,334,775	\$ 3,058,878	\$ (153,191)	\$ 3,334,022
TOTAL OPERATIONAL REVENUES	\$ 48,608,247	\$ 46,374,304	\$ 51,026,842	\$ 49,051,345	\$ 2,677,041	\$ 50,447,103

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
REVENUE ACTIVITIES TOTAL BY FUND						
General Fund	\$ 23,440,638	\$ 24,051,626	\$ 24,306,834	\$ 25,290,519	\$ 1,238,893	\$ 25,865,613
(1) Road Use Fund	3,940,528	3,790,000	4,007,000	4,192,500	402,500	4,235,500
(1) Hotel Motel Fund	1,599,543	2,000,000	1,800,000	2,000,000	-	2,200,000
(2) Debt Service Fund	12,238,057	9,002,862	13,283,098	9,171,159	168,297	9,551,704
(3) TIF Fund	6,543,357	6,562,876	6,562,876	6,316,248	(246,628)	6,200,000
(4) Storm Water Utility Fund	717,632	710,000	728,000	1,498,000	788,000	1,505,000
(5) Police & Fire Retirement Fund	699,757	971,226	981,891	1,297,205	325,979	1,675,000
(1) Capital Projects Fund	12,160,471	13,057,700	14,057,753	14,240,800	1,183,100	14,908,900
(6) Special Revenue & Internal Service Funds	134,028	560,000	50,000	110,000	(450,000)	60,000
(7) Proprietary - Water Utility	15,701,809	16,673,696	15,555,084	17,375,254	701,558	17,123,575
Total State Certified Revenues	\$ 77,175,820	\$ 77,379,986	\$ 81,332,536	\$ 81,491,685	\$ 4,111,699	\$ 83,325,292
FUND BALANCE ACTIVITY FOR FISCAL YEAR						
General	\$ 9,635,956	\$ 1,067,307	\$ 502,251	\$ 556,849	\$ (510,458)	\$ 1,028,154
Road Use	2,972,726	851,454	548,782	630,198	(221,256)	279,524
Hotel Motel	461,989	(37,762)	(43,476)	353,995	391,757	27,857
Debt Service	670,711	(3,683)	348,221	(47,159)	(43,476)	164,296
TIF	5,365,161	(2,211,807)	(2,165,854)	(2,789,870)	(578,063)	(2,518,478)
Storm Water Utility Fund	715,320	158,705	120,701	(487,794)	(646,499)	(658,113)
Police & Fire Retirement Fund	59,531	65,000	54,335	(3,000)	(68,000)	-
Capital Projects	12,189,865	5,042,900	8,039,443	1,809,200	(3,233,700)	141,100
Subtotal:	\$ 32,071,259	\$ 4,932,114	\$ 7,404,403	\$ 22,419	\$ (4,909,695)	\$ (1,535,660)
BUDGET TOTALS	\$ 109,247,079	\$ 82,312,100	\$ 88,736,939	\$ 81,514,104	\$ (797,996)	\$ 81,789,632

* 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 item 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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
BUDGET SUMMARY						
PERSONAL SERVICES						
01 Salaries	\$ 10,853,446	\$ 11,987,456	\$ 11,542,331	\$ 12,482,444	\$ 494,988	\$ 13,355,732
02 Overtime	588,168	488,606	607,300	512,050	23,444	513,450
03 Part-time	1,460,358	1,592,417	1,554,261	2,047,676	455,259	1,691,752
04 Witness fees	(54)	500	300	500	-	500
06 FICA	630,276	687,052	670,319	705,176	18,124	740,103
07 Retirement - IPERS	670,247	727,629	695,671	757,798	30,169	838,732
08 Pension - MFPRSI	1,391,627	1,572,853	1,550,882	1,501,228	(71,625)	2,668,627
09 Group insurance	1,508,827	1,400,000	1,400,000	1,386,952	(13,048)	1,387,250
11 Allowance	76,733	95,561	93,441	104,450	8,889	103,700
12 Unemployment	40,889	40,000	34,800	35,000	(5,000)	35,000
13 Deferred compensation City ma	103,522	115,706	110,177	159,371	43,665	166,300
Sub-Total	\$ 17,324,039	\$ 18,707,780	\$ 18,259,482	\$ 19,692,645	\$ 984,865	\$ 21,501,146
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ 40,976	\$ 41,625	\$ 42,125	\$ 43,115	\$ 1,490	\$ 43,235
22 Recruitment	23,394	29,555	34,960	30,800	1,245	32,100
23 Professional services	663,244	913,440	937,969	1,031,606	118,166	918,295
24 Contributions to other agencies	2,609,805	3,614,475	3,473,890	3,539,696	(74,779)	3,496,306
27 Data processing	652,116	595,385	583,185	495,465	(99,920)	571,385
28 Dues and memberships	49,380	54,595	53,673	63,723	9,128	64,342
29 Insurance	606,300	618,299	618,299	555,000	(63,299)	603,287
32 Uniforms and laundry	83,200	101,085	86,345	83,085	(18,000)	83,435
35 Printing and copying	113,859	133,180	125,890	138,901	5,721	133,926
40 Building and grounds maint.	283,108	-	-	150	150	150
41 Vehicle and equipment maint.	80,885	127,700	139,500	143,750	16,050	139,250
44 Grant-funded purchases	91,801	-	91,800	-	-	-
46 Training and development	126,133	195,890	171,430	201,141	5,251	204,016
48 Utility service	1,111,666	1,122,870	1,105,966	1,152,310	29,440	1,179,669
49 Petty cash	282	700	450	2,750	2,050	800
51 Maintenance supplies	713,605	863,341	805,986	850,452	(12,889)	874,665
54 Minor equipment	32,175	42,000	42,883	44,950	2,950	47,850
55 DARE expenditures	792	-	-	4,500	4,500	4,500
56 Vehicle maintenance supplies	186,062	139,350	125,550	151,350	12,000	158,750
57 Vehicle operation supplies	463,239	498,486	463,600	517,207	18,721	532,700
58 Office supplies	46,892	43,595	42,995	44,460	865	45,460
59 Operating supplies	282,157	280,248	277,998	301,367	21,119	299,442
60 Safety and medical supplies	29,424	37,159	38,846	35,307	(1,852)	33,919
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 8,290,495	\$ 9,452,978	\$ 9,263,340	\$ 9,431,085	\$ (21,893)	\$ 9,467,482
CAPITAL OUTLAY						
71 Equipment	\$ 251,245	\$ 117,825	\$ 149,590	\$ 202,473	\$ 84,648	\$ 107,500
72 Furniture and fixtures	89,259	125,700	182,410	171,900	46,200	101,000
73 Equipment replacement fund	909,932	995,519	995,519	986,525	(8,994)	974,454
74 Office equipment	9,047	4,000	4,000	-	(4,000)	1,500
75 Operating equipment	-	54,842	54,842	19,820	(35,022)	40,000
76 Property improvements	288,624	253,800	245,844	422,900	169,100	366,600
77 Economic development - TIF	1,296,034	1,164,000	1,110,000	485,000	(679,000)	365,000
79 Books, films and recordings	222,846	220,425	220,425	219,880	(545)	236,124
80 Natural disaster cleanup	13,950	18,000	18,000	18,300	300	18,300
81 Building maintenance fund	192,400	605,826	605,826	684,813	78,987	612,963
97 Transfers out	5,020,457	5,684,855	5,823,379	5,974,964	290,109	5,508,536
Sub-total	\$ 8,293,794	\$ 9,244,792	\$ 9,409,835	\$ 9,186,575	\$ (58,217)	\$ 8,331,977
OPERATING BUDGET SUB-TOTAL						
99 Special Revenue fund items	\$ 279,993	\$ 114,725	\$ 119,500	\$ 109,985	(4,740)	\$ 90,000
91 Debt retirement (Gen & Debt fui	12,934,504	9,472,254	14,102,002	9,568,545	96,291	10,155,452
95 Contingency	-	100,000	-	100,000	-	100,000
BUDGET SUMMARY	\$ 47,122,825	\$ 47,092,529	\$ 51,154,159	\$ 48,088,835	\$ 996,306	\$ 49,646,057

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
ROAD USE SUMMARY						
Beginning Balance	\$ 2,599,463	\$ 2,709,220	\$ 2,972,726	\$ 2,423,944	\$ (285,276)	\$ 1,793,746
Revenue	3,940,528	3,790,000	4,007,000	4,192,500	402,500	4,235,500
Total	\$ 6,539,991	\$ 6,499,220	\$ 6,979,726	\$ 6,616,444	\$ 117,224	\$ 6,029,246
Traffic Safety	199,484	\$ 242,619	\$ 243,463	\$ 298,011	\$ 55,392	\$ 290,468
Street Lighting	594,412	622,000	612,000	632,000	10,000	642,000
Roadway Maintenance	2,773,370	3,776,835	3,700,319	3,892,687	115,852	3,582,556
Total	\$ 3,567,266	\$ 4,641,454	\$ 4,555,782	\$ 4,822,698	\$ 181,244	\$ 4,515,024

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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HOTEL/MOTEL SUMMARY

Beginning Balance	\$ 422,464	\$ 471,306	\$ 461,989	\$ 505,465	\$ 34,159	\$ 366,471
Revenue	1,599,543	2,000,000	1,800,000	2,000,000	-	2,200,000
Total	\$ 2,022,007	\$ 2,471,306	\$ 2,261,989	\$ 2,505,465	\$ 34,159	\$ 2,566,471

CULTURAL AND CONVENTION

Bravo!	\$ 425,012	\$ 539,429	\$ 482,286	\$ 539,429	\$ -	\$ 596,571
Convention Bureau	457,012	571,429	514,286	571,429	-	628,572
Iowa Events Center	32,000	32,000	32,000	32,000	-	32,000
Courage League Sports	-	5,000	5,000	-	(5,000)	-
J-Hawk Soccer Club	6,300	-	-	20,000	20,000	-
Polk County Master Gardeners	8,929	10,000	10,000	5,412	(4,588)	-
UCAN Centennial Committee	-	5,000	5,000	-	(5,000)	-
Urbandale Chamber of Commerce	5,000	-	-	move to EconDev	-	-
Urbandale Community Schools	3,500	-	-	3,500	3,500	-
Urbandale Girls Recreation Association	35,000	-	-	11,800	11,800	-
Urbandale Little League	15,000	25,000	25,000	18,640	(6,360)	-
Urbandale Soccer Club	2,000	10,200	10,200	-	(10,200)	-
Urbandale Sports Association	4,000	29,895	29,895	7,500	(22,395)	-
Urbandale Community Action Network	-	move to Council	move to Council	move to Council	-	-
Choose Des Moines Communities	move to EconDev	move to EconDev	move to EconDev	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 Food Pantry	move to Council	move to Council	move to Council	move to Council	-	-
Sub-Total	\$ 993,754	\$ 1,227,952	\$ 1,113,666	\$ 1,209,709	\$ (18,243)	\$ 1,257,143
UGRA/Soccer parking lot paving project	-	-	-	215,000	215,000	185,000
Discretionary projects	-	20,000	-	-	(20,000)	-
Total Earmarked	993,754	1,247,952	1,113,666	1,424,709	176,757	1,442,143
General Fund Totals	571,265	714,286	642,857	714,286	-	785,714
Hotel/Motel Tax Totals	\$ 1,565,019	\$ 1,962,238	\$ 1,756,524	\$ 2,138,995	\$ 176,757	\$ 2,227,857

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
CAPITAL PROJECTS SUMMARY						
Beginning Balance	\$ 10,759,004	\$ 7,184,527	\$ 12,189,865	\$ 4,150,422	\$ (3,034,105)	\$ 2,341,222
Revenues:						
Bond proceeds	\$ 9,210,035	\$ 8,284,200	\$ 10,042,253	\$ 9,999,500	\$ 1,715,300	\$ 9,528,600
Intergovernmental	929,252	2,432,000	1,808,000	913,000	(1,519,000)	3,141,000
Interest	40,656	40,000	50,000	50,000	10,000	50,000
Private donations	727,379	228,000	193,000	200,000	(28,000)	30,000
Special assessments	177,949	300,000	191,000	869,000	569,000	628,000
Transfers in from other funds	1,075,200	1,773,500	1,773,500	2,209,300	435,800	1,531,300
Total	\$ 22,919,475	\$ 20,242,227	\$ 26,247,618	\$ 18,391,222	\$ (1,851,005)	\$ 17,250,122
Expenditures:						
Project costs	10,208,410	\$ 17,550,600	\$ 21,547,196	\$ 16,000,000	\$ (1,550,600)	\$ 15,000,000
Transfer out - Debt Service	471,200	-	-	-	-	-
Appropriations out to other funds	50,000	550,000	550,000	50,000	(500,000)	50,000
Total	\$ 10,729,610	\$ 18,100,600	\$ 22,097,196	\$ 16,050,000	\$ (2,050,600)	\$ 15,050,000

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

BUILDING MAINTENANCE FUND

Beginning Balance	\$ 125,469	\$ 278,269	\$ 320,800	\$ 888,190	\$ 609,921	\$ 589,719
Revenues:						
Bond proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	963	-	-	-	-	-
Miscellaneous revenue	1,159	-	-	-	-	-
Transfers in from Capital Proj Fund	-	500,000	500,000	-	(500,000)	-
Appropriations from departments	200,100	605,826	605,826	684,813	78,987	612,963
Total	\$ 327,691	\$ 1,384,095	\$ 1,426,626	\$ 1,573,003	\$ 188,908	\$ 1,202,682

Expenditures:						
Building repairs & maintenance	6,891	\$ 600,000	\$ 450,000	\$ 810,700	\$ 210,700	\$ 700,000
Personnel costs	-	66,799	88,436	172,584	105,785	179,900
Total	\$ 6,891	\$ 666,799	\$ 538,436	\$ 983,284	\$ 316,485	\$ 879,900

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
EXPENDITURE SUMMARY PER FUNCTION - BY DEPARTMENT						
PUBLIC SAFETY						
110 Police	\$ 6,289,867	\$ 6,570,050	\$ 6,693,018	\$ 6,487,769	\$ (82,281)	\$ 7,370,984
150 Fire	2,972,938	3,322,616	3,279,108	3,491,411	168,795	3,996,727
180 Emergency Preparedness	46,558	14,481	13,645	25,743	11,262	23,563
190 Animal Control	42,590	73,000	70,000	63,000	(10,000)	71,000
117 Police & Fire Retirement Fund	707,684	1,036,226	1,036,226	1,294,205	257,979	1,675,000
198 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 10,059,637	\$ 11,041,373	\$ 11,091,997	\$ 11,387,128	\$ 345,755	\$ 13,162,274
PUBLIC WORKS						
210 Roadway Maintenance	\$ 2,773,370	\$ 3,776,835	\$ 3,700,319	\$ 3,892,687	\$ 115,852	\$ 3,582,556
230 Street Lighting	594,412	622,000	612,000	632,000	10,000	642,000
240 Traffic Safety	199,484	242,619	243,463	298,011	55,392	290,468
260 Engineering Services	611,188	712,326	672,408	721,190	8,864	752,008
290 Solid Waste	1,979,151	1,975,311	1,958,499	2,031,279	55,968	2,100,033
291 Sanitary Sewer	390,365	393,392	391,723	466,461	73,069	405,959
292 Stormwater Utility Fund	689,024	868,705	848,701	1,010,206	141,501	846,887
295 E&PW Administration	658,832	692,879	675,804	813,685	120,806	821,562
298 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 7,895,826	\$ 9,309,067	\$ 9,102,917	\$ 9,890,519	\$ 581,452	\$ 9,466,473
CULTURE AND RECREATION						
410 Library	\$ 2,248,707	\$ 2,284,198	\$ 2,252,120	\$ 2,287,886	\$ 3,688	\$ 2,361,222
430 Parks	1,951,963	2,317,513	2,298,263	2,359,984	42,471	2,379,183
435 Grounds Maintenance	128,330	88,326	87,365	90,233	1,907	91,090
440 Recreation	358,189	426,650	416,998	408,463	(18,187)	423,401
450 Cemetery Maintenance	4,288	7,400	7,100	7,550	150	7,250
460 Senior Center	281,459	307,263	306,688	341,094	33,831	348,522
470 Swimming Pool	574,593	603,659	603,659	595,272	(8,387)	529,458
499 Cultural & Convention	1,560,019	1,962,238	1,756,524	2,353,995	391,757	2,227,857
498 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 7,107,548	\$ 8,022,247	\$ 7,728,717	\$ 8,469,477	\$ 447,230	\$ 8,392,983
COMMUNITY AND ECONOMIC DEVELOPMENT						
520 Economic Development	\$ 187,506	\$ 305,607	\$ 282,841	\$ 293,165	\$ (12,442)	\$ 304,844
530 Code Enforcement	540,695	591,894	590,479	673,210	81,316	691,778
540 Community Development	700,077	1,079,793	1,037,573	1,209,659	129,866	714,104
125 Tax Increment Financing Fund	4,670,026	4,351,069	4,397,022	3,526,378	(824,691)	3,681,522
Sub-Total	\$ 6,098,304	\$ 6,328,363	\$ 6,307,915	\$ 5,702,412	\$ (625,951)	\$ 5,392,248
GENERAL GOVERNMENT						
610 Mayor and City Council	\$ 156,495	\$ 137,229	\$ 136,809	\$ 227,254	\$ 90,025	\$ 171,457
615 City Manager	488,916	504,348	511,006	517,193	12,845	535,719
620 Finance and Records	605,567	647,588	646,892	689,785	42,197	692,714
625 Technology	387,231	607,521	570,923	629,780	22,259	676,788
630 Human Resources	218,905	211,867	168,709	217,422	5,555	226,918
640 Legal Services	103,754	126,000	121,130	127,321	1,321	129,956
645 General Support	1,255,265	1,018,022	1,016,325	971,559	(46,463)	967,527
698 Contingency	-	25,000	-	25,000	-	25,000
Sub-Total	\$ 3,216,133	\$ 3,277,575	\$ 3,171,794	\$ 3,405,314	\$ 127,739	\$ 3,426,079
DEPT OPERATIONS BUDGET TOTAL	\$ 34,377,448	\$ 37,978,625	\$ 37,403,340	\$ 38,854,850	\$ 876,225	\$ 39,840,057
DEBT SERVICE FUND EXPENDITURES	\$ 12,465,384	\$ 8,999,179	\$ 13,631,319	\$ 9,124,000	\$ 124,821	\$ 9,716,000
SPECIAL REV. FUND EXPENDITURES	\$ 279,993	\$ 114,725	\$ 119,500	\$ 109,985	\$ (4,740)	\$ 90,000
CAPITAL PROJECTS FUND EXPENDITURE	\$ 10,729,610	\$ 18,100,600	\$ 22,097,196	\$ 16,050,000	\$ (2,050,600)	\$ 15,050,000
PROPRIETARY FUND - WATER UTILITY	\$ 14,982,415	\$ 16,437,135	\$ 15,333,773	\$ 17,771,285	\$ 1,334,150	\$ 14,327,679
CERTIFIED BUDGET TOTAL	\$ 72,834,850	\$ 81,630,264	\$ 88,585,128	\$ 81,910,120	\$ 279,856	\$ 79,023,736



PUBLIC SAFETY		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
100 PUBLIC SAFETY SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 4,973,716	\$ 5,530,550	\$ 5,450,000	\$ 5,810,857	\$ 280,307	\$ 6,453,428
02	Overtime	408,186	322,656	431,000	329,600	6,944	337,000
03	Part-time	426,485	459,570	428,000	478,995	19,425	487,123
04	Witness fees	(54)	500	300	500	-	500
06	FICA	100,875	111,176	110,000	118,352	7,176	123,355
07	Retirement - IPERS	63,224	75,202	60,500	79,459	4,257	85,899
08	Pension - MFPRSI	1,391,627	1,572,853	1,550,882	1,501,228	(71,625)	2,668,627
09	Group insurance	723,530	661,956	661,956	580,614	(81,342)	586,524
11	Allowance	19,553	32,636	32,636	44,500	11,864	45,200
12	Unemployment	5,226	-	4,800	5,000	5,000	5,000
13	Deferred compensation City ma	36,140	39,367	38,292	62,365	22,998	65,674
Sub-Total		\$ 8,148,508	\$ 8,806,466	\$ 8,768,366	\$ 9,011,470	\$ 205,004	\$ 10,858,330
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
22	Recruitment	12,919	13,250	19,550	14,500	1,250	16,000
23	Professional services	63,650	92,645	92,624	93,790	1,145	92,550
24	Contributions to other agencies	569,420	901,981	1,012,281	916,563	14,582	916,563
27	Data processing	105,243	61,818	61,818	71,902	10,084	93,141
28	Dues and memberships	10,505	9,940	9,940	9,773	(167)	9,945
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	53,026	68,740	54,000	51,000	(17,740)	51,000
35	Printing and copying	12,214	15,250	14,250	14,750	(500)	14,750
40	Building and grounds maint.	70,824	-	-	-	-	-
41	Vehicle and equipment maint.	59,521	51,300	51,300	51,500	200	51,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	56,741	69,575	66,325	65,511	(4,064)	68,396
48	Utility service	125,743	109,800	112,485	115,080	5,280	117,880
49	Petty cash	77	400	150	400	-	400
51	Maintenance supplies	6,339	5,900	5,900	6,100	200	6,100
54	Minor equipment	6,217	18,000	18,000	18,000	-	18,500
55	DARE expenditures	792	-	-	4,500	4,500	4,500
56	Vehicle maintenance supplies	22,845	19,150	19,150	23,150	4,000	23,250
57	Vehicle operation supplies	151,786	154,800	145,000	169,732	14,932	171,700
58	Office supplies	11,515	11,250	11,250	12,250	1,000	12,250
59	Operating supplies	107,023	93,148	92,648	104,142	10,994	99,917
60	Safety and medical supplies	20,848	23,533	20,533	20,533	(3,000)	20,713
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,467,248	\$ 1,720,980	\$ 1,807,204	\$ 1,763,676	\$ 42,696	\$ 1,789,555
CAPITAL OUTLAY							
71	Equipment	\$ 187,237	\$ 81,625	\$ 81,625	\$ 135,573	\$ 53,948	\$ 85,000
72	Furniture and fixtures	2,248	10,000	37,500	2,900	(7,100)	9,000
73	Equipment replacement fund	231,296	230,762	230,762	229,490	(1,272)	230,190
74	Office equipment	7,700	-	-	-	-	-
75	Operating equipment	-	54,842	54,842	19,820	(35,022)	20,000
76	Property improvements	-	-	-	4,000	4,000	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	15,400	111,698	111,698	145,199	33,501	145,199
97	Transfers out	-	-	-	50,000	50,000	-
Sub-total		\$ 443,881	\$ 488,927	\$ 516,427	\$ 586,982	\$ 98,055	\$ 489,389
OPERATING BUDGET SUB-TOTAL		\$ 10,059,637	\$ 11,016,373	\$ 11,091,997	\$ 11,362,128	\$ 345,755	\$ 13,137,274
99	Special Revenue fund items	\$ 53,729	\$ 14,325	\$ 37,500	\$ 40,185	\$ 25,860	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000
PUBLIC SAFETY SUMMARY		\$ 10,113,366	\$ 11,055,698	\$ 11,129,497	\$ 11,427,313	\$ 371,615	\$ 13,182,274



FUNCTION: Public Safety
ACTIVITY: Police

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

POLICE

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	5,037,590	4,953,019	4,987,827	4,837,582
Contractual & supply service	1,065,669	1,303,859	1,392,019	1,308,877
Capital outlay	186,608	313,172	313,172	341,310
Total expenditures	\$ 6,289,867	\$ 6,570,050	\$ 6,693,018	\$ 6,487,769
Fees	25,030	23,000	23,000	23,000
Grants	146,510	89,150	156,910	5,000
Other	774,045	784,001	770,468	780,837
Total revenue	\$ 945,585	\$ 896,151	\$ 950,378	\$ 808,837
Net amount supported by property taxes	\$ 5,344,282	\$ 5,673,899	\$ 5,742,640	\$ 5,678,932

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase in salary of \$210,500 represents normal increases for existing staff, plus the addition of one full time officer and one full time administrative support position.
- ↑ The City's contribution rate for police pension will go from 30.41% to 27.77% of base salary for all officers. The full pension cost for Police is partially offset 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 \$1,297,205 due to the pension tax levy revenue being used to pay these costs.
- ↓ A decrease of \$46,600 in group insurance reflects the overall reduction in per FTE cost for City health and life insurance coverage.
- ↑ An increase of \$6,300 in contributions to other agencies, which reflects increased costs for radio system maintenance and operations through Westcom joint dispatch services.
- ↓ A decrease of \$17,700 in uniforms, which reflects union contract negotiations which eliminated the traditional quartermaster replacement program for all sworn officers and moved to an annual allowance to cover uniform replacements. Reserve officers and crossing guards will continue to have uniforms provided.
- ↑ An increase of \$42,600 in equipment for purchase of replacement in-car video systems for all patrol vehicles.
- ↓ A decrease of \$35,000 in SERT equipment, which reflects fewer equipment replacement needs for the SERT team.
- ↑ An increase of \$22,800 in building maintenance fund contributions reflects the increase to City-wide contribution amounts to cover the building preventative maintenance program.

FUTURE BUDGET CONSIDERATIONS:

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

PUBLIC SAFETY		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
110 POLICE							
PERSONAL SERVICES							
01	Salaries	\$ 3,395,982	\$ 3,606,051	\$ 3,550,000	\$ 3,816,586	\$ 210,535	\$ 3,946,049
02	Overtime	270,399	161,156	270,000	162,600	1,444	170,000
03	Part-time	69,248	68,340	68,000	75,345	7,005	69,345
04	Witness fees	(54)	500	300	500	-	500
06	FICA	67,744	74,265	74,000	80,127	5,862	83,230
07	Retirement - IPERS	25,867	30,509	30,500	34,556	4,047	38,330
08	Pension - MFPRSI	683,943	536,627	514,656	207,023	(329,604)	993,627
09	Group insurance	476,471	418,478	418,478	371,854	(46,624)	363,391
11	Allowance	19,503	32,236	32,236	44,100	11,864	44,800
12	Unemployment	5,226	-	4,800	5,000	5,000	5,000
13	Deferred compensation City ma	23,261	24,857	24,857	39,891	15,034	41,983
Sub-Total		\$ 5,037,590	\$ 4,953,019	\$ 4,987,827	\$ 4,837,582	\$ (115,437)	\$ 5,756,255
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
22	Recruitment	6,982	12,750	12,750	13,500	750	13,500
23	Professional services	2,928	4,750	4,750	4,750	-	4,750
24	Contributions to other agencies	561,139	893,700	1,004,000	900,000	6,300	900,000
27	Data processing	79,369	50,288	50,288	54,606	4,318	54,606
28	Dues and memberships	8,278	7,920	7,920	7,845	(75)	7,845
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	27,442	34,740	20,000	17,000	(17,740)	17,000
35	Printing and copying	7,829	9,350	9,350	9,350	-	9,350
40	Building and grounds maint.	56,857	-	-	-	-	-
41	Vehicle and equipment maint.	12,429	10,000	10,000	10,000	-	10,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	36,817	41,325	41,325	37,716	(3,609)	42,101
48	Utility service	66,266	61,100	61,100	62,580	1,480	62,580
49	Petty cash	77	300	100	300	-	300
51	Maintenance supplies	2,780	2,900	2,900	2,900	-	2,900
54	Minor equipment	290	500	500	500	-	500
55	DARE expenditures	792	-	-	4,500	4,500	4,500
56	Vehicle maintenance supplies	14,083	11,000	11,000	15,000	4,000	15,000
57	Vehicle operation supplies	108,414	106,700	100,000	106,700	-	106,700
58	Office supplies	8,615	8,000	8,000	9,000	1,000	9,000
59	Operating supplies	61,775	45,323	45,323	49,417	4,094	49,417
60	Safety and medical supplies	2,507	2,713	2,713	2,713	-	2,713
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,065,669	\$ 1,303,859	\$ 1,392,019	\$ 1,308,877	\$ 5,018	\$ 1,313,262
CAPITAL OUTLAY							
71	Equipment	\$ 28,342	\$ 40,125	\$ 40,125	\$ 82,723	\$ 42,598	\$ 40,000
72	Furniture and fixtures	1,342	7,500	7,500	1,500	(6,000)	7,500
73	Equipment replacement fund	149,224	145,190	145,190	144,990	(200)	145,690
74	Office furniture	7,700	-	-	-	-	-
75	SERT equipment & training	-	54,842	54,842	19,820	(35,022)	20,000
76	Improvements - Westcom radio	-	-	-	4,000	4,000	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	65,515	65,515	88,277	22,762	88,277
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 186,608	\$ 313,172	\$ 313,172	\$ 341,310	\$ 28,138	\$ 301,467
OPERATING BUDGET SUB-TOTAL		\$ 6,289,867	\$ 6,570,050	\$ 6,693,018	\$ 6,487,769	\$ (82,281)	\$ 7,370,984
99	Special Revenue fund items	\$ 42,472	\$ 14,325	\$ 35,000	\$ 40,185	\$ 25,860	\$ 20,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
POLICE		\$ 6,332,339	\$ 6,584,375	\$ 6,728,018	\$ 6,527,954	\$ (56,421)	\$ 7,390,984

FUNCTION: Public Safety
ACTIVITY: Police

Activity Notes

Object	Description	Amount
01	50 officers, 7 civilians	\$ 3,816,586
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	\$ 12,500
	S.E.R.T. overtime for training & missions	\$ 5,000
	GTSB overtime (reimbursable)	\$ 12,000
	M.I.N.E. task force overtime (2 – reimbursable)	\$ 15,000
03	Crossing guards (10) and matrons	\$ 69,345
	Police Reserves annual stipend (12 @ \$500 per Reserve Officer)	\$ 6,000
04	Witness fees	\$ 500
06	FICA	\$ 80,127
07	IPERS	\$ 34,556
08	Contribution rate for police pension fund (27.77%) – portion not covered by 411 fund levy	\$ 207,023
09	Group insurance	\$ 371,854
11	Uniform maintenance allowance for 50 officers @ \$700 each per year	\$ 35,000
	Spot awards & service awards	\$ 1,000
	Vehicle allowance - Chief & Lt. Administrative Services	\$ 8,100
12	Unemployment (crossing guards)	\$ 5,000
13	Deferred compensation City match	\$ 39,891
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 (4)	\$ 3,000
	Pre-employment MMPI and Polygraph (4 - MMPI @ \$175, Poly @ \$200)	\$ 1,500
	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	\$ 898,300
	Polk County Crime Stoppers contribution	\$ 1,000
	DNR annual deer aerial survey	\$ 700

FUNCTION: Public Safety**ACTIVITY: Police**

Object	Description	Amount
27	Notebook Computer for Total Station	\$ 1,000
	Printer – HP LaserJet M602n Patrol Division	\$ 1,000
	Printer – HP LaserJet Enterprise P3015n Support Services	\$ 600
	Printer – HP LaserJet Support Services Captain	\$ 275
	Computer forensic equipment supplies	\$ 3,500
	Smartphone App (\$600 annual subscription, \$99 annual apple.id)	\$ 699
	Computer for CID	\$ 1,000
	Building proximity cards	\$ 300
	SUGA Sungard maintenance agreement (user, admin, catalog and Iowa TraCs & AFIS licenses)	\$ 3,720
	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
	Computer monitors (2) - Administrative Services	\$ 450
	Data911 MDVR hardware & software server agreement	\$ 5,088
	COPLINK	\$ 5,000
	Ident-A-Kit rental	\$ 750
	Wireless connection for Police/public access (Mediacom 20x2)	\$ 1,560
	IEF software maintenance fee	\$ 700
	Shieldware (NCIC)	\$ 2,975
	Total Station (T1) software update	\$ 850
28	CALEA	\$ 4,100
	International Assoc. of Arson Investigators (1)	\$ 30
	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
	International Crime Free Housing Association (1)	\$ 50
	National Child Seat Certification Program (2 year membership in 2 nd year)	\$ 50

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
28 cont.	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)	\$ 75
	F.B.I. LEEDA Membership (2)	\$ 100
	F.B.I. National Academy Alumni Association (2) - National (\$60) and Iowa Chapter (\$25)	\$ 170
	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 - 8)	\$ 320
	K-9 Heart of America Police Dog Association (dog, handler, supervisor)	\$ 160
	MOCIC Agency Membership	\$ 200
	International Association of Property Evidence Technicians (2)	\$ 100
32	Uniform – new issue	\$ 6,000
	Ballistic vest replacements (15)	\$ 9,000
	Uniform Replacement - Police Reserves	\$ 1,500
	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
	Iowa Association of Ident Officers conference (2)	\$ 300
	IPCA Administrative Professionals workshop (2)	\$ 100
	LECC & IPCA. annual conference (2)	\$ 500
	Iowa Homeland Security conference (reimbursement for costs based on grant availability)	\$ 300
	IACP Executive training conference (1)	\$ 1,800
	LEIN training conference (2)	\$ 350
	MOCIC training conference (1)	\$ 900
	LEIN Basic Intelligence school (1)	\$ 250
	Iowa Death Investigators Training conference (1)	\$ 150
	Crimes against Women conference (1)	\$ 1,325
	Firearms Instructor Development school (2)	\$ 2,000

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
46 cont.	Springfield XD Armorer course	\$ 471
	ILEA Advanced & Recertification Instructor schools	\$ 5,500
	ILEA Basic Academy training (2)	\$ 13,500
	Northwestern Online Crash Investigation course	\$ 1,075
	Field Training Associates – certification course	\$ 350
	School Resource Officers training conference (1) UHS Funds	\$ -0-
	Iowa Police Reserve Officers annual training conference (6)	\$ 600
	FBI NA Associates training event (2)	\$ 1,300
	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
	Community Relations School – environmental design	\$ 1,545
	PIO School	\$ 1,000
	Rentals – specialized training venues for Police (Camp Dodge, MAC Mount)	\$ 400
48	Utilities, heating, lights and cooling	\$ 22,200
	Telephone service	\$ 24,000
	Cell phone service	\$ 10,800
	IN 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
55	Culture of Integrity program (Urbandale and DSM Christian Schools)	\$ 4,500
56	Replacement tires, batteries, parts, etc.	\$ 13,000
	Police bicycle maintenance and equipment	\$ 1,000
	Speed trailer maintenance	\$ 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	\$ 9,000
59	Citizen Police Academy 2016	\$ 1,000
	Crime Free Multi-Housing Program (collaborating agencies program)	\$ 400

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
59 cont.	Range ballistic blocks	\$ 1,100
	Historical Committee supplies	\$ 500
	Honor guard enhancements	\$ 1,450
	C.I.D. fraud meeting supplies (Insurance, Bankers, Business and Police – noon meetings)	\$ 250
	Investigative funds (prisoner transports, records fees, travel expenses, records inquiries, etc.)	\$ 4,500
	C.S.I. evidence and laboratory supplies	\$ 3,250
	R.A.D./R.A.D. kids supplies	\$ 250
	Property evidence bags and storage supplies	\$ 600
	Community Crime Eye program supplies (brochures, bags, handouts, etc.)	\$ 2,000
	Car wash tickets	\$ 2,500
	Alco sensor mouthpieces (.22 cents per tube)	\$ 900
	Qualification, training and service ammunition	\$ 12,500
	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	\$ 1,500
	National Night Out 2015 – supplies	\$ 1,200
	ID card supplies	\$ 500
60	General fire & safety supplies	\$ 800
	Protective eyewear and hearing, masks, etc.	\$ 400
	Injured officers – return to work medical review	\$ 500
	Latex gloves	\$ 400
	MVR fees	\$ 613
71	Equipment transfer- patrol vehicles (3 @ \$2,400 per car)	\$ 7,200
	Patrol vehicle markings (3)	\$ 1,500
	Patrol light & siren control head upgrade (3)	\$ 5,100
	Equipment transfer – C.I.D. vehicles (4 @ \$750 per car)	\$ 3,000
	In-Car video replacement (12)	\$ 57,673
	A.E.D.s Patrol (4) and UPD lobby (1)	\$ 8,250
72	Desk replacements records division (1)	\$ 1,500
73	Equipment Replacement Fund contribution	\$ 144,990
75	SERT uniforms replacement (9)	\$ 1,620

FUNCTION: Public Safety
ACTIVITY: Police

Object	Description	Amount
	SERT training & qualification ammunition	\$ 12,500
	SERT chemical agents	\$ 3,000
	SERT range & target supplies	\$ 2,300
	SERT training rentals (ranges & special venues)	\$ 400
76	Impound lot fencing (Public Works site)	\$ 4,000
81	Building maintenance fund contribution – general repairs	\$ 42,463
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract	\$ 20,000
	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
	Miscellaneous HVAC service and repair	\$ 12,200
	Miscellaneous light maintenance & electrical repair	\$ 2,000
	Miscellaneous building repairs	\$ 3,500
	Generator service & maintenance agreement	\$ 3,906
99	PLANNED PURCHASES OF LINE ITEMS VIA FORFEITURE ASSETS - \$40,185	
	Police Officers Memorial Service	\$ 2,000
	I.A.C.P. Executive Training Conference (2)	\$ 3,600
	EnCase Certification School – computer forensics	\$ 6,385
	Force on Force Training Equipment	\$ 4,200
	K-9 replacement and equipment	\$ 24,000

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

FIRE/EMS

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	2,401,564	2,815,721	2,744,313	2,879,683
Contractual & supply service	347,571	331,140	331,540	366,056
Capital outlay	<u>223,803</u>	<u>175,755</u>	<u>203,255</u>	<u>245,672</u>
Total expenditures	\$ 2,972,938	\$ 3,322,616	\$ 3,279,108	\$ 3,491,411
Fees	653,839	640,000	672,000	680,000
Grants	-	-	-	-
Other	<u>174,132</u>	<u>202,397</u>	<u>189,832</u>	<u>207,101</u>
Total revenue	\$ 827,971	\$ 842,397	\$ 861,832	\$ 887,101
<i>Net amount supported by property taxes</i>	\$ 2,144,967	\$ 2,480,219	\$ 2,417,276	\$ 2,604,310

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$63,960 in personnel costs reflects normal salary and benefits increases for 32 existing full-time staff.
- ↑ An increase of \$6,700 in professional services reflects a 5-year inspection of the training facility, as required by the building's warranty. This cost is split between Clive, Urb & WH.
- ↑ An increase of \$14,900 in vehicle operations represents the addition of one new response SUV to the fleet for the assistant chief position added in the current year, coupled with fuel prices anticipated to return to normal levels.
- ↑ An increase of \$6,900 in operating supplies reflects an increase in EMS consumable supplies.
- ↑ An increase of \$11,350 in equipment reflects the purchase of two additional automatic CPR devices, and equipment for the new fleet SUV.
- ↑ An increase in building maintenance fund contribution of \$10,700 reflects the additional square footage cost of the Station 42 dorms and day room area.
- ↑ An increase of \$50,000 in transfers represents the final allocation for the traffic signal preemption devices for the Douglas corridor intersections. This project is being completed through the capital projects fund.

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
150 FIRE/EMS							
PERSONAL SERVICES							
01	Salaries	\$ 1,577,734	\$ 1,923,499	\$ 1,900,000	\$ 1,994,271	\$ 70,772	\$ 2,507,379
02	Overtime	136,117	161,000	161,000	167,000	6,000	167,000
03	Part-time	357,237	391,230	360,000	403,650	12,420	417,778
04	Witness fees	-	-	-	-	-	-
06	FICA	33,131	36,911	36,000	38,225	1,314	40,125
07	Retirement - IPERS	37,357	44,693	30,000	44,903	210	47,569
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	247,059	243,478	243,478	208,760	(34,718)	223,133
11	Allowance	50	400	400	400	-	400
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	12,879	14,510	13,435	22,474	7,964	23,691
Sub-Total		\$ 2,401,564	\$ 2,815,721	\$ 2,744,313	\$ 2,879,683	\$ 63,962	\$ 3,427,075
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	5,937	500	6,800	1,000	500	2,500
23	Professional services	19,840	17,695	17,695	24,360	6,665	17,600
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	25,874	11,530	11,530	17,296	5,766	38,535
28	Dues and memberships	2,227	2,020	2,020	1,928	(92)	2,100
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	25,584	34,000	34,000	34,000	-	34,000
35	Printing and copying	4,385	4,900	4,900	4,900	-	4,900
40	Building and grounds maint.	13,967	-	-	-	-	-
41	Vehicle and equipment maint.	44,713	38,500	38,500	38,500	-	38,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	19,924	28,250	25,000	27,795	(455)	26,295
48	Utility service	57,131	45,500	49,000	49,000	3,500	51,500
49	Petty cash	-	100	50	100	-	100
51	Maintenance supplies	3,559	3,000	3,000	3,200	200	3,200
54	Minor equipment	5,927	17,500	17,500	17,500	-	18,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	8,762	8,150	8,150	8,150	-	8,250
57	Vehicle operation supplies	43,372	48,100	45,000	63,032	14,932	65,000
58	Office supplies	2,900	3,250	3,250	3,250	-	3,250
59	Operating supplies	45,128	47,325	47,325	54,225	6,900	50,000
60	Safety and medical supplies	18,341	20,820	17,820	17,820	(3,000)	18,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 347,571	\$ 331,140	\$ 331,540	\$ 366,056	\$ 34,916	\$ 381,730
CAPITAL OUTLAY							
71	Equipment	\$ 125,425	\$ 41,500	\$ 41,500	\$ 52,850	\$ 11,350	\$ 45,000
72	Furniture and fixtures	906	2,500	30,000	1,400	(1,100)	1,500
73	Equipment replacement fund	82,072	85,572	85,572	84,500	(1,072)	84,500
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	15,400	46,183	46,183	56,922	10,739	56,922
97	Transfers out	-	-	-	50,000	50,000	-
Sub-total		\$ 223,803	\$ 175,755	\$ 203,255	\$ 245,672	\$ 69,917	\$ 187,922
OPERATING BUDGET SUB-TOTAL		\$ 2,972,938	\$ 3,322,616	\$ 3,279,108	\$ 3,491,411	\$ 168,795	\$ 3,996,727
99	Special Revenue fund items	\$ 11,257	\$ -	\$ 2,500	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
FIRE/EMS		\$ 2,984,195	\$ 3,322,616	\$ 3,281,608	\$ 3,491,411	\$ 168,795	\$ 3,996,727

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

Activity Notes

Object	Description	Amount
01	Professional personnel (31), department secretary and performance bonus	\$ 1,994,271
02	Overtime	\$ 167,000
03	Compensation – part-time staff	\$ 403,650
06	FICA	\$ 38,225
07	IPERS	\$ 44,903
08	Pension - \$534,934 covered in 411 Fund expenses	\$ -0-
09	Group insurance	\$ 208,760
11	On the spot awards	\$ 400
13	Deferred compensation- city match	\$ 22,474
22	Recruitment expenses – part time staff	\$ 1,000
23	Pager contract	\$ 100
	SCBA fill station maintenance	\$ 1,600
	Annual ladder testing	\$ 2,700
	Annual pump testing	\$ 1,500
	Cardiac monitors calibration/PM	\$ 2,100
	Annual SCBA fit tester calibration	\$ 760
	Medical Director fee	\$ 9,000
	Training facility 5-year engineer inspection \$11,000 - shared Urb (60%), Clive (30%) & WH (10%)	\$ 6,600
27	Software maintenance (FireHouse Records Management software) + 1 new license	\$ 5,490
	Medical billing software & software updates	\$ 2,576
	Computer (printer)	\$ 200
	Public internet connectivity –monthly charge (\$120/month x 2=\$2,880)	\$ 2,880
	Scheduling software	\$ 1,100
	Net Motion maintenance	\$ 1,350
	Drug Vending Machine software update/support	\$ 1,200
	Mobile data computer for new response vehicle	\$ 2,500
28	Iowa Firefighters Association	\$ 13
	Iowa Fire Chief's Association	\$ 25
	Hawkeye Fire Safety Association	\$ 25
	Polk County Fire Chiefs	\$ 25
	International Society of Fire Service Instructors & Iowa Society of Fire Service Instructors (2)	\$ 240
	Iowa Association of Professional Fire Chiefs	\$ 50
	National Fire Protection Association (2)	\$ 330
	International Association of Fire Chiefs (2)	\$ 570
	Iowa Society of Fire Service Instructors (1)	\$ 20

FUNCTION: Public Safety
ACTIVITY: Fire/EMS

Object	Description	Amount
28 (cont.)	International Code Council	\$ 110
	IA EMS Association	\$ 350
	Academy of Professional Coders	\$ 120
	Central Iowa EMS Directors	\$ 50
32	Personal equipment and uniforms (coats, pants, boots, etc)	\$ 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
	Rescue Randy replacement	\$ 1,500
	Fire prevention materials	\$ 2,000
	Citizen Fire Academy/Kids Fire Academy	\$ 2,000
	On-Line EMS continuing education	\$ 3,000
	NFPA standards subscription on CD	\$ 1,295
	EMS training programs and continuing education	\$ 5,000
	EMS training materials and supplies	\$ 1,500
46.1	Tuition reimbursement incentive	\$ 4,000
48	Telephone, data, heating and air conditioning, water service	\$ 49,000
49	Reimburse petty cash	\$ 100
51	Batteries, paint, hardware supplies, exterior bulb replacement, janitorial supplies	\$ 3,200
54	Minor equipment (hoses, nozzles, air bags, etc.)	\$ 13,250
	Thermal imaging camera battery replacement (4)	\$ 950
	Technical rope rescue equipment	\$ 3,300
56	Vehicle maintenance supplies	\$ 8,150
57	Gas, oil, grease	\$ 63,032
58	Office supplies	\$ 3,250
59	Operating supplies	\$ 7,725
	EMS supplies/equipment	\$ 42,000
	Training facility repairs and maintenance	\$ 4,500
60	Physicals, TB tests, hepatitis shots	\$ 15,620
	Corrective lenses for SCBA	\$ 200
	Flu shots	\$ 2,000
71	CPR devices (2)	\$ 30,000
	Command box for new response vehicle	\$ 4,000
	Vehicle markings	\$ 900
	Low pressure air bag replacement	\$ 2,950

FUNCTION: Public Safety

ACTIVITY: Fire/EMS

Object	Description	Amount
71 (cont.)	Thermal imaging camera replacement	\$ 7,500
	1200'of 5 inch hose	\$ 7,500
72	Table/chair replacement @ Station 41	\$ 1,400
73	Equipment replacement fund contribution	\$ 84,500
81	Building maintenance fund contribution	\$ 53,597
	Generator service contract	\$ 625
	Sprinkler contract	\$ 300
	Pest control	\$ 400
	Miscellaneous building repairs	\$ 2,000
97	Traffic signal preemption – final Douglas Avenue intersections (transfer to Capitals)	\$ 50,000



FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

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

EMERGENCY PREPAREDNESS

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	13,088	14,481	13,645	25,743
Capital outlay	33,470	-	-	-
Total expenditures	\$ 46,558	\$ 14,481	\$ 13,645	\$ 25,743
Fees	-	-	-	-
Grants	-	-	-	-
Other	2,727	2,139	790	1,527
Total revenue	\$ 2,727	\$ 2,139	\$ 790	\$ 1,527
Net amount supported by property taxes	\$ 43,831	\$ 12,342	\$ 12,855	\$ 24,216

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A slight increase of \$2,500 in professional services reflects the cost of removing the storm siren at Aurora & 76th Streets. This siren is in an area that enjoys coverage from another newer siren and will be removed from service.
- ↑ An increase of \$8,300 in contributions to other agencies reflects the rate increase for the Polk County EMA cost formula.

FUTURE BUDGET CONSIDERATIONS:

- ❖ 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 again in the next fiscal year.

PUBLIC SAFETY	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	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	82	200	179	2,680	2,480
24	Contributions to other agencies	8,281	8,281	8,281	16,563	16,563
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.	2,379	2,800	2,800	3,000	200
44	Grant-funded purchases	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	2,346	3,200	2,385	3,500	300
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		\$ 13,088	\$ 14,481	\$ 13,645	\$ 25,743	\$ 11,262
CAPITAL OUTLAY						
71	Equipment	\$ 33,470	\$ -	\$ -	\$ -	\$ -
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		\$ 33,470	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET SUB-TOTAL		\$ 46,558	\$ 14,481	\$ 13,645	\$ 25,743	\$ 11,262
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
EMERGENCY PREPAREDNESS		\$ 46,558	\$ 14,481	\$ 13,645	\$ 25,743	\$ 11,262

FUNCTION: Public Safety
ACTIVITY: Emergency Preparedness

Activity Notes

Object	Description	Amount
23	Professional services- text alerting	\$ 180
	Siren removal (Aurora @ 76 th street)	\$ 2,500
24	Polk County EMA	\$ 16,563
41	Siren repairs	\$ 3,000
48	Utility service	\$ 3,500



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

ANIMAL CONTROL

	FINANCIAL SUMMARY			
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,670	1,500	-	-
Contractual & supply service	40,920	71,500	70,000	63,000
Capital outlay	-	-	-	-
Total expenditures	\$ 42,590	\$ 73,000	\$ 70,000	\$ 63,000
Fees	9,617	73,000	49,554	4,000
Grants	-	-	-	-
Other	2,495	4,435	4,052	3,737
Total revenue	\$ 12,112	\$ 77,435	\$ 53,606	\$ 7,737
Net amount supported by property taxes	\$ 30,478	\$ (4,435)	\$ 16,394	\$ 55,263

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$8,000 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. In conjunction with the revenue processing changes for 2015, as noted below, the total operating costs should continue to decrease, assuming consistent operations at current levels.
- ↓ In 2014, the animal licensing program contract with Humane Enterprises of Omaha terminated and WDM has taken over operations of the cooperative licensing program in 2015. Given the new processing of the licensing, the City of WDM will collect and retain all licensing revenues generated from each City and use each City's revenue to offset our cost share of the total animal control operation. So, although compliance with licensing ordinances is expected to continue to increase as the program proceeds into its fourth year, the City will no longer budget for any licensing revenue receipts.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Urbandale will continue to be a full partner in animal control and licensing services provided through WESTPET.
- ❖ 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 2016.

PUBLIC SAFETY	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

190 ANIMAL CONTROL

PERSONAL SERVICES

01	Salaries	\$ -	\$ 1,000	\$ -	\$ -	\$ (1,000)	\$ -
02	Overtime	1,670	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		\$ 1,670	\$ 1,500	\$ -	\$ -	\$ (1,500)	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	40,800	70,000	70,000	62,000	(8,000)	70,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	1,000	-	500	(500)	500
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	120	500	-	500	-	500
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 40,920	\$ 71,500	\$ 70,000	\$ 63,000	\$ (8,500)	\$ 71,000

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	-	-	-	-	-	-

ANIMAL CONTROL		\$ 42,590	\$ 73,000	\$ 70,000	\$ 63,000	\$ (10,000)	\$ 71,000
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FUNCTION: Public Safety
ACTIVITY: Animal Control

Activity Notes

Object	Description	Amount
23	Animal control services – West Des Moines	\$ 62,000
35	Pet licensing brochures, mailing costs	\$ 500
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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	707,684	1,036,226	1,036,226	1,294,205
Contractual & supply service	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 707,684	\$ 1,036,226	\$ 1,036,226	\$ 1,294,205
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
<i>Net amount supported by 411 property taxes</i>	\$ 707,684	\$ 1,036,226	\$ 1,036,226	\$ 1,294,205

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$261,000 in pension costs, which reflects 100% of the City's contribution to the Chapter 411 retirement fund for the City's professional Fire/EMS personnel, as well as 78% of the City's contribution for Police personnel.
- ↓ The MFPRSI City contribution rate went down from 30.41% in FY14-15 to 27.77% for FY15-16.
- ↑ 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 \$0.40 to \$0.50 for FY15-16. The levy is planned to increase 10 cents per year 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 adjust 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 stabilize and start to decrease over the next few years. State allowed minimum is 17%.

PUBLIC SAFETY	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	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	707,684	1,036,226	1,036,226	1,294,205	257,979	1,675,000
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ 707,684	\$ 1,036,226	\$ 1,036,226	\$ 1,294,205	\$ 257,979	\$ 1,675,000

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	-	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
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 \$ 707,684 \$ 1,036,226 \$ 1,036,226 \$ 1,294,205 \$ 257,979 \$ 1,675,000

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

POLICE & FIRE RETIREMENT FUND \$ 707,684 \$ 1,036,226 \$ 1,036,226 \$ 1,294,205 \$ 257,979 \$ 1,675,000

FUNCTION: Public Safety
ACTIVITY: Police & Fire Retirement Fund

Activity Notes

Object	Description	Amount
09	Municipal Police & Fire Retirement system – City contribution for Fire & EMS	\$ 534,934
	Municipal Police & Fire Retirement system – City contribution for Police	\$ 759,271



PUBLIC WORKS	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

200 PUBLIC WORKS SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 2,311,372	\$ 2,554,179	\$ 2,445,819	\$ 2,690,885	\$ 136,706	\$ 2,769,192
02	Overtime	148,941	131,500	145,500	146,500	15,000	140,500
03	Part-time	45,701	63,225	57,362	63,225	-	63,225
04	Witness fees	-	-	-	-	-	-
06	FICA	187,656	198,564	197,478	208,804	10,240	215,933
07	Retirement - IPERS	218,650	232,598	229,059	244,746	12,148	269,930
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	335,295	304,350	304,350	271,388	(32,962)	271,584
11	Allowance	4,905	5,350	4,850	5,350	-	5,350
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	18,066	19,889	18,187	29,445	9,556	30,487
Sub-Total		\$ 3,270,586	\$ 3,509,655	\$ 3,402,605	\$ 3,660,343	\$ 150,688	\$ 3,766,201

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	3,513	4,500	3,500	4,500	-	4,500
23	Professional services	66,347	72,000	87,600	54,000	(18,000)	58,500
24	Contributions to other agencies	876,371	896,613	889,013	949,145	52,532	962,500
27	Data processing	69,858	62,700	61,100	60,550	(2,150)	59,600
28	Dues and memberships	8,993	7,735	7,900	8,835	1,100	8,335
29	Insurance	-	212,968	212,968	176,713	(36,255)	225,000
32	Uniforms and laundry	20,963	21,975	21,975	21,975	-	21,975
35	Printing and copying	11,147	12,800	10,200	13,500	700	13,500
40	Building and grounds maint.	37,709	-	-	-	-	-
41	Vehicle and equipment maint.	18,606	61,750	73,500	77,250	15,500	75,750
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	9,541	17,120	16,100	17,120	-	17,120
48	Utility service	674,498	704,300	686,400	714,950	10,650	728,250
49	Petty cash	-	-	-	1,950	1,950	-
51	Maintenance supplies	528,494	604,260	547,205	597,287	(6,973)	621,050
54	Minor equipment	10,989	9,250	9,600	9,000	(250)	13,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	133,854	97,700	83,950	102,700	5,000	109,500
57	Vehicle operation supplies	262,841	289,186	266,600	291,975	2,789	305,000
58	Office supplies	3,476	3,500	3,500	3,500	-	3,500
59	Operating supplies	18,143	19,900	19,700	20,500	600	20,500
60	Safety and medical supplies	3,088	5,863	5,900	5,363	(500)	5,400
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 2,758,431	\$ 3,104,120	\$ 3,006,711	\$ 3,130,813	\$ 26,693	\$ 3,253,480

CAPITAL OUTLAY

71	Equipment	\$ 36,598	\$ 19,000	\$ 50,265	\$ 64,500	\$ 45,500	\$ 20,000
72	Furniture and fixtures	59,235	52,500	52,500	65,000	12,500	55,000
73	Equipment replacement fund	567,707	651,006	651,006	628,824	(22,182)	616,053
74	Office equipment	-	4,000	4,000	-	(4,000)	-
75	Operating equipment	-	-	-	-	-	20,000
76	Property improvements	166,819	165,000	157,044	293,900	128,900	236,600
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	19,250	77,286	77,286	77,839	553	77,839
97	Transfers out	1,017,200	1,701,500	1,701,500	1,944,300	242,800	1,396,300
Sub-total		\$ 1,866,809	\$ 2,670,292	\$ 2,693,601	\$ 3,074,363	\$ 404,071	\$ 2,421,792

OPERATING BUDGET SUB-TOTAL

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

PUBLIC WORKS SUMMARY		\$ 7,895,826	\$ 9,309,067	\$ 9,102,917	\$ 9,890,519	\$ 581,452	\$ 9,466,473
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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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,072,890	1,132,740	1,103,044	1,147,397
Contractual & supply service	729,258	968,366	884,281	954,086
Capital outlay	971,222	1,675,729	1,712,994	1,791,204
Total expenditures	\$ 2,773,370	\$ 3,776,835	\$ 3,700,319	\$ 3,892,687
Fees	-	-	-	-
Grants	-	-	-	-
Other	3,063,562	3,083,991	3,254,585	3,384,017
Total revenue	\$ 3,063,562	\$ 3,083,991	\$ 3,254,585	\$ 3,384,017
Net amount supported by Road Use taxes	\$ (290,192)	\$ 692,844	\$ 445,734	\$ 508,670

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$16,700 due to normal salary and benefit increases for existing staff.
- ↑ An increase of \$25,000 in contributions to other agencies, which reflects a bi-annual pavement condition inventory.
- ↓ A decrease of \$36,300 in insurance reflects the allocation of the City-wide property and casualty insurance and workers compensation insurance associated with the Road Use fund operations.
- ↑ An increase of \$8,500 in vehicle maintenance for the sandblasting and painting of 4 dump trucks and radio maintenance.
- ↓ A decrease of \$18,400 in maintenance supplies, which represents a decrease in anticipated concrete materials, offset by doubling crack sealing materials as the department shifts focus to preventative maintenance.
- ↑ An increase of \$17,000 in equipment reflects the purchase of an additional air compressor and a replacement of the vehicle lift for the maintenance shop.
- ↓ A decrease of \$27,400 in equipment replacement fund contribution reflects the prior year addition of one dump truck to the roadway fleet for use in snow removal.
- ↑ An increase of \$120,300 in transfers reflects costs for the 2015 concrete patching program, and the asphalt patching and resurfacing of: Aurora @ 142nd Street, Meredith Drive from 170th to 177th, and 142nd Street from Aurora to Meredith. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.

FUTURE BUDGET CONSIDERATIONS:

- ❖ The Capital Improvement Program provides for an aggressive reconstruction schedule for asphalt streets located west of Interstate 35/80. This will significantly decrease maintenance expenditures on temporary streets and allow the Department to focus on permanent repairs 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.
- ❖ The City is conducting a 2015 Special Census, which will create future road use tax revenue increases based on higher population counts. However, the volume of roadway maintenance projects continues to rise and will result in continued aggressive use of Road Use fund balance. Unless additional fuel tax rates increase, it is anticipated that the amount of non-road use tax funds needed (primarily general obligation bonds) to support continued street improvement projects will continue to increase.

PUBLIC WORKS		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
210 ROADWAY MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 735,011	\$ 804,761	\$ 780,000	\$ 827,620	\$ 22,859	\$ 847,293
02	Overtime	59,653	55,000	55,000	55,000	-	55,000
03	Part-time	20,251	19,000	17,040	19,000	-	19,000
04	Witness fees	-	-	-	-	-	-
06	FICA	61,135	62,711	62,000	64,451	1,740	66,271
07	Retirement - IPERS	70,057	73,204	72,000	75,235	2,031	82,558
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	123,529	114,132	114,132	97,856	(16,276)	95,628
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City me	3,254	3,932	2,872	8,235	4,303	8,473
Sub-Total		\$ 1,072,890	\$ 1,132,740	\$ 1,103,044	\$ 1,147,397	\$ 14,657	\$ 1,174,223
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	560	1,000	1,000	1,000	-	1,000
23	Professional services	750	-	3,500	-	-	-
24	Contributions to other agencies	44,051	2,013	2,013	27,013	25,000	2,500
27	Data processing	11,458	11,000	11,000	11,000	-	11,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	212,968	212,968	176,713	(36,255)	225,000
32	Uniforms and laundry	11,189	10,900	10,900	10,900	-	10,900
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	2,772	-	-	-	-	-
41	Vehicle and equipment maint.	4,839	27,000	25,000	35,500	8,500	30,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,655	3,500	3,500	3,500	-	3,500
48	Utility service	37,036	31,500	28,000	32,500	1,000	33,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	451,548	492,400	430,000	474,000	(18,400)	500,000
54	Minor equipment	8,337	5,750	6,000	5,500	(250)	10,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	50,697	46,000	38,000	46,000	-	46,000
57	Vehicle operation supplies	94,413	111,935	100,000	117,960	6,025	120,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	8,590	9,400	9,400	10,000	600	10,000
60	Safety and medical supplies	1,363	3,000	3,000	2,500	(500)	2,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 729,258	\$ 968,366	\$ 884,281	\$ 954,086	\$ (14,280)	\$ 1,005,400
CAPITAL OUTLAY							
71	Equipment	\$ 7,891	\$ 13,000	\$ 50,265	\$ 30,000	\$ 17,000	\$ 10,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	305,731	385,445	385,445	358,038	(27,407)	345,267
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	20,000
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	15,400	50,784	50,784	56,366	5,582	56,366
97	Transfers out to Capital Project	642,200	1,226,500	1,226,500	1,346,800	120,300	971,300
Sub-total		\$ 971,222	\$ 1,675,729	\$ 1,712,994	\$ 1,791,204	\$ 115,475	\$ 1,402,933
OPERATING BUDGET SUB-TOTAL		\$ 2,773,370	\$ 3,776,835	\$ 3,700,319	\$ 3,892,687	\$ 115,852	\$ 3,582,556
99	Special Revenue fund items		\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement		-	-	-	-	-
95	Contingency		-	-	-	-	-
ROADWAY MAINTENANCE		\$ 2,773,370	\$ 3,776,835	\$ 3,700,319	\$ 3,892,687	\$ 115,852	\$ 3,582,556

FUNCTION: Public Works
ACTIVITY: Roadway Maintenance

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Heavy Equipment Operator (2), Light Equipment Operator (2), Laborer (9)	\$ 827,620
02	Overtime	\$ 55,000
03	Seasonal personnel (4) – 14 weeks	\$ 19,000
06	FICA	\$ 64,451
07	IPERS	\$ 75,235
09	Group insurance	\$ 97,856
13	Deferred compensation City match	\$ 8,235
22	Recruitment expenses	\$ 1,000
24	Salt storage facility building maintenance fund contribution	\$ 1,800
	Salt storage facility property insurance contribution	\$ 213
	Pavement condition inventory	\$ 25,000
27	AVL equipment leasing	\$ 11,000
29	Property and casualty insurance, cyber liability insurance, broker fee – RU Fund share (46%)	\$ 144,000
	Workers Compensation insurance coverage – RU Fund share (22%)	\$ 32,713
32	Uniforms, shop towels, coats, floor mats	\$ 10,900
41	Radio maintenance and installs	\$ 2,500
	Contract repairs or major component replacement	\$ 15,000
	Sandblast and paint four dump trucks bodies and frames	\$ 18,000
46	Seminars or special training	\$ 3,500
48	Water, electric and gas	\$ 32,500
51	Concrete (500 cy)	\$ 60,000
	Asphalt (600 tons)	\$ 60,000
	Crack sealing materials	\$ 70,000
	Various construction materials (dowels, epoxy, tack, snow fence, etc.)	\$ 15,000
	Aggregates	\$ 10,000
	Equipment rentals	\$ 10,000
	Brush grinding services	\$ 4,000
	Salt (2,800 tons)	\$ 182,000
	Calcium for snow and ice removal and dust control (30,000 gal.)	\$ 30,000
	Snow plow blades	\$ 25,000
	Construction signs	\$ 5,000
	Miscellaneous materials	\$ 3,000
54	Miscellaneous shop tools	\$ 4,000
	Weather station	\$ 1,500
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	\$ 107,960
	Oil, hydraulic fluid, coolant, grease	\$ 10,000
59	Shop supplies	\$ 6,600
	Towing	\$ 1,000
	Cylinder rental and propane	\$ 2,000
	Parts washer service agreement	\$ 400
60	First aid supplies and fire extinguishers	\$ 1,500
	Safety equipment	\$ 500
	Gloves and related safety items	\$ 500
71	Air compressor	\$ 15,000
	Vehicle lift	\$ 15,000
73	Equipment Replacement Fund contribution	\$ 358,038
81	Building Maintenance Fund contribution – general repairs	\$ 56,366
97	PCC Patching Program	\$ 844,300
	Aurora Avenue resurfacing (142 nd Street)	\$ 140,000
	142 nd Street resurfacing (Aurora to Meredith)	\$ 237,500
	Meredith Drive resurfacing (170 th to 177 th)	\$ 125,000



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	594,412	622,000	612,000	632,000
Capital outlay	-	-	-	-
Total expenditures	\$ 594,412	\$ 622,000	\$ 612,000	\$ 632,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	656,608	507,897	538,279	549,414
Total revenue	\$ 656,608	\$ 507,897	\$ 538,279	\$ 549,414
<i>Net amount supported by Road Use taxes</i>	\$ (62,196)	\$ 114,103	\$ 73,721	\$ 82,586

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$10,000 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		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 me	-	-	-	-	-	-
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.	371	-	-	-	-	-
41	Vehicle and equipment maint.	-	2,000	2,000	2,000	-	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	594,041	620,000	610,000	630,000	10,000	640,000
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		\$ 594,412	\$ 622,000	\$ 612,000	\$ 632,000	\$ 10,000	\$ 642,000
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		\$ 594,412	\$ 622,000	\$ 612,000	\$ 632,000	\$ 10,000	\$ 642,000
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STREET LIGHTING		\$ 594,412	\$ 622,000	\$ 612,000	\$ 632,000	\$ 10,000	\$ 642,000

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	\$ 630,000



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	69,718	74,309	74,563	74,974
Contractual & supply service	109,208	147,310	153,900	124,137
Capital outlay	20,558	21,000	15,000	98,900
Total expenditures	\$ 199,484	\$ 242,619	\$ 243,463	\$ 298,011
Fees	-	-	-	-
Grants	-	-	-	-
Other	220,357	198,112	214,136	259,069
Total revenue	\$ 220,357	\$ 198,112	\$ 214,136	\$ 259,069
Net amount supported by Road Use taxes	\$ (20,873)	\$ 44,507	\$ 29,327	\$ 38,942

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$22,000 in professional services reflects the prior year cost of the City's share of the feasibility study to implement an adaptive traffic signal system. The study is a joint study with Clive, Waukee, West Des Moines, Windsor Heights and Johnston, which is slated to be completed in Spring 2015.
- ↓ A decrease of \$6,000 in equipment reflects the prior year purchase of a walk behind paint machine.
- ↑ An increase of \$83,900 in property improvements represents the traffic signal equipment upgrade program and the Hickman road traffic signal controller upgrades.

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
240 TRAFFIC SAFETY						
PERSONAL SERVICES						
01 Salaries	\$ 50,508	\$ 52,551	\$ 53,054	\$ 53,596	\$ 1,045	\$ 54,396
02 Overtime	-	-	-	-	-	-
03 Part-time	1,590	4,700	4,700	4,700	-	4,700
04 Witness fees	-	-	-	-	-	-
06 FICA	3,967	4,360	4,400	4,439	79	4,521
07 Retirement - IPERS	4,829	5,089	4,800	5,182	93	5,632
08 Pension - MFPRSI	-	-	-	-	-	-
09 Group insurance	8,824	7,609	7,609	6,524	(1,085)	6,375
11 Allowance	-	-	-	-	-	-
12 Unemployment	-	-	-	-	-	-
13 Deferred compensation City me	-	-	-	533	533	544
Sub-Total	\$ 69,718	\$ 74,309	\$ 74,563	\$ 74,974	\$ 665	\$ 76,168
CONTRACTUAL AND SUPPLY SERVICES						
21 Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Recruitment	-	-	-	-	-	-
23 Professional services	-	22,000	22,000	-	(22,000)	-
24 Contributions to other agencies	-	-	-	-	-	-
27 Data processing	14,722	-	-	-	-	1,000
28 Dues and memberships	-	-	-	-	-	-
29 Insurance	-	-	-	-	-	-
32 Uniforms and laundry	-	-	-	-	-	-
35 Printing and copying	-	-	-	-	-	-
40 Building and grounds maint.	9,879	-	-	-	-	-
41 Vehicle and equipment maint.	240	18,000	28,000	18,000	-	20,000
44 Grant-funded purchases	-	-	-	-	-	-
46 Training and development	-	-	-	-	-	-
48 Utility service	20,495	22,800	21,600	23,700	900	24,500
49 Petty cash	-	-	-	-	-	-
51 Maintenance supplies	63,637	82,310	80,000	81,237	(1,073)	80,000
54 Minor equipment	49	-	100	-	-	-
55 DARE expenditures	-	-	-	-	-	-
56 Vehicle maintenance supplies	105	2,000	2,000	1,000	(1,000)	2,000
57 Vehicle operation supplies	-	-	-	-	-	-
58 Office supplies	-	-	-	-	-	-
59 Operating supplies	81	200	200	200	-	200
60 Safety and medical supplies	-	-	-	-	-	-
61 Refunds	-	-	-	-	-	-
Sub-total	\$ 109,208	\$ 147,310	\$ 153,900	\$ 124,137	\$ (23,173)	\$ 127,700
CAPITAL OUTLAY						
71 Equipment	\$ 5,897	\$ 6,000	\$ -	\$ -	\$ (6,000)	\$ -
72 Furniture and fixtures	-	-	-	-	-	-
73 Equipment replacement fund	-	-	-	-	-	-
74 Office equipment	-	-	-	-	-	-
75 Operating equipment	-	-	-	-	-	-
76 Property improvements	14,661	15,000	15,000	98,900	83,900	86,600
77 Economic development	-	-	-	-	-	-
79 Books, films and recordings	-	-	-	-	-	-
80 Natural disaster cleanup	-	-	-	-	-	-
81 Building maintenance fund	-	-	-	-	-	-
97 Transfers out	-	-	-	-	-	-
Sub-total	\$ 20,558	\$ 21,000	\$ 15,000	\$ 98,900	\$ 77,900	\$ 86,600
OPERATING BUDGET SUB-TOTAL	\$ 199,484	\$ 242,619	\$ 243,463	\$ 298,011	\$ 55,392	\$ 290,468
99 Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91 Debt retirement	-	-	-	-	-	-
95 Contingency	-	-	-	-	-	-
TRAFFIC SAFETY	\$ 199,484	\$ 242,619	\$ 243,463	\$ 298,011	\$ 55,392	\$ 290,468

FUNCTION: Public Works
ACTIVITY: Traffic Safety

Activity Notes

Object	Description	Amount
01	Light Equipment Operator	\$ 53,596
03	Seasonal personnel (1) – 14 weeks	\$ 4,700
06	FICA	\$ 4,439
07	IPERS	\$ 5,182
09	Group insurance	\$ 6,524
13	Deferred comp City match	\$ 533
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
48	Traffic signal electrical service (48 signals @ 100%, 12 signals @ 50%, 6 school beacons)	\$ 23,700
51	Signs	\$ 40,000
	Posts, brackets, miscellaneous hardware	\$ 10,000
	Street painting materials	\$ 19,487
	Don't Walk LED replacements (150 @ \$50 minus \$25 MidAm rebate)	\$ 3,750
	Signal controller replacement (2)	\$ 8,000
56	Paint machine maintenance	\$ 1,000
59	Operating supplies	\$ 200
76	Traffic signal equipment upgrade program	\$ 75,000
	Hickman Road traffic controller upgrades	\$ 23,900



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	548,673	645,075	606,457	651,261
Contractual & supply service	28,525	44,500	43,200	44,500
Capital outlay	33,990	22,751	22,751	25,429
Total expenditures	\$ 611,188	\$ 712,326	\$ 672,408	\$ 721,190
Fees	133,751	115,000	125,000	115,000
Grants	-	-	-	-
Other	35,799	42,466	38,927	42,779
Total revenue	\$ 169,550	\$ 157,466	\$ 163,927	\$ 157,779
Net amount supported by property taxes	\$ 441,638	\$ 554,860	\$ 508,481	\$ 563,411

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall increase of \$6,200 in personnel costs reflects normal increases in salary and benefits for existing staff.

FUTURE BUDGET CONSIDERATIONS:

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

PUBLIC WORKS		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
260 ENGINEERING SERVICES							
PERSONAL SERVICES							
01	Salaries	\$ 382,305	\$ 455,748	\$ 405,000	\$ 457,361	\$ 1,613	\$ 476,401
02	Overtime	35,079	35,000	49,000	45,000	10,000	45,000
03	Part-time	14,834	22,725	22,500	22,725	-	22,725
04	Witness fees	-	-	-	-	-	-
06	FICA	32,360	36,430	36,500	36,552	122	38,183
07	Retirement - IPERS	37,180	42,525	41,000	42,668	143	47,567
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	44,118	49,457	49,457	42,404	(7,053)	41,439
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	2,797	3,190	3,000	4,551	1,361	4,764
Sub-Total		\$ 548,673	\$ 645,075	\$ 606,457	\$ 651,261	\$ 6,186	\$ 676,079
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	634	300	1,000	300	-	300
23	Professional services	6,252	13,500	15,000	13,500	-	18,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	31	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,395	3,450	3,450	3,450	-	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	1,077	2,700	2,500	2,700	-	2,700
48	Utility service	4,148	6,600	5,000	6,600	-	6,600
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	60	300	300	300	-	300
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	786	1,000	750	1,000	-	1,000
57	Vehicle operation supplies	10,636	14,000	13,000	14,000	-	15,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	1,506	1,800	1,600	1,800	-	1,800
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 28,525	\$ 44,500	\$ 43,200	\$ 44,500	\$ -	\$ 50,500
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	11,239	-	-	-	-	-
73	Equipment replacement fund	22,751	22,751	22,751	25,429	2,678	25,429
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		\$ 33,990	\$ 22,751	\$ 22,751	\$ 25,429	\$ 2,678	\$ 25,429
OPERATING BUDGET SUB-TOTAL		\$ 611,188	\$ 712,326	\$ 672,408	\$ 721,190	\$ 8,864	\$ 752,008
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
ENGINEERING SERVICES		\$ 611,188	\$ 712,326	\$ 672,408	\$ 721,190	\$ 8,864	\$ 752,008

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	\$ 457,361
02	Overtime	\$ 45,000
03	Seasonal interns (3)	\$ 22,725
06	FICA	\$ 36,552
07	IPERS	\$ 42,668
09	Group insurance	\$ 42,404
13	Deferred compensation City match	\$ 4,551
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	\$ 25,429



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	652,623	643,919	644,305	660,624
Contractual & supply service	1,097,493	1,097,853	1,080,655	1,135,012
Capital outlay	229,035	233,539	233,539	235,643
Total expenditures	\$ 1,979,151	\$ 1,975,311	\$ 1,958,499	\$ 2,031,279
Fees	2,218,117	2,165,500	2,209,900	2,210,900
Grants	-	-	-	-
Other	131,398	147,722	128,380	135,490
Total revenue	\$ 2,349,515	\$ 2,313,222	\$ 2,338,280	\$ 2,346,390
<i>Net amount supported by property taxes</i>	\$ (370,364)	\$ (337,911)	\$ (379,781)	\$ (315,111)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall increase of \$16,700 in personnel costs reflect normal increases in salary and benefits for existing staff.
- ↑ An increase of \$27,500 in contributions to other agencies reflects anticipated increase in MWA's tipping fees increase of \$1 per ton and a 2.5% increase in the Curb It! recycling program.
- ↑ An increase of \$8,000 in vehicle repairs reflects the maintenance needs for the full fleet of 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.
- ❖ There is potential that yard waste will be allowed in the landfill, which would further decrease solid waste collection costs, but also result in significant changes in collection procedures.
- ❖ 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
290 SOLID WASTE COLLECTION							
PERSONAL SERVICES							
01	Salaries	\$ 464,826	\$ 474,966	\$ 473,841	\$ 492,315	\$ 17,349	\$ 501,767
02	Overtime	30,760	25,000	25,000	30,000	5,000	30,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	37,610	36,154	36,116	37,475	1,321	38,385
07	Retirement - IPERS	44,201	42,203	43,739	43,745	1,542	47,818
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	70,588	60,870	60,870	52,190	(8,680)	51,002
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	4,638	4,726	4,739	4,899	173	5,018
Sub-Total		\$ 652,623	\$ 643,919	\$ 644,305	\$ 660,624	\$ 16,705	\$ 673,990
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	29,247	-	100	-	-	-
24	Contributions to other agencies	831,270	894,600	887,000	922,132	27,532	960,000
27	Data processing	3,741	3,600	3,600	3,600	-	3,600
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	3,960	4,600	4,600	4,600	-	4,600
35	Printing and copying	1,791	1,200	1,200	1,200	-	1,200
40	Building and grounds maint.	1,174	-	-	-	-	-
41	Vehicle and equipment maint.	12,157	10,000	15,000	18,000	8,000	20,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	1,155	-	-	-
54	Minor equipment	337	2,000	1,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	69,202	35,000	30,000	40,000	5,000	45,000
57	Vehicle operation supplies	137,293	139,853	130,000	136,480	(3,373)	145,000
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	7,321	6,500	6,500	6,500	-	6,500
60	Safety and medical supplies	-	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,097,493	\$ 1,097,853	\$ 1,080,655	\$ 1,135,012	\$ 37,159	\$ 1,188,400
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	47,996	52,500	52,500	53,000	500	55,000
73	Equipment replacement fund	181,039	181,039	181,039	182,643	1,604	182,643
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		\$ 229,035	\$ 233,539	\$ 233,539	\$ 235,643	\$ 2,104	\$ 237,643
OPERATING BUDGET SUB-TOTAL		\$ 1,979,151	\$ 1,975,311	\$ 1,958,499	\$ 2,031,279	\$ 55,968	\$ 2,100,033
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SOLID WASTE COLLECTION		\$ 1,979,151	\$ 1,975,311	\$ 1,958,499	\$ 2,031,279	\$ 55,968	\$ 2,100,033

FUNCTION: Public Works
ACTIVITY: Solid Waste Collection

Activity Notes

Object	Description	Amount
01	Supervisor, Mechanic, Waste Collection Operators (6)	\$ 492,315
02	Overtime	\$ 30,000
06	FICA	\$ 37,475
07	IPERS	\$ 43,745
09	Group insurance	\$ 52,190
13	Deferred compensation City match	\$ 4,899
24	Landfill and transfer station charges	\$ 435,600
	Curb It! recycling program	\$ 450,432
	Appliance disposal	\$ 5,600
	Bulk item collection (annual)	\$ 30,500
27	AVL operation fees	\$ 3,600
32	Uniform allowance for employees (8)	\$ 4,600
35	Spring clean-up mailing and solid waste brochures	\$ 1,200
41	Contracted equipment repairs	\$ 18,000
54	Miscellaneous tools	\$ 2,000
56	Wear items (tires, batteries, etc.)	\$ 15,000
	Repair parts for eight vehicles	\$ 25,000
57	Fuel	\$ 131,480
	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	\$ 53,000
73	Equipment Replacement Fund contribution	\$ 182,643



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	167,715	172,494	167,129	173,708
Contractual & supply service	56,096	62,698	74,350	70,610
Capital outlay	<u>166,554</u>	<u>158,200</u>	<u>150,244</u>	<u>222,143</u>
Total expenditures	\$ 390,365	\$ 393,392	\$ 391,723	\$ 466,461
Fees	-	-	-	-
Grants	-	-	-	-
Other	<u>455,442</u>	<u>451,878</u>	<u>454,715</u>	<u>530,371</u>
Total revenue	\$ 455,442	\$ 451,878	\$ 454,715	\$ 530,371
Net amount supported by property taxes	\$ (65,077)	\$ (58,486)	\$ (62,992)	\$ (63,910)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$7,000 in professional service reflects the request by the sewer districts for additional line televising and tap cutting.
- ↑ An increase of \$18,000 in equipment represents purchase of a new sewer camera. Total cost of \$27,000 will be allocated 2/3rd to this budget and 1/3rd to Storm Water Utility. This will be a motorized camera for inspecting underground service lines.
- ↑ An increase of \$45,000 in property improvements reflects requested increases in the sewer lining program, and manhole rehabilitation programs.

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 Storm Water system. Any projects would be a joint venture between the City and the two sewer districts.

PUBLIC WORKS		FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
291 SANITARY SEWERS							
PERSONAL SERVICES							
01	Salaries	\$ 115,405	\$ 120,037	\$ 117,924	\$ 122,406	\$ 2,369	\$ 124,233
02	Overtime	10,489	6,000	6,000	6,000	-	-
03	Part-time	2,725	9,300	7,122	9,300	-	9,300
04	Witness fees	-	-	-	-	-	-
06	FICA	9,634	9,849	9,665	10,029	180	10,215
07	Retirement - IPERS	11,242	11,496	10,615	11,707	211	12,726
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	17,647	15,217	15,217	13,048	(2,169)	12,750
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	573	595	586	1,218	623	1,242
Sub-Total		\$ 167,715	\$ 172,494	\$ 167,129	\$ 173,708	\$ 1,214	\$ 170,466
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	29,723	33,500	45,000	40,500	7,000	40,000
24	Contributions to other agencies	1,050	-	-	-	-	-
27	Data processing	926	800	1,300	800	-	800
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	974	1,150	1,150	1,150	-	1,150
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	276	-	-	-	-	-
41	Vehicle and equipment maint.	1,318	3,000	2,000	2,000	(1,000)	2,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	270	400	400	400	-	400
48	Utility service	1,632	1,850	1,800	-	(1,850)	2,000
49	Petty cash	-	-	-	1,950	1,950	-
51	Maintenance supplies	5,879	3,500	5,000	5,000	1,500	5,000
54	Minor equipment	1,891	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,200	7,200	7,200	8,200	1,000	9,000
57	Vehicle operation supplies	5,845	8,798	8,000	8,110	(688)	8,500
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	44	500	500	500	-	500
60	Safety and medical supplies	68	500	500	500	-	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 56,096	\$ 62,698	\$ 74,350	\$ 70,610	\$ 7,912	\$ 71,350
CAPITAL OUTLAY							
71	Equipment	\$ 5,210	\$ -	\$ -	\$ 18,000	\$ 18,000	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	9,186	8,200	8,200	9,143	943	9,143
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	152,158	150,000	142,044	195,000	45,000	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 166,554	\$ 158,200	\$ 150,244	\$ 222,143	\$ 63,943	\$ 164,143
OPERATING BUDGET SUB-TOTAL		\$ 390,365	\$ 393,392	\$ 391,723	\$ 466,461	\$ 73,069	\$ 405,959
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SANITARY SEWERS		\$ 390,365	\$ 393,392	\$ 391,723	\$ 466,461	\$ 73,069	\$ 405,959

FUNCTION: Public Works
ACTIVITY: Sanitary Sewer and Wastewater

Activity Notes

Object	Description	Amount
01	Sewer System Operator II (2)	\$ 122,406
02	Overtime	\$ 6,000
03	Seasonal laborers (2)	\$ 9,300
06	FICA	\$ 10,029
07	IPERS	\$ 11,707
09	Group insurance	\$ 13,048
13	Deferred compensation City match	\$ 1,218
23	Television survey of sanitary sewer lines	\$ 35,000
	Tap cutting program	\$ 4,500
	Mowing	\$ 1,000
27	AVL leasing fees	\$ 800
32	Uniform allowance	\$ 1,150
41	Merle Hay Road lift station maintenance	\$ 2,000
46	Waste water technical training	\$ 400
48	Electric service, telephone	\$ 1,950
51	Castings, adjusting rings, concrete	\$ 5,000
54	Replacement tools	\$ 1,500
56	Maintenance items for four vehicles	\$ 1,000
	Jet machine replacement parts	\$ 7,200
57	Fuel	\$ 7,310
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 500
60	Safety equipment	\$ 500
71	Sewer camera (1/3 rd in Stormwater)	\$ 18,000
73	Equipment Replacement Fund contribution	\$ 9,143
76	Sewer lining program & manhole rehabilitation program	\$ 195,000



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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED
Personal services	217,228	284,809	260,105	285,485
Contractual & supply service	38,346	55,325	60,025	64,650
Capital outlay	433,450	528,571	528,571	660,071
Total expenditures	\$ 689,024	\$ 868,705	\$ 848,701	\$ 1,010,206
Fees	717,632	710,000	728,000	1,498,000
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ 717,632	\$ 710,000	\$ 728,000	\$ 1,498,000
Net amount supported by stormwater fees	\$ (28,608)	\$ 158,705	\$ 120,701	\$ (487,794)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$11,000 in maintenance supplies reflects the materials needed to continue the intake reconstruction program.
- ↑ An increase of \$9,000 in equipment reflects 1/3rd of the cost to purchase a new motorized camera for use in the underground service lines. This item will be cost shared with the Sanitary Sewer department.
- ↑ An increase of \$122,500 in transfers reflect the projects for storm water improvement, intake rebuilding program, Oakwood Drive channel improvements, and Rocklyn Creek preservation. These funds will be transferred out to the Capital Projects funds for construction, as these projects combine with GO Bond funding sources.
- ↑ Storm water user fees will increase \$2 per ERU per month starting July 1, 2015, for a total of \$4 per ERU per month. This increase is anticipated to raise an additional \$770,000 in revenue that will go towards funding a larger portion of storm water improvement projects, as identified in the Capital Improvements Program.

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.
- ❖ In order to maintain the quality of the storm sewer and creek systems, in future years the City will need to allocate increased funds to these improvements to address larger projects throughout the City.
- ❖ 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
STORM WATER UTILITY FUND							
PERSONAL SERVICES							
01	Salaries	\$ 141,943	\$ 201,862	\$ 180,000	\$ 205,503	\$ 3,641	\$ 210,866
02	Overtime	12,960	10,500	10,500	10,500	-	10,500
03	Part-time	6,301	7,500	6,000	7,500	-	7,500
04	Witness fees	-	-	-	-	-	-
06	FICA	11,918	15,939	15,797	16,217	278	16,705
07	Retirement - IPERS	13,822	18,606	17,905	18,930	324	20,810
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	29,118	28,913	28,913	24,790	(4,123)	30,601
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,166	1,489	990	2,045	556	2,109
Sub-Total		\$ 217,228	\$ 284,809	\$ 260,105	\$ 285,485	\$ 676	\$ 299,091
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	375	3,000	2,000	-	(3,000)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	1,209	1,200	1,200	1,200	-	1,200
28	Dues and memberships	5,633	4,500	4,500	5,000	500	4,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,320	1,725	1,725	1,725	-	1,725
35	Printing and copying	1,150	500	500	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	52	1,000	1,000	1,000	-	1,000
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	155	1,000	200	1,000	-	1,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	6,797	20,000	25,000	31,000	11,000	30,000
54	Minor equipment	170	-	1,000	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	6,864	6,500	6,000	6,500	-	6,500
57	Vehicle operation supplies	14,610	14,600	15,600	15,425	825	16,500
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	11	1,000	1,000	1,000	-	1,000
60	Safety and medical supplies	-	300	300	300	-	300
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 38,346	\$ 55,325	\$ 60,025	\$ 64,650	\$ 9,325	\$ 64,225
CAPITAL OUTLAY							
71	Equipment	\$ 9,450	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ 5,000
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	49,000	53,571	53,571	53,571	-	53,571
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 to Capitals	375,000	475,000	475,000	597,500	122,500	425,000
Sub-total		\$ 433,450	\$ 528,571	\$ 528,571	\$ 660,071	\$ 131,500	\$ 483,571
OPERATING BUDGET SUB-TOTAL		\$ 689,024	\$ 868,705	\$ 848,701	\$ 1,010,206	\$ 141,501	\$ 846,887
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
STORM WATER UTILITY FUND		\$ 689,024	\$ 868,705	\$ 848,701	\$ 1,010,206	\$ 141,501	\$ 846,887

FUNCTION: Public Works
ACTIVITY: Stormwater Utility Fund

Activity Notes

Object	Description	Amount
01	30% Senior Engineer (other 70% in Public Works Administration), Light Equipment Operators (2), ½ Inspector (other ½ in Engineering Services) , Laborer	\$ 205,503
02	Overtime	\$ 10,500
03	Part-time (summer intern)	\$ 7,500
06	FICA	\$ 16,217
07	IPERS	\$ 18,930
09	Group insurance	\$ 24,790
13	Deferred compensation City match	\$ 2,045
27	AVL leasing fees	\$ 1,200
28	Stormwater Phase II regulations	\$ 5,000
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	\$ 25,000
	Storm sewer maintenance supplies	\$ 5,000
	Creek maintenance supplies	\$ 1,000
56	Street sweeper brooms	\$ 5,000
	Sweeper maintenance parts	\$ 1,500
57	Fuel	\$ 14,625
	Oil, hydraulic fluid, coolant, grease	\$ 800
59	Operating supplies	\$ 1,000
60	Safety supplies	\$ 300
71	Sewer camera (2/3 rd in Sanitary Sewer)	\$ 9,000
73	Equipment replacement fund contribution	\$ 53,571
97	Stormwater improvement program	\$ 125,000
	Intake rebuilding program	\$ 250,000
	Oakwood Drive channel improvements	\$ 112,500
	Rocklyn Creek North of Urbandale Ave	\$ 60,000
	Stormwater grant program	\$ 50,000



FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

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

ENGINEERING and PUBLIC WORKS ADMIN.

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	541,739	556,309	547,002	666,894
Contractual & supply service	105,093	106,068	98,300	105,818
Capital outlay	12,000	30,502	30,502	40,973
Total expenditures	\$ 658,832	\$ 692,879	\$ 675,804	\$ 813,685
Fees	6,065	4,000	4,000	4,000
Grants	-	-	-	-
Other	38,589	44,970	39,123	48,266
Total revenue	\$ 44,654	\$ 48,970	\$ 43,123	\$ 52,266
<i>Net amount supported by property taxes</i>	\$ 614,178	\$ 643,909	\$ 632,681	\$ 761,419

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$110,600 which reflects normal salary and benefit increases for existing staff, plus the addition of one full-time Senior Engineer position.
- ↑ An increase of \$7,500 in equipment reflects the purchase of two radar traffic counters.
- ↑ An increase of \$12,000 in furniture & fixtures reflects the purchase of office cubicle components to accommodate the new Senior Engineer position.

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

295 ENGINEERING and PUBLIC WORKS ADMIN.

PERSONAL SERVICES

01	Salaries	\$ 421,374	\$ 444,254	\$ 436,000	\$ 532,084	\$ 87,830	\$ 554,236
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	31,032	33,121	33,000	39,641	6,520	41,653
07	Retirement - IPERS	37,319	39,475	39,000	47,279	7,804	52,819
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	41,471	28,152	28,152	34,576	6,424	33,789
11	Allowance	4,905	5,350	4,850	5,350	-	5,350
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	5,638	5,957	6,000	7,964	2,007	8,337
Sub-Total		\$ 541,739	\$ 556,309	\$ 547,002	\$ 666,894	\$ 110,585	\$ 696,184

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	2,319	3,200	1,500	3,200	-	3,200
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	37,771	46,100	44,000	43,950	(2,150)	42,000
28	Dues and memberships	3,360	3,235	3,400	3,835	600	3,835
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	125	150	150	150	-	150
35	Printing and copying	8,206	11,100	8,500	11,800	700	11,800
40	Building and grounds maint.	23,237	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	6,384	9,520	9,500	9,520	-	9,520
48	Utility service	17,146	21,550	20,000	22,150	600	22,150
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	573	5,750	5,750	5,750	-	5,750
54	Minor equipment	205	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	44	-	-	-	-	-
58	Office supplies	3,476	3,500	3,500	3,500	-	3,500
59	Operating supplies	590	500	500	500	-	500
60	Safety and medical supplies	1,657	1,463	1,500	1,463	-	1,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 105,093	\$ 106,068	\$ 98,300	\$ 105,818	\$ (250)	\$ 103,905

CAPITAL OUTLAY

71	Equipment	\$ 8,150	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ -
72	Furniture and fixtures	-	-	-	12,000	12,000	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	4,000	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	3,850	26,502	26,502	21,473	(5,029)	21,473
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 12,000	\$ 30,502	\$ 30,502	\$ 40,973	\$ 10,471	\$ 21,473

OPERATING BUDGET SUB-TOTAL

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

ENGINEERING and PUBLIC WORKS ADMIN.

		\$ 658,832	\$ 692,879	\$ 675,804	\$ 813,685	\$ 120,806	\$ 821,562
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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, Senior Engineer 70% (other 30% in Storm Water)	\$ 532,084
06	FICA	\$ 39,641
07	IPERS	\$ 47,279
09	Group insurance	\$ 34,576
11	Vehicle allowance	\$ 4,800
	Spot awards	\$ 550
13	Deferred compensation City match	\$ 7,964
22	Recruitment	\$ 3,200
27	GeoPak software maintenance	\$ 2,000
	CarteGraph maintenance	\$ 12,000
	ArcView maintenance	\$ 12,000
	Microstation maintenance	\$ 1,800
	Wireless card fees (5 cards,1 GPS)	\$ 1,500
	GIS computers (3)	\$ 9,000
	GPS software maintenance	\$ 600
	IPAD	\$ 1,000
	Credit card processing	\$ 150
	Video projector	\$ 800
	Synchro software	\$ 3,100
28	APWA, AWW, NSPS, IES, and ASCE memberships	\$ 3,835
32	Rain and cold weather jackets	\$ 150
35	Miscellaneous printing/copying, postage	\$ 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
	Color printer maintenance (other ½ in Community Development)	\$ 700
46	APWA national conference (2) – Phoenix, AZ	\$ 6,000
	APWA state conference (3)	\$ 200
	Technical conferences – all professional staff	\$ 2,500
	Concrete paving seminars	\$ 720
	IES meetings	\$ 100
48	Voice and data, water, electric, gas, cell phones (Dir.,2- Assist Dir., 2 - Sen Eng., PW Sup.)	\$ 22,150
51	Operating supplies, janitorial supplies	\$ 1,000
	Streetscape banner pole parts	\$ 4,750
58	Office supplies	\$ 3,500

FUNCTION: Public Works
ACTIVITY: Engineering and Public Works Administration

Object	Description	Amount
59	Operating supplies	\$ 500
60	First aid supplies	\$ 1,000
	MVR fee	\$ 463
71	Traffic counters (2)	\$ 7,500
72	Cubicle addition for Sr. Engineer	\$ 12,000
81	Building Maintenance Fund contribution – general repairs	\$ 9,673
	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	\$ 4,000

CULTURE AND RECREATION	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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400 CULTURE AND RECREATION SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,693,297	\$ 1,828,957	\$ 1,700,524	\$ 1,740,006	\$ (88,951)	\$ 1,801,620
02	Overtime	17,702	20,000	15,450	20,000	-	20,000
03	Part-time	917,185	966,672	977,149	989,055	22,383	1,012,406
04	Witness fees	-	-	-	-	-	-
06	FICA	196,345	213,835	211,062	201,831	(12,004)	216,008
07	Retirement - IPERS	215,805	227,248	223,508	225,160	(2,088)	250,584
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	264,707	243,478	243,478	345,760	102,282	337,886
11	Allowance	5,555	10,675	10,670	10,665	(10)	10,665
12	Unemployment	35,663	40,000	30,000	30,000	(10,000)	30,000
13	Deferred compensation City ma	14,865	15,749	15,049	21,650	5,901	22,556
Sub-Total		\$ 3,361,124	\$ 3,566,614	\$ 3,426,890	\$ 3,584,127	\$ 17,513	\$ 3,701,725

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 13,885	\$ 14,900	\$ 14,900	\$ 14,900	\$ -	\$ 15,020
22	Recruitment	6,581	10,905	10,905	11,100	195	11,400
23	Professional services	315,512	477,180	463,380	461,930	(15,250)	463,154
24	Contributions to other agencies	989,923	1,249,152	1,114,867	1,425,909	176,757	1,443,343
27	Data processing	155,533	125,690	126,690	87,704	(37,986)	128,324
28	Dues and memberships	3,867	7,105	7,208	15,055	7,950	15,527
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	8,989	9,950	9,950	9,690	(260)	10,040
35	Printing and copying	78,432	89,170	87,170	93,589	4,419	88,366
40	Building and grounds maint.	147,460	-	-	-	-	-
41	Vehicle and equipment maint.	2,616	14,500	14,500	15,000	500	12,000
44	Grant-funded purchases	91,801	-	91,800	-	-	-
46	Training and development	16,094	20,280	20,280	28,100	7,820	28,260
48	Utility service	264,672	264,400	264,100	272,270	7,870	283,529
49	Petty cash	205	200	200	300	100	300
51	Maintenance supplies	177,507	251,941	251,641	245,825	(6,116)	246,250
54	Minor equipment	11,890	11,950	12,400	14,450	2,500	13,850
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	28,169	20,500	20,950	23,500	3,000	23,500
57	Vehicle operation supplies	43,937	48,000	47,000	49,000	1,000	49,000
58	Office supplies	20,479	16,700	16,700	17,000	300	17,750
59	Operating supplies	146,314	145,950	145,950	152,650	6,700	154,450
60	Safety and medical supplies	4,928	6,545	6,550	8,155	1,610	6,550
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 2,528,794	\$ 2,785,018	\$ 2,727,141	\$ 2,946,127	\$ 161,109	\$ 3,010,613

CAPITAL OUTLAY

71	Equipment	\$ 19,260	\$ 17,200	\$ 17,700	\$ 2,400	\$ (14,800)	\$ 2,500
72	Furniture and fixtures	25,278	42,200	42,200	101,000	58,800	35,000
73	Equipment replacement fund	95,679	100,501	100,501	109,961	9,460	109,961
74	Office equipment	1,347	-	-	-	-	1,500
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	121,805	81,300	81,300	125,000	43,700	130,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	222,846	220,425	220,425	219,880	(545)	236,124
80	Natural disaster cleanup	13,950	18,000	18,000	18,300	300	18,300
81	Building maintenance fund	146,200	369,703	369,703	398,396	28,693	326,546
97	Transfers out	571,265	796,286	724,857	939,286	143,000	795,714
Sub-total		\$ 1,217,630	\$ 1,645,615	\$ 1,574,686	\$ 1,914,223	\$ 268,608	\$ 1,655,645

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 59,159	\$ 100,400	\$ 82,000	\$ 69,800	(30,600)	\$ 70,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	25,000	-	25,000	-	25,000

CULTURE AND RECREATION SUMMARY

		\$ 7,166,707	\$ 8,122,647	\$ 7,810,717	\$ 8,539,277	\$ 416,630	\$ 8,462,983
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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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,541,657	1,605,838	1,482,080	1,538,235
Contractual & supply service	475,157	307,640	399,320	294,699
Capital outlay	231,893	370,720	370,720	454,952
Total expenditures	\$ 2,248,707	\$ 2,284,198	\$ 2,252,120	\$ 2,287,886
Fees	237,719	183,362	193,305	183,407
Grants	91,814	-	96,240	-
Other	131,712	146,538	130,378	135,711
Total revenue	\$ 461,245	\$ 329,900	\$ 419,923	\$ 319,118
<i>Net amount supported by property taxes</i>	\$ 1,787,462	\$ 1,954,298	\$ 1,832,197	\$ 1,968,768

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ Overall personnel costs decreased by \$67,600, which reflects normal increases for salaries and benefit costs for existing staff, offset by the reallocation of the Technology Specialist to the Technology Department, coupled with a staff reorganization plan implemented in FY15 after the retirement of 2 long-term employees.
- ↓ A decrease of \$37,986 in data processing reflects the prior year conversion to a new library cataloging system.
- ↑ An increase of \$7,700 in dues and memberships reflects the subscription to CollectionHQ, a new library collection management program.
- ↑ An increase of \$67,000 in furniture and fixtures reflects two large items. One is the replacement/conversion of the existing conference room tables for \$22,000 and second is \$46,000 for 50% of the library's proposed building reconfiguration project.
- ↑ An increase of \$18,800 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

410 LIBRARY

PERSONAL SERVICES

01	Salaries	\$ 722,242	\$ 777,660	\$ 650,000	\$ 638,772	\$ (138,888)	\$ 665,366
02	Overtime	109	-	450	-	-	-
03	Part-time	487,194	499,523	510,000	534,689	35,166	552,931
04	Witness fees	-	-	-	-	-	-
06	FICA	90,125	97,585	95,000	89,691	(7,894)	93,567
07	Retirement - IPERS	101,853	103,740	100,000	98,404	(5,336)	109,743
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	132,353	114,130	114,130	163,094	48,964	159,381
11	Allowance	475	5,300	5,300	5,300	-	5,300
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	7,306	7,900	7,200	8,285	385	8,673
Sub-Total		\$ 1,541,657	\$ 1,605,838	\$ 1,482,080	\$ 1,538,235	\$ (67,603)	\$ 1,594,961

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	\$ 2,520
22	Recruitment	760	1,200	1,200	1,200	-	1,200
23	Professional services	9,523	11,380	11,380	12,480	1,100	13,104
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	121,539	108,390	108,390	70,404	(37,986)	110,674
28	Dues and memberships	1,792	4,160	4,160	11,835	7,675	12,427
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	23,260	30,520	30,520	29,620	(900)	31,101
40	Building and grounds maint.	66,414	-	-	-	-	-
41	Vehicle and equipment maint.	199	3,500	3,500	4,000	500	1,000
44	Grant-funded purchases	91,801	-	91,800	-	-	-
46	Training and development	4,541	5,370	5,370	11,390	6,020	11,960
48	Utility service	105,016	96,800	96,800	100,170	3,370	110,429
49	Petty cash	180	200	200	300	100	300
51	Maintenance supplies	8,398	9,000	9,000	9,000	-	9,450
54	Minor equipment	3,122	1,000	1,300	2,500	1,500	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	13,358	9,000	9,000	9,000	-	9,450
59	Operating supplies	25,053	24,000	24,000	29,000	5,000	30,450
60	Safety and medical supplies	201	720	300	1,400	680	500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 475,157	\$ 307,640	\$ 399,320	\$ 294,699	\$ (12,941)	\$ 346,565

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	2,000	2,000	68,000	66,000	15,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	1,347	-	-	-	-	1,500
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	222,846	220,425	220,425	219,880	(545)	236,124
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	7,700	148,295	148,295	167,072	18,777	167,072
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 231,893	\$ 370,720	\$ 370,720	\$ 454,952	\$ 84,232	\$ 419,696

OPERATING BUDGET SUB-TOTAL

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

LIBRARY	\$ 2,248,707	\$ 2,284,198	\$ 2,252,120	\$ 2,287,886	\$ 3,688	\$ 2,361,222
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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, Custodian, Administrative Assistant, Librarian (Delinquencies & Meeting Rooms), Adult Program Coordinator/Public Relations, performance bonus	\$ 638,772
03	Part-time	\$ 534,689
06	FICA	\$ 89,691
07	IPERS	\$ 98,404
09	Group insurance	\$ 163,094
11	On-the-spot awards	\$ 500
	Vehicle allowance (Director)	\$ 4,800
13	Deferred compensation City match	\$ 8,285
21	Advertising	\$ 2,400
22	Pre-employment background checks	\$ 600
	Pre-employment drug screenings	\$ 600
23	City audit	\$ 3,700
	National records management	\$ 630
	Notary renewal	\$ 150
	Unique management services	\$ 3,000
	Adult programming presenter fees	\$ 1,000
	Youth programming presenter fees	\$ 3,500
	Youth summer reading program promotional video	\$ 500
27	Backup system software support	\$ 1,390
	Computers- (10)	\$ 14,385
	Deep Freeze software support	\$ 1,900
	EnvisionWare software support	\$ 3,700
	Google site search	\$ 100
	Mass Storage Array hardware support	\$ 1,500
	Meeting Room Booking software support	\$ 1,340
	MSDN Microsoft License- 2 year license	\$ 1,125
	Network Switches hardware /software support	\$ 885
	OCLC cataloging records	\$ 17,500
	Polaris Integrated Library system software support and third party subscriptions	\$ 17,434
	Polaris professional services	\$ 700
	Server Virtualization – 3	\$ 3,000
	3M Support	\$ 4,200
	Wireless controller software support	\$ 1,245

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
28	American Library Association	\$ 1,000
	Iowa Library Association	\$ 880
	Iowa OCLC user's group	\$ 10
	Polaris users group	\$ 100
	Clip art	\$ 50
	CollectionHQ	\$ 7,800
	MPLC Movie Public Performance site license	\$ 185
	Swank Movie Public Performance site license	\$ 1,600
	Survey Monkey	\$ 210
35	A-Frame sign inserts	\$ 300
	Business cards, bookmarks, envelopes, and letterhead	\$ 600
	Card services brochures	\$ 1,000
	Youth summer reading program brochures	\$ 800
	Photocopier lease and copy charges	\$ 9,500
	Printer service, toner and copy charges	\$ 6,500
	Youth services coin op maintenance contract	\$ 410
	Postage	\$ 9,000
	Postage meter lease	\$ 610
	Postage supplies	\$ 500
	Shipping	\$ 400
41	Equipment & furniture repair	\$ 4,000
46	Continuing education, meetings, and workshops	\$ 2,000
	Staff in-service	\$ 650
	Iowa Library Association conference—Des Moines (8+)	\$ 1,500
	Polaris users group conference- Minneapolis (1)	\$ 1,500
	Public Library Association conference- Denver (2)	\$ 2,000
	State Library town meeting – Urbandale (8)	\$ 140
46.1	Tuition reimbursement	\$ 3,600
48	Electric	\$ 64,000
	Gas	\$ 16,000
	Internet—public	\$ 8,820
	Internet—staff	\$ 1,200
	Phone—local	\$ 6,250
	Phone—long distance	\$ 300
	Water	\$ 3,600
49	Petty cash	\$ 300

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
51	Maintenance supplies	\$ 9,000
54	Minor equipment	\$ 2,500
58	Office supplies	\$ 9,000
59	Operating supplies	\$ 25,000
59.4	Operating supplies—adult programming	\$ 1,500
59.9	Operating supplies—youth programming	\$ 2,500
60	Fire extinguisher replacement (15)	\$ 900
	First aid cabinet restocking	\$ 500
72	Meeting room table replacement/conversion to collapsible (30)	\$ 22,000
	Furniture –50% of Reconfiguration Project	\$ 46,000
79.1	Adult books	\$ 70,000
79.1.2	Young adult books	\$ 6,000
79.1.3	Juvenile books	\$ 29,000
79.2	Wilbor audio/e-book consortium fee	\$ 4,000
	Wilbor advantage audio/e-book collection	\$ 25,000
79.3	Audio books	\$ 17,000
	Music	\$ 7,500
79.4	DVDs	\$ 16,000
	Games	\$ 3,000
79.5	Newspaper and periodical subscriptions	\$ 11,000
79.6	Ancestry	\$ 2,310
	Consumer Reports	\$ 1,920
	EbscoHost	\$ 2,100
	Gale biography	\$ 3,290
	Heritage quest	\$ 895
	Learning express test prep	\$ 3,255
	Mango languages	\$ 2,760
	Morningstar	\$ 1,155
	Next reads	\$ 1,765
	Novelist Plus	\$ 1,490
	Novelist Select	\$ 1,520
	Outlook	\$ 210
	Reference USA	\$ 4,290
	Value line	\$ 3,520
79.7	Cake pans	\$ 100
	Puppets and puzzles	\$ 800

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

Object	Description	Amount
81	Building maintenance fund contribution – general repairs	\$ 105,348
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Paint touchup	\$ 5,000
	Carpet and upholstery cleaning	\$ 3,789
	Window cleaning	\$ 535
	Chimney cleaning and inspection	\$ 275
	Heating/cooling service contract	\$ 36,120
	Electrical maintenance	\$ 9,000
	Fire alarm testing	\$ 300
	Fire alarm and security system monitoring	\$ 600
	Door access system support	\$ 850
	Pest control	\$ 1,500
	Boiler inspection	\$ 80
	Fire alarm panel inspection	\$ 1,100
	Lift inspection	\$ 350
	Roof/gutter inspection	\$ 2,000
	Sprinkler inspection	\$ 225

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,140,820	1,233,314	1,218,314	1,287,351
Contractual & supply service	568,414	709,906	705,656	715,385
Capital outlay	242,729	374,293	374,293	357,248
Total expenditures	\$ 1,951,963	\$ 2,317,513	\$ 2,298,263	\$ 2,359,984
Fees	84,617	69,000	82,800	87,250
Grants	51,926	2,500	-	-
Other	114,331	149,728	133,050	139,988
Total revenue	\$ 250,874	\$ 221,228	\$ 215,850	\$ 227,238
<i>Net amount supported by property taxes</i>	\$ 1,701,089	\$ 2,096,285	\$ 2,082,413	\$ 2,132,746

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$54,000 which reflects normal increases for existing staff.
- ↓ A decrease of \$8,000 in maintenance supplies reflects specialty landscaping, picnic areas, and passive recreation expenses for Walnut Creek Regional Park.
- ↓ A decrease of \$7,200 in furniture and fixtures reflects the prior year purchase of a permanent informational hub for Walker Johnston Park Trail head offset by purchases of tables for the new open air shelter being constructed in the Walnut Creek regional park.
- ↑ An increase of \$9,500 in equipment replacement reflects the addition of one truck to the fleet for the building maintenance technician.
- ↑ An increase of \$50,000 in property improvements reflects trail/bike path repairs and City-wide playground improvements.
- ↓ A decrease of \$72,000 in transfers out reflects the prior year transfer for Colby Woods bike path project to the Capital projects fund.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 692,742	\$ 760,676	\$ 760,676	\$ 796,305	\$ 35,629	\$ 820,271
02	Overtime	17,593	20,000	15,000	20,000	-	20,000
03	Part-time	155,248	158,052	158,052	143,754	(14,298)	142,716
04	Witness fees	-	-	-	-	-	-
06	FICA	64,842	70,300	70,300	71,286	986	74,036
07	Retirement - IPERS	75,600	81,634	81,634	83,263	1,629	91,773
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	88,235	91,304	91,304	127,213	35,909	124,317
11	Allowance	4,970	5,200	5,200	5,200	-	5,200
12	Unemployment	35,663	40,000	30,000	30,000	(10,000)	30,000
13	Deferred compensation City ma	5,927	6,148	6,148	10,330	4,182	10,722
Sub-Total		\$ 1,140,820	\$ 1,233,314	\$ 1,218,314	\$ 1,287,351	\$ 54,037	\$ 1,319,035
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	2,344	2,800	2,800	2,800	-	2,800
23	Professional services	153,357	274,400	270,000	279,800	5,400	279,800
24	Contributions to other agencies	1,169	1,200	1,200	1,200	-	1,200
27	Data processing	21,456	14,300	14,300	14,300	-	14,300
28	Dues and memberships	608	1,105	1,105	1,150	45	1,150
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	6,645	6,750	6,750	6,750	-	6,750
35	Printing and copying	5,063	4,300	4,300	6,250	1,950	5,700
40	Building and grounds maint.	49,268	-	-	-	-	-
41	Vehicle and equipment maint.	1,657	3,500	3,500	3,500	-	3,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,736	4,810	4,810	6,610	1,800	6,200
48	Utility service	68,358	76,500	76,500	76,500	-	76,500
49	Petty cash	25	-	-	-	-	-
51	Maintenance supplies	151,492	222,441	222,441	214,425	(8,016)	215,000
54	Minor equipment	5,198	5,100	5,250	5,100	-	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	28,169	20,500	20,500	22,500	2,000	22,500
57	Vehicle operation supplies	43,937	46,000	46,000	47,000	1,000	47,000
58	Office supplies	1,774	1,700	1,700	2,000	300	2,000
59	Operating supplies	20,637	20,000	20,000	21,000	1,000	21,000
60	Safety and medical supplies	3,521	4,500	4,500	4,500	-	4,500
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 568,414	\$ 709,906	\$ 705,656	\$ 715,385	\$ 5,479	\$ 714,900
CAPITAL OUTLAY							
71	Equipment	\$ 10,159	\$ 2,700	\$ 2,700	\$ 1,000	\$ (1,700)	\$ 1,000
72	Furniture and fixtures	21,606	39,200	39,200	32,000	(7,200)	20,000
73	Equipment replacement fund	95,679	96,930	96,930	106,390	9,460	106,390
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	78,235	75,000	75,000	125,000	50,000	125,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	13,950	18,000	18,000	18,300	300	18,300
81	Building maintenance fund	23,100	70,463	70,463	74,558	4,095	74,558
97	Transfers out	-	72,000	72,000	-	(72,000)	-
Sub-total		\$ 242,729	\$ 374,293	\$ 374,293	\$ 357,248	\$ (17,045)	\$ 345,248
OPERATING BUDGET SUB-TOTAL		\$ 1,951,963	\$ 2,317,513	\$ 2,298,263	\$ 2,359,984	\$ 42,471	\$ 2,379,183
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
PARKS		\$ 1,951,963	\$ 2,317,513	\$ 2,298,263	\$ 2,359,984	\$ 42,471	\$ 2,379,183

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)	\$ 796,305
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, Intern for Arboretum	\$ 143,754
06	FICA	\$ 71,286
07	IPERS	\$ 83,263
09	Group insurance	\$ 127,213
11	Vehicle allowance (Director)	\$ 4,800
	Spot awards	\$ 400
12	Unemployment (seasonal staff)	\$ 30,000
13	Deferred compensation City match	\$ 10,330
22	Recruitment expenses for seasonal staff (background checks, drug screens, physicals)	\$ 2,800
23	Contractual parks maintenance (mowing contract)	\$ 245,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
23.201	WJ Shelter – safe room manager (security system monitoring - tornado watch or warnings)	\$ 1,400
24	Contribution – Bike to Work Week	\$ 500
	Landfill and transfer charges	\$ 700
27	Computer software and supplies	\$ 700
	Online registration system fees and credit card fees	\$ 13,000
	I-pad internet service	\$ 600
28	National Park and Recreation Association – Director	\$ 165
	Iowa Parks and Recreation Association – Director, Asst. Director, Park Supervisor	\$ 435
	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)	\$ 4,700
	Copy machine maintenance/contract (other ½ in Recreation)	\$ 350
	Regional/ Urbandale trail maps	\$ 900
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
	National Athletic Business Conference, Director (New Orleans)	\$ 1,800

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

Object	Description	Amount
46 cont.	Iowa State University Shade Tree short course (Asst. Director, Parks Supervisor and 2 parks staff)	\$ 600
	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	\$ 67,500
	Turf chemicals	\$ 11,000
	Pond treatment (chemicals) – Lakeview, Walnut Creek Hills, LA Ward, Walker Johnston Park	\$ 8,000
	Maintenance, removal and storage of Lakeview fountain	\$ 500
	Mosquito control (three ground applications)	\$ 10,000
	Walnut Creek Regional Park – annual landscaping	\$ 30,000
	Walnut Creek Regional Park – specialty landscaping, picnic areas, passive recreation	\$ 30,000
	Tree board plantings – Northview Park 25 trees(\$6,250) - ½ offset by Tree's Please grant	\$ 6,250
	Plants and trees	\$ 10,000
	Flower garden material	\$ 9,500
	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)	\$ 13,000
	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	\$ 22,500
57	Fuel, gas, etc.	\$ 47,000
58	Office supplies	\$ 2,000
59	Restroom supplies, park and shelter house janitorial supplies, trash can liners, paper products, etc.	\$ 5,000
	Graffiti removal/vandalism	\$ 3,000
	Signs for parks and trails	\$ 2,800
59.201	Giovannetti Community Shelter – Shelter supplies, paper products, etc.	\$ 2,250
59.202	Lions Shelter – Shelter supplies, paper products, etc.	\$ 2,250
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	Power hedge trimmers (2)	\$ 1,000
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 picnic tables (12 @\$1,100) and permanent trash cans (4 @ \$400) for WCRP open shelter	\$ 15,000
	Permanent sign for Northview Estates, Golfview and Golfview West	\$ 3,200
	Trail signage- Way finding (Bent Creek Park, Walnut Trace Park, Brookshire Park)	\$ 3,600
	Safety – fall mats for under tire swings (3 @ \$900)	\$ 2,700
73	Equipment Replacement Fund contribution	\$ 106,390
76	Bike path City-wide improvements	\$ 75,000
	Playground improvements	\$ 50,000
80	Emerald Ash Borer (EAB) preparation: tree removal (\$8,000), tree replacement in parks (\$2,500), Tree-age insecticide treatment for EAB (\$4,800) and rental of tree tub grinder (\$3,000)	\$ 18,300
81	Building maintenance fund contribution– general repairs	\$ 42,153
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	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



FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

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

GROUNDS MAINTENANCE

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	76,594	77,826	76,865	78,733
Contractual & supply service	8,166	10,500	10,500	11,500
Capital outlay	43,570	-	-	-
Total expenditures	\$ 128,330	\$ 88,326	\$ 87,365	\$ 90,233
Fees	-	-	-	-
Grants	-	-	-	-
Other	7,517	10,466	5,058	5,352
Total revenue	\$ 7,517	\$ 10,466	\$ 5,058	\$ 5,352
Net amount supported by property taxes	\$ 120,813	\$ 77,860	\$ 82,307	\$ 84,881

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant budget changes are noted.

FUTURE BUDGET CONSIDERATIONS:

- ❖ With the creation of a Building Maintenance department in the FY14-15 budget, the Facilities Supervisor 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

435 GROUNDS MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ 58,083	\$ 60,273	\$ 59,500	\$ 61,458	\$ 1,185	\$ 62,375
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	4,286	4,588	4,400	4,678	90	4,772
07	Retirement - IPERS	5,401	5,356	5,356	5,461	105	5,944
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,824	7,609	7,609	6,524	(1,085)	6,375
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	612	612	624
Sub-Total		\$ 76,594	\$ 77,826	\$ 76,865	\$ 78,733	\$ 907	\$ 80,090

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	8,166	10,500	10,500	11,500	1,000	11,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 8,166	\$ 10,500	\$ 10,500	\$ 11,500	\$ 1,000	\$ 11,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	43,570	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 43,570	\$ -	\$ -	\$ -	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

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

GROUNDS MAINTENANCE		\$ 128,330	\$ 88,326	\$ 87,365	\$ 90,233	\$ 1,907	\$ 91,090
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FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 61,458
06	FICA	\$ 4,678
07	IPERS	\$ 5,461
09	Group insurance	\$ 6,524
13	Deferred compensation- City match	\$ 612
51	Seed, fertilizer, plants/material/pots for City grounds	\$ 6,250
	Ice melt for City parking lots, sidewalks, etc.	\$ 3,750
	Flags and flag maintenance for City facilities	\$ 1,000
	Replacement pots for City facilities	\$ 500



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

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

RECREATION

	FINANCIAL SUMMARY			
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	159,901	168,677	168,672	174,817
Contractual & supply service	190,297	235,000	224,853	211,685
Capital outlay	7,991	22,973	23,473	21,961
Total expenditures	\$ 358,189	\$ 426,650	\$ 416,998	\$ 408,463
Fees	163,545	191,200	176,200	181,200
Grants	-	-	-	-
Other	20,980	27,862	24,141	24,229
Total revenue	\$ 184,525	\$ 219,062	\$ 200,341	\$ 205,429
Net amount supported by property taxes	\$ 173,664	\$ 207,588	\$ 216,657	\$ 203,034

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$6,100, which reflects the normal salary and benefits increases for existing staff.
- ↓ A decrease of \$24,400 in professional services reflects current trends for contractual instructor cost for recreation programs.
- ↑ An increase of \$2,800 in special revenue items reflects the MAC camp program being expanded for additional programming opportunities in 2015. 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 recreation programming as the school district develops or expands their own community education program offerings.

CULTURE AND RECREATION	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES

01	Salaries	\$ 93,958	\$ 97,340	\$ 97,340	\$ 103,263	\$ 5,923	\$ 107,562
02	Overtime	-	-	-	-	-	-
03	Part-time	36,819	40,045	40,045	39,832	(213)	40,278
04	Witness fees	-	-	-	-	-	-
06	FICA	10,016	10,457	10,457	4,892	(5,565)	11,310
07	Retirement - IPERS	9,306	12,207	12,207	12,715	508	14,089
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,824	7,609	7,609	13,048	5,439	12,750
11	Allowance	45	50	45	40	(10)	40
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	933	969	969	1,027	58	1,076
Sub-Total		\$ 159,901	\$ 168,677	\$ 168,672	\$ 174,817	\$ 6,140	\$ 187,105

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 5,335	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	\$ 5,500
22	Recruitment	1,139	2,905	2,905	3,100	195	3,400
23	Professional services	108,790	149,400	140,000	125,000	(24,400)	125,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	649	500	500	500	-	850
28	Dues and memberships	488	495	598	535	40	535
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	1,200	1,200	850	(350)	1,200
35	Printing and copying	36,282	39,850	39,850	39,850	-	40,000
40	Building and grounds maint.	3,673	-	-	-	-	-
41	Vehicle and equipment maint.	-	500	500	500	-	500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	3,239	3,500	3,500	3,500	-	3,500
48	Utility service	3,013	3,100	2,800	3,100	-	3,100
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	68	500	500	500	-	500
54	Minor equipment	262	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	450	1,000	1,000	1,000
57	Vehicle operation supplies	-	2,000	1,000	2,000	-	2,000
58	Office supplies	724	2,000	2,000	2,000	-	2,000
59	Operating supplies (includes M/	26,497	23,050	23,050	23,250	200	23,250
60	Safety and medical supplies	138	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 190,297	\$ 235,000	\$ 224,853	\$ 211,685	\$ (23,315)	\$ 212,835

CAPITAL OUTLAY

71	Equipment	\$ 291	\$ 1,500	\$ 2,000	\$ -	\$ (1,500)	\$ 1,500
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	3,571	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	7,700	7,902	7,902	8,390	488	8,390
97	Transfers out	-	10,000	10,000	10,000	-	10,000
Sub-total		\$ 7,991	\$ 22,973	\$ 23,473	\$ 21,961	\$ (1,012)	\$ 23,461

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items (M.	\$ 41,928	\$ 67,000	\$ 67,000	\$ 69,800	2,800	\$ 70,000
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

RECREATION		\$ 400,117	\$ 493,650	\$ 483,998	\$ 478,263	\$ (15,387)	\$ 493,401
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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; performance bonus	\$ 103,263
03	Summer recreation staff (Kids Kamp, Youth in Parks), intern (2), ½ Admin. Technician	\$ 39,832
06	FICA	\$ 4,892
07	IPERS	\$ 12,715
09	Group insurance	\$ 13,048
11	Allowance	\$ 40
13	Deferred compensation	\$ 1,027
21	Program advertising	\$ 2,500
	Marketing program	\$ 3,000
22	Recruitment expense for summer staff (background checks, drug screens)	\$ 3,100
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees, ½ Marketing Services contract (\$15,000)	\$ 125,000
27	Computer software and supplies	\$ 500
28	Iowa Park and Recreation Association	\$ 135
	American License fees (broadcast permit – ASCAP & BMI)	\$ 220
	Subscriptions/publications	\$ 180
32	Shirts (youth rec programs, staff)	\$ 850
35	Program guide (3 seasonal x \$12,280)	\$ 39,000
	Flyers, schedules and brochures	\$ 550
	Copy machine maintenance/contract (½ Rec-½ 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
	Athletic Business Conference (November 19-21)	\$ 1,800
	Miscellaneous mileage for Rec supervisor, mileage for conferences	\$ 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
56	Vehicle maintenance- passenger van	\$ 1,000
57	Vehicle operation supplies	\$ 2,000
58	Office supplies	\$ 2,000
59	Recreation program supplies	\$ 18,500
	Signs/banners for special events	\$ 250
	Summer rec programs- transportation (buses for Kids Kamp)	\$ 4,500

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

Object	Description	Amount
60	First aid supplies	\$ 150
73	Equipment replacement fund contribution	\$ 3,571
81	Building maintenance fund contribution – general maintenance	\$ 4,865
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Wellness Center – facility maintenance	\$ 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.	\$ 33,800

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED
Personal services	-	-	-	-
Contractual & supply service	4,288	7,400	7,100	7,550
Capital outlay	-	-	-	-
Total expenditures	\$ 4,288	\$ 7,400	\$ 7,100	\$ 7,550
Fees	-	-	3,000	-
Grants	-	-	-	-
Other	251	483	411	448
Total revenue	\$ 251	\$ 483	\$ 3,411	\$ 448
<i>Net amount supported by property taxes</i>	\$ 4,037	\$ 6,917	\$ 3,689	\$ 7,102

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$33,400 in special revenue fund reflects completion of several projects in the prior budget. These include the replacement of the railroad tie fence, new signage at the corner of Lockner Drive and Meredith Drive, concrete footings and pads for the remaining four future columbaria, and 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	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	3,815	6,600	6,600	6,750	150	6,750
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	473	800	500	800	-	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		\$ 4,288	\$ 7,400	\$ 7,100	\$ 7,550	\$ 150	\$ 7,250

CAPITAL OUTLAY

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

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 17,231	\$ 33,400	\$ 15,000	\$ -	\$ (33,400)	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

CEMETERY MAINTENANCE		\$ 21,519	\$ 40,800	\$ 22,100	\$ 7,550	\$ (33,250)	\$ 7,250
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FUNCTION: Culture and Recreation

ACTIVITY: Cemetery Maintenance

Activity Notes (Proposed for FY14-15)

Object	Description	Amount
23	Contract maintenance	\$ 6,750
51	Turf chemicals, road stone	\$ 800



FUNCTION: Culture and Recreation
ACTIVITY: Senior Recreation Center

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

SENIOR RECREATION CENTER

	FINANCIAL SUMMARY			
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	162,453	168,625	168,625	190,821
Contractual & supply service	107,634	100,425	99,850	106,347
Capital outlay	11,372	38,213	38,213	43,926
Total expenditures	\$ 281,459	\$ 307,263	\$ 306,688	\$ 341,094
Fees	29,277	34,850	29,500	31,250
Grants	-	-	-	-
Other	16,486	19,793	17,755	20,233
Total revenue	\$ 45,763	\$ 54,643	\$ 47,255	\$ 51,483
<i>Net amount supported by property taxes</i>	\$ 235,696	\$ 252,620	\$ 259,433	\$ 289,611

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$22,200 which reflects normal increases in salary and benefit costs for existing staff.
- ↓ A decrease of \$6,300 in property improvements reflects the prior year renovation to the library area into a fitness area.
- ↑ An increase of \$10,600 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.
- ❖ The senior congregate meal program attendance has been trending down in recent years. Barring an economic downturn, that trend is expected to continue. Because the majority of participation increase has been in fitness and wellness related programs, a reallocation of program funding will continue to be reviewed in upcoming years.
- ❖ Building maintenance costs will likely increase as the building and equipment age.

CULTURE AND RECREATION	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

460 SENIOR RECREATION CENTER

PERSONAL SERVICES

01	Salaries	\$ 69,843	\$ 73,565	\$ 73,565	\$ 77,841	\$ 4,276	\$ 81,082
02	Overtime	-	-	-	-	-	-
03	Part-time	61,411	63,956	63,956	65,628	1,672	68,109
04	Witness fees	-	-	-	-	-	-
06	FICA	9,992	10,468	10,468	10,921	453	11,413
07	Retirement - IPERS	11,634	12,220	12,220	12,748	528	14,218
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,824	7,609	7,609	22,833	15,224	22,313
11	Allowance	50	75	75	75	-	75
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	699	732	732	775	43	811
Sub-Total		\$ 162,453	\$ 168,625	\$ 168,625	\$ 190,821	\$ 22,196	\$ 198,021

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 650	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
22	Recruitment	-	-	-	-	-	-
23	Professional services	15,110	18,600	18,600	21,100	2,500	21,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	9,451	2,000	3,000	2,000	-	2,000
28	Dues and memberships	424	700	700	770	70	770
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	90	-	-	90	90	90
35	Printing and copying	7,503	9,500	7,500	9,662	162	6,565
40	Building and grounds maint.	15,876	-	-	-	-	-
41	Vehicle and equipment maint.	10	1,500	1,500	1,500	-	1,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	1,774	1,800	1,800	1,800	-	1,800
48	Utility service	22,507	23,000	23,000	25,500	2,500	25,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	2,930	4,500	4,500	4,500	-	4,500
54	Minor equipment	2,041	1,500	1,500	1,500	-	1,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,834	1,500	1,500	1,500	-	1,800
59	Operating supplies	27,322	35,000	35,000	35,500	500	35,500
60	Safety and medical supplies	112	325	750	425	100	450
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 107,634	\$ 100,425	\$ 99,850	\$ 106,347	\$ 5,922	\$ 103,975

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ 1,400	\$ 1,400	\$ -
72	Furniture and fixtures	3,672	1,000	1,000	1,000	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	6,300	6,300	-	(6,300)	5,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	7,700	30,913	30,913	41,526	10,613	41,526
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 11,372	\$ 38,213	\$ 38,213	\$ 43,926	\$ 5,713	\$ 46,526

OPERATING BUDGET SUB-TOTAL

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

SENIOR RECREATION CENTER		\$ 281,459	\$ 307,263	\$ 306,688	\$ 341,094	\$ 33,831	\$ 348,522
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FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Activity Notes

Object	Description	Amount
01	Coordinator	\$ 77,841
03	Assistant Coordinator, Secretary, Craft Program Coordinator	\$ 65,628
06	FICA	\$ 10,921
07	IPERS	\$ 12,748
09	Group insurance	\$ 22,833
11	Allowance	\$ 75
13	Deferred compensation City match	\$ 775
21	Advertisements and program promotion	\$ 500
23	Professional services (contracted program instructors)	\$ 21,100
27	Computer software and supplies	\$ 500
	'My Senior Center' program management fee	\$ 1,500
28	Senior center resource materials	\$ 300
	ICAA membership	\$ 250
	American License fee (broadcast permit- ASCAP & BMI)	\$ 220
32	Staff shirts (3 @ \$30)	\$ 90
35	Mailing and printing newsletters, envelopes, stamps	\$ 700
	Bulk mailing system lease	\$ 3,100
	Program guide printing (3)	\$ 5,862
41	Maintenance & repair of appliances, fitness & office equipment	\$ 1,500
46	Mileage	\$ 200
	ICAA national conference- supervisor (New Orleans)	\$ 1,600
48	Telephone, water, electric and natural gas	\$ 24,000
	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	\$ 22,500
59.2	Off-site trips & events	\$ 4,000
59.3	On-site events	\$ 8,000
60	Safety and medical supplies, ergonomic evaluations for staff	\$ 425
71	Replace washer and dryer	\$ 1,400
72	Replacement card tables and chairs for community room-phase 2	\$ 1,000
81	Building maintenance fund contribution- general repairs	\$ 21,451

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

Object	Description	Amount
81 cont.	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Cleaning contract: daily cleaning (\$6,560), window cleaning (\$600)	\$ 7,160
	Semi-annual kitchen, tile, carpet & upholstery cleaning; annual strip & re-wax of craft room floor	\$ 3,600
	Mat service	\$ 840
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500
	Building maintenance and repairs	\$ 7,000

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	279,699	312,334	312,334	314,170
Contractual & supply service	186,084	166,195	166,195	174,252
Capital outlay	108,810	125,130	125,130	106,850
Total expenditures	\$ 574,593	\$ 603,659	\$ 603,659	\$ 595,272
Fees	261,902	180,000	205,000	205,000
Grants	-	-	-	-
Other	33,655	42,281	34,947	35,310
Total revenue	\$ 295,557	\$ 222,281	\$ 239,947	\$ 240,310
Net amount supported by property taxes	\$ 279,036	\$ 381,378	\$ 363,712	\$ 354,962

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$13,000 in equipment reflects the prior year purchase of replacement patio furniture and a shade structure for aquatic playground.
- ↓ A decrease of \$5,300 in building maintenance fund contributions reflect the reduction in electrical maintenance due to in-house staff taking over previously contracted work.

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. FY15-16 is the last of the 3 year contribution. Going forward, contributions will be allocated based on the same square footage formula used for all other buildings. 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
470 SWIMMING POOL & WADING POOLS							
PERSONAL SERVICES							
01	Salaries	\$ 56,429	\$ 59,443	\$ 59,443	\$ 62,367	\$ 2,924	\$ 64,964
02	Overtime	-	-	-	-	-	-
03	Part-time	176,513	205,096	205,096	205,152	56	208,372
04	Witness fees	-	-	-	-	-	-
06	FICA	17,084	20,437	20,437	20,363	(74)	20,910
07	Retirement - IPERS	12,011	12,091	12,091	12,569	478	14,817
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	17,647	15,217	15,217	13,048	(2,169)	12,750
11	Allowance	15	50	50	50	-	50
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	621	621	650
Sub-Total		\$ 279,699	\$ 312,334	\$ 312,334	\$ 314,170	\$ 1,836	\$ 322,513
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 7,900	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ 6,500
22	Recruitment	2,338	4,000	4,000	4,000	-	4,000
23	Professional services	24,917	16,800	16,800	16,800	-	17,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	2,438	500	500	500	-	500
28	Dues and memberships	555	645	645	765	120	645
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	2,254	2,000	2,000	2,000	-	2,000
35	Printing and copying	6,324	5,000	5,000	8,207	3,207	5,000
40	Building and grounds maint.	12,229	-	-	-	-	-
41	Vehicle and equipment maint.	750	5,500	5,500	5,500	-	5,500
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,804	4,800	4,800	4,800	-	4,800
48	Utility service	65,778	65,000	65,000	67,000	2,000	68,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	5,980	4,200	4,200	5,100	900	5,300
54	Minor equipment	1,267	4,000	4,000	5,000	1,000	5,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	2,789	2,500	2,500	2,500	-	2,500
59	Operating supplies	46,805	43,900	43,900	43,900	-	44,250
60	Safety and medical supplies	956	850	850	1,680	830	950
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 186,084	\$ 166,195	\$ 166,195	\$ 174,252	\$ 8,057	\$ 171,945
CAPITAL OUTLAY							
71	Equipment	\$ 8,810	\$ 13,000	\$ 13,000	\$ -	\$ (13,000)	\$ -
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	100,000	112,130	112,130	106,850	(5,280)	35,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 108,810	\$ 125,130	\$ 125,130	\$ 106,850	\$ (18,280)	\$ 35,000
OPERATING BUDGET SUB-TOTAL		\$ 574,593	\$ 603,659	\$ 603,659	\$ 595,272	\$ (8,387)	\$ 529,458
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
SWIMMING POOL & WADING POOLS		\$ 574,593	\$ 603,659	\$ 603,659	\$ 595,272	\$ (8,387)	\$ 529,458

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

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler	\$ 62,367
03	Facility Manager, lifeguards, managers, wading pool guards, swim instructors, water fitness instructors, cashiers, water instructor aides, intern	\$ 205,152
06	FICA	\$ 20,363
07	IPERS	\$ 12,569
09	Group insurance	\$ 13,048
11	Allowance	\$ 50
13	Deferred compensation City match	\$ 621
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
	Aquatic Exercise Association membership	\$ 110
	Pool registration renewals (indoor pool, 3 wading pools)	\$ 300
	American license fee (broadcast permit – ASCAP & BMI)	\$ 220
32	Staff shirts/ uniforms, whistles & lanyards	\$ 2,000
35	Program guide printing (3)	\$ 8,207
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	\$ 67,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 5,100
54	Replacement equipment	\$ 3,000
	Water fitness class supplies: aqua belts, dumbbells, noodles	\$ 2,000
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

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

Object	Description	Amount
	Quarterly sales tax remittances to State of Iowa (for admissions)	\$ 6,000
60	First aid supplies	\$ 450
	State of Iowa monthly water tests	\$ 300
	Fire extinguisher maintenance	\$ 100
	AED Trainer (\$450), AED replacement pads (\$380)	\$ 830
81	Building maintenance fund contribution – general repairs	\$ 100,000
	Building maintenance fund contribution – service contracts (<i>former line 40 items</i>):	
	Strip and wax lobby floor (2x), deep clean office carpet	\$ 1,300
	Pest control	\$ 480
	Mat service	\$ 600
	Window cleaning	\$ 550
	Electrical maintenance	\$ 2,000
	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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	988,754	1,247,952	1,113,667	1,424,709
Transfer out to General Fund	571,265	714,286	642,857	929,286
Total expenditures	\$ 1,560,019	\$ 1,962,238	\$ 1,756,524	\$ 2,353,995
Fees	-	-	-	-
Grants	-	-	-	-
Hotel Motel Tax receipts	1,599,543	2,000,000	1,800,000	2,000,000
Total revenue	\$ 1,599,543	\$ 2,000,000	\$ 1,800,000	\$ 2,000,000
<i>Net amount used by (added to) fund balance</i>	\$ (39,524)	\$ (37,762)	\$ (43,476)	\$ 353,995

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ An overall decrease of \$176,800 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. Details of those allocations are presented in the notes of this department.

CULTURE AND RECREATION	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension - 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	988,754	1,247,952	1,113,667	1,424,709	176,757	1,442,143
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		\$ 988,754	\$ 1,247,952	\$ 1,113,667	\$ 1,424,709	\$ 176,757	\$ 1,442,143

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	571,265	714,286	642,857	929,286	215,000	785,714
Sub-total		\$ 571,265	\$ 714,286	\$ 642,857	\$ 929,286	\$ 215,000	\$ 785,714

OPERATING BUDGET SUB-TOTAL

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

CULTURAL AND CONVENTION - HOT	\$ 1,560,019	\$ 1,962,238	\$ 1,756,524	\$ 2,353,995	\$ 391,757	\$ 2,227,857
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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
	Polk County Master Gardeners – hardscape demo garden pathways	\$ 5,412
	J-Hawk Soccer Club – 50% cost of irrigation project and installation of field lighting	\$ 20,000
	Urbandale Community Schools – elementary classroom musical instrument replacements	\$ 3,500
	Urbandale Little League – field lighting bulb replacements	\$ 18,640
	Urbandale Girls Recreation Assoc – install new sign, gutters, hand dryers, popcorn machine replacement, field light bulb replacements, 50% cost of mower	\$ 11,800
	Urbandale Sports Association – to extend baseline depth and replace fencing caps	\$ 7,500
97	Transfer out to Capital Projects Fund – UGRA/Soccer complex parking lot paving project	\$ 215,000
	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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	66,799	88,436	172,584
Contractual & supply service	6,891	600,000	450,000	807,700
Capital outlay	-	-	-	3,000
Total expenditures	\$ 6,891	\$ 666,799	\$ 538,436	\$ 983,284
Fees	200,100	605,826	605,826	684,813
Grants	-	-	-	-
Other	2,122	500,000	500,000	-
Total revenue	\$ 202,222	\$ 1,105,826	\$ 1,105,826	\$ 684,813
Net amount supported by property taxes	\$ (195,331)	\$ (439,027)	\$ (567,390)	\$ 298,471

BACKGROUND:

- ❖ Please note that this page is included in the budget document as informational only. Based on State budget guidelines, a City’s internal service funds are not reflected in the Certified Budget because it would result in a double counting of the expenses (these are already expenses of the departments). Thus, the dollars shown on this page are not included in any of the summary pages throughout this document. However, since this fund contains employees, staff has opted to include the information about the fund’s activities in order to present a complete portrayal of the city’s staffing and operations. The City’s other internal service funds (equipment replacement, risk management, general liability, technology) are not presented.
- ❖ In anticipation of recommendations stemming from a preventative maintenance (PM) study of City facilities, starting in FY13, the City established a Building Maintenance internal service fund. Contributions to the fund 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 was 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 to \$500,000 per year.
- ❖ In order to implement the PM study items, in prior year, a Facilities Supervisor position was hired to coordinate the work with external contractors, or whenever possible, utilizing existing Grounds Maintenance & Parks department staff.
- ❖ In addition to the PM plan repairs, each department’s routine building maintenance expense items (previously charged to line 40 in each budget) are also reallocated to this 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.

FUNCTION: Culture and Recreation

ACTIVITY: Building Maintenance Fund – Internal Service

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$105,800 in salaries and benefits reflect the normal increase for the one existing supervisor, plus the addition of one full-time staff, which will focus on the core building maintenance schedule and coordinating routine maintenance projects.
- ↑ An increase of \$7,700 in data processing reflects the purchase of a computer and property management software for the new staff person.
- ↑ An increase of \$200,000 in building maintenance reflects a combination of PM study projects that should be ready to complete.

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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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832 BUILDING MAINTENANCE FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ 56,910	\$ 75,265	\$ 135,784	\$ 78,874	\$ 141,437
02	Overtime	-	500	-	-	(500)	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	4,332	5,677	10,336	6,004	10,820
07	Retirement - IPERS	-	5,057	6,737	12,065	7,008	13,479
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	13,048	13,048	12,750
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	757	1,351	1,351	1,414
Sub-Total		\$ -	\$ 66,799	\$ 88,436	\$ 172,584	\$ 105,785	\$ 179,900

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	7,700	7,700	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	6,891	600,000	450,000	800,000	200,000	700,000
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		\$ 6,891	\$ 600,000	\$ 450,000	\$ 807,700	\$ 207,700	\$ 700,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	3,000	3,000	-
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -

OPERATING BUDGET SUB-TOTAL

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

BUILDING MAINTENANCE FUND

		\$ 6,891	\$ 666,799	\$ 538,436	\$ 983,284	\$ 316,485	\$ 879,900
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FUNCTION: Culture and Recreation
ACTIVITY: Building Maintenance Fund – Internal Service Fund

Activity Notes

Object	Description	Amount
01	Facilities Maintenance Supervisor, Facilities Maintenance Technician	\$ 135,784
06	FICA	\$ 10,336
07	IPERS	\$ 12,065
09	Group Insurance	\$ 13,048
13	Deferred compensation City match	\$ 1,351
27	Computer and hardware for new staff	\$ 3,000
	CAD software – building maintenance tracking	\$ 2,700
	Phone and dataport wiring/setup for new staff	\$ 2,000
40	Anticipated building maintenance expenditures	\$ 800,000
72	Cubicle partitions, desk and filing cabinets for new staff person	\$ 3,000

CONTRIBUTIONS BY DEPARTMENTS:
 Below is detail of the individual contributions to this internal service fund by each department of the City. These amounts represent an expense of each department, and the funds are allocated to the building maintenance fund for spending. The items noted as “contributions - general repairs” reflect that portion of the allocation that is accumulating towards items noted in the City’s preventative maintenance plan; these items will be completed in the 1-5 year plan. Service contract items represent normal annual building related expenses.

Police	Police Department - Building maintenance fund contribution – general repairs	\$ 42,463
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Building custodial services contract – FBG Serv. Corp.	\$ 20,000
	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
	Miscellaneous HVAC service and repair (Air-Con)	\$ 12,200
	Miscellaneous light maintenance & electrical repair (A&W Electric)	\$ 2,000
	Miscellaneous building repairs	\$ 3,500
	Generator service & maintenance agreement	\$ 3,906
Fire	Fire Department - Building maintenance fund contribution – general repairs	\$ 53,597
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Generator service contract	\$ 625
	Sprinkler contract	\$ 300
	Pest Control	\$ 400
	Miscellaneous building repairs	\$ 2,000
Road Use	Public Works Facility - Building Maintenance Fund contribution – general repairs	\$ 56,366
PW Admin	Engineering Department - Building Maintenance Fund contribution – general repairs	\$ 9,673

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

Object	Description	Amount
	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	\$ 4,000
Library	Library Facility- Building maintenance fund contribution – general repairs	\$ 105,348
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Door access system support	\$ 850
	Electrical maintenance	\$ 9,000
	Heating/cooling service contract	\$ 36,120
	Carpet and upholstery cleaning	\$ 3,789
	Window cleaning	\$ 535
	Pest control	\$ 1,500
	Chimney cleaning and inspection	\$ 275
	Lift inspection	\$ 350
	Boiler inspection	\$ 80
	Fire alarm panel inspection	\$ 1,100
	Fire alarm monitoring	\$ 600
	Fire alarm testing	\$ 300
	Paint touchup	\$ 5,000
	Roof/gutter inspection	\$ 2,000
	Sprinkler inspection	\$ 225
Parks	Parks Department - Building maintenance fund contribution– general repairs	\$ 42,153
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Outside bathroom custodial service contract (\$600) & 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
Recreation	Wellness Center - Building maintenance fund contribution – general repairs	\$ 4,865

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

Object	Description	Amount
	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
Senior Ctr	Senior Center Facility - Building maintenance fund contribution – general repairs	\$ 21,451
	Building maintenance fund contribution – service contracts (former line 40 items):	
	Cleaning contract: daily cleaning (\$6,560), window cleaning (\$600)	\$ 7,160
	Semi-annual kitchen, tile, carpet & upholstery cleaning; annual strip & re-wax of craft room floor	\$ 3,600
	Mat service	\$ 840
	Fire alarm & hood suppression system maintenance	\$ 675
	Quarterly grease trap cleaning	\$ 300
	Pest control service	\$ 500
	Building maintenance and repairs	\$ 7,000
Pool	Pool Facility - 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
	Electrical maintenance	\$ 2,000
	Security system monitoring	\$ 420
	Preventative maintenance of pool storage tank, air compressor, boiler system, septic system	\$ 1,500
Comm. Dev.	Community Development Dept - Building maintenance fund contribution - general repairs	\$ 19,346
	Building maintenance fund contribution – service contracts (former line 40 items):	
	General building repair	\$ 2,000
	Building custodial services contract	\$ 3,950
	Carpet & upholstery cleaning	\$ 716
	Window cleaning	\$ 195
	Pest control, mat service and sprinkler	\$ 1,200
City Hall	City Hall Facility - Building maintenance fund contribution – general repairs	\$ 23,872
	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

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

Object	Description	Amount
	Pesticide service	\$ 670
	Alarm service	\$ 160



COMMUNITY & ECON. DEV.	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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500 COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 850,965	\$ 971,928	\$ 882,663	\$ 1,030,092	\$ 58,164	\$ 1,072,977
02	Overtime	11,565	13,350	11,350	13,350	-	13,350
03	Part-time	4,385	3,000	3,000	403,000	400,000	3,000
04	Witness fees	-	-	-	-	-	-
06	FICA	65,964	74,580	69,506	79,373	4,793	83,047
07	Retirement - IPERS	76,992	86,629	80,660	91,798	5,169	102,541
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	97,059	98,912	98,912	91,333	(7,579)	95,628
11	Allowance	13,030	12,610	12,435	12,935	325	12,935
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	8,040	12,578	10,472	14,714	2,136	15,403
Sub-Total		\$ 1,128,000	\$ 1,273,587	\$ 1,168,998	\$ 1,736,595	\$ 463,008	\$ 1,398,881

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 8,124	\$ 10,225	\$ 10,225	\$ 9,715	\$ (510)	\$ 9,715
22	Recruitment	208	400	400	700	300	200
23	Professional services	9,519	16,975	41,675	144,300	127,325	19,725
24	Contributions to other agencies	94,959	490,179	381,179	92,679	(397,500)	102,500
27	Data processing	95,619	47,625	40,725	46,400	(1,225)	32,000
28	Dues and memberships	5,621	7,725	6,610	6,710	(1,015)	7,145
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	(6)	-	-	-	-	-
35	Printing and copying	6,185	6,760	6,360	7,610	850	7,710
40	Building and grounds maint.	8,050	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	17,288	32,060	28,660	37,690	5,630	38,440
48	Utility service	10,425	17,250	15,000	18,250	1,000	18,250
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	330	400	400	400	-	425
54	Minor equipment	1,749	-	103	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,194	2,000	1,500	2,000	-	2,500
57	Vehicle operation supplies	4,675	6,500	5,000	6,500	-	7,000
58	Office supplies	4,034	5,345	5,345	4,460	(885)	4,710
59	Operating supplies	4,754	11,450	11,450	13,355	1,905	12,855
60	Safety and medical supplies	255	1,000	450	1,013	13	1,013
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 272,983	\$ 655,894	\$ 555,082	\$ 391,782	\$ (264,112)	\$ 264,188

CAPITAL OUTLAY

71	Equipment	\$ 8,150	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	45	21,000	50,000	2,000	(19,000)	2,000
73	Equipment replacement fund	15,250	13,250	13,250	18,250	5,000	18,250
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	1,296,034	1,164,000	1,110,000	485,000	(679,000)	365,000
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	3,850	13,563	13,563	27,407	13,844	27,407
97	Transfers out	3,373,992	3,187,069	3,397,022	3,041,378	(145,691)	3,316,522
Sub-total		\$ 4,697,321	\$ 4,398,882	\$ 4,583,835	\$ 3,574,035	\$ (824,847)	\$ 3,729,179

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 167,105	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

COMMUNITY AND ECONOMIC DEVELOPMENT SUMMARY

		\$ 6,265,409	\$ 6,328,363	\$ 6,307,915	\$ 5,702,412	\$ (625,951)	\$ 5,392,248
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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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	132,661	241,842	217,388	228,512
Contractual & supply service	54,845	63,765	65,453	64,653
Capital outlay	-	-	-	-
Total expenditures	\$ 187,506	\$ 305,607	\$ 282,841	\$ 293,165
Fees	-	-	-	-
Grants	-	-	-	-
Other	10,983	10,756	16,374	17,390
Total revenue	\$ 10,983	\$ 10,756	\$ 16,374	\$ 17,390
Net amount supported by property taxes	\$ 176,523	\$ 294,851	\$ 266,467	\$ 275,775

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$13,300 in personnel costs reflects the normal increases for the two existing staff. The amount is lower because prior year budgeted was an estimate for the new position.

FUTURE BUDGET CONSIDERATIONS: This budget includes:

- ❖ The Department is working with the Economic Development Advisory Board and professional consultants to effectively raise the profile of Urbandale to potential investors and employers. The budgets include sufficient funds to capitalize on opportunities like the “Urbandale Business Connection” feature in the *Business Record*, event sponsorship/hosting and limited print advertising.
- ❖ Maintaining strong relationships with public and private economic development partners helps the City add value to our use of resources. The Department staff will continue to place a high priority on engaging with businesses (existing and prospective), consultants, brokers and advisors, and Urbandale economic development stakeholders at meetings and events. The proposed FY16 budget and future budgets will plan for maintenance of those efforts.

COMMUNITY & ECON. DEV.	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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520 ECONOMIC DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 101,587	\$ 183,335	\$ 160,650	\$ 173,735	\$ (9,600)	\$ 180,968
02	Overtime	-	-	-	-	-	-
03	Part-time	4,385	3,000	3,000	3,000	-	3,000
04	Witness fees	-	-	-	-	-	-
06	FICA	8,648	14,552	14,000	13,821	(731)	14,441
07	Retirement - IPERS	9,072	16,558	15,711	15,705	(853)	17,532
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	15,217	15,217	13,048	(2,169)	12,750
11	Allowance	5,805	5,210	5,210	5,210	-	5,210
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	3,164	3,970	3,600	3,993	23	4,180
Sub-Total		\$ 132,661	\$ 241,842	\$ 217,388	\$ 228,512	\$ (13,330)	\$ 238,081

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 8,124	\$ 10,225	\$ 10,225	\$ 9,715	\$ (510)	\$ 9,715
22	Recruitment	208	400	400	200	(200)	200
23	Professional services	3,604	3,675	3,675	6,300	2,625	4,725
24	Contributions to other agencies	30,000	25,000	25,000	27,500	2,500	32,500
27	Data processing	40	4,725	6,725	1,000	(3,725)	1,000
28	Dues and memberships	1,952	2,325	2,010	2,110	(215)	2,395
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	273	560	560	710	150	710
40	Building and grounds maint.	1,545	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,049	11,760	11,660	10,540	(1,220)	9,940
48	Utility service	83	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	103	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	119	645	645	210	(435)	210
59	Operating supplies	835	4,450	4,450	6,355	1,905	5,355
60	Safety and medical supplies	13	-	-	13	13	13
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 54,845	\$ 63,765	\$ 65,453	\$ 64,653	\$ 888	\$ 66,763

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 \$ 187,506 \$ 305,607 \$ 282,841 \$ 293,165 \$ (12,442) \$ 304,844

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

ECONOMIC DEVELOPMENT \$ 187,506 \$ 305,607 \$ 282,841 \$ 293,165 \$ (12,442) \$ 304,844

FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Activity Notes

Object	Description	Amount
01	Department Director, ED Specialist	\$ 173,735
03	Intern	\$ 3,000
06	FICA	\$ 13,821
07	IPERS	\$ 15,705
09	Group insurance	\$ 13,048
11	Vehicle & phone allowance, spot awards	\$ 5,210
13	Deferred compensation City match	\$ 3,993
21	Sponsorships and promotional forums	\$ 6,250
	Iowa Commercial Real Estate Expo marketing	\$ 2,000
	Print advertising	\$ 1,000
	Miscellaneous	\$ 465
22	Advertising / background checks for Economic Development Intern	\$ 200
23	Photography	\$ 500
	Economic development project consulting	\$ 3,000
	Graphic design, marketing, public relations services	\$ 1,000
	Iowa Workforce Development laborshed study contribution	\$ 1,500
	Miscellaneous	\$ 300
24	Urbandale Chamber of Commerce	\$ 2,500
	Greater Des Moines Partnership	\$ 25,000
27	Website modifications	\$ 250
	Mobile technology device and annual subscription	\$ 700
	Miscellaneous	\$ 50
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)	\$ 1,185
35	Document binding	\$ 100
	Maps production	\$ 250
	USPS and other delivery	\$ 30
	Printing	\$ 300
	Miscellaneous	\$ 30
46	Regional and national economic development conferences and training events	\$ 4,490
	Greater Des Moines DC-DM United Washington, DC trip	\$ 2,650
	Training for Economic Development Specialist- IEDC Approved Professional Development course	\$ 3,200
	Other web seminars/presentations/meetings	\$ 200
58	General office supplies	\$ 200
	Miscellaneous	\$ 10
59	Broker/developer/stakeholder/partner meetings	\$ 1,550

FUNCTION: Community and Economic Development
ACTIVITY: Economic Development

Object	Description	Amount
59 cont.	Business headquarters, trade shows, market visits	\$ 3,550
	Logo items for official meetings (glasses, coffee cups, etc.)	\$ 1,000
	Miscellaneous	\$ 255
60	MVR annual check	\$ 13

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	478,028	492,394	491,929	572,510
Contractual & supply service	39,222	71,250	55,300	80,450
Capital outlay	23,445	28,250	43,250	20,250
Total expenditures	\$ 540,695	\$ 591,894	\$ 590,479	\$ 673,210
Fees	447,219	472,180	418,075	453,000
Grants	-	-	-	-
Other	31,670	36,972	34,184	39,933
Total revenue	\$ 478,888	\$ 509,152	\$ 452,259	\$ 492,933
<i>Net amount supported by property taxes</i>	\$ 61,807	\$ 82,742	\$ 138,220	\$ 180,277

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$80,100, which reflects normal salary and benefit increases for existing staff and the addition of one new inspector position.
- ↑ An increase of \$7,000 in training reflects the anticipated tuition reimbursement for two existing staff members that are pursuing higher degrees.
- ↑ An increase of \$5,000 in equipment replacement reflects the addition of contributions towards an additional inspector vehicle to be added to the fleet. The new inspector will use a hold-over vehicle until funds are accumulated to purchase a replacement.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased workload for new construction inspections will necessitate the restoration of private contracts for housing code inspections, or the addition of a City Housing Inspector. 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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
530 CODE ENFORCEMENT							
PERSONAL SERVICES							
01	Salaries	\$ 350,449	\$ 368,415	\$ 368,985	\$ 438,841	\$ 70,426	\$ 457,111
02	Overtime	10,084	12,000	10,000	12,000	-	12,000
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	27,233	28,044	28,496	33,404	5,360	34,969
07	Retirement - IPERS	32,179	32,736	33,424	38,994	6,258	43,563
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	52,941	45,652	45,652	42,404	(3,248)	47,814
11	Allowance	1,925	2,175	2,000	2,500	325	2,500
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	3,217	3,372	3,372	4,367	995	4,571
Sub-Total		\$ 478,028	\$ 492,394	\$ 491,929	\$ 572,510	\$ 80,116	\$ 602,528
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	500	500	-
23	Professional services	5,530	13,000	8,000	13,000	-	13,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	9,714	21,700	15,000	22,400	700	8,000
28	Dues and memberships	1,573	1,600	1,600	1,600	-	1,750
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	772	1,400	1,000	1,400	-	1,500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	8,332	11,800	11,000	18,800	7,000	20,000
48	Utility service	1,931	5,500	5,000	6,500	1,000	6,500
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	1,749	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	1,194	2,000	1,500	2,000	-	2,500
57	Vehicle operation supplies	4,675	6,500	5,000	6,500	-	7,000
58	Office supplies	-	500	500	500	-	500
59	Operating supplies	3,652	6,500	6,500	6,500	-	7,000
60	Safety and medical supplies	100	750	200	750	-	750
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 39,222	\$ 71,250	\$ 55,300	\$ 80,450	\$ 9,200	\$ 69,000
CAPITAL OUTLAY							
71	Equipment	\$ 8,150	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	45	15,000	30,000	2,000	(13,000)	2,000
73	Equipment replacement fund	15,250	13,250	13,250	18,250	5,000	18,250
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		\$ 23,445	\$ 28,250	\$ 43,250	\$ 20,250	\$ (8,000)	\$ 20,250
OPERATING BUDGET SUB-TOTAL		\$ 540,695	\$ 591,894	\$ 590,479	\$ 673,210	\$ 81,316	\$ 691,778
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-
CODE ENFORCEMENT		\$ 540,695	\$ 591,894	\$ 590,479	\$ 673,210	\$ 81,316	\$ 691,778

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Activity Notes

Object	Description	Amount
01	Building Official, Associate Building Official, Building Inspectors (4), and ½ Building/Property Maintenance Inspector (other ½ in Community Development)	\$ 438,841
02	Overtime	\$ 12,000
06	FICA	\$ 33,404
07	IPERS	\$ 38,994
09	Group insurance	\$ 42,404
11	Clothing allowance (5), spot awards	\$ 2,500
13	Deferred compensation City match	\$ 4,367
22	Recruitment expenses	\$ 500
23	Structural plan reviews	\$ 8,000
	Contracted services for code violation remedy (mowing, snow removal, remedial work, etc.)	\$ 4,000
	Records retention & maintenance	\$ 1,000
27	Software upgrades	\$ 1,000
	Computer workstation for new staff	\$ 1,000
	Wide-bed scanner & printer consumables	\$ 1,000
	E-Suite modules (2)	\$ 18,000
	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, NV, CO, IA	\$ 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
46.1	Training – Tuition reimbursement	\$ 7,000
48	Cell phone service (7)	\$ 5,500
	INS-Iowa Network Services	\$ 1,000

FUNCTION: Community and Economic Development
ACTIVITY: Code Enforcement

Object	Description	Amount
56	Tires, batteries, miscellaneous parts, oil changes, tire repairs, belts, hoses, etc.	\$ 2,000
57	Fuel, oil, fluids	\$ 6,500
58	Office supplies, color printer supplies	\$ 500
59	Code books	\$ 6,000
	Operating supplies (measuring tapes, test instruments, etc.)	\$ 500
60	Vehicle first aid kits, fire extinguishers	\$ 750
72	Work station storage units & miscellaneous	\$ 2,000
73	Equipment Replacement Fund contribution	\$ 18,250

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	517,311	539,351	459,681	935,573
Contractual & supply service	178,916	520,879	434,329	246,679
Capital outlay	3,850	19,563	143,563	27,407
Total expenditures	\$ 700,077	\$ 1,079,793	\$ 1,037,573	\$ 1,209,659
Fees	444,808	487,530	433,475	476,650
Grants	-	-	-	-
Other	41,005	50,341	60,067	71,754
Total revenue	\$ 485,813	\$ 537,871	\$ 493,542	\$ 548,404
<i>Net amount supported by property taxes</i>	\$ 214,264	\$ 541,922	\$ 544,031	\$ 661,255

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased \$396,200 due to normal increases for existing staff, plus the addition of \$400,000 for part-time staff related to the special census in summer 2015.
- ↑ An increase of \$124,700 in professional services reflects the use of an external consultant to handle upcoming annexation projects, development agreements and completion of a comprehensive plan update.
- ↓ A decrease of \$400,000 in contribution to other agencies, reflecting prior year initial installment payment to the U.S. Census Bureau for a special census in the summer of 2015. The actual enumerators that perform the work are reflected in part-time salaries.
- ↓ A decrease of \$6,000 in furniture and fixtures reflect prior year purchase of cubicle furnishings.
- ↑ An increase of \$13,844 in building maintenance fund contributions reflects the inclusion of general building contractual items not previously included.

FUTURE BUDGET CONSIDERATIONS:

- ❖ 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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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540 COMMUNITY DEVELOPMENT

PERSONAL SERVICES

01	Salaries	\$ 398,929	\$ 420,178	\$ 353,028	\$ 417,516	\$ (2,662)	\$ 434,898
02	Overtime	1,481	1,350	1,350	1,350	-	1,350
03	Part-time	-	-	-	400,000	400,000	-
04	Witness fees	-	-	-	-	-	-
06	FICA	30,083	31,984	27,010	32,148	164	33,637
07	Retirement - IPERS	35,741	37,335	31,525	37,099	(236)	41,446
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	44,118	38,043	38,043	35,881	(2,162)	35,064
11	Allowance	5,300	5,225	5,225	5,225	-	5,225
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	1,659	5,236	3,500	6,354	1,118	6,652
Sub-Total		\$ 517,311	\$ 539,351	\$ 459,681	\$ 935,573	\$ 396,222	\$ 558,272

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	385	300	30,000	125,000	124,700	1,500
24	Contributions to other agencies	64,959	465,179	356,179	65,179	(400,000)	70,000
27	Data processing	85,865	21,200	19,000	23,000	1,800	23,000
28	Dues and memberships	2,096	3,800	3,000	3,000	(800)	3,000
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	(6)	-	-	-	-	-
35	Printing and copying	5,140	4,800	4,800	5,500	700	5,500
40	Building and grounds maint.	6,505	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	907	8,500	6,000	8,350	(150)	8,500
48	Utility service	8,411	11,750	10,000	11,750	-	11,750
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	330	400	400	400	-	425
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	3,915	4,200	4,200	3,750	(450)	4,000
59	Operating supplies	267	500	500	500	-	500
60	Safety and medical supplies	142	250	250	250	-	250
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 178,916	\$ 520,879	\$ 434,329	\$ 246,679	\$ (274,200)	\$ 128,425

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	6,000	20,000	-	(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	3,850	13,563	13,563	27,407	13,844	27,407
97	Transfers out	-	-	110,000	-	-	-
Sub-total		\$ 3,850	\$ 19,563	\$ 143,563	\$ 27,407	\$ 7,844	\$ 27,407

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ 167,105	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-	-
95	Contingency	-	-	-	-	-	-

COMMUNITY DEVELOPMENT	\$ 867,182	\$ 1,079,793	\$ 1,037,573	\$ 1,209,659	\$ 129,866	\$ 714,104
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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	\$ 417,516
02	Overtime	\$ 1,350
03	2015 Special census fieldworkers	\$ 400,000
06	FICA	\$ 32,148
07	IPERS	\$ 37,099
09	Group insurance	\$ 35,881
11	Vehicle allowance/clothing allowance	\$ 5,075
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 6,354
23	Comprehensive Plan update, annexation, development agreements	\$ 125,000
24	Annual assessment for Metropolitan Planning Organization (rate \$1.00 per capita)	\$ 39,463
	Metro Home Improvement Program	\$ 25,716
27	Logos.net software annual maintenance	\$ 17,000
	HP wide-bed scanner/printer annual maintenance	\$ 3,500
	ArcGIS annual license maintenance (3)	\$ 2,500
28	APA (4) and ASLA (1) memberships; library resource materials	\$ 3,000
35	Copy machine maintenance (other ½ in Public Works Admin.)	\$ 1,150
	Plan copier maintenance (other ½ in Public Works Admin.)	\$ 650
	Color copier maintenance (other ½ in Public Works Admin.)	\$ 700
	Miscellaneous printing/copying, postage	\$ 3,000
46	American Planning Association national conference-Phoenix, AZ. (2) for professional CEUs	\$ 4,500
	American Society of Landscape Architects national meeting-Chicago, IL. (1) for professional CEUs	\$ 2,000
	Local and regional planning workshops or seminars for professional CEUs	\$ 1,500
	Mileage reimbursement	\$ 350
48	Electric, gas, telephone, data, water	\$ 11,750
51	Janitorial supplies	\$ 400
58	Paper, office & printer supplies	\$ 3,750
59	Operating supplies	\$ 500
60	Safety and first-aid supplies, MVR checks	\$ 250
81	Building maintenance fund contribution	\$ 19,346
	General building repair	\$ 2,000
	Building custodial services contract	\$ 3,950
	Carpet & upholstery cleaning	\$ 716
	Window cleaning	\$ 195
	Pest control, mat service and sprinkler	\$ 1,200



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	-	-	-
Capital outlay	4,670,026	4,351,069	4,397,022	3,526,378
Total expenditures	\$ 4,670,026	\$ 4,351,069	\$ 4,397,022	\$ 3,526,378
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,543,357	6,562,876	6,562,876	6,316,248
Total revenue	\$ 6,543,357	\$ 6,562,876	\$ 6,562,876	\$ 6,316,248
Net amount (added to) used by fund balance	\$ (1,873,331)	\$ (2,211,807)	\$ (2,165,854)	\$ (2,789,870)

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$679,000 in TIF rebate payments, which reflect the declining progression of the current property owners currently participating in the rebate program. The City's program allows for properties meeting certain criteria, to request a 5-year declining balance rebate of 75%, 60%, 45%, 30% and 15% of property taxes paid on improvements to their parcels in the Northwest Market TIF District.
- ↓ A decrease of \$145,700 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 FY2015-16. Starting in FY2012-13, the full 50% of available TIF increment revenue has been claimed. This has allowed the City to continue to aggressively pursue construction needs in the districts and get incremental revenue accumulated to service existing debt and hopefully call and early retire those pieces of TIF bonds at the earliest time.

COMMUNITY & ECON. DEV.	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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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	1,296,034	1,164,000	1,110,000	485,000	(679,000) 365,000
79	Books, films and recordings	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-
81	Building maintenance fund	-	-	-	-	-
97	Transfers out to Debt Service	3,373,992	3,187,069	3,287,022	3,041,378	(145,691) 3,316,522
Sub-total		\$ 4,670,026	\$ 4,351,069	\$ 4,397,022	\$ 3,526,378	\$ (824,691) \$ 3,681,522
OPERATING BUDGET SUB-TOTAL		\$ 4,670,026	\$ 4,351,069	\$ 4,397,022	\$ 3,526,378	\$ (824,691) \$ 3,681,522
99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	-	-	-	-	-
95	Contingency	-	-	-	-	-
TAX INCREMENT FINANCING FUND		\$ 4,670,026	\$ 4,351,069	\$ 4,397,022	\$ 3,526,378	\$ (824,691) \$ 3,681,522

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

Activity Notes

Object	Description	Amount
77	Tax Increment Financing (TIF) rebates	\$ 485,000
97	Transfers out to Debt Service Fund to cover debt service payments for TIF district – NW Market	\$ 2,996,466
	Transfers out to Debt Service Fund to cover debt service payments for TIF district – Fawn Creek	\$ 44,912



GENERAL GOVERNMENT	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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600 GENERAL GOVERNMENT SUMMARY

PERSONAL SERVICES

01	Salaries	\$ 1,024,096	\$ 1,101,842	\$ 1,063,325	\$ 1,210,604	\$ 108,762	\$ 1,258,515
02	Overtime	1,774	1,100	4,000	2,600	1,500	2,600
03	Part-time	66,602	99,950	88,750	113,401	13,451	125,998
04	Witness fees	-	-	-	-	-	-
06	FICA	79,436	88,897	82,273	96,816	7,919	101,760
07	Retirement - IPERS	95,576	105,952	101,944	116,635	10,683	129,778
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	88,236	91,304	91,304	97,857	6,553	95,628
11	Allowance	33,690	34,290	32,850	31,000	(3,290)	29,550
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	26,411	28,123	28,177	31,197	3,074	32,180
Sub-Total		\$ 1,415,821	\$ 1,551,458	\$ 1,492,623	\$ 1,700,110	\$ 148,652	\$ 1,776,009

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 18,967	\$ 16,000	\$ 17,000	\$ 18,000	\$ 2,000	\$ 18,000
22	Recruitment	173	500	605	-	(500)	-
23	Professional services	208,216	254,640	252,690	277,586	22,946	284,366
24	Contributions to other agencies	79,132	76,550	76,550	155,400	78,850	71,400
27	Data processing	225,863	297,552	292,852	228,909	(68,643)	258,320
28	Dues and memberships	20,394	22,090	22,015	23,350	1,260	23,390
29	Insurance	606,300	405,331	405,331	378,287	(27,044)	378,287
32	Uniforms and laundry	228	420	420	420	-	420
35	Printing and copying	5,881	9,200	7,910	9,452	252	9,600
40	Building and grounds maint.	19,065	-	-	150	150	150
41	Vehicle and equipment maint.	142	150	200	-	(150)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	26,469	56,855	40,065	52,720	(4,135)	51,800
48	Utility service	36,328	27,120	27,981	31,760	4,640	31,760
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	935	840	840	840	-	840
54	Minor equipment	1,330	2,800	2,780	3,500	700	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	7,388	6,800	6,200	7,250	450	7,250
59	Operating supplies	5,923	9,800	8,250	10,720	920	11,720
60	Safety and medical supplies	305	218	5,413	243	25	243
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 1,263,039	\$ 1,186,966	\$ 1,167,202	\$ 1,198,687	\$ 11,721	\$ 1,149,646

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	2,453	-	210	1,000	1,000	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	7,500	7,500	-	(7,500)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	7,700	33,576	33,576	35,972	2,396	35,972
97	Transfers out	58,000	-	-	-	-	-
Sub-total		\$ 68,153	\$ 41,076	\$ 41,286	\$ 36,972	\$ (4,104)	\$ 35,972

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	469,120	473,075	470,683	444,545	(28,530)	439,452
95	Contingency	-	25,000	-	25,000	-	25,000

GENERAL GOVERNMENT SUMMARY		\$ 3,216,133	\$ 3,277,575	\$ 3,171,794	\$ 3,405,314	\$ 127,739	\$ 3,426,079
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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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	34,713	35,079	35,079	43,434
Contractual & supply service	121,782	102,150	101,730	183,820
Capital outlay	-	-	-	-
Total expenditures	\$ 156,495	\$ 137,229	\$ 136,809	\$ 227,254
Fees	-	-	-	-
Grants	-	-	-	-
Other	9,166	11,040	7,920	13,480
Total revenue	\$ 9,166	\$ 11,040	\$ 7,920	\$ 13,480
Net amount supported by property taxes	\$ 147,329	\$ 126,189	\$ 128,889	\$ 213,774

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$8,400 in personnel costs reflects a recommended increase in Mayoral salary to \$11,000 annually, with an offsetting elimination of mayoral car allowance. Also recommended is an increase to council salary to \$7,000 annually. All changes will become effective 1/1/16.
- ↑ An increase of \$20,500 in professional services, which reflects the biennial City Council Strategic Plan and completing the biennial National Citizen Survey.
- ↑ An increase of \$57,900 in contributions to other agencies reflects a commitment to match Polk County’s grant for the construction of a Miracle League baseball field at Northview park. The match is \$75,000, with \$53,000 coming from this budget and \$22,000 coming from parkland dedication funds designated for Northview park.

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 has been formed by UCAN to get the planning started.

GENERAL GOVERNMENT	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

610 MAYOR and COUNCIL

PERSONAL SERVICES

01	Salaries	\$ 28,500	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	28,500	28,500	38,000	9,500	47,500
04	Witness fees	-	-	-	-	-	-
06	FICA	1,341	1,193	1,193	1,328	135	1,481
07	Retirement - IPERS	1,572	1,786	1,786	2,456	670	2,456
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	3,300	3,600	3,600	1,650	(1,950)	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	-	-	-	-	-	-
Sub-Total		\$ 34,713	\$ 35,079	\$ 35,079	\$ 43,434	\$ 8,355	\$ 51,437

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	14,138	-	500	20,500	20,500	20,500
24	Contributions to other agencies	74,300	76,550	76,550	134,400	57,850	71,400
27	Data processing	7,442	-	-	-	-	-
28	Dues and memberships	13,699	11,670	11,500	12,670	1,000	12,670
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	180	180	180	-	180
35	Printing and copying	35	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	10,746	12,750	12,250	14,950	2,200	14,150
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	14	-	-	-	-	-
59	Operating supplies	1,408	1,000	750	1,120	120	1,120
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 121,782	\$ 102,150	\$ 101,730	\$ 183,820	\$ 81,670	\$ 120,020

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	\$ 156,495	\$ 137,229	\$ 136,809	\$ 227,254	\$ 90,025	\$ 171,457
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FUNCTION: General Government
ACTIVITY: Mayor and City Council

Activity Notes

Object	Description	Amount
03	Mayor (\$1,750/quarter through 12/31; \$2,750/quarter starting 1/1/16)	\$ 9,000
	City Council (\$1,000/quarter through 12/31; \$1,750/quarter starting 1/1/16)	\$ 27,500
	Treasurer	\$ 1,500
06	FICA	\$ 1,328
07	IPERS	\$ 2,456
11	Car allowance – Mayor (\$275/month through 12/31/15)	\$ 1,650
23	Biennial Council Strategic Plan	\$ 3,500
	Biennial National Citizen Survey	\$ 17,000
24	Metropolitan Advisory Committee (MAC) annual contribution	\$ 250
	Central Iowa Shelter contribution (3 rd of 5 year commitment)	\$ 8,000
	Capital Crossroads committee	\$ 2,000
	Miracle League filed & playground construction (funding match with Polk County - \$75,000 net of \$22,000 parkland funds from Northview Park)	\$ 53,000
	U-CAN Urbandale Community Action Network contribution	\$ 45,000
	Urbandale Food Pantry	\$ 24,000
	DUNA - Downtown Urbandale Neighborhood Association	\$ 650
	American Legion Post 663	\$ 500
	Discretionary sponsorships/contribution	\$ 1,000
28	Iowa League of Cities	\$ 9,500
	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)	\$ 10,600
	Greater Des Moines Partnership annual dinner – table sponsorship	\$ 1,250
	Chamber of Commerce annual dinner – table sponsorship	\$ 800
	Council Lunch and Learn sessions	\$ 1,800
59	Service awards and plaques (staff retirements, citizen recognition, etc.)	\$ 1,120



FUNCTION: General Government
ACTIVITY: City Manager

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

CITY MANAGER

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	472,367	479,600	481,933	497,155
Contractual & supply service	16,549	24,748	29,073	20,038
Capital outlay	-	-	-	-
Total expenditures	\$ 488,916	\$ 504,348	\$ 511,006	\$ 517,193
Fees	-	-	-	-
Grants	-	-	-	-
Other	28,637	31,398	29,583	30,678
Total revenue	\$ 28,637	\$ 31,398	\$ 29,583	\$ 30,678
Net amount supported by property taxes	\$ 460,279	\$ 472,950	\$ 481,423	\$ 486,515

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$17,600, which reflects normal salary and benefit cost increases for existing staff.
- ↓ A decrease of \$4,100 in training and development reflects two fewer registrations to the International City/County Management Association annual conference.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None noted at this time.

GENERAL GOVERNMENT	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

615 CITY MANAGER

PERSONAL SERVICES

01	Salaries	\$ 361,190	\$ 369,324	\$ 371,657	\$ 387,577	\$ 18,253	\$ 401,224
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	24,824	25,750	25,750	26,484	734	27,665
07	Retirement - IPERS	31,501	32,817	32,817	34,438	1,621	38,237
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	26,471	22,826	22,826	19,571	(3,255)	19,126
11	Allowance	14,500	14,550	14,550	14,550	-	14,550
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	13,881	14,333	14,333	14,535	202	14,739
Sub-Total		\$ 472,367	\$ 479,600	\$ 481,933	\$ 497,155	\$ 17,555	\$ 515,541

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	129	180	1,000	180	-	200
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	4,706	3,450	3,450	2,450	(1,000)	2,500
28	Dues and memberships	4,955	7,345	7,295	7,435	90	7,500
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	457	500	350	500	-	500
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,900	9,595	8,500	5,495	(4,100)	5,500
48	Utility service	1,557	1,440	1,440	1,440	-	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	432	-	-	-	-	-
59	Operating supplies	1,376	2,200	2,000	2,500	300	2,500
60	Safety and medical supplies	37	38	5,038	38	-	38
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 16,549	\$ 24,748	\$ 29,073	\$ 20,038	\$ (4,710)	\$ 20,178

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	-	-	-	-	-	-

CITY MANAGER	\$ 488,916	\$ 504,348	\$ 511,006	\$ 517,193	\$ 12,845	\$ 535,719
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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	\$ 387,577
06	FICA	\$ 26,484
07	Retirement	\$ 34,438
09	Group insurance	\$ 19,571
11	Vehicle allowances	\$ 14,400
	Spot awards	\$ 150
13	Deferred compensation City match	\$ 14,535
23	Records retention, storage and destruction	\$ 180
27	Software and network support	\$ 250
	Site-Check software	\$ 2,200
28	ICMA	\$ 3,015
	laCMA	\$ 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 – Seattle, WA (1)	\$ 2,345
	Greater Des Moines Partnership legislative trip – Washington, DC (1)	\$ 2,650
48	Cell phone and tablet service (1)	\$ 1,440
59	Operating supplies	\$ 200
	Re-Use-A-Shoe campaign	\$ 2,300
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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	460,118	489,563	492,442	503,608
Contractual & supply service	145,449	158,025	154,450	185,177
Capital outlay	-	-	-	1,000
Total expenditures	\$ 605,567	\$ 647,588	\$ 646,892	\$ 689,785
Fees	49,709	38,600	44,000	43,600
Grants	-	-	-	-
Other	35,470	40,435	37,449	40,916
Total revenue	\$ 85,179	\$ 79,035	\$ 81,449	\$ 84,516
<i>Net amount supported by property taxes</i>	\$ 520,388	\$ 568,553	\$ 565,443	\$ 605,269

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ Overall personnel costs increased by \$13,045, which reflects normal salary and benefit costs for existing staff.
- ↑ An increase of \$21,000 in contributions to other agencies reflects City elections during the fiscal year.

FUTURE BUDGET CONSIDERATIONS:

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

GENERAL GOVERNMENT	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

620 FINANCE and RECORDS

PERSONAL SERVICES

01	Salaries	\$ 326,783	\$ 342,885	\$ 345,339	\$ 354,939	\$ 12,054	\$ 369,716
02	Overtime	1,687	1,000	4,000	2,500	1,500	2,500
03	Part-time	28,289	34,444	31,500	36,256	1,812	37,765
04	Witness fees	-	-	-	-	-	-
06	FICA	25,995	28,820	27,825	29,735	915	31,540
07	Retirement - IPERS	31,743	33,528	33,250	34,760	1,232	38,833
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	35,294	38,043	38,043	32,619	(5,424)	31,876
11	Allowance	4,850	5,100	5,100	5,100	-	5,100
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	5,477	5,743	7,385	7,699	1,956	8,059
Sub-Total		\$ 460,118	\$ 489,563	\$ 492,442	\$ 503,608	\$ 14,045	\$ 525,389

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 18,967	\$ 16,000	\$ 17,000	\$ 18,000	\$ 2,000	\$ 18,000
22	Recruitment	90	-	-	-	-	-
23	Professional services	66,771	67,850	67,850	70,375	2,525	73,000
24	Contributions to other agencies	4,832	-	-	21,000	21,000	-
27	Data processing	37,213	49,700	45,000	49,700	-	51,000
28	Dues and memberships	1,165	1,395	1,395	1,420	25	1,420
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	140	150	150	150	-	150
35	Printing and copying	5,291	8,600	7,500	8,852	252	9,000
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	200	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	4,851	7,000	8,000	8,925	1,925	8,000
48	Utility service	450	480	480	480	-	480
49	Petty cash	-	100	100	100	-	100
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	503	600	500	-	(600)	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	5,105	6,000	6,000	6,000	-	6,000
59	Operating supplies	59	100	200	100	-	100
60	Safety and medical supplies	12	50	75	75	25	75
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 145,449	\$ 158,025	\$ 154,450	\$ 185,177	\$ 27,152	\$ 167,325

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	1,000	-	-
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	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -

OPERATING BUDGET SUB-TOTAL

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

FINANCE and RECORDS	\$ 605,567	\$ 647,588	\$ 646,892	\$ 689,785	\$ 41,197	\$ 692,714
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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	\$ 354,939
02	Overtime	\$ 2,500
03	Payroll Specialist (32 hrs per week)	\$ 36,256
06	FICA	\$ 29,735
07	IPERS	\$ 34,760
09	Group insurance	\$ 32,619
11	Vehicle allowance & on-the-spot awards	\$ 5,100
13	Deferred compensation City match	\$ 7,699
21	Publication of Council minutes, official publications, ordinances, recording of deeds & easements	\$ 18,000
23	Annual audit & A-133 audit (including 1 major federal program)	\$ 52,000
	State filing fee for audit	\$ 850
	GFOA Certificate of Achievement fee	\$ 505
	509A certification filing fee	\$ 100
	Arbitrage study	\$ 3,000
	OPEB Actuarial study (every 3 years)	\$ 3,000
	Bond trustee fees	\$ 7,500
	CUSIP registration service	\$ 500
	Records retention and storage	\$ 1,920
	Other services	\$ 1,000
24	City election (3 council positions)	\$ 21,000
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	\$ 110
	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

FUNCTION: General Government
ACTIVITY: Finance and Records

Object	Description	Amount
35 cont	Copy machine lease and maintenance	\$ 1,072
	Toner and other supplies	\$ 340
	Financial document printing	\$ 1,000
46	IMFOA seminars and certification renewal	\$ 200
	Iowa League of Cities budget workshop	\$ 50
	Metro finance officers meetings	\$ 200
	Payroll Specialist training (IMPI-Ames, Payroll law, IA employment conf)	\$ 600
	Local CPE seminars –Director	\$ 2,000
	New World User's Group (1) – Troy, MI	\$ 1,000
	IIMC Clerk conference (1) – Omaha, NE	\$ 1,475
	New World Systems user conference (2) – Dallas, TX	\$ 2,750
	Mileage reimbursement	\$ 350
	Miscellaneous NWS webinars	\$ 300
48	Data plan – Director	\$ 480
49	Petty cash	\$ 100
58	Stationery, office forms, miscellaneous office supplies	\$ 6,000
59	Operating supplies	\$ 100
60	First Aid station supplies	\$ 60
	MVR annual fee	\$ 15
72	Adjustable sit/stand desktops (2)	\$ 1,000

FUNCTION: General Government
ACTIVITY: Technology

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

TECHNOLOGY

FINANCIAL SUMMARY				
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	224,685	317,724	281,126	409,326
Contractual & supply service	162,546	289,797	289,797	220,454
Capital outlay	-	-	-	-
Total expenditures	\$ 387,231	\$ 607,521	\$ 570,923	\$ 629,780
Fees	-	-	-	-
Grants	-	-	-	-
Other	22,681	26,987	33,052	37,357
Total revenue	\$ 22,681	\$ 26,987	\$ 33,052	\$ 37,357
Net amount supported by property taxes	\$ 364,550	\$ 580,534	\$ 537,871	\$ 592,423

SIGNIFICANT BUDGET IMPACTS: The budget includes:

- ↑ A net increase of \$91,600 in personnel costs, which reflects normal salary and benefit cost increases for existing staff, plus the reallocation of the Library's Technology Manager to this department.
- ↓ A decrease of \$67,600 in data processing, which reflects normal fluctuations in technology needs each year. This includes the replacement of 3 servers, service contracts, and 2 switches.

FUTURE BUDGET CONSIDERATIONS:

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

GENERAL GOVERNMENT	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

625 TECHNOLOGY

PERSONAL SERVICES

01	Salaries	\$ 169,989	\$ 244,719	\$ 215,000	\$ 319,805	\$ 75,086	\$ 333,119
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	13,268	18,995	15,000	24,711	5,716	25,851
07	Retirement - IPERS	15,180	21,745	19,000	28,416	6,671	31,746
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	17,647	22,826	22,826	26,095	3,269	25,501
11	Allowance	4,800	4,800	4,800	4,800	-	4,800
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	3,801	4,639	4,500	5,499	860	5,756
Sub-Total		\$ 224,685	\$ 317,724	\$ 281,126	\$ 409,326	\$ 91,602	\$ 426,773

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	500	500	-	(500)	-
23	Professional services	18,830	41,500	41,500	38,500	(3,000)	40,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	140,591	239,582	239,582	171,939	(67,643)	200,000
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	98	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	2,156	5,000	5,000	6,000	1,000	6,000
48	Utility service	567	1,200	1,200	2,000	800	2,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	278	2,000	2,000	2,000	-	2,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	14	-	-	-	-	-
60	Safety and medical supplies	12	15	15	15	-	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 162,546	\$ 289,797	\$ 289,797	\$ 220,454	\$ (69,343)	\$ 250,015

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	\$ 387,231	\$ 607,521	\$ 570,923	\$ 629,780	\$ 22,259	\$ 676,788
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FUNCTION: General Government
ACTIVITY: Technology

Activity Notes

Object	Description	Amount
01	Director of Technology, IT Specialist (3)	\$ 319,805
06	FICA	\$ 24,711
07	IPERS	\$ 28,416
09	Group insurance	\$ 26,095
11	Vehicle allowance and mileage reimbursement	\$ 4,800
13	Deferred compensation City match	\$ 5,499
23	Telecommunication support	\$ 4,500
	Network support	\$ 30,000
	Embark IT - telephone system support	\$ 1,000
	New World Systems support	\$ 2,000
	LaserFiche support	\$ 1,000
27	Software licensing	\$ 27,725
	Data devices (4)	\$ 400
	CISCO subscriptions and SmartNet	\$ 18,000
	Replacement CISCO switches	\$ 26,000
	PBX PASS maintenance support	\$ 6,250
	Tightrope broadcasting hardware and software maintenance	\$ 2,000
	Managed service contracts (Exchange, 2 New World servers)	\$ 15,564
	HP warranty renewals	\$ 20,000
	Engineering file server replacement	\$ 10,000
	New World production and test server replacement (2)	\$ 20,000
	UPS units and batteries	\$ 3,400
	Tape media	\$ 9,600
	Laptop & PC replacements (2)	\$ 8,000
	Server Rack	\$ 5,000
46	Network Security conference	\$ 1,500
	Public Safety Tech conference	\$ 1,500
	Local training and mileage reimbursement	\$ 3,000
48	Data plan for remote access devices (4)	\$ 2,000
54	Computer tools and equipment	\$ 2,000
60	MVR fees	\$ 15
TECH FUND	Technology Fund purchases (one-time capital items with City-wide benefit):	
	Laserfiche server replacement and SQL licensing	\$ 15,000
	Laserfiche software upgrades and module additions	\$ 40,000



FUNCTION: General Government
ACTIVITY: Human Resources

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

HUMAN RESOURCES

	FINANCIAL SUMMARY			
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	171,162	174,202	146,959	182,172
Contractual & supply service	47,743	37,665	21,750	35,250
Capital outlay	-	-	-	-
Total expenditures	\$ 218,905	\$ 211,867	\$ 168,709	\$ 217,422
Fees	-	-	-	-
Grants	-	-	-	-
Other	12,822	15,103	9,767	12,897
Total revenue	\$ 12,822	\$ 15,103	\$ 9,767	\$ 12,897
Net amount supported by property taxes	\$ 206,083	\$ 196,764	\$ 158,942	\$ 204,525

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ An increase of \$7,970 in personnel costs reflects normal increases for existing staff.

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

630 HUMAN RESOURCES

PERSONAL SERVICES

01	Salaries	\$ 93,841	\$ 98,792	\$ 85,500	\$ 99,947	\$ 1,155	\$ 104,108
02	Overtime	-	-	-	-	-	-
03	Part-time	37,325	36,006	27,550	38,145	2,139	39,733
04	Witness fees	-	-	-	-	-	-
06	FICA	10,544	10,628	9,000	10,879	251	11,371
07	Retirement - IPERS	11,574	11,978	11,000	12,270	292	13,708
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	8,824	7,609	7,609	13,048	5,439	12,750
11	Allowance	6,240	6,240	4,800	4,900	(1,340)	5,100
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	2,814	2,949	1,500	2,983	34	3,123
Sub-Total		\$ 171,162	\$ 174,202	\$ 146,959	\$ 182,172	\$ 7,970	\$ 189,893

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	83	-	105	-	-	-
23	Professional services	3,025	2,550	4,150	4,150	1,600	4,150
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	35,761	4,500	4,500	4,500	-	4,500
28	Dues and memberships	475	1,680	1,825	1,825	145	1,800
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	60	60	60	60	-	60
35	Printing and copying	-	-	60	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	5,816	22,360	6,165	17,200	(5,160)	18,000
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	60	200	200	-	(200)	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,787	800	200	500	(300)	500
59	Operating supplies	432	5,500	4,300	7,000	1,500	8,000
60	Safety and medical supplies	244	15	185	15	-	15
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 47,743	\$ 37,665	\$ 21,750	\$ 35,250	\$ (2,415)	\$ 37,025

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	\$ 218,905	\$ 211,867	\$ 168,709	\$ 217,422	\$ 5,555	\$ 226,918
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FUNCTION: General Government
ACTIVITY: Human Resources

Activity Notes

Object	Description	Amount
01	HR Director	\$ 99,947
03	HR Analyst	\$ 38,145
06	FICA	\$ 10,879
07	IPERS	\$ 12,270
09	Group insurance	\$ 13,048
11	Car allowance and phone allowance - Director	\$ 4,800
	On the spot awards	\$ 100
13	Deferred compensation City match	\$ 2,983
23	Employee assistance program (EAP)	\$ 4,000
	Other services	\$ 150
27	NeoGov licensing fee	\$ 4,000
	Miscellaneous software/training programs	\$ 500
28	Local & National Society for Human Resource Management memberships	\$ 645
	National Public Employer Labor Relations Association membership	\$ 430
	Miscellaneous dues & subscriptions	\$ 750
32	Staff logo shirts	\$ 60
46	IaPELRA meetings – local	\$ 350
	National conference – NeoGov, NPELRA	\$ 4,900
	SHRM state conference (2)	\$ 700
	Iowa Employment Law Conference (2)	\$ 450
	Citywide core skills training – Harassment, FMLA	\$ 5,000
	Supervisory training- Drug Prevention, leadership	\$ 5,000
	Miscellaneous training manuals & reference books	\$ 500
	Miscellaneous HR Meeting Expenses	\$ 300
58	Office supplies	\$ 500
59	Training videos and miscellaneous operating supplies	\$ 1,000
	Service Recognition	\$ 6,000
60	MVR annual fees	\$ 15
GL Fund	General Liability Fund expenses	
	City-wide safety program expenses, training expenses, policy review	\$ 20,000
RM Fund	Risk Management Fund expenses	
	City-wide Wellness programming	\$ 15,000



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	103,754	126,000	121,130	127,321
Capital outlay	-	-	-	-
Total expenditures	\$ 103,754	\$ 126,000	\$ 121,130	\$ 127,321
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,077	8,320	7,012	7,552
Total revenue	\$ 6,077	\$ 8,320	\$ 7,012	\$ 7,552
Net amount supported by property taxes	\$ 97,677	\$ 117,680	\$ 114,118	\$ 119,769

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	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	103,754	126,000	121,130	127,321	1,321	129,956
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		\$ 103,754	\$ 126,000	\$ 121,130	\$ 127,321	\$ 1,321	\$ 129,956

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

		\$ 103,754	\$ 126,000	\$ 121,130	\$ 127,321	\$ 1,321	\$ 129,956
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FUNCTION: General Government
ACTIVITY: Legal Services

Activity Notes

Object	Description	Amount
23	City Attorney, \$87,821 annual plus \$95 per hour for billable work	\$ 97,321
	Outside counsel and miscellaneous expenses	\$ 30,000



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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	52,776	55,290	55,084	64,415
Contractual & supply service	1,134,336	921,656	919,955	871,172
Capital outlay	68,153	41,076	41,286	35,972
Total expenditures	\$ 1,255,265	\$ 1,018,022	\$ 1,016,325	\$ 971,559
Fees	-	-	-	-
Grants	-	-	-	-
Other	73,524	79,023	58,836	57,630
Total revenue	\$ 73,524	\$ 79,023	\$ 58,836	\$ 57,630
Net amount supported by property taxes	\$ 1,181,741	\$ 938,999	\$ 957,489	\$ 913,929

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ Overall personnel costs increased by \$9,100, which reflects normal salary and benefit costs for existing staff.
- ↓ A decrease of \$27,000 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 \$7,500 in building maintenance reflects the prior year planned construction of a brick directional monument sign at the north entrance to the City complex.
- ↓ A decrease of \$28,500 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 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
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645 GENERAL SUPPORT

PERSONAL SERVICES

01	Salaries	\$ 43,793	\$ 46,122	\$ 45,829	\$ 48,336	\$ 2,214	\$ 50,348
02	Overtime	87	100	-	100	-	100
03	Part-time	988	1,000	1,200	1,000	-	1,000
04	Witness fees	-	-	-	-	-	-
06	FICA	3,464	3,511	3,505	3,679	168	3,852
07	Retirement - IPERS	4,006	4,098	4,091	4,295	197	4,798
08	Pension - MFPRSI	-	-	-	-	-	-
09	Group insurance	-	-	-	6,524	6,524	6,375
11	Allowance	-	-	-	-	-	-
12	Unemployment	-	-	-	-	-	-
13	Deferred compensation City ma	438	459	459	481	22	503
Sub-Total		\$ 52,776	\$ 55,290	\$ 55,084	\$ 64,415	\$ 9,125	\$ 66,976

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Recruitment	-	-	-	-	-	-
23	Professional services	1,569	16,560	16,560	16,560	-	16,560
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	150	320	320	320	-	320
28	Dues and memberships	100	-	-	-	-	-
29	Insurance	606,300	405,331	405,331	378,287	(27,044)	378,287
32	Uniforms and laundry	28	30	30	30	-	30
35	Printing and copying	-	100	-	100	-	100
40	Building and grounds maint.	19,065	-	-	150	150	150
41	Vehicle and equipment maint.	142	150	-	-	(150)	-
44	Grant-funded purchases	-	-	-	-	-	-
46	Training and development	-	150	150	150	-	150
48	Utility service	33,754	24,000	24,861	27,840	3,840	27,840
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	935	840	840	840	-	840
54	Minor equipment	489	-	80	1,500	1,500	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	50	-	-	750	750	750
59	Operating supplies	2,634	1,000	1,000	-	(1,000)	-
60	Safety and medical supplies	-	100	100	100	-	100
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 665,216	\$ 448,581	\$ 449,272	\$ 426,627	\$ (21,954)	\$ 425,127

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	2,453	-	210	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	7,500	7,500	-	(7,500)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
80	Natural disaster cleanup	-	-	-	-	-	-
81	Building maintenance fund	7,700	33,576	33,576	35,972	2,396	35,972
97	Transfers out	58,000	-	-	-	-	-
Sub-total		\$ 68,153	\$ 41,076	\$ 41,286	\$ 35,972	\$ (5,104)	\$ 35,972

OPERATING BUDGET SUB-TOTAL

99	Special Revenue fund items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	469,120	473,075	470,683	444,545	(28,530)	439,452
95	Contingency	-	-	-	-	-	-

GENERAL SUPPORT	\$ 1,255,265	\$ 1,018,022	\$ 1,016,325	\$ 971,559	\$ (46,463)	\$ 967,527
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FUNCTION: General Government
ACTIVITY: General Support

Activity Notes

Object	Description	Amount
01	Receptionist	\$ 48,336
02	Overtime	\$ 100
03	Part-time	\$ 1,000
06	FICA	\$ 3,679
07	IPERS	\$ 4,295
09	Group Insurance	\$ 6,524
13	Deferred compensation City match	\$ 481
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 (56%)	\$ 186,000
	Workers Compensation insurance coverage, 411 medical claims – General Fund share (78%)	\$ 192,287
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	\$ 27,840
51	Janitorial supplies	\$ 840
54	Replacement breakroom refrigerator	\$ 1,500
59	Office forms and check stock	\$ 750
60	Fire extinguisher and AED inspection, first-aid cabinet supplies	\$ 100
81	Building maintenance fund contribution – general repairs	\$ 23,872
	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)	\$ 111,500
	Administrative office expansion (2004 capital loan note payment)	\$ 168,012
	Police station expansion (2006 capital loan note payment)	\$ 134,558
	Police station expansion (2007 capital loan note payment)	\$ 30,475



DEBT SERVICE FUND

	FINANCIAL SUMMARY			
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	12,465,384	8,999,179	13,631,319	9,124,000
Capital outlay	-	-	-	-
Total expenditures	\$ 12,465,384	\$ 8,999,179	\$ 13,631,319	\$ 9,124,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	12,238,057	9,002,887	13,283,098	9,171,159
Total revenue	\$ 12,238,057	\$ 9,002,887	\$ 13,283,098	\$ 9,171,159
Net amount supported by property taxes	\$ 227,327	\$ (3,708)	\$ 348,221	\$ (47,159)

- ❖ 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 \$10,000,000 are anticipated being issued in August 2015 to support capital projects specified within the 2015-2020 Capital Improvements Program.
- ❖ The significant fluctuations between the above shown fiscal years, is cause whenever the City is able to refinance bonds. While there may be opportunity to refinance more bonds in 2015, 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.

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 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	12,465,384	8,999,179	13,631,319	9,124,000	124,821	9,716,000
95 Contingency		-	-	-	-	-
DEBT SERVICE FUND	\$ 12,465,384	\$ 8,999,179	\$ 13,631,319	\$ 9,124,000	\$ 124,821	\$ 9,716,000

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 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	-	100,000	-	100,000
Capital outlay	-	-	-	-
Total expenditures	\$ -	\$ 100,000	\$ -	\$ 100,000
Fees	-	-	-	-
Grants	-	-	-	-
Other	-	-	-	-
Total revenue	\$ -	\$ -	\$ -	\$ -
<i>Net amount supported by property taxes</i>	\$ -	\$ 100,000	\$ -	\$ 100,000

	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 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 match	-	-	-	-	-	-
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	-	100,000
CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000

	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

DISTRIBUTION OPERATIONS

Personal Services

1	Regular Salaries and Wages	458,463	432,109	391,449	433,908	1,799	446,925
3	Part-Time and Temporary Salaries	40,709	60,000	42,000	45,260	(14,740)	46,618
6	FICA	37,996	37,646	33,159	36,656	(990)	37,756
7	IPERS	41,590	39,980	38,707	39,468	(512)	40,652
9	Health and Life Insurance	108,017	106,991	98,407	114,484	7,493	117,919
SUB TOTAL		\$ 686,775	\$ 676,726	\$ 603,722	\$ 669,776	\$ (6,950)	\$ 689,870

Contractual and Supply Services

20	Miscellaneous	368	1,000	1,000	1,000	-	1,000
35	Drafting Supplies	2,546	1,000	1,000	2,000	1,000	1,000
44A	Communication (Pager & Radio Maintenance)	2,038	750	1,000	1,500	750	1,000
44B	One Call Service	9,569	12,000	10,944	12,000	-	12,000
47	Utilities	68,336	65,000	63,500	70,000	5,000	65,000
48	Bacteriological Samples	10,476	15,852	13,274	12,688	(3,164)	13,500
51	Bldg & Grounds Maint & Operation	32,371	28,680	28,680	62,624	33,944	32,000
57	Motor Vehicle Operation Supplies	35,310	34,000	32,000	34,000	-	34,000
64	New Meters	78,369	570,000	485,000	464,000	(106,000)	250,000
71	Automotive Equipment	43,810	61,000	61,000	22,500	(38,500)	60,000
82	Easements	-	2,500	2,500	2,500	-	2,500
87	Utility Systems & Structures & Tower	570,485	477,000	477,000	1,100,000	623,000	519,000
88	Inspection & Engineering	96,395	75,000	75,000	75,000	-	75,000
SUB TOTAL		\$ 950,073	\$ 1,343,782	\$ 1,251,898	\$ 1,859,812	\$ 516,030	\$ 1,066,000

Total Water Distribution Operations		\$ 1,636,848	\$ 2,020,508	\$ 1,855,620	\$ 2,529,588	\$ 509,080	\$ 1,755,870
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DISTRIBUTION MAINTENANCE

Personal Services

01	Regular Salaries	321,529	329,497	320,168	326,766	(2,731)	336,569
01A	Pager Pay	3,299	6,800	4,488	6,800	-	7,004
06	FICA	24,316	25,727	24,493	25,518	(209)	26,284
07	IPERS	28,658	29,424	28,591	29,180	(244)	30,055
09	Health & Life Insurance	76,115	75,266	75,266	80,622	5,356	83,041
SUB TOTAL		\$ 453,917	\$ 466,714	\$ 453,006	\$ 468,886	\$ 2,172	\$ 482,953

Contractual and Supply Services

20	Miscellaneous	1,400	750	750	750	-	750
34	Miscellaneous Contract Work (Repair help)	2,645	12,000	12,000	10,000	(2,000)	10,000
41A	Purchase, Repair & Maintenance of Tractor	568	750	4,000	35,000	34,250	1,000
41B	Purchase, Repair, Maintenance of Equipment	-	7,425	7,425	12,050	4,625	12,000
54	Minor Equipment, Tools, Clothes	15,822	15,000	15,000	15,000	-	15,000
61	Main Maintenance Supplies	25,309	23,500	30,000	30,000	6,500	30,000
64	Meter Parts	194,907	16,000	16,000	16,000	-	20,000
65	Hydrants, Valves & Parts	13,882	25,000	20,000	25,000	-	25,000
87	System Maintenance	33,871	35,000	35,000	35,000	-	35,000
89	State Revolving Fund Loan - Meter replacement	-	-	-	-	-	-
SUB TOTAL		\$ 288,404	\$ 135,425	\$ 140,175	\$ 178,800	\$ 43,375	\$ 148,750

Total Water Distribution Maintenance		\$ 742,321	\$ 602,139	\$ 593,181	\$ 647,686	\$ 45,547	\$ 631,703
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	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	INCREASE	FY 2016-17
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

WATER

ACCOUNTING AND COLLECTION

Personal Services

01	Regular Salaries	207,856	218,453	214,274	225,263	6,810	232,021
03	Part-time & Temporary Salaries	-	4,800	3,200	4,800	-	4,944
06	FICA	14,314	17,079	16,392	17,600	521	18,128
07	IPERS	18,066	19,508	19,113	20,116	608	20,719
09	Health & Life Insurance	67,695	67,625	67,625	71,788	4,163	73,942
SUB TOTAL		\$ 307,931	\$ 327,465	\$ 320,604	\$ 339,567	\$ 12,102	\$ 349,754

Contractual and Supply Services

20	Miscellaneous	10	1,000	1,000	1,000	-	1,000
22	Collection Cost	4	-	-	-	-	-
24	Payments to Other Agencies	3,882,673	4,567,359	4,102,074	4,431,711	(135,648)	4,704,380
24A	Sewer Exempt Fee	2,350	2,500	2,300	2,500	-	2,500
36	Postage & Shipping	109,708	127,200	112,000	127,200	-	131,016
37	Printing-Computer & Billing	4,595	4,700	4,750	4,750	50	4,750
37A	Computer Rent & Equipment	93,360	199,110	139,110	256,302	57,192	130,000
42	Solid Waste	1,938,393	2,016,000	1,938,000	2,016,000	-	2,076,480
43	Sales Tax Water	450,973	486,238	448,588	489,623	3,385	500,825
43A	Sales Tax Urbandale Sanitary (SD)	46,682	49,660	45,815	48,718	(942)	51,150
43B	Sales Tax Urbandale W/H Sanitary (SR)	1,932	2,865	2,643	2,808	(57)	2,951
49a	Refunds	7,336	16,000	16,000	16,000	-	16,480
50	Storm Water	745,954	731,084	746,000	1,493,048	761,964	753,017
50A	Storm Water Sales Tax	20,689	20,581	20,700	41,408	20,827	21,198
SUB TOTAL		\$ 7,304,659	\$ 8,224,297	\$ 7,578,980	\$ 8,931,068	\$ 706,771	\$ 8,395,747

Total Water Accounting and Collection	\$ 7,612,590	\$ 8,551,762	\$ 7,899,584	\$ 9,270,635	\$ 718,873	\$ 8,745,501
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ADMINISTRATION AND GENERAL

Personal Services

01	Regular Salaries	180,803	244,008	242,558	254,669	10,661	262,309
01A	Trustee Salary	3,600	3,600	3,600	3,600	-	3,708
06	FICA	12,271	20,139	18,831	20,492	353	21,107
07	IPERS	14,440	22,111	21,982	23,063	952	23,755
08	Retirement Trust	26,616	32,200	29,000	31,810	(390)	32,764
09	Health & Life Insurance	71,160	40,008	40,008	42,985	2,977	44,275
09B	Dental & Visual Insurance	2,073	2,550	2,600	2,550	-	2,626
09C	Self Insurance	28,229	33,784	31,000	31,784	(2,000)	32,738
SUB TOTAL		\$ 339,192	\$ 398,400	\$ 389,579	\$ 410,953	\$ 12,553	\$ 423,282

Contractual and Supply Services

11	Auto Allowance	7,200	12,624	9,600	9,600	(3,024)	9,600
20	Miscellaneous	2,831	2,000	1,500	2,000	-	2,000
20A	Trust Disbursement	24,180	25,000	24,000	25,000	-	25,000
21	Advertising & Legal Publications	1,843	2,000	2,000	2,000	-	2,000
22	Contract services	4,085	9,000	6,000	9,000	-	9,270
23	Consulting & Legal Fees	2,700	10,000	10,000	10,000	-	10,000
23A	Audit	10,726	18,000	12,000	18,000	-	18,540
24	Permit Fees (DNR)	5,033	6,000	6,000	6,000	-	6,000
28	Dues, Memberships, Subscriptions	4,600	6,000	6,000	6,000	-	6,000
29	Liability Insurance	82,838	63,000	65,200	65,200	2,200	67,156
36	Postage & Shipping (Stamps & Etc.)	2,193	4,000	2,500	2,585	(1,415)	2,663
44	Telephone (Phones & Service Bill)	8,346	10,860	9,000	10,860	-	11,186
45	Training	4,941	8,000	8,000	8,000	-	8,000
46	Travel & Conference Expense	1,543	10,000	10,000	10,000	-	10,000
47	Utilities	14,703	15,000	14,000	15,000	-	15,450
50	Petty Cash	1,099	1,500	1,200	1,500	-	1,200
58	Office Equipment & Supplies	9,605	17,000	12,000	17,500	500	15,000
94	Bank Service Charge	25,508	26,400	32,000	36,000	9,600	37,080
SUB TOTAL		\$ 213,974	\$ 246,384	\$ 231,000	\$ 254,245	\$ 7,861	\$ 256,145

Total Water Administration and General	\$ 553,166	\$ 644,784	\$ 620,579	\$ 665,198	\$ 20,414	\$ 679,427
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	FY 2013-14 ACTUAL	FY 2014-15 ADOPTED	FY 2014-15 REVISED	FY 2015-16 ADOPTED	INCREASE (DECREASE)	FY 2016-17 ESTIMATE
WATER						
OPERATING REVENUE						
Revenue						
601 Metered Water Sales	7,869,164	8,103,959	7,476,472	8,160,381	56,422	8,405,192
602 Sewer-SR	326,577	486,863	449,165	472,208	(14,655)	486,374
603 Sewer-SD	3,536,954	4,080,496	3,652,909	3,959,503	(120,993)	4,078,288
605 Service Charges	10,040	10,000	10,000	10,000	-	10,300
606 Late Charge	30,803	35,000	35,000	35,000	-	35,000
607 Water Service Hook On Fee	147,371	116,325	116,325	116,325	-	119,815
608 Meter & Parts	149,109	107,000	107,000	107,000	-	110,000
609 Sewer Exempt Fee	3,540	3,000	3,000	3,000	-	3,200
612 Collect Sewer (For Billing)	120,227	119,646	122,054	119,646	-	123,235
613 Taps	3,655	6,000	4,000	4,000	(2,000)	4,000
615 Bacteriological Samples	2,540	3,000	3,000	3,500	500	3,605
616 Miscellaneous	33,643	35,000	65,000	40,000	5,000	65,000
616A Trust Receipts	30,000	29,500	30,000	29,500	-	30,385
617 Main Reimbursement	-	7,500	7,500	7,500	-	7,500
618 Rentals	900	-	-	-	-	-
620 Sales Tax Water	474,166	486,238	448,588	489,623	3,385	504,312
621 Sales Tax Sewer	45,458	53,141	49,026	52,144	(997)	53,708
623 Bulk & Construction Water	23,972	40,000	30,000	25,000	(15,000)	25,750
627 Hydrant Meter Rental	1,535	8,400	3,000	6,000	(2,400)	6,000
646 Lease Revenue (Nextel)	81,318	70,728	80,400	80,400	9,672	80,400
647 Solid Waste	1,941,618	2,016,000	1,990,872	2,016,000	-	2,076,480
648 Solid Waste Collect	27,492	27,500	27,926	27,500	-	28,325
649 Storm Water	737,579	731,084	747,564	1,493,048	761,964	768,920
649A Storm Water Sales Tax	20,697	20,581	20,857	41,656	21,075	21,453
650 Storm Water Collect	29,978	27,500	30,426	30,420	2,920	31,333
651 State Revolving Fund loan proceeds	5,000	-	-	-	-	-
Total Water Operating Revenue	\$ 15,653,336	\$ 16,624,461	\$ 15,510,084	\$ 17,329,354	\$ 704,893	\$ 17,078,575

RECAP

Disbursements

Distribution Operation	1,636,848	2,020,508	1,855,620	2,529,588	509,080	1,755,870
Distribution Maintenance	742,321	602,139	593,181	647,686	45,547	631,703
Accounting & Collection	7,612,590	8,551,762	7,899,584	9,270,635	718,873	8,745,501
Administration & General	553,166	644,784	620,579	665,198	20,414	679,427
Water Purchased (DMWW + Xenia)	2,368,263	2,453,859	2,200,726	2,491,086	37,227	2,515,178
Sub Total	\$ 12,913,188	\$ 14,273,052	\$ 13,169,690	\$ 15,604,193	\$ 1,331,141	\$ 14,327,679
Debt Service	2,069,227	2,164,083	2,164,083	2,167,092	3,009	-
TOTAL	\$ 14,982,415	\$ 16,437,135	\$ 15,333,773	\$ 17,771,285	\$ 1,334,150	\$ 14,327,679

Income

Cash Balance	-	3,244,471	2,879,699	3,101,010	(143,461)	2,704,979
Restricted Funds	-	688,940	701,815	701,815	12,875	701,815
Net Cash Balance	\$ -	\$ 3,933,411	\$ 3,581,514	\$ 3,802,825	\$ (130,586)	\$ 3,406,794
Operating Revenue	\$ 15,653,336	\$ 16,624,461	\$ 15,510,084	\$ 17,329,354	\$ 704,893	\$ 17,078,575
Non-Operating Revenue						
Interest Earned	48,473	49,235	45,000	45,900	(3,335)	45,000
Extraordinary income	-	-	-	-	-	-
SUB TOTAL	\$ 15,701,809	\$ 20,607,107	\$ 19,136,598	\$ 21,178,079	\$ 570,972	\$ 20,530,369
Less Restricted Funds (trust fund)	-	688,940	701,815	701,815	12,875	701,815
Capital Reserve Fund	-	3,481,032	-	2,704,979	(776,053)	5,500,875
Total	\$ 15,701,809	\$ 16,437,135	\$ 18,434,783	\$ 17,771,285	\$ 1,334,150	\$ 14,327,679

