

City of Ames, Iowa 2008/09 Program Budget



PUBLIC ART IN AMES, IOWA

Ames became the first city in Iowa to establish a Public Art Commission. This ongoing municipal public art program was founded in 1990 by the Mayor and City Council. A unique partnership of city funding, state grants, and private donations from individuals and businesses makes Ames a leader in the use of art to enhance public spaces.

The Commission has a one-sentence mission statement that speaks volumes about its responsibilities:

“The Ames Public Art Commission is committed to creating a visual and aesthetic environment that incorporates art into the lives of all Ames citizens.”

The 16-member Public Art Commission has several subcommittees, including:

- **Art Collection / Archive / Maintenance Committee** – This committee is charged with the tasks of creating and maintaining an illustrated catalog of artwork owned by the City, in both printed and electronic forms.
- **Education / Information Committee** – The purpose of this committee is to increase public awareness of art acquisition processes and communicate the value of public art and art in public places to the Ames community.
- **Art Around The Corner Committee** – This committee improves Ames by facilitating the selection and temporary placement of sculpture exhibits in the Main Street Cultural District (Downtown). This involves an annual call for entries from Iowa and regional artists, juried selection of art, rotation and installation of art, and publicity of public arts in the Downtown area.
- **Neighborhood Sculpture Committee** – This committee selects one or two pieces of art currently on display in the Art Around the Corner Exhibit and places these sculptures throughout the community. The artwork must be displayed in a “public” area that is open and accessible to the citizens of Ames, such as a neighborhood park or cul-de-sac. Visibility and safety considerations for both drivers and pedestrians are deciding factors in the placement of the artwork.

This document salutes several of the outdoor pieces of the collection.

City Manager's Office

515 Clark Avenue, P. O. Box 811
Ames, IA 50010
Phone: 515-239-5101
Fax: 515-239-5142

January 31, 2008

To The Mayor and Ames City Council:

I have attached for your approval the City Manager's Recommended Budget for fiscal year 2008-09. This financial/management plan for the City reflects expenditures and revenues for operations and capital improvements associated with the various funds we maintain. You will note that the expenditure total of \$179,790,678 for FY 2008-09 is significantly greater than for the previous year. This difference is attributable to large projects, especially in the Electric Utility, that have moved to the front of the Capital Improvements Plan.

OVERALL FINANCIAL CLIMATE

As we began the preparation of the budget, we were faced with two significant challenges. First, the growth in our taxable valuation is anticipated to be only .4% for the coming year. This very modest increase in taxable valuation for FY 2008-09 can be attributed to: 1) a distressed national economy that has slowed new construction to only \$51,225,000, 2) the continuation of conversions of apartments to condominiums/coops resulted in a loss of \$20,000,000 in taxable valuation, 3) court-ordered reductions in valuation for a few of our major commercial and industrial properties that lowered our valuations by \$15,000,000, and 4) the negative impact of the state mandated rollback on assessed valuation that caused a further erosion of our tax base by \$34,344,030.

Second, the increase in local option sale tax receipts is estimated to be only 1.24%. While no studies have been conducted to explain the causes for this modest increase in sales tax revenue, some have hypothesized that 1) a stagnating national economy has also negatively impacted retail sales and 2) we are experiencing substantial "leakage" as our residents take advantage of other shopping opportunities in the commercial areas to the south of Ames. Regardless of the reasons, the increases associated with these two revenue sources are the lowest that I can recall, and undoubtedly had a direct impact on our property tax asking for FY 2008-09.

To offset this smaller than desired increase in revenues, we will benefit from the following three developments: 1) a \$400,000 decrease in our obligation to finance the Fire and Police Retirement Fund, 2) a significant increase in interest earnings (\$385,260) in all funds due to investment at interest rates higher than prior years, and 3) a larger than expected beginning balance in the General Fund for FY 2007-08 due to staff vacancies and increased interest earnings in FY 2006-07. The larger balance has allowed us to fund needed items, such as capital for the Police Department, in FY 2007-08 rather than in FY 2008-09.

PROPERTY TAX SUPPORT - \$.63 Rate Increase

The FY 2008-09 budget requires a 6% increase in the City tax rate from \$10.43 per \$1,000 of taxable valuation to \$11.06 per \$1,000 of taxable valuation, or an additional \$1,305,154 of new property tax revenue. It should be emphasized that \$ 0.47 of this rate increase, or \$960,000, is attributable to the first year's debt payment for the new Donald and Ruth Furman Aquatics Center that was approved by 76% of the voters last July. Without this payment, the tax rate increase would be only 1.46%.

As you know, the actual impact on the tax bills for our citizens will be less than the rate increase for most of the property owners in the city. Because the state-mandated rollback continues to reduce the amount of property subject to taxes for residential and commercial property owners, the impact of this budget on actual property tax bills will be only 2.56% and 5.72% respectively for these two classifications of owners.

Since it is not possible in this letter to adequately address all of the important services reflected in this budget, I have attempted to highlight several of the new initiatives.

LAW ENFORCEMENT ACTIVITIES

Information Driven Policing is the cornerstone of the FY2008-09 budget. While previous investments built a shared radio and data infrastructure between Ames, ISU and Story County, this budget takes advantage of that infrastructure to implement advancements that will put more information in the hands of individual police employees. The technology requests included in this budget will increase both the efficiency and effectiveness of the Police Department, particularly for the officers on the street.

The addition of mobile data capability to the computers in the patrol vehicles will give the officers on the street immediate access to critical information. Officers will also be able to do more of their routine checks on licenses and vehicle registration from these workstations, thus allowing the communications center staff to allocate more of their attention to incoming calls. In addition, quality digital video will replace obsolete VHS tape systems to provide a more efficient system and a better visual product.

The cost of accomplishing these technology improvements is significant. Along with approximately \$130,000 of local financial support for the start-up costs associated with these new technologies, an additional \$70,000 of Information Technology staff time will be needed to support these new ventures.

As the City embraces data driven decision-making, citizen and staff demands for reports and data summaries continues to increase. Citizens continue to request information about their neighborhoods related to traffic crashes, crime, and special events. In response to this growing need, \$23,000 for additional part-time civilian staff has been added to the budget to improve evidence management and the responsiveness of the records division.

Over the next two years we are anticipating a number of retirements in the Police Department. Typically, it takes six months for a new recruit to complete our internal training program and State academy. If we wait until an officer retires before we hire a replacement and begin the

training process, there could be many months when we are short an officer on the street. In an effort to reduce this delay, I have budgeted \$40,500 in FY 2007-08 to allow us to begin hiring and training new officers before the retirees actually leave the department.

Given the recent discussion of the changing cultural face of Ames, funds also have been included in FY 2007-08 and FY 2008-09 for diversity training for all employees in the department.

FIRE SAFETY ACTIVITIES

Two years ago, I discussed our desire to increase the number of fire fighters who are available to respond to the increasing number of incidents, as well as overlapping calls. In the past it was difficult to address these staff additions because of the cost. I have taken advantage of the significant reduction in the retirement fund obligation in FY 2008-09 to add three new fire fighter positions (\$189,000) in the budget.

It should be emphasized that in addition to adding personnel, our ability to address this availability issue is also impacted by the amount of time off taken for injuries, holiday leave, sick leave, training, and vacation. Therefore, it is our intent that any additional improvements in this situation will be addressed by identifying techniques for better management of controllable leave.

BUILDING SAFETY

Each year we attempt to establish the various permit fees to cover the cost of our inspections. However, because it is difficult to project the magnitude of the construction activity we will experience, sometimes revenues exceed expenses and sometimes the reverse is true. In FY 2007-08, we are projecting expenses to exceed our user fees by \$113,000. Here again, the national economy might be impacting a downturn in new construction activity, although our workload remains challenging with a steady stream of renovation work. Given the magnitude of this revenue shortfall, the FY 2008-09 budget includes increases in the various permit fees.

GEOGRAPHIC INFORMATION SYSTEM (GIS)

The responsibility for coordinating our GIS system was originally assigned to one of our Planners. The demand from our departments, citizens, and City Council members for GIS-related information had grown to the point where almost 60% of our Planner's time was devoted to this assignment. However, as the planning-related workload also is increasing dramatically, I no longer believe we can center this responsibility in the Current Planning program. Therefore, the FY 2008-09 budget reflects a reassignment of this function with the GIS Specialist in Public Works Engineering, along with two interns, assuming responsibility for coordinating the software operations of the GIS system and additional support for the hardware coming from the Information Technology staff. Although the GIS function started as a minor operation with little cost, the service has now blossomed into a \$288,000 annual venture supported by various funds.

RECREATION OPPORTUNITIES

The Parks and Recreation Department continues to do an excellent job in increasing the efficiency of the staff. As a result, the Parks and Recreation Administrative program calls for a 1.5 reduction in FTEs in FY 2008-09 (.5 Project Administrator and 1.0 Secretary).

-Aquatics

Based on our most recent estimates from our architect/engineers for the Donald and Ruth Furman Aquatics Center, the budget reflects the new facility being open for one month in FY 2008-09 and Carr Pool closing after the summer 2008 swim season.

-Community Center/Auditorium/Bandshell

Because there were only two activities shown in Social Programs we have combined these activities (municipal band and craft fair) into the Community Center/Auditorium/Bandshell program.

-Ames/ISU Ice Arena

In order to maintain the viability of this enterprise fund in FY 2007-08, the budget includes a transfer of interest earnings and the annual contribution to the Arena's Capital Reserve Fund to the operations fund. These two actions helped us reach a desired fund balance in the operations fund and still maintain an acceptable capital reserve fund balance.

-Homewood Golf Course

After reviewing the portion of time from various positions that were being assigned to this operation, it was decided to reduce the FTEs by a net of .25, which was transferred to support other programs. The reorganization has allowed us to project a breakeven operation for this enterprise fund in FY 2008-09.

LIBRARY ACTIVITIES

You will notice in the Library Activities section of the budget that most of the program FTE totals reflected for FY 2008-09 are different from the FY 2007-08 levels. These modifications were made by the Library Director to better reflect reorganization within the department based on where actual staff time is now being devoted.

The net result of all the personnel changes is an additional .5 FTE. A new Outreach Supervisor position has been added in FY 2008-09 to direct the Bookmobile, Project Smyles, and Homebound programming, while a .5 FTE custodian position was eliminated from the budget.

For the first time, a portion of the state library funding is being budgeted to purchase materials in an effort to reach their target level.

LEGAL SERVICES

In order to assist the City Attorney with an increased workload, an additional .5 FTE (\$27,818) of support staff has been included in the General Fund. This additional staffing should free up our attorneys' time from administering the new case tracking software to handling staff inquiries.

TRANSPORTATION

Additional funds have been included in the budget to improve sign and signal maintenance, pavement marking, and right-of-way maintenance. This new emphasis is being accomplished by increasing a maintenance worker position from .75 FTE to 1.0 FTE (\$23,000) along with a new more efficient line painter (\$7,250), more frequent replacement of our loop detection units (\$8,000), and extra monies (\$10,000) to perform a higher level of maintenance on our right-of-ways.

CYRIDE

The Transit Board is requesting that the City contribute \$1,210,300 to support CyRide in FY 2008-09. This total represents a 5.8% increase in funding, or an additional \$66,349. Included in this request are two minor increases in service totaling \$12,000: earlier Sunday morning service on the Green Route and Sunday evening service on the Silver Route. In addition, the budget reflects the expansion of hours (.50 FTE) of a part-time dispatcher, .50 FTE for a new part-time clerical position in the maintenance division, and 1.0 FTE for new Receptionist.

CITY HALL SPACE NEEDS

Much has changed since we moved into the renovated Central Junior High School building back in 1990. As our workload grew and new service responsibilities were added, additional staff in the Planning and Housing, Public Works, Human Resources, Fire, Police, and Legal Departments were assigned to City Hall. We have reached a point where lack of adequate space in City Hall is impacting the effectiveness of our work. Therefore, in FY 2007-08 I have earmarked \$20,000 for an architectural/engineering study to determine how we could renovate the basement and vacant Police holding cell areas into viable office space. An additional \$60,000 has been budgeted for minor renovations to provide more usable office space on the first and second floors of City Hall.

UTILITIES

-Electric

During the past year, we have emphasized that it is time for us to develop a strategy to meet the future electric demands of our customers until at least 2025. The last major addition made to our base-load capacity was in the early 1980's. Even with aggressive demand side management programs, our aging facilities will require refurbishing or replacement.

We have been working with a consulting firm, Burns and McDonnell, to help us identify the most cost-effective and environmentally sensitive options for meeting our customers' electric needs. Unfortunately, by the time staff had finalized our budget recommendation, we had not received a final report from our consultant. Absent these recommendations, the operating budget and CIP anticipates maintaining our existing units #7 and #8 and gas turbines so that our current installed generating capacity of 153 MWs will be in a condition to function well into the future. Within our planning horizon, we are projecting the need to add 25 MWs of additional base load capacity by constructing a new unit that burns natural gas and/or alternative fuels, or purchasing capacity as part of another generating facility.

We estimate that this strategy will require an 8% rate increase in FY 2008-09 and a 10% rate increase in FY 2009-10. The City Council might want to consider an early implementation of this first increase to improve cash flow and accomplish the adjustment prior to the higher summer rates. In addition to the rate increases, we anticipate that compliance with new environmental standards will necessitate an increase in the Energy Cost Adjustment (ECA) of approximately 5%.

Major expenditure increases reflected in FY 2008-09 are due to the beginning of the capital investment in our existing units and the purchase of allowances to meet 2009 federal emissions requirements.

-Water

Our peak demand in this utility continues to grow primarily due to outdoor watering. While we will continue to work hard to reduce this trend with a more aggressive water conservation program, it appears that major capital expenditures will be required in the near future because of an aging treatment facility. Lacking an engineering analysis, the current CIP reflects an expenditure of \$29,000,000 beginning in FY 2009-10 to expand our Water Plant to satisfy our customers projected needs. The best estimate at this time is that this type of project will require a series of five annual rate increases beginning in 2009-10. The primary task before the staff this year is to work with an engineering firm to develop more definitive cost estimates and funding strategies for this project.

-Water Pollution Control

We are proud to announce that our Water Pollution Control Plant was one of only three such plants nationwide to receive the Platinum-17 Award from the National Association of Clean Water Agencies for 100% compliance with discharge standards for 17 consecutive years.

In accordance with the City Council's direction, the staff has been working with officials at the Iowa Department of Natural Resources (IDNR) to develop discharge limits to incorporate into a new NPDES permit. Our application has been submitted and we are awaiting approval from the State.

In support of the IDNR's Use Attainability Analysis of the South Skunk River, which determined that the segment where we discharge can support "primary contact," we are planning for a \$3,000,000 disinfection project in two years. This project is a major factor in requiring our rates in this utility to be increased 10% in 2009-10 and again in 2011-12. The City Council might want to consider raising our sewer rates earlier in 2008-09 to avoid a second rate increase and the combination of a electric, water, and sewer rate increases in 2009-10.

-Storm Sewer

In addition to our traditional projects in this utility (Low Point Drainage, Intake Rehabilitation, and Outlet Erosion Control), the new \$500,000 Storm Water Facility Rehabilitation Program is being funded by these user fees. Annual expenditures are exceeding annual revenues to a point where, in a few years, if nothing is done the balance in the fund will be insufficient. Therefore, we are projecting the need for a rate increase in this utility in 2009-10 from \$2.60 per month to \$3.00 per month.

-Resource Recovery

The fund balance in this utility is in such good shape that it is our intent to maintain the current \$10.50 per capita charge to all of the partner jurisdictions that contribute financially to our system. The City's portion of the support for this operation is \$423,475 in FY 2008-09.

These are exciting times for this operation. We have contracted with Prairie Rivers RC & D to perform an assessment on our Refuse Derived Fuel (RDF) to determine the viability of converting our RDF into a clean burning, more marketable bio-fuel product. A non-ferrous separation system is being planned that will recover aluminum, copper, and stainless steel for recycling. These materials are currently landfilled. Finally, in FY 2007-08 our glass recycling program has been expanded to the ISU campus and the City of Nevada. We hope to include other member communities in the future.

Each year it seems like we are faced with insurmountable challenges in our quest to provide excellent services at the least possible cost to our citizens. Yet, each year we are able to meet these challenges. Due to the leadership from an outstanding team of department heads, along with a dedicated group of city employees, Fiscal Year 2008-09 will be no different. Also, we must not forget the tireless efforts of Duane Pitcher, Carol Collings, Sharon Hjortshoj, Sheila Lundt, and Bob Kindred. Without them, the national recognition we continue to receive for our program budget would not be possible.

Sincerely,

Steven L. Schainker
City Manager

sls



CITY OF AMES, IOWA

2008/09 PROGRAM BUDGET

**SUBMITTED TO THE CITY COUNCIL
FEBRUARY 1, 2008**

**MAYOR
ANN CAMPBELL**

**COUNCIL MEMBERS
RYAN DOLL
MATTHEW GOODMAN
JAMI LARSON
RIAD MAHAYNI
JIM POPKEN
DAN RICE**

**CITY MANAGER
STEVEN L. SCHAIKER**



Mission Statement

We are caring people, providing quality programs
with exceptional service to a
community of progress.

We Value...

- Continuous improvement in our organization and our services.
- Innovation in problem solving.
- Employee participation in decision making.
- Personal and professional development.
- Each other as we work together to serve the community.

We Are...

- Proud to provide superior services to our community.
- Professional and objective as we address public concerns and needs.
- Fair, flexible, and helpful in our actions.
- Efficient and fiscally responsible.
- Proactive in reviewing and evaluating the type and focus of our services.

Caring People, Quality Programs, Exceptional Service

TABLE OF CONTENTS

How To Use This Budget Document	3
Budget and Fiscal Policies	7
City of Ames Organizational Chart	20
Grand Totals	21
Public Safety Program	29
Utilities Program	73
Transportation Program	133
Community Enrichment Program	165
General Government Program	235
Debt Service	273
Internal Service Program	281
Transfers	301
Fund Summaries	303



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Ames

Iowa

For the Fiscal Year Beginning

July 1, 2007

Handwritten signature of Charles S. Cox in cursive.

President

Handwritten signature of Jeffrey R. Egan in cursive.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Ames, Iowa for its annual budget for the fiscal year beginning July 1, 2007. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

HOW TO USE THIS BUDGET DOCUMENT

The following notes and definitions have been prepared to assist the Mayor, Council, and citizens of Ames in more readily understanding the format and terminology which are used in this budget.

PROGRAM BUDGET PHILOSOPHY

Prior to the 1982/83 Budget, the City of Ames relied primarily upon a department-centered “line-item” or “input-oriented” budget. Expenditure decisions were made largely upon the basis of the costs associated with personnel, commodities, capital outlays, etc., within the various City departments. While recognizing the importance of cost restraints upon governmental operations, the present program budget goes one step better as it provides information for decision making on a service or program-oriented basis. Policy makers are thus given the means to make crucial budgetary decisions based upon specific and measurable service levels, as well as upon the total dollar cost of those services. At the same time, citizens should be able to see the service-level results of the elected representatives’ decisions. In an era of tight governmental spending, the City budgeting process will hopefully thus be more responsive to citizen and Council budgeting needs.

PROGRAM STRUCTURE

Within this budget, City services are grouped in five “programs”, each of which addresses a broad category of needs within the community. These programs are as follows:

- Public Safety
- Utilities
- Transportation
- Community Enrichment
- General Government

In addition to these five operating programs, two additional programs identify other “non-operating” types of expenditures:

- Debt Service
- Internal Services/Transfers

These programs have next been divided into “sub-programs” and “activities”. Each of these levels reflects the City’s efforts to address community needs at a progressively more specific level. To illustrate the pyramiding nature of this program structure, a portion of the transportation program is outlined below.

<u>PROGRAM</u>	<u>SUB-PROGRAM</u>	<u>ACTIVITY</u>
Transportation	Street System	Street Surface Maintenance
		Street Surface Cleaning
		Snow and Ice Control
	Public Parking	Parking Operation & Maintenance
		Parking Law Enforcement
		Parking Violation Collection

The activity sheet (or sub-activity, when necessary) is the basic building block of the program budget. Using the performance, personnel, cost, and funding information given on these sheets, budget decisions are made for each of the activities. The summary of activities into sub-programs and of sub-programs into programs then provides us with a comprehensive program of all of those services which are provided by the City.

FUND ACCOUNTING AND MAJOR FUNDS

To meet various reporting requirements and generally accepted accounting principles, the City of Ames has established a number of financial funds to record financial activity. These funds allow the City to segregate specific financial activity and meet requirements of various financial regulations, restrictions, and limitations on use of various revenue sources. The fund summary section of this document provides brief descriptions of the funds as well as revenues, expenses and fund balance. The major funds represent significant activities of the City of Ames and include the following funds or fund groups:

- General Fund
- Debt Service Fund
- Capital Project Fund Group
- Water Utility Fund
- Sewer Utility Fund
- Electric Utility Fund

These major funds combined represent approximately 75% of the expenses for the FY 08/09 Budget.

SERVICE OBJECTIVES

The standards for reporting performance measures in local government budgets have transitioned to reporting of service objectives and accomplishments. To meet these standards, the format of the performance measures in the budget has been changed.

The service objectives reported in the budget should:

- Support the goals of the organization and activity
- Describe what will be accomplished
- Reflect the planned benefit to customers
- Allow measurement of progress
- Define quantifiable future targets (if appropriate)

SERVICE ACCOMPLISHMENTS

Reporting of accomplishments of objectives will include the following types of service measures where appropriate:

- Input – unit of resources expended to produce services
- Output – quantity of products or units of service produced
- Efficiency – inputs used per unit of output or outputs per unit of input
- Service Quality – measure of the extent to which customers are satisfied with a program or how timely or accurately the service is provided
- Outcome – qualitative results of service; ultimate benefit to customer

The objective of service measurement reporting is to provide more complete information about the City of Ames' performance than can be provided by budget financial statements and schedules. The service measures are designed to assist users in assessing the economy, efficiency, and effectiveness of services provided.

HIGHLIGHTS

For each operation's program activity, there is a highlight page. The top narrative portion of the page outlines highlights and significant changes for the current year and future budget year.

EXPENDITURES

The columns of financial information include:

- One historic year of actuals.
- The current year's adopted budget.
- The first amendment to the current year's budget which is prepared while budgeting for the future year. The City of Ames amends the current year's budget again in May.
- The Manager's recommended budget after the PROBE (Productive Review of Budget Entries) and the City Manager have reviewed and approved the budget;
or
- The adopted budget after the City Council approves and certifies the budget.

TYPES OF EXPENDITURES

Five types of expenditures are noted.

- Personal Services includes:
Full-time and part-time wages, overtime, various leaves, benefits for IPERS, health insurance, FICA, Medicare FICA, Utility Retirement, Police and Fire Retirement, Workers Comp, life insurance, and unemployment compensation.
- Contractual includes:
Internal service charges for legal, purchasing, finance, human resources, data, telephone, messenger, fleet, insurance, printing, and fleet and computer funds; and external charges for training, conferences, dues, recruiting, utility costs, repairs, maintenance, rentals, leases, and outside professional services.
- Commodities include:
Office supplies, food, minor equipment, structural materials, chemicals, equipment parts and supplies, meters and meter parts, fuel, and coal.
- Capital includes:
Library acquisitions of books and materials, furniture, computer equipment, equipment, vehicles, CIP improvements to land, building, utility systems, streets, and traffic systems. The City of Ames' capitalization threshold is \$5,000.
- Other Expenditures include:
Bond and interest payments, insurance claims, refunds, and transfers.

FUNDING SOURCES

Specific revenues which have been assigned to this program activity are then listed. Not every revenue source can be assigned to just one program activity as explained below in Fund Support.

FUND SUPPORT

Wherever possible, efforts have been made to assign specific revenue sources to the various program activities. Both costs and revenues related to a given City service can thus be shown on the same page. Levels of “self-support” for the given activity can thus be made evident.

When specific revenues can not be assigned to a given activity, then the funding source shown will be “fund support”. This indicates that the funding will come from the respective fund as a whole, and not from any specific revenue sources within that fund.

In cases where assigned revenues exceed the expenditure total, the “fund support” will be shown as a negative figure. This indicates that the given activity is making a net addition to the fund, rather than “drawing down” the fund balance.

It is not always possible to assign revenues to the appropriate program activity. All major revenue sources for each fund are shown, however, on the respective fund summary sheets.

PERCENTAGE CHANGE

The percentage change number on the financial pages indicates the percentage change between the column for 2008/09 and the 2007/08 Adopted column.

FULL TIME EQUIVALENT (F.T.E.)

When referring to the number of people employed by the City and to the number of positions authorized in any given department, this budget uses the term “full-time equivalent” or “F.T.E.”. One F.T.E. is equivalent to 2080 hours of work per year by full-time and permanent part-time employees (52 weeks times 40 hours per week equals 2080 hours).

BEGINNING BALANCES

The beginning balances shown on the fund sheets reflect not only cash, but also other assets and liabilities. Exclusions to assets as shown in the audit are fixed assets in the ENTERPRISE FUNDS and inventory in the ELECTRIC FUND. Excluded from liabilities are employee benefits which are not recorded on City books, but are shown on the audit statement as a liability.

Emphasis has been placed on the beginning balances for the 07/08 adjustment, and are then carried forward based on the estimated revenues and expenditures to estimate a beginning balance for the beginning of the 08/09 fiscal budget.

In this budget presentation, the fund sheets reflect the excess or deficit of revenues over/under expenses and then add this excess or deficit to the beginning balance to establish a new ending balance.

The ending balance is then carried forward and becomes the beginning balance for the next budget year.

BUDGET AND FISCAL POLICIES

FINANCIAL PLAN PURPOSE AND ORGANIZATION

Financial Planning Objectives

Through its financial planning process, the City will link resources with results by:

- Identifying community needs for services.
- Establishing the programs required to provide these services.
- Establishing program policies and goals which define the nature and level of program services required.
- Identifying activities performed in delivering program services.
- Proposing objectives for improving the delivery of program services.
- Identifying and appropriating the resources required to perform program activities and accomplish program objectives.
- Setting standards to measure and evaluate the output of program activities, accomplishment of program objectives, and expenditure of program appropriations.

The City will use financial modeling tools to assist in the financial planning process and assess and forecast the effect of proposed service levels on tax rates and fees.

Annual Budget

The City's annual budget emphasizes long-range planning and effective program management. The benefits expected from the annual budget include:

- Reinforcing the importance of long-range planning in managing the City's fiscal affairs.
- Concentrating on developing and budgeting for the accomplishment of significant objectives.
- Establishing realistic timeframes for achieving objectives.
- Creating a proactive budget that provides for stable operations and ensures the City's long-term fiscal health.
- Promoting orderly spending patterns.

The City will maintain Government Finance Officers Association (GFOA) standards for the "Distinguished Budget Presentation Award" and will submit the budget document annually for review under the GFOA program.

Measurable Objectives

The financial plan will establish measurable program objectives and allow reasonable time to accomplish those objectives.

Budget Amendments

The Council will formally review the City's fiscal condition, and amend the budget if necessary, in accordance with the Code of Iowa and administrative rules for local governments.

Balanced Budget

The City will maintain a balanced budget. This means that:

- Operating revenues must fully cover operating expenditures, including debt service, over the long term.
- Ending fund balance (or working capital in the enterprise funds) must meet minimum policy levels. For the General Fund, this level has been established at 20% of operating expenditures.

Under this policy, it is allowable for total expenditures to exceed revenues in a given year; however, in this situation, the beginning fund balance will be used primarily to fund capital improvement plan projects, or other one-time, non-recurring expenditures. Excess balances may also be utilized as part of a program to stabilize property tax levy rates over a planned number of years.

A separate document will be presented to the City Council that provides proposed policies for each of the City's funds. Information to be included will be a description of the fund, primary sources of revenue and expense for the fund, and the fund balance policy. The document will also address maintaining fund balances to respond to possible contingencies and emergencies.

FINANCIAL REPORTING

Annual Reporting

The City will prepare annual financial statements as follows:

- In accordance with various requirements, the City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditor's opinion.
- The City will use generally accepted accounting principles in preparing its annual financial statements, and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program.
- The City will issue audited financial statements within 180 days after year-end.

GENERAL REVENUE MANAGEMENT

Diversified and Stable Base

The City will seek to maintain a diversified and stable revenue base to reduce the effects of short-term fluctuations in any one revenue source.

Current Revenues for Current Uses

The City will fund current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

Interfund Transfers and Loans

In order to achieve important public policy goals, the City has established various special revenue, capital project, debt service and enterprise funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund equity.

Any transfers between funds for operating purposes are clearly set forth in the annual budget. These operating transfers, under which financial resources are transferred from one fund to

another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year.

In summary, interfund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay the loan in the near term.

USER FEE COST RECOVERY GOALS

Ongoing Review

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the service delivery costs as well as changes in methods or levels of service delivery. In instances where State or other regulations limit the level of fees charged for City services, the user fee cost recovery principles may not apply. The budget document will identify where fee levels have been limited and clearly identify the subsidy required due to user fee limitations.

User Fee Cost Recovery Levels

In setting user fees and cost recovery levels, the following factors will be considered:

- *Community-Wide Versus Special Benefit* – The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.
- *Service Recipient Versus Service Driver* – After considering community-wide versus special benefit of the service, the concept of *service recipient* versus *service driver* should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City's development review efforts; the community is the primary beneficiary. However, the applicant is the *driver* of development review costs, and as such, cost recovery from the applicant is appropriate.
- *Effect of Pricing on the Demand for Services* – The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly stimulated by artificially low prices. Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low income groups.
- *Feasibility of Collection and Recovery* – Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

Factors Favoring Low Cost Recovery Levels

Very low cost recovery levels are appropriate under the following circumstances:

- There is *no* intended relationship between the amount paid and the benefit received.
- Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.
- There is *no* intent to cover the cost of the service. Examples may include park shelter and auditorium rental.
- The service is non-recurring, generally delivered on a “peak demand” or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source. Many public safety services fall into this category.
- Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Small-scale licenses and permits might fall into this category.

Factors Favoring High Cost Recovery Levels

The use of service charges as a major source of funding service levels is especially appropriate under the following circumstances:

- The service is similar to services provided through the private sector and private or other public sector alternatives could or do exist for the delivery of the service.
- For requested service that requires added costs, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received. An example is higher fees for utility hook-up after normal working hours.
- The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. Building permit, plan checks, and subdivision review fees for large projects would fall into this category.

General Concepts Regarding the Use of Service Charges

The following general concepts will be used in developing and implementing service charges:

- Revenues should not exceed the reasonable cost of providing the service.
- Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance and insurance.
- The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
- Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

Low Cost Recovery Services

Based on the criteria discussed above, the following types of services should have very low cost recovery goals. In selected circumstances, there may be specific activities within the broad scope of services provided that should have user charges associated with them. However, the primary source of funding for the operation as a whole should be general-purpose revenues, not user fees.

- Delivering public safety emergency response services such as police patrol services and fire suppression.
- Maintaining and developing public facilities that are provided on a uniform, community-wide basis such as streets, parks and general-purpose buildings.
- Providing social service programs and economic development activities.

Recreation Programs

The following cost recovery policies apply to the City’s recreation programs:

- Cost recovery for activities directed to adults should be relatively high.
- Cost recovery for activities directed to youth and seniors should be relatively low. Although ability to pay may not be a concern for all youth and senior participants, these are desired program activities, and the cost of determining need may be greater than the cost of providing a uniform service fee structure to all participants. Further, there is a community-wide benefit in encouraging high levels of participation in youth and senior recreation activities regardless of financial status.
- In those circumstances where services are similar to those provided in the private sector, cost recovery levels should be higher.

The City Parks and Recreation Department will work with the Parks and Recreation Commission to review recreation programs and establish specific cost recovery targets for broad program classifications. The FY 04/05 budget reflects the first step in this process as the Recreation Administration Program expenditures were reduced by allocation directly to recreation programs.

Planning Programs

The following cost recovery policies apply to the Current Planning programs:

- Services provided under this category include:
 1. Planning (planned development permits, tentative tract and parcel maps, rezonings, general plan amendments, variances, use permits).
 2. Building and safety (building permits, structural plan checks, inspections, rental inspections).
 3. Engineering (public improvement plan checks, inspections, subdivision requirements, encroachments).
- Cost recovery for these services should generally be very high. In most instances, the City’s cost recovery goal should be 100%. Exceptions to this standard include Long Range planning services, as this function is clearly intended to serve the broader community.

Comparability With Other Communities

In setting user fees, the City will consider fees charged by other agencies in accordance with the following criteria:

- Surveying other comparable communities provides useful background information in setting fees:
 1. They reflect the market for these fees and can assess where the City compares.
- If prudently analyzed, they can serve as a benchmark for how cost-effectively the City provides its services.

- However, fee surveys should never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels. For example:
 1. What level of cost recovery is their fee intended to achieve compared with our cost recovery objectives?
 2. What costs have been considered in computing the fees?
 3. When was the last time that their fees were comprehensively evaluated?
 4. What level of service do they provide compared with our service or performance standards?
 5. Is their rate structure significantly different than ours and what is it intended to achieve?

These can be very difficult questions to address in fairly evaluating fees among different communities. As such, the comparability of our fees to other communities should be one factor among many that is considered in setting City fees.

ENTERPRISE FUND FEES AND RATES

Water, Sewer, Electric, Resource Recovery

The City will set fees and rates at levels which fully cover the total direct and indirect costs --- including operations, capital outlay, capital improvements, and debt service--- of the following enterprise programs: water, sewer, electric, and resource recovery. For major City utilities including water, sewer, and electric, the City will model five years of projected revenues and expenses including capital improvements. These projections will be used to identify and notify the City Council of the timing and level of possible rate changes.

Homewood Golf

Golf program fees should fully cover direct operating costs. Because of the nine-hole nature of the golf course with its focus on youth and seniors, subsidies from other City funds (Local Option Tax, General, Hotel/Motel Tax) to finance capital improvements will be presented to the City Council as part of the financial planning process.

CyRide Transit

Costs for operating the CyRide transit system will be shared based on the agreement among the City of Ames, Iowa State University, and the Iowa State University Government Student Body. The City support of CyRide will be limited to the transit property tax rate.

Ice Arena

The Ames/ISU Ice Arena fees and rates are set to fully cover direct operating costs. Major capital improvement costs will be funded by the City of Ames and Iowa State University.

Storm Sewer Utility

The storm sewer utility rates are intended to fund operating costs of the Storm Sewer Utility. Major capital improvements will be funded by other funding sources including general obligation bonds.

Payment In-Lieu of Taxes

In accordance with long-standing practices, the City will treat the Electric Utility in the same manner as if it were privately owned and operated. In addition to setting rates at levels necessary to fully cover the cost of providing electric service, this means assessing

reasonable property tax in-lieu of fees.

- For the Electric Utility, property tax in-lieu fees are established under the same methodology used in assessing property tax for the City of Ames.

Enterprise Fund Debt Service – The City will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration and capital improvement costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the City’s rate review and setting process.

GRANT FUNDING POLICY

The City will actively seek grant funding to fund both operating and capital expenditures. Prior to acceptance of grant funding, an evaluation of the grant must determine the following:

- The grant purpose is compatible with City program objectives.
- The benefits provided by the grant exceed the cost of administration.
- The grant does not commit the City to long-term tax funded expenditures after the completion of the grant period. The City will evaluate the cost and funding source to determine whether to continue the service when the grant period ends. The decision to continue to fund or drop will be made prior to accepting the grant. Alternatively, the City could choose to continue the service with other funding.

REVENUE DISTRIBUTION

The Council recognizes that generally accepted accounting principles for state and local governments discourage the earmarking of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City’s management of its fiscal affairs. Approval of the following revenue distribution policies does not prevent the City Council from directing General Fund resources to other functions and programs as necessary.

Road Use Tax Revenue

All Road Use Tax revenues (which are restricted by the State for street-related purposes) will be recorded in the Road Use Tax fund and reports will be provided to the State of Iowa per Code of Iowa requirements. The City will utilize this fund primarily for eligible operations and maintenance activities; the available funds may be utilized for eligible capital improvement funding.

The City maintains several other special revenue funds. The policy for revenue allocation for these funds will be included in the City Fund Policy Document.

INVESTMENTS

Responsibility

Investments and cash management are the responsibility of the City Treasurer or designee.

Investment Objectives

The City’s primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default.

Accordingly, the following factors will be considered in priority order in determining individual investment placements:

- Safety
- Liquidity
- Yield

A formal investment policy has been adopted by the City Council; this policy requires regular reporting by the City Treasurer that demonstrates compliance with the policy.

FUND BALANCE DESIGNATIONS AND RESERVES

Minimum Fund Balance

The City will establish and maintain fund balances based on evaluation of each individual fund. The minimum balance will be set at a level that is considered the minimum necessary to maintain the City's creditworthiness and to adequately provide for:

- Economic uncertainties, local disasters, and other financial hardships or downturns in the local or national economy.
- Contingencies for unseen operating or capital needs.
- Cash flow requirements.

Other Designations and Reserves

In addition to the designations noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service reserve requirements; reserves for encumbrances; and other reserves or designations required by contractual obligations, state law, or generally accepted accounting principles.

Equipment Replacement

For certain assets, the City will establish and maintain equipment replacement funds to provide for the timely replacement of computers, vehicles, and certain capital equipment. The City will maintain a balance in the Equipment Replacement Fund adequate to spread the cost of replacement evenly over the life of the asset.

The annual contribution to this fund will generally be based on the estimated life of the vehicle or equipment and its projected replacement cost. Sales of surplus equipment as well as any related damage and insurance recoveries will be credited to the Equipment Replacement Fund. The City Information Services and Fleet Services policies cover this subject in greater depth.

Future Capital Improvement Project (CIP) Designations

The Council may designate specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interest of the City.

CAPITAL IMPROVEMENT MANAGEMENT

CIP Projects - \$15,000 or More

Construction projects, equipment purchases, and certain studies that cost \$15,000 or more will be included in the Capital Improvement Plan (CIP); minor capital outlays of less than \$15,000 generally will be included within the operating program budgets. CIP projects are

also infrequent in nature, there will be operating and maintenance projects that exceed the \$15,000 threshold but will not qualify as CIP projects.

CIP Purpose

The purpose of the CIP is to systematically plan, schedule, and finance capital projects to ensure cost-effectiveness as well as conformance with established policies. The CIP is a five-year plan organized into the same functional groupings used for the operating programs. The CIP will reflect a balance between capital replacement projects that repair, replace, or enhance existing facilities, equipment or infrastructure; and capital facility projects that significantly expand or add to the City's existing fixed assets.

CIP Review

The City Manager, Assistant City Managers, Finance Department staff, and applicable department personnel will review project proposals, determine project phasing, and review and evaluate the draft CIP budget document.

CIP Appropriation

The City's annual CIP appropriation is based on the projects designated by the City Council through adoption of the five-year capital improvements financial plan. Adoption of the CIP document does not automatically authorize funding for the entire five-year plan. The first year of the plan is included as part of the annual budget process and will be authorized by City Council with the budget authorization.

CIP Budget Carryover

Appropriations for CIP projects lapse at the end of each fiscal year. Projects that are not completed are reviewed and will be submitted to the City Council as part of a budget amendment.

CAPITAL IMPROVEMENT FINANCING AND DEBT MANAGEMENT

Capital Improvement Financing

The City will consider the use of debt financing for capital improvement projects only under the following circumstances:

- When the project's useful life will exceed the term of the financing.
- When project revenues or specific resources, including property taxes, will be sufficient to service the long-term debt.

Debt financing will not be considered appropriate for recurring purposes such as current operating and maintenance expenditures.

The additional cost of public capital improvements required to support specific developments will be financed primarily by the owners of the development and will be specified in development agreements.

Road Use Tax revenue is a major funding source in financing transportation system improvements and operations and maintenance. However, revenues from these fees are subject to fluctuation. Accordingly, the following guidelines will be followed in designing and building projects funded with Road Use Tax revenue:

- The availability of Road Use Tax for funding eligible projects will be analyzed as part of the five-year capital improvement plan.
- If adequate funds are not available, the Council will make one of two determinations:
 1. Defer the project until funds are available.
 2. Based on the priority of the project, issue G. O. Bonds, or use other funding sources.

The City will use the following criteria to evaluate pay-as-you-go versus long-term financing in funding capital improvements:

Factors Favoring Pay-As-You-Go Financing

- Current revenues and adequate fund balances are available or project phasing can be accomplished.
- Existing debt levels adversely affect the City's credit rating.
- Market conditions are unstable or present difficulties in marketing.

Factors Favoring Long-Term Financing

- Revenues available for debt service are deemed sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings.
- The project securing the financing is of the type that will support an investment grade credit rating.
- Market conditions present favorable interest rates and demand for City financings.
- A project is mandated by state or federal requirements, and resources are insufficient or unavailable.
- The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.
- The life of the project or asset to be financed is ten years or longer.
- The cost of the project should be spread to benefited users over the life of the capital improvement.

Debt Management

An analysis will be prepared as part of the Capital Improvement Plan process which analyzes the impact of outstanding and planned debt issuance on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.

The City will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.

The City will seek an investment grade rating on any direct debt and will seek credit enhancements such as letters of credit or insurance when necessary for marketing purposes, availability and cost-effectiveness.

The City will monitor all forms of debt annually coincident with the City's annual budget preparation and review process and report concerns and remedies, if needed, to the City Council. The City will also continually monitor outstanding debt for potential savings through refinancing.

The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.

The City will maintain good, ongoing communications with bond rating agencies concerning its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement). The City will strive to maintain the highest bond rating that is financially feasible.

Debt Capacity

General Obligation Debt Capacity – The City will carefully monitor its levels of general obligation debt. Because the City’s general obligation debt capacity is limited, it is important that general obligation debt only be used for financing projects where other financing methods cannot reasonably be used.

Abated Debt - If the City debt management analysis shows that adequate debt capacity is available and will remain available, general obligation bonds may be issued for City enterprise fund activities. The repayment of this debt will be provided by the activity receiving funding. The City’s annual budget will provide a report of all abated debt and the source of funding for repayment of the debt.

Debt Capacity Limits - The State of Iowa limits total outstanding local general obligation debt bonds to five percent of total assessed valuation for local government subdivisions. The City of Ames further limits debt capacity by reserving 25% of the State allowed maximum. The budget document is required to demonstrate compliance with this policy.

Conduit Financings

The City will consider requests for conduit financing on a case-by-case basis using the following criteria:

- The City’s bond counsel will review the terms of the financing, and render an opinion that there will be no liability to the City in issuing the bonds on behalf of the applicant.
- There is a clearly articulated public purpose in providing the conduit financing.
- The applicant is capable of achieving this public purpose.
- The applicant is a strong credit risk and will provide credit enhancements.

This means that the review of requests for conduit financing will generally be a two-step process:

- Asking the City Council if they are interested in considering the request, and establishing the ground rules for evaluating it.
- Providing the City Council with the results of this evaluation, and recommending approval of appropriate financing documents, if warranted.

This two-step approach ensures that the issues are clear for both the City and applicant, and that key policy questions are answered.

The work scope necessary to address these issues will vary from request to request, and will have to be determined on a case-by-case basis. Additionally, the City should generally be fully reimbursed for the cost of evaluating the request; however, this should also be determined on a case-by-case basis.

EXCELLENCE THROUGH PEOPLE (ETP)

Ensuring that quality programs are provided in an “efficient and fiscally responsible manner” is one of the key concepts embodied in the City’s Mission Statement. To this end, the City will monitor and review methods of operation to ensure that services continue to be delivered in the most cost-effective manner possible. This review process encompasses a wide range of productivity issues, including:

- Analyzing systems and procedures to ensure efficient delivery of services.
- Evaluating the ability of new technologies and related capital investments to improve productivity.
- Developing the skills and abilities of all City employees.
- Developing and implementing appropriate methods of recognizing and rewarding exceptional employee performance.
- Evaluating the ability of the private sector to perform the same level of service at a lower cost.

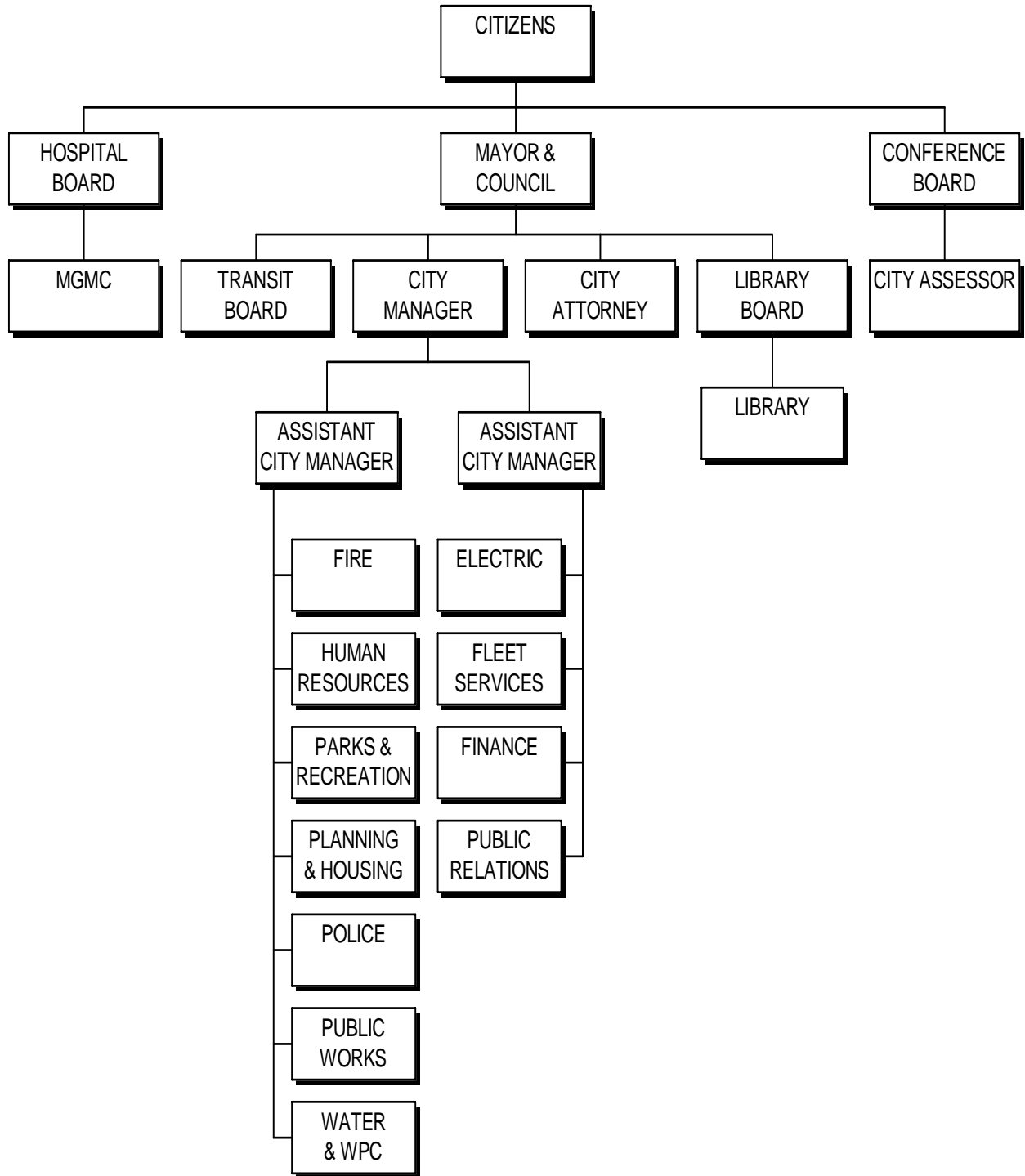
CITY OF AMES, IOWA 2008/09 BUDGET FACTS

Property Valuation	\$ 1,941,794,882
% Increase From 07/08	0.4%

LEVY REQUIRED	RATE PER \$1,000 VALUATION	AMOUNT	RATE CHANGE	%	AMOUNT CHANGE	%
General Fund Requirement	7.60513	14,767,611	0.31845	4.37	680,193	4.83
Less Local Option Property Tax Reduction	1.81476	3,523,897	(0.01439)	(0.80)	(43,218)	(1.24)
Net General Levy	5.79037	11,243,714	0.30406	5.54	636,975	6.01
Trust and Agency Levy (Partial Police/Fire Benefits)	.49436	959,941	(0.17742)	(26.41)	(338,815)	(26.09)
Transit Levy	.62329	1,210,300	0.03158	5.34	66,349	5.80
Total Before Debt Service	6.90802	13,413,955	0.15822	2.34	364,509	2.79
Debt Service Levy	4.15437	8,066,937	0.46832	12.71	940,645	13.20
Grand Total Tax Levy	11.06239	21,480,892	0.62654	6.00	1,305,154	6.47

Ag Levy - Valuation: \$1,189,756 x 3.00375 = \$3,574

CITY OF AMES, IOWA ORGANIZATIONAL CHART





Dance On The Prairie Dawn

By Maureen A. Seamonds, 2000

Westbend Circle

SUMMARY OF TOTAL REVENUES AND EXPENDITURES

ALL FUNDS - REVENUE SUMMARY

	2006/07 Actuals	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Property Taxes	19,248,212	20,135,841	20,135,841	21,427,254	6.4
Utility Excise Tax	65,627	63,073	63,073	77,212	22.4
Local Option Sales Tax	5,995,753	5,801,132	5,727,270	5,873,162	1.2
Hotel/Motel Taxes	1,298,009	1,316,000	1,316,000	1,344,000	2.1
Other Taxes	7,359,389	7,180,205	7,106,343	7,294,374	1.6
Licenses & Permits	983,238	1,177,297	1,067,970	1,260,643	7.1
Federal Grants	3,140,918	6,906,487	7,625,990	4,999,130	-27.6
State Road Use Taxes	4,244,752	4,281,696	4,281,696	4,301,989	.5
Monies and Credits	15,573	15,000	15,000	15,000	0
State Grants	3,933,395	2,748,058	4,694,317	4,433,866	61.3
County Contributions	172,861	178,065	178,392	177,640	-.2
Government Cont/Partic	3,320,139	3,694,450	3,741,211	3,880,901	5.0
Intergov'tmental Revenue	14,827,638	17,823,756	20,536,606	17,808,526	-1
Utility Charges	57,005,585	56,257,762	56,271,322	63,666,802	13.2
Other Chgs for Services	8,141,912	8,201,020	8,424,081	8,683,990	5.9
Charges for Services	65,147,497	64,458,782	64,695,403	72,350,792	12.2
Fines, Forfeit & Penalty	679,492	729,060	738,975	758,650	4.1
Interest	3,961,004	2,364,800	3,219,500	2,750,060	16.3
Other Uses of Money	721,087	641,605	746,405	771,995	20.3
Use of Money & Property	4,682,091	3,006,405	3,965,905	3,522,055	17.2
Proceeds from Bonds	5,285,000	6,490,000	9,682,268	23,520,573	262.4
Other Misc. Revenues	2,053,689	3,606,458	4,261,018	1,851,614	-48.7
Miscellaneous Revenues	7,338,689	10,096,458	13,943,286	25,372,187	151.3
Internal Services	10,679,936	11,139,311	11,049,404	11,785,903	5.8
Total Before Transfers	130,946,182	135,747,115	143,239,733	161,580,384	19.0
Transfers	10,629,221	10,309,898	12,429,153	12,370,379	20.0
Grand Total Revenues	141,575,403	146,057,013	155,668,886	173,950,763	19.1%

ALL FUNDS - EXPENDITURES

	2006/07 Actuals	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
OPERATIONS					
Public Safety					
421 Law Enforcement	6,274,567	6,588,796	6,818,312	6,795,513	3.1
422 Fire Safety/Admin	4,583,806	4,808,342	4,858,374	5,002,708	4.0
423 Inspection/Building Safety	731,084	986,196	1,041,041	1,078,586	9.4
424 Traffic Control	677,662	715,498	715,011	763,855	6.8
428 Other Community Protect	584,994	589,400	601,200	613,000	4.0
Total Public Safety	12,852,113	13,688,232	14,033,938	14,253,662	4.1
Utilities					
481 Resource Recovery	2,936,243	3,046,024	3,072,811	3,130,925	2.8
482 Water Utility	3,762,635	4,042,136	4,158,552	4,339,837	7.4
483 Storm Water Diversion	189,731	270,157	257,825	266,428	-1.4
484 Wastewater Disposal	2,790,703	2,976,480	2,948,825	3,045,895	2.3
485 Electric Operations	34,971,341	38,124,267	38,483,679	43,451,764	14.0
486 Utility Customer Service	1,219,364	1,272,144	1,269,615	1,323,124	4.0
Total Utilities	45,870,017	49,731,208	50,191,307	55,557,973	11.7
Transportation					
431 Street System	2,212,103	2,530,920	2,536,723	2,558,189	1.1
434 Public Parking	646,424	691,373	689,813	698,636	1.1
426 Transit System	5,715,951	6,170,729	6,205,217	6,590,312	6.8
438 Airport	107,745	104,019	114,733	104,833	.8
Total Transportation	8,682,223	9,497,041	9,546,486	9,951,970	4.8
Community Enrichment					
451 Recreation/Administration	2,148,773	2,258,571	2,260,467	2,404,760	6.5
452 Parks	885,267	953,911	948,114	985,080	3.3
455 Library Services	2,885,904	2,979,530	3,062,632	3,141,982	5.5
456 Library Grants/Donations	193,201	142,035	231,941	94,807	-33.3
441 Health & Sanitation	134,998	148,430	145,657	153,356	3.3
442 Animal Sheltering/Control	290,477	332,150	333,704	330,283	-.6
444 Human Services	847,067	904,108	917,909	977,358	8.1
445 Art Services/Agencies	108,198	128,316	152,693	109,529	-14.6
461 Cemetery	127,644	111,018	125,050	116,372	4.8
462 Leased Housing	1,089,167	1,017,891	1,109,295	1,095,587	7.6
463 Affordable Housing	42,291	111,651	351,108	38,702	-65.3
464 Comm. Dev. Block Grant	507,090	487,358	1,313,466	494,001	1.4
465 Economic Development	250,749	160,632	157,387	160,826	.1
466 FEMA Disaster Activity	267,107		17,434		
467 Cable TV	74,751	91,484	106,608	99,990	9.3
Total Community Enrichment	9,852,684	9,827,085	11,233,465	10,202,633	3.8

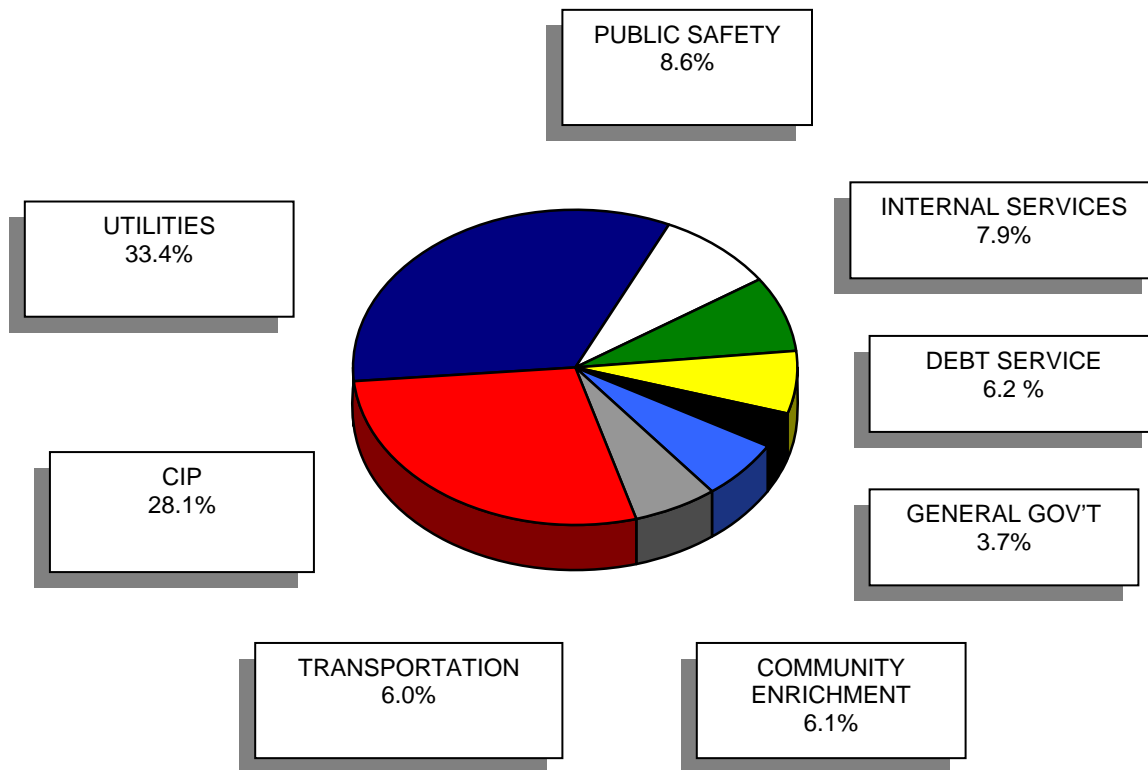
ALL FUNDS – EXPENDITURES, continued

	2006/07 Actuals	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
General Government					
410 City Council Spec. Alloc.	169,314	117,000	142,000	3,000	-97.4
411 Legislative	355,633	391,262	415,789	391,283	0
412 City Council Contingency	44,822	50,000	54,214	50,000	0
413 Executive	544,923	570,936	564,064	562,199	-1.5
414 Financial Services	1,087,697	1,164,825	1,143,719	1,181,594	1.4
415 Administrative Services	1,647,379	1,722,028	1,831,966	1,829,694	6.3
416 Public Works Admin/Engr	1,232,408	1,489,047	1,517,850	1,590,811	6.8
417 Merit Adjustment		207,459		183,126	-11.7
418 Public Buildings	339,244	333,869	422,781	350,998	5.1
Total General Government	5,421,420	6,046,426	6,092,383	6,142,705	1.6
TOTAL OPERATIONS	82,678,457	88,789,992	91,097,579	96,108,943	8.2
CIP					
419 General Gov't CIP	6,368	938,000	1,255,893	50,000	-94.7
429 Public Safety CIP	824,146	1,439,402	2,248,920	2,620,675	82.1
489 Utilities CIP	14,189,962	11,469,172	15,344,397	25,032,695	118.3
439 Transportation CIP	6,696,415	14,687,500	19,151,308	11,900,410	-19.0
459 Community Enrich CIP	544,644	1,041,260	4,855,194	7,065,800	578.6
519 Internal Services CIP		48,000	118,635	97,500	103.1
TOTAL CIP	22,261,535	29,623,334	42,974,347	46,767,080	57.9
DEBT SERVICE					
471 General Obligation Bonds	7,933,303	8,022,578	7,776,642	9,318,467	16.2
472 Electric Revenue Bonds	1,911,800	103,000	103,000	1,070,812	939.6
478 Bond Costs	50,026		42,094		
Total Debt Service	9,895,129	8,125,578	7,921,736	10,389,279	27.9
INTERNAL SERVICES					
511 Information Technology	1,438,279	1,678,661	1,768,969	2,016,720	20.1
512 Telephone & WiFi System	221,379	220,577	271,616	274,063	24.2
513 Purchasing Services	313,210	383,813	383,003	403,701	5.2
521 Risk Administration	1,439,378	1,425,566	1,468,210	1,544,619	8.4
522 Health Ins Management	4,944,507	5,359,819	5,343,236	5,730,230	6.9
525 Fleet Maintenance Svcs	1,644,575	1,662,715	1,700,356	1,730,175	4.1
526 Fleet Acquisition & Disp.	892,074	1,062,437	1,344,350	1,495,489	40.8
Total Internal Services	10,893,402	11,793,588	12,279,740	13,194,997	11.9
Total Expenditures Before Transfers	125,728,523	138,332,492	154,273,402	166,460,299	20.3

ALL FUNDS – EXPENDITURES, continued

	2006/07 Actuals	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
TRANSFERS					
598 Transfers	10,629,221	10,309,898	12,429,153	12,370,379	20.0
531 Hotel/Motel Pass Thru	926,779	940,000	940,000	960,000	2.1
Total Transfers	11,556,000	11,249,898	13,369,153	13,330,379	18.5
GRAND TOTAL EXPENDITURES	137,284,523	149,582,390	167,642,555	179,790,678	20.2

WHERE THE MONEY IS SPENT... 2008/09 MANAGER RECOMMENDED



Excluding Transfers

BUDGET CALENDAR

State statute requires a municipality to certify its budget by March 15. This general schedule is followed each fiscal year in order to ensure that the March 15 deadline is met. A goal during the entire process is to encourage citizen involvement in the annual budget decision making process through public hearings and informational meetings.

SPRING

Resident Satisfaction Survey administered to 1,300 residents asking funding priorities, effectiveness of services, and preferred changes in emphasis/service levels. All results are reviewed with the City Council prior to the start of the budget process.

AUGUST SEPTEMBER

Departments prepare Capital Improvement (CIP) project information for the 5-year plan and begin preparation of amended 07/08 and proposed 08/09 operational budgets. Resident Satisfaction Survey results are presented to the City Council.

OCTOBER

November 5 – Public town budget meeting to receive input from residents for budget service levels and projects. The meeting is televised and the public can call in and e-mail questions.

NOVEMBER DECEMBER

December 4 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 08/09 budget. Staff drafts 5-year CIP. PROBE meetings (Productive Review of Budget Entries) are conducted with Assistant City Managers, Finance Director, Budget Officer, and City departments. All revenues, operational program costs, and current year CIP adjustments are reviewed.

JANUARY

City Manager holds budget review meetings with departments. The City Manager's recommended draft budget document is prepared. **January 15 – CIP workshop** with City Council. **January 22 – Public hearing** for resident input on CIP.

FEBRUARY

February 1, 4, 5, 6, 12 – City Council reviews entire program budget with department heads in five (5) **public meetings** held on one afternoon and four evenings.

MARCH

March 4 – Final budget hearing and adoption of amended 07/08 budget and 08/09 budget. State statute requires the budget be certified with the County Auditor by March 15.

MAY

Departments review their budgeted revenues and expenses in May in order to make adjustments which will more accurately reflect the City's anticipated revenues and expenses for the fiscal year ending June 30. **After City Council review and approval, the amendments are submitted to the County Auditor by the end of May as required by State statute.**

CITY OF AMES, IOWA
AUTHORIZED EMPLOYMENT LEVELS (F.T.E.)
 (Full-Time Equivalents)

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec
City Manager	9.25	9.25	9.25	9.25
Legal Services	5.75	5.75	5.75	6.00
Human Resources	7.25	7.25	7.25	7.25
Planning & Housing	10.50	10.50	10.50	10.50
Finance	38.75	39.75	39.75	40.75
Fleet Services	8.50	8.50	8.50	8.50
Transit	73.70	73.70	73.70	75.70
Fire/Inspections	63.00	65.00	65.00	68.00
Police/Animal Ctrl/Parking Enforcement	74.40	74.40	74.40	74.65
Library	30.50	30.50	31.00	31.00
Parks/Recreation	22.00	22.00	20.50	20.50
Waste Water Treatment	22.25	22.50	22.50	22.50
Water	18.75	19.00	19.00	19.00
Electric	79.00	81.00	81.00	81.00
Public Works:				
Facilities	1.00	1.00	1.00	1.00
Administration	3.00	3.00	3.00	3.00
Traffic/Engineering	6.00	6.00	6.25	6.25
Streets	19.00	19.00	19.00	19.00
Engineering	11.00	12.00	12.00	12.00
Utility Maintenance	11.00	11.00	11.00	11.00
Resource Recovery	15.00	15.00	15.00	15.00
Grounds	5.00	5.00	5.00	5.00
Parking	1.75	1.75	1.75	1.75
Public Works Total	72.75	73.75	74.00	74.00
TOTAL	536.35	542.85	542.10	548.60

CHANGES IN EMPLOYMENT LEVELS (FTE) **(Full-Time Equivalents)**

The staffing level changes for the City of Ames, Iowa, included in the 2007/08 Adjusted Budget and the 2008/09 budget are as follows:

2007/08 Adopted – 542.85

+5 FTE	The Library contracted for custodian services instead of filling a vacant half-time Custodian position. A new Outreach Coordinator position was added to complete a reorganization of duties in the Library.
-1.5 FTE	In Parks and Recreation Administration, a vacant full-time Secretary I position and a half-time Project Administrator position were not filled as the result of less walk-in customers and increased web-based registrations.
+.25 FTE	In the Sign and Signal Maintenance program, a three-quarter time Maintenance Worker was increased to full-time to aid in brush cutting and the maintenance of traffic signs.
<hr/> 542.10	Total FTEs

2008/09 Manager Recommended

+3.0 FTE	The Fire Department will add three Firefighters, adding one to each shift, to increase manning levels and reduce overtime costs.
+1.0 FTE	Information Technology will add a Technician to focus on public safety systems including mobile data, imaging, digital video and locution. The position will also assist with citywide GIS activities.
+2.0 FTE	CyRide will increase service levels with the addition of a full-time Receptionist, half-time clerical position in the maintenance area, and a one-half time Dispatcher.
+.25 FTE	The Police Department will increase a one-half time Records Clerk to three-quarter time to assist with the increasing demand for reports and the increases in cases.
+.25 FTE	The Legal Department will increase a three-quarter time Principal Clerk to full-time to assist with increasing clerical demands.
<hr/> 548.60	Total FTEs

SUMMARY OF PROGRAM EXPENDITURES

	2006/07 Actuals	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change from Adopted
PUBLIC SAFETY:					
Operations	12,852,113	13,688,232	14,033,938	14,253,662	4.1
CIP	824,146	1,439,402	2,248,920	2,620,675	82.1
Total Public Safety	13,676,259	15,127,634	16,282,858	16,874,337	11.5
UTILITIES:					
Operations	45,870,017	49,731,208	50,191,307	55,557,973	11.7
CIP	14,189,962	11,469,172	15,344,397	25,032,695	118.3
Total Utilities	60,059,979	61,200,380	65,535,704	80,590,668	31.7
TRANSPORTATION:					
Operations	8,682,223	9,497,041	9,546,486	9,951,970	4.8
CIP	6,696,415	14,687,500	19,151,308	11,900,410	-19.0
Total Transportation	15,378,638	24,184,541	28,697,794	21,852,380	-9.6
COMMUNITY ENRICHMENT:					
Operations	9,852,684	9,827,085	11,233,465	10,202,633	3.8
CIP	544,644	1,041,260	4,855,194	7,065,800	578.6
Total Community Enrichment	10,397,328	10,868,345	16,088,659	17,268,433	58.9
GENERAL GOVERNMENT:					
Operations	5,421,420	6,046,426	6,092,383	6,142,705	1.6
CIP	6,368	938,000	1,255,893	50,000	-94.7
Total General Government	5,427,788	6,984,426	7,348,276	6,192,705	-11.3
DEBT SERVICE:	9,895,129	8,125,578	7,921,736	10,389,279	27.9
INTERNAL SERVICE:					
Operations	10,893,402	11,793,588	12,350,375	13,194,997	11.9
CIP		48,000	48,000	97,500	103.1
Total Internal Service	10,893,402	11,841,588	12,398,375	13,292,497	12.3
Total Before Transfers	125,728,523	138,332,492	154,273,402	166,460,299	20.3
Transfers	11,556,000	11,249,898	13,369,153	13,330,379	18.5
CITY EXPENDITURES GRAND TOTAL	137,284,523	149,582,390	167,642,555	179,790,678	20.2



Eagle

By Bruce Mainquist, 1997

Stuart Smith Park

PUBLIC SAFETY PROGRAM

	Page
Law Enforcement Activities	32
Police Administration and Records	34
Crime Prevention and Police Services	36
Police - General Investigation	39
Police - Emergency Communications	44
Police Forfeiture/Grants	47
Fire Safety Activities	50
Fire Administration and Support	52
Fire Suppression and Emergency Action	55
Fire Prevention and Safety Education	58
Fire Building Safety	60
Traffic Control Activities	
Sign and Signal Maintenance/Construction	64
Pavement Markings	66
Traffic Engineering	68
Other Community Protection	70
(Street Lights and Civil Defense)	
Public Safety CIP	71

PUBLIC SAFETY PROGRAM

420

Program Description:

One of the primary functions of Ames City government is to safeguard and protect the lives, health, and property of its citizens. Such protection extends across the following major areas: Law Enforcement includes the prevention of criminal activity, the investigation of crimes which do occur, the enforcement of traffic-related laws, and special services dealing both with white collar crime and with juvenile concerns. Fire Safety/Admin includes the Fire Department's administrative support and programs for the prevention of fires and related hazards, the education of citizens in preventing and reacting to such emergencies, and the actual suppression of those fires and responses to those emergencies which do occur. Inspection Building Safety entails the enforcement of those structural, rental housing, electrical, plumbing, and mechanical codes which have been adopted for citizens' safety. Traffic Control has the responsibility of construction and maintenance, and replacement of these controls for the Transportation System. Other Community Protection includes expenditures for electricity for street light and also civil defense activities. Finally, Capital Improvements which affect the Community Protection Program are also presented. Taken as a whole, the Community Protection Program represents the City of Ames' commitment to provide a safe and secure community for those who live and visit here.

	2006/07	2007/08	2007/08	2008/09	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Law Enforcement	6,274,567	6,588,796	6,818,312	6,795,513	3.1%
Fire Safety/Admin	4,583,806	4,808,342	4,858,374	5,002,708	4.0%
Inspection/Building Safety	731,084	986,196	1,041,041	1,078,586	9.4%
Traffic Control	677,662	715,498	715,011	763,855	6.8%
Other Community Protection	584,994	589,400	601,200	613,000	4.0%
Total Operations	12,852,113	13,688,232	14,033,938	14,253,662	4.1%
Public Safety CIP	824,146	1,439,402	2,248,920	2,620,675	82.1%
Total Expenditures	13,676,259	15,127,634	16,282,858	16,874,337	11.5%
 Personnel – Authorized FTE	 136.81	 138.81	 139.06	 142.31	

PUBLIC SAFETY PROGRAM

420

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	10,543,264	11,290,418	11,276,854	11,618,448	2.9%
Contractual	2,029,952	2,042,058	2,309,293	2,620,032	28.3%
Commodities	286,784	350,481	353,268	353,062	0.7%
Capital	770,268	1,444,677	2,295,023	2,282,795	58.0%
Other Expenditures	45,991	-	48,420	-	
Total Expenditures	13,676,259	15,127,634	16,282,858	16,874,337	11.5%
Funding Sources:					
General Fund	12,094,369	12,997,231	13,179,123	13,515,557	4.0%
Local Option	361,067	680,325	1,001,815	785,840	15.5%
Suncrest Development Fund	-	-	5,500	-	
Road Use Tax Fund	808,648	871,001	1,268,869	1,190,605	36.7%
Subdivision Improvements	-	-	-	-	
Police Forfeiture	48,883	-	76,057	-	
Police Grants	60,218	-	171,247	-	
Police & Fire Donations	156,683	270,402	54,000	228,660	-15.4%
Street Construction	130,000	308,675	266,175	803,675	160.4%
GO Bonds	16,391	-	260,072	350,000	
Total Funding Sources	13,676,259	15,127,634	16,282,858	16,874,337	11.5%

LAW ENFORCEMENT ACTIVITIES

421

Activity Description:

Law Enforcement Activities comprise five areas: Administration and Records includes departmental supervision, finance, and records systems. Crime Prevention and Police Services includes uniformed patrol, emergency response, traffic enforcement, and school crossing safety. General Investigations is responsible for investigating crimes against persons and property, vice, narcotics, fraud, and the School Resource Officer and Juvenile Investigator. Emergency Communications is responsible for all emergency telephone communications, radio contact with emergency responders, and the initial documentation associated with law enforcement services. Police Forfeiture activities are the result of forfeited property and seized assets directly related to criminal activities as well as grants to the Police Department. (Animal Control reports to the Police Department, but is described in the Community Enrichment Program.)

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Police Admin & Records	653,286	657,459	627,305	686,350	4.4%
Crime Prevention & Police Svc.	3,822,880	4,128,844	4,214,257	4,204,314	1.8%
General Investigation	878,618	932,237	941,447	965,840	3.6%
Emergency Communications	808,989	870,256	869,999	939,009	7.9%
Police Forfeiture/Grants	110,794	-	165,304	-	
Total Operations	6,274,567	6,588,796	6,818,312	6,795,513	3.1%
Personnel - Authorized FTE	69.00	69.00	69.00	69.25	

LAW ENFORCEMENT ACTIVITIES

421

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	5,371,342	5,712,350	5,736,869	5,790,427	1.4%
Contractual	704,090	709,696	816,838	840,810	18.5%
Commodities	125,399	127,500	142,714	128,156	0.5%
Capital	27,745	39,250	73,471	36,120	-8.0%
Other	45,991	-	48,420	-	
Total Expenditures	6,274,567	6,588,796	6,818,312	6,795,513	3.1%
Funding Sources:					
General Fund	5,830,785	6,284,660	6,348,872	6,487,820	3.2%
Ames School District	33,628	34,636	34,636	35,952	3.8%
Police Services	15,596	13,500	13,500	14,000	3.7%
Fees & Fines, Court	165,528	143,400	143,400	143,400	0.0%
Miscellaneous Revenue	29,339	22,600	22,600	23,341	3.3%
Labor Reimbursement	85,397	85,000	85,000	88,000	3.5%
Tobacco Labor Reimbursement	3,500	3,000	3,000	3,000	0.0%
Police Forfeiture	48,883	-	76,057	-	
Police Grants	60,218	-	85,247	-	
Police & Fire Donations	1,693	-	4,000	-	
Jail Housing	-	2,000	2,000	-	-100.0%
Total Funding Sources	6,274,567	6,588,796	6,818,312	6,795,513	3.1%



POLICE – ADMINISTRATION & RECORDS

421 -- 2515

Police Administration includes finance, scheduling, general supervision, and planning. The division provides leadership and direction for the department as a whole through strategic planning and strategic budgeting. The unit serves as the supervisory and administrative backbone of the department. The division coordinates departmental improvement through policy development and review, leadership and supervisory programming, employee professional development and education, and community relations activities.

The Records Division is responsible for developing and maintaining records of criminal and civil activities including investigative reports, recordings, accident reports, and crime statistics. In addition to meeting the needs of internal staff, these records are used by the public, insurance companies, the court system, and other law enforcement agencies.

Service Objectives:

- ✓ Provide a professional, community-focused, efficient and effective police force
- ✓ Assist the public in understanding police decision-making
- ✓ Build trust within the community
- ✓ Enhance communications with the citizens
- ✓ Facilitate “one-community” relationships
- ✓ Provide timely availability of accurate public information

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	544,909	560,458	525,925	566,261	1.0%
Contractual	96,133	86,010	87,889	110,843	28.9%
Commodities	4,081	8,491	8,491	9,246	8.9%
Capital	8,163	2,500	5,000	-	-100.0%
Other	-	-	-	-	
Total Expenditures	653,286	657,459	627,305	686,350	4.4%
Funding Sources:					
General Fund	653,286	657,459	627,305	686,350	4.4%
Total Funding Sources	653,286	657,459	627,305	686,350	4.4%
Personnel - Authorized FTE	6.25	6.25	6.25	6.50	

POLICE – ADMINISTRATION & RECORDS

421 -- 2515

Highlights:

The most significant event of the past year was the **change in leadership** within the Police Department. The Police Chief retired and the Support Services Manager was promoted to Chief in March 2007. This transition created a period of adjustment within the department.

Information management continues to have a high priority. As the City organization embraces data-driven decision making, the demand for reports and data summaries continues to increase. Citizens continue to request information about their neighborhoods related to traffic crashes, crime, and special events. These requests, combined with continuing increases in the number of cases, have posed a **challenge for the Records Division**. The use of volunteers, overtime, and technology has helped address some of these challenges during the current year. The Records Division continues to use volunteers to help maintain the workload in areas of filing, data entry, and typing of cases. During 2007, volunteers provided assistance in excess of 40 hours per week. The volunteer involvement allows the staff to keep pace with the recordkeeping requirement associated with a total case count, which continues to increase. The FY 08/09 budget includes funding to increase time for a Records Clerk from one-half time to three-quarter time to help address these issues.

As the City adapts to growing **cultural diversity**, the Police Department is expanding training in community relations, cultural diversity, and neighborhood problem-solving. Supported by a broad based student body, Ames has always had a rich ethnically and culturally diverse population. The Police Department has worked hard to develop relationships with a variety of groups within the City, including the student and Latino communities. Ames is an evolving and dynamic community though, and the department will expand efforts to establish cultural competencies in new areas as they develop.

Because of a \$196,000 decrease in the City’s required contribution to the Municipal Police and Fire Retirement System of Iowa and savings in health insurance costs, there is an **increase** of only 1.4% from the FY 07/08 adopted budget to the FY 08/09 budget in **Personal Services**. This saving is reflected throughout the Police budget.

Savings are offset by **increasing overtime costs** associated with criminal activity in the fall of 2007. An estimated \$25,000 in excess expenses were incurred dealing with a series of serious crimes.

A 44% increase in **data services**, department-wide, for FY 08/09 reflects the addition of new support staff in Information Services to assist in the technological development of public safety functions.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Attorney requests for information	1,051	1,340	1,408	1,400
Accident reports processed	890	813	829	850
Verification of loss reports processed	213	208	207	215
Record checks processed	131	111	108	120
Total # of incidents handled	25,976	27,375	28,508	29,500
Hours of transcription	1,502	1,791	2,248	2,200

Efficiency and Effectiveness:

% of citizens somewhat or very satisfied with Police services	89%	90%
---	-----	-----

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

This activity is the core of the Law Enforcement Program. Officers respond to calls for both routine and emergency services, assist neighborhood residents and provide preventive patrol. The initial response and preliminary investigation of all incidents related to law enforcement, motor vehicle accident investigation, school crossing safety, preventive patrol, and home and business security are sub-activities of the Crime Prevention and Police Services activity. A regular contingent of nine patrol cars patrols the city.

Service Objectives:

- ✓ Strengthen partnerships within the community
- ✓ Expand data-driven decision making and deployment
- ✓ Enhance community involvement in day-to-day policing
- ✓ Provide a well-trained on-street presence
- ✓ Provide patrol coverage for four areas
- ✓ Ensure a supervisor is always on duty
- ✓ Reach out through public education and crime prevention
- ✓ Enhance trust with the community by building relationships and communicating effectively

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	3,290,451	3,566,208	3,555,314	3,580,396	0.4%
Contractual	434,755	443,873	520,950	512,347	15.4%
Commodities	95,592	90,238	101,318	95,818	6.2%
Capital	2,082	28,525	36,675	15,753	-44.8%
Total Expenditures	3,822,880	4,128,844	4,214,257	4,204,314	1.8%
Funding Sources:					
General Fund	3,822,880	4,128,844	4,214,257	4,204,314	1.8%
Total Funding Sources	3,822,880	4,128,844	4,214,257	4,204,314	1.8%
Personnel - Authorized FTE	41.45	41.45	41.45	41.45	

CRIME PREVENTION AND POLICE SERVICES

421 – 2532

Highlights:

As the largest area of operations in the Police Department, this area focused on development of **relationships within the community** during the past year. As an example, officers from both Patrol and Investigations Divisions worked together on the department's Party Response Team. This team emphasized early intervention at residential party sites and local bars. The officers educated residents on local ordinances and followed up with return visits and enforcement efforts, if needed. This unit was essential in maintaining a successful VEISHEA and ISU football fall season for the City of Ames. The team operated in both the fall and spring. In the coming year, the department will enhance training opportunities directed at strengthening and expanding community relationships.

The Patrol Division entered another year of **increased workload** with a workforce diminished by duty related injuries and medical and disciplinary leaves. These absences affected the overtime budget, particularly the 7-3 and 11-7 shifts. The Division also provided security for numerous **special events** held within the city, which included the Campustown Rail Jam, Greek Week Olympics, the SCAVMA Scamper, Campustown Spring Kickoff, Step It Up Ames, Ride of Silence, Shrine Bowl Parade, Fourth of July Parade, Ames Straw Poll, in concert with the Power to the People Motorcycle Rally and Street Dance, onsite visits by presidential candidates Clinton and Obama, Running with Heart, 21st Annual Run for the Roses, and Midnight Madness road races. Other special events included the Music Walk 2007, the summer outdoor concert series at Olde Main Brewing Company, All American Weekend, Octagon Art Festival, and Ames High Homecoming Parade.

An increase in violent crimes (robbery, kidnapping, homicide, home invasion, armed robbery and car jacking) in the late fall of 2007 prompted the Police Department to move forward on fielding a permanent two person "**Party Response Team**" in conjunction with officers assigned to the "Community Safety Team" detail in the affected area. These officers made personal door-to-door contacts with residents in the impacted area, advising them of the newly instituted "Tip Line" and how to pass anonymous information to Police, and to develop trust and rapport with residents.

The command staff assigned to the 11 p.m. - 7 a.m. patrol shift and the City Attorney's Office continues to meet on a quarterly basis with the owners and managers of Ames' licensed **liquor establishments**. These informational meetings strengthen lines of communication regarding such things as fraudulent use of IDs, recognition of fake IDs, underage persons on premises, problem customers inside the bars, serving intoxicated persons, unlimited drink specials, and serving after hours. Each meeting offers a time for an open forum for questions and concerns of all in attendance. Officers patrol bars on a continual basis and develop a rapport with managers of liquor license establishments. This team effort has also established a Liquor License Criteria Form, which tracks compliance issues and informs the City Council when deciding to grant or deny establishments further licensing at the time of their renewal.

The Patrol Division continues to **partner** with the Ames Schools, Traffic Engineering and Public Works in regard to School Crossing Guards and "Safe Routes to School". Police and City staff met with the administrative staff from Fellows School to enact a pilot project at the intersection of 24th & Stange for elementary students' crossing safety. This included countdown timers at that intersection, posted signs for crosswalks for turning motor vehicle traffic, and a new paint scheme for crosswalk marking. This project was well received by parents and Fellows School administration. The Ames schools administration also decided to include pedestrian safety information for students as take home packets.

CRIME PREVENTION AND POLICE SERVICES

421 – 2532

Highlights, continued:

School crossing guards continue to staff intersections, with one temporary post being added this year at the intersection of Ontario and Minnesota. Recruiting and retaining crossing guards presents a growing challenge. To meet that challenge, the department has proposed a new pay scale for crossing guards in FY 08/09 with a higher rate of pay for those individuals who provide regular service in this program. A higher rate of pay for regular crossing guards (\$22.00 a day instead of \$15.76) will be partially offset by a decrease in the daily rate for temporary guards (\$22.00 a day instead of \$27.32). The overall impact to the budget is approximately an \$11,500 increase.

Computers installed in marked police vehicles are continually being updated and utilized as a productive tool in the everyday operation of the Patrol Division. This system has local **wireless** capability, which officers can employ while parked close to a wireless hub adjacent to City Hall. Accident reports, traffic citations and charging documents may be generated electronically in the vehicle. This enables the submission and recovery of electronic data in a more efficient manner.

The acquisition of **ammunition** continues to be an issue of concern. Costs for several kinds of ammunition have increased significantly over the last few years as the war in Iraq consumes much of the available resources. Delivery dates for some forms of ammunition exceed a year from the time of order. Obtaining stores of ammunition has become a challenge.

Increases in city data services, fleet operations costs (partially attributable to the addition of a ninth patrol car) and a smaller deduction for interdepartmental labor (police personnel costs charged to the parking accounts) are reflected in a 15.4% increase in the contractual section of the budget.

Over the next two years, a number of retirements are anticipated in the Police Department. Typically, it takes six months to train a new recruit, which has resulted in months without an officer on the street. In FY 07/08, \$40,500 is budgeted to begin the hiring and training of new officers before the positions become vacant.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of assaults investigated	165	231	304	
Number of thefts investigated	1,130	1,112	1,260	
OWI arrests	183	267	239	
Liquor violations	284	277	455	
Noise complaints investigated	1,251	1,513	1,525	
Public intoxication investigations	445	495	617	
Efficiency and Effectiveness:				
Community Resource Officer contacts	5987	15,036*	7,656	7,500
Crime prevention presentations	57	81	46	50
Number of participants	1,902	4,836	2,502	3,000
Cases per sworn position	530	554	582	600

*several large speaking engagements

POLICE - GENERAL INVESTIGATION

421 -- 2533

This activity has the responsibility to develop and implement the most current investigative techniques in an effort to increase the detention, apprehension, and successful prosecution of persons engaged in criminal activity. This area includes the School Resource Officer, Juvenile Investigations, and Fraud.

The objective of this activity is to maintain an above average crime index clearance rate, as well as marked improvement in the area of burglaries (i.e. thefts).

Service Objectives:

- ✓ Building working partnerships with citizens and businesses
- ✓ Maintain effective investigations by partnering with other agencies
- ✓ Contribute to a regional drug investigations unit
- ✓ Collaborate with the Ames Community Schools
- ✓ Establish proactive crime prevention programs
- ✓ Collaborate with other youth service agencies
- ✓ Participate in the sexual assault response team

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	772,800	823,691	835,820	844,896	2.6%
Contractual	92,590	87,885	84,966	103,382	17.6%
Commodities	13,228	12,436	12,436	15,617	25.6%
Capital	-	8,225	8,225	1,945	-76.4%
Total Expenditures	878,618	932,237	941,447	965,840	3.6%
Funding Sources:					
General Fund	844,990	897,601	906,811	929,888	3.6%
Ames School District	33,628	34,636	34,636	35,952	3.8%
Total Funding Sources	878,618	932,237	941,447	965,840	3.6%
 Personnel - Authorized FTE	 9.00	 9.00	 9.00	 9.00	

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights:

Investigators have solved numerous violent crimes against persons. Examples include:

- A suspect was identified and arrested for Attempted Murder and Going Armed with Intent in a case involving a knife assault where the victim was stabbed numerous times.
- A man was charged with Willful Injury and Domestic Abuse Assault for stabbing his live-in girlfriend after an argument.
- A suspect was charged with two counts of Sexual Abuse for offenses perpetrated against two children who were four and nine years old.
- A child endangerment case was investigated and an arrest was made involving a local childcare provider. Investigation revealed that an infant had been injured by being slammed down on the floor.
- Another investigation found that a victim had been restrained within an apartment in Ames and was severely beaten. Two suspects were identified and charged with Kidnapping 1st Degree and Willful Injury.
- A drive-by-shooting investigation resulted in the arrest of a 17-year old individual who was charged with Going Armed with Intent and Intimidation with a Dangerous Weapon.
- An investigation was conducted involving a home invasion in which an assault was perpetrated against two individuals with a tire iron. A firearm was also discharged by one of the two assailants. The follow-up investigation identified two suspects and arrest warrants were issued charging them with Going Armed with Intent, 1st Degree Burglary and Willful Injury.
- Investigators identified and charged a suspect with Robbery 1st Degree after an individual reported being beaten, threatened with a handgun and robbed of cash.
- A homicide investigation was conducted involving a 39-year old male who was fatally stabbed during a domestic argument. A female suspect was identified and charged with 1st Degree Murder.
- Investigators are continuing an ongoing investigation into another homicide where the victim was fatally stabbed within his residence on S. 2nd Street.

Investigators have also solved numerous crimes against property. Examples include:

- Numerous vehicle vandalism cases were reported to and investigated by the Ames Police Department. Investigators identified three individuals who were charged with Criminal Mischief for vandalizing over 16 vehicles in one evening alone.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

- A fraud case involving two suspects traveling nationwide targeting Best Buy and Target stores for high value electronics was investigated. Two suspects were identified and charged with Theft.
- A theft investigation was initiated which involved the loss of over \$7,000 from a local business. An employee was identified as being responsible for the theft and was charged with Theft 2nd Degree.
- Investigators are actively engaged in another ongoing investigation involving a \$70,000 internal theft case from a local business.

Investigators continue to observe an increase in fraud cases involving the Internet through fraudulent E-Bay transactions and e-mails involving notifications of fraudulent business propositions and fake lottery winnings.

The Ames Police Department continues to be actively involved with the Central Iowa Drug Task Force, with one officer assigned to that duty. The department continues to augment this endeavor with officers from the Criminal Investigation Division, Patrol Division, and members of the Emergency Response Team.

Marijuana and cocaine appear to be the most prevalent controlled substances encountered within our community. There were at least ten heroin overdoses recorded within Ames during the past year. Members of the Drug Task Force were able to identify and charge three individuals with Possession with Intent to Deliver Heroin.

Past legislation limiting the purchase of pseudoephedrine cold medicine continues to have a positive effect by significantly reducing the number of meth labs encountered by law enforcement personnel.

The Ames Police Department continues to be actively involved with the Ames Community School District with one full-time officer assigned as the **School Resource Officer**. The School Resource Officer divides his time between the elementary, middle and high school. The major goal of this program is to develop a strong and positive rapport with students and to provide guidance in day-to-day issues encountered by the students within the school district. The Ames Police Department feels so strongly about the benefits of this program that we continue to devote over 20% of the Juvenile Detective's time towards interaction with students at the Ames Middle and High School. This initiative has received positive feedback from students, staff and parents.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

Other initiatives within the department include:

Computer Crime Investigative Unit:

Internet/computer crime continues to become a complex type of criminal activity to investigate. Cyber crime encompasses a wide range of offenses including child pornography, identity theft, financial frauds and even cyber stalking.

The Ames Police Department is determined to enhance its ability in providing service to those who have been victimized as a result of **cyber crimes** by engaging in both reactive and proactive investigations targeting offenders who are actively involved in this type of crime. With the assistance of a \$34,000 federal grant, investigators will obtain training in advanced investigative techniques relating to computers and the Internet. In addition to the necessary advanced skills, specialized computer equipment (both hardware and software) will be acquired using grant funds.

The Computer Crimes Investigative Unit will also provide a proactive educational approach in helping to prevent citizens within our community from being victimized.

Mental Health Task Force Notification Program:

The Ames Police Department is an active member of the **Story County Mental Health Task Force**. This task force is a cooperative endeavor comprised of area mental health professionals, county service agencies and area law enforcement officers. On a daily basis, mental health related calls for service that are responded to by police are distributed to all task force members and their agencies. This function has been found to assist those individuals in need of mental health related services. Over 180 mental health related notifications were made by the Ames Police Department over the past year.

Task force members also provide ongoing training seminars for law enforcement personnel in how to respond to those in need of mental health related services.

Crime Tip Line:

The Ames Police Department has initiated a **telephone crime tip line** program which allows citizens to remain anonymous while reporting information concerning a past crime. This program will provide a new mechanism for citizens to report information concerning crimes which they may not have felt comfortable reporting in the past. Ultimately, this initiative will assist the Ames Police Department in creating a safer community for all the citizens of Ames.

Investigations and resolution of significant crimes in the fall of 2007 have resulted in a burden on the Investigations Division's overtime budget. The entire FY 07/08 **overtime** budget was consumed by November of 2007.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

The FY 08/09 budget shows an increase of 17% in contractual and 25% in commodities. The former is primarily a reflection of the increase in the city data service with the addition of new personnel in Information Services to provide computer support to police operations. The latter, although a notable percentage increase, is a \$3,000 total increase spread across the commodities lines.

To improve response time to customer requests and to enhance integrity in the management and storage of evidence, the FY 08/09 budget also includes funding for a new part-time Evidence Technician.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Homicide cases	0	0	2	
Attempted homicide	0	0	0	
Robbery	13	17	12	
Sexual assault	31	39	39	
Other sex offenses	11	25	25	
Child abuse	9	7	7	
Burglary	401	342	481	
Drug investigations	155	320	304	
Juvenile cases	972	506	506	
Juvenile arrests	326	327	348	
Financial crimes	285	215	84	
Domestic calls for service	434	505	644	
Domestic related arrests	78	80	93	
 Efficiency and Effectiveness:				
Community outreach contacts - juvenile		21	22	22
Number of juveniles participating		6,222	6,130	6,000

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Activity in this area includes the operation of the 911 Center and the initial dispatch of emergency responders. Emergency communications staff also receive non-emergency calls, manage radio communications, assist with the temporary holding facility, and provide assistance to walk-in Police Department customers.

Service Objectives:

- ✓ Provide prompt and accurate emergency communications service
 - ✓ Provide a customer-centered service
 - ✓ Maintain a highly reliable radio communications system for emergency responses
 - ✓ Promote responder safety
 - ✓ Facilitate the resolution of the non-emergency concerns of citizens
- ✓ Enhance community and regional partnerships
 - ✓ Enhance community involvement
 - ✓ Provide countywide interoperability through 800 MHz radio communication system
 - ✓ Coordinate emergency response assets

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	728,357	761,993	750,328	798,874	4.8%
Contractual	74,331	91,928	87,994	114,238	24.3%
Commodities	6,301	16,335	14,361	7,475	-54.2%
Capital	-	-	17,316	18,422	
Other	-	-	-	-	
Total Expenditures	808,989	870,256	869,999	939,009	7.9%
Funding Sources:					
General Fund	808,989	870,256	869,999	939,009	7.9%
Total Funding Sources	808,989	870,256	869,999	939,009	7.9%
Personnel – Authorized FTE	12.30	12.30	12.30	12.30	

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Highlights:

Last year, the Emergency Communications Center established a data network and a more formal working relationship with Iowa State University and Story County. This relationship will create efficiencies, improve security and reliability, and allow for more effective law enforcement. During the past year, the **three agencies** also established a formal working group that has provided a framework to move ahead with interagency cooperation. Coordinating budget requests, establishing priorities and recommending policies have been among the tasks the working group has undertaken. Standardized protocols for information entry and dissemination have improved communications between the agencies. Joint efforts have helped reduce costs for each individual agency.

The Emergency Communications Center has also expanded cooperative efforts with the Fire Department to provide a more efficient and effective **fire dispatching** process. This year, the computerized database was significantly enhanced to meet the Fire Department's needs. A specialized fire dispatching computer program was acquired and implementation is expected in the coming year. This has also established a base from which an emergency medical dispatching system can grow.

In the fall, the Emergency Communications Center began implementation of the **wireless phase II** allowing wireless and cell phone 911 calls to be tracked. Although the system continues to develop, the base technology is in place.

Historically, police officers have spent significant time in the dispatch center providing emergency communications services. This use of officer time reduced the number of trained officers on the street. A directed effort to reduce the amount of time officers spend in dispatch performing those functions has been very successful. Although officers still provide occasional service in special circumstances (i.e., staff meetings for all communications staff, unexpected absences), **officers no longer work shifts in the emergency communications center**. A key factor in this process included hiring the first of two part-time dispatchers. Approved by the City Council in the spring of 2007, the new personnel will provide the flexibility to meet staffing needs during peak times.

Technology has allowed the department to continue to process **increasing demands for information** while limiting the number of new staff. An increase in the request for capital purchases reflects the impact of technology on this area. The request includes establishing a backup system for the E911 computer system, a bar coding program to improve evidence tracking, an electronic document imaging and information management program for better records management and information retrieval, and improvements and enhancements for the Naviline computer program as it relates to the criminal reports software. Each of these improvements is shared with the Story County – Iowa State University partnership, and so are the costs. Because of the partnership, each of these improvements can be acquired for substantially less cost than if purchased by one entity alone. It's also important to note that these improvements, although reflected in the Emergency Communications budget, are benefits to the department as a whole.

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Non-emergency telephone inquiries	68,904	129,109*	131,691	132,000
Emergency "911" calls	18,118	18,892	19,269	19,500
Radio communications	423,271	470,134	479,536	480,000
Cases created	25,976	27,375	28,508	29,000
State system transactions/inquiries		46,491	47,420	48,000
Efficiency and Effectiveness:				
Mean "pick-up" time for 911 calls (in seconds)	4.8	5.2	5.1	5.1

*now includes ISU direct-line

POLICE - FORFEITURE/GRANTS

421 -- 2537

Chapter 809.12 of the Code of Iowa allows police agencies to forfeit property and seize assets directly related to criminal activities. These funds must be used by law enforcement for enforcement activities or items which are not currently budgeted.

Service Objectives:

- ✓ Provide a sound financial report system
 - ✓ Apply seized assets to law enforcement needs
 - ✓ Reduce the profitability of criminal activity
- ✓ Respond to homeland security challenges
 - ✓ Obtain state and federal support for local priorities
 - ✓ Promote traffic safety, alcohol and tobacco compliance with grant support

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	34,825	-	69,482	-	
Contractual	6,281	-	35,039	-	
Commodities	6,197	-	6,108	-	
Capital	17,500	-	6,255	-	
Other	45,991	-	48,420	-	
Total Expenditures	110,794	-	165,304	-	
Funding Sources:					
Police Forfeiture	48,883	-	76,057	-	
Police LLEBG Grant	-	-	-	-	
Police Grants	60,218	-	85,247	-	
Police & Fire Donations	1,693	-	4,000	-	
Total Funding Sources	110,794	-	165,304	-	
Personnel - Authorized FTE	0	0	0	0	

POLICE - FORFEITURE/GRANTS

421 – 2537

Highlights:

The department continues to receive **grant funding** from the Governor's Traffic Safety Bureau. Police received two grants in FY 06/07, one to address traffic safety issues during special events and high traffic travel periods, and a second to address impaired driving. These grants provide funds for officer overtime (with officer activity centered on the grants activities), educational materials, and some equipment or hardware to aid in the enforcement process.

The department also continued its relationship with the Iowa Alcohol Beverages Division in the education and enforcement of tobacco regulations. This grant provides funding for officer time to teach local tobacco vendors about compliance regulations, and then to test those vendors for performance. Every tobacco retailer in the city will be tested for compliance within the grant period.

Late in the year, the department applied for and received a new grant from the Department of Justice Office of Justice Programs. Known as the Byrne Memorial Justice Assistance Grant, this \$34,425 grant will provide equipment and training for several officers to develop specialized skills in computer related crimes.

In 2007, funds acquired through the criminal forfeiture process were used to obtain, equip, and activate a ninth police patrol car. By utilizing these forfeited funds, the department was able to expand service without charging the initial costs to the General Fund.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Not applicable				
Efficiency and Effectiveness:				
Not applicable				



FIRE SAFETY ACTIVITIES

422

Activity Description:

The Fire Administration activity supports and directs seven activities. The Fire Safety sub-program is based upon the premise that citizens and property should be free from loss and damage due to fires and similar emergencies. In order to approach this goal, an impressive and highly effective array of services is provided to the community. Extensive efforts are made in the area of fire prevention, fire safety education, and fire inspection. These efforts are mainly recorded under the Fire Prevention and Safety Education activity. When a “preventive failure” takes place and a fire or other emergency actually occurs, the capabilities of the Fire Suppression and Emergency Action activity are pressed into action. These include minimizing loss of life and property from fire, controlling hazardous situations, performing rescue, and providing first-response medical assistance. Also included under this activity are various non-emergency services, such as maintaining apparatus and facilities, testing hydrants, and testing water flow, and establishing pre-fire plans.

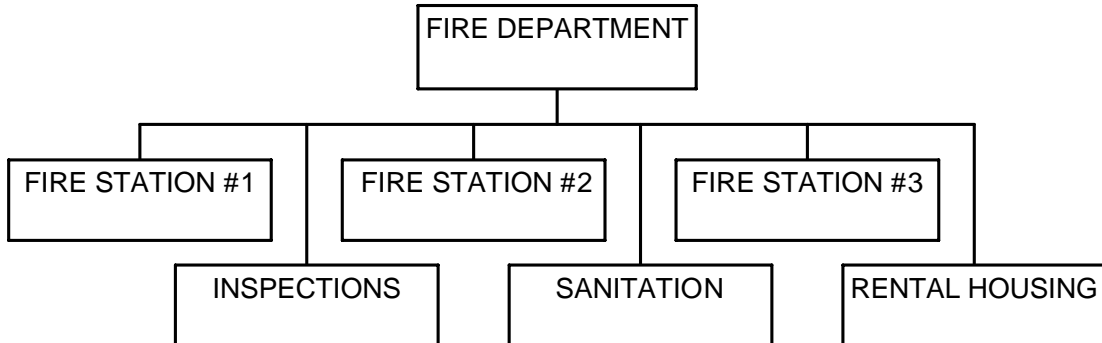
The success of the City’s Fire Safety/Admin sub-program is reflected in economic terms (e.g. insurance fire class rating), as well as in the more important areas of the safety of property, health, and life.

	2006/07	2007/08	2007/08	2008/09	% Change
Activities:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Fire Admin/Support	767,224	877,257	860,729	863,871	-1.5%
Suppression/Emergency Action	3,704,531	3,811,289	3,880,752	4,020,889	5.5%
Prevention/Safety Education	112,051	119,796	116,893	117,948	-1.5%
Total Operations	4,583,806	4,808,342	4,858,374	5,002,708	4.0%
 Personnel - Authorized FTE	 52.65	 52.65	 52.60	 55.65	

FIRE SAFETY ACTIVITIES

422

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures By Type:					
Personal Services	4,157,622	4,339,643	4,310,469	4,490,653	3.5%
Contractual	345,604	381,649	386,593	408,474	7.0%
Commodities	78,400	87,050	91,807	103,581	19.0%
Capital	2,180	-	69,505	-	
Total Expenditures	4,583,806	4,808,342	4,858,374	5,002,708	4.0%
Funding Sources:					
General Fund	3,424,562	3,593,066	3,627,583	3,737,605	4.0%
Iowa State University Contract	1,142,455	1,197,688	1,209,194	1,245,867	4.0%
Haz Mat Activities	-	-	-	-	
MGMC Reimbursement	16,749	17,588	17,597	19,236	9.4%
Miscellaneous Revenue	40	-	4,000	-	
Total Funding Sources	4,583,806	4,808,342	4,858,374	5,002,708	4.0%



FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

The major role of this activity is to direct and reinforce the operations of all Fire Department activities (i.e. Suppression and Emergency Action, Fire Prevention, Structural Code Enforcement, etc.). This includes maintaining necessary records and documentation, and providing overall direction and oversight functions. This activity also provides for various training programs for all firefighters.

Service Objectives:

- ✓ Respond to emergencies in the city within five minutes travel time (85% of the time)
- ✓ Provide quality in-house emergency response training for firefighters
- ✓ Coordinate the implementation of the automatic alerting system within the fire stations
- ✓ Provide quality training opportunities for supervisors through industry sources
- ✓ Maintain equipment to a level of readiness in accordance with national standards
- ✓ Conduct five training classes that require an external specialist to train personnel
- ✓ Promote safety education and awareness through community education

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	633,793	735,940	704,637	713,174	-3.1%
Contractual	123,175	133,667	138,642	142,247	6.4%
Commodities	8,076	7,650	9,950	8,450	10.5%
Capital	2,180	-	7,500	-	
Total Expenditures	767,224	877,257	860,729	863,871	-1.5%
Funding Sources:					
General Fund	563,314	657,943	645,547	647,904	-1.5%
Iowa State University Contract	203,910	219,314	215,182	215,967	-1.5%
Total Funding Sources	767,224	877,257	860,729	863,871	-1.5%
Personnel – Authorized FTE	6.80	6.80	6.75	6.80	

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

Highlights:

In an effort to minimize emergency response travel time, the number of emergency vehicles responding to unsubstantiated automatic alarms has been reduced. While one unit responds to the unsubstantiated alarm, the remaining fire crews are available to answer additional emergencies and/or citizens' requests.

Reductions in the City's contribution rate to the Municipal Police and Fire Retirement System of Iowa will result in savings in excess of \$200,000 during FY 08/09.

The **automatic alerting system** is another tool to increase response efficiency. This system, which is 85% complete, will dispatch crews via the computer-aided dispatch system. It will increase the reliability of the radio communication system and will allow for a redundant system for increased efficiency and reliability. The existing wiring of the radio system has been updated to ensure reliable and stable communications.

Personnel from the Ames Fire Department have been instrumental in assisting with **National Incident Management System (NIMS)** compliance within the City. Supervisors had an opportunity to develop skills that are useful in disaster and emergency situations.

Fire Department administration supports the calibration, repair, and testing of firefighting equipment to ensure that the equipment is **ready for emergency use**. Apparatus is operated and tested every week. In addition, diagnostic equipment is calibrated and adjusted monthly. Firefighting hose is pressure tested on an annual basis in accordance with nationally recognized standards.

The Fire Department will continue to promote safety education and awareness through community education. During Fire Prevention Week, staff visited every grade school in Ames where they educated the children on fire safety and fire prevention. In addition, the department promoted fire safety and prevention to preschool children through senior citizens. The final day of Fire Prevention Week was celebrated at North Grand Mall with an equipment display and interactive events inside the mall.

The Fire Department's Deputy Chiefs provide quality in-house training. Staff are encouraged to attend "train-the-trainer" sessions whenever possible. Many members are certified as instructors in the State of Iowa.

Fire officers are encouraged to participate in training opportunities such as conferences, seminars, and training offered by the Employee Development Center. This education includes learning about new methods and techniques.

Specialized training by technical experts includes instruction on topics such as infectious disease prevention, trench rescue, and risk reduction in the fire service.

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Automatic alerting system installation and completion			85%	100%
Promote fire safety to all community schools within the Ames Fire Department response area, including opportunities for home-schooled children	100%	100%	100%	100%
Number of supervisory leadership training hours (in addition to emergency response training)	19.5	24.75	20	19.25
Number of required training sessions utilizing external specialists including: blood borne pathogens, emergency medical services, hearing conservation, ergonomics, and wellness	2/5	2/5	3/5	5/5
Efficiency and Effectiveness:				
Respond to emergencies (in the City) within five minutes (goal of 85% within 5 minutes or greater)	88.3%	87.0%	87.9%	87.0%
Maintain equipment and certify according to nationally recognized standards annual tests (pumps, ladders, hose)	100%	100%	100%	100%

FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

The goal of the suppression and emergency action team is to protect people and property from loss and danger due to hostile fires or other threatening predicaments. In order to achieve this goal, extensive efforts are made in the areas of prevention and enforcement of safety regulations through public safety education which enables citizens to recognize hazards and unsafe practices. An important responsibility of this activity is the continual update and maintenance of pre-fire action plans. The suppression and emergency action teams respond to any incident according to well-defined procedures. Various non-emergency services are also provided, such as performing maintenance of apparatus, equipment, and facilities, testing hydrants, conducting water flow tests, and building inspections.

Service Objectives:

- ✓ Continue to train with other City departments on trench rescue
- ✓ Provide a safe work environment with the goal of reducing employee injury rates and severity
- ✓ Conduct annual fit test of firefighting respirators in accordance with OSHA regulations
- ✓ Train and support Ames Fire Investigation Team comprised of Ames Fire and Ames Police
- ✓ Respond to all emergency calls with a minimum of two certified EMS responders
- ✓ Support participation in local, state, and national conferences and seminars
- ✓ Maintain certifications for emergency medical services
- ✓ Maintain equipment in a state of readiness
- ✓ Maintain hazardous materials program's response readiness

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	3,428,919	3,506,210	3,508,138	3,679,900	5.0%
Contractual	210,306	232,779	235,852	252,708	8.6%
Commodities	65,306	72,300	74,757	88,281	22.1%
Capital	-	-	62,005	-	
Total Expenditures	3,704,531	3,811,289	3,880,752	4,020,889	5.5%
Funding Sources:					
General Fund	2,777,131	2,845,276	2,894,366	3,001,240	5.5%
Iowa State University Contract	910,611	948,425	964,789	1,000,413	5.5%
Haz Mat	-	-	-	-	
MGMC Reimbursement	16,749	17,588	17,597	19,236	9.4%
Miscellaneous Revenue	40	-	4,000	-	
Total Funding Sources	3,704,531	3,811,289	3,880,752	4,020,889	5.5%
Personnel - Authorized FTE	44.85	44.85	44.85	47.85	

FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

Highlights:

Incident response has continued to increase this year. In the past three fiscal years, **calls for service** have increased by 40%. Emergency response calls have increased across-the-board and data is being analyzed to determine a cause and effect.

This increase in service leads to an increase in **overlapping calls**. To better allocate staff, Fire administrative personnel decided to reduce the number of units responding to unsubstantiated automatic alarms. The new policy went into effect in May of 2007 and has been successful. In addition, several proactive measures have been implemented to ensure that false alarms are kept to a minimum.

In order to increase the number of firefighters who are available on each shift to address the increasing number of incidents as well as overlapping calls, three new firefighter positions are added to this program.

Firefighters joined with Public Works employees to learn and utilize skills regarding **trench rescue**. Utilizing the continuous improvement philosophy, both departments realized the need for a team to respond to trench rescue and recovery within our community. A teaming effort was utilized throughout the entire development and training.

To ensure that Fire and Emergency Medical Service (EMS) crews respond with a minimum of two certified EMS first responders, ongoing training is conducted to maintain certifications of first responders.

Firefighters have continued to train in hazardous materials response to ensure the department maintains an adequate number of trained personnel at the technician level.

To assist in providing a safe working environment, the Fire Department Safety Team has regrouped and is proactively ensuring safety in the workplace. Infectious disease prevention, hearing conservation, and ergonomics are some of the areas in which the team is working.

Ames Fire and Ames Police have developed a **joint partnership** to investigate fires and determine if a crime has been committed. The team was developed with the assistance of a facilitator, and a charter was developed to guide the team. Members of the team have attended local, state, and federal training to enhance skills and abilities.

Firefighters have attended conferences locally, as well as at the national level. The goal of the attendees is to share the information with co-workers.

FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Continue to maintain certifications in First Responder emergency medical response	47/48	48/48	48/48	48/48
Continue to train utilizing live fire training in accordance with State and Federal standards	2	2	1	1
Continue to support the Ames Fire Safety Team and conduct a minimum of four meetings per year	-	-	3	4
Attend Fire Department Instructors Conference annually (send 3-4 personnel)	4	4	0	3
Attend fire investigation course (send 3 people annually)	2	2	0	2
Efficiency and Effectiveness:				
Continue to train with Public Works employees utilizing trench rescue skills at least one time per year	-	-	1	1
Maintain hazardous material technician level for firefighters	37/48	37/48	35/48	39/48
Continue to train annually on infectious disease prevention program	1	1	1	1
Fit test all firefighters that are required to wear a respirator in accordance with OSHA regulations	50/50	49/50	50/50	50/50
Annually test firefighting hose in accordance with national standards	100%	100%	100%	100%

FIRE - PREVENTION AND SAFETY EDUCATION

422 -- 2230

The function of this activity is to assist with administration and enforcement of ordinances pertaining to the prevention of fires. This includes the use and handling of explosives, flammable and toxic materials, and other hazardous material. Staff reviews all new construction and remodeling plans for code compliance and conducts inspections on the installation, maintenance, and regulation of all fire escape exits for adequacy in the event of fire to establish a reasonable level of life safety and property protection from the hazards of fire, explosion, or dangerous conditions. In cooperation with other departmental personnel, staff conducts public safety educational programs and assists in the suppression and control of fires. Staff also assists the investigation into the cause and origin of fires, and gathers evidence if a fire is of a suspicious origin.

Service Objectives:

- ✓ Ensure that fire protection systems are installed, updated, and maintained according to recognized code standards
- ✓ Ensure that annual inspections are performed for 100% of the City's commercial occupancies requiring State certification
- ✓ Facilitate and foster collaborative efforts with other inspectors throughout the Building Division to produce a safer environment for the citizens of Ames
- ✓ Maintain a high level of expertise and knowledge through training and lifelong education in an ever-evolving technical field

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	94,910	97,493	97,694	97,579	0.1%
Contractual	12,123	15,203	12,099	13,519	-11.1%
Commodities	5,018	7,100	7,100	6,850	-3.5%
Total Expenditures	112,051	119,796	116,893	117,948	-1.5%
Funding Sources:					
General Fund	84,117	89,847	87,670	88,461	-1.5%
Iowa State University Contract	27,934	29,949	29,223	29,487	-1.5%
Total Funding Sources	112,051	119,796	116,893	117,948	-1.5%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

FIRE - PREVENTION AND SAFETY EDUCATION

422 -- 2230

Highlights:

- During FY 07/08, the Fire Department Inspections Division worked with the Building Official and the Building Inspections Supervisor to jointly develop a **written procedure** for bar inspection and liquor license approval processes.
- Fire Inspections will continue to represent departmental interests and concerns in planning for City/ISU special events and for fire protection planning for ISU construction projects.
- Fire Inspections maintains an active role in the quarterly bar patrol meetings for business owners and their employees.
- Fire safety educational events for Iowa State University's (ISU) Greek organizations/large gathering establishments are an integral part of the City relations with ISU. The City's educational outreach attracted a large and diverse audience from the business owners and students.
- Inspected 100% of all Development Review Committee plans.
- Conducted fire/life safety inspections on 100% of all occupancies licensed by State Fire Marshal (i.e., preschools, schools, nursing homes, health care facilities).
- During the 2007 calendar year, **fire/life safety inspections** were completed at the following locations in Ames:
 - 100% of hotel/motels
 - 100% of fraternities and sororities
 - 90% of restaurants, bars, and commercial cooking establishments
 - 75% of businesses dispensing flammable liquids
- Attendance at the National Fire Academy, Campus Firewatch Forum, Hawkeye Safety Conference.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Commercial inspections/violations	840/775	830/859	872/816	916/775
Educational & institutional inspections/ violations	57/85	47/60	49/57	51/54
Residential inspections/violations	110/374	97/371	102/352	107/334
Construction plan reviews	119	118	124	130
Public education contacts/hours	?/384	413/371	434/390	456/410
Percent of elementary schools visited for fire prevention week	100%	100%	100%	100%
Efficiency and Effectiveness:				
Civilian fire deaths	0	0	0	0
Civilian fire injuries	1	2	1	0
Residential fires	39	51	81	57
Structure fires	48	67	90	68
Intentionally set structure fires & property damage amount	2 / \$0	3 / \$1,000	1 / \$0	2 / \$0
Unintentional and system malfunctions	489	522	534	515

FIRE - BUILDING SAFETY

423

Building Safety provides inspection and enforcement of building codes designed to keep manmade hazards and dangers to an acceptable minimum. The continuing maintenance of this objective is accomplished through reviewing plans, issuing permits and licenses, inspecting construction activities, and otherwise enforcing pertinent codes and regulations.

The Building Safety sub-program is composed of the following activities: **Life Safety & Building Construction** supports safe and sound building practices for new construction and remodeling through uniform application of building codes and City of Ames Code of Ordinances covering building, plumbing, electrical, and fire safety. Plan and design review activities provide assistance for safety compliance early in the building process. **Property Maintenance & Zoning** supports health and safety for existing structures through rental housing inspections, zoning enforcement, property maintenance enforcement, and response to citizen concerns on zoning and building safety.

Service Objectives:

- ✓ Assist applicants to attain successful code construction projects in a timely manner
 - ✓ Perform plan reviews for all projects prior to permit issuance
 - ✓ Perform site plan reviews and inspections for zoning code compliance on all building developments
 - ✓ Issue permits and inspect all building, electrical, mechanical, plumbing, and sign work
 - ✓ Issue permits and inspect all rental dwellings
- ✓ Perform safety inspections of existing commercial buildings, places of assembly, bars, and taverns
 - ✓ Serve as an informational and educational resource for all building construction and property maintenance
 - ✓ Establish, maintain, and promote partnerships with community groups in all service areas
 - ✓ Maintain accurate permit, inspection, and enforcement records

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	607,362	841,197	816,624	893,733	6.2%
Contractual	113,867	114,768	166,315	172,278	50.1%
Commodities	8,318	30,231	13,247	12,575	-58.4%
Capital	1,537	-	44,855	-	
Total Expenditures	731,084	986,196	1,041,041	1,078,586	9.4%

Funding Sources:

General Fund	(10,401)	85,951	234,492	91,087	6.0%
Building Permit	410,151	524,247	439,000	623,515	18.9%
Electrical Permit	69,410	90,100	72,689	71,492	-20.7%
Heating Permit	23,208	26,500	27,500	23,904	-9.8%
Plumbing Permit	40,021	53,000	40,021	41,222	-22.2%
Sidewalk Permit	272	400	400	400	0.0%
Sign Permit	10,862	8,000	8,000	8,000	0.0%
Misc. Housing Inspection	585	-	261	-	
Rental Housing	186,866	191,998	218,418	218,706	13.9%
Apprentice License Fee	110	6,000	260	260	-95.7%
Total Funding Sources	731,084	986,196	1,041,041	1,078,586	9.4%

Personnel - Authorized FTE	8.95	10.95	11.00	10.95
-----------------------------------	------	-------	-------	-------

FIRE - BUILDING SAFETY

423

Highlights:

- A **decrease in new construction** has affected the Inspections Division revenue. In 2007, a slowdown in new construction occurred throughout America, including Ames. This was most evident in new home construction. As a result of this slowdown, revenue has also been lower than the last three peak years. The anticipated construction of the 13th Street mall is expected to increase revenues by \$200,000 in FY 08/09.
- The Building Official partnered with local construction suppliers to conduct an **Energy Code training seminar**. The seminar provided information on how to meet the Satte and City's energy code regulations. The seminar was well received and attended.
- The Division worked closely with Building, Plumbing/Mechanical, and Electrical Boards, and Ames Homebuilders Association throughout eight months of regular meetings, discussions, reviews, and revisions resulting in **adoption** of the current International Building, Residential, Existing Building, Fire, Mechanical, and Fuel Gas Codes; the 2006 Uniform Plumbing Code; and the State of Iowa Energy Code. The Division worked concurrently with these stakeholders on a complete review, update, and reorganization of Ames' Municipal Code chapters resulting in a **new, unified Chapter 5** containing all local building, electrical, mechanical, and plumbing referenced standards and local requirements.
- Inspections of several existing commercial buildings and apartment buildings in Downtown and Campustown have identified **serious safety concerns**. The Division's involvement has raised owner awareness of critical building maintenance issues and has encouraged major structural building repairs and other improvements that preserve public safety and enhance the present and future value of the properties. This inspection program helps create an economic climate that supports business and property development investment in the community. Coordination of building permit fee valuations with the City Assessor's square foot construction costs has resulted in **improved reporting** of building construction data to public and trade agencies, and has enhanced the Division's building permit revenues.
- The addition of a Housing Inspection Supervisor and a Neighborhood Inspector in FY 07/08 has resulted in **increased direct communication** between the City organization and neighborhood groups and individuals concerned about maintaining the high quality of life in residential neighborhoods. These employees have attended several neighborhood coalition meetings, including formal discussions, informal roundtables, and neighborhood picnics to meet, greet, and facilitate communication between the neighbors and the City. The increased attention to enforcement of current rental housing, property maintenance, and zoning regulations has resulted in visible improvements to many properties. The addition of these positions has been noted by several neighborhood residents as tangible evidence the City cares about their concerns.
- Two ISU students work as **part-time rental housing inspectors**. The student inspectors are focused on inspection of newer apartment buildings and student housing complexes. This is the third year of this program, which has demonstrated value in providing students with an inside view of City government and a brief education in public safety code administration. Their inspections of peer residences and interactions with tenant peers humanize the City to some extent, and serve as a small but significant bridge between the City and students.

FIRE - BUILDING SAFETY

423

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Building plans reviewed	757	691	760	860
Building permits issued	732	688	760	860
Building inspections performed	2,755	3,080	3,370	3,770
Electrical permits issued	703	674	620	720
Electrical inspections performed	1,666	1,670	1,670	1,870
Mechanical permits issued	661	575	650	750
Mechanical inspections performed	1,434	1,132	1,400	1,600
Plumbing permits issued	1,357	1,051	1,020	1,120
Plumbing inspections performed	2,869	2,709	2,700	3,000
Sign permits issued	131	150	150	250
Rental housing permits active	11,198	11,290	11,350	11,400
Rental inspections performed	3,746	5,133	4,500	4,500
Neighborhood concerns identified	227	238	1,000	1,000
Neighborhood inspections performed	NA	NA	2,000	2,000
Total inspections performed	12,597	13,724	15,640	16,740



SIGNS AND SIGNAL MAINTENANCE/CONSTRUCTION

424 -- 73

This activity provides for the construction, maintenance, and repair of traffic signals, regulatory, warning, and informational signs in the City. All activities are aimed at providing a safe and efficient transportation system consistent with community goals and nationally accepted operational standards. Temporary, part-time employees supplement City crews in this activity.

Service Objectives:

- ✓ Provide safe and efficient transportation consistent with community goals and nationally accepted operating standards
- ✓ Complete changeover to light-emitting diode (LED) bulbs
- ✓ Install and maintain required regulatory, warning, guide and street name signs
- ✓ Explore incorporation of pedestrian countdown timers at high pedestrian volume and Safe Routes to School crossing locations
- ✓ Maintain the traffic sign Graphic Information System (GIS) database
- ✓ Preemption equipment installation and maintenance
- ✓ Change of street name signs to six-inch lettering by 2012

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	305,425	292,032	299,860	327,568	12.2%
Contractual	153,461	156,442	143,301	149,765	-4.3%
Commodities	50,423	75,500	77,500	80,350	6.4%
Capital	21,175	16,025	16,244	14,000	-12.6%
Total Expenditures	530,484	539,999	536,905	571,683	5.9%
Funding Sources:					
General Fund	(1,551)	-	-	-	
External Labor Reimbursement	32,263	24,497	25,500	25,750	5.1%
Road Use Tax Fund	499,772	515,502	511,405	545,933	5.9%
Total Funding Sources	530,484	539,999	536,905	571,683	5.9%
Personnel - Authorized FTE	4.61	4.61	4.86	4.86	

SIGNS AND SIGNAL MAINTENANCE/CONSTRUCTION

424 – 73

Highlights:

Traffic sign and signal staff consists of two full-time signal technicians, two full-time sign maintenance workers, and one part-time position. One quarter of a full-time **maintenance worker** has been included to aid in brush cutting and maintenance of traffic signs.

There are currently 61 fully signalized intersections within the City. Each year the traffic signal staff replaces between two and three hundred incandescent bulb signal indications with new **light-emitting diode (LED) lamps**. With each year's installation of new LEDs, the City reduces power consumption costs to run traffic signals by approximately 11.5%. Since this effort began in 1999, actual power consumption costs have dropped over \$37,000 annually.

Replacement of all **street name signs** to meet the new federal requirement of six inch lettering continues to be a priority. Staff anticipates meeting this goal by 2012, as specified by the Federal Highway Administration.

Traffic signal operations are a focused area for improvement. There are aspects of traffic signal operations that are under review for enhancement; preemption and detection loops. These components require increasing attention as the existing traffic signal infrastructure continues to age.

Preemption equipment is used primarily by the City's emergency services such as police, fire, and ambulance crews. It is vital that these systems operate at their highest performance to enhance access of emergency services to the citizens of Ames. The cost of these components continues to increase; approximately 43% increase in cost from the previous year.

The next hierarchical level of operational service is to improve maintaining efficient use of existing traffic signal locations. The component of a traffic signal system that most frequently fails is the **in-street loop detection system** for vehicles. This is primarily due to the natural aging of pavement of city streets both by way of normal wear-and-tear, and by changes in temperature throughout the year. A budget item to include eight replacement loops each year at a cost of \$8,000 has been included in pursuit of this customer service goal.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of signals in City	59	59	61	66
LED bulbs installed	342	398	202	205
Utility locates	147	209	197	220
# of signs in City	9,267	9,218	9,350	9,400
Efficiency and Effectiveness:				
Average # of sign repairs/week	20	16	15	16
Average # of service calls/signalized intersection	18	8.2	9.0	9.0
Signs serviced	1,047	841	700	800
% of time automated train horns are operational	99%	99%	99%	99%

PAVEMENT MARKINGS

424 -- 7425

This activity maintains pavement markings along streets that carry more than 3,000 vehicles per day. Each crosswalk with a supplemental control is painted, as well as other intersection markings that promote the safe and efficient movement of vehicles and pedestrians. Curbs are also painted as needed to delineate fire zones, tow-away zones, parking prohibitions, and medians for public safety purposes. Two temporary part-time employees supplement City crews in this activity each summer painting season.

Service Objectives:

- ✓ Enhance roadway markings on pavement
 - ✓ Paint medians for public safety purposes
 - ✓ Paint curbs as needed to delineate fire zones, tow-away zones, parking prohibitions
- ✓ Enhance markings at intersections
 - ✓ Paint crosswalks along school routes

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	37,911	45,230	45,671	48,010	6.1%
Contractual	16,736	19,644	17,788	20,018	1.9%
Commodities	21,317	24,550	24,550	24,550	0.0%
Capital	-	-	-	7,250	
Total Expenditures	75,964	89,424	88,009	99,828	11.6%
Funding Sources:					
Road Use Tax Fund	75,964	89,424	88,009	99,828	11.6%
Total Funding Sources	75,964	89,424	88,009	99,828	11.6%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

PAVEMENT MARKINGS

424 -- 7425

Highlights:

Two full-time staff members and two part-time staff members are responsible for the maintenance of nearly 65 miles of roadway markings and over 500 pedestrian crossings. The two full-time maintenance staff are also the same individuals who are responsible for maintenance of the City's traffic signs. Through utilization of new technologies such as the **Graco Line Driver**, a motorized attachment to the paint machines, staff is able to increase productivity.

With new development occurring throughout the city, there is an increasing number of roadway miles being added to the network. This new infrastructure increases the amount of pavement markings such as yellow curb, pedestrian crosswalks, stop bars, and edge-line/center-line. These **pavement markings** work in conjunction with traffic signs and other types of traffic control devices to enhance the safety and efficiency of the roadway network.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of lane miles painted	62	64.5	64.5	66
# of crosswalks painted	634	671	550	575
Gallons of traffic paint used	5,000	5,000	5,000	5,100
Pounds of reflective beads used	N/A	1,875	1,950	2,000
Efficiency and Effectiveness:				
Cost per mile, pavement markings	\$0.20	\$0.21	\$0.22	\$0.23

TRAFFIC ENGINEERING

424 -- 75

The purpose of the Traffic Engineering program is to provide a safe and efficient transportation system within the City of Ames for all users. This activity provides traffic engineering analysis for the development of the City's multi-modal transportation system. Administrative duties as well as short and long-range transportation planning, facility planning and operations, and design of computerized signal coordination programs are included within this activity. Students from Iowa State University are utilized as temporary, part-time employees to collect and maintain databases dealing with traffic analysis.

Service Objectives:

- ✓ Enhance multi-modal integration of the transportation network for pedestrians, bicyclists, and transit users
 - ✓ Procure grant funding for Capital Improvement Plan projects
 - ✓ Design traffic signal replacement program
 - ✓ Maintain Shared Use Path maps
- ✓ Update/maintain traffic engineering software
 - ✓ Design and implement traffic signal coordination plans
 - ✓ Review site development plans & plats
 - ✓ Review Traffic Impact Studies (TIS) for new developments

	2005/06	2006/07	2006/07	2007/08	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	46,041	53,966	52,361	57,057	5.7%
Contractual	20,046	26,659	27,737	26,687	0.1%
Commodities	452	5,450	450	3,850	-29.4%
Capital	4,675	-	9,549	4,750	
Total Expenditures	71,214	86,075	90,097	92,344	7.3%
Funding Sources:					
Road Use Tax Fund	71,214	86,075	90,097	92,344	7.3%
General Fund	-	-	-	-	
Total Funding Sources	71,214	86,075	90,097	92,344	7.3%
 Personnel - Authorized FTE	 .60	 .60	 .60	 .60	

TRAFFIC ENGINEERING

424 – 75

Highlights:

Traffic Engineering staff continues to work with other members of the Public Works Engineering Division on the **design of major intersection and roadway improvements** throughout the City of Ames. Transportation projects include the extension of South Grand Avenue along with the additional roadway improvements required by new commercial, industrial, and residential developments within the city.

The **update to the Long-Range Transportation Plan** will begin in FY 08/09. The Traffic Engineer will lead this community-wide effort which will ultimately identify transportation improvements needed to support the Council’s adopted Land Use Policy Plan.

Growth within the City of Ames, in coordination with the Land Use Policy Plan and the Long-Range Transportation Plan, influences current and future transportation patterns. In order to properly manage the anticipated changes in transportation patterns, Traffic Engineering staff closely monitors traffic through conducting **traffic studies**. The data collected is then used to enhance the safety and efficiency of such traffic control devices as traffic signals and the coordination of timings along major corridors.

Traffic Engineering staff collects traffic data using up-to-date data collection technologies. In FY 07/08, staff began to replace older, road-tube based **data collectors** with newer models that implement high-speed processors, providing more accurate and robust data. Two full-data collection assemblies costing \$4,750 are again included in the budget.

Another method in which staff plans to enhance data collection capabilities is through the replacement of the mechanical turning-movement boards with **electronic hand-held units**. These units also reduce the amount of human error by automating most of the post-processing that is required after data for a given study has been collected. This will be a significant improvement over the current system, and therefore will allow staff to update traffic data more easily and more frequently throughout the year. Staff will be able to make the best data-driven decisions. These units are included in the budget with a cost of \$3,400.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
# of meetings regarding specific capital projects	100	120	130	150
# of other citizen contacts handled	560	575	580	590
# of meetings with ISU students on class projects	8	8	10	12
Efficiency and Effectiveness:				
Average time to respond to citizens (days)	0.5	0.5	0.5	0.5
Average time to complete traffic studies (weeks)	2	2	2	2

OTHER COMMUNITY PROTECTION

428

This program accounts only for electricity for street lights, while electricity for traffic signals is accounted for in the sign and signal maintenance activity. A small amount is included in this activity for civil defense system maintenance by the Electric Distribution crews.

Highlight:

The FY 08/09 CIP includes a \$215,000 project to replace the outdoor warning system. Operational costs should decrease from the higher levels of the past two years.

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	15,129	6,000	15,000	11,000	83.3%
Contractual	568,422	583,200	583,200	602,000	3.2%
Commodities	1,443	200	3,000	-	-100.0%
Total Expenditures	584,994	589,400	601,200	613,000	4.0%
Funding Sources:					
Street Lights – General Fund	567,962	580,000	580,000	600,000	3.4%
Civil Defense – General Fund	17,032	9,400	21,200	13,000	38.3%
Total Funding Sources	584,994	589,400	601,200	613,000	4.0%
Personnel – Authorized FTE	.00	.00	.00	.00	.00

PUBLIC SAFETY CIP

429

Activity Description:

This is a summary of all of the Public Safety related capital improvements. The major improvements are detailed in the five-year Capital Improvements Plan.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Fire:					
Miscellaneous Fire Donations	(47)				
Fire Station #1 Renovation		31,000	31,000		
Fire Station #2 Renovation	534		23,966		
Fire Dept. Alarm & Dispatch	170,000				
Pre-Disaster Mitigation	17,037				
Sub-Total	187,524	31,000	54,966		
Police:					
Police Document Imaging				31,201	
E911 Data Transfer			86,000		
Mobile Data Terminals		220,402		268,599	
Emergency Notification System		50,000	50,000		
Sub-Total		270,402	136,000	299,800	
Electric:					
Outdoor Storm Warning System	20,945	30,000	39,055	215,000	
Sub-Total	20,945	30,000	39,055	215,000	
Traffic/Engineering:					
Signal L-Way/Sheldon Avenue				175,000	
Skunk River Trail SE 16 th /L-Way				300,000	
Shared Path Ontario				73,375	
Long-Range Transportation Plan				400,000	
RR Crossing 9 th & UPRR				250,000	
NE Area Shared Use Path				500,000	
US 69 Improvements 13 th /Grand	16,343	30,000	90,042	197,500	
Bloomington Road Bike Trail	27,486				
Signal Duff and 6 th	135,601		19,912		
East L-Way Bike River Crossing	78				
Traffic Engineering Studies		50,000	90,000		
05/06 Signal Main/Duff	125,849		772		
US 69 190 th to Dawes			200,000		
S. Path Morten./Welch/Dotson	258,940				
RR Quiet Zone Improvements	30,218	75,000	96,769		
Signal L-Way/Welch			160,000		
RR Crossing 20 th /UPRR			137,500		
RR Crossing 16 th /UPRR		250,000	137,500		
Scholl Road UPRR Crossing			33,755		
Skunk River Trail Ext AHHP		400,000	400,000		
Oakwood Road Shared Path	3,183		74,521		
Path Grand Ave/20 th -Murray	9,417		144,357		

PUBLIC SAFETY CIP

429

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Traffic/Engineering, cont.:					
07/08 Traffic Signal L-Way/Lynn		175,000	175,000		
Walkway west side N. Dakota	2,541	128,000	125,459	210,000	
Walkway east side N. Dakota	6,021		133,312		
Sub-Total	615,677	1,108,000	2,018,899	2,105,875	
Total CIP	824,146	1,439,402	2,248,920	2,620,675	82.1%



Untitled Light Column

By David Dahlquist, 1999

*Southwest and Northwest corners of
Main and Kellogg*

UTILITIES PROGRAM

	Page
Resource Recovery Operations	76
Water Utility	
Water Operations	78
Water Administration	80
Water Production	82
Water Treatment	84
Water Laboratory	86
Water Pumping	88
Water Metering/Cross Connection Control.....	90
Water Distribution Maintenance/Utility Locating	92
Storm Sewer Maintenance	94
Waste Water Disposal	
Water Pollution Control Operations	96
WPC Administration	98
WPC Plant Maintenance	100
WPC Plant Operation	102
WPC Laboratory.....	104
Sanitary Sewer Maintenance.....	106
Electric Utility	108
Electric Administration	110
Electric Production.....	114
Fuel and Purchased Power	116
Electric Plant Control	118
Electric Distribution Operation/Maintenance.....	120
Electric Distribution Extension/Improvements.....	122
Electric Metering.....	124
Electric Engineering.....	126
Customer Services	128
Utilities CIP	130

UTILITIES

480

Program Description:

The City of Ames utilities provide the community with dependable service for solid waste disposal, sewage disposal, water, and electricity. The utilities maintain accurate records whereby costs are recovered through effective rate structuring. The utilities work with Ames citizens and industries in developing conservation methods. Resource Recovery provides citizens with a safe and cost effective means of disposing of trash and wastes. Water Utility services include the production of safe drinking water, treatment of this water, metering of water usage, administration, and maintenance of the distribution system. The water utility program provides the community with clean, fresh water in amounts that meet present and future needs. Storm Sewer Maintenance provides for maintenance of the storm sewer system. The storm water collection system prevents infiltration into the sanitary sewer system to preserve line capacity and sewage treatment plant capacity. Wastewater Disposal services include maintenance of the sanitary sewer system, administration, and the treatment of wastewater. The service provides for the collection and treatment of wastewater in compliance with federal and state regulations to assure public health. The Electric Operations provide Ames citizens with electricity, distribution of electricity, metering of customer usage and administration of the system. Utility Customer Service includes timely billing and collection of utility charges.

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Use of Funds:					
Resource Recovery	2,936,243	3,046,024	3,072,811	3,130,925	2.8%
Water Utility	3,762,635	4,042,136	4,158,552	4,339,837	7.4%
Storm Sewer Maintenance	189,731	270,157	257,825	266,428	-1.4%
Wastewater Disposal	2,790,703	2,976,480	2,948,825	3,045,895	2.3%
Electric Operations	34,971,341	38,124,267	38,483,679	43,451,764	14.0%
Utility Customer Service	1,219,364	1,272,144	1,269,615	1,323,124	4.0%
Total Operations	45,870,017	49,731,208	50,191,307	55,557,973	11.7%
Utilities CIP	14,189,962	11,469,172	15,344,397	25,032,695	118.3%
Total Expenditures	60,059,979	61,200,380	65,535,704	80,590,668	31.7%
Personnel - Authorized FTE	157.07	159.77	159.82	159.82	

UTILITIES

480

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	11,917,573	12,953,992	12,554,721	13,428,480	3.7%
Contractual	19,156,570	16,180,334	23,432,995	24,535,811	51.6%
Commodities	17,260,613	20,231,745	14,504,840	20,867,498	3.1%
Capital	11,627,147	11,770,449	14,978,388	21,692,404	84.3%
Other Expenditures	98,076	63,860	64,760	66,475	4.1%
Total Expenditures	60,059,979	61,200,380	65,535,704	80,590,668	31.7%
Funding Sources:					
Project Share	18,692	17,450	17,450	17,450	0.0%
Water	5,880,068	6,339,542	7,626,540	6,113,621	-3.6%
Sewer	4,451,361	4,408,474	5,610,995	4,479,511	1.6%
Electric	44,892,228	46,090,433	46,223,503	52,833,538	14.6%
Storm Sewer Utilities	354,542	621,457	1,107,167	838,623	34.9%
Resource Recovery	4,435,877	3,223,024	3,257,524	4,407,925	36.8%
G.O. Bonds	27,211	500,000	1,692,525	1,500,000	200.0%
Electric Revenue Bonds	-	-	-	10,400,000	
Total Funding Sources	60,059,979	61,200,380	65,535,704	80,590,668	31.7%

RESOURCE RECOVERY OPERATIONS

481

The City of Ames and surrounding communities are served by the Arnold O. Chantland Resource Recovery Center. Communities sharing in this endeavor are Cambridge, Colo, Gilbert, Huxley, Kelley, Maxwell, McCallsburg, Nevada, Roland, Slater, Story City, Zearing, and unincorporated Story County. Costs to these communities are figured on a per capita basis, using 2000 census figures. Operations include separating combustible material and processing it into refuse derived fuel (RDF). The RDF is sold as a supplemental fuel to the electric utility. The remaining material has been contract-hauled to the Boone County Landfill since July 1992. (The City of Ames closed its landfill on June 30, 1992.) Ferrous metals are also separated and sold on the scrap market for recycling. Plant maintenance is conducted during an annual two week down time to do major repairs in addition to the daily routine maintenance and repairs. Yard waste activities involve the source separation and contracted land application of "yard waste" (leaves, grass, tree limbs, etc.). In 2006, glass recycling was added to the recycling options provided by the plant.

Service Objectives:

- ✓ Provide an environmentally sound and socially responsible method of solid waste disposal
 - ✓ Research possible bio-energy connections with the Power Plant
 - ✓ Provide refuse derived fuel to the Power Plant as an alternative fuel source to coal
 - ✓ Maintain positive relationships with member agencies
 - ✓ Expand glass recycling
- ✓ Maintain the Household Hazardous Materials (HHM) program
 - ✓ Continue community connections through school science fairs, service club presentations, and VEISHEA displays
 - ✓ Maintain the closed landfill
 - ✓ Provide yard waste disposal for Ames residents
 - ✓ Pursue grant for non-ferrous metal recovery system

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	1,005,341	1,066,955	1,032,404	1,108,012	3.8%
Contractual	1,674,609	1,732,869	1,802,091	1,767,408	2.0%
Commodities	254,785	242,450	234,566	251,005	3.5%
Capital	1,508	3,750	3,750	4,500	20.0%
Total Expenditures	2,936,243	3,046,024	3,072,811	3,130,925	2.8%
Funding Sources:					
Resource Recovery	2,936,243	3,046,024	3,072,811	3,130,925	2.8%
Total Funding Sources	2,936,243	3,046,024	3,072,811	3,130,925	2.8%
Personnel - Authorized FTE	15.11	15.11	15.11	15.11	

RESOURCE RECOVERY OPERATIONS

481

Highlights:

The **per capita charge** remains at \$10.50 which equals \$423,475 for the City's share. **Tipping fees** for municipal solid waste remain at \$52.75/ton; cars are \$8.00; and pickups, vans, and vehicles with trailers are \$22.00.

Resource Recovery has contracted with Prairie Rivers RC & D to perform a **bio-energy assessment** of the refuse derived fuel (RDF). This assessment could help determine the viability of converting RDF into a cleaner-burning, more marketable bio-fuel product.

A **non-ferrous separation system** is being planned for installation in FY 2008/09 subject to receipt of a low-interest loan from the Iowa Department of Natural Resources. This system will recover metals such as aluminum, copper or stainless steel that are currently being landfilled. Although the volume may be low, the market value projects a three to six year payback for the \$1.1 million project.

The **glass recycling program** was expanded to the Iowa State University campus and Nevada in FY 2007/08. Other member communities may be included in FY 2008/09.

Incoming tonnage increased by about one percent in 2007. That trend is expected to continue. The Resource Recovery System continues its community connection by coordinating with an ISU professor-led Skunk River Navy to process and recycle nearly 4.75 tons of materials collected during Ames area river cleanups. Resource Recovery staff continue to act as educators at area school science nights and other classroom educational opportunities.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Tons of refuse into plant (tons available)	54,632	56,766	58,000	59,000
ISU tons into plant	4,366	3,957	3,755	3,800
Tons of refuse processed	54,497	50,792	55,000	58,500
Pounds of HHM* collected	7,242	8,417	9,250	10,000
Tons of glass recycled	21	83	90	100
Average # of vehicles/free yard waste day	1,048	1,115	1,036	1,100
Efficiency and Effectiveness:				
% of available materials processed	99%	89%	94%	99%
Tons processed/operation hour	20.44	20.29	20.00	20.00
Processing costs/processed tons (including ISU)	\$30.99	\$35.85	\$34.71	\$33.59
Total expenses/processed tons (including ISU)	\$53.96	\$57.80	\$56.09	\$53.53
Reject disposal rate/ton	\$39.50	\$39.50	\$40.50	\$40.50
Reject transportation rate/ton	\$11.16	\$11.49	\$11.69	\$12.50
Average cost/user free yard waste day	\$4.10	\$3.59	\$3.86	\$3.75

* Household Hazardous Materials

WATER OPERATIONS

482 -- 35

Activity Description:

The water utility provides safe, economical drinking water to the community. The utility provides potable water according to state regulations pertaining to “drinking water standards” enforced by the Department of Natural Resources. Water is provided to industrial, commercial, and residential users within the community. Water sales began in 1997 to a rural water system serving areas north and west of Ames. Production draws raw water from wells located in the underground aquifer serving Ames, and also includes drought contingency management to maintain capacity of the wellfields. Treatment processes water to meet standards set for the State of Iowa and includes disposal of residuals in an approved manner. Laboratory provides for overall laboratory services either in-house or from commercial providers to ensure that all standards are achieved. This also includes voluntary or non-regulated monitoring to further identify potential trends, problems, or future concerns. Pumping provides water to the distribution system and two water towers which help maintain sufficient water pressure for the community. A second pressure zone, including a pumping station and another water tower, was implemented in 2003 to improve service in southwest Ames. Through a system of Water Meters installed and maintained by the utility, water usage is measured for customers. This also includes programs for water conservation and backflow prevention.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Water Admin	525,307	579,359	599,235	587,897	1.5%
Production	229,046	355,850	382,479	410,488	15.4%
Treatment	1,243,408	1,311,867	1,360,139	1,446,042	10.2%
Laboratory	88,039	96,037	96,730	100,857	5.0%
Pumping	216,181	217,173	230,026	249,566	14.9%
Metering/Cross Connection	615,658	630,419	636,818	670,072	6.3%
Total Operations	2,917,639	3,190,705	3,305,427	3,464,922	8.6%
 Personnel – Authorized FTE	 18.75	 19.00	 19.00	 19.00	

WATER OPERATIONS

482 -- 35

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	1,404,811	1,470,365	1,486,164	1,540,407	4.8%
Contractual	918,630	1,060,643	1,165,248	1,210,153	14.1%
Commodities	578,268	645,665	638,015	680,162	5.3%
Capital	14,464	12,232	14,500	32,700	167.3%
Other	1,466	1,800	1,500	1,500	-16.7%
Total Expenditures	2,917,639	3,190,705	3,305,427	3,464,922	8.6%
Funding Sources:					
Water	2,917,639	3,190,705	3,305,427	3,464,922	8.6%
Total Funding Sources	2,917,639	3,190,705	3,305,427	3,464,922	8.6%

WATER ADMINISTRATION

482 -- 3501

This activity involves overall management of the water utility, except for the distribution system and customer services/billing functions. It includes source management, pumping from the wells, water treatment and residuals disposal, finished water storage, pumping to service, storage in the distribution system, laboratory and maintenance support, customer metering, research coordination, security activities, water conservation, and backflow prevention.

Service Objectives:

- ✓ Provide administrative oversight for the department
- ✓ Provide engineering and technical assistance to the divisions
- ✓ Plan for and prepare the department to meet the future needs of the utility
- ✓ Proactively promote the value of water conservation
- ✓ Develop and administer the overall water treatment budget
- ✓ Coordinate the implementation of utility security measures
- ✓ Participate in the city-wide Development Review Committee
- ✓ Prepare the annual Consumer Confidence Report
- ✓ Develop and implement the Capital Improvements Plan for the Water Utility (excluding distribution system improvements)

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	446,473	468,600	481,567	476,670	1.7%
Contractual	72,431	99,027	104,318	105,727	6.8%
Commodities	6,403	11,000	10,350	5,500	-50.0%
Capital	-	732	3,000	-	
Total Expenditures	525,307	579,359	599,235	587,897	1.5%
Funding Sources:					
Water	525,307	579,359	599,235	587,897	1.5%
Total Funding Sources	525,307	579,359	599,235	587,897	1.5%
Personnel - Authorized FTE	4.75	5.00	5.00	5.00	

WATER ADMINISTRATION

482 -- 3501

Highlights:

The demand for drinking water reached new record levels during the summer of 2007. The three-day peak average has grown at an average of 4-5% per year over the past five years. Continued growth at this rate will result in the demand exceeding the capacity of the Water Treatment Plant in five to six years. A **sustained water conservation publicity program** was initiated in 2007 and is proposed to continue as an annual activity. The FY 07/08 budget includes funds for a **Water Plant Open House** in the spring of 2008.

Planning for the **design and construction of a new Water Treatment Plant** will be a major task for the engineering staff in the coming year. In addition to a primary design consultant, staff are proposing to develop an independent **value engineering team** to review the work of the consultant and identify ways to improve the plant design and maximize the value of this significant investment in the future of the water utility.

Considerable **staffing changes** have taken place in the administrative work group over the past year, with a new Director, Assistant Director, and two new Environmental Engineers. Additionally, two part-time engineering positions were increased to full-time. Construction observation activities continue to be aided by the use of an engineering intern from Iowa State University. This program area also includes an intern position for water conservation marketing activities.

One area of continued growth is the expanded use of lawn irrigation systems. The number of irrigation systems has grown from less than 100 five years ago to more than 500. **Water conservation efforts** over the next year will focus more specifically on educating homeowners and property managers on efficient lawn watering practices.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Total revenue, \$ million	\$6.448	\$6.701	\$6.485	\$6.608
Water pumped to mains, billion gallons/year	2.311	2.440	2.560	2.640
CIP project load, \$ million	\$0.364	\$0.886	\$2.093	\$2.415
Efficiency and Effectiveness:				
Satisfaction Survey "very + somewhat"				
Overall w/ water utility	97%	91%	86%	>90%
Overall w/ water rates	88%	92%	73%	>90%
Typical single-family water bill (600 cf/mo)	\$15.64	\$15.64	\$15.64	\$15.64
Median of IA cities >10,000 population	\$14.64	\$14.64	\$15.64	\$15.64

WATER PRODUCTION

482 -- 3510

This activity involves the pumping of untreated water from wells which is treated for human consumption (potable). A total of 22 wells are currently available for potable supply. In addition, an interconnect with the Iowa State University water supply provides for additional water supply capacity. Effective January 2004, the five non-potable wells used for industrial purposes were transferred to the Electric Services Department. All wells draw from the South Skunk River/Squaw Creek buried channel aquifers, which consist of glacial sand and gravel formations at depths of 90-160 feet. Under drought conditions, capacity of the aquifer is limited; but it can be supplemented through artificial recharge by pumping from Ada Hayden Heritage Park lakes or Peterson Pits and creating a holding pond at the low-head dam in River Valley Park.

Service Objectives:

- ✓ Provide a developed source water supply capable of meeting peak water demands under moderate drought conditions
- ✓ Rehabilitate wells on a regular schedule to maintain capacity
- ✓ Blend water from multiple wells to maximize treatment efficiency and energy efficiency
- ✓ Monitor groundwater levels, allowing individual well pumping to be managed at a sustainable rate
- ✓ Provide protection of the source water supply from contamination

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	60,943	63,623	66,116	80,488	26.5%
Contractual	161,904	254,277	295,713	293,350	15.4%
Commodities	4,733	36,150	19,150	20,150	-44.3%
Capital	-	-	-	15,000	
Other Expenditures	1,466	1,800	1,500	1,500	-16.7%
Total Expenditures	229,046	355,850	382,479	410,488	15.4%
Funding Sources:					
Water	229,046	355,850	382,479	410,488	15.4%
Total Funding Sources	229,046	355,850	382,479	410,488	15.4%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

WATER PRODUCTION

482 -- 3510

Highlights:

Completion of a three-year **Water Supply Capacity Study** is expected during the summer of 2008. This comprehensive report will provide the foundation for a long-range source water supply plan for the water utility. The report will identify areas of the aquifer formation that are suitable for future well field development, as well as identify the primary capture zones for existing wells. Providing protection of the aquifer in these capture zones will be the goal of a **source water protection plan** that will be developed with assistance from an ISU environmental planning intern.

Construction of the final **three wells at the Hunziker Youth Sports Complex** was completed in 2007, bringing the estimated supply capacity under drought conditions to 11.0 to 11.5 million gallons per day (MGD). Construction of a **Raw Well Water Transmission Pipeline**, planned to begin in FY 08/09, will increase the productivity of the existing wells by an additional estimated 1.0 MGD simply by reducing pipeline restrictions in the current raw water piping system.

Two factors are driving the increase in contractual expenses. In order to preserve capacity from the wells over an extended period of time, each well must be periodically rehabilitated. The **annual well rehabilitation schedule** was increased from one to two wells a year to four to five wells a year, with the increased contractual expenses being partially offset by reductions in commodities expenses. The peak summer demands for water occur when the groundwater level is at seasonal lows, requiring more energy per gallon to pump the water from the aquifer. This period also coincides with the seasonal peak rates for electricity. As peak summer demands increase, there is a corresponding **increase in electrical expenses**.

The FY 08/09 request includes a temporary intern position to assist in the development of a **Source Water Protection Ordinance**. This ordinance would establish controls on the types of activities and development that take place in the primary capture zones of the municipal supply wells.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Potable supply – # of wells	19	19	22	22
Average day pumpage, MGD	5.88	6.11	6.10	6.10
Peak day pumpage, MGD	9.95	10.56	10.6	10.6
Estimated raw water capacity, MGD	10.5	10.5	11.5	11.5
Number of wells rehabilitated	2/19	0/19	5/22	5/22
Efficiency and Effectiveness:				
Electrical efficiency				
kW-hr/million gallons pumped	---	837	837	837
Peak month demand (MGD)	8.45	7.75	8.74	9.1
% of raw water capacity	81%	74%	76%	79%

WATER TREATMENT

482 -- 3520

This activity involves treatment of well water to potable standards of quality. A closely related goal is to meet all applicable state and federal standards. The raw water from city wells has a noticeable sulfur odor, high dissolved iron content, and a high level of dissolved minerals (i.e. hardness >25 grains). Treatment eliminates the sulfur odor, reduces iron to a trace, and reduces hardness to approximately 10 grains. Residuals (solids) remaining after treatment are diverted to lime sludge lagoons. Final disposal of these residuals is by land application to agricultural ground to adjust the soil pH as a means to maximize nutrient uptake by crops.

Service Objectives:

- ✓ Provide drinking water that meets all federal and state standards
 - ✓ Provide water that meets the aesthetic expectations of our customers (taste, odor, appearance)
 - ✓ Dispose of lime softening residuals in an environmentally sound, cost-effective manner
- ✓ Make efficient use of treatment inputs (chemicals, energy)
 - ✓ Maintain a treatment plant capacity capable of meeting the peak three-day average demand

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	444,809	462,187	468,673	492,855	6.6%
Contractual	386,991	407,200	448,986	468,517	15.1%
Commodities	402,082	437,980	437,980	466,970	6.6%
Capital	9,526	4,500	4,500	17,700	293.3%
Total Expenditures	1,243,408	1,311,867	1,360,139	1,446,042	10.2%
Funding Sources:					
Water	1,243,408	1,311,867	1,360,139	1,446,042	10.2%
Total Funding Sources	1,243,408	1,311,867	1,360,139	1,446,042	10.2%
Personnel - Authorized FTE	6.00	6.00	6.00	6.00	

WATER TREATMENT

482 -- 3520

Highlights:

Metrics for all categories of water demand set new records in 2007, with increases in the single-day peak (6% increase), average three-day peak (6% increase), and peak-month average (4% increase). Planning should begin when the demand reaches 85% of the plant capacity.

A substantial cost increase is reflected in the FY 08/09 request for **treatment chemicals**. The major expense is for the purchase of lime used for the softening process. The quantity of lime used is anticipated to increase by 1.7% as a result of increased demand. Additionally, higher fuel and delivery costs lead to an anticipated 7% increase in the cost per ton. **Lime sludge disposal costs** are increased due to a contract quantity increase. This increase, approved by Council in April 2007, was necessary to keep up with the additional sludge production resulting from increased demand over the past five years. Between the purchase cost of lime (\$344,850) and the disposal costs of the lime residuals (\$234,600), this material accounts for nearly 17% of the total Water Operations budget.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Months in 100% compliance with regulatory standards				
Drinking water quality	12/12	12/12	12/12	12/12
Monitoring/reporting	12/12	12/12	12/12	12/12
Billion gallons/year treated	2.148	2.030	2.10	2.10
# visitors touring Water Plant	---	297	500	300
Efficiency and Effectiveness:				
Peak 3-day average demand, MGD	8.89	9.50	9.81	10.1
As a % of treatment capacity	74%	79%	82%	84%
Operating budget, \$ per MG treated	\$1,300	\$1,437	\$1,574	\$1,653
Energy efficiency, kW-hr/MG treated	---	920	920	920
Lime sludge disposal, wet tons/year	22,072	26,132	26,000	26,000
Wet tons/MG treated	9.1	12.9	12.4	12.4
Satisfaction Survey "very + somewhat"				
Overall w/ water quality	95%	91%	91%	>90%

WATER LABORATORY

482 -- 3540

The Laboratory Services Division personnel and expenses are shared between the Water (20%) and WPC (80%) programs. All budget and personnel are shown in the Sewer Fund, and the 20% Water Fund share appears as an interfund reimbursable under contractual services.

This activity involves overall laboratory services for the Water Plant, including lime sludge recycling operations, and all of the safe drinking water analysis required by state/federal regulatory agencies. Analytical capabilities also allow for routine sampling to screen for the potential presence of unregulated constituents, developing trend information, and identifying constituents which may become regulated in the future. Laboratory services for other departments (i.e. Public Works, Electric, and Parks and Recreation) are provided within existing capabilities.

More specific budget and personnel information can be found under Water Pollution Control Operations – WPC Laboratory.

Service Objectives:

- ✓ Perform regulatory compliance monitoring for drinking water permit
 - ✓ Provide assistance to customers on drinking water quality issues
 - ✓ Provide bacterial testing for new water mains
 - ✓ Provide technical support for the plant operations and maintenance staff
- ✓ Maintain Environmental Laboratory certification
 - ✓ Maintain knowledge of current and future regulations
 - ✓ Provide bacterial testing for City of Ames pools

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Contractual	88,039	96,037	96,730	100,857	5.0%
Total Expenditures	88,039	96,037	96,730	100,857	5.0%
Funding Sources:					
Water	88,039	96,037	96,730	100,857	5.0%
Total Funding Sources	88,039	96,037	96,730	100,857	5.0%
Personnel – Authorized FTE	0	0	0	0	

WATER LABORATORY

482 -- 3540

Highlights:

Certification of laboratory facilities, procedures, and staff must be renewed every two years. The certification consists of an on-site inspection performed by the University of Iowa Hygienic Laboratory and the Iowa Department of Natural Resources. The most recent certification review was conducted in October 2007.

The Laboratory staff completed the triennial **Lead and Copper Monitoring** during the summer of 2007. This is a mandatory program that requires sampling of water at locations that have the highest potential for having elevated lead or copper in the drinking water, due to the specific type of internal plumbing used in the property. The results of this monitoring were far below the U.S. Environmental Protection Agency's action limits.

Laboratory staff have been working in cooperation with Public Works Utility Operations staff to help identify water mains that need to be flushed more frequently to **maintain water quality at a high level**. A total of 379 water samples were collected and analyzed by the Laboratory as a part of this program.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of consecutive years certified	9	10	11	12
Bacterial water quality analyses				
Distribution system monitoring	702	666	670	700
New service lines/mains	161	115	120	120
Efficiency and Effectiveness:				
Total samples received	3,091	3,289	3,200	3,200
Number of in-house analyses	15,924	16,154	16,100	16,100
Percentage completed in-house	95%	96%	96%	95%

WATER PUMPING

482 -- 3550

This activity involves pumping treated water from the plant site to the water distribution system. After treatment is complete, water flows by gravity to three ground storage reservoirs on the plant site. Water is then pumped into the distribution system for delivery to individual customers. Elevated storage tanks are used to balance between high- and low-demand periods and also to maintain a reserve supply for fire protection.

The distribution system is split into two zones. Water pressure in the East Zone is maintained by the four pumps in the High Service Pump Station at the Water Treatment Plant and by the elevated storage tank on Bloomington Road. Pressure in the West Zone is provided by a booster pump station at State and Mortensen and by the elevated water tank on County Line Road near Highway 30.

The elevated tank on North Dakota Avenue was removed from service in 2003. The North Dakota Avenue tank will eventually be dismantled.

Service Objectives:

- ✓ Maintain distribution system pressures in a general range of 50 to 90 psi
- ✓ Maintain adequate disinfectant residual to provide bacterially safe drinking water
- ✓ Maintain an adequate elevated storage capacity to meet peak day demands plus sustain fire flows

	2005/06	2006/07	2006/07	2007/08	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	60,941	63,623	63,476	66,316	4.2%
Contractual	153,197	142,950	155,950	179,500	25.6%
Commodities	2,043	3,600	3,600	3,750	4.2%
Capital	-	7,000	7,000	-	-100.0%
Total Expenditures	216,181	217,173	230,026	249,566	14.9%
Funding Sources:					
Water	216,181	217,173	230,026	249,566	14.9%
Total Funding Sources	216,181	217,173	230,026	249,566	14.9%

Personnel – Authorized FTE	1.00	1.00	1.00	1.00
-----------------------------------	------	------	------	------

WATER PUMPING

482 -- 3550

Highlights:

A **new elevated water storage tank** at State and Mortensen (SAM) is currently under construction and is expected to be placed in service by fall of 2008. Once this tank is in operation, the Bloomington Road Elevated Tank (BRET) will be temporarily taken out of service and repainted.

The majority of the increases in contractual expenses proposed are due to implementation of **safety and loss prevention recommendations** from the City's insurance carrier. The electrical breakers at the pump station will undergo current injection testing (\$12,000) to detect the potential for electrical fire or equipment failure. Cable and conduit trays will be sealed between rooms in the High Service Pump Station (\$2,000) to slow the spread of fire from one part of the building to another. Additional contractual increases are related to **charges for electricity** which have increased as a result of additional summertime demand for drinking water.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Peak day demand, MGD	9.26	9.84	10.22	10.5
As a % of high service pump capacity	58%	62%	64%	66%
Water pumped to west zone (MGY)	324	319	320	320
As a % of total water pumped	14%	13%	14%	14%
Efficiency and Effectiveness:				
Energy efficiency, kW-hr/million gallon				
High service pump station (east zone)	---	861	861	861
SAM pump station (west zone)	---	407	407	407

WATER METERING/CROSS CONNECTION CONTROL

482 -- 3560

Because the water utility operates as a self-sustaining enterprise, water usage by all customers must be metered as accurately as possible. Program activities include installing meters on new services/irrigation systems, replacing existing meters on a routine change schedule, and responding to a wide variety of service calls. Through the meter service and leak detection activities, the goal is to maintain unaccounted-for water below 10% of total delivery to the mains.

Beginning on January 1, 1996, state and federal mandates require the City to implement a cross-connection control program (i.e. backflow prevention) to further protect the water supply from potential contamination sources. Pending federal legislation may also require implementation of a water conservation program.

Service Objectives:

- ✓ Maintain fiscal accountability through accurate metering
- ✓ Assist customers in identifying in-home leaks
- ✓ Reduce the potential for contamination of drinking water from cross-connections
- ✓ Track water loss throughout the distribution system

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	391,645	412,332	406,332	424,078	2.8%
Contractual	56,068	61,152	63,551	62,202	1.7%
Commodities	163,007	156,935	166,935	183,792	17.1%
Capital	4,938	-	-	-	
Total Expenditures	615,658	630,419	636,818	670,072	6.3%
Funding Sources:					
Water	615,658	630,419	636,818	670,072	6.3%
Total Funding Sources	615,658	630,419	636,818	670,072	6.3%
Personnel - Authorized FTE	6.00	6.00	6.00	6.00	

WATER METERING/CROSS CONNECTION CONTROL

482 -- 3560

Highlights:

Unaccounted-for water had been less than 10% for decades. National data document typical averages between 12 to 18%. Over the past two years, a significant increase in unaccounted-for water has occurred, but no explanation has yet been found. Water Meter staff have reviewed the metering accuracy of all large customer accounts and found no significant deficiencies. Routine evaluations of smaller meters have not shown any major changes in the accuracy of the metering inventory. Evaluation of the cause for the increase is ongoing. To improve comparability of a lost-water benchmark to other utilities, staff are reviewing a change to the way unaccounted-for water is tracked and calculated.

The pace of **new meter installations has slowed tremendously** so far in FY 07/08. The increase in commodity expenses is due to a **rapid rise in the price of copper and bronze products**.

The **cross-connection control program** (a.k.a. backflow protection) is following the Council-adopted implementation plan. The program was revised in February 2007 with considerable support from the plumbing community. The revisions did not change the overall philosophy of the program; instead, the changes were intended to make the program requirements simpler to understand.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Meters in service (end of year)				
Primary customers	16,087	16,406	16,664	16,964
Yard meters	<u>1,671</u>	<u>1,712</u>	<u>1,763</u>	<u>1,813</u>
Total	17,758	18,118	18,427	18,774
 Total service orders completed	 2,786	 2,411	 2,880	 2,950
 Cross-connection control program				
# of backflow devices in service	1,754	1,829	1,948	2,000
# of irrigation systems in service	449	496	535	575
 Efficiency and Effectiveness:				
Meter change-out program				
Routine meter changes	825	967	1,465	1,480
As a % of total inventory	5.1%	5.3%	8.1%	7.8%
Non-routine meter changes	322	185	195	200
 Unaccounted-for water, %	 8.7%	 15.6%	 10.0%	 <10.0%
 Average cost per meter in service (operating budget/total meters)	 \$32.18	 \$33.98	 \$35.23	 \$36.35

WATER DISTRIBUTION MAINTENANCE/UTILITY LOCATING

482 -- 8283

The responsibilities of this activity are repairing water mains as quickly and efficiently as possible during emergency water main break situations, maintenance of fire hydrants to ensure workability when needed for emergency purposes, and construction of minor improvements to the water distribution system. An annual hydrant flushing program that is performed each spring and utility locating are also included in this activity.

Service Objectives:

- ✓ Maintain and repair the water distribution system to ensure safe and continuous flow of water to customers
 - ✓ Flush, paint and repair fire hydrants annually
 - ✓ Replace broken or malfunctioning valves
- ✓ Isolate and repair major leaks in the system
 - ✓ Exercise existing valves
 - ✓ Perform utility locates

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	515,160	550,471	541,214	570,066	3.6%
Contractual	185,176	188,910	190,411	184,149	-2.5%
Commodities	144,962	112,050	121,500	120,700	7.7%
Capital	40	-	-	-	
Other	-	-	-	-	
Total Expenditures	845,338	851,431	853,125	874,915	2.8%
Funding Sources:					
Water	810,578	810,537	816,304	836,799	3.2%
Sewer	34,760	40,894	36,821	38,116	-6.8%
Total Funding Sources	845,338	851,431	853,125	874,915	2.8%
Personnel - Authorized FTE	7.15	7.60	7.35	7.35	

WATER DISTRIBUTION MAINTENANCE/UTILITY LOCATING

482 -- 8283

Highlights:

The number of **locates** reflects a decrease in minor construction activity. A temporary employee continues to help with the locating activity (\$9,600) by working from May through October, the busiest months of the year.

In FY 2008/09, \$9,120 is included for **temporary workers** to help with maintenance and to paint fire hydrants.

Temporary iron filters continue to be installed (at a cost of \$3,500 annually) in areas targeted for water main replacement due to high iron content which causes citizens to experience rusty water.

In collaboration with the Ames Fire Department, Utility Maintenance crews have received **open trench rescue training**.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Miles of water main in system	232	248	250	250
Water main breaks	21	51	40	40
Rusty water complaints	12	7	5	5
Water main abandonments	5	11	7	7
Fire hydrants in system	2,406	2,457	2,475	2,475
# of valves in system	3,937	4,100	4,100	4,100
Fire flow tests	11	4	3	3
Bacteriological tests (mains, fire lines)	262	117	150	150
Call outs	28	53	40	40
Utility locates performed	5,779	5,608	5,700	5,700
# of fire hydrants repaired		15	20	20
# of fire hydrants painted		1,432	1,400	1,400
# of valves exercised		600	650	650
Efficiency and Effectiveness:				
% of fire hydrants flushed		100%	100%	100%
Cost per locate	\$14.34	\$15.90	\$16.73	\$17.04

STORM SEWER MAINTENANCE

483 -- 77

The Environmental Protection Agency (EPA) Phase II Storm Water Regulations, which became effective in FY 2003/04, require the City to become more active in education, public relations, and regulation of storm water quality. The Storm Sewer Maintenance activity provides resources to comply with the maintenance and inspection requirements of this unfunded mandates.

Service Objectives:

- ✓ Provide uninterrupted storm water drainage service
- ✓ Construct minor improvements
- ✓ Inspect and repair storm sewer outlets, manholes, and outfalls

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
	Actual	Adopted	Adjusted	Mgr Rec	
Expenditures:					
Personal Services	118,705	165,526	147,279	155,321	-6.2%
Contractual	48,975	57,981	62,896	63,457	9.4%
Commodities	22,051	46,650	47,650	47,650	2.1%
Capital	-	-	-	-	
Total Expenditures	189,731	270,157	257,825	266,428	-1.4%
Funding Sources:					
Storm Sewer Utility	189,731	270,157	257,825	266,428	-1.4%
Total Funding Sources	189,731	270,157	257,825	266,428	-1.4%
 Personnel - Authorized FTE	 1.46	 1.66	 1.66	 1.66	

STORM SEWER MAINTENANCE

483 -- 77

Highlights:

Included in FY 2007/08 is \$20,000 for **repair of leaking pipes in basements in the Downtown Cultural District**. Tree removals in the College Creek area (\$20,000) have been postponed until FY 2008/09. This tree removal was initially scheduled for FY 2005/06, but is not yet warranted. Based on current storm water regulations, removing all of the trees as originally planned would be detrimental to drainage in the area. Staff will, therefore, continue to monitor the situation and to review options for removal of only those trees that will not affect drainage.

To help address a growing need in this area, a **new annual program—Storm Water Facility Rehabilitation**—will be introduced in the CIP in FY 2008/09 for long-term maintenance of retention facilities.

Included in FY 2008/09 is \$20,000 for materials for intake repairs. About 100 intake and 30 manhole repairs per year are typically accomplished by City crews.

Also included in FY 2008/09 is \$10,000 for televising and cleaning parts of the storm sewer system.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Miles of storm sewer in system (totals do not include footing and subdrains)	230	234	236	236
Lineal footage televised	5,100	7,600	7,500	7,500
System blockages cleaned	12	38	35	35
Lineal footage cleaned	6,800	8,160	8,000	8,000
Intakes/manholes repaired by City crews	70	29	30	30
Intakes/manholes repaired by contract	171			
Intakes inspected and cleaned	1,050	378	350	350
Storm water detention/retention inspected	n/a	100	100	100

WPC OPERATIONS

484 -- 30

Description and Purpose of Activity:

This activity involves the treatment of wastewater to comply with clean water standards set by the Iowa Department of Natural Resources (IDNR), after which it is discharged into the South Skunk River.

The Water Pollution Control (WPC) treatment plant began full operation in November 1989. Minor operation adjustments continue, but overall performance of the plant is excellent. This facility has not violated any discharge requirement set by IDNR during the design process since partial operation began. Current objectives are two-fold: to continue to maintain as high treatment standards as possible throughout the year and to operate and maintain the plant in the most efficient manner possible.

	2006/07	2007/08	2007/08	2008/09	% Change
Activities:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Administration	592,192	625,351	661,129	637,200	1.9%
Plant Maintenance	512,622	498,884	543,892	561,116	12.5%
Plant Operation	962,710	1,121,254	983,577	1,030,398	-8.1%
Laboratory	352,154	385,248	386,918	403,430	4.7%
Total Operations	2,419,678	2,630,737	2,575,516	2,632,144	0.1%
 Personnel - Authorized FTE	 22.25	 22.50	 22.50	 22.50	

WPC OPERATIONS

484 -- 30

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	1,544,482	1,664,583	1,627,472	1,712,607	2.9%
Contractual	668,558	788,654	752,144	752,787	-4.5%
Commodities	166,094	144,500	159,900	146,000	1.0%
Capital	35,714	28,000	31,000	15,750	-43.8%
Other Expenditures	4,830	5,000	5,000	5,000	0.0%
Total Expenditures	2,419,678	2,630,737	2,575,516	2,632,144	0.1%
Funding Sources:					
Sewer	2,419,678	2,630,737	2,575,516	2,632,144	0.1%
Total Funding Sources	2,419,678	2,630,737	2,575,516	2,632,144	0.1%

WPC ADMINISTRATION

484 -- 3001

This activity involves overall management of the Water Pollution Control utility, except for the collection system and customer services/billing functions. It includes collection system lift stations, industrial pretreatment program, high-strength surcharge, wastewater treatment, residuals recycling, farm operations, laboratory and maintenance support, stream level monitoring/flood warning, and research coordination.

Service Objectives:

- ✓ Provide administrative oversight for the department
- ✓ Provide engineering and technical assistance to the divisions
- ✓ Plan for and prepare the department to meet the future needs of the utility
- ✓ Implement the Industrial Pretreatment Program
- ✓ Develop and implement the Capital Improvements Plan for the Water Pollution Control Plant
- ✓ Administer the High-Strength Surcharge Program
- ✓ Develop and administer the overall Wastewater Treatment budget
- ✓ Administer the Flood-Warning System
- ✓ Participate in the city-wide Development Review Committee

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	495,082	525,576	523,137	536,079	2.0%
Contractual	65,378	70,125	89,942	70,371	0.4%
Commodities	26,902	24,650	40,050	25,750	4.5%
Capital	-	-	3,000	-	
Other Expenditures	4,830	5,000	5,000	5,000	0.0%
Total Expenditures	592,192	625,351	661,129	637,200	1.9%
 Funding Sources:					
Sewer	496,441	558,351	594,129	570,200	2.1%
Farm Land Income	69,661	50,000	50,000	50,000	0.0%
Flood Warning Reimbursement	26,090	17,000	17,000	17,000	0.0%
Total Funding Sources	592,192	625,351	661,129	637,200	1.9%
 Personnel - Authorized FTE	 5.75	 6.00	 6.00	 6.00	

WPC ADMINISTRATION

484 -- 3001

Highlights:

A primary activity during the past year has been to restart the stalled **National Pollutant Discharge Elimination System** (NPDES) permit application. Application was made to the Iowa Department of Natural Resources (IDNR) for a permit renewal in February 1999, but no action was taken by IDNR. A detailed assessment was performed to confirm discharge levels that are adequately protective of water quality in the South Skunk River. Staff conducted two **public open houses** to share the assessment results with interested residents. Council approved the submission of an updated permit renewal application to IDNR; that submittal was made in October 2007. Staff are hopeful that a new permit will be received soon.

Considerable **staffing changes** took place in the administrative workgroup over the past year, with a new Director, Assistant Director, and two new Environmental Engineers. Additionally, two part-time engineering positions were increased to full-time. Construction observation activities are aided by the use of an engineering intern from Iowa State University. The change in FY 07/08 commodity expenses is related to wastewater flow metering at Hach.

Staff have worked with the National Weather Service (NWS) to share information from the **Ames Flood-Warning System**. City data on both precipitation intensity and river levels are transmitted to the NWS every 15 minutes. This will allow the NWS to provide more precise predictions for the Ames area. Staff have also shared the computer models for the South Skunk River and Squaw Creek with NWS hydrologists.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total revenue, \$ million	\$4.768	\$5.012	\$4.878	\$4.896
Wastewater treated, billion gallons/year	1.887	2.475	2.25	2.50
Peak day, million gallons/day	8.57	22.0	12.1	12.1
Number of pretreatment permits	18	15	15	15
Number of pretreatment inspections	12	9	9	9
CIP project load, \$ million	\$0.222	\$0.895	\$1.044	\$0.580
Efficiency and Effectiveness:				
Satisfaction Survey "very + somewhat"				
Overall w/ sanitary sewer utility	97%	90%	96%	>90%
Overall w/ sanitary sewer rates	87%	88%	80%	>90%
Typical single-family sewer bill (600 cf/mo)	\$15.35	\$15.35	\$15.35	\$15.35
Median of IA cities >10,000 population	\$15.59	\$15.59	\$16.97	\$16.97

WPC PLANT MAINTENANCE

484 -- 3010

This activity involves the preventive maintenance program for the WPC Plant and equipment, four collection system lift stations, and biosolids recycling operations. Solids (residuals) removed during the treatment process are treated and recycled to cropland for the nutrient and soil conditioning benefits. Additional responsibility includes installation and maintenance of the early flood-warning system for the City of Ames.

Service Objectives:

- ✓ Protect the community's investment in wastewater treatment by maintaining the existing plant infrastructure
- ✓ Administer the Land Application Program in an environmentally sound manner and in compliance with the facility's NPDES permit
- ✓ Maintain the flood-warning infrastructure for precipitation and stream level monitoring

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	237,353	239,905	280,972	295,614	23.2%
Contractual	139,492	171,779	175,720	175,802	2.3%
Commodities	111,402	84,700	84,700	83,700	-1.2%
Capital	24,375	2,500	2,500	6,000	140.0%
Total Expenditures	512,622	498,884	543,892	561,116	12.5%
Funding Sources:					
Sewer	512,622	498,884	543,892	561,116	12.5%
Total Funding Sources	512,622	498,884	543,892	561,116	12.5%
Personnel – Authorized FTE	5.00	5.00	5.00	5.00	

WPC PLANT MAINTENANCE

484 -- 3010

Highlights:

What was once affectionately referred to as the “new WPC Plant” is now an 18-year-old facility. The plant is experiencing a **significant increase in maintenance expenses** because many of the mechanical systems are beginning to reach the end of their design life. Components, such as air handling systems, electrical equipment and controls, and pumps and piping, are exposed to very corrosive conditions that limit their useful life.

Staff are constantly looking for proactive ways to limit ongoing maintenance costs. One example is a change in the **maintenance practices for the co-generation system** that uses the methane gas formed during digestion for onsite electricity generation. The methane engines had been experiencing significantly reduced maintenance cycles between major overhauls. Staff have adjusted a number of routine maintenance practices, resulting in increased intervals between costly overhauls. The most dramatic adjustment is that the engine oil is now changed based on the ratio of Total Acid to Total Base numbers in the oil (a data-driven decision). This change resulted in a modest increase in commodities for engine oil but allows major engine overhaul expenses in the Capital Improvements Plan to be postponed.

The increase in **payroll expenses** is due to prior year shifting of employees from maintenance to operations to cover a number of long-term absences. Staffing expenses are now shown at the more normal level.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Biosolids recycling				
Total quantity disposed, tons/year	1,234*	396	400	400
Grit recycling				
Total quantity disposed, tons/year	152	143	150	150
Methane gas production				
Million cubic feet/year (estimated)	21	21	21	21
Efficiency and Effectiveness:				
Energy efficiency				
kW-hr per MG treated	2,596	2,073	2,250	2,250
On-site production, 1,000 kW-hrs/yr	1,575	1,310	1,500	1,500
Percent of total plant demand	21%	18%	20%	20%

* FY 05/06 Biosolids quantities were higher due to cleaning of the sludge storage basin and flow equalization basins.

WPC PLANT OPERATION

484 -- 3020

This activity involves treatment of wastewater and solids to allow their return to the environment in a sound, sustainable fashion. A closely related goal is to meet all applicable state and federal Clean Water Act standards. Raw wastewater is primarily domestic sewage from residential and commercial facilities, but also includes non-domestic wastes contributed by industrial, institutional, medical, and research facilities. More than 90% of the conventional pollutants (i.e., biochemical oxygen demand, suspended solids, ammonia) are removed during treatment, and non-conventional parameters (i.e. heavy metals, other toxins) are reduced at the source or treated to levels below any adverse effect.

The WPC Plant Operation activity also includes the operation of the WPC farm. The land is owned by the City and used for application of the treated biosolids. A long-standing farm management agreement is in place with a neighboring farmer whose ground is also used for biosolids application.

Service Objectives:

- ✓ Protect the environment and public health by treating wastewater from the Ames community
- ✓ Meet the numerical discharge limitations of the facility's NPDES permit
- ✓ Operate the farm ground in a manner that preserves the land for biosolids application and provides a reasonable return to the City

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	450,773	522,032	442,712	483,131	-7.5%
Contractual	498,074	573,022	514,665	537,817	-6.1%
Commodities	2,698	3,700	3,700	3,700	0.0%
Capital	11,165	22,500	22,500	5,750	-74.4%
Total Expenditures	962,710	1,121,254	983,577	1,030,398	-8.1%
Funding Sources:					
Sewer	962,710	1,121,254	983,577	1,030,398	-8.1%
Total Funding Sources	962,710	1,121,254	983,577	1,030,398	-8.1%
Personnel – Authorized FTE	6.00	6.00	6.00	6.00	

WPC PLANT OPERATION

484 -- 3020

Highlights:

For the 17th consecutive year, the City of Ames Water Pollution Control Plant achieved **100% compliance with its NPDES discharge permit**. The facility was recognized by the National Association of Clean Water Agencies with a *Platinum-17 Peak Performance Award*. Ames was the only Iowa facility to be recognized with a *Platinum* award, and only two facilities in the entire U.S. have longer compliance streaks.

With the addition of a recreational designation for the South Skunk River and the anticipated inclusion of a bacterial standard in a new NPDES permit, staff are planning for a **new disinfection component** to the treatment process. Engineering staff have already attended training on system design, operation, and maintenance issues. While not reflected in the FY 08/09 budget, staff are anticipating that a new disinfection system will likely increase the overall plant electrical demand by 20 to 25% and that additional maintenance activities will be required.

The FY 08/09 CIP begins a five-year replacement cycle for the main pumps in the Raw Water and Trickling Filter Pump Stations. It also includes a review of the overall solids handling practices in the facility. The goal is to establish a long-term, cost-effective approach to solids processing and disposal.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Consecutive years with 100% permit compliance	16	17	18	19
# of visitors touring WPC*	--	--	--	300
Efficiency and Effectiveness:				
Number of permit violations (out of 1,163)	0	0	0	0
percent compliance	100%	100%	100%	100%
Operating budget, \$ per MG treated	\$1,213	\$978	\$1,134	\$1,060
Daily average flow (MGD)	5.17	6.78	6.2	6.8
Percent of design cap. (8.6 MGD)	60%	79%	72%	79%
Annual average BOD ₅ loading (lbs/day)	7,889	7,221	7,800	8,000
Percent design cap. (12,430 lbs/day)	63%	58%	63%	64%
Removal efficiency, percent	98%	97%	97%	>85%

* This is a new metric. Data tracking will begin in FY 08/09.

WPC LABORATORY

484 -- 3040

The Laboratory Services Division personnel and expenses are shared between the Water (20%) and WPC (80%) programs. All personnel and budget are shown in the Sewer Fund, and the 20% Water Fund share appears as an interfund reimbursable.

This activity involves overall laboratory services for the Water Pollution Control (WPC) Plant, industrial pretreatment program, and biosolids recycling activities. Analytical capabilities permit occasional checks for unregulated parameters. Laboratory services for other departments (i.e. Public Works, Electric, and Parks and Recreation) are provided within the Laboratory's existing analytical capabilities and workload.

Service Objectives:

- ✓ Perform regulatory compliance monitoring for NPDES permit
 - ✓ Perform sampling and analysis in support of the Industrial Pretreatment and High-Strength Surcharge Programs
 - ✓ Provide technical support for the plant operations and maintenance staff
 - ✓ Conduct the Urban Stream Monitoring Program
- ✓ Maintain Environmental Laboratory certification
 - ✓ Maintain knowledge of current and future regulations
 - ✓ Provide monitoring of ambient water quality upstream and downstream of the plant

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	361,274	377,070	380,651	397,783	5.5%
Contractual	53,653	69,765	68,547	69,654	-0.2%
Commodities	25,092	31,450	31,450	32,850	4.5%
Capital	174	3,000	3,000	4,000	33.3%
Other	-	-	-	-	
Sub-Total	440,193	481,285	483,648	504,287	4.8%
Water Fund Reimbursements	(88,039)	(96,037)	(96,730)	(100,857)	5.0%
Total Expenditures	352,154	385,248	386,918	403,430	4.7%
Funding Sources:					
Sewer	352,154	385,248	386,918	403,430	4.7%
Total Funding Sources	352,154	385,248	386,918	403,430	4.7%
Personnel – Authorized FTE	5.50	5.50	5.50	5.50	

WPC LABORATORY

484 -- 3040

Highlights:

Certification of laboratory facilities, procedures, and staff must be renewed every two years. The certification consists of an onsite inspection performed by the University of Iowa Hygienic Laboratory and the Iowa Department of Natural Resources. The most recent certification review was conducted in October 2007.

The laboratory continues to perform all of the sampling and analyses necessary to support the **industrial waste pretreatment program**. This program monitors those non-domestic customers who are either in one of several categories identified by the U.S. Environmental Protection Agency for specific monitoring or who have been determined to have the capacity to significantly impact the operation of the wastewater treatment plant. **Future regulatory changes** are beginning to drive an increased sample load for the laboratory. For the past year, analyses have been performed to collect background data in advance of new Total Dissolved Solids and Chloride regulations. Staff are also preparing for a workload increase from an anticipated *E. coli* standard.

Assessment of area surface waters continued under the **Urban Stream Monitoring Program** established by Council several years ago. Monitoring for bacterial quality takes place at a centralized point on each of the five main streams in Ames (Skunk River, Squaw Creek, Clear Creek, Worle Creek, College Creek).

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Consecutive years certified	9	10	11	12
Urban stream samples collected	35	35	35	35
Skunk River samples analyzed	148	148	148	148
Pretreatment samples collected	75			60
Plant samples (regulatory)	806	776	782	782
Plant samples (process control)	921	920	925	925
Efficiency and Effectiveness:				
Total analyses (water & wastewater)	16,669	16,790	16,800	16,800
Total average cost per analysis (Lab operating budget/total analyses)	\$26.68	\$26.41	\$28.81	\$30.02

SANITARY SEWER MAINTENANCE

484 -- 82

This activity provides cleaning and maintenance of the City's system of 198 miles of sanitary sewer lines by flushing the lines on a regular basis, as well as the repair of manholes and damaged lines, as needed. Manhole covers are changed to prevent infiltration of storm water during heavy rains.

Service Objectives:

- ✓ Flush 250,000 feet of sanitary sewer lines annually
 - ✓ Televising sanitary sewer lines
 - ✓ Repair sanitary sewer lines
- ✓ Repair manholes
 - ✓ Control roots in sanitary sewer lines
 - ✓ Respond to citizen trouble calls within two hours

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	204,534	188,887	198,406	208,920	10.6%
Contractual	139,419	136,856	152,853	164,781	20.4%
Commodities	23,372	18,000	20,050	40,050	122.5%
Capital	3,700	2,000	2,000	-	-100.0%
Total Expenditures	371,025	345,743	373,309	413,751	19.7%
Funding Sources:					
Sewer	371,025	345,743	373,309	413,751	19.7%
Total Funding Sources	371,025	345,743	373,309	413,751	19.7%
Personnel – Authorized FTE	2.75	2.30	2.55	2.55	

SANITARY SEWER MAINTENANCE

484 -- 82

Highlights:

Years of silt accumulation have resulted in reduced flow capacity of major trunk lines and in increased potential for infiltration backups. Included in FY 08/09 is \$20,000 for **cleaning interceptor sewers** to make major trunk lines run more efficiently.

Contract cleaning of the City's sanitary sewers and televising problem areas will be continued in FY 08/09 at a cost of \$70,000. City crews do maintenance only at trouble spots. The **sewer cleaning program** has resulted in fewer citizen-initiated trouble calls.

Included in FY 08/09 is \$3,000 for chemicals for grease control. There is also \$5,000 included for root control by contract.

Flood plain manhole casting/riser replacements (40 each) will be purchased for \$20,000 in FY 08/09 to reduce the amount of clear water that must be processed by the Water Pollution Control Plant.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Miles of sanitary sewer in the system	194	199	202	202
Number of manholes in system		3,843	3,900	3,950
Lineal feet of sanitary sewer cleaned by City crews	53,821	51,198	55,000	55,000
Lineal feet of sanitary sewer cleaned by contractor	140,000	171,604	175,000	175,000
Lineal feet of sanitary sewer televised	12,144	49,794	30,000	30,000
House connection sewer trouble calls	11	17	15	15
System blockages cleared	7	7	5	5
Lineal feet of root foaming (City crews)	3,200	9,000	0	0
Lineal feet of root foaming (contractor)	7,000	0	7,000	7,000
Lineal feet of root cutting	6,406	17,714	10,000	10,000
Sanitary sewer main repairs	4	6	5	5
Manholes raised	21	24	25	25
Call outs	26	31	29	29
Efficiency and Effectiveness:				
% of system cleaned	19.0%	21.1%	21.5%	21.5%

ELECTRIC UTILITY

485

Activity Description:

The Electric Utility provides the community with sufficient electric power for current and projected needs. Electric power is provided for industrial, commercial, and residential users, according to a rate structure adopted by ordinance. Through the City Council, the community exercises control over the Utility and its policies.

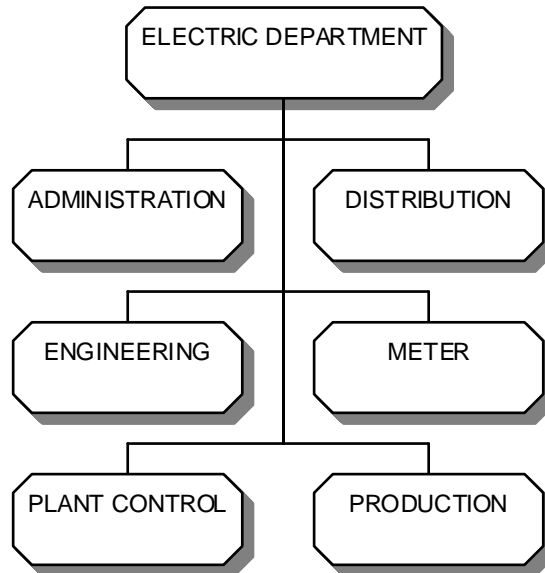
Electric Administration is responsible for directing the daily operations of the Utility and for providing the Electric Utility Operations and Advisory Board (EUORAB) with information useful for developing long-term maintenance and improvement plans. Electric Production is responsible for producing and purchasing electrical energy and for maintaining the associated equipment. Electrical energy is produced in the power plant by burning coal and refuse derived fuel (RDF) in the plant's boilers which generate steam for the steam driven turbine-generators. Peaking and emergency electric energy is produced by gas turbine-generators (jet engines whose thrust drives the associated electrical generators). Fuel and Purchased Power provides funding for purchasing coal and RDF burned in the boilers, fuel oil burned in the boilers and gas turbines, and electrical energy purchased from neighboring utilities (MidAmerica and CIPCO). Electrical Plant Control is responsible for maintaining the power plant's electrical and electric control equipment, and for maintaining the substations' electrical control equipment. Electrical Distribution is responsible for maintaining the electric transmission and distribution equipment which provides electricity to the community. Electric Extension and Improvements provides funding for purchasing equipment and constructing lines required to supply electricity to the Utility's customers. Electric Metering is responsible for installing and maintaining the electric meters used for billing the Utility's customers. Electric Engineering is responsible for engineering and planning related to and for supervising the operation of the Utility's transmission and distribution system, substations, and street lighting.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Electric Admin	1,319,502	1,390,122	1,392,950	1,429,217	2.8%
Electric Production	6,757,902	8,283,927	8,213,919	8,731,342	5.4%
Fuel & Purchased Power	21,024,846	21,952,164	21,922,833	26,224,063	19.5%
Electric Plant Control	910,782	1,075,633	1,075,125	1,279,703	19.0%
Electric Dist/Oper/Maint	2,226,948	2,550,523	2,554,736	2,737,018	7.3%
Electric Dist/Extn/Improv	1,904,529	1,678,022	2,111,800	1,845,900	10.0%
Electric Metering	394,071	435,550	431,732	445,806	2.4%
Electric Engineering	432,761	758,326	780,584	758,715	0.1%
Electric Operations	34,971,341	38,124,267	38,483,679	43,451,764	14.0%
Personnel - Authorized FTE	79.00	81.00	81.00	81.00	

ELECTRIC UTILITY

485

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	6,415,845	7,173,104	6,851,791	7,426,521	3.5%
Contractual	11,971,724	11,288,946	17,608,970	15,742,475	39.5%
Commodities	15,469,980	19,006,387	13,267,197	19,566,959	2.9%
Capital	1,113,257	655,295	755,186	715,259	9.2%
Other Expenditures	535	535	535	550	2.8%
Total Expenditures	34,971,341	38,124,267	38,483,679	43,451,764	14.0%
Funding Sources:					
Electric	34,971,341	38,124,267	38,483,679	43,451,764	14.0%
Total Funding Sources	34,971,341	38,124,267	38,483,679	43,451,764	14.0%



ELECTRIC ADMINISTRATION

485 -- 40

The Administration Division of the Electric Utility has responsibility for coordinating the work of the other divisions (Production, Plant Control, Distribution, Engineering, and Electric Metering) to ensure that the City of Ames continues to meet the needs of its electric customers under all conditions. The Director and the Assistant Director work to coordinate planning and engineering, production, distribution, and metering functions to this end. Administration also has considerable responsibility in the Utility's relationship with State and Federal agencies and in working with the Electric Utility Operations Review and Advisory Board (EUORAB) in long-range planning for the Utility.

The Director also oversees the Energy Services Program for the Ames Municipal Electric System. An Energy Services Coordinator develops, coordinates, and conducts programs promoting wise and efficient use of electrical resources.

Service Objectives:

- ✓ Develop and implement strategic, long-range plans to serve electric needs of customers (transmission, distribution, generation)
- ✓ Monitor revenues and expenditures for the Electric Services Department
- ✓ Develop, implement, monitor City's Demand Side Management program
- ✓ Focus on safety and safe operation and make it a high priority
- ✓ Continue to maintain open, positive relationships with state, regional and federal agencies
- ✓ Educate and encourage electric customers to consume energy responsibly
- ✓ Meet state and federal requirements for air emissions and environmental performance
- ✓ Coordinate with City Finance Department on funding needs/changes
- ✓ Reduce outages to customers and increase plant and power line availability

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	461,853	533,031	527,224	548,158	2.8%
Contractual	816,993	808,341	810,406	841,859	4.1%
Commodities	40,656	48,750	55,320	39,200	-19.6%
Capital	-	-	-	-	
Total Expenditures	1,319,502	1,390,122	1,392,950	1,429,217	2.8%
Funding Sources:					
Electric	1,319,502	1,390,122	1,392,950	1,429,217	2.8%
Total Funding Sources	1,319,502	1,390,122	1,392,950	1,429,217	2.8%
 Personnel - Authorized FTE	 5.00	 5.00	 5.00	 5.00	

ELECTRIC ADMINISTRATION

485 -- 40

Highlights:

This year has been an exciting and challenging one for the Electric Services Department.

On a high note, Electric Services began several new **Demand Side Management programs**. It is through these programs that incentives can be created for customers to use energy more efficiently. The programs have been well received, particularly in the air-conditioning rebate program where participation has been well above projections.

Some phases of the **transmission expansion plan** necessary to support the electrical needs of our customers have been completed. This includes the conversion of the Ames – Boone Junction line to 161 kV operation, and the installation of the Ames Plant and Stange 161 kV substations. Work is scheduled to begin on an in-town 161 kV line in the coming year. The City has not yet received a necessary franchise from the Iowa Utilities Board (IUB) to build the final, and most important leg of the project – a 161 kV line from Ames to Ankeny. Staff continues to work with the IUB and affected landowners to find a workable solution.

In early 2007, **Unit #7** was taken out of service for a scheduled overhaul. Unit #7, one of two coal-fired units, was first placed in service in 1967. During the overhaul, it was determined that additional work was required on the generator. This resulted in an outage of the unit that lasted until late October. The unit is now back in service and is operating at a significantly greater performance level than it was prior to the overhaul.

On Saturday, October 6, City of Ames Electric Services hosted an **open house** as a way to say thank you to the citizens of Ames. This event is held every year in conjunction with Public Power Week, and the entire community is invited. The event was located at the City's Utility Campus. Attendees were able to take a tour of the power plant, view displays, learn about conservation, ride in a bucket truck, play games, win door prizes, and have lunch with Electric Services. This year's event spotlighted the power plant employees. The weather was beautiful, and over 650 people turned out to "Make the Connection" with City of Ames Electric Services.

City of Ames Electric Services held its 6th annual **Energy Fair** on Saturday, March 31. In spite of poor weather, over 500 people attended. The fair allows attendees the opportunity to gather information aimed at helping them make better energy decisions. At the fair citizens were exposed to new energy efficiency technologies, had their energy questions answered, and met with area energy conservation products and services vendors. This year's event offered a sneak preview of Electric Services' new Smart Energy Demand Side Management programs. In addition, attendees were able to view interesting displays, play games, win door prizes, and join Electric Services for lunch. The event was a wonderful opportunity for Electric Services to meet with their citizen owners. Electric Services has received many positive comments from citizens and vendors.

In 2007, Electric Services began working with the Center for Sustainable Environmental Technologies at Iowa State University. A **study** was begun to examine the potential of extracting higher fuel value from the gasification and pyrolysis processes if used on the Refuse Derived Fuel (RDF) or from other biomass products such as cornstover. Through emerging technologies such as these, the City of Ames is working to further reduce dependence on oil and coal for electric production.

ELECTRIC ADMINISTRATION

485 -- 40

Highlights, continued:

Wind will also begin to play a greater role in electric production for the city. Ames, together with other municipal utilities in the state, is investigating the development of a “**wind farm**” that could exceed 100 MW in size. The process is in the early stages and no date has been set for when, or if, construction will start.

Service Accomplishments:	2005/06	2006/07	2007/08	2008/09
<u>Rating of electric service dependability</u>	Actual	Actual	Adjusted	Projected
Very satisfied	70%	70%	70%	72%
Somewhat satisfied	25%	27%	27%	25%
Total very/somewhat satisfied	95%	97%	97%	97%
 <u>% Ames rates are above (below) average of neighboring utilities</u>				
Residential – winter	(37%)	(35%)	(34%)	(29%)
Residential – summer	(30%)	(28%)	(27%)	(22%)
CAIDI (Customer Average Interruption Duration Index)				<100 minutes/customer
SAIDI (System Average Interruption Duration Index)				< 40 minutes/customer
SAIFI (System Average Interruption Frequency Index)				< 2.5 occurrences
 Efficiency and Effectiveness:				
<u>Demand Side Management</u>				
Prime time power switches installed this year/total	527/5,362	1,301/6,663	949/7,612	800/8,412
Air-conditioner rebates			157	250
Commercial light projects			9	50
Residential weatherization/audit			55	130
Residential light bulbs *				10,000
Residential appliance rebate *				75
Power factor rebate *				10
kW reduced (capacity)	1,877	2,332	2,902	3,384
kWh reduced (energy)			211,000	467,000
Energy Cost /kWh	\$0.0299	\$0.0309	\$0.0348	\$0.0355

* Possible future program



ELECTRIC PRODUCTION

485 -- 41

The Electric Production activity is a cost center for all Power Plant expenditures, except for Fuel and Purchased Power and Electric Plant Control. This includes operation and maintenance of the boilers, turbines, fuel handling system (coal and refuse derived fuel), and the remote operated combustion turbine.

Electrical demands are continuous and the operations group of the Electric Production Division must be staffed 24 hours per day. This group monitors the operating equipment at all times to ensure that customer demands are met. The maintenance group ensures a state of readiness at all times. This is accomplished by performing preventive maintenance and repairing unexpected breakdowns.

Service Objectives:

- ✓ Provide reliable low-cost energy to customers
 - ✓ Continue to improve the training and skill sets of employees
 - ✓ Continue to promote "Excellence Through People" program
- ✓ Reduce number of forced outages and keep availability of units high
 - ✓ Continue to improve plant safety

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	3,224,596	3,576,503	3,332,330	3,528,632	-1.3%
Contractual	2,227,642	3,350,339	3,381,649	3,423,401	2.2%
Commodities	1,269,156	1,307,400	1,413,255	1,705,800	30.5%
Capital	36,508	49,685	86,685	73,509	48.0%
Total Expenditures	6,757,902	8,283,927	8,213,919	8,731,342	5.4%
Funding Sources:					
Electric	6,757,902	8,283,927	8,213,919	8,731,342	5.4%
Total Funding Sources	6,757,902	8,283,927	8,213,919	8,731,342	5.4%
Personnel - Authorized FTE	40.00	41.00	40.00	40.00	

ELECTRIC PRODUCTION

485 – 41

Highlights:

The management of the Power Plant has had significant changes due to filling the following positions: Plant Manager, Operations Superintendent, Maintenance Superintendent, and Plant Engineer. In FY 07/08, a **Foreman position** was eliminated and that FTE was shifted to Electric Engineering to add a System's Engineer position.

The **#7 Turbine Generator overhaul project** resulted in the loss of its generation capability for the entire summer. Staff had to deal with market power purchases and tie line loading issues during outages on the #8 boiler. There were three major boiler outages from boiler tube failures on the #8 unit.

The **annual system peak** this year was on August 28, 2007, with a load of 124.06 MW. That compares to the all time peak of 126.2 MW on July 31, 2006.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Annual net system peak load (MW)	120.540	126.154	124.061	<124.061
Annual plant generation (MWh)	537,777	547,052	154,829 *	563,463
Annual net system load (MWh)	589,837	597,840	225,373 *	615,775
Efficiency and Effectiveness:				
# of reportable accidents	5	4	6	0
# of lost time accidents	2	1	1	0
Forced outages #7	14	7 **	1	0
Forced outages #8	9	7	3	0
#8 Unit availability	82.1%	81.9%	91.5% thru April	>80.0% scheduled outages included
#7 Unit availability	90.0%	92.2%	32%	85%
#8 Unit heat rate BTU/kWh net	11,902	12,129	11,660	11,700
#7 Unit heat rate BTU/kWh net	12,885	12,944	12,614	12,700

* Unit #7 was unavailable July through October.

** Turbine generator was overhauled March 9 through November 28, 2007.

FUEL/PURCHASED POWER

485 -- 42

The Fuel and Purchased Power activity expenses vary according to the amount of electricity demanded by the customers. When fuel use and outside power purchases increase due to demand, revenues for electricity sold to customers will likewise increase.

The principal types of fuel purchased are coal, refuse derived fuel (RDF) from the Resource Recovery Plant, and fuel oil. Power is purchased from other suppliers when the cost of outside power is more economical than locally produced energy. Capacity is also purchased from other sources to supplement City of Ames' electric service generating capacity.

Service Objectives:

- ✓ Maintain proper level of coal inventory to maintain full operation at all times
 - ✓ Maintain positive working relationship with neighboring utilities
 - ✓ Minimize energy purchase costs and maximize energy sales revenue
 - ✓ Efficiently manage self-generation vs. market purchases
- ✓ Explore, examine, and initiate plans to increase renewable energy portfolio
 - ✓ Improve communication coordination with Resource Recovery
 - ✓ Economically balance emission allowance requirements with capital improvements

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	-	72,164	27,833	90,063	24.8%
Contractual	7,759,773	5,361,000	11,376,000	9,615,000	79.4%
Commodities	13,265,073	16,519,000	10,519,000	16,519,000	0.0%
Total Expenditures	21,024,846	21,952,164	21,922,833	26,224,063	19.5%
Funding Sources:					
Electric	21,024,846	21,952,164	21,922,833	26,224,063	19.5%
Total Funding Sources	21,024,846	21,952,164	21,922,833	26,224,063	19.5%
Personnel - Authorized FTE	.00	1.00	1.00	1.00	

FUEL/PURCHASED POWER

485 -- 42

Highlights:

In 2007, **coal** deliveries were much improved from the prior year. An adequate supply was maintained at all times, both onsite in Ames and at the location in Williams. Challenges for the upcoming year will be the re-negotiation of the coal contract and the corresponding delivery contract. Both contracts will expire in 2009. Staff anticipates that there will be sizable increases in quotes submitted.

An extended outage of Unit #7 in 2007 reduced the City's ability to self-generate much of its own electricity. **Replacement energy** purchases were made from other regional utilities at an incremental cost of nearly \$2 million.

In 2007, Electric Services continued to work with Iowa State University (ISU) on mutually benefiting opportunities. When it is available, Ames sells excess energy to ISU.

Alternative energy sources continue to play an important part in Ames' energy portfolio. The Power Plant continues to burn **refuse derived fuel (RDF)**. This decreases the City's dependence on coal and reduces the amount of garbage taken to the landfill. In 2007, renewable energy credits, based on wind generation, were provided to those customers required to have a high concentration of renewable energy.

Contractual for the FY 08/09 projected budget is increasing due to **federal emission requirements** beginning in 2009. The utility will be meeting these requirements through capital investments and through emission allowances. The estimated allowance costs are reflected as a fuel/purchase power cost. The increase is partially offset by a forecasted increase in self-generated electricity at a lower cost than market purchases.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Coal consumed (in tons)	321,255	226,340	306,000	375,000
Market Energy purchased (in MWh)	128,096	81,362	96,000	68,000
<u>Renewable Energy</u>				
RDF consumed (in tons)	32,703	31,101	33,000	35,000
Renewable energy credits (in MWh)			306	312
Efficiency and Effectiveness:				
Energy cost adjustment	\$0.0104	\$0.0114	\$0.0153	\$0.0190
Fuel cost for energy production (\$/MWh)	\$25.90	\$28.20	\$28.00	\$28.50
Purchased power cost (\$/MWh)	\$52.70	\$52.59	\$56.00	\$55.80
Delivered fuel cost – coal (\$/ton)	\$35.07	\$35.14	\$39.00	\$39.70

ELECTRIC PLANT CONTROL

485 -- 43

This activity is responsible for maintenance and testing of electric control equipment in the Power Plant and substations. Examples of areas of responsibility include: boiler protective and flame safety systems, supervisory electric control system, protective relays, circuit breaker control, plant wiring, pollution monitoring, and pollution control.

Service Objectives:

- ✓ Upgrade plant systems
 - ✓ Correct power factor issues
 - ✓ Ensure compliance with emission standards
- ✓ Continue to improve the training and skill sets of employees
 - ✓ Continue to promote "Excellence Through People" values

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	555,430	590,032	588,015	613,445	4.0%
Contractual	199,450	329,526	330,950	397,858	20.7%
Commodities	155,902	156,075	156,160	265,250	70.0%
Capital	-	-	-	3,150	
Total Expenditures	910,782	1,075,633	1,075,125	1,279,703	19.0%
Funding Sources:					
Electric	910,782	1,075,633	1,075,125	1,279,703	19.0%
Total Funding Sources	910,782	1,075,633	1,075,125	1,279,703	19.0%
Personnel – Authorized FTE	6.00	6.00	6.00	6.00	

ELECTRIC PLANT CONTROL

485 -- 43

Highlights:

Gas Turbine #2 (GT-2) experienced numerous control issues which plant technicians and mechanics continue to work on, along with remote start reliability, with General Electric (GE) to resolve. Although the warranty period has expired, GE continues to assist the City with field technicians and parts.

Annual Relative Accuracy Test Audit (RATA), Continuous Emission Monitoring Systems (CEMS), and GT-2 formaldehyde **tests** were completed successfully on all units except Unit #7, which will be completed after the turbine becomes operational.

Staff is working to update the controls and install a new Motor Control Center (MCC) on Gas Turbine #1 (GT-1). The coal yard operating equipment and conveyor drives are being updated. The Supervisory Control & Data Acquisition (SCADA) system is to be updated in FY 07/08. The Balance of Plant (BOP) control for GT-2 will be upgraded in the control room to allow for better operation of that unit.

Mandated emission requirements continue to drive changes in stack monitoring and testing. Nitrogen oxide emission will be capped and reduced in 2009 and again in 2015. Mercury emission will be capped and lowered in 2010 and again in 2118. A mercury stack CEMS will be required in 2008 to meet 2009 requirements. Sulfur dioxide emissions are being lowered in 2010 and again in 2015. All of these areas will require additional attention and funding to meet the new guidelines.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
# of reportable accidents	3	6	1	0
# of lost time accidents	1	2	0	0

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

485 -- 44

This operation is responsible for constructing and maintaining the lines and equipment which distribute electricity to customers. It also maintains street lights and the City's storm warning sirens. A part of this operation includes the substation maintenance crew, which performs routine and emergency maintenance on all substations and the downtown central business district underground network.

Service Objectives:

- ✓ Ongoing street light upgrades
- ✓ Substation battery set replacement as needed
- ✓ Maintain reliable storm siren system
- ✓ Replacement of older underground primary cable
- ✓ Maintain progressive tree trimming program to reduce outages caused by vegetation
- ✓ Upgrade/rebuild older overhead lines
- ✓ Move transformers out of network vaults to surface level over next few years
- ✓ Construct 161 kV transmission lines
- ✓ Reduce outages to customers and increase power line availability

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	1,373,498	1,447,700	1,419,121	1,576,248	8.9%
Contractual	605,231	787,038	812,439	825,820	4.9%
Commodities	173,270	195,250	209,750	220,600	13.0%
Capital	74,414	120,000	112,891	113,800	-5.2%
Other Expenditures	535	535	535	550	2.8%
Total Expenditures	2,226,948	2,550,523	2,554,736	2,737,018	7.3%
Funding Sources:					
Electric	2,226,948	2,550,523	2,554,736	2,737,018	7.3%
Total Funding Sources	2,226,948	2,550,523	2,554,736	2,737,018	7.3%
Personnel - Authorized FTE	21.00	21.00	21.00	21.00	

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

485 - 44

Highlights:

- Southeast 16th Street line relocation project completed
- Removed from service and disposed of last PCB transformer (over 50 ppm)
- Street light pole painting completed for this year
- Fence around the Dayton Avenue Substation was replaced to meet code requirements
- Replaced three storm sirens
- Replacement of network transformers is underway (this is a several year project)
- Moving the Grand Avenue electric line for a road project is well underway
- Completed overhead and underground primary conversion for Super Walmart
- Installed inverters in crew pickups
- Work in progress on substation electrician apprenticeship
- Service to new aquatic center
- Investment of \$259,000 in FY 07/08 for tree trimming program allows outages to be reduced

Service Accomplishments:	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
<u>Interrupted service calls:</u>				
System problems	184	76	51	70
Customer problems	30	15	27	25
Accidents – auto/contractor digging	58	21	43	45
Miscellaneous problems	60	39	66	60
 Efficiency and Effectiveness:				
<u>Time to restore service after interruption:</u>				
Very satisfied	70%	67%	56%	75%
Somewhat satisfied	25%	27%	37%	20%
Total very/somewhat satisfied	95%	94%	93%	95%

ELECTRIC DISTRIBUTION EXTENSION/IMPROVEMENTS

485 -- 45

This activity is responsible for design and installation of lines and equipment to distribute electricity to customers. This operation includes extending lines to new customers, construction of substation improvements, and street light installation.

Service Objectives:

- ✓ Provide overhead and underground construction services and extensions to new and existing customers in a timely, efficient manner that ensures public and worker safety, code compliance, and customer satisfaction

✓ Provide efficient, coordinated construction services to facilitate Public Works' road improvement projects

✓ Enhance or improve system reliability through replacement of obsolete and overstressed distribution breakers and obsolete electromechanical relays; implement solid state relays to improve relay coordination/operation and allow for longer maintenance intervals between relay tests without calibration drift
- ✓ Continue to provide reliable electric service through proactive replacement of deteriorated overhead and underground facilities found from annual pole and underground inspections

✓ Improve system reliability by replacing obsolete, deteriorated 4kV equipment in Downtown network system

✓ Reduce system losses and improve system power factor by addition of distribution capacitor banks and installation of switched controls

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	222,831	333,122	310,400	346,000	3.9%
Contractual	240,837	335,500	588,000	315,500	-6.0%
Commodities	463,973	664,400	798,400	719,400	8.3%
Capital	976,888	345,000	415,000	465,000	34.8%
Total Expenditures	1,904,529	1,678,022	2,111,800	1,845,900	10.0%
Funding Sources:					
Electric	1,904,529	1,678,022	2,111,800	1,845,900	10.0%
Total Funding Sources	1,904,529	1,678,022	2,111,800	1,845,900	10.0%
 Personnel - Authorized FTE	 .00	 .00	 .00	 .00	

ELECTRIC DISTRIBUTION EXTENSION/IMPROVEMENTS

485 -- 45

Highlights:

Work in routine extension and improvements continues to support strong industrial and commercial growth, while fewer residential subdivisions are being constructed. System improvements and maintenance activities are increasing slightly to replace obsolete, deteriorating 4 kV facilities, while efforts continue toward replacement of deteriorated underground and overhead facilities. Infrared inspections have generated a high number of hot elbow arrestors and connections, which have been replaced or repaired as part of a proactive effort to avoid unnecessary interruptions. Feeder upgrades will be needed in FY 08/09 to support commercial, industrial, and Iowa State University (ISU) growth. New service levels through 2008 and 2009 are expected to be similar to 2007 levels. Significant increases in transformer prices have continued to increase operating costs as in 2006.

Projects for FY 07/08 are:

- Sunset Ridge 3rd Addition
- Airport Business Park
- 161 kV tie line relocation (1/2 mile in Boone County)
- South Dayton Avenue extension
- Dayton Park 5th Addition
- Dayton feeder # DA22 underground cable replacement and overhead conductor upgrade
- Replacement of primary metering at 3M
- Alternate primary metering for ISU Football Stadium
- Replace aged underground cable
- Replace obsolete, unreliable overhead switches
- Stange Road 15 kV breaker replacements
- Downtown network upgrades (6th Street area)
- Hilton Garden Hotel
- Colorbiotics Plant
- Estates West Subdivision
- EMC Data Center (backup generation service conversion)
- Highway 69/South Duff overhead relocation completion (Iowa Department of Transportation bridge work)
- Super Walmart
- Brookside Park – 4 kV to 15 kV conversion phase I
- Clarion/Sigler service conversion

Projects for FY 08/09 are:

- Downtown network upgrades (second phase – Main Street area)
- Brookside Park – 4 kV to 15 kV conversion phase II/completion
- Vet Med relay replacements
- Dotson Drive extension
- North Grand Mall – relocation of facilities
- Replace aged underground cable
- Donald & Ruth Furman Aquatic Center

ELECTRIC METERING

485 - 46

Highlights:

The totalized metering at Ball Plastics has been installed and is operating quite effectively. The Utility is now **monitoring power quality** at this large industrial service. Seventy-two other large services have load profile recorders that monitor Consumption Demand and Power Factor as well as either per-phase currents or voltages. This enables the Electric Metering Division to perform periodic checks of profile data to help ensure the metering service is healthy and verify that the distribution equipment is not overloaded. This unbudgeted feat was accomplished at about 26% of the normal cost by purchasing used meters for this specific project. This division has installed radio communication to meters located at our industrial sites. Ball Plastics currently has instant, read only, access to data within their meter via this same radio link. Electric Metering has a radio link to Ball Plastics, 3M, and Sauer-Danfoss via an in-house computer.

Service Accomplishments:	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Orders Completed	1,883	1,772	1,555	2,250
Consumption Complaints	128	95	87	75
Temporary Sets/Removals	241	178	133	85
Meter Removals	316	221	206	150
Meter Sets	797	653	345	250
Conversions	104	125	103	145
Verifications, Instrument Related	21	63	63	120
Wire Installed in Trenches (ft.)	17,335	15,805	15,805	11,500
Trenches	249	223	223	185
Average Length	70	71	76	62

Repair/replace 192 meter registers.

Replace 36-12S mechanical demand meters on residential accounts (demand not required).

Remove 56 meters at 516 North Dakota.

Re-program or replace 71 demand meters for the power factor project.

Efficiency and Effectiveness:

Purchase of used meters to replace problematic Z-coil meters saved approximately 32% while reducing the change of improper registration due to load imbalance.

Approximately 12% was saved on purchase of the field test unit due to new equipment exposure as a result of staff attending metering seminars.

Relay testing training was received on a one-on-one basis at a progressive public power utility.

ELECTRIC ENGINEERING

485 -- 47

The Electrical Engineering Division is responsible for developing plans of service and job orders for residential, commercial, and industrial customer services as well as performing planning and design of system improvements to support load growth, maintain/improve reliability indices and support maintenance and relocation work. Planned facilities include substations, transmission lines, overhead and underground distribution lines, capacitors and other related equipment for line and station switching, protection, security, Supervisory Control & Data Acquisition (SCADA) and related communications. Other support functions include the development of plans, specifications and standards, contract administration for inspection, design, construction, and testing. As the Geographic Information System (GIS) coordinator for the Electric Department, Engineering maintains software for Engineering, Metering, and Electric Distribution's portable and fixed GIS workstations. Administration of engineering activities must comply with Iowa Utility Board (IUB) safety requirements and North American Electric Reliability Corporation (NERC) standards in addition to good utility practices. Midwest Reliability Corporation (MRO) and NERC standards have increasingly required additional engineering staff time to review and communicate NERC standards and facilitate the alignment of practices across other divisions to comply with audit requirements.

Service Objectives:

- ✓ Provide efficient, customer-friendly services to all customers (internal and external)
- ✓ Coordinate transmission and distribution facility relocations
- ✓ Monitor system loads vs. facility ratings; develop plans and budgets that maintain normal/emergency capacity margins
- ✓ Conduct annual IUB inspections and facilitate compliance across divisions and joint utilities per IUB findings
- ✓ Provide engineering support to other divisions and administer contract assistance for relay and breaker testing and construction activities
- ✓ Complete first year of reliability indices tracking; support American Public Power Association's Reliable Public Power Provider (RP3) goals
- ✓ Administer contracted inspections and issue maintenance job orders for repairs
- ✓ Maintain accurate GIS database, keep maps and records current
- ✓ Provide GIS hardware/software support for Engineering, Metering, and Electric Distribution
- ✓ Conduct annual MRO/NERC review and facilitate compliance across divisions within Electric Department

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	338,922	372,158	400,797	466,789	25.4%
Contractual	92,410	282,968	277,087	287,226	1.5%
Commodities	1,429	8,200	7,700	4,700	-42.7%
Capital	-	95,000	95,000	-	-100.0%
Total Expenditures	432,761	758,326	780,584	758,715	0.1%

Funding Sources:

Electric	432,761	758,326	780,584	758,715	0.1%
Total Funding Sources	432,761	758,326	780,584	758,715	0.1%

Personnel - Authorized FTE	4.00	4.00	5.00	5.00
-----------------------------------	------	------	------	------

ELECTRIC ENGINEERING

485 - 47

Highlights:

The **substation** portions of the 161kV interconnection project are now complete. These include the Stange Road 161kV/69kV substation, Ames Plant 161kV/69kV substation, Central Iowa Power Company's (CIPCO) 161kV terminal addition at Boone Junction Substation, and Midwest Energy Company's (MEC) 161kV terminal addition at the Northeast Ankeny Substation. Pending franchise approval by the Iowa State Utilities Board, the construction of the Ames Plant to the Northeast Ankeny **161kV transmission line** is expected to be completed in 2009. Design is completed for the Stange Road to Ames Plant 161kV transmission line and is expected to be constructed in advance of the Northeast Ankeny line. Major materials have been purchased for all 161kV transmission lines and staff is implementing a temporary storage plan in cooperation with Electric Distribution.

Staff continues to work with developers and other City staff to provide new services, system improvements, relocate existing facilities, and to replace deteriorated electric facilities. In combination with new purchasing bidding laws, engineering support for Public Works' road improvement projects on Southeast 16th Street and the Grand Avenue south extension has presented special coordination challenges this past year. Outside services continue to be used to conduct overhead and underground inspections, pole testing, and infrared testing. Follow-up maintenance work is generated as a result of these inspections to replace deteriorated overhead facilities and correct safety issues.

A high level of outside services continues to be needed for relay testing/maintenance and engineering support. An overall transmission system protection coordination **study** will continue in FY 08/09 to improve system protection and reliability; related relay upgrades will be required as a result of this study. New 161kV transmission and substation facilities present new operating and training challenges for staff while **new, mandatory NERC/MRO reliability and cyber security standards** are also being imposed. These have combined to create significant new responsibilities for engineering staff. Because of the additional work requirements, a **new System's Engineer position** to help address system protection and planning issues was created in FY 07/08 to replace an Electric Production Foreman FTE in Production.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
# of new customers	542			
Job orders prepared	156	118	120	120
Line inspections (poles)	470	603	803	803
# of new customers		228	140	140
New overhead distribution line (miles)		0.2	0.6	.3
Replaced overhead distribution line (mi)		0.6	0	.5
New underground distribution line (miles)		2.8	1.4	1.5
Replaced underground line		0.7	0.4	.5
Relocated overhead transmission line (mi)		0.5	3.8	.5

CUSTOMER SERVICES

486 -- 17

The purpose of the Customer Services activity is to provide customer assistance, meter reading, billing and collection services for the Electric, Water, Sewer and Storm Water Drainage utilities. Additional responsibilities include the administration of the Electric Services Project Share program, the maintenance of customer account, billing and usage records and selling CyRide passes.

Service Objectives:

- ✓ Generate and mail accurate cycle and final bills
- ✓ Accurately record customer payments on the date the payments are received
- ✓ Accurately read and record cycle and special meter readings
- ✓ Offer customers convenient options for paying their utility bill
- ✓ Accurately maintain customer account, billing, and usage records
- ✓ Maintain effective procedures for collecting delinquent balances
- ✓ Respond promptly and courteously to customer requests, inquiries and complaints
- ✓ Maximize the amount of Project Share funds available to assist low-income customers
- ✓ Offer customers convenient options for establishing or terminating utility service
- ✓ Routinely review meter routes to maintain or improve reading efficiency

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	622,082	674,101	669,991	706,626	4.8%
Contractual	497,689	525,475	525,937	540,601	2.9%
Commodities	8,006	16,043	15,962	14,972	-6.7%
Capital	-	-	-	1,500	
Other Expenditures	91,587	56,525	57,725	59,425	5.1%
Total Expenditures	1,219,364	1,272,144	1,269,615	1,323,124	4.0%
Funding Sources:					
Project Share	18,692	17,450	17,450	17,450	0.0%
Water	330,241	348,300	342,500	361,900	3.9%
Sewer	301,748	316,100	313,200	330,500	4.6%
Electric	567,194	588,994	595,165	611,774	3.9%
Storm Sewer Utility	1,489	1,300	1,300	1,500	15.4%
Total Funding Sources	1,219,364	1,272,144	1,269,615	1,323,124	4.0%
Personnel - Authorized FTE	10.60	10.60	10.65	10.65	

CUSTOMER SERVICES

486 -- 17

Highlights:

The City of Ames has initiated a program to reduce vehicle fuel consumption and exhaust emissions from its fleet. One part of this program, called Go Green, Drive Clean, is to purchase vehicles that can perform the necessary services required, with the most fuel efficiency. The four vehicles used by the Meter Readers were replaced as part of this program. The new vehicles are more fuel efficient and are projected to increase each vehicle's efficiency by at least 50%. Replacement cost funding for FY 08/09 will increase \$2,312 over the amount adopted for FY 07/08. The increase will be partially offset by an estimated \$1,267 reduction in fuel and maintenance costs.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Maintained an accuracy rate of no more than 1 misread per 1,000 meter readings	Yes	Yes	Yes	Yes
Maintained an accuracy rate of no more than 1 billing error per 1,000 bills generated	Yes	Yes	Yes	Yes
Maintained an accuracy rate of no more than 1 misapplied payment per 1,000 payments processed	Yes	Yes	Yes	Yes
Maintain average time to answer telephone of less than 15 seconds	20.7	13.2	10.5	15.0
Maintain a net write-off amount of less than 0.10%	0.07	0.07	0.08	0.09
Maintain the number of day's sales in accounts receivable to less than 21 days	18.6	18.5	19.5	20.0
Provide at least \$0.90 of assistance for every \$1.00 donated to Project Share	\$0.95	\$0.95	\$0.95	\$0.95
Efficiency and Effectiveness:				
Percentage of accounts with billing periods equal to or less than 34 days	97.2	98.4	98.5	98.5
Percentage of final bills mailed within 14 days of termination date	93.4	95.6	95.0	95.0
Percentage of customer service requests received over the Internet	18.2	20.2	21.0	21.5
Percentage of utility payments received electronically	19.9	23.7	25.0	25.0
Average number of payments processed per day	1,125	1,147	1,169	1,190
Average number of telephone calls answered per day	130	134	137	140
Average number of work orders generated per day	184	186	190	193
Average number of meter readings per day	2,135	2,156	2,207	2,466
Average cost per meter reading	\$0.49	\$0.48	\$0.51	\$0.48
Average cost per bill generated	\$3.67	\$3.75	\$3.91	\$3.96

UTILITIES CIP

489

Activity Description:

This is a summary of all of the utility related capital improvements which are detailed in the five-year Capital Improvements Plan.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Water Pollution Control:					
WPC Plant Equipment	30,712	200,000	120,576		
Vertical Turbine Pump Repair			74,697		
WPC Plant Wind Turbine/Gen		25,000			
Automation Study/Upgrade	293,008	200,000	303,459		
WPC Methane Engine Overhaul	72,946		47,054		
Roof Replacements	426,821				
Trickling Filter Heat Recovery			125,000		
Kelley Flow Metering	619				
Grit Removal Unit Upgrade	43,730				
Trickling Filter Wall Repair	27,561				
Clarifier Painting	81	150,000	299,919	180,000	
WPC San Sewer/Sump Pump			73,709		
WPC Plant Disinfection				30,000	
Vertical Turbine Pumps				180,000	
Raw Water Pump Station HVAC				125,000	
Plant Residuals Handling				50,000	
Sub-Total	895,478	575,000	1,044,414	565,000	
Water:					
Water Supply Expansion	543,048		36,952		
WTP SCADA System	(9,818)				
Ada Hayden Heritage Park Weir	14,160				
STP Security Improvements	40,154		69,846		
Repaint Lime Storage Bins	81		149,919		
Roof Replacements	92,332				
SW Pressure Zone	166,194	600,000	1,714,558		
Water Supply Capacity Study	40,000	90,000	100,000		
Lime Sludge Disposal Improv.		400,000			
Raw Well Water Loop Line		500,000	500,000	1,500,000	
Water Plant Expansion				250,000	
Electric NADC Pump Station				50,000	
SAM Pump Station VFD				50,000	
Electric SAM Pump Station				200,000	
Sub-Total	886,151	1,590,000	2,571,275	2,050,000	
Electric:					
Load Management	249,409		10,855		
Demand Side Management	25,972	400,000	374,028	600,000	
#7 and #8 Dist. Control System				500,000	
Downtown Network 13.8kV Conv				150,000	
Cyber Security Risk Assessment				100,000	
Street Light & Line Relocates				85,000	
Base Load Generating Capacity				3,000,000	
#7 Precipitator Enclosure				85,000	
Unit #7 Precipitator Retrofit	2,911		207,170		
Wide Area Network	61,378		11,423		
Integrated Resource Plan	3,385				

UTILITIES CIP

489

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Electric, continued:					
Cooling Tower Fire Suppression	51,332				
GT2 Construction	109,279		409,342		
Combustion Turbine Control	132,301		245,699		
161kV Interconnection Improv.	7,064,209	3,717,172	3,717,172	4,900,000	
Unit 7 Turbine Generator O'haul	768,028		106,972		
Coal Yard Fugitive Dust Control	8,531	250,000			
Power Plant Coal Hand Sprinkler	38		400,000		
Retube Unit 8 Condenser	108				
Retube Unit 7 Condenser	557,810				
69 kV Breaker Addition TOH		120,000	120,000	350,000	
SE 16 th 69 kV Relocate	225,394		329,606		
SCADA Upgrade		150,000	150,000	100,000	
#7 Nitrogen Oxide Control		2,000,000	100,000	1,400,000	
69 kV Breaker Ontario Substat.		290,000			
Power Plant Passenger Elevator		150,000	150,000		
#7 Closed Cooling Water		150,000			
GT-1 Evap Cooler Replacement		150,000	150,000		
Base Load Generating Capacity	93,608		106,392		
Grand Ave S. Ext Relocation			296,000		
S Dayton Avenue Extension			60,000		
#8 Nitrogen Oxide Control			200,000	2,800,000	
#8 Mercury Emission Monitoring				500,000	
#8 Mercury Capital				1,500,000	
#8 Boiler Repair/Tube Replace				3,100,000	
Sub-Total	9,353,693	7,377,172	7,144,659	19,170,000	
Water Distribution:					
05/06 Water System Improve.	15,704		75,444		
06/07 Water System Improve.	707,822		130,190		
S Hazel Water Main Replace	197,675				
07/08 Water System Improv	14,600	900,000	885,400		
08/09 Water System Improv				900,000	
Sub-Total	935,801	900,000	1,091,034	900,000	
Sanitary Sewer:					
Sanitary Sewer System Study	75,825		13,500		
05/06 Sanitary Sewer Rehab	7,613				
06/07 Sanitary Sewer Rehab	263,350				
07/08 San Swr Rehab S. 3 rd		300,000	676,694		
08/09 Sanitary Sewer Rehab				300,000	
04/05 Clear Water Diversion	5,900				
05/06 Clear Water Diversion	36,540				
06/07 Clear Water Diversion	36,887				
07/08 Clear Water Diversion	2,557	200,000	577,541		
08/09 Clear Water Diversion				200,000	
Sub-Total	428,672	500,000	1,267,735	500,000	

UTILITIES CIP

489

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Storm Sewer:					
Resident Low Point Drainage	6,257				
05/06 Low Pt Drain Sheldon/16 th	44,505		52,084		
05/06 Storm Sewer Intake	(1,437)		120,348		
S. Duff Area Storm Sewer	20,954		1,148,853		
Low Point Stanton/Chamberlain	11,462		88,206		
06/07 Storm Sewer Intake	64,795		85,205		
06/07 Storm Sewer Outlet	17,292		82,708		
Low Point W. L-Way/Bentwood	161	100,000	99,839		
07/08 Storm Sewer Intake	26,045	150,000	123,955		
07/08 Storm Swr Outlet Erosion	499	100,000	195,697		
Gateway Storm Wtr Rehab			43,672		
08/09 Low Pt Drainage BS Rd				100,000	
08/09 Storm Wtr Intake Rehab				150,000	
08/09 Storm Wtr Outlet Erosion				220,695	
08/09 St Wtr Rehab – Eastgate				100,000	
Sub-Total	190,533	350,000	2,040,567	570,695	
Resource Recovery:					
Res. Rec. System Improvements	316,819	177,000	184,713	177,000	
Air Knife Modification	1,182,815				
Res. Rec. Non-Ferrous System				1,100,000	
Sub-Total	1,499,634	177,000	184,713	1,277,000	
Total CIP	14,189,962	11,469,172	15,344,397	25,032,695	118.3%



Untitled (Roundhouse Motif)

*Colored concrete pavers in circular
pattern*

By David Dahlquist, 1999

*Intersection of Main Street
and Kellogg Avenue*

TRANSPORTATION PROGRAM

	Page
Street System Activities	
Street Surface Maintenance	136
Street Surface Cleaning.....	138
Snow and Ice Control.....	140
Right-of-Way Maintenance	142
Public Parking Activities	
Parking Operation and Maintenance.....	144
Parking Law Enforcement.....	146
Parking Violation Collection	150
Transit System	152
Transit Administration & Support	154
Fixed Route Service.....	156
Dial-A-Ride	158
Airport	160
Transportation CIP	162

TRANSPORTATION PROGRAM

430

Program Description:

The Transportation Program serves the community by providing facilities which enhance the movement of people within the City. The system aids industrial, commercial, and residential users through the orderly flow of vehicles and passengers for commercial and leisure activities. The Street System maintains the hard surfaced and gravel streets within the City. These surfaces are cleared of dirt and debris on a regular basis. Snow and ice are removed according to guidelines set by the City Council. The rights-of-way are mowed and litter removed on a regular basis. Public Parking facilities are operated and maintained by the City. The public safety is protected by parking regulations set forth by the City Council. These regulations are enforced by warning violators or issuing fines. Revenues are collected from meters and fines, and these revenues are used to maintain and improve the parking system. Ames operates and maintains a Mass Transit System to provide efficient and economical transportation to all members of the community. A fixed route service is available on a daily basis for most residents. Dial-A-Ride is a contracted service available for elderly or disabled residents. The operations of the system are overseen by a joint City/ISU student board. The Ames Municipal Airport provides general aviation services to the community. The City maintains two hard surface runways. Buildings, taxiways, and streets at the Airport are maintained by the City to ensure clean, safe, and useable air facilities. Capital Improvements which benefit the Transportation sub-program areas are budgeted in this program.

	2006/07	2007/08	2007/08	2008/09	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Street System	2,212,103	2,530,920	2,536,723	2,558,189	1.1%
Public Parking	646,424	691,373	689,813	698,636	1.1%
Transit System	5,715,951	6,170,729	6,205,217	6,590,312	6.8%
Airport	107,745	104,019	114,733	104,833	0.8%
Total Operations	8,682,223	9,497,041	9,546,486	9,951,970	4.8%
Transportation CIP	6,696,415	14,687,500	19,151,308	11,900,410	-19.0%
Total Expenditures	15,378,638	24,184,541	28,697,794	21,852,380	-9.6%
 Personnel – Authorized FTE	 100.17	 99.97	 99.92	 101.92	

TRANSPORTATION PROGRAM

430

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	5,678,073	5,969,013	5,972,074	6,334,361	6.1%
Contractual	3,440,572	2,175,542	6,178,856	2,333,363	7.3%
Commodities	1,183,519	1,459,011	1,445,822	1,467,146	0.6%
Capital	5,076,048	14,580,575	15,100,642	11,717,110	-19.6%
Other Expenditures	426	400	400	400	0.0%
Total Expenditures	15,378,638	24,184,541	28,697,794	21,852,380	-9.6%
Funding Sources:					
General Fund	135,025	118,001	134,483	125,733	6.6%
Local Option	46,837	150,000	297,900	200,000	33.3%
Road Use Tax	2,426,957	3,210,938	4,305,028	3,663,689	14.1%
Special Assessments	109,681	1,500,000	1,242,319	-	
Street Construction	1,958,521	5,060,000	4,211,496	632,427	-87.5%
Airport Construction	58,372	100,000	126,020	2,120,000	2020.0%
G.O. Bonds	2,398,440	5,990,000	7,494,532	5,042,573	-15.8%
Parking	646,424	745,373	715,189	707,236	-5.1%
Transit Operating	5,715,951	6,170,729	6,205,217	6,590,312	6.8%
Transit Capital Reserve	1,882,430	1,067,500	3,893,610	2,770,410	159.5%
Water Fund	-	36,000	36,000	-	
Sewer Fund	-	36,000	36,000	-	
Total Funding Sources	15,378,638	24,184,541	28,697,794	21,852,380	-9.6%

STREET SURFACE MAINTENANCE

431 -- 77

The streets in Ames are constructed of several different materials and require different techniques to repair the cracked, broken, or distorted surfaces or bases. Street maintenance activities provide smooth and safe streets which are stable and which drain precipitation to the storm sewer system without allowing the moisture to penetrate the surface and saturate the street base. This maintenance includes patching, resurfacing, seal coating, slurry seal, and grading of gravel streets as needed. Shared use paths are swept and repaired as needed. Storm damage pickup of branches is the responsibility of this activity.

Service Objectives:

- ✓ Maintain the City's network of streets, alleys, and shared use paths in a safe and usable condition
 - ✓ Provide emergency repairs to roads and streets as necessary
- ✓ Provide barricades for block parties and other community events (road races, etc.)
 - ✓ Offer curb and gutter replacement program to eligible citizens

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	553,416	644,279	613,406	653,459	1.4%
Contractual	292,425	326,971	348,579	346,787	6.1%
Commodities	146,891	164,010	168,250	125,250	-23.6%
Capital	-	-	-	-	
Total Expenditures	992,732	1,135,260	1,130,235	1,125,496	-0.9%
 Funding Sources:					
General Fund	(717)	-	-	-	
External Labor Reimbursement	36,847	10,482	17,250	17,900	70.8%
Road Use Tax Fund	956,602	1,124,778	1,112,985	1,107,596	-1.5%
Total Funding Sources	992,732	1,135,260	1,130,235	1,125,496	-0.9%
 Personnel - Authorized FTE	 11.75	 12.00	 12.00	 12.00	

STREET SURFACE MAINTENANCE

431 -- 77

Highlights:

The \$10,000 **curb and gutter replacement program** provides for the City to connect to the community by sharing the cost of curb and gutter repair with interested homeowners who aren't in the prioritized area for the Neighborhood Curb Replacement Program in the Capital Improvements Plan.

In FY 2008/09, \$90,000 is included for asphalt/concrete materials and \$15,000 is included for joint sealant.

To meet the demands in the area and address areas of concern, **three new CIP programs** are being initiated in FY 2008/09: Asphalt Pavement Improvement Program (\$500,000 in FY 2008/09), Shared Use Path Improvements Program (\$50,000 in FY 2008/09), and Retaining Wall Reconstruction Program (\$25,000 in FY 2008/09).

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Miles of streets maintained	241	244	248	248
Blocks of streets crack sealed	142	124	140	140
Blocks of streets slurry sealed	61	0	47	0
Miles of off-street bike paths maintained	33	34	35	35
# of block parties for which barricades were provided	n/a	58	60	60
Efficiency and Effectiveness:				
Cost per mile for street maintenance	\$4,762	\$4,068	\$4,549	\$4,537
Citizen satisfaction* with bike path maintenance	82%	86%	88%	89%
Citizen satisfaction* with condition of streets in neighborhoods	82%	83%	85%	85%
Citizen satisfaction* with surface condition of major streets	89%	79%	90%	90%

* % rating "good" or "very good" in Resident Satisfaction Survey

STREET SURFACE CLEANING

431 -- 7821

This activity provides street sweeping of all residential, arterial, and business district streets to enhance the cleanliness of the community.

Service Objectives:

- ✓ Sweep arterial and collector streets 16 times/year (1,347 miles) (City crews)
- ✓ Sweep residential streets 11 times/year (5,145 miles) (City crews and contractor)
- ✓ Sweep Business District 32 times/year (512 miles) (City crews)

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	88,636	76,603	78,801	82,788	8.1%
Contractual	78,095	117,883	119,434	119,880	1.7%
Commodities	132	320	100	100	-68.8%
Total Expenditures	166,863	194,806	198,335	202,768	4.1%
Funding Sources:					
Road Use Tax Fund	166,863	194,806	198,335	202,768	4.1%
Total Funding Sources	166,863	194,806	198,335	202,768	4.1%
Personnel - Authorized FTE	1.75	1.30	1.30	1.30	

STREET SURFACE CLEANING

431 -- 7821

Highlights:

Contracting services for sweeping residential streets (\$30,000) are in place and working very well, with the contractor creating efficiencies that cover the growth of the city.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Curb miles cleaned – arterial and collector streets	1,951	2,006	2,200	2,200
Curb miles cleaned – residential streets (City crews)	1,210	1,249	1,400	1,400
Curb miles cleaned – residential streets (Contractor)	780	896	1,000	1,000
Curb miles cleaned – Business District	522	575	600	600
Efficiency and Effectiveness:				
Cost/mile of streets cleaned (City crews)	\$37.22	\$38.32	\$40.08	\$41.13
Cost/mile of streets cleaned (Contractor)	\$29.22	\$22.43	\$30.00	\$30.00
Citizen satisfaction* with street sweeping in business areas	94%	93%	95%	95%
Citizen satisfaction* with street sweeping in neighborhoods	87%	85%	88%	90%
% of street sweeping needs provided by City crews	85%	81%	81%	81%
% of street sweeping needs provided by contractor	15%	19%	19%	19%

* % rating "good" or "very good" in Resident Satisfaction Survey

SNOW AND ICE CONTROL

431 -- 7943

On a priority system, this activity provides passable streets for moving vehicles during and after snowstorms. Under slippery road conditions, sand and/or de-icing materials are spread on curves, hills, and intersections of highways and thoroughfares. The snow ordinance usually becomes effective after 2" of snow has fallen; and arterial and several collector streets are plowed. Residential streets are plowed after 3" of snow. Snow routes are cleared in five hours, and major and residential streets are cleared in sixteen hours.

Service Objectives:

- ✓ Provide ice control as necessary to streets and intersections
 - ✓ Remove snow from streets according to standards established by City Council
- ✓ Remove sand from streets at the end of the snow/ice season
 - ✓ Install snow fence as necessary

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	307,081	307,517	310,275	326,075	6.0%
Contractual	292,365	282,412	312,570	313,531	11.0%
Commodities	65,711	86,600	87,100	87,100	0.6%
Capital	-	13,075	8,700	25,500	95.0%
Total Expenditures	665,157	689,604	718,645	752,206	9.1%
Funding Sources:					
Road Use Tax Fund	665,157	689,604	718,645	752,206	9.1%
Total Funding Sources	665,157	689,604	718,645	752,206	9.1%
 Personnel – Authorized FTE	 4.30	 4.30	 4.30	 4.30	

SNOW AND ICE CONTROL

431 -- 7943

Highlights:

Three process improvement teams were formed in March 2007 to evaluate and recommend options to **improve snow and ice control activities**. Through the efforts of these teams, it was recognized that snow and ice storm events are citywide emergencies that require cooperation of many city departments to provide the quality of service desired for citizens. Therefore, beginning in 2007 when a snow and/or ice emergency is declared, efforts to deal with the emergency will be seen city-wide: Parks and Recreation maintenance workers will continue to clear designated winter bike paths; employees from departments throughout the City will be added to the snow and ice operations; and a quiet place for rest (for snow plow operators, etc.) will be provided at the Electric Distribution building.

In addition to the all-out citywide efforts being poured into Snow Emergencies, additional funding has been added to this activity for radio rentals for contractors hired for clearing snow (\$2,000); a wing plow will be purchased for one additional tandem truck (\$20,000); and an additional brine tank will be purchased (\$5,500).

An increase in the number of streets and subdivisions now requires 16 contractors for snow removal at a cost of \$65,790. Included in the \$65,790 is \$4,800 to cover a per-tractor subsidy for the insurance that the farm contractors must purchase to plow on city streets.

Included in FY 2008/09 is \$81,500 for salt, brine, calcium chloride, rock, and sand for winter operations.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Annual snowfall (inches)	39	35	33	33
Miles of street maintained	241	244	248	248
# of ice control operations	12	11	12	13
Sodium chloride applied (tons)	1,964	2,150	2,000	2,000
Calcium chloride applied (gallons)	3,570	3,100	3,000	3,000
Salt brine used (gallons)	17,770	23,600	22,000	22,000
Snow fence installed (miles)	1.97	1.77	1.80	1.90
Efficiency and Effectiveness:				
Cost of snow plowing/ice removal per inch of accumulation per mile of street	\$63.06	\$77.88	\$87.61	\$91.15
Citizen satisfaction* with snow plowing on major city streets	89%	75%	90%	92%
Citizen satisfaction* with snow plowing in neighborhoods	74%	56%	75%	77%
Citizen satisfaction* with ice control at intersections	82%	68%	83%	85%

* % rating "good" or "very good" in Resident Satisfaction Survey

RIGHT-OF-WAY MAINTENANCE

431 -- 94

This activity includes turf maintenance on City-owned land and rights-of-way and private property (after citizen non-compliance). Staff maintains sidewalks adjacent to City-owned land and buildings as a responsibility of this activity, as well as communication with owners concerning sidewalk adjacent to private property. All forestry related functions including removal, trimming, planting, and disease diagnosis are also included in this activity. Sidewalks reported by citizens to be in need of repair are evaluated by City personnel as to safety. Any required repairs are the responsibility of the homeowner and are inspected by City personnel after repairs are done. Trash removal from public receptacles is the responsibility of this activity.

Service Objectives:

- ✓ Provide attractive rights-of-way, especially at City entryways and along major transportation corridors, throughout the City
 - ✓ Provide oversight, scheduling, and contract administration of the right-of-way tree trimming contractor
 - ✓ Sweep sidewalks in Campustown and Downtown three times per week for six months of the year
 - ✓ Trim, remove and maintain trees at City facilities and on City rights-of-way
- ✓ Provide landscape maintenance and related services on City rights-of-way
 - ✓ Evaluate deficient sidewalks on private property, notify property owner of maintenance/repair responsibilities, and inspect new/repared sidewalks
 - ✓ Maintain sidewalks adjacent to City-owned land and buildings
 - ✓ Remove trash from public receptacles

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	242,964	258,901	266,833	290,490	12.2%
Contractual	129,490	146,699	159,715	162,829	11.0%
Commodities	14,897	105,650	35,000	24,400	-76.9%
Capital	-	-	27,960	-	
Total Expenditures	387,351	511,250	489,508	477,719	-6.6%
 Funding Sources:					
General Fund	(1,336)	-	-	-	
Labor Reimbursement	3,861	3,500	2,500	3,000	-14.3%
Road Use Tax Fund	384,826	453,750	461,632	466,119	2.7%
Parking Fund	-	54,000	25,376	8,600	-84.1%
Total Funding Sources	387,351	511,250	489,508	477,719	-6.6%
Personnel - Authorized FTE	3.70	3.70	3.70	3.70	

RIGHT-OF-WAY MAINTENANCE

431 -- 94

Highlights:

Included in FY 08/09 is \$50,000 for the continuation of a **program to trim trees** in the rights-of-way. Also being continued, at a cost of \$10,000, is the program for **removal of dead or dying trees** in the rights-of-way. Because of these programs, citizens are seldom inconvenienced by damage to public trees during storms.

Contracted **garbage pickup** occurs three times per week (Monday, Wednesday, and Friday) in Campustown and Downtown at an annual cost of \$8,190.

In FY 07/08, \$15,000 has been included to **replace plantings on the Lincoln Way islands** and \$5,000 is included for **improving the appearance of public rights-of-way**. In FY 08/09, \$10,000 is included to continue the improvements to the appearance of public rights-of-way.

Temporary personnel continue to augment full-time staff during summer months to maintain rights-of-way. A part-time gardener continues to maintain several planting areas throughout the city. In FY 08/09, a gardener's helper has been added to the temporary staff at a cost of \$4,560.

In FY 07/08, a **sidewalk cleaning machine** was purchased (\$27,960) and put into service (\$9,333/year depreciation; \$5,000 annually for a part-time operator). Campustown and Downtown Business Districts will be swept three times a week for six months of the year to improve the cleanliness of these areas.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Rights-of-way mowed (acres)	710	715	718	718
Complaint letters sent – weeds	65	75	80	80
Complaint letters sent – snow/ice on sidewalk	n/a	n/a	50	50
Bush/trees overhang letters sent	60	75	80	80
Sidewalk repair letters sent	120	100	110	110
Trees and shrubs planted	150	125	130	130
 Efficiency and Effectiveness:				
Citizen satisfaction* with appearance of medians and parkways	91%	92%	93%	93%

* % rating "good" or "very good" in Resident Satisfaction Survey

PARKING OPERATION AND MAINTENANCE

434 -- 96

This activity provides safe, available, and well-maintained parking opportunities for the public in metered spaces and parking lots. The system includes parking activities in Campustown, Downtown, and residential neighborhoods. These components include both metered and non-metered spaces. Staff utilizes an expansive database to manage the parking meter locations, equipment, and associated review for parking lots located both in the Downtown and Campustown areas. Secure daily money collection from meters is provided as part of this activity.

Service Objectives:

- ✓ Provide safe, available, and well-maintained parking opportunities for the public
 - ✓ Repair/replace defective parking meters within 24 hours
- ✓ Secure daily money collection from meters
 - ✓ Perform preventive maintenance on parking meters

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	112,299	121,017	123,000	138,830	14.7%
Contractual	61,462	59,017	57,766	58,755	-0.4%
Commodities	21,216	30,600	43,281	27,900	-8.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	194,977	210,634	224,047	225,485	7.1%
Funding Sources:					
Parking	194,977	210,634	224,047	225,485	7.1%
Total Funding Sources	194,977	210,634	224,047	225,485	7.1%
Personnel – Authorized FTE	1.82	1.82	1.82	1.82	

PARKING OPERATION AND MAINTENANCE

434 -- 96

Highlights:

A nearly ten-year effort to convert all mechanical parking meters into **electronic meters** has been completed. A customer-driven approach, taking into consideration the changing market in which mechanical meters were no longer available, initiated this effort. Improved operation of parking meters has been recognized through the reduced number of maintenance reports for jammed coins or failures to receive time on the meter after coins were deposited. Reliability and consistency of the City's parking meters are priorities for parking meter staff.

The increase in Personal Services reflects the increased benefit costs related to a maintenance worker position increasing to family insurance.

Maintenance of parking stall striping for **parking stalls** throughout the City is another activity of Parking Operation and Maintenance staff with approximately 715 on-street stalls and 917 City lot parking stalls being striped and maintained.

Current technologies such as hand-held personal computers (PDA) are utilized by staff to program electronic meters and to track all maintenance records. This information is collected in the **parking meter database**, which is used to track vital information such as service repair history, meter replacements, and parking revenues. All of this information is used to maximize productivity.

The retaining wall located around Stanton Parking Lot Z recently failed. The cost to reconstruct this retaining wall is included in the budget in the amount of \$15,131. For consistency, the same material that was utilized along Chamberlain Street will be used as part of this reconstruction.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of parking stalls	2,807	2,807	2,850	2,850
# of parking stalls painted	1,825	1,935	2,800	1,800
Electronic parking meters in use	914	914	943	943
# of meter complaints	727	683	690	700
# of preventive maintenance checks done on meters	2,437	6,440	6,300	6,400
Efficiency and Effectiveness:				
Reserved parking space rented (%)	68.0%	69.2%	70.0%	70.0%

PARKING LAW ENFORCEMENT

434 -- 2510

This activity has the responsibility of enforcing all parking regulations in the Downtown and Campustown business areas. Citations are issued for both overtime and illegal parking, with a goal of providing uniform enforcement of all parking restrictions. Community Safety Officers enforce parking regulations during the evening hours as well as assisting police officers and citizens in traffic movement and receiving reports of minor incidents. Parking law enforcement is also a responsibility of police officers and is included in the Crime Prevention and Patrol Activity.

Service Objectives:

- ✓ Promote compliance with parking regulations
 - ✓ Increase efficiency through the use of civilian employees
 - ✓ Resolve neighborhood complaints
- ✓ Address parking issues proactively
 - ✓ Provide funeral escorts and assist in traffic control
 - ✓ Assist in response to snow emergencies

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	222,247	227,702	228,870	239,843	5.3%
Contractual	104,277	93,614	95,795	78,853	-15.8%
Commodities	3,332	4,600	4,600	4,500	-2.2%
Capital	-	-	-	1,200	
Other	-	-	-	-	
Total Expenditures	329,856	325,916	329,265	324,396	-0.5%
Funding Sources:					
Parking Fund	329,856	325,916	329,265	324,396	-0.5%
Total Funding Sources	329,856	325,916	329,265	324,396	-0.5%
Personnel - Authorized FTE	1.50	1.50	1.50	1.50	

PARKING LAW ENFORCEMENT

434 -- 2510

Highlights:

The Parking System Unit consists of one full-time Parking System Officer and nine part-time Community Safety Officers (CSOs), one of which is designated as a lead worker, responsible for administrative duties. The department experienced one resignation in this work unit during the past year, but was able to hire a replacement rather quickly.

Each fall the Police Department grants a **two-week parking warning program**, mainly affecting the university impacted area, giving new students time to familiarize themselves with their new surroundings. During this time, the Parking System Officer and CSOs issue warnings for most illegal parking, but citations are still written for parking meter violations.

Patrol Division police officers also write parking citations. Because they need to respond to a variety of other calls, the volume of parking citations written by police officers remains a fairly small portion of the total. CSO work shifts are scheduled to correspond with the peak times for parking enforcement. This coordination in scheduling provides for the best use of available manpower. The patrol command staff communicates with the on-duty CSO to ensure that alternate side parking and other illegal parking violations are addressed each day.

Community Safety Officers continue to assist the Ames Police Department's Patrol Division in day-to-day operations. While the main focus of their **duties** consist of enforcing illegal parking and overtime meter regulations, they also assist with the following functions: funeral escorts, traffic control points at accidents, special events (ISU football games and VEISHEA), prisoner transports, ticketing vehicles and impound lot inventory during snow emergencies, and property damage accidents occurring on private property. These employees transport evidence and abandoned bicycles, and document minor reports that do not require a sworn officer. They also assist in alcohol and tobacco compliance enforcement actions. CSOs are generally recruited from Iowa State University.

The Ames Police Department continues to review **appeals of parking tickets**, primarily related to confusing signage. This particularly occurs in Campustown following a special event, ISU football game, or VEISHEA. The City Attorney's Office is responding to the charge from the City Council to review the south Campustown area for improved signage. The department continues to seek out best practices to make signage and enforcement meet industry standards.

In early summer, representatives from the Police Department, Traffic Engineering, and Legal Department, met with residents of the Old Orchard Mobile Home Park in a **problem-solving venture**. Apple Place, located in the park, is a city street that allows access to utilities in the area; current parking regulations were making it difficult for residents to comply with the restrictions. Following a review of current practices, changes were made to the parking regulations which satisfied the local residents.

PARKING LAW ENFORCEMENT

434 -- 2510

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Parking citations issued by parking officer + daytime CSOs				
Overtime	27,335	28,459	31,599	30,000
Illegal	10,711	10,675	8,171	8,500
Illegal citations by evening CSOs	11,257	15,621	17,349	16,000
Illegal citations by patrol division	4,064	1,811	2,955	2,500
Total illegal citations	26,032	28,107	28,475	27,000
Total overtime citations	27,335	28,459	31,599	30,000
Total all citations	53,367	56,566	60,074	57,000
Efficiency and Effectiveness:				
Cost for each illegal citation to parking total budget		5.87	5.42	
Cost for each overtime citation to parking total budget		5.79	5.51	
Cost for all citations to parking total budget		5.83	5.46	



PARKING VIOLATION COLLECTION

434 -- 1716

The purpose of the Parking Violation Collection activity is to accept and record monies received in the payment of parking ticket fines. Responsibilities include collecting and recording payments received electronically, through the mail, over-the-counter, and in the drop-box; maintaining payment records; responding to citizens' questions; mailing reminder notices on unpaid tickets; and working with other collection processes, including collection agencies and the City of Ames Legal Department. Additional responsibilities include assisting with the processing of utility payments made over-the-counter and selling CyRide passes.

Service Objectives:

- ✓ Accurately record citizens' payments on the date the payments are received
- ✓ Accurately maintain payment records
- ✓ Accurately record payments made to the collection agency within 2 working days of receipt of the collection report
- ✓ Mail reminder notices to citizens with unpaid parking tickets on the same day as the notices are generated
- ✓ Report payments received on tickets at collection on a weekly basis
- ✓ Respond promptly and courteously to citizens' inquiries and requests
- ✓ Offer citizens convenient options for paying their parking ticket fines
- ✓ Process overpayments on a weekly basis

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	56,515	69,548	53,858	56,711	-18.5%
Contractual	62,605	82,944	78,935	88,498	6.7%
Commodities	2,471	2,331	3,708	3,546	52.1%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	121,591	154,823	136,501	148,755	-3.9%
Funding Sources:					
Parking	121,591	154,823	136,501	148,755	-3.9%
Total Funding Sources	121,591	154,823	136,501	148,755	-3.9%
Personnel - Authorized FTE	1.15	1.15	1.10	1.10	

PARKING VIOLATION COLLECTION

434 -- 1716

Highlights:

Salary and benefits for FY 08/09 are projected to decrease \$15,690 over the FY 07/08 adopted budget. The reduction is the result of a change in personnel and the reallocation of 0.05 FTE from Parking Violation Collection to Customer Service.

Internal Services for FY 08/09 includes an increase of \$3,372 in City Data Services over the amount adopted for FY 07/08. The increase reflects this program using a larger proportion of services provided by Information Technology relative to other programs.

Commodities for FY 08/09 includes an increase of \$1,215 in office supplies over the amount adopted for FY 07/08. Limited storage space restricts the amount of envelopes, perforated paper, and summons forms that can be ordered at one time. This results in ordering office supplies twice in one year every other fiscal year.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Maintained an accuracy rate of no more than 1 misapplied payment per 1,000 payments processed	Yes	Yes	Yes	Yes
Percentage of payments made by credit card	23.0	27.85	30.00	30.00
Percentage of payments reported to collection agency within a week of receipt	100.0	100.0	100.0	100.0
Percentage of reminder notices mailed on date generated	100.0	100.0	100.0	100.0
Percentage of customer inquiries or requests responded to within 1 working day	100.0	100.0	100.0	100.0
Efficiency and Effectiveness:				
Number of payments processed	48,318	48,442	53,000	53,000
Number of overpayments processed	798	975	650	650
Number of reminder notices mailed	24,606	24,352	24,800	24,800
Average cost for payment processed	\$2.52	\$2.51	\$2.58	\$2.81

TRANSIT SYSTEM

436

Activity Description:

The Ames Transit System provides those who live in and visit the City with a safe, economical, and energy saving mass transit system.

Transit Administration oversees the operations of the total transit system. Statistical data and record keeping functions are also performed. Transit system administration reports to federal, state, university, and local authorities, and derives its funds from the same.

The system operates Fixed Route Service (CyRide) every day of the year except Thanksgiving, Christmas, and New Year's Day.

The Transit System further serves the community by contracting for Dial-A-Ride service. This service benefits the community by making transit service available to the disabled and other citizens with special needs.

	2006/07	2007/08	2007/08	2008/09	% Change
Activities:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Transit Administration	1,245,138	1,332,623	1,334,540	1,426,711	7.1%
Fixed Route Service	4,329,381	4,701,916	4,720,478	5,005,890	6.5%
Dial-A-Ride Service	141,432	136,190	150,199	157,711	15.8%
Total Operations	5,715,951	6,170,729	6,205,217	6,590,312	6.8%
 Personnel – Authorized FTE	 73.70	 73.70	 73.70	 75.70	

TRANSIT SYSTEM

436

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	4,030,065	4,222,110	4,255,069	4,502,386	6.6%
Contractual	769,979	889,419	869,038	905,276	1.8%
Commodities	915,481	1,058,800	1,080,710	1,182,250	11.7%
Capital	-	-	-	-	
Other Expenditures	426	400	400	400	0.0%
Total Expenditures	5,715,951	6,170,729	6,205,217	6,590,312	6.8%
Funding Sources:					
Transit	(739,873)	(389,088)	(839,924)	(743,663)	91.1%
Federal Grants	970,582	886,498	1,365,236	1,433,000	61.6%
State Grants	538,632	766,615	659,401	639,240	-16.6%
Interest	77,338	53,000	115,000	115,000	117.0%
Transportation Fees & Charges	667,639	581,240	615,040	624,506	7.4%
ISU Administration	473,718	501,667	501,667	530,764	5.8%
Property Tax	1,072,997	1,143,951	1,143,951	1,210,300	5.8%
GSB	2,572,925	2,608,946	2,608,946	2,760,265	5.8%
Miscellaneous Revenue	25,095	5,900	7,900	5,900	0.0%
MPO Funding	56,898	12,000	28,000	15,000	25.0%
Total Funding Sources	5,715,951	6,170,729	6,205,217	6,590,312	6.8%

TRANSIT ADMINISTRATION AND SUPPORT

436 -- 11

This activity involves the orderly and efficient management of the public transit system. Associated activities are the marketing of the system, transit facilities maintenance, and the training and development of employees who will operate vehicles in a safe, responsible, and courteous manner.

Service Objectives:

- | | |
|--|--|
| <ul style="list-style-type: none"> ✓ Achieve at least 4.7 million rides within the community ✓ Submit at least \$1.9 million in federal and state grant applications to support the operating and capital budgets ✓ Maintain an average large bus fleet age of 12 years or less ✓ Develop a coordinated plan to improve bus stop locations | <ul style="list-style-type: none"> ✓ Maintain an operating budget balance of no less than 12% ✓ Educate the business, student and general resident population through twelve promotions ✓ Ensure compliance with all federal, state and local regulations |
|--|--|

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	818,892	836,590	842,250	913,403	9.2%
Contractual	370,727	457,663	439,680	460,228	0.6%
Commodities	55,519	38,370	52,610	53,080	38.3%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	1,245,138	1,332,623	1,334,540	1,426,711	7.1%
Funding Sources:					
Transit	1,245,138	1,332,623	1,334,540	1,426,711	7.1%
Total Funding Sources	1,245,138	1,332,623	1,334,540	1,426,711	7.1%
Personnel – Authorized FTE	8.20	8.20	8.20	9.20	

TRANSIT ADMINISTRATION AND SUPPORT

436 -- 11

Highlights:

After several years of declining **ridership**, the total number of riders **increased** by 3.4% for the first time last year. This higher ridership is anticipated to continue this year and in this budget year to 4.7 million riders – an increase of approximately 8%. Higher ridership can be attributed to two factors – higher student enrollment at Iowa State University (ISU) and higher fuel prices.

Student fees will increase 6.8% next year and the total local revenue increase will be 5.5% from each of the three funding partners – City of Ames, Government of the Student Body, and ISU.

High fuel costs continue to be problematic. The current budget is \$2.60 per gallon with actual prices year-to-date costing significantly more than this budgeted amount. Fuel will be budgeted at \$2.90 per gallon for FY 08/09.

CyRide's operating **fund balance** has fluctuated in the past from a high of 17.9% to a low of 10.2%. This budget will restore this balance to the Transit Board of Trustees' desired level for a 15% balance which will be used to accommodate higher than budgeted fuel prices and other unanticipated expenditures.

This budget reflects increased administrative support with the opening of the new office building, increased federal/state regulations and the City's emphasis on safety. One **full-time clerk position** was added for FY 08/09 to perform reception duties.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,173,208	4,314,151	4,700,000	4,750,000
Grant applications submitted	\$589,227	\$976,898	\$1,471,052	\$1,529,080
Average fleet age	12.2	12.4	12.2	12.0
 Efficiency and Effectiveness:				
Passenger trips/capita	79.8	82.5	84.1	85.8
Passenger trips/revenue hour	41.9	41.8	41.9	42.0
Revenue hours/capita	1.9	2.0	2.0	2.1
Grant funds/expenses	11.0%	17.2%	23.7%	23.5%

FIXED ROUTE SERVICE

436 -- 12

The fixed route bus service provides regularly scheduled public transit service to the City of Ames, including Iowa State University (ISU). There are six color-coded bus routes which connect the various parts of the City, and three circulator routes that serve the ISU Campus and neighborhoods adjacent to campus.

Service Objectives:

- ✓ Maintain a safe transit system by reducing the total number of accidents by 2%
 - ✓ Reduce customer complaints by 5%
 - ✓ Hire adequate staff to ensure that 85% or more of the drivers' work is assigned each week, reducing overtime expense
- ✓ Develop a plan to track on-time performance
 - ✓ Implement a demonstration program for bike racks on the buses
 - ✓ Maintain the bus fleet in a manner that allows for the smooth and efficient operation of service on a daily basis

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	3,203,884	3,377,830	3,404,820	3,580,572	6.0%
Contractual	265,109	303,256	287,158	295,748	-2.5%
Commodities	859,962	1,020,430	1,028,100	1,129,170	10.7%
Other Expenditures	426	400	400	400	0.0%
Total Expenditures	4,329,381	4,701,916	4,720,478	5,005,890	6.5%
Funding Sources:					
Transit	4,329,381	4,701,916	4,720,478	5,005,890	6.5%
Total Funding Sources	4,329,381	4,701,916	4,720,478	5,005,890	6.5%
Personnel - Authorized FTE	65.45	65.45	65.45	66.45	

FIXED ROUTE SERVICE

436 -- 12

Highlights:

Fixed route ridership is anticipated to increase approximately 8% in the current year and increase to more than 4.5 million rides per year. Increased enrollment in the current year, predicted stabilized enrollment for the future, and higher fuel prices will allow CyRide to immediately increase ridership with a sustained, higher ridership level than has been evidenced in the recent past. In light of these increases and new services that have been added in the past several years, this budget reflects an **additional half-time dispatcher** to manage the daily operations of the transit system. A **half-time clerical position** was added for the Maintenance Division.

All non-fare-free ridership categories have significantly increased (K-12, elderly, CyRide cash and passes, and passengers with disabilities) by 24.4%. This increasing trend is also predicted for this budget year.

Increased revenues from federal funding programs, farebox, and special event service will offset increased expenses.

An emphasis has been placed on lowering the fleet age which will begin to have an impact on the operating budget.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,107,339	4,251,300	4,500,000	\$4,550,000
Passenger/revenue hour	43.3	43.5	45.0	45.0
Average percent work assigned	N/A	N/A	88%	85%
Passenger compliments	8	11	12	12
 Efficiency and Effectiveness:				
Passengers/revenue hour	43.0	43.5	45.0	45.0
Cost/revenue mile	\$3.98	\$4.34	\$4.39	\$4.54
Cost/passenger	\$0.99	\$1.05	\$1.07	\$1.10
Cost/revenue hour	\$42.70	\$45.86	\$46.36	\$47.71
Miles between preventable accidents	25,853	26,843	30,000	35,000

DIAL-A-RIDE

436 -- 13

This activity addresses the public transportation needs of the disabled residents of Ames. Service hours and areas served exceed the requirements of the Americans with Disabilities Act. Heartland Senior Services operates the Dial-A-Ride service as a sub-contractor to CyRide.

Service Objectives:

- ✓ Process transportation applications for persons with disabilities within 21 days per ADA regulations
- ✓ Ensure customer satisfaction with service delivery

- ✓ Ensure subcontractor compliance with all federal and state regulations

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	7,289	7,690	7,999	8,411	9.4%
Contractual	134,143	128,500	142,200	149,300	16.2%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	141,432	136,190	150,199	157,711	15.8%
Funding Sources:					
Transit	141,432	136,190	150,199	157,711	15.8%
Total Funding Sources	141,432	136,190	150,199	157,711	15.8%
Personnel – Authorized FTE	.05	.05	.05	.05	

DIAL-A-RIDE

436 -- 13

Highlights:

Heartland Senior Services (HSS) continues to provide adequate service as the subcontractor to CyRide for its Americans with Disabilities Act (ADA) required service. The current contract with HSS continues through June 20, 2008.

Dial-A-Ride **ridership increased** more than 12%, which is a trend evidenced over the past several years. This budget reflects anticipated continued growth and demand for this service as the community continues to expand and demographics change.

Contracting with HSS improves the efficiency of this service to the disabled community through coordination of CyRide-required trips with HSS trips.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Ridership	10,715	11,540	12,000	12,000
# of complaints	5	6	3	3
% of applications processed in 21 days	98%	98%	100%	100%
Efficiency and Effectiveness:				
Passengers/revenue hour	4.0	3.5	3.5	3.5
Farebox revenue/expense	7.9%	7.5%	7.5%	7.5%
Cost/passenger	\$11.74	\$12.26	\$12.40	\$12.60
Cost/revenue mile	\$4.25	\$3.90	\$4.00	\$4.10

AIRPORT

438 -- 70

The Ames Municipal Airport currently has the second busiest non-controlled airport in the state with over 25,000 operations occurring annually. Approximately 90 aircraft are housed in private and public hangars, and an additional 54 aircraft can be temporarily located in designated tie-down areas. A fixed base operator (FBO) is under contract to provide for daily airport operations. The FBO is not responsible for maintenance services at the Airport; therefore, maintenance is administered by Public Works through outside contracts or with City staff for snow removal and mowing. City-owned land next to the airport is utilized for agricultural purposes.

Service Objectives:

- ✓ Create a positive aviation environment for all users and the aviation community
 - ✓ Provide quality services for airport users
 - ✓ Provide general aviation services to the City and immediate surrounding area
- ✓ Maintain airport buildings and grounds
 - ✓ Provide an essential gateway to the community

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	40,310	41,336	41,962	43,779	5.9%
Contractual	59,835	56,583	57,698	58,954	4.2%
Commodities	1,325	6,100	15,073	2,100	-65.6%
Capital	6,275	-	-	-	
Other	-	-	-	-	
Total Expenditures	107,745	104,019	114,733	104,833	0.8%
Funding Sources:					
General Fund	(62,173)	(47,742)	(45,525)	(70,475)	47.6%
Airport Farm	40,852	35,575	40,852	52,542	47.7%
Hangar Leases	63,361	63,597	65,097	67,260	5.8%
Fuel Sales	12,405	11,200	13,400	13,400	19.6%
Miscellaneous	3,178	1,480	1,000	1,000	-32.4%
Clarion Technology	38,747	39,909	39,909	41,106	3.0%
Airport Construction	11,375	-	-	-	
Total Funding Sources	107,745	104,019	114,733	104,833	0.8%
Personnel – Authorized FTE	.50	.50	.50	.50	

AIRPORT

438 -- 70

Highlights:

Hap's Air Service is in its first year of a five-year **Fixed Base Operator** (FBO) service contract.

The **Airport Advisory Committee** is becoming more involved with the FBO operations through meetings every four to five months. Positive feedback continues to be received from local and transient users.

The **Airport Construction Fund balance** is projected to be \$211,093 at the end of FY 2007/08 and \$150,618 at the end of FY 2008/09. In FY 2008/09, this balance will be used as City participation in a project to rehabilitate Runway 13/31.

Sigler began leasing the VisionAire building in 2007. Revenue from this lease is expected to be \$41,106 in FY 2008/09.

Cash rent for the airport farm is expected to be \$52,542 in FY 2008/09.

The Ames Municipal Airport is the only general aviation airport in Iowa operating without General Fund support.

Airport security has become an issue to all general aviation airports, and the Federal Aviation Administration may require implementation of additional security measures as a prerequisite for future grants. This requirement could impact the operations budget in the future.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Gallons of fuel sold (AVGAS)	55,111	77,912	92,000	100,000
Gallons of fuel sold (FBO) jet	81,877	102,214	150,000	175,000
Gallons of fuel sold (ISU) jet	17,248	20,034	21,000	22,000
# of based single engine aircraft	38	40	41	42
# of based multi-engine aircraft	8	5	5	6
# of based ultra-light aircraft	3	3	3	3
# of based gliders	10	13	13	13
Efficiency and Effectiveness:				
% of General Fund support needed to operate and maintain airport	0%	0%	0%	0%

TRANSPORTATION CIP

439

Activity Description:

This is a summary of all capital improvements in the Transportation Program. Details in each area are presented in the Five-Year Capital Improvements Plan for the City of Ames.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Transit Administration:					
IA 04-0105-015-06			94,000		
2005 Forced Capital	20,301				
Locally Funded Capital	53,765		652,585	728,000	
IA-03-0088-04	391,636		1,519,600	1,214,410	
IA 03-0104-015-05	593,474		18,000		
FTA 5307 IA-90-X300 FY 06	80,780				
FTA 5307 IA 90-X314 FY 07	516,969				
5310 Elderly Disabled	189,661		66,000	50,000	
5307-MPO Capital Planning	35,844	573,075			
5317 New Freedom FY 08		113,425	113,425		
STA Infrastructure Assistance		66,000	1,100,000		
IA 04-0113-015-07		315,000	330,000		
Needs Analysis FY 09				200,000	
IA 04 Nov 2007				578,000	
Sub-Total	1,882,430	1,067,500	3,893,610	2,770,410	
Airport Operations:					
06/07 Airport Master Plan	46,997		26,020		
Airport Hangar Improvements		100,000	100,000		
Rehab Runway 13/31				2,120,000	
Sub-Total	46,997	100,000	126,020	2,120,000	
Street Surface Maintenance:					
07/08 Slurry Seal	45	100,000	99,955		
Shared Use Path Pavement				50,000	
08/09 Sidewalk Safety				50,000	
07/08 Sidewalk Safety		50,000	79,900		
06/07 Sidewalk Safety	47,487				
05/06 Sidewalk Safety	775		18,000		
08/09 Seal Coat				625,000	
06/07 Seal Coat	844		249,156		
07/08 Seal Coat	2,331	150,000	147,669		
05/06 Seal Coat/Asphalt	(2,033)				
06/07 Concrete Pave Recon	3,925		370,683		
Concrete Pave Green Hills	3,050	300,000	296,950		
08/09 Concrete Pavement				1,425,000	
Sub-Total	56,424	600,000	1,262,313	2,150,000	

TRANSPORTATION CIP

439

Activities	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Public Works Engineering:					
05/06 Arterial 24 th /Stange	11,561		466,825		
08/09 Asphalt Resurfacing				500,000	
07/08 Asphalt Resurfacing	14,813	500,000	485,187		
06/07 Asphalt Resurfacing	8,328		491,672		
05/06 Asphalt Resurfacing	26,180		80,346		
Asphalt Pave Northwood Drive				400,000	
05/06 Collect NW 13-20 th	2,078				
08/09 Collector St Pavement				1,000,000	
Bloomington Retain Wall				35,000	
08/09 Neighborhood Curb				75,000	
07/08 Neighborhood Curb	3,478	50,000	40,763		
06/07 Neighborhood Curb	97,105				
08/09 CyRide Toronto-Hutchison				600,000	
07/08 Col/Beach/L-Way/Morten	1,199,385	1,800,000	600,615		
NE Area Regional 570 th Street		950,000	950,000		
S. Dayton Ave Improvements	16,571	1,050,000	1,033,429		
Topographic Mapping		120,000	120,000		
Dayton Ave Reconstruction			12,000		
SE 16 th Paving and Bridge	296,101	3,000,000	3,454,806		
CyRide Welch/Hunt to Storm	1,421				
Pearle Ave Reconstruction	6,248		118,001		
Burnett Avenue Main to 7th				750,000	
08/09 Arterial ND/Delawr/Ontario				1,100,000	
East L-Way Widening	(61,416)		168,090		
Grand Avenue Extension	575,816	5,000,000	4,753,852		
08/09 CyRide NW 28 th -30 th				400,000	
06/07 Collect NW 6 th -13 th	914,839		141,992		
06/07 CyRide Jewel Drive	629,317		12,392		
S Duff Ave Improvement Project	5,937		248,277		
Bloomington Road Widening	499	450,000	524,501		
Arterial L-Way Beech/Hayward	533,627				
Collector 24 th /Grand/Duff	428,676		166,617		
Sub-Total	4,710,564	12,920,000	13,869,365	4,860,000	
Total CIP	6,696,415	14,687,500	19,151,308	11,900,410	-19.0%



The Vanishing Rail Yard
(ceramic tile walls)

By David Dahlquist, 1999

Tom Evans Park - Main Street and Douglas Avenue



A World To Teach

By Jane Dedecker, 1999

Outside Ames Public Library
Main Entrance, Douglas Avenue

COMMUNITY ENRICHMENT PROGRAM

	Page
Recreational Opportunities	168
Parks and Recreation Admin/Support	170
Recreation Administration	172
Instructional Programs	174
Athletic Programs	176
Aquatics	178
Community Center/Auditorium/Bandshell	180
Wellness Programs	182
Homewood Golf Course	184
Ames/ISU Ice Arena	186
Parks Activities	188
 Library Activities	 190
Library Administration	192
Library Outreach	194
Library Collection Development	196
Library Youth Services	198
Library Information Services	200
Library Circulation	202
Library Network Services	204
Library Grants and Gifts	206
 Fire Health and Sanitation	 208
Police - Animal Sheltering/Control	210
Human Services Agencies	212
Arts Services/Agencies	215
Cemetery	218
Leased Housing	220
Affordable Housing	222
Community Development Block Grant	224
Storm Disaster Activity	226
Economic Development	228
Cable TV	230
Community Enrichment CIP	232

COMMUNITY ENRICHMENT PROGRAM

450

Program Description:

The City of Ames provides an array of services which enrich the lives of citizens. These leisure time and informational services are intended to give citizens opportunities to expand their interests, to increase in knowledge, to participate in a wide variety of physical pursuits, and to enjoy the quiet repose of the world around us.

The City of Ames provides services which relate to public health and welfare. Programs also provide assistance to the members of the community in housing, human services, arts, economic development, restaurant inspection, and animal shelter activity. Additional activities include the operation of the City's government access and public access cable TV channels and administration and maintenance of the City's cemeteries.

	2006/07	2007/08	2007/08	2008/09	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Recreation/Administration	2,148,773	2,258,571	2,260,467	2,404,760	6.5%
Parks	885,267	953,911	948,114	985,080	3.3%
Library Services	2,885,904	2,979,530	3,062,632	3,141,982	5.5%
Library Grants/Donations	193,201	142,035	231,941	94,807	-33.3%
Health and Sanitation	134,998	148,430	145,657	153,356	3.3%
Animal Control	290,477	332,150	333,704	330,283	-0.6%
Human Services	847,067	904,108	917,909	977,358	8.1%
Art Services/Agencies	108,198	128,316	152,693	109,529	-14.6%
Cemetery	127,644	111,018	125,050	116,372	4.8%
Leased Housing	1,089,167	1,017,891	1,109,295	1,095,587	7.6%
Affordable Housing	42,291	111,651	351,108	38,702	-65.3%
Community Dev. Block Grant	507,090	487,358	1,313,466	494,001	1.4%
Storm Disaster Activity	267,107	-	17,434	-	
Economic Development	250,749	160,632	157,387	160,826	0.1%
Cable TV	74,751	91,484	106,608	99,990	9.3%
Total Operations	9,852,684	9,827,085	11,233,465	10,202,633	3.8%
Community Enrichment CIP	544,644	1,041,260	4,855,194	7,065,800	578.6%
Total Expenditures	10,397,328	10,868,345	16,088,659	17,268,433	58.9%
Personnel – Authorized FTE	64.47	64.47	63.52	63.41	

COMMUNITY ENRICHMENT PROGRAM

450

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	4,813,817	5,119,859	5,033,180	5,379,424	5.1%
Contractual	4,100,972	4,061,487	4,613,431	4,199,330	3.4%
Commodities	422,351	336,429	383,792	348,667	3.6%
Capital	1,045,773	1,350,570	6,058,225	7,341,012	443.5%
Other Expenditures	14,415	-	31	-	
Total Expenditures	10,397,328	10,868,345	16,088,659	17,268,433	58.9%
Funding Sources:					
General Fund	5,927,875	6,148,418	6,458,334	6,522,610	6.1%
Local Option	1,309,014	1,614,529	1,962,789	1,678,684	4.0%
Hotel/Motel	150,120	210,632	301,222	210,826	0.1%
Leased Housing	1,089,167	1,017,891	1,109,295	1,095,587	7.6%
Housing Assistance	22,552	10,949	36,273	13,546	23.7%
Co. Wide Affordable Housing	19,739	100,702	314,835	25,156	-75.0%
Cemetery	2,985	7,500	14,500	2,500	-66.7%
Block Grant	507,090	487,358	1,313,466	494,001	1.4%
G.O. Bonds	13,550	-	3,101,929	5,278,000	
Park Development	6,900	412,500	485,600	-	-100.0%
Park & Rec Spec Revs	35,874	-	56,000	80,000	
Library Donations	268,642	162,035	231,941	94,807	-41.5%
Piano Donation	629	-	-	-	
Furman Aquatic Donations	-	-	-	1,090,000	
Economic Development RLF	130,000	-	-	-	
Parking	19,805	-	-	-	
Animal Shelter Donations	9,906	32,976	32,976	-	
Public Art Donations	-	-	5,022	16,976	
FEMA – 2007 Ice Storm	267,107	-	17,434	-	
Ice Arena	368,852	433,724	418,571	437,249	0.8%
Homewood Golf	215,513	229,131	226,472	228,491	-0.3%
Electric Fund	32,008	-	2,000	-	
Total Funding Sources	10,397,328	10,868,345	16,088,659	17,268,433	58.9%

RECREATIONAL OPPORTUNITIES

451

Activity Description:

This activity provides a wide array of recreational opportunities to the community. The recreational preferences of many segments of the populace are provided for through both City sponsored activities and activities sponsored in conjunction with other community groups. Many of these recreational activities are either partially or wholly self-supporting through user fees.

Several categories of recreational opportunities are provided to the community. The Recreational Programs include instructional activities designed to teach new skills, athletic activities which offer organized sporting competition, wellness programs for the overall health, education and welfare of citizens, social programs, and Community Center/Auditorium activities. The Aquatics Activity provides swimming opportunities at two City pools. The Homewood Golf Course Activity provides a highly used 9-hole golf course for citizens. The Ames/ISU Ice Arena provides an assortment of ice rink activities.

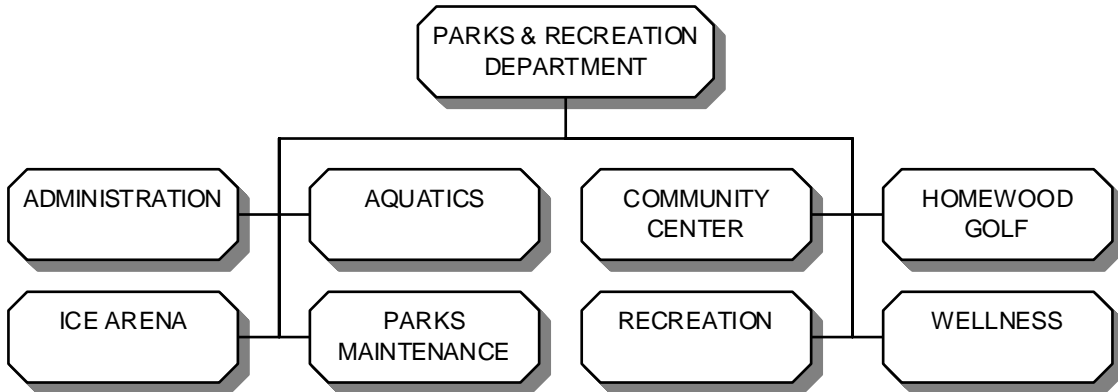
As in all Parks and Recreation activities, the challenge is to balance affordability and the necessary amount of tax support needed to offer a well-rounded program. The department is placing a high premium upon program marketability and the idea that direct costs should be recovered through non-tax revenues to the fullest extent possible.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Parks & Rec Dept Administration	311,377	309,144	233,909	235,459	-23.8%
Recreation Administration	104,409	92,957	93,864	96,537	3.9%
Instructional Programs	230,980	233,435	247,022	263,275	12.8%
Athletic Programs	152,265	162,761	163,372	161,017	-1.1%
Aquatics Programs	284,297	306,200	355,249	438,570	43.2%
Comm Ctr/Auditorium/Bandshell	276,057	251,885	283,085	297,288	18.0%
Wellness Programs	205,023	239,334	238,923	246,874	3.2%
Homewood Golf	215,513	229,131	226,472	228,491	-0.3%
Ice Arena	368,852	433,724	418,571	437,249	0.8%
Total Operations	2,148,773	2,258,571	2,260,467	2,404,760	6.5%
Personnel - Authorized FTE	13.05	13.05	11.45	11.45	

RECREATIONAL OPPORTUNITIES

451

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	1,321,633	1,437,943	1,384,135	1,520,921	5.8%
Contractual	644,292	661,950	684,901	693,000	4.7%
Commodities	160,453	140,359	153,175	160,325	14.2%
Capital	20,203	18,319	38,225	30,514	66.6%
Other Expenditures	2,192	-	31	-	
Total Expenditures	2,148,773	2,258,571	2,260,467	2,404,760	6.5%
Funding Sources:					
General Fund	791,923	796,518	833,396	828,820	4.1%
Ice Arena	368,852	433,724	418,571	437,249	0.8%
Homewood Golf	215,513	229,131	226,472	228,491	-0.3%
Local Option Tax	23,796	23,345	24,637	23,997	2.8%
User Fees	748,689	775,853	757,391	886,203	14.2%
Total Funding Sources	2,148,773	2,258,571	2,260,467	2,404,760	6.5%



PARKS AND RECREATION ADMIN/SUPPORT

451 -- 49

This program provides leadership to the Department's five divisions; Administration, Parks and Facilities, Recreation, Homewood Golf Course, and the Ames/ISU Ice Arena. The primary areas of responsibility include; leadership of division heads to ensure a values-driven department (Excellence Through People), visioning and strategic planning, implementation of the operating budget, and administration of the Capital Improvements Plan (CIP). This division also provides administrative support to the Parks and Recreation Commission.

Service Objectives:

- ✓ Develop and lead department to ensure all full-time and approximately 175 temporary staff members are values-driven
 - ✓ Work with key staff members and user groups to optimize usage of Ice Arena, Homewood Golf Course, and City Auditorium
 - ✓ Pursue partnerships with other governmental and private sector entities to ensure best and most economical delivery of recreational services to residents
 - ✓ Ensure program surveys are completed and multiple focus groups (park system, facilities, recreational/wellness programs) are held to gain resident and participant insight/desires on current and future services
- ✓ Provide departmental budget fiscal responsibility and complete authorized CIP projects within designated fiscal year
 - ✓ Ensure Donald and Ruth Furman Aquatic Center **opens June of 2009** and stays within construction budget
 - ✓ Further develop and support the City's efforts in "going green"

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	225,284	233,724	155,679	158,474	-32.2%
Contractual	75,744	71,120	73,530	72,485	1.9%
Commodities	8,157	4,300	4,700	4,500	4.7%
Capital	-	-	-	-	
Other	2,192	-	-	-	
Total Expenditures	311,377	309,144	233,909	235,459	-23.8%
Funding Sources:					
General Fund	305,232	302,644	227,409	228,959	-24.3%
Miscellaneous Revenue	6,145	6,500	6,500	6,500	0.0%
Total Funding Sources	311,377	309,144	233,909	235,459	-23.8%
Personnel - Authorized FTE	2.50	2.50	1.20	1.20	

PARKS AND RECREATION ADMIN/SUPPORT

451 -- 49

Highlights:

Donald and Ruth Furman Aquatic Center

In July 2007, residents approved \$8,488,000 to develop an outdoor aquatic center. To further enhance this project, Donald and Ruth Furman donated one million dollars for facility development and one million dollars for future facility components and to offset any operational expenses. In appreciation of their generous gift, the City named the facility in their honor. The aquatic center will be located in central Ames on a 40-acre parcel owned by Iowa State University (ISU). The City and ISU entered into a long-term agreement for the site. The aquatic center will occupy 11 acres of the overall 40-acre site; the balance of land will be established into a riparian buffer along Squaw Creek. It is anticipated that the facility will be open in June of 2009.

Budget Implications of Transitioning To A New Aquatic Facility

Revenues at the new aquatic center will exceed expenses by \$46,000 in FY 08/09. This is due to the anticipated quantity of season ticket sales during May and June of 2009. Carr Pool will close following the 2008 swim season (two months of operation in FY 08/09). The new aquatic center will open June of 2009 (one month of FY 08/09). The majority of season tickets for the new facility will be sold in May and June of 2009. Expenses for FY 08/09 will be two months from Carr Pool (July/August of 2008) and one month at the aquatic center (June 2009). Once the transition between the old and new facility has occurred, it is estimated the aquatic center will break even operationally.

Increase In Minimum Wage

The State of Iowa increased the minimum wage from \$5.15 to \$6.20 in April 2007, and to \$7.25 on January 1, 2008. Due to employing between 175 and 200 temporary employees each year, this impacts the Department by approximately \$47,000.

Decrease of 1.35 FTE

Personal Services was decreased by 1.5 FTE by not filling a vacant full-time Secretary I position and half-time Project Administrator. These positions were not filled as a result of less walk-in customers at the Gateway Administrative office, an increase in technology, and web-based registrations. However, a .15 FTE was added for the Parks and Facilities Superintendent to the Activity Program. These changes resulted in a savings of \$75,000 in FY 08/09.

Facility Assessment

In order to determine the facility opportunities for two existing buildings, a Facility Assessment Study is planned for the Gateway Administrative Office and the Carr Pool concession stand. Flexibility may exist to address additional space for employees or for public meetings.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Conduct a minimum of six focus groups	N/A	N/A	N/A	6
Implement "green" practices	N/A	N/A	N/A	10
Maintain a tax subsidy level of <67%	65%	66%	67%	65%
Efficiency and Effectiveness:				
Maintain 97%+ user satisfaction with:				
Overall appearance of parks	99%	97%	97%	97%
Shelter houses	95%	97%	97%	97%

RECREATION ADMINISTRATION

451 -- 50

The purpose of this activity is to provide a high quality, safe, and innovative leisure activity program for all the citizens of Ames and the surrounding areas by offering instructional, athletic/league, social, aquatics, and wellness programs. This division also administers the Community Center facility.

Service Objectives:

- ✓ Improve cross marketing of recreation programs (Homewood season ticket holders will receive information on adult wellness programs)
 - ✓ Improve and standardize survey methods and questions of recreation participants
 - ✓ Effectively price programs to maximize participation and minimize tax subsidy
- ✓ Effectively utilize technology to promote programs and communicate with customers
 - ✓ Develop and implement “going green” practices (e-mailing schedules instead of postal mail)
 - ✓ Offer scholarships to enable most youth an opportunity to participate in recreation programs

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	62,864	59,976	60,715	63,434	5.8%
Contractual	34,183	31,661	31,530	31,539	-0.4%
Commodities	7,362	1,320	1,619	1,564	18.5%
Total Expenditures	104,409	92,957	93,864	96,537	3.9%
Funding Sources					
General Fund	104,409	92,957	93,864	96,537	3.9%
Total Funding Sources	104,409	92,957	93,864	96,537	3.9%
Personnel - Authorized FTE	.87	.77	.77	.77	

RECREATION ADMINISTRATION

451 -- 50

Highlights:

- Over the last several years, participation in youth sports has decreased. This is an issue staff will evaluate during the upcoming year.
- Two Recreation Supervisors attended a weeklong Executive Development School in FY 06/07. This is a nationally recognized, two-year leadership development program.

Service Accomplishments:	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
# of scholarship participants	115	107	100	100
Scholarship money awarded	\$2,511	\$2,137	\$2,000	\$2,000
# of recreation programs	137	136	136	136
# of registrations	12,158	11,893	11,600	11,600
Online computer registrations	20%	19%	21%	22%
# of "going green" practices implemented	NA	NA	5	5

INSTRUCTIONAL PROGRAMS

451 -- 51

The major purpose of this activity is to provide citizens of Ames with instruction in various leisure time experiences. This includes sports and athletics, arts and crafts, and nature appreciation, all for the purpose of being better physically and emotionally fit persons. This category includes Camp Funshine, Adult Golf, Tennis, Baseball, Youth Football, Gymnastics, Golf, Soccer, Youth Basketball and Volleyball, Junior Band, Small Wonders, Camp Odyssey, Dance, and such other programs as may be desired by the public and deemed appropriate.

Service Objectives:

- ✓ Provide appropriate training for staff and volunteers
 - ✓ Establish and implement instructor-to-participant ratios
 - ✓ Seek youth sport team sponsors to keep participant cost reasonable
 - ✓ Secure qualified staff for programs
- ✓ Provide a safe environment for staff and participants
 - ✓ Evaluate participation in youth sports programs and implement improvement recommendations
 - ✓ Replace outdated soccer goals over four fiscal periods (FY 06/07 to FY 9/10)
 - ✓ Tax subsidy for operations not to exceed 35%

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	180,904	189,856	197,516	208,184	9.7%
Contractual	28,904	24,154	30,560	31,142	28.9%
Commodities	17,977	19,425	18,915	17,949	-7.6%
Capital	3,195	-	-	6,000	
Other Expenditures	-	-	31	-	
Total Expenditures	230,980	233,435	247,022	263,275	12.8%
Funding Sources:					
General Fund	70,014	65,455	82,618	96,937	48.1%
Instructional Fees	160,966	167,980	164,404	166,338	-1.0%
Total Funding Sources	230,980	233,435	247,022	263,275	12.8%
Personnel - Authorized FTE	1.63	1.63	1.78	1.78	

INSTRUCTIONAL PROGRAMS

451 -- 51

Highlights:

- Participation in instructional activities is declining as detailed below. This is primarily due to residents having more options to choose from in youth sports (i.e. tackle football, Upward basketball, AAU teams).
- During the summer of 2007, Parks and Recreation contracted with Ames Racquet and Fitness Club to provide expertise and staffing for youth and adult tennis lessons. This was a successful partnership and will continue in 2008.
- In FY 08/09, \$10,500 will be transferred from the Excellence Through People account administered by Human Resources to provide seasonal staff support which allows a full-time Recreation Supervisor to lead process improvement teams within the overall organization.
- Personal Services were impacted due to the minimum wage increase and the reallocation of a Recreation Coordinator's time (15%) into this program from Homewood Golf Course. This change was completed to better reflect the work activity in this program.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of programs	40	40	40	40
# of registrations	4,037	3,707	3,491	3,491
# of youth sport sponsors	9	25	29	35
# of youth sport teams sponsored	10	48	64	70
Youth sport sponsor revenue	\$1,750	\$6,600	\$8,875	\$9,625
% of programs instructor/participant ratios adhered to	100%	100%	100%	100%
Soccer goals replaced	-	1	1	2
 Efficiency and Effectiveness:				
Instructional operational subsidy	24%	30%	33%	37%
City cost per registration	52.70	62.31	70.18	73.07
Subsidy per registration	12.70	18.89	23.08	25.43

ATHLETIC PROGRAMS

451 -- 52

This program is designed to offer adults the opportunity to participate in team/individual competitive sport activities. Examples include softball, basketball, volleyball, and dodge ball.

Service Objectives:

- ✓ Operate softball, basketball, volleyball and sand volleyball programs as breakeven (covers direct costs)
 - ✓ Secure qualified staff for programs
- ✓ Continue to implement all safety standards as recommended by the sport governing body

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	106,615	116,633	120,232	118,699	1.8%
Contractual	33,099	32,935	31,015	30,321	-7.9%
Commodities	12,551	13,193	12,125	11,997	-9.1%
Other Expenditures	-	-	-	-	
Total Expenditures	152,265	162,761	163,372	161,017	-1.1%
Funding Sources:					
General Fund	50,218	47,427	61,833	57,428	21.1%
Athletic Fees	102,047	115,334	101,539	103,589	-10.2%
Total Funding Sources	152,265	162,761	163,372	161,017	-1.1%
 Personnel - Authorized FTE	 .83	 .83	 .83	 .83	

ATHLETIC PROGRAMS

451 -- 52

Highlights:

- The CIP includes new fencing installed on the four softball diamonds at North River Valley Softball Complex.
- FY 07/08 Personal Services increased due to the minimum wage increase and IPERS contributions.
- Over the past few years, there has been a decrease in the number of Adult Softball, Adult Sand Volleyball, and Youth and Adult 3-on-3 basketball teams.
- In FY 08/09, \$10,500 will be transferred from the Excellence Through People account administered by Human Resources to provide seasonal staff support which allows a full-time Recreation Supervisor to lead process improvement teams within the overall organization.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of programs	26	26	26	26
# of teams	397	365	328	316
# of participants	4,714	4,345	4,115	4,034
Efficiency and Effectiveness:				
Athletic program subsidy	26%	33%	38%	36%
% of direct costs covered	100%	100%	100%	100%
City cost per participant	30.74	35.04	39.70	40.04
Subsidy per participant	7.86	11.56	15.15	14.36

AQUATICS

451 -- 54

This program is responsible for maintaining a safe, sanitary, and fun environment for swimming activities. Public swimming, instructional, and special events are offered through this activity. Activities are offered year-round at Municipal Pool, in cooperation with the Ames School District, while warm weather swimming is available at Carr Pool (June, July, August, 2008), at the Donald and Ruth Furman Aquatic Center (summer of 2009), and the Brookside Wading Pool.

Service Objectives:

- ✓ Provide a safe and sanitary facility for all users
 - ✓ Offer programs for all ages based on community needs
 - ✓ Offset operational expenses with user-generated revenues at the Furman Aquatic Center
- ✓ Provide training for staff, focusing on user safety and being customer driven
 - ✓ Adhere to established instructor and lifeguard/participant ratios
 - ✓ Develop and implement "green" initiatives

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
	Actual	Adopted	Adjusted	Mgr Rec	
Expenditures:					
Personal Services	162,985	170,999	202,829	268,897	57.3%
Contractual	92,493	114,471	122,809	129,071	12.8%
Commodities	24,119	19,430	25,111	37,452	92.8%
Capital	4,700	1,300	4,500	3,150	142.3%
Other Expenditures	-	-	-	-	
Total Expenditures	284,297	306,200	355,249	438,570	43.2%
Funding Sources:					
General Fund	119,343	142,528	181,601	142,564	0.0%
Daily Receipts/Lessons	149,002	148,073	153,560	254,233	71.7%
Concessions	15,952	15,599	20,088	41,773	167.8%
Total Funding Sources	284,297	306,200	355,249	438,570	43.2%
Personnel – Authorized FTE	.75	.75	.75	.75	

AQUATICS

451 -- 54

Highlights:

On July 24, 2007, Ames residents approved a special bond referendum for \$8,488,000 to construct a **new aquatic center** on 13th Street, south of Ames High School.

Donald and Ruth Furman donated two million dollars. One million dollars is to be used for construction costs and one million is to be used to offset operational costs and for future facility enhancements.

Earthwork for the Donald and Ruth Furman Aquatic Center was accomplished in the fall of 2007. Construction of the facility will begin in 2008 with an anticipated opening in the summer of 2009.

The FY 08/09 Donald and Ruth Furman Aquatic Center budget is based on averages of other similar aquatic centers in Iowa (West Des Moines, Clive and Cedar Falls).

The FY 08/09 budget is based on Carr Pool closing following the summer of 2008.

The FY 08/09 budget assumes that the Donald and Ruth Furman Aquatic Center will be operational beginning in June 2009 with a net revenue of approximately \$46,000 for one month.

Personal Services increased by \$30,119 as a result of the State of Iowa minimum wage increase from \$5.15 to \$7.25 per hour (January 2008).

The Municipal Pool was closed for three weeks during the summer of 2007 as part of the Capital Improvements Program.

Approximately 900 private swim lessons were given during 2007. This is an increase of 512 from 2006, generating \$7,680.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Carr Pool attendance	20,125	22,825	22,800	16,000
Municipal Pool attendance	9,605	8,008	9,500	8,000
Brookside attendance	1,257	1,529	1,800	900
Furman Aquatic Center (June only in 2009)	---	---	---	30,000
Total aquatic attendance	30,987	32,092	33,600	54,900
Swim lesson registrations	1,510	1,245	1,350	1,350
Private swim lessons	386	898	850	850

Efficiency and Effectiveness:

% of swim lesson classes operating at highest efficiency ratio (± 1 student)	N/A	65%	85%	85%
Subsidy per user visit – Carr Pool	\$2.14	\$2.69	\$2.95	\$2.29
Subsidy per user visit – Municipal Pool	\$6.75	\$9.60	\$12.73	\$13.15
Subsidy per user visit – Brookside	\$1.33	\$0.50	\$0.31	\$1.83
Subsidy per user visit – Furman Aquatic Center	N/A	N/A	N/A	0
Correction of deficiencies found during State inspections	100%	100%	100%	100%
User focus groups held	2	2	2	2
Tax subsidy – Aquatics	\$101,444	\$119,343	\$174,958	\$142,565
Percent of tax support	40%	42%	50%	32%

COMMUNITY CENTER/AUDITORIUM/BANDSHELL

451 -- 55

This activity is comprised of events and programs that utilize a full-sized gymnasium, locker rooms, cardio-room, weight room, gymnastic/multipurpose area, auditorium, and office space. Instructional, social, wellness, and athletic activity programs utilize these facilities.

The City Auditorium and Bandshell are utilized for community arts performances, civic meetings, touring troupes, etc.

Service Objectives:

- | | |
|--|--|
| <p><u>Community Center</u></p> <ul style="list-style-type: none"> ✓ Provide and safe and clean facility ✓ Maintain a per participant tax subsidy of <\$1.40 per visit ✓ Provide activities to maximize 100% of the usable space ✓ Develop/implement "green" initiatives | <p><u>Auditorium/Bandshell</u></p> <ul style="list-style-type: none"> ✓ 95% of facility survey responses of good or excellent ✓ 98% of staff customer service survey responses of good or excellent ✓ Support Council goal to expand entertainment opportunities in community ✓ Maintain tax subsidy of <\$30,000 in the Auditorium |
|--|--|

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	142,163	146,763	162,472	181,284	23.5%
Contractual	115,643	90,607	93,215	96,001	6.0%
Commodities	14,840	10,915	11,075	12,803	17.3%
Capital	3,411	3,600	16,323	7,200	100.0%
Other	-	-	-	-	
Total Expenditures	276,057	251,885	283,085	297,288	18.0%
Funding Sources:					
General Fund	171,079	156,079	182,826	194,999	24.9%
Open Gym	18,277	17,967	18,509	18,509	3.0%
Auditorium Rental	45,214	41,267	43,267	45,000	9.0%
Piano Rental/Tuning Fee	380	625	625	900	44.0%
Auditorium Productions	4,352	3,647	4,566	3,697	1.4%
Ticket Sales	5,839	1,394	1,394	2,925	109.8%
Soda Machines	3,070	3,400	3,100	3,100	-8.8%
Local Option/Municipal Band	23,796	23,345	24,637	23,997	2.8%
Social Program Fees	4,050	4,161	4,161	4,161	0.0%
Total Funding Sources	276,057	251,885	283,085	297,288	18.0%
Personnel - Authorized FTE	1.52	1.52	1.57	1.57	

COMMUNITY CENTER/AUDITORIUM/BANDSHELL

451 -- 55

Highlights:

Social Programs which previously included the Bandshell and Holiday Craft Fair has been incorporated into the Community Center and Auditorium activity program.

Community Center

This facility is open from approximately 6 AM to 10 PM daily and receives over 100,000 user visits annually.

Drop-in usage for open gym during the winter months continues to be limited due to scheduled youth and adult sport league games. Drop-in times are limited to less than two hours on Saturdays during the winter sport league season.

Personal Services increased \$16,380 for temporary staff to provide front counter support during late afternoon, evening, and weekend hours at the Community Center. However, one full-time secretarial position was eliminated at the Gateway administrative office.

To better reflect the work activity in this program, the Personal Services budget increased by .05 FTE as a result of increasing a Senior Clerk's time allocation by 5% to the Community Center from Homewood Golf Course.

Personal Services increased by \$2,675 as a result of the State minimum wage increase from \$5.15 to \$7.25 per hour.

Auditorium

Based on resident input at the annual Town Budget meeting, a specific address of 520 6th Street was assigned and posted on the Auditorium.

The three highest revenue streams for FY 06/07 were Bridgeway Church at \$20,662; Beth Clarke Studio of Dance at \$3,180; and Performance Dance Centre at \$3,049.

The three highest attended events for FY 06/07 were Bridgeway Church with 8,158; Beth Clarke Studio of Dance with 3,672; and the Central Iowa Symphony with 2,412.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Drop-in visits (gym, weight room)	35,212	36,010	36,000	36,000
Total user visits (programs included)	122,158	121,862	122,000	122,000
# of Auditorium events	59	69	68	68
# of Auditorium hours used	1,156	1,117	1,100	1,100
# of days Auditorium used	223	246	250	250
# of Auditorium visits	35,917	34,492	31,000	31,000
Efficiency and Effectiveness:				
Subsidy per user visit – Community Ctr	\$1.12	\$1.23	\$1.13	\$1.34
Tax subsidy – Community Center:				
Dollar amount	\$136,660	\$149,802	\$138,034	\$163,439
Percent	85%	87%	86%	88%
Subsidy per user visit – Auditorium	\$0.26	\$0.55	\$0.97	\$0.97
Tax subsidy – Auditorium:				
Dollar amount	\$9,216	\$18,878	\$30,079	\$30,073
Percent	14%	25%	38%	36%
Auditorium facility rated good/excellent	94%	93%		
Auditorium staff rated good/excellent	98%	83%		

WELLNESS PROGRAM

451 -- 56

This program provides a full range of services in the area of wellness. This includes fitness classes, social/educational workshops, management of the weight room and related training/programs for the citizens of Ames.

Service Objectives:

- ✓ Stay with industry trends by creating or revising three programs or activities annually
 - ✓ Follow a replacement schedule for cardio room equipment that meets or exceeds customer expectations
 - ✓ Replace the aerobics room floor (CIP FY 08/09)
- ✓ Expand offerings to other organizations (i.e. Ames School District)
 - ✓ Operate State Gym aqua program with revenues exceeding direct expenses by 25%
 - ✓ Strive for fitness classes held to be at 75% capacity or greater

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	163,935	174,311	177,990	182,185	4.5%
Contractual	23,393	44,086	42,881	43,025	-2.4%
Commodities	8,798	10,338	9,200	9,200	-11.0%
Capital	8,897	10,599	8,852	12,464	17.6%
Other	-	-	-	-	
Total Expenditures	205,023	239,334	238,923	246,874	3.2%
 Funding Sources:					
General Fund	(28,372)	(10,572)	3,245	11,396	-207.8%
Wellness – Fees	233,395	247,906	235,678	235,478	-5.0%
Employee Special Events		2,000			-100.0%
Total Funding Sources	205,023	239,334	238,923	246,874	3.2%
 Personnel – Authorized FTE	 1.25	 1.40	 1.40	 1.40	

WELLNESS PROGRAM

451 -- 56

Highlights:

The weight room continues to be a popular facility with usage exceeding 22,000 visits annually.

Capital funding for FY 08/09 includes \$12,464 to replace a treadmill (\$6,000), bike (\$1,890) and an elliptical trainer (\$4,574).

The wellness program continues to seek out new programs to offer Ames residents. In the ever-changing world of fitness, the classes and programs offered must be constantly changing. One new program that has a high level of success in FY 07/08 is the TRX - a total resistance training workout.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
State Gym Aqua Program revenues exceeding direct expenses by 25%	N/A	16.39%	27.27%	27.27%
Total # of wellness classes offered	52	52	52	52
Total # of registrations in the wellness programs	3,714	3,902	3,900	3,900
Total # of annual weight room visits	24,372	22,524	22,500	22,500
Total # of new programs offered	4	5	4	4
 Efficiency and Effectiveness:				
City cost per registration	\$6.37	\$7.41	\$9.16	\$9.16
Subsidy per registration	\$1.66	\$1.03	\$.12	\$.12

HOMEWOOD GOLF COURSE

451 -- 57

Homewood Golf Course provides outdoor recreational enjoyment for all ages. This 9-hole course includes a clubhouse/concession facility.

Service Objectives:

- ✓ Offset operational expenses with user-generated revenue
 - ✓ Maintain an operational fund balance of 27% of expenses
 - ✓ Maintain a minimum of 20,000 rounds of golf annually
- ✓ Maintain a 95% course survey response of good or excellent
 - ✓ Maintain a 95% satisfaction of facility staff customer service response of good or excellent
 - ✓ Encourage residents of all ages and skill levels to participate in the sport of golf

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	137,022	141,751	131,490	139,493	-1.6%
Contractual	52,436	58,572	63,235	59,171	1.0%
Commodities	26,055	25,988	28,927	28,127	8.2%
Capital	-	2,820	2,820	1,700	-39.7%
Other Expenditures	-	-	-	-	
Total Expenditures	215,513	229,131	226,472	228,491	-0.3%
 Funding Sources:					
Homewood Golf	16,112	9,195	(2,242)	(1,542)	-116.8%
Fees & Season Tickets	149,133	166,438	164,029	164,529	-1.1%
Interest	1,277	1,000	1,200	1,000	0.0%
Rents	9,289	6,800	17,791	18,731	175.5%
Miscellaneous Revenue	159	500	200	200	-60.0%
Merchandise Sales	17,579	19,119	20,190	20,110	5.2%
Western Wireless Lease	21,964	26,079	25,304	25,463	-2.4%
Total Funding Sources	215,513	229,131	226,472	228,491	-0.3%
 Personnel - Authorized FTE	 1.60	 1.55	 1.30	 1.30	

HOMEWOOD GOLF COURSE

451 – 57

Highlights:

The **two financial goals** for this facility have been to: 1) offset operational expenses with user-generated revenues; and 2) maintain a fund balance of 27% of operational expenses. However, national trends reflect that golf rounds continue to decrease annually by 3% to 8%. Although the number of rounds at Homewood have stabilized over the last 5 years (19,500 on average), expenses have continued to increase and exceeded revenues the last two seasons by \$5,162 in FY 05/06 and by \$16,112 in FY 06/07. The fund balance as of July 1, 2007 was \$27,343.

It is also important to remember that the **cell tower lease** agreement generates \$25,463 annually. This agreement has been in place since 1996 and will continue to generate funds to offset user fees. Without this funding, the FY 08/09 net loss for Homewood would total \$24,105.

Personal Services were impacted by \$4,242 as a result of the State minimum wage increase from \$5.15 to \$7.25 per hour.

Staff responsibilities have been amended and reallocated to better reflect the work activities in this program. As a result of these changes, Personal Services decreased by \$27,894 (.35 FTE, Senior Clerk 5%, Parks and Facilities Superintendent 15%, Recreation Coordinator 15%, Parks/Facilities Supervisor 10%).

In an ongoing attempt to stimulate revenue at Homewood, staff implemented **several changes** during the 2007 season to increase play: rental of motorized golf carts, the reduction of daily green fees during slow usage times (weekdays prior to 8 AM and after 6 PM and weekends after 6 PM), and an incentive program for youth golfers to play additional rounds at Homewood.

The rental of motorized carts was successful, generating a net increase in revenue of \$9,438.

With the goal of motivating golfers to play Homewood, several improvements were made, including the replacement of deck furniture, renovating the restrooms, and replacing the carpet in the clubhouse.

Strategies to increase revenue for 2008 include: maintaining a market-driven pricing structure, a couples discount during slow usage times, cart rental punch-cards, compiling an electronic database of season pass holders and daily golfers to inform them of special incentives.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of rounds per year	20,190	17,665	20,000	20,000
# of days affected by weather	44	59	45	50
# of leagues	5	5	5	5
Efficiency and Effectiveness:				
% of respondents rating course conditions "very good" or "good"	95%	95%	95%	95%
% of respondents rating courtesy of clubhouse staff "very good" or "good"	99%	97%	99%	100%
User focus groups held	0	0	1	2
% of revenue to expense	97.6%	92.5%	100%	100%
	(\$5,162 loss)	(\$16,112 loss)		

AMES/ISU ICE ARENA

451 -- 58

The Ames/ISU Ice Arena provides ice activities for the community. The major ice activity comes from user groups through hourly ice rentals -- Iowa State University Hockey Clubs and Intramurals, Ames Minor Hockey, Adult Hockey, and the Ames Figure Skating Club.

Service Objectives:

- ✓ Provide a safe and clean facility and a high quality ice surface
 - ✓ Maintain an approximate \$65,000 operational fund balance
 - ✓ Maximize revenues by renting 100% of available 'prime-time' ice during the school year and 60% of 'prime-time' ice in the summer
- ✓ Develop/implement "going green" initiatives
 - ✓ Offset operational expenses with user-generated revenues

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	139,861	203,930	175,212	200,271	-1.8%
Contractual	188,397	194,344	196,126	200,245	3.0%
Commodities	40,594	35,450	41,503	36,733	3.6%
Capital	-	-	5,730	-	
Other Expenditures	-	-	-	-	
Total Expenditures	368,852	433,724	418,571	437,249	0.8%
Funding Sources:					
Ice Arena	(43,678)	22,342	(15,219)	(8,056)	-136.1%
Recreation Charges	43,767	49,960	45,200	45,200	-9.5%
Interest	23,366	17,000	23,000	20,000	17.6%
Rents	285,691	278,622	305,290	319,805	14.8%
Miscellaneous Revenue	8,401	11,000	6,000	6,000	-45.5%
Merchandise Sales	51,305	54,800	54,300	54,300	-0.9%
Reimbursements	-	-	-	-	
Total Funding Sources	368,852	433,724	418,571	437,249	0.8%
Personnel - Authorized FTE	2.10	2.10	1.85	1.85	

AMES/ISU ICE ARENA

451 -- 58

Highlights:

The **two financial goals** for this facility are to: 1) offset operational expenses with user-generated revenues; and 2) maintain a fund balance of 15% of the operational expenses (\$63,000). To accomplish these goals and maintain a market-driven hourly rental rate, in FY 07/08, \$23,000 in interest was transferred from the Capital Reserve Fund into the Operations Fund. Additionally, the City and Iowa State University (ISU) agreed, for FY 07/08, to redirect a \$40,000 contribution (\$20,000 each) from the Capital Reserve Fund to the Operations Fund. The goal of maintaining an Operations Fund balance will be realized as the fund is estimated at \$123,194 for June 30, 2008. The anticipated ending balance for the Capital Reserve Fund for FY 08/09 will total \$398,428.

Personal Services decreased as a result of reclassifying the Ice Arena Manager position to a Recreation Coordinator. The Recreation Coordinator will assume more of the day-to-day interaction with users while the Recreation Supervisor will assume more administrative duties.

Personal Services were impacted by \$8,599 as a result of the State minimum wage increase from \$5.15 to \$7.25 per hour.

The budget reflects a 5% increase in ice rental fees.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
User visits: winter public skate sessions	10,786	9,531	10,000	10,000
User visits: summer public skate sessions	2,208	2,156	2,200	1,093
Rented prime-time ice hours – school year	N/A	N/A	1,073	
Rented non-prime-time ice hrs – school yr	N/A	N/A	328	330
Rented ice hours – summer	268	321	346	371
Efficiency and Effectiveness:				
User focus groups held	2	2	2	2
Public skate hours available:				
October – March	15/wk	14/wk	14/wk	14/wk
% revenue to expense (without interest transfer	91.4%	105%	98.1%	97.2%

PARKS ACTIVITIES

452

The City of Ames maintains thirty-five (35) parks and woodland/open spaces for use of its citizenry. These areas cover 1,203 acres of land and include facilities and areas where citizens may participate in a variety of active and passive pursuits. These include using playground equipment, picnicking, bicycling, walking, fishing, wildlife viewing, sports activities, and a variety of other leisure time activities.

Service Objectives:

- ✓ Develop and maintain parks and facilities in a clean, safe, and aesthetically pleasing manner
 - ✓ Clean shelters, park grounds and seasonal restrooms daily
 - ✓ Prepare and maintain athletic fields and facilities in a safe and professional manner to prevent injury and for the enjoyment of participants
 - ✓ Mow all manicured parkland every 7-10 days
 - ✓ Conduct safety inspections on the Skate Park daily
 - ✓ Maintain healthy turf
- ✓ Team with all City departments to ensure that the goals of the City Council and organization are achieved
 - ✓ Conduct snow removal on all street and recreational shared use paths
 - ✓ Prune trees to protect and improve the health of the urban forest in order to prevent injury to citizens and damage to property
 - ✓ Conduct safety inspections on all park play equipment two times per year
 - ✓ Promote, coordinate and assist volunteers with Adopt-a-Flower-Garden program
 - ✓ Complete capital improvement projects during the year in which they are scheduled

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	589,560	640,427	627,813	671,247	4.8%
Contractual	246,274	254,233	258,093	265,223	4.3%
Commodities	47,762	48,750	48,782	48,610	-0.3%
Capital	1,671	10,501	13,426	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	885,267	953,911	948,114	985,080	3.3%
Funding Sources:					
General Fund	833,158	902,661	894,214	931,580	3.2%
Shelter Reservations	1,874	-	-	-	
Facility Rentals	31,623	32,000	35,000	35,000	9.4%
Firewood Sales	-	-	-	-	
Athletic Rentals	2,299	2,500	2,500	2,500	0.0%
Donations	1,380	2,000	1,800	2,000	0.0%
Miscellaneous Revenue	1,349	250	600	500	100.0%
Concessions and Pop	11,989	14,000	12,500	12,500	-10.7%
Reimbursements	1,595	500	1,500	1,000	100.0%
Total Funding Sources	885,267	953,911	948,114	985,080	3.3%
Personnel – Authorized FTE	8.95	8.95	9.05	9.05	

PARKS ACTIVITIES

452

Highlights:

- Development of a four-acre neighborhood park in Northridge Heights is anticipated to begin in the summer of 2008 with completion in the fall of 2008. The site will include the standard neighborhood park amenities; small shelter house, play equipment, basketball court, drinking fountain and landscaping. Parking for neighborhood parks is accommodated off-site.
- The “Adopt a Flower Garden” program engages over 125 volunteers in the care of 55 gardens. Holub Greenhouse and Garden Center annually donates \$7,000 in flowers for this program.
- Parks and Facilities maintenance staff participated in the citywide teaming initiative to improve the snow removal process on streets and shared use paths.
- Softball league fees will generate \$22,197 for ball field services (seasonal labor, equipment, and supplies) in FY 07/08.
- The Parks Maintenance Foreman position was changed and upgraded to Parks and Facilities Supervisor; 10% of this position involves oversight of Homewood Golf Course.
- Temporary wages and salaries increased due to the minimum wage increase and to increased maintenance service levels in parks and facilities.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of parks	33	34	34	35
# of park acres	1,196	1,199	1,199	1,203
Acres developed	245	245	245	249
Acres undeveloped	821	824	824	824
Acres of water (Lake – Ada Hayden)	130	130	130	130
# of shelter reservations	1,072	1,174	1,242	1,250
# of ball field reservations	183	174	185	185
# of acres mowed	327	330	330	334
# of athletic fields	18	18	18	18
# of acres fertilized	60	60	60	60
# of trees planted	100	66	65	60
# of trees trimmed/removed	200	500	500	250
# of park shelters	13	13	13	14
# of restrooms	8	8	8	9
# of tennis courts	20	20	20	20
Miles of bike path – snow removal	23	25	25	26
# of playground inspections	1	1	2	2
Efficiency and Effectiveness:				
% of residents giving “very good” or “good” ratings in park appearance	98%	99%	97%	97%
% of households rating appearance and/or upkeep as “good” or “very good”:				
Wooded areas	96%	96%	91%	94%
Hiking trails	96%	95%	94%	95%
Shelters	95%	95%	97%	96%
Playground equipment	96%	94%	93%	95%
Tennis courts	94%	85%	93%	93%
Picnic areas	94%	98%	90%	94%
Restrooms	87%	77%	73%	80%

LIBRARY ACTIVITIES

455

Activity Description:

The Ames Public Library's mission statement is: We connect you to the world of ideas. The Library strives to provide facilities, collections, and programs to meet the educational and entertainment needs of all people of our community.

The seven primary goals are as follows:

- ✓ Library customers will have age-appropriate advisory services, resources, and programming to direct them to leisure materials in various formats of interest to them.
- ✓ Library customers will find materials to stimulate their imagination and enhance their leisure time.
- ✓ Library customers will have the collections, services, and programs they need to satisfy their curiosity and continue to learn throughout their lives.
- ✓ Library customers will have safe, comfortable, and welcoming physical spaces in which to enjoy individual pursuits, express themselves, and meet and interact with others.
- ✓ Library customers will have inviting and user-friendly virtual spaces in order to enjoy individual pursuits, express themselves, and interact with others.
- ✓ Children through age six and their caregivers will have collections, programs, services, and spaces designed to ensure that children will enter school ready to learn to read, write, and listen.
- ✓ School-age children, teens and their caregivers will have collections, programs, services, and spaces designed to encourage reading, library use, and creativity. The library will help them acquire skills in finding and using information; nurture a lifelong love of learning; and aid the transition from child to adult.

	2006/07	2007/08	2007/08	2008/09	% Change
Activities:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Administration	689,339	657,120	746,604	714,135	8.7%
Outreach	278,800	284,487	252,411	282,395	-0.7%
Collection Development	632,424	653,518	689,428	719,367	10.1%
Youth Services	173,305	200,520	281,711	280,528	39.9%
Information Services	664,460	693,780	520,849	548,171	-21.0%
Circulation	425,180	468,031	422,633	442,095	-5.5%
Network Services	22,396	22,074	148,996	155,291	603.5%
Total Operations	2,885,904	2,979,530	3,062,632	3,141,982	5.5%
Personnel - Authorized FTE	30.50	30.50	31.00	31.00	

LIBRARY ACTIVITIES

455

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	2,101,011	2,218,565	2,192,850	2,309,004	4.1%
Contractual	377,005	370,630	431,794	387,040	4.4%
Commodities	105,495	74,045	86,698	78,840	6.5%
Capital	302,393	316,290	351,290	367,098	16.1%
Other Expenditures	-	-	-	-	
Total Expenditures	2,885,904	2,979,530	3,062,632	3,141,982	5.5%
Funding Sources:					
General Fund	2,528,005	2,608,515	2,673,692	2,746,392	5.3%
Open Access	22,162	22,000	57,000	57,000	159.1%
Central Iowa Interlibrary Loan	2,491	2,250	2,250	2,250	0.0%
Library County	123,719	127,450	120,375	125,000	-1.9%
Library Gilbert	49,142	50,615	50,615	52,640	4.0%
Desk Receipts	148,909	155,000	145,000	145,000	-6.5%
Media Receipts	5,424	7,000	7,000	7,000	0.0%
Equipment Rent	4,113	5,000	5,000	5,000	0.0%
Sale of Assets/Misc. Revenue	1,269	1,000	1,000	1,000	0.0%
Interlibrary Loan Charge	670	700	700	700	0.0%
Total Funding Sources	2,885,904	2,979,530	3,062,632	3,141,982	5.5%

LIBRARY – ADMINISTRATION

455 -- 2610

The role of Administration is planning and supervising all library functions, including managing finances, physical plant, community relations, scheduling meeting rooms, personnel, and computer operations. This activity carries out the policies and directives of the Ames Public Library Board of Trustees. Administration serves as liaison to the Library's auxiliary organizations – Friends of Ames Public Library and the Ames Public Library Foundation.

Service Objectives:

- ✓ Investigate options for library expansion
- ✓ Increase community awareness of library
- ✓ Maintain user satisfaction level at 96%
- ✓ Partner with ISU Library for service benefit
- ✓ Fulfill 35% of activities in the first year of the three-year strategic plan
- ✓ Increase donations through Foundation
- ✓ Utilize volunteers to fulfill mission

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	388,207	411,497	463,841	484,012	17.6%
Contractual	241,131	217,843	254,382	209,523	-3.8%
Commodities	60,001	27,780	28,381	20,600	-25.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	689,339	657,120	746,604	714,135	8.7%
Funding Sources:					
General Fund	689,339	657,120	746,604	714,135	8.7%
Total Funding Sources	689,339	657,120	746,604	714,135	8.7%
Personnel - Authorized FTE	5.99	5.99	6.50	6.50	

LIBRARY – ADMINISTRATION

455 -- 2610

Highlights:

- Demolished “Strand Building” adjacent to the library; planted temporary rain garden
- Exterior building restoration, including masonry, tuck-pointing, and power washing
- Developed strategic plan; involved community and staff teams
- Reorganized staff to create direct lines of supervision
- Contracted with Library Planning Associates to study facility needs
- Circulation of 1,361,888 was an all time high. Ames ranks third in the nation serving cities less than 55,000 in population.
- Eliminated .5 FTE Custodian and replaced with contractual service resulting in increased coverage
- Renamed programs to more accurately describe the work that is done
- Shifted 19 employees to reflect where their time is spent

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Total circulation	1,311,122	1,361,888	1,375,000	1,390,000
Total library visits	476,517	459,000	470,000	470,000
Total reference questions	48,048	52,780	52,000	52,000
Total program attendance	33,253	41,260	40,000	41,000
Total registered borrowers*	27,176	26,405	37,080	38,000
Total items in collection	202,746	204,977	205,000	205,000
Total volunteers	534	525	530	530
Total volunteer hours	14,752	13,681	14,000	14,000
Efficiency and Effectiveness:				
Circulation per capita**	25.8	26.8	27.1	27.6
Visits per capita**	9.4	9.0	9.3	9.3
Reference questions per capita**	0.9	1.0	1.0	1.0
Cost of circulation per capita**	\$2.06	\$2.12	\$2.22	\$2.24
Collection turnover rate	6.47	6.64	6.71	6.80
Registrations as % of population*	53.6%	52.0%	73.1%	75.0%
Volunteers as FTE	7.1	6.6	6.7	6.7

* In 2007, registered borrowers included all registrants, as per state guidelines for reporting.

** Per capita figures are based on Ames' population.

LIBRARY - OUTREACH

455 -- 2611

The role of Outreach is to provide service away from the main library building. Services include: the bookmobile, which serves seven neighborhoods in Ames, and by contract, the citizens of Gilbert; home delivery to those people physically unable to visit the library or bookmobile; deposit collections at community locations; and programs presented at sites and events around our community.

Service Objectives:

- ✓ Provide early literacy skill development, through Project Smyles
 - ✓ Train volunteers to assist with Project Smyles
 - ✓ Collaborate with ISU for campus bookmobile service
 - ✓ Provide remote book drops where feasible
- ✓ Fund Project Smyles via grants and fund drives
 - ✓ Evaluate the impact of Project Smyles on youth circulation
 - ✓ Evaluate bookmobile schedule and sites

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	235,179	239,750	211,736	243,727	1.7%
Contractual	41,851	43,057	40,005	37,988	-11.8%
Commodities	1,770	1,680	670	680	-59.5%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	278,800	284,487	252,411	282,395	-0.7%
Funding Sources:					
General Fund	278,800	284,487	252,411	282,395	-0.7%
Total Funding Sources	278,800	284,487	252,411	282,395	-0.7%
Personnel - Authorized FTE	3.82	3.82	3.65	3.65	

LIBRARY - OUTREACH

455 -- 2611

Highlights:

- Revised the schedule of bookmobile stops to increase the efficiency of staffing
- Added the position of Outreach Supervisor in an effort to create appropriate lines of supervision
- Surveyed the effectiveness of selected bookmobile stops
- Through grants, maintained the Project Syles program to advance literacy skills for pre-school aged children

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Outreach circulation	110,699	120,492	123,745	124,000
Project Syles programs	25	391	395	395
Total Project Syles program attendance	352	4,909	4,950	4,950
Home delivery recipients	56	54	48	50
Number of home deliveries	540	513	475	490
Centers served by deposit collections	25	22	22	24
Efficiency and Effectiveness:				
Outreach circulation per FTE	28,979	31,542	30,936	31,000
Outreach circulation as % of system total	8.4%	8.8%	9.0%	8.9%
% change in outreach circulation	-2.6%	8.8%	2.7%	0.2%
# of deliveries per homebound recipient	9.6	9.5	9.9	9.8

LIBRARY – COLLECTION DEVELOPMENT

455 -- 2612

The role of Collections is to acquire, catalog, and process for public use every item in the library's collection. Related functions include repairing items that are worn or damaged and the removal of outdated, damaged, or infrequently used materials from the collection. Collections manages the annual inventory of all materials and maintains the library's bibliographic database. Collections also provides interlibrary loan services.

Service Objectives:

- ✓ Acquire library materials at best price
- ✓ Acquire a downloadable audio book collection
- ✓ Catalog all materials added to the collection
- ✓ Evaluate collection for effectiveness
- ✓ Increase titles in periodicals collection
- ✓ Provide interlibrary loan service
- ✓ Dedicate state funds to increase acquisitions budget by \$35,000
- ✓ Process priority items within 24 hours

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	262,876	269,844	275,524	281,839	4.4%
Contractual	39,843	39,934	31,034	37,980	-4.9%
Commodities	27,312	27,450	31,580	32,450	18.2%
Capital	302,393	316,290	351,290	367,098	16.1%
Other	-	-	-	-	
Total Expenditures	632,424	653,518	689,428	719,367	10.1%
Funding Sources:					
General Fund	632,424	653,518	689,428	719,367	10.1%
Total Funding Sources	632,424	653,518	689,428	719,367	10.1%
Personnel - Authorized FTE	3.75	3.75	3.75	3.75	

LIBRARY – COLLECTION DEVELOPMENT

455 -- 2612

Highlights:

- Developed cooperative initiative with Iowa State University Parks Library for interlibrary loan via bicycle delivery
- Collaborated with Borders Books for a materials acquisition fund drive
- Extensively weeded collection of worn and out-of-date items
- Reclassified a number of juvenile collections for patron convenience
- Negotiated \$9,000 credit from bibliographic database vendor (OCLC)

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Items added to the collection	23,052	23,404	24,000	24,000
Items withdrawn	14,951	26,501	23,000	23,000
Items mended	2,481	2,306	2,300	2,300
DVD and CDs buffed and repaired	2,318	2,506	2,500	2,500
Interlibrary loans borrowed from others	905	861	900	900
Interlibrary loans to others	3,465	3,773	3,900	4,000
Efficiency and Effectiveness:				
% of items processed within 24 hours	40%	41%	40%	40%
% of items processed within one week	92%	94%	95%	95%
Items processed per FTE	6,147	6,241	6,400	6,400

LIBRARY – YOUTH SERVICES

455 -- 2613

The role of Youth Services is to provide youth and their caregivers a library collection, programs, and a safe environment designed to ensure that children will enter school ready to read, write, and listen; to be encouraged to read for personal enrichment; develop a life-long habit of using the library for the pursuit of learning.

Service Objectives:

- ✓ Design programs for all ages of youth and their caregivers
 - ✓ Provide a summer and winter reading program for all ages of youth
 - ✓ Evaluate library spaces to enhance age-appropriate areas for various age groups of youth
- ✓ Partner with community organizations for youth programming
 - ✓ Provide print and non-print collections focusing on emergent literacy skills
 - ✓ Implement staffing dedicated to teens

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	157,885	177,882	262,301	263,250	48.0%
Contractual	9,077	17,313	15,010	12,878	-25.6%
Commodities	6,343	5,325	4,400	4,400	-17.4%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	173,305	200,520	281,711	280,528	39.9%
Funding Sources:					
General Fund	173,305	200,520	281,711	280,528	39.9%
Total Funding Sources	173,305	200,520	281,711	280,528	39.9%
Personnel - Authorized FTE	2.83	2.83	4.50	4.50	

LIBRARY – YOUTH SERVICES

455 -- 2613

Highlights:

- Enhanced the APL Zone for teens with the addition of computers
- Redesigned picture book section to provide bins for book browsing
- Increased number of attendees at summer reading program
- Added teen summer and winter reading programs
- Circulation increased in youth materials; both print and non-print
- Redeployed staff to improve services to youth

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Youth/family program attendance	19,557	22,000	22,000	22,500
Teen program attendance	709	1,230	1,500	1,500
Total youth program attendance	20,266	23,230	23,500	24,000
Summer reading program participation	7,155	7,066	7,100	7,200
Total youth circulation	443,614	466,845	467,000	468,000
Youth reference questions	6,968	8,450	8,500	8,500
Efficiency and Effectiveness:				
Circulation per capita (youth population)*	59.9	63.0	63.0	63.2
Total program attendance per capita*	2.73	3.13	3.17	3.24
Youth reference questions per capita*	0.9	1.1	1.1	1.1

*Based on Ames' population of persons under age 18: 7,407 (US Census: 2000)

LIBRARY – INFORMATION SERVICES

455 -- 2614

The role of Library Information Services is to provide information and readers' advisory service either in person, by telephone, or via electronic resources such as the World Wide Web. Library Information Services staff develops the adult print and non-print collections as well as electronic web-based databases. Staff coordinates, plans, and implements library programs of interest to a general audience. Staff enables access to specialized resources through local indexing and preservation work.

Service Objectives:

- ✓ Increase adult print circulation through new initiatives
- ✓ Establish core competencies for staff
- ✓ Increase program attendance for general audiences
- ✓ Increase community organization participation in library programs
- ✓ Increase use of web-based databases
- ✓ Maintain adult non-print circulation

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	643,644	670,214	501,311	533,046	-20.5%
Contractual	18,360	22,116	17,458	13,495	-39.0%
Commodities	2,456	1,450	2,080	1,630	12.4%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	664,460	693,780	520,849	548,171	-21.0%
Funding Sources:					
General Fund	664,460	693,780	520,849	548,171	-21.0%
Total Funding Sources	664,460	693,780	520,849	548,171	-21.0%
 Personnel - Authorized FTE	 10.08	 10.08	 7.65	 7.65	

LIBRARY – INFORMATION SERVICES

455 -- 2614

Highlights:

- Contracted with Central Iowa Library Services (CILSA) to provide reference services to libraries in central Iowa
- Awarded a National Education Association (NEA) grant to provide a “Big Read” program for community-wide reading program
- Collaborated with ISU Cyber Corps students (computer science graduate students) to offer a series of classes on computer security
- Offered tutorials on the use of the online catalog and information literacy skills
- Offered winter and summer adult reading programs
- Redeployed staff to Youth Services to meet library service objectives

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Adult print circulation	376,761	375,226	380,000	382,000
Adult non-print circulation	421,875	437,871	399,500	390,000
# of general interest programs	222	314	315	315
Total audience at programs	10,476	10,882	11,000	11,000
Use of electronic resources	69,985	77,110	78,000	80,000
“Ask a Librarian” web ref. activity	1,199	1,476	1,500	1,600
# of reference questions	39,390	42,380	43,000	43,000

Efficiency and Effectiveness:

% change in adult print circulation	-1.7%	-0.4%	1.3%	0.5%
% change in non-print circulation	7.4%	3.8%	-8.8%	2.4%
Attendance per program	47.2	34.7	35.0	35.0
Reference per FTE	N/A	N/A	6,466	6,466
Reference questions per open hour	11.5	12.4	12.5	12.5

LIBRARY - CIRCULATION

455 -- 2615

The role of Circulation is to manage the circulation of library materials, including checking out materials and re-shelving of materials upon return. Related functions include issuing library cards; maintaining the patron database; collecting fines and fees; managing overdue accounts; and processing reserved items (holds).

Service Objectives:

- ✓ Begin e-mail "pre-notification" of items due
 - ✓ Evaluate effectiveness of collection agency
 - ✓ Evaluate effectiveness of new self-checkout units
- ✓ Add cash/credit modules to self-checkout units
 - ✓ Improve turnaround time for re-shelving returned items
 - ✓ Improve process of orienting new borrowers

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	399,211	434,588	397,778	419,295	-3.5%
Contractual	21,500	26,483	17,668	16,000	-39.6%
Commodities	4,469	6,960	7,187	6,800	-2.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	425,180	468,031	422,633	442,095	-5.5%
Funding Sources:					
General Fund	425,180	468,031	422,633	442,095	-5.5%
Total Funding Sources	425,180	468,031	422,633	442,095	-5.5%
Personnel - Authorized FTE	3.83	3.83	3.85	3.85	

LIBRARY - CIRCULATION

455 -- 2615

Highlights:

- Installed three new self-checkout units
- Implemented credit/debit card acceptance for payment of fines/fees
- 3.4% increase in circulation at library (excluding Outreach)

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Circulation at library (excluding Outreach)	1,200,423	1,241,396	1,254,000	1,266,540
Holds processed	59,033	59,606	60,000	60,000
Fines/fees collected	\$182,748	\$160,385	\$150,000	\$150,000
Referrals to collection agency	1,401	616	600	600
Value of materials recovered via collection	\$3,272	\$3,919	\$3,500	\$3,500
Money collected via collection agency	\$17,689	\$21,416	\$20,000	\$20,000
Efficiency and Effectiveness:				
% change in library circulation (excluding Outreach)	5.0%	3.4%	1.0%	1.0%
Items checked out per hours open	350.0	361.9	365.6	369.3
Items circulated per FTE*	N/A	N/A	91,200	92,110

*FTE count includes 3.75 salaried staff and 10 FTE "hourly" staff members for a total of 13.75 FTE

LIBRARY – NETWORK SERVICES

455 -- 2616

Network Services is responsible for the development, implementation, and maintenance of all automated functions of library services as well as the data lines required for network access. Network Services is responsible for the management of the library's integrated library system (ILS) which includes the cataloging of the collection, circulation records, and other aspects of library records management. The library maintains a computer lab for public Internet access and other personal computing functions. The library maintains a wireless network throughout the library building.

Service Objectives:

- ✓ Respond promptly to staff "helpdesk" requests
 - ✓ Investigate options for a new integrated library system
- ✓ Develop a committee to keep abreast of technological trends
 - ✓ Implement a portable training lab using laptops

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	14,009	14,790	80,359	83,835	466.8%
Contractual	5,243	3,884	56,237	59,176	1423.6%
Commodities	3,144	3,400	12,400	12,280	261.2%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	22,396	22,074	148,996	155,291	603.5%
Funding Sources:					
General Fund	22,396	22,074	148,996	155,291	603.5%
Total Funding Sources	22,396	22,074	148,996	155,291	603.5%
Personnel - Authorized FTE	.2	.2	1.10	1.10	

LIBRARY - NETWORK SERVICES

455 -- 2616

Highlights:

- Implemented wireless WiFi access at library
- Installed and configured public access computing for the APL Zone (teen space)
- Installed improved reservation system for public access computers
- Installed new routers and improved firewall security to the library network
- Installed new web server and redesigned website
- Upgraded and improved room reservation software
- Implemented “helpdesk” system for managing network services issues
- Contracted with Heartland Technical Solutions for emergency and backup services
- Implemented server monitoring software (Kaseya) to aid in maintaining server health and uptime
- Previously this program covered only the computer lab; now it reflects all computer/technology activity.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of public access computers	22	23	25	27
Public access user sessions	51,198	56,040	60,000	65,000
Total public access hours	36,900	35,491	38,000	42,000
Helpdesk requests submitted	N/A	119	175	200
Helpdesk requests resolved	N/A	119	172	196
Public catalog searches	1,134,411	1,198,125	1,200,000	1,200,000
Efficiency and Effectiveness:				
# of sessions per computer	2,327.2	2,241.6	2,400	2,407.4
Average # of minutes per session	43.2	37.8	37.8	38.4
% of time computers in use	49%	45%	44%	45.4%
% helpdesk requests resolved	N/A	100%	98%	98%
Public catalog searches per capita	22.4	23.6	23.7	23.7

LIBRARY - GRANTS AND GIFTS

456 -- 26

The role of this program is to manage revenues and expenditures from private and governmental grants, bequests, gifts, and other contributions from individuals, agencies, and civic organizations. Expenditures from this program are funded by non-general fund sources.

Service Objectives:

- ✓ Maintain Project Smyles outreach to daycare programs
 - ✓ Enhance print and non-print collections
 - ✓ Maintain Books for Babies with Mary Greeley Med. Center and Nevada Library
 - ✓ Hire organizational consultant
- ✓ Implement investment education project w/ISU
 - ✓ Acquire equipment for library projects
 - ✓ Conduct an architectural feasibility study for library expansion

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	31,822	11,843	39,078	39,497	233.5%
Contractual	31,474	41,235	86,383	11,310	-72.6%
Commodities	24,808	46,757	42,195	26,400	-43.5%
Capital	105,097	42,200	64,285	17,600	-58.3%
Other	-	-	-	-	
Total Expenditures	193,201	142,035	231,941	94,807	-33.3%
Funding Sources:					
Library Bequests	52,500	31,100	92,698	-	-100.0%
Library State Funds	31,328	-	43,081	4,000	
Friends of the Library	19,510	21,500	28,771	25,800	20.0%
Library Donations	89,863	89,435	67,391	65,007	-27.3%
Total Funding Sources	193,201	142,035	231,941	94,807	-33.3%
Personnel - Authorized FTE	.00	.00	.00	.00	

LIBRARY - GRANTS AND GIFTS

456 – 26

Highlights:

- Received \$41,000 grant from Story County Empowerment Area for Project Smyles
- Project Smyles increased daycare centers served
- Replaced worn furnishings; redesigned library interior
- Provided “Books for Babies” program in coordination with Mary Greeley Medical Center and Nevada Public Library
- Supplemented materials acquisition budget to maintain standards for accreditation
- Aggregated funds from four bequest accounts into one account and set policy for its management
- Received \$10,000 from Ames Convention and Visitors Bureau grant program to offer Fall For Ames concert series
- Received \$77,672 grant from FINRA Investor Education Foundation and the American Library Association to provide Smart Investing programs, training, and collection.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Not Applicable				
Efficiency and Effectiveness:				
Not Applicable				

FIRE - HEALTH AND SANITATION

441 -- 24

The primary goal of the Health and Sanitation activity is to provide the citizens of Ames with a sanitary and healthful environment, to prevent the spread of disease and epidemics, protect against environmental hazards, prevent injuries, promote and encourage healthy behaviors, and respond to natural or intentional disasters assisting in recovery.

Service Objectives:

- ✓ Conduct required safety inspections on all facilities licensed by the Iowa Department of Inspections & Appeals (i.e. food service establishments, schools, vending operations, mobile food units/pushcarts, temporary food establishments, hotels/motels)
- ✓ Serve as liaison for agencies such as the Iowa Department of Public Health, Centers for Disease Control, Food and Drug Administration, US Department of Agriculture, and the National Association of County and City Health Officials in response to advisories, press releases, recalls, and safety alerts
- ✓ Provide a vector control program concentrating on mosquito control as the major function
- ✓ Conduct annual inspections of garbage/refuse collection vehicles that service Ames accounts and vehicles that deposit garbage and refuse at the Ames Resource Recovery Plant

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	118,328	126,881	124,049	130,688	3.0%
Contractual	16,048	19,249	19,308	20,368	5.8%
Commodities	622	2,300	2,300	2,300	0.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	134,998	148,430	145,657	153,356	3.3%
Funding Sources:					
General Fund	93,903	104,600	82,444	90,143	-13.8%
Garbage Hauling Licenses	2,400	2,500	2,250	2,250	-10.0%
Motel Inspection	705	795	852	852	7.2%
Restaurant Inspection	37,520	40,000	59,546	59,546	48.9%
Vending Inspection	470	535	565	565	5.6%
Instructional Class	-	-	-	-	
Total Funding Sources	134,998	148,430	145,657	153,356	3.3%
Personnel - Authorized FTE	1.40	1.40	1.40	1.40	

FIRE - HEALTH AND SANITATION

441 -- 24

Highlights:

- The number of **inspections** conducted annually in Ames **increased** due to the Sanitarian assuming the responsibility of conducting inspections of food sales establishments within the city limits. State inspectors previously were in charge of inspecting grocery and convenience stores within the city limits.
- The FY 06/07 State Legislature approved a **thirty-percent increase in inspection fees**. This increase, in addition to the additional inspections, will help to reduce the General Fund subsidy of this program.
- The Sanitarian is a committee member for the new liquor license application/renewal process, where input from all involved City departments is processed and presented to the City Council.
- During routine food inspections, education is emphasized by utilizing the “Food Talk” newsletter, documents such as the “Emergency Handbook for Food Managers”, and Department of Inspection and Appeal’s basic food safety fact sheets in fourteen different languages.
- The Sanitarian continues a working relationship with Iowa State University by serving as a guest speaker in classes related to food sanitation and safety, inspection procedures, and community health.
- The City of Ames and Iowa State University continue to be popular venues for national and state events, seminars, conferences, and festivals. The Sanitarian is actively involved with meetings, planning, and inspections during these events (i.e. Odyssey of the Minds, VEISHEA, and Octagon Arts Festival).
- The City of Ames and the Iowa State University Department of Entomology continued their close working relationship in the area of mosquito control. The continuance of West Nile Virus (WNV) statewide has required educational efforts, not only for WNV, but other mosquito borne diseases as well. Due to weather conditions this past summer, little action was required in this program.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
<u>Licenses issued/inspections conducted:</u>				
Food service establishments	210/535	214/535	231/529	235/600
Mobile food units	13/14	15/15	16/16	16/16
Schools	18/21	16/19	16/18	16/18
Temporary food service	20/25	25/27	25/30	30/35
Hotels/motels	17/17	18/18	18/18	18/18
Vending machine operations	5/53	5/48	5/54	5/60
Food establishments			57/67	60/145
Mosquito control city parks – acres/week	300	25	100	400
Garbage collection vehicles	45	45	45	45
Efficiency and Effectiveness:				
All inspections required by the Iowa Dept of Inspections & Appeals contract	100%	100%	100%	100%

POLICE - ANIMAL SHELTERING/CONTROL

442 -- 2538

The Animal Sheltering/Control activity provides impoundment and sheltering for animals found within the City. Animals are also accepted from pet owners who wish to terminate their ownership and are opposed to euthanasia or abandonment. The division does provide services to owners requesting (paid) humane euthanasia. An adoption service is provided for persons seeking pets. The division enforces municipal ordinances and state laws related to animals. The division also deals with urban wildlife conservation and relocation. Animals suspected of having rabies are handled by this division as well.

The Animal Shelter is open to the public for visitation 30 hours per week and by appointment. An animal control officer is available for response ten hours per day on weekdays and eight hours per day on weekends. After hours emergency services are also provided. Sheltered animal care is provided each day, every day.

Service Objectives:

- ✓ Manage animal related conflicts within the City
- ✓ Manage emergency response where animals are involved
- ✓ Provide safe and humane animal sheltering facilities
- ✓ Assist citizens in responding to wildlife issues
- ✓ Provide public education on animal concerns
- ✓ Enhance prevention programming and outreach
- ✓ Effectively manage donations
- ✓ Collaborate in problem solving

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	223,963	236,363	235,133	245,747	4.0%
Contractual	51,329	62,569	65,353	63,044	0.8%
Commodities	15,185	19,218	19,218	21,492	11.8%
Capital	-	14,000	14,000	-	
Other	-	-	-	-	
Total Expenditures	290,477	332,150	333,704	330,283	-0.6%
Funding Sources:					
General Fund	252,323	265,574	267,128	281,307	5.9%
Animal Impounding Fees	28,248	33,500	33,500	32,000	-4.5%
Infraction Serving	-	100	100	-	-100.0%
Miscellaneous Revenue	-	-	-	-	
Animal Shelter Donations	9,906	32,976	32,976	16,976	-48.5%
Total Funding Sources	290,477	332,150	333,704	330,283	-0.6%
Personnel – Authorized FTE	3.90	3.90	3.90	3.90	

POLICE - ANIMAL SHELTERING/CONTROL

442 -- 2538

Highlights:

Animal Sheltering and Control continues to move forward with construction and implementation of a **new strategic plan** and a new forward-looking vision. The division has structured a more limited service area that has helped control workload. This gain is somewhat offset by the growing number of pet-friendly rental housing units within the city. As landlords take new measures to attract clients to their vacant units, historic “no pets” units are being converted to “pets allowed” to expand the pool of eligible tenants. The shift is already altering adoptions with both more adoptions and more relinquishments. The division has also developed a system to prioritize calls to help manage the delivery of a better quality of service to the community.

The division continues **programming** in areas that include humane education, children and animal safety, training and behavioral problem-solving tips, keeping pets home and safe, volunteerism, pets for seniors, and low-income spay/neuter funding. These activities are very popular and the programs generally are well received.

Daily animal care has created **workload demands** that make it difficult to balance management of the Shelter and response to calls and complaints from the public. The urgency of the field calls has caused the staff to develop and implement practices that are more efficient. The introduction of automated voice mail and the use of a cell phone by the field officer have improved office efficiency. Improved signage at the Shelter allows visitors to self-guide and self-help.

Both urban deer hunting and dangerous domestic animals became **issues** that worked their way to the City Council. Animal Sheltering and Control, along with the Police Department as a whole, served as the primary resource point for the City and the citizens involved with the issues. Ultimately, new ordinances were enacted on both topics.

In addition, the change in the number and nature of **urban wildlife**, particularly the growth in the number of foxes, has added a new challenge to daily activity at the Shelter. Because foxes are not perceived as urban dwellers, their presence has generated calls from citizens who are concerned and want them removed. Shelter staff generally does not remove a fox and instead provides public education on urban wildlife.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Animals through the program (dogs, cats wildlife, exotics, other domestics, ordinance impounds, relinquishments	1,241	1,254	1,270	1,250
Adoptions and reclamations	762	862	850	860
Annual phone calls	15,100	15,341	15,320	15,400
Visitations	21,895	19,207	20,162	20,200
Public talks and tours	12	8	10	15
Carcass disposals	345	296	290	280
Field calls	2,812	2,276	2,500	2,400
Citations issued	13	36	30	25
Trap permits	14	17	16	17
Wildlife directly handled	190	269	250	255
Efficiency and Effectiveness:				
Adoptions/reclamations as %	90%	91%	91%	90%

HUMAN SERVICE AGENCIES

444 -- 64

This program accounts for the allocations which are made by the City Council to Human Service providers in the Ames community. These human service agencies also receive funding from Story County, Iowa State University (ISU), Government of the Student Body (GSB), and the United Way, along with other public and private sources. The agencies provide human services in several broad categories or federations: child care services, community and crisis services, health and development services, Story County senior citizen services, and youth and family services. Recommendations on this funding are made to the City Council by the Analysis of Social Service Evaluation Team (ASSET) committee. A portion of the salary of one Assistant City Manager is located here for work with ASSET.

Service Objectives:

- ✓ Promote coordination of human services planning and funding among sponsoring organizations
 - ✓ Assess needs for human services programs in Story County and evaluate capabilities of agencies to provide needed programs
 - ✓ Provide funding recommendations to governing bodies of sponsoring organizations
- ✓ Perform additional tasks or conduct service research as requested by funders
 - ✓ Monitor trends in human services provision in other parts of state/country for possible consideration in Story County

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	8,963	9,311	15,942	16,568	77.9%
Contractual	838,104	894,797	901,967	960,790	7.4%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	847,067	904,108	917,909	977,358	8.1%
Funding Sources:					
Local Option	847,067	904,108	917,909	977,358	8.1%
Total Funding Sources	847,067	904,108	917,909	977,358	8.1%
Personnel – Authorized FTE	.07	.07	.12	.12	

HUMAN SERVICE AGENCIES

444 -- 64

Highlights:

- For FY 07/08, the City Council allocated \$891,297 for ASSET services. This was an increase of 5.9% over the previous year.
- For FY 08/09, \$956,770 is available for the allocation process.
- The City's priorities for FY 08/09 will remain as follows, in order of priority:
 - Assistance to low and moderate income individuals
 - Basic needs
 - Crisis intervention
 - Prevention
 - Transportation
- The City funds approximately 24 agencies through this process.
- For FY 07/08, the City Council allocated \$20,000 for a study of the feasibility of a Community Human Services Campus.
- During FY 07/08, the Center for Creative Justice (CCJ) dropped its mediation program. This lowered the City's FY 07/08 allocation to CCJ by \$13,230.
- The portion of an Assistant City Manager's salary allocated to this program is increased from 7% to 12%, in recognition of time spent on the ASSET process and on the Human Services Campus.

Service Accomplishments:	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Not applicable				
Efficiency and Effectiveness:				
Not applicable				

HUMAN SERVICE AGENCIES RECEIVING CITY LOCAL OPTION FUNDING THROUGH THE A.S.S.E.T. PROCESS

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec
Child Care Services:				
Center for Childcare Resources	10,206	11,125	11,125	
Ames Community Preschool	58,772	61,299	61,299	
University Community Childcare	30,246	31,759	31,759	
ChildServe	11,272	12,729	12,729	
Community & Crisis Services:				
Center for Creative Justice	50,347	52,865	39,635	
Assault Care Center Extending Shelter and Support	41,035	42,823	42,823	
Health & Development Services:				
Homeward	18,625	19,900	19,900	
Center for Addictions Recovery	85,840	92,755	92,755	
Lutheran Social Services of Iowa	2,117	3,250	3,250	
National Alliance for Mentally ill	250	250	250	
Story County Senior Citizens:				
Heartland Senior Services	123,375	129,415	129,415	
Retired Senior Volunteers Prog	21,450	22,100	22,100	
Youth and Family:				
ARC of Story County	3,618	6,300	6,300	
Boys and Girls Club	78,215	80,536	80,536	
Campfire	4,500	5,148	5,148	
Youth & Shelter Services	132,526	145,700	145,700	
Good Connections	500	1,000	1,000	
Legal Aid	56,089	59,516	59,516	
Mid-Iowa Community Action	29,361	31,625	31,625	
Emergency Residence Project	42,000	43,260	43,260	
American Red Cross	19,656	20,442	20,442	
The Richmond Center	15,000	17,500	17,500	
Total Funding Available	835,000	891,297	878,067	956,770

ART SERVICES/AGENCIES

445 -- 64

The allocations recommended by the Commission on the Arts for various community arts operations are budgeted in this activity. In 1991, the City Council added a new project for the acquisition of art for public properties. These funds are administered by the Public Art Commission (PAC).

Service Objectives:

Commission On The Arts

- ✓ Review requests for funding from community arts organizations based on criteria provided by City Council
- ✓ Make semi-annual recommendations to the City Council for funding annual grants and mini-grants
- ✓ Monitor performance under the awarded grants by reviewing final reports on all annual grants and mini-grants
- ✓ Report Commission opinions on the needs of arts organizations in Ames, as appropriate

Public Art Commission

- ✓ Enhance the lives of Ames residents with both the Art Around the Corner and Neighborhood Art projects
- ✓ Add newly purchased bricks to the Ames Veterans Memorial
- ✓ Move forward with the "stickwork" project for Ada Hayden Heritage Park
- ✓ Continue to develop a proactive art maintenance program to preserve and distribute artwork throughout City offices

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Contractual	103,698	105,316	110,338	109,529	4.0%
Commodities	-	-	-	-	
Capital	4,500	23,000	42,355	-	-100.0%
Other	-	-	-	-	
Total Expenditures	108,198	128,316	152,693	109,529	-14.6%
Funding Sources:					
Local Option	108,198	128,316	147,671	109,529	-14.6%
Public Art Donations	-	-	5,022	-	
Hotel/Motel	-	-	-	-	
Total Funding Sources	108,198	128,316	152,693	109,529	-14.6%
Personnel – Authorized FTE	.00	.00	.00	.00	

ARTS SERVICES/AGENCIES

445 -- 64

Highlights:

Commission On The Arts

For FY 2007/08, the Commission On The Arts allocated a total of \$105,316, or an increase of 8% over the FY 2006/07 allocation.

For FY 2008/09, a total of \$109,529 will be available for the Commission's recommendation for the annual grants and mini-grants.

The City funds approximately one dozen arts organizations through this process.

Public Art Commission (PAC)

In October 2008, a major environmental sculpture will be installed in Ada Hayden Heritage Park. Internationally acclaimed artist, Patrick Dougherty, will collaborate with members of the community over a three-week period to install a "stickwork" sculpture made of willow saplings. The Parks and Recreation Commission approved this project in November 2007.

In addition to the PAC's successful, ongoing programs in Art Around The Corner, and Neighborhood Art, the Commission plans to initiate a proactive artwork maintenance program to preserve the City's existing artwork collection in FY 2008/09.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Not applicable				
Efficiency and Effectiveness:				
Not applicable				

**PUBLIC ARTS AGENCIES RECEIVING CITY LOCAL OPTION
RECOMMENDATIONS FROM C.O.T.A. – COMMISSION ON THE ARTS**

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec
ACTORS (Ames Community Theater)	8,339	8,275	8,275	
AIOFA (Ames International Orchestra Festival)	6,725	8,525	8,525	
Ames Chamber Artists	1,955	2,588	2,588	
Ames Children’s Choirs	7,225	8,275	8,275	
Ames Choral Society	1,508	2,100	2,100	
Ames Community Arts Council	5,437	3,500	3,500	
Ames Town & Gown	7,350	8,525	8,525	
Central Iowa Symphony	7,156	7,500	7,500	
Co’Motion:				
Kids Co’Motion	2,012	2,545	2,545	
Valerie Williams Co’Motion Dance Theater	4,512	5,340	5,340	
Commission on the Arts Mini Grants	6,937	7,063	7,063	
Friends of Iowa Strings	1,085	1,145	1,145	
Good Company	1,412			
India Cultural Association	712			
The Octagon	34,975	39,935	39,935	
Total Funding Available	97,340	105,316	105,316	109,529

CEMETERY

461

This activity provides efficient interment services and maintains quiet, attractive grounds and facilities at the 9th Street Cemetery (53 acres) and Ontario Cemetery (4 acres). Maintenance is provided by contractual services for moving and trimming of all the cemetery grounds. Limited maintenance is provided for the small "Sunday Cemetery" located next to the old Water Pollution Control Plant.

Service Objectives:

- ✓ Maintain two City cemeteries in a neat and orderly fashion
- ✓ Coordinate funerals, cemetery lot sales, and sale of columbarium spaces
- ✓ Respond in a timely fashion to all grave opening and closing requests
- ✓ Set markers and monuments
- ✓ Administer the mowing contract

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	61,503	56,038	57,114	59,445	6.1%
Contractual	61,917	48,830	54,986	55,977	14.6%
Commodities	1,239	1,150	950	950	-17.4%
Capital	2,985	5,000	12,000	-	-100.0%
Other	-	-	-	-	
Total Expenditures	127,644	111,018	125,050	116,372	4.8%
Funding Sources:					
General Fund	(15,141)	(8,982)	(17,600)	(14,278)	59.0%
Current Need Lot Sales	11,711	10,000	11,050	11,050	10.5%
Pre-Need Lot Sales	14,217	15,000	15,600	15,600	4.0%
Marker Footings	4,763	6,000	5,000	5,000	-16.7%
Interments	65,125	55,000	60,000	60,000	9.1%
Columbarium	2,128	1,500	2,500	2,500	66.7%
Interest	41,856	25,000	34,000	34,000	36.0%
Endowed Care	2,985	7,500	14,500	2,500	-66.7%
Total Funding Sources	127,644	111,018	125,050	116,372	4.8%
Personnel – Authorized FTE	1.05	1.05	1.05	1.05	

CEMETERY

461

Highlights:

In spring 2008, a new metal **decorative fence** along Crawford Avenue will replace the existing fence along Crawford Avenue and 9th Street (\$12,000). The Ames Foundation has expressed interest in partially funding future expansion of the fence around the Cemetery.

Mowing and trimming services for the Cemetery continue to be contracted out. It is estimated that the Cemetery will be mowed 14 times in FY 2007/08 and in FY 2008/09. This increase from 11 mowings per year that was originally budgeted in FY 2007/08 was made to address citizen concerns and to return to past practice. The cost of 14 mowings/year is estimated to be \$26,600/year. This continues to be the most cost-effective way to maintain the cemetery grounds.

Cemetery **rates** for interments, cremations, lots, etc. continue to be competitive with surrounding communities. The last fee increase was in 2005.

City personnel continue to coordinate funerals, lot sales, and setting monuments as well as to provide minor maintenance of the grounds. Temporary workers are being used for Saturday funerals to save overtime costs.

Included in FY 2008/09 is \$2,500 for large tree trimming throughout the cemetery.

Lot sales revenues are split on the endowed care-to-operations ratio of 35% / 65%.

There is no General Fund support of the Cemetery projected for either FY 2007/08 or FY 2008/09.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Regular interments	72	83	80	80
Cremains interments	23	40	45	45
Columbarium spaces sold	2	3	4	4
Lots sold	97	80	85	85
Markers/monuments set	56	61	65	65
Efficiency and Effectiveness:				
Revenues as a % of expenses	120%	135%	102%	110%

LEASED HOUSING

462

This activity administers the federally funded Section 8 Voucher Rental Assistance Program. The overall goal of this program is to assist very low-income families, elderly, disabled, and handicapped persons to gain access to affordable, decent, safe and sanitary housing; to improve their housing status; and secure economic stability. The program will endeavor to implement these activities in a manner consistent with applicable Housing and Urban Development (HUD) regulations and the overall City's affordable housing goals and values.

Service Objectives:

- ✓ Increase and/or maintain the availability of decent, safe, and affordable housing
- ✓ Ensure equal opportunity in housing for citizens of Ames
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ Increase and improve partnerships with local police, social service agencies, and workforce
- ✓ Promote self-sufficiency and asset development of families and individuals
- ✓ Improve community's quality of life and economic vitality
- ✓ Implement the program operations in an efficient and effective manner
- ✓ Operate the Ames Public Housing Authority in full compliance with all equal opportunity laws and regulations
- ✓ Administer the program in accordance with the rules and regulations as required by the Dept. of Housing & Urban Development and the program's administrative plan
- ✓ Participate with community groups, neighborhoods, and other organizations in order to discuss and/or address the housing needs of the community

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	84,677	120,088	101,511	117,595	-2.1%
Contractual	999,480	897,453	1,006,202	976,942	8.9%
Commodities	1,421	350	1,582	1,050	200.0%
Capital	-	-	-	-	
Other	3,589	-	-	-	
Total Expenditures	1,089,167	1,017,891	1,109,295	1,095,587	7.6%
Funding Sources:					
Leased Housing	45,635	16,319	(10,444)	10,147	-37.8%
Federal Grants	1,019,455	988,572	1,100,639	1,072,440	8.5%
Interest	13,907	10,000	12,000	10,000	0.0%
Miscellaneous Revenue	10,170	3,000	7,100	3,000	0.0%
Total Funding Sources	1,089,167	1,017,891	1,109,295	1,095,587	7.6%
Personnel - Authorized FTE	2.15	2.15	2.15	2.15	

LEASED HOUSING

462

Highlights:

The cost to administer this program will exceed the projected revenues by an estimated \$10,147 in FY 08/09. Therefore, the **Leased Housing fund balance** will be utilized to cover this additional cost.

Effective January 2005, the Federal Department of Housing and Urban Development (HUD) is funding housing authorities on a calendar year rather than a fiscal year basis. Staff anticipates that for the 2008 calendar year the City will receive approximately \$1,074,940 to administer the program (\$959,712 in housing assistance payments and approximately \$112,728 in administrative fees).

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Maintain 95% avg annual lease-up rate and/or 95% annual budget expenditure	82%	95%	95%	95%
Target min. of 75% available assistance to families with dependent children, elderly and disabled whose incomes are at or below 30% of Ames median income	95%	100%	100%	100%
Maintain 95% data submittal rating through PIH Information Center (PIC) system	95%	95%	97%	97%
Enforce cited life-threatening housing quality standard deficiencies; correct within 24 hours of inspection	100%	100%	100%	100%
Maintain that 90% of files sampled show information was gathered through use of third party verifications	100%	100%	100%	100%
Conduct min. of one community forum to educate public on various housing topics (i.e. fair housing and equal opportunity issues, rights and responsibilities, lead paint, program policies and procedures	1	2	2	3
Efficiency and Effectiveness:				
Manage voucher program in efficient and effective manner with goal of obtaining standard or high performance ranking under Section 8 Management Assessment Program (SEMAP)	Standard	High	Standard	Standard
Customer satisfaction survey indicates a 90% rating for excellent customer service provided	95%	96%	97%	98%
Biannual program audits meet compliance standards	Yes	Yes	Yes	Yes

AFFORDABLE HOUSING

463

This activity administers affordable housing programs that will assist various housing related activities including, but not limited to: housing fairs, homebuyer educational seminars, property maintenance assistance, and downpayment and closing cost assistance. The overall goal of these programs is to encourage and promote better housing and economic conditions for low and moderate income citizens residing in Ames and Story County. This program includes both the Ames/Story County Partnership Programs (ASCP) and the various miscellaneous affordable housing programs of the City of Ames.

Service Objectives:

- ✓ Implement activities in a manner consistent with applicable regulations and City's overall affordable housing initiatives
 - ✓ Increase and maintain housing stock of affordable housing in Ames and Story County
 - ✓ Continue to seek opportunities to increase and/or maintain the programs implemented through the ASCP
- ✓ Continue to provide reliable, high quality service to both external and internal customers
 - ✓ Implement program activities in a manner consistent with applicable regulations and the Ames/Story County Partnership's overall affordable housing initiatives
 - ✓ Increase and maintain partnership with state, federal, cities, county, lenders, realtors, developers, and non-profit organizations to increase affordable housing opportunities

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	21,037	30,372	28,250	30,320	-0.2%
Contractual	20,643	81,004	319,959	7,457	-90.8%
Commodities	611	275	2,899	925	236.4%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	42,291	111,651	351,108	38,702	-65.3%
Funding Sources:					
Housing Assistance	22,552	10,949	36,273	13,546	23.7%
County-Wide Affordable Housing	19,739	100,702	314,835	25,156	-75.0%
Total Funding Sources	42,291	111,651	351,108	38,702	-65.3%
Personnel - Authorized FTE	.42	.42	.42	.42	

AFFORDABLE HOUSING

463

Highlights:

At the beginning of FY 07/08, the **Ames/Story County Partnership** fund balance contained \$542,879 of which \$360,635 (66.43%) is the City's share. It is anticipated that the City of Ames, as the contract administrator, will continue to implement a minor repair loan program for single-family homeowners with a budget of \$150,000 and the Homebuyer Assistance program with a budget of \$150,000. The budget also shows approximately \$25,000 for administration in both fiscal years that will also come from the County-wide Affordable Housing fund balance.

The FY 07/08 budget for contractual expenditures includes an FY 03/04 rollover allocation of \$15,000 to implement a **Sustainable Neighborhood Program**. This is a pilot program to be administered by a private, not-for-profit entity to assist homeowners and maintain owner-occupied homes or convert rental properties to owner-occupied in the South Campus, State Avenue, West Street, and Oak-Wood-Forest neighborhoods.

Starting in FY 06/07, staff began updating the 2002 **Rental Housing Survey**. The analysis of the rental survey data will assist the City in determining the housing needs of low-income families and the overall rental housing market in the community. Approximately \$5,000 has been allocated from the contingency fund to cover the cost to create this first **web-based survey instrument**. The FY 06/07 survey attempt did not yield enough participation from property owners/managers to quantify any reliable statistical data. An effort to collect this data from property owners/managers will be attempted again in FY 08/09.

The budget reflects that approximately \$36,000 in FY 07/08 and \$14,000 in FY 08/09 will be used for program administration that will come from the **Housing Assistance Program fund balance of \$255,978**.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Downpayment assistance (Story County)	0	0	1	2
Minor housing rehab program (Ames/Story County program)	22	2	2	3
# of families participating in homebuyer classes/seminars (Ames/Story County)	5	8	10	15
# of housing fairs/community forums	1	3	4	5
# of neighborhood sustainability program downpayment grants	1	1	1	1
 Efficiency and Effectiveness:				
Demonstrated success in promoting and implementation of affordable housing projects and initiatives	Satisfactory	Satisfactory	Satisfactory	Satisfactory

COMMUNITY DEVELOPMENT BLOCK GRANT

464

This activity administers the federally funded Community Development Block Grant (CDBG) program activities. The activities implemented under this program will include a wide variety of community and economic development activities directed toward neighborhood revitalization, economic development, and the provision of improved community facilities and services. The overall goal of the program is to ensure that at least one of the following three national objectives is met: 1) benefit persons of low and moderate income; 2) aid in the prevention or elimination of slums or blight; or 3) meet other community development needs of particular urgency.

Service Objectives:

- ✓ Administer the CDBG program in compliance with federal regulations
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ Encourage citizen participation by conducting community-wide meetings and/or public forums for input regarding processes, programs, and ongoing community development projects
- ✓ Operate the CDBG programs in full compliance with all Fair Housing and Equal Opportunity laws and regulations
- ✓ Preserve existing housing and promote revitalization of neighborhoods by offering housing options to very low, low, and moderate-income persons
- ✓ Improve the Division's website to efficiently communicate with the public

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	91,699	99,336	99,872	104,933	5.6%
Contractual	116,004	387,822	367,933	389,068	0.3%
Commodities	521	200	1,582	-	-100.0%
Capital	298,866	-	844,079	-	
Other	-	-	-	-	
Total Expenditures	507,090	487,358	1,313,466	494,001	1.4%
Funding Sources:					
Block Grant	507,090	487,358	1,313,466	494,001	1.4%
Total Funding Sources	507,090	487,358	1,313,466	494,001	1.4%
Personnel - Authorized FTE	1.28	1.28	1.28	1.28	

COMMUNITY DEVELOPMENT BLOCK GRANT

464

Highlights:

The City of Ames received its **fourth allocation of Community Development Block Grant (CDBG)** funding in the amount of \$500,165 for FY 07/08. Up to 20% (\$100,033) of the funds may be designated for administrative expenses. The CDBG allocation for FY 08/09 will lower to \$479,690.

Staff will continue to implement the following programs that were outlined in the approved FY 07/08 Annual Action Plan:

- Renter Affordability Program
- Minor Repair Assistance Program for Non-profits
- Homebuyer Assistance Program
- Neighborhood Sustainability Program
- General Program Administration

The budget also reflects anticipated program income (i.e. sales of homes, repayments, etc.) of approximately \$194,350 for FY 07/08 of which 20% (totaling approximately \$38,870) can be used for program administration. This will allow for all of the general administrative costs to be covered along with an \$18,000 consultant expense to complete the City's Impediments to Fair Housing Study.

The City Council's goals indicate a major portion of the Community Development Block Grant funding should be used for a housing program(s) that will benefit low and moderate-income individuals.

In early FY 08/09, under City Council direction, staff will be soliciting and recommending projects for the FY 08/09 Annual Action Plan to be submitted to Housing and Urban Development (HUD) by May 17, 2008.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Annually maintain 70% expenditure rate of funds on activities that serve low and moderate income persons	100%	80%	25	
# of existing single-family housing units converted into single-family ownership	3	1	3	
# of low and moderate income persons assisted through following: renter affordability programs (deposit, transportation, utilities, childcare)	65	90	100	
# of non-profit facilities improved through minor repair assistance	3	3	6	
# of first-time homebuyers assisted	2		3	
# of persons attending homebuyer seminars	5	8	10	
% of dollars budgeted on housing related activities	100%	97%	90%	
Efficiency and Effectiveness:				
Demonstrated compliance with HUD's monitoring of program reports, files, etc.	Satisfactory	Satisfactory	Satisfactory	
Biannual program audit meets compliance standards	Yes	Yes	Yes	Yes

STORM DISASTER ACTIVITY

466

This activity reflects the Federal Emergency Management Agency (FEMA) disaster activities associated with the ice storm the winter of 2007.

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	58,975	-	-	-	
Contractual	184,218	-	-	-	
Commodities	23,914	-	17,434	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	267,107	-	17,434	-	
Funding Sources:					
State FEMA	267,107	-	17,434	-	
Total Funding Sources	267,107	-	17,434	-	
 Personnel - Authorized FTE	 0	 0	 0	 0	

STORM DISASTER ACTIVITY

466

Highlights:

Total ice storm damage in February 2007:

Debris clearance	\$ 153,097
Debris removal – parks	33,653
Debris removal – cemetery	1,640
Protective measures	34,960
Traffic signal	11,348
Electric system damage	79,216
Electric protective measures	13,628
Total	<u>\$ 327,542</u>

Reimbursements:

Federal FEMA 75%	245,656
State FEMA 10%	30,122
Administration reimbursement	8,762
Subtotal	<u>\$ 284,540</u>
Local share 15% (was covered in dept. budgets)	43,002
Total	<u>\$ 327,542</u>

ECONOMIC DEVELOPMENT

465

The Economic Development activity supports both existing and new businesses in their efforts to provide opportunities for quality employment in the City of Ames. This activity provides local support for state and federal sponsored economic development programs and administration and oversight of all economic development programs.

Service Objectives:

- ✓ Create quality jobs
- ✓ Increase tax base
- ✓ Use local economic development programs to leverage state, federal, and private economic development investment

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	39,919	64,515	62,467	65,817	2.0%
Contractual	210,830	96,117	94,920	95,009	-1.2%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	250,749	160,632	157,387	160,826	0.1%
Funding Sources:					
Hotel/Motel	120,749	160,632	157,387	160,826	0.1%
Economic Development	130,000	-	-	-	
Total Funding Sources	250,749	160,632	157,387	160,826	0.1%
 Personnel – Authorized FTE	 .62	 .62	 .62	 .51	

ECONOMIC DEVELOPMENT

465

Highlights:

Economic development projects approved by City Council included:

- Quality Attributes Software, Inc., a developer of “green building” control technology, leveraged a \$200,000 State Community Economic Betterment Account (CEBA) grant, a \$204,000 State training assistance grant, and \$960,000 in private funding with \$40,000 in local loan assistance from the City and the Ames Economic Development Commission (AEDC). The project is expected to create 26 new technology jobs in Ames.
- Colorbiotics, Inc. a division of Becker-Underwood, is a locally headquartered company that develops and manufactures environmentally safe colorants for landscaping and other applications. With local assistance only in the form of grant administration and industrial abatement, Colorbiotics leveraged a \$150,000 State CEBA grant, \$756,996 in the State High Quality Job Creation Program, and over \$11,000,000 in private investments. This project includes the development of a new manufacturing and development facility in Ames and is expected to create 26 new jobs.
- Renewable Energy Group is a national leader in the design and construction of bio-diesel manufacturing facilities as well as bio-fuels marketing. The company leveraged a \$350,000 State CEBA grant, \$125,625 in the State High Quality Job Creation Program, and over \$1,000,000 in private investments. Local match included \$75,000 from the City and \$25,000 from AEDC. This project involved moving the company headquarters to an existing building in Ames and is expected to create 32 new jobs initially and 72 jobs over the next three years.
- Previously the FTE assigned to Economic Development included 34% of the Director of Planning & Housing. For FY 08/09, that 34% is shifted back to Planning and 8% of the Director of Finance, 5% of the City Attorney, and 10% of the City Manager were shifted to this program to better reflect time spent on economic development activities.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
(1) CEBA – grants originated	1	3	2	2
(2) CMA – grants originated	2			
(3) PFSA – originated		3		
Other:				
City revolving loans originated	2	2	2	3
City Downtown façade improvements	2		2	4
Community Investment Fund	2	2	2	3

(1) Community Economic Betterment Account (CEBA); (2) Comprehensive Management Award (CMA); (3) Public Facilities Set Aside (PFSA)

Efficiency and Effectiveness:

Companies	State/Federal Investment	City Investment	Tax Abatement	Private/AEDC Investment	Total Investment	Jobs Required	Taxable Value
Renewable Energy Group	\$ 475,625	\$ 75,000	No	\$ 1,025,000	\$ 1,575,625	104	
Colorbiotics	906,996	0	Yes	11,131,086	12,038,082	26	\$10,000,000
Quality Attributes Software	404,444	20,000	No	980,000	1,404,444	26	
Totals	\$ 1,787,065	\$ 95,000		\$13,136,086	\$15,018,151	156	\$10,000,000

Analysis of Investments:

\$ Per # of Jobs	\$ 11,455.54	\$ 608.97	\$ 84,077.47	\$ 96,270.20
\$ Leveraged by Local \$	\$ 15.54		\$ 138.06	\$158.09

CABLE TV SERVICES

467

This activity includes the budget for the Cable Television Services division. This division provides for the broadcast operation and meaningful direction of the City's Government Access cable station and provides minimal staffing and playback support for the cable franchise grantee's Public Access requirement by the Municipal Code, Chapter 25, Section 25.26(3). Activities include assisting Boards and Commissions, City departments/divisions, and City staff in the preparation of presentations made for the purpose of videotaping. Staff provides customer service to citizen producers and viewers who request access to equipment, airtime, and videotape programming for both local access stations under the control of the City Council.

This activity is used to promote City government and to educate customers about City services through programming and announcements broadcast on Government Access. Activities also include providing direction and support for video/digital imaging, computer capture, picture printing, and facilitating presentations. These presentations may or may not be broadcast.

Service Objectives:

- ✓ Create educational programs showcasing City programs and services
- ✓ Provide live cablecasting of City Council, and Boards and Commission meetings
- ✓ Work with City staff to develop programs for internal trainings
- ✓ Program Channel 12 for ongoing and continuous coverage
- ✓ Provide videotaping of meetings for City employee training
- ✓ Serve as an emergency notification system
- ✓ Coordinate Channel 16 playbacks
- ✓ Coordinate videostreaming of Channel 12

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	59,389	68,177	64,966	67,642	-0.8%
Contractual	13,435	20,282	34,665	29,573	45.8%
Commodities	1,927	3,025	6,977	2,775	-8.3%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	74,751	91,484	106,608	99,990	9.3%
Funding Sources:					
General Fund	(253,120)	(218,516)	(230,392)	(248,010)	13.5%
Cable TV Franchise	327,851	310,000	337,000	348,000	12.3%
Miscellaneous Revenue	20				
Total Funding Sources	74,751	91,484	106,608	99,990	9.3%
Personnel - Authorized FTE	1.08	1.08	1.08	1.08	

CABLE TV SERVICES

467

Highlights:

Cable TV is staffed by one full-time producer who is primarily devoted to the government access channel (TV12), and two part-time interns who assist with meeting coverage and programming.

Government Access Channel 12 staff:

- Schedules programming on TV12 including meetings of the Ames City Council, as well as City Boards and Commissions
- Provides videostreaming 24/7 of Channel 12 through equipment located in Channel 12 studio
- Uses innovative production methods and encourages participation of all City employees in featured programming
- Develops promotional programming for City departments and events, along with internal training videos
- Facilitated the consultant study with Theer & Associates for improved sound, lighting and technology in the City Council Chambers

Public Access Channel 16

- All TV16 programming is independently produced.
- The majority of TV16 programming comes from local church service producers and religious sponsorship of non-local, professionally produced series.
- Limited interest in public use without City support or training
- Due to State of Iowa funding reductions in 2004, TV16 funding was eliminated. Since that time, TV16 has served primarily as a playback service for citizens who bring in VHS tapes for rebroadcast.
- No television production training is conducted.
- There is no replacement schedule for equipment that wears out or breaks.
- The future of Channel 16 is uncertain due to digital conversion in February 2009.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Departmental video programs	103	100	85	100
Hours of programming replay	2,705	2,750	2,761	2,700
Hours of live meeting coverage	164	165	181	190
 Efficiency and Effectiveness:				
*% Channel 12 somewhat/very useful for City information	73%	78%	80%	79%
*% citizens who view Channel 12	48%	52%	50%	49%
*Of viewers, % who view Channel 12 between 6 and 9 p.m.	62%	62%	60%	71%

* These numbers are taken only from those who use these services according to the 2006 Resident Satisfaction Survey.

COMMUNITY ENRICHMENT CIP

459

Activity Description:

This is a summary of all the Community Enrichment related capital improvements which are detailed in the five-year Capital Improvements Plan.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
City Manager:					
Neighborhood Improv Program	3,250	50,000	50,000	50,000	
Duff Ave Open Space	114,209		2,000		
Sub-Total	117,459	50,000	52,000	50,000	
Economic Development:					
Downtown Façade Improv. Prog.	29,371	50,000	120,629	50,000	
Sub-Total	29,371	50,000	120,629	50,000	
Library:					
Library Building Maintenance	37,559		1,592		
Library Security/Fire System		52,760	52,760		
Library Building Project	75,441	20,000			
Air-Conditioning System				180,800	
Sub-Total	113,000	72,760	54,352	180,800	
Parks and Recreation:					
Park Facility Maintenance	82,077	336,000	477,760	137,000	
Park Roads Seal Coat	(246)				
Hunziker Youth Sports Comp Rd	1,742		261,674		
Bandshell Improvements	(653)				
Don & Ruth Furman Aqua. Cntr.			3,090,000	6,368,000	
Moore Park Improvements			60,000		
06/07 Municipal Pool Improv	14,895				
08/09 Municipal Pool				87,500	
07/08 Municipal Pool Maint	856	92,500	62,228		
Linden Shelter Renovation	13,447		11,553		
Carr Pool Renovation	20,884				
Ada Hayden Fishing Pier				130,000	
Facility Assessment Study				35,000	
Ada Hayden Heritage Park	13,668		11,929		
Playground/Park Equipment	34,533	27,500	52,467	27,500	
Brookside Tennis Lights	800				
Charles Calhoun Memorial Park	2,400	137,500	135,100		
McCarthy Lee Park Restroom	18,675				
Auditorium Improvements	13,264		4,306		
Disc Golf Course Improvements	459		1,986		
Inis Grove Tennis Lights	20,116				
Skate Park Lighting	8,170		6,830		
Moore Park Pathway	(931)				
Campustown Court Renovation			23,206		
Northridge Heights Park	4,500		75,500		
Gateway Park Shelter/Restroom	2,326		132,674		
Play Equipment HSC Donation	20,000				

COMMUNITY ENRICHMENT CIP

459

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Parks and Recreation, cont.					
Mary Adams Estate	13,832				
Ada Hayden Park Restroom		125,000	125,000		
Dog Park		150,000	150,000		
Sub-Total	284,814	868,500	4,628,213	6,785,000	
Total CIP	544,644	1,041,260	4,855,194	7,065,800	578.6



Wind Spinners

By Harry Klessen, 1994

Water Treatment Plant
300 E. 5th Street

GENERAL GOVERNMENT

	Page
Legislative	
City Council	238
City Clerk	240
Executive Management	242
Financial Services	
Finance Administration and Budget	244
Accounting and Reporting	246
Administrative Services	
Public Relations Services	248
Long-Range Planning	250
Current Planning	253
Legal Services	256
Human Resources	258
Public Works Administration	260
Public Works Engineering	262
Public Buildings	266
City Council Contingency	268
City Council Special Allocations	269
Merit Payroll Adjustment	270
General Government CIP	271

GENERAL GOVERNMENT

410

Program Description:

The General Government program is comprised of leadership, management, and support activities. These activities give direction and needed background assistance to the City's "front-line" services.

The General Government program includes the following activities: Legislative which includes the legislative and policy-making leadership provided by the Mayor and City Council, and the City Clerk which records and maintains the records of the City Council and various appointed commissions and committees. Executive Management includes the City Manager and assistants who provide day-to-day administration and coordination of all the City's service programs. The remainder of this program includes the wide array of staff services, such as Financial Services, Administrative Services, Public Works, Public Buildings, and the Merit Adjustment. Also included are the activities financed with the contingency Emergency Reserve account.

Use of Funds:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Legislative	355,633	391,262	415,789	391,283	0.0%
Executive	544,923	570,936	564,064	562,199	-1.5%
Financial Services	1,087,697	1,164,825	1,143,719	1,181,594	1.4%
Administrative Services	1,647,379	1,722,028	1,831,966	1,829,694	6.3%
Public Works	1,232,408	1,489,047	1,517,850	1,590,811	6.8%
Public Buildings	339,244	333,869	422,781	350,998	5.1%
Emergency Reserve	44,822	50,000	54,214	50,000	0.0%
City Council Special Allocations	169,314	117,000	142,000	3,000	-97.4%
Merit Adjustment	-	207,459	-	183,126	-11.7%
Total Operations	5,421,420	6,046,426	6,092,383	6,142,705	1.6%
General Government CIP	6,368	938,000	1,255,893	50,000	-94.7%
Total Expenditures	5,427,788	6,984,426	7,348,276	6,192,705	-11.3%
 Personnel – Authorized FTE	 52.08	 53.08	 53.03	 53.04	

GENERAL GOVERNMENT

410

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures By Type:					
Personal Services	4,098,647	4,691,448	4,430,023	4,867,959	3.8%
Contractual	1,108,949	1,274,140	1,445,608	1,166,382	-8.5%
Commodities	95,136	80,838	96,567	92,014	13.8%
Capital	124,971	938,000	1,375,993	66,350	-92.9%
Other Expenditures	85	-	85	-	
Total Expenditures	5,427,788	6,984,426	7,348,276	6,192,705	-11.3%
Funding Sources:					
General Fund	2,971,945	3,211,228	3,218,175	3,221,881	0.3%
Local Option	164,981	1,055,129	1,295,490	53,111	-95.0%
Hotel/Motel	25,621	2,402	2,158	2,910	21.1%
Leased Housing	-	-	-	1,354	
Road Use Tax	165,507	240,228	253,297	329,123	37.0%
County Affordable Housing	-	873	-	229	-73.8%
Fire Retirement	10,808	11,278	11,124	11,468	1.7%
G.O. Bonds	2,400	2,400	150,400	2,400	0.0%
Special Assessment	4,174	4,514	4,423	4,592	1.7%
Water	535,426	573,590	574,641	604,818	5.4%
Sewer	409,734	505,883	505,221	527,000	4.2%
Electric	624,046	683,495	680,689	749,510	9.7%
Parking	144,980	156,128	145,321	139,351	-10.7%
Storm Sewer	109,280	236,486	231,828	237,548	0.4%
Ice Arena	-	1,515	-	1,180	-22.1%
Homewood	-	1,281	-	597	-53.4%
Resource Recovery	215,169	234,681	229,534	243,786	3.9%
Equipment	43,717	50,847	45,975	51,068	0.4%
Internal Services	-	8,601	-	7,466	-13.2%
Risk Insurance	-	870	-	671	-22.9%
Health Insurance	-	1,664	-	1,440	-13.5%
Housing Assistance	-	351	-	97	-72.4%
Comm. Develop. Block Grant	-	982	-	1,105	12.5%
Total Funding Sources	5,427,788	6,984,426	7,348,276	6,192,705	-11.3%

CITY COUNCIL

411 -- 01

The City Council is the legislative and policy making body in the Ames municipal government. The Mayor and two Councilpersons are elected at-large, while the other four Councilpersons are elected on a ward basis. The Mayor, with the approval of the Council, appoints members of major policy making boards and commissions of the City. City Council meetings are scheduled on the second and fourth Tuesdays of the month, with special meetings and work sessions conducted as needed. The major responsibilities of the City Council include, but are not limited to, enacting ordinances, setting property tax levels, approving city service levels and the related budgets, and participating in community development efforts.

Service Objectives:

- ✓ Provide long-term vision for community and short-term goals to support that vision
 - ✓ Act as Board of Directors for various city utilities (electric, water, wastewater, solid waste)
 - ✓ Set policy, approve ordinances and contracts, provide direction to City Manager and City Attorney, represent City in joint ventures, provide forum for community interaction
- ✓ Channel input from public and other community institutions into City-provided service programs
 - ✓ Oversee financial commitments of the City and prioritize spending

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	53,570	53,824	53,824	53,909	0.2%
Contractual	42,950	43,080	50,581	48,809	13.3%
Commodities	13,190	19,950	20,150	19,875	-0.4%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	109,710	116,854	124,555	122,593	4.9%
Funding Sources:					
General Fund	105,156	115,354	120,355	118,193	2.5%
FACES Donations/Grants	4,125	-	2,700	2,900	
Hotel/Motel	429	1,500	1,500	1,500	0.0%
Total Funding Sources	109,710	116,854	124,555	122,593	4.9%
Personnel - Authorized FTE	.00	.00	.00	.00	

CITY COUNCIL

411 -- 01

Highlights:

The City Council goals for FY 2007/08 include:

- Facilitate one community through both physical and relationship connections
- Expand entertainment and shopping opportunities in the community
- Meet community's recreation facility needs through partnering with the Ames Community School District and Iowa State University
- Encourage innovative and attractive community development
- Support for the Iowa bio-economy initiative through economic development efforts
- Commit to making Ames a more environmentally sustainable community

Progress has been made on a number of these goals, such as the scheduling of a community-wide conversation with major stakeholders, the presentation of an initial WiFi feasibility study, and the passage of a bond issue for construction of an aquatics complex on land owned by Iowa State University.

The City Council will discuss goals for FY 2008/09 during a meeting in early 2008.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
The figures below represent the comparison of the levies among the largest eleven cities in Iowa:				
Total Levy/1,000 Ames	\$ 10.17	\$ 10.25	\$ 10.44	\$ 11.06
High	19.16	18.85	18.77	19.33
Low	9.70	9.98	10.32	10.50
Average	15.45	15.49	15.55	15.60
Valuation/Capita Ames	\$ 35,560	\$ 37,385	\$ 38,109	\$ 38,900
High	54,472	61,628	66,262	74,500
Low	22,480	22,990	23,227	23,600
Average	31,731	33,662	34,743	37,740
Total Levy/Capita Ames	\$ 342.17	\$ 383.20	\$ 397.86	\$ 425.88
High	635.68	736.46	798.45	830.00
Low	283.52	297.81	315.22	325.25
Average	463.44	507.82	525.48	540.50

CITY CLERK

411 -- 03

This activity records and maintains proceedings of the City Council, Zoning Board of Adjustment, Housing Board of Appeals, Civil Service Commission, and Local Board of Health. This activity also prepares agendas, takes minutes; publishes proceedings, accounts, legal notices, and documents; has custody of bonds and contracts; records and certifies special assessments; issues cemetery deeds and various licenses; maintains legal documents; provides public information and notification on various items.

Service Objectives:

- ✓ Coordinate the preparation of City Council, Civil Service, and Zoning Board of Adjustment agenda packets and ensure compliance with Open Meetings Law.
 - ✓ Provide administrative support to the Mayor and City Council, attend all official meetings, and ensure minutes and adopted measures are available within three working days of the meeting.
 - ✓ Ensure the proper posting, filing, publication, and processing of official City notices and documents.
 - ✓ Provide courteous and proficient retrieval of requested documents and information for internal and external customers.
 - ✓ Process permit and license applications within 24 hours of receipt.
- ✓ Maintain a central filing system for official City records and guide, administer, and monitor the City's Records Management Program.
 - ✓ Provide admin support, training, and pertinent materials to 120 citizens serving on 20 City boards and commissions, including facilitation of the Mayor and Council's appointment process.
 - ✓ Serve as Deputy Commissioner of Elections and provide Notary Public services.
 - ✓ Provide City Council agendas, minutes, and packet materials to the public in an electronic format.
 - ✓ Research new technologies to improve the storing and retrieving of City records.

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	199,019	208,609	210,278	218,553	4.8%
Contractual	45,187	64,099	79,171	48,437	-24.4%
Commodities	1,632	1,700	1,700	1,700	0.0%
Other Expenditures	85	-	85	-	
Total Expenditures	245,923	274,408	291,234	268,690	-2.1%

Funding Sources:

General Fund	94,674	129,078	144,786	138,722	7.5%
Beer & Liquor Licenses	64,087	64,700	65,000	65,000	0.5%
Cigarette Permits	5,425	6,000	6,000	6,000	0.0%
Misc. Licenses/Permits/Fees	3,466	4,250	4,600	4,600	8.2%
Electrician License	2,720	600	1,000	1,000	66.7%
Plumbers License	1,825	15,000	15,000	-	-100.0%
Mechanical License	21,615	1,000	500	-	-100.0%
Zoning Appeal Fee	3,135	2,500	2,500	-	-100.0%
Water	12,244	12,820	12,962	13,342	4.1%
Sewer	12,244	12,820	12,962	13,342	4.1%
Electric	24,488	25,640	25,924	26,684	4.1%
Total Funding Sources	245,923	274,408	291,234	268,690	-2.1%

Personnel - Authorized FTE	3.00	3.00	3.00	3.00
-----------------------------------	------	------	------	------

CITY CLERK

411 – 03

Highlights:

A total of 1,003 permits/licenses were issued during the last fiscal year. Commencing January 1, 2008, all electricians will be required to be **licensed by the State** Electrician Licensing Board. It is anticipated that the same will hold true for plumbers and mechanical contractors by 2009. This change in licensing requirements will result in approximately 350 fewer licenses being issued by the City Clerk's Office, and subsequently, approximately \$20,000 less revenue during FY 2008/09 and beyond.

In FY 2007/08, **election costs** totaled \$31,040 for the special election held for the Donald and Ruth Furman Aquatics Center and the regular city election.

Very favorable comments have been received regarding the City Council agenda and supporting materials being made available online. Archiving capabilities have been requested by the public, and staff is anticipating that being available in the future.

By using standard mail over first class, the City Clerk's office has been able to save an average of 35% in postage costs without decreasing service to customers.

Requests for information from the public continue to increase. A check of the usage rate of the Files Management System (FMS) reveals that over 1,000 searches are performed per month. Due to efficiencies derived from the use of the FMS, customer demands are being met.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
% of City Council minutes published within timeframe prescribed by <u>Code of Iowa</u>	100%	100%	100%	100%
% of legal notices published within timeframe prescribed by <u>Code of Iowa</u>	100%	100%	100%	100%
Efficiency and Effectiveness:				
# of meetings reported	76	72	78	81
# of legal notices processed	250	244	265	255
# of resolutions finalized	490	565	550	550
# of documents recorded	90	64	70	70
# of licenses/permits processed	1,008	877	1,003	523
# of cemetery deeds issued	62	57	70	70
# of election petitions accepted	13	2	9	0

EXECUTIVE MANAGEMENT

413 -- 04

It is the responsibility of the City Manager's Office to provide the overall administrative direction for the City organization in accordance with policies established by the City Council. Other responsibilities are to ensure that City operations are conducted economically, efficiently, and effectively, and that City Council and citizen concerns are addressed. This office also develops recommendations to the City Council for changes in programs, operations, and policies. In addition, the City Manager's office presents, reviews, and monitors the annual operating budget for the City. The office personnel also staff a number of City boards and commissions ranging from external public advisory bodies to internal employee committees, and represent the City as a member of the union contract negotiating teams. The office personnel also work with the City Council on community development issues and with Iowa State University on joint concerns.

Service Objectives:

- ✓ Provide comprehensive vision and leadership for the City organization so that desires and needs of the community and City Council goals are met
- ✓ Prepare and provide to the City Council a fiscally responsible budget to finance City operations in support of community desires and City Council goals
- ✓ Oversee and support City departments as they provide the best possible services to the community at the lowest possible cost
- ✓ Represent the City in relationships with other state, federal, and local organizations
- ✓ Provide complete and objective information and recommendations to City Council
- ✓ Respond to public requests and inquiries in a courteous and timely manner

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	496,324	517,030	511,432	508,424	-1.7%
Contractual	38,116	43,606	42,032	42,975	-1.4%
Commodities	10,483	10,300	10,600	10,800	4.9%
Capital	-	-	-	-	
Total Expenditures	544,923	570,936	564,064	562,199	-1.5%
Funding Sources:					
General Fund	354,711	371,558	338,919	329,279	-11.4%
Employee Council Revenues	1,647	2,000	2,000	2,000	0.0%
Water	51,182	53,574	55,786	57,730	7.8%
Sewer	51,182	53,574	55,786	57,730	7.8%
Electric	86,201	90,230	111,573	115,460	28.0%
Total Funding Sources	544,923	570,936	564,064	562,199	-1.5%
Personnel - Authorized FTE	4.07	4.07	4.02	3.92	

EXECUTIVE MANAGEMENT

413 -- 04

Highlights:

For FY 07/08, the portion of the City Manager's office salaries charged to the Electric Utility is increased from 16% to 20%, based on time spent on planning for future capacity, the 161 kV tie line project, and contract support. This will continue for FY 08/09.

For FY 08/09, 10% of the City Manager's salary will be charged to the Economic Development program (hotel/motel tax funds) to reflect work spent on development proposals and possible prospects.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
% of citizen requests resolved in:				
One day	30%	25%	25%	25%
2-7 days	20%	20%	22%	23%
1-4 weeks	30%	35%	33%	32%
More than 4 weeks	20%	20%	20%	20%
# Union contracts negotiated	3	2	0	3
Efficiency and Effectiveness:				
Survey rating for quality of City services:				
Good	64%	60%	65%	65%
Very good	34%	38%	35%	34%

FINANCE ADMINISTRATION AND BUDGET

414 -- 15

The purpose of the Finance Administration and Budget activity is to provide overall financial management and analysis for the City of Ames. The activity provides direct supervision of Accounting and Reporting, Utility Customer Service, Information Services, Communications Services, Purchasing Services, and Debt Service activities and provides financial advice and direction to all City departments.

Service Objectives:

- ✓ Coordinate the preparation of the City's Annual Operating and Capital Budgets
 - ✓ Maintain the City's excellent credit rating (Moody's – Aaa)
 - ✓ Maintain the City's Program Performance Budget as a decision making tool
 - ✓ Submit and receive the GFOA Distinguished Budget Presentation Award and continually improve the budget document
 - ✓ Monitor revenues and expenditures as approved by the City Council
- ✓ Provide accurate financial information on a timely basis
 - ✓ Coordinate the issuance of City debt and monitor debt capacity
 - ✓ Maintain fund accountability for all City funds
 - ✓ Audit and monitor all P-card transactions for compliance with procedures and policies

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	271,798	282,980	280,074	279,304	-1.3%
Contractual	37,974	43,110	40,803	47,095	9.2%
Commodities	948	1,100	1,250	1,250	13.6%
Capital	-	-	-	-	
Total Expenditures	310,720	327,190	322,127	327,649	0.1%
Funding Sources:					
General Fund	60,930	63,337	64,426	63,431	0.1%
Police/Fire 411 Spec. Revenue	3,107	3,272	3,221	3,276	0.1%
Water	46,608	49,079	48,319	49,147	0.1%
Sewer	46,608	49,079	48,319	49,147	0.1%
Electric	131,717	139,520	135,293	139,713	0.1%
Parking	3,107	3,271	3,221	3,276	0.2%
Resource Recovery	12,429	13,088	12,885	13,106	0.1%
Fleet Services	6,214	6,544	6,443	6,553	0.1%
Total Funding Sources	310,720	327,190	322,127	327,649	0.1%
Personnel - Authorized FTE	2.92	2.92	2.92	2.84	

FINANCE ADMINISTRATION AND BUDGET

414 -- 15

Highlights:

- The City received the Government Finance Officers Association (GFOA) certificate of excellence for both financial reporting and the budget document.
- As part of the continuous improvement process, a new budget format was implemented with a greater emphasis on service objectives and accomplishments.
- The Aaa bond rating from Moody's Investor Services for general obligation bond issues was maintained.
- To help meet the City Council goal of "connecting with the community", a session on finance was provided for the Ames Citizens' Academy. Streaming video for Channel 12 was also implemented.
- Working toward the City Council goal of "strengthening neighborhoods", Finance assisted in coordinating the Neighborhood Summit and provided "neighborhood blog training".
- Upcoming projects will include a review of Water and Electric finances to meet the funding needs for infrastructure improvements and implementation of WiFi.
- The change in FTE reflects the shift of 8% of the Finance Director to Economic Development activities to better reflect time spent.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Bonded Indebtedness:				
General Obligation Bonds	41,065,000	38,690,000	41,195,000	47,995,573
Revenue Bonds	3,785,000	1,960,000	100,000	10,400,000
 Years Received GFOA Distinguished Budget Presentation Award	 19	 20	 21	 Submit
 Efficiency and Effectiveness:				
Maintain or improve General Obligation Bond rating which contributes to lower cost of debt	Moody's Aaa	Moody's Aaa	Moody's Aaa	Moody's Aaa
 Budget book rating of "outstanding" by at least 1 of 3 GFOA reviewers in the 31 categories for distinguished budget presentation	 10/31	 11/31	 16/31	 17/31
 General Fund actual expenses as a percent of the adopted budget	 98.5%	 98.4%	 100%	 100%
 General Fund actual revenues as a percent of the adopted budget	 101.0%	 101.1%	 100%	 100%
 Financial documents posted on website within one week of completion	 3	 3	 6	 6

ACCOUNTING AND REPORTING

414 -- 16

The purpose of the Accounting and Reporting activity is to provide processing and reporting of all financial transactions for the City of Ames. The activity also provides financial controls and treasury management for departments to help ensure proper stewardship of public funds. The activity provides services that support management decisions through timely and accurate processing and reporting of payroll, accounts payable, accounts receivable, and cash transactions. Treasury management function provides investment and cash management services within the parameters set by the City of Ames Investment Policy and the Code of Iowa. The goals of this activity are to provide timely and accurate financial transaction processing and reporting and to maintain proper controls over financial assets in an efficient manner.

Service Objectives:

- ✓ Process payments for goods and services and pay all vendors timely and accurately, taking advantage of any discounts offered.
 - ✓ Process and distribute payroll for all City employees accurately and timely. File quarterly and annual payroll tax returns and W-2 forms accurately and timely.
 - ✓ Receive unqualified opinions on the City's annual audited financial statements and compliance with requirements described in OMB Circular A-133.
- ✓ Monitor the City's debt and ensure accurate and timely principal and interest payments.
 - ✓ Protect and manage the City's cash assets in accordance with the applicable investment policy and provide for a reasonable rate of return.
 - ✓ Prepare a Comprehensive Annual Financial Report in conformance with GAAP that meets the requirements of the GFOA excellence in financial reporting program.

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	536,816	578,685	570,200	597,191	3.2%
Contractual	291,489	314,700	290,538	314,660	0.0%
Commodities	6,205	6,240	7,385	6,080	-2.6%
Capital	-	-	15,000	-	
Other	-	-	-	-	
Sub-Total	834,510	899,625	883,123	917,931	2.0%
Reimbursements	(57,533)	(61,990)	(61,531)	(63,986)	3.2%
Total Expenditures	776,977	837,635	821,592	853,945	1.9%

Funding Sources:

Reimbursements	57,533	61,990	61,531	63,986	3.2%
General Fund	211,445	229,774	223,893	233,073	1.4%
Road Use Tax Fund	9,637	10,308	10,117	10,504	1.9%
Police/Fire 411 Spec. Revenue	7,451	7,756	7,644	7,934	2.3%
Special Assessment	4,174	4,514	4,423	4,592	1.7%
Bond Funds	2,400	2,400	2,400	2,400	0.0%
Water	60,027	64,621	63,421	65,899	2.0%
Sewer	40,421	43,297	42,535	44,200	2.1%
Electric	226,207	242,728	238,683	247,928	2.1%
Parking	16,691	17,993	17,662	18,359	2.0%
Resource Recovery	104,589	113,135	110,892	115,189	1.8%
Fleet Services	36,402	39,119	38,391	39,881	1.9%
Total Funding Sources	776,977	837,635	821,592	853,945	1.9%

Personnel - Authorized FTE	9.00	9.00	9.00	9.00
-----------------------------------	------	------	------	------

ACCOUNTING AND REPORTING

414 -- 16

Highlights:

The City received the Government Finance Officers Association (GFOA) certificate of excellence for financial reporting. The current year will include implementation of new accounting standards for reporting of post employment benefits.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Percent of payments to vendors within 7 days of receipt following appropriate internal approvals	100%	100%	100%	100%
Accurate payroll reports filed within 30 days of quarter-end	100%	100%	100%	100%
Unqualified audit opinions received	Yes	Yes	Yes	Yes
CAFR distributed prior to December 31	Yes	Yes	Yes	Yes
Percentage of bond payments paid accurately and timely	100%	100%	100%	100%
Quarterly investment reports provided to City Council	4	4	4	4
Efficiency and Effectiveness:				
Average monthly accounts payable checks issued	1,500	1,541	1,550	1,550
Average monthly electronic/ACH payments to vendors	25	26	26	26
Average monthly payroll checks issued	270	253	250	250
Percent of employees using direct deposit	81%	85%	85%	85%
Annual number of W-2 forms issued	1,222	1,215	1,275	1,275
Audit findings noted	2	2	1	0
Number of years GFOA Achievement of Excellence in Financial Reporting certificate received	28	29	30	31
Number of bond issues monitored	13	14	14	14
Average amount of outstanding bond principal	\$40,650,000	\$37,765,000	\$40,810,000	\$42,405,000
Average \$ value of investment portfolio	\$67,240,556	\$68,686,322	\$68,000,000	\$67,000,000
Average rate of return on investments	4.0%	5.1%	5.0%	4.25%

PUBLIC RELATIONS SERVICES

415 -- 05

The goal of this program is to brand a positive identity for the City of Ames, to provide information about local government, and to promote City programs and services for citizen and media use.

Information is channeled directly through Cable TV 12, City Side (the utility bill insert), the City of Ames Web site, and through press releases to commercial radio, television, and newspaper. In addition, publications, fliers, signs, and presentations are used to educate the public.

Within the City organization, the Public Relations Officer serves as an informal liaison for departments with a monthly newsletter and by assisting with orientation days four times per year, with Mayor/Council events, and with special City-wide and departmental events.

Service Objectives:

- ✓ Produce monthly newsletters for internal and external audiences
- ✓ Serve as primary media contact and source of information for media inquiries
- ✓ Work with departments/divisions to produce custom publications
- ✓ Coordinate the annual Ames Citizens Academy
- ✓ Monitor and update City of Ames website
- ✓ Produce press releases
- ✓ Coordinate advertising purchase and placement for several City departments
- ✓ Oversee government access television programming
- ✓ Produce annual Resident Satisfaction survey with assistance from Iowa State University
- ✓ Hire and mentor Iowa State University interns

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	93,994	99,161	99,412	102,174	3.0%
Contractual	25,939	28,886	28,175	31,132	7.8%
Commodities	668	1,250	1,950	1,350	8.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	120,601	129,297	129,537	134,656	4.1%
Funding Sources:					
General Fund	60,301	64,647	64,767	67,326	4.1%
Water	12,060	12,930	12,954	13,466	4.1%
Sewer	12,060	12,930	12,954	13,466	4.1%
Electric	24,120	25,860	25,908	26,932	4.1%
Resource Recovery	12,060	12,930	12,954	13,466	4.1%
Total Funding Sources	120,601	129,297	129,537	134,656	4.1%
Personnel - Authorized FTE	1.03	1.03	1.03	1.03	

PUBLIC RELATIONS SERVICES

415 -- 05

Highlights:

One full-time Public Relations Officer (PRO) staffs the Public Relations Office. The office budget includes one part-time public relations intern, and supervision of the Electric Services Department part-time intern. The budget also includes a portion of the Principal Clerk's salary.

The PRO accomplished the following during FY 06/07:

- Produced the quarterly Neighborhood News newsletter
- Coordinated publicity/advertising for the Power Plant open house and Energy Fair
- Developed promotional materials for Smart Energy demand side management program
- Expanded the Smart Energy and Smart Water programs into EcoSmart, a citywide brand for improving the environment and reducing the City's carbon footprint
- Facilitated and implemented the third Ames Citizens Academy
- Implemented numerous other communication campaigns for City services
- Maintained and oversaw the City's website content and design
- Updated the Resident Satisfaction Survey with assistance from Iowa State University
- Coordinated the "Welcome Back Students" event in August
- In conjunction with Parks and Recreation, coordinated and marketed the third Fourth of July Community Pancake Breakfast, which attracted 1,500 participants
- Produced an updated, four-color City Side monthly newsletter

Continued efforts for FY 07/08 and FY 08/09:

- Remain active in City-County Communications & Marketing Association (3CMA) and Ames PR & Marketing Group
- Serve on the Convention and Visitors Bureau Grant Review Committee and as the alternate on the ISU Sesquicentennial Committee
- Implement the Resident Satisfaction Survey; update and publish department publications
- Supervise the TV staff, budget, and operations
- Handle media relations, press releases, and special events

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
# of media releases distributed	151	153	132	155
# of City-assisted community events	6	7	7	7
# of marketing campaigns developed	3	3	4	4

Efficiency and Effectiveness:

Of those who use them, % of citizens who say these are useful or very useful for learning about the City of Ames:

ISU Daily	78	83	82
Ames Tribune	93	94	94
KASI radio	88	94	94
Des Moines Register	67	73	79
City Side	90	92	93
Channel 12	73	78	79
City of Ames Web page	91	94	94
www.Ames365.com	-	-	71

LONG-RANGE PLANNING

415 -- 08

This activity involves the preparation, coordination, presentation, and implementation of advanced planning activities that typically extend beyond any one fiscal year, or that pertain to the development of the Land Use Policy Plan and any amendments thereof. Examples of these planning activities include: 1) Land Use Policy Plan; 2) major ordinance changes and proposals; 3) neighborhood planning studies; 4) Downtown and other commercial planning studies; and 5) other special planning studies assigned by the City Council and the City Manager. In this capacity, the Department of Planning and Housing serves as a staff and technical resource to the Planning and Zoning Commission and the Historic Preservation Commission, and serves as liaison between the commissions and the Ames City Council.

Service Objectives:

- ✓ Coordinate implementation of all types of adopted long-range plans
- ✓ Provide data for long-range planning decisions
- ✓ Respond to community needs for analysis and policies for long-range land use
- ✓ Support City Council in guiding long-range planning
- ✓ Assess and update adopted policies and plans against projected need as directed by City Council
- ✓ Coordinate long-range planning policies and regulations with other jurisdictions and agencies
- ✓ Encourage meaningful and timely community input
- ✓ Explore new trends and innovative means of achieving long-range planning objectives

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	217,400	258,072	237,126	280,582	8.7%
Contractual	60,211	42,020	157,210	28,158	-33.0%
Commodities	3,655	3,080	3,080	3,100	0.6%
Capital	15,892	-	-	-	
Total Expenditures	297,158	303,172	397,416	311,840	2.9%
Funding Sources:					
General Fund	283,575	303,172	351,819	311,840	2.9%
Local Option	13,583	-	45,597	-	
Total Funding Sources	297,158	303,172	397,416	311,840	2.9%
Personnel - Authorized FTE	3.06	3.06	3.06	3.23	

LONG-RANGE PLANNING

415 – 08

Highlights:

FY 07/08

- Implemented the **Ames Urban Fringe Plan**, incorporating its policies into the City subdivision regulations and applying it to several rural projects
- Cooperated with Ames School District and Iowa State University to establish future uses for all **governmentally owned land** should it be sold to non-governmental buyers and for land designated as environmentally-sensitive
- Analyzed need and options for alternative uses of large group living structures (**Greek houses**)
- Studied proposed expansion of the community to the northwest, change to the capital investment strategy of the Land Use Policy Plan (LUPP) and alternative concepts for proposed **Fieldstone residential project** with rural neighbors and developer
- Considered amendments to the LUPP in the **Hospital-Medical** area and at Stange Road and Bloomington Road
- Complete **Historic Resources Study** of west Ames and initiate **historic preservation plan** for the entire city
- Facilitate efficient use of industrially zoned land by modifying the **floor area ratio** requirements
- Identify characteristics of more **innovative and attractive development** appropriate to Ames
- Explore providing **property tax abatement** as an incentive to convert rental property to single-family, owner-occupied property
- Determine need for modifications to **Village Residential Development** land use policies and zoning standards
- Reassess land uses for **West Lincoln Way corridor** from South Dakota to Boone County
- Review **Downtown Façade Grant Program** to increase visual impact and to apply in Campustown
- Applied for and received historic preservation grants

FY 08/09

- Complete the 2008 Ames Comprehensive **Historic Preservation Plan**
- Conduct an **intensive survey** of historical and architectural resources in **College Heights**
- Implement any Council-directed policies to encourage more **innovative and attractive development** appropriate to Ames
- Shift a portion of Director's salary and benefits to Planning and Housing from Economic Development in order to reflect where actual administering activities are occurring

LONG-RANGE PLANNING

415 – 08

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Land Use Policy Plan amendments	5	6	6	7
Average # of days to process zoning text and/or map amendments	N/A	N/A	N/A	
New City-initiated long-range projects			21	
# of new projects completed (zoning map and/or text amendments)			6	
Efficiency and Effectiveness:				
% of City-initiated projects processed within prioritized time period	N/A	N/A	63%	70%
Average number of days to process LUPP zoning amendments	N/A	N/A	110	110

CURRENT PLANNING

415 -- 09

The Department of Planning and Housing serves as a staff and technical resource to the customer, Planning and Zoning Commission, Zoning Board of Adjustment, and the Historic Preservation Commission. The department serves as liaison between the commissions and the Ames City Council. Staff analyzes and makes recommendations on subdivisions, rezonings, planned unit developments, and development plans. This occurs in conjunction with the City's Development Review Committee process. Staff advises the City Council and City Manager on planning and development matters and provides technical assistance to the Zoning Board of Adjustment and other City boards and commissions.

Service Objectives:

- ✓ Help applicants accomplish their development goals consistent with City development policies
- ✓ Provide applicants with the legal basis for planning decisions
- ✓ Implement development regulations as adopted by City Council and State of Iowa
- ✓ Ensure compliance with adopted laws and policies
- ✓ Provide an efficient and fair process for applicants
- ✓ Encourage meaningful and timely community input
- ✓ Process applications in a timely, thorough and accurate manner
- ✓ Look for ways to improve processes and regulations to better meet objectives
- ✓ Provide timely and accurate responses to public inquiries
- ✓ Coordinate development review with other City departments and outside agencies
- ✓ Continue to provide reliable, high quality service to both internal and external customers

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	212,481	252,302	237,889	291,881	15.7%
Contractual	24,350	26,000	36,851	28,312	8.9%
Commodities	1,888	630	680	850	34.9%
Capital	3,209	-	-	-	
Total Expenditures	241,928	278,932	275,420	321,043	15.1%

Funding Sources:

General Fund	224,333	264,019	266,420	305,668	15.8%
Development Review Fees	14,700	12,413	6,500	12,875	3.7%
Map/Document Sales	2,895	2,500	2,500	2,500	0.0%
Total Funding Sources	241,928	278,932	275,420	321,043	15.1%

Personnel – Authorized FTE	3.05	3.05	3.05	3.22
-----------------------------------	------	------	------	------

CURRENT PLANNING

415 -- 09

Highlights:

FY 07/08

- Reviewed the **Major Site Development Plan** for the proposed **Shops At East Prairie** in the “O-GNE” (Northeast Gateway Overlay District)
- Reviewed the preliminary plat for the **Lifestyle Center Subdivision** located northeast of the intersection of I-35 and East 13th Street
- Prepared and received grant funds from the State Historical Society of Iowa for the following projects: 1) replacement of City Hall doors; 2) intensive survey of the College Heights Neighborhood (\$17,145); and 3) Ames Comprehensive Historic Preservation Plan (\$30,000)
- Reviewed and processed an application to designate the “**Martin House**” at 218 Lincoln Way as a local historic landmark
- Processed applications received for the Downtown Façade Improvement Grant Program
- Processed one request for **urban revitalization tax abatement**
- Recruited **Planners** to fill the positions that are presently vacant in the Department of Planning and Housing

FY 08/09

- Work with a **Process Improvement Team** composed of representatives of various City departments to improve the procedures for review of proposed development projects
- Anticipate staff review of the Shops at East Prairie to include the following tasks:
 - Review the final plat for the proposed **Shops At East Prairie Subdivision** after it is submitted
 - Review the **Major Site Development Plans** for **two or three anchor stores** in the proposed **Shops At East Prairie**, as plans are submitted for approval
 - Process applications for future tenants and development related to the approved Major Site Development Plan for the **Shops At East Prairie Subdivision**
- **Shift** of FTE Director’s salary and benefits to 100% in Planning from 17% in Economic Development
- In response to the City Council’s new goal to strengthen neighborhoods, a new intern position was added for FY 08/09 to assist in organizing and supporting neighborhoods and their associations.
- A review of the job duties of the vacant GIS Coordinator position in Planning resulted in the responsibility of the citywide GIS coordination shifting to a position in the Public Works Engineering Division. The Planning position was filled with a full-time Planner.

CURRENT PLANNING

415 -- 09

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Rezoning requests	14	8	4	6
Subdivision requests*	38	25	21	23
Planned developments	5	7	3	2
Annexation requests	5	2	0	2
Zoning Board of Adjustment cases	28	35	22	28
Site plan requests through DRC**	132	86	65	75
Downtown façade applications	2	3	5	6
Efficiency and Effectiveness:				
% of zoning applications*** approved or denied without referral back to staff or applicant for additional information	N/A	N/A	N/A	70%
% of subdivisions reviewed within deadlines established by statutes or ordinances	N/A	N/A	N/A	100%
Average # of days to review and process the following zoning applications (from date deemed complete until final decision rendered):				
Preliminary plat			30	30
Final plat			15	15
Major site plan			35	30
Minor site plan			3	3
Variance			14	14
Special use permit			29	29
Home occupation			14	14
% of development process survey ratings of staff courtesy that are rated "satisfactory" or better	N/A	N/A	N/A	
% of development process survey ratings of staff helpfulness that are rated "helpful" or better				

* Includes applications for approval of preliminary plats, and final plats for major and minor subdivisions

** DRC is the abbreviation for Development Review Committee.

*** Zoning applications include all requests for permits and decisions relating to land use for which an application is submitted.

LEGAL SERVICES

415 -- 20

The mission of the City Attorney's Office is to provide the highest quality legal services to the City at the lowest possible cost to the taxpayers; to provide sound and objective legal advice and representation to City officials and staff, Mary Greeley Medical Center and all other City departments; to earn and keep the respect and trust of those for whom and with whom the office works; and to act in accordance with the highest ethical and professional standards.

Service Objectives:

- ✓ Provide preventive legal advice in a timely manner to the City Council, City staff and boards and commissions
- ✓ Represent the City in all contract and real estate matters
- ✓ Represent the City in all claims by and against it, including Civil Service, Public Employment Relations Board and other administrative matters
- ✓ Draft and review of all legislation and legal documents as needed
- ✓ Enforce and administer Parking Regulations
- ✓ Attend meetings of City Council, boards and commissions, and other staff meetings providing legal advice on actions and procedures
- ✓ Supervise all legal work performed by outside counsel
- ✓ Prosecute all complaints, traffic tickets, code enforcement violations, and other actions in courts-of-law as necessary
- ✓ Assist with the collection of unpaid bills
- ✓ Increase and enhance use of technology in legal processes to better serve customers

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	464,556	478,334	478,956	507,492	6.1%
Contractual	43,125	50,184	56,066	51,670	3.0%
Commodities	2,857	2,669	2,854	3,454	29.4%
Capital	19,014	-	8,400	-	
Other Expenditures	-	-	-	-	
Total Expenditures	529,552	531,187	546,276	562,616	5.9%

Funding Sources:

General Fund	349,177	348,445	361,875	377,373	8.3%
Mary Greeley Medical Center	1,914	4,000	4,000	4,000	0.0%
Other Departments	4,144	4,000	4,000	4,000	0.0%
Fees and Fines	26,098	22,000	23,745	22,000	0.0%
Water	6,264	5,028	7,568	7,900	57.1%
Sewer	3,132	2,514	3,784	3,950	57.1%
Electric	6,264	5,028	11,352	34,835	592.8%
Parking	108,835	115,072	107,852	98,458	-14.4%
Process Server Parking Rev.	23,724	25,000	18,000	10,000	-60.0%
Developer Review Fees	-	-	4,000	-	
Miscellaneous Revenue	-	100	100	100	0.0%
Total Funding Sources	529,552	531,187	546,276	562,616	5.9%

Personnel - Authorized FTE 5.75 5.75 5.75 5.95

LEGAL SERVICES

415 -- 20

Highlights:

- Prosecuted or defended for the City more than 151 court cases to final judgment
- Initiated Prosecutor and Paralegal Intern Programs to provide opportunities for students interested in public sector law practice and to increase productivity of department
- Implemented new case management software, ProLaw, which provides instant access to legal staff via computer on all pending matters
- Successfully conducted more than 25 administrative actions, including liquor license cases, Civil Service actions, grievance arbitrations, mediations, and Housing Department appeals
- Coordinated legal services of outside counsel in Ames Rental Property Association v. City; Chamberlain LLC v. City; United Youth Careers v. City; and in Re: Ames Municipal Electric (IUB)
- Provided legal guidance and preparation of documents for major projects such as Grand Avenue Extension, S. E. 16th Street bridge and paving, and outdoor aquatic center
- The ¾ time Principal Clerk position was increased to full-time for FY 08/09 to assist with increased workloads. Additionally, 23% of that position's time spent on parking matters was shifted to the General Fund.
- To better reflect the cost of support for the City's economic development activities, 5% of the City Attorney's wages were shifted to the Economic Development program.
- The cost of legal services assigned to the Water, Sewer, and Electric Funds was increased to more closely reflect workload.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
New docketing system - ProLaw:				
Legal matters opened (litigation, advice, subdivision review, etc.)			1,416	1,416
Documents created/reviewed			6,032	6,032
Other events and legal services requiring review by Legal Department			8,306	8,306
Ability to locate and retrieve electronic files			100%	100%
Cases docketed in ProLaw, filed by paper with court			674	0
Cases docketed in ProLaw, filed electronically with court			0	741
Efficiency and Effectiveness:				
% of incoming phone calls returned by end of the next business day			65%	65%
# of matters opened			1,416	1,416
# of matters closed			414	414

HUMAN RESOURCES

415 -- 21

Human Resources provides a full range of services in support of all City departments and the Civil Service Commission. These services include recruitment and selection, classification, wage and salary administration, affirmative action, employee training and development, employee and labor relations including collective bargaining, contract administration, and policy research and development. The department's goal is to provide a comprehensive program which will further the contribution made by employees to assist the City in attaining its objectives.

Service Objectives:

- ✓ Provide the highest quality human resources support to other City functions to carry out the goals of Council
- ✓ Monitor compliance with state and federal laws and City policy with regard to human resources related issues
- ✓ Maintain a database of current labor market information and perform classification and compensation studies to maintain pay equity and external competitiveness
- ✓ Provide employees and managers with training tools and resources to enhance individual and team performance as a means of achieving our Excellence Through People organizational culture
- ✓ Attract and retain qualified employees through the use of progressive recruitment techniques and competitive compensation and benefit systems
- ✓ Strive to maintain strong relations through collaborative negotiations, contract interpretation and resolution of grievances at the lowest possible level

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	415,743	433,000	436,999	438,406	1.2%
Contractual	139,721	152,114	148,076	165,924	9.1%
Commodities	12,172	8,915	11,315	11,050	23.9%
Capital	-	-	1,700	-	
Other	-	-	-	-	
Sub-Total	567,636	594,029	598,090	615,380	3.6%
Reimbursements	(109,496)	(114,589)	(114,773)	(115,841)	1.1%
Total Expenditures	458,140	479,440	483,317	499,539	4.2%
Funding Sources:					
General Fund	244,197	256,502	257,360	267,049	4.1%
Road Use Tax Fund	32,753	34,275	34,031	35,015	2.2%
Water	30,255	31,662	33,074	34,031	7.5%
Sewer	30,312	31,721	30,981	31,877	0.5%
Electric	95,136	99,559	100,958	103,876	4.3%
Parking	7,152	7,485	7,057	7,261	-3.0%
Storm Sewer Utility	1,476	1,544	2,691	2,769	79.3%
Resource Recovery	15,951	16,692	16,507	16,984	1.7%
Hotel/Motel Tax	908	-	658	677	
Total Funding Sources	458,140	479,440	483,317	499,539	4.2%
Personnel - Authorized FTE	5.00	5.00	5.00	4.65	

HUMAN RESOURCES

415 -- 21

Highlights:

FY 06/07 held many achievements for the department including the issuance of benefit statements for all employees allowing them to see the total value of their compensation and fringe benefits package. Additionally, this was the first full year of having internal facilitation of the Supervisory Essentials training program by City employees. Multi-year labor contracts were also negotiated for three of the City's five bargaining units. The Human Resources (HR) staff worked to refine and enhance the HR strategic plan and also began work on a salary survey which will be finalized in the FY 07/08 budget year. Finally, the existing applicant tracking software was upgraded and will dramatically increase the department's ability to analyze applicant and recruitment data.

A reassignment of job duties shifted .35 FTE to the Health Insurance Management program.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
# of leadership development coaching hours provided to leaders				250
# of hours of leadership development training		60	60	60
# of employees attending formal training programs offered through Employee Development Center		1,852	1,400	1,900
# of recruitments (open and promotional)		53	48	50
# of applications (open and promotional)		1,685	1,750	1,800
# of external hires		98	100	100
# of internal promotions		16	16	16
Efficiency and Effectiveness:				
% of City employees that attended City sponsored training programs and rated them as above average or better		87	90	92
Average # of work days to complete external recruitment for full-time positions (from date posted to date offer extended)		45	40	38
% of diverse (protected class) applicants based on total applications received		6.63	7	7.5

PUBLIC WORKS ADMINISTRATION

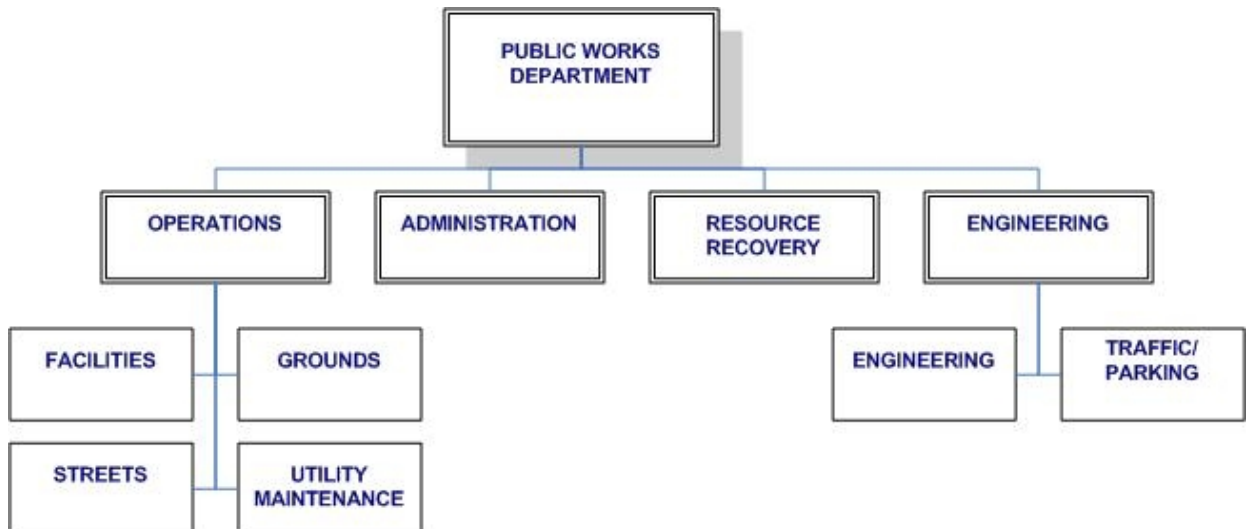
416 -- 72

This activity is responsible for the overall coordination and support of all Public Works' operational activities and capital projects.

Service Objectives:

- ✓ Oversee and coordinate the activities of four Public Works divisions (Engineering, Operations, Resource Recovery, and Administration)
 - ✓ Provide oversight and guidance for the Public Works portion of the Capital Improvements Plan
- ✓ Provide management direction and administrative support to Public Works employees
 - ✓ Administer the Ames Area Metropolitan Planning Organization (AAMPO)

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	245,055	255,436	257,993	279,348	9.4%
Contractual	28,181	40,338	38,981	42,673	5.8%
Commodities	1,394	1,500	2,065	1,500	0.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	274,630	297,274	299,039	323,521	8.8%
Funding Sources:					
Road Use Tax Fund	68,656	74,317	74,759	80,881	8.8%
Water	68,658	74,319	74,760	80,880	8.8%
Sewer	68,658	74,319	74,760	80,880	8.8%
Resource Recovery	68,658	74,319	74,760	80,880	8.8%
Total Funding Sources	274,630	297,274	299,039	323,521	8.8%
Personnel - Authorized FTE	3.00	3.00	3.00	3.00	



PUBLIC WORKS ADMINISTRATION

416 -- 72

Highlights:

Issues that require staff involvement in FY 2007/08 and FY 2008/09 are the extension of Grand Avenue to the south, the Southeast 16th Street bridge replacement and paving, study of the Quiet Zone impacts, and the National Pollutant Discharge Elimination System (NPDES) storm water regulations.

Administration staff members have been involved in the Space Needs Team organized by the City Manager to address optimal use by all occupants of the space available in City Hall.

The Administration staff continues to administer the **Ames Area Metropolitan Planning Organization** (AAMPO). Contract assistance for AAMPO activities has been budgeted in both FY 2007/08 and FY 2008/09. Since the Metropolitan Planning Organization reimburses 80% of the cost of this assistance, the net cost to the City will be \$2,000 in both years.

A Communications Intern has been added in FY 08/09 to help connect the planning, design, and construction phases of engineering and to enhance positive interaction with citizens by making presentations, writing articles, designing brochures, and being an additional contact person for the department.

	2005/06	2006/07	2007/08	2008/09
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of projects with reimbursements from grants and other outside sources	10	9	12	5
Dollars received as reimbursements for project costs	\$1,202,235	\$2,139,610	\$4,654,070	\$2,985,102
# of departmental FTEs	73.00	72.75	73.75	73.75
Efficiency and Effectiveness:				
Administrative cost per employee	\$3,534	\$3,774	\$4,055	\$4,244

PUBLIC WORKS ENGINEERING

416 -- 80

The Engineering Division provides technical designs and construction inspection to ensure reliability and quality control for capital improvement projects. The Division also provides design review/acceptance and inspection services on subdivision public infrastructure construction. The Engineering Division is also involved in the long-range planning of projects to ensure development of streets, water distribution, sanitary sewer and storm sewer systems to meet current and future needs of the community. Another function of the Engineering Division is to maintain records for public infrastructure, including an electronic Geographic Information System (GIS) of this infrastructure.

Service Objectives:

- ✓ Plan, design, and implement public infrastructure projects including water main, sanitary sewers, storm drains, and streets rehabilitation and reconstruction
- ✓ Provide a high level of communication to the public throughout all stages of projects; coordinate meetings and citizen advisory committees as necessary
- ✓ Prepare certified engineering plans and specifications and administer bid process for capital improvement plan construction projects
- ✓ Develop and maintain city-wide GIS, provide GIS support to user department and coordinate with Mapping & Policy Support (MAPS) for base map information
- ✓ Supervise construction of all authorized public improvement projects
- ✓ Review plans and plats for consideration of public and private improvements
- ✓ Continue public improvement project cost tracking
- ✓ Provide technical support to the Ames Area Metropolitan Planning Organization
- ✓ Maintain as-built drawings and archive records of public infrastructure construction
- ✓ Manage the City of Ames NPDES / Municipal Separate Storm Sewer System (MS4) permit

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	798,823	973,752	963,347	1,030,729	5.9%
Contractual	149,381	207,767	226,626	205,906	-0.9%
Commodities	7,898	10,254	16,838	14,305	39.5%
Capital	1,676	-	12,000	16,350	
Total Expenditures	957,778	1,191,773	1,218,811	1,267,290	6.3%

Funding Sources:

General Fund	(417)	-	-	-	
General Fund Fees/Permits	450,600	421,000	416,000	394,616	-6.3%
Road Use Tax Fund	34,828	93,439	114,044	175,315	87.6%
Water	223,238	220,980	228,614	239,490	8.4%
Water Fees	8,694	20,400	20,400	15,300	-25.0%
Sewer	116,842	176,992	185,416	184,544	4.3%
Sewer Fees	16,189	25,200	25,200	25,100	-0.4%
Storm Sewer	93,436	146,112	157,737	145,275	-0.6%
Storm Sewer Fees/Permits	14,368	87,650	71,400	87,650	0.0%
Total Funding Sources	957,778	1,191,773	1,218,811	1,267,290	6.3%

Personnel - Authorized FTE	11.00	12.00	12.00	12.00
-----------------------------------	-------	-------	-------	-------

PUBLIC WORKS ENGINEERING

416 – 80

Highlights:

The Public Works Engineering Division is made up of four workgroups, including Engineering Design, Construction Inspection, Traffic, and Geographic Information System (GIS). At the end of FY 2006/07 and the beginning of FY 2007/08, three vacant staff positions within the Engineering Division were filled. These included the GIS Specialist, Construction Supervisor, and Stormwater Specialist. Upon the vacancy of the **GIS Coordinator** position, it was determined to redefine the GIS Specialist position in the Engineering Division to become the city-wide GIS Coordinator. This position, previously staffed in Planning and Housing, is now supported by Senior Engineering Technicians and GIS Interns to keep GIS projects on schedule. The Engineering Division continues to employ **interns and co-ops** devoted to all four workgroups, including construction inspection, surveying, engineering design, GIS, and traffic studies. These positions are typically filled by Iowa State University students.

Storm water requirements, as mandated through the City of Ames' **Municipal Separate Storm Sewer System (MS4) permit**, continue to be a focus of the Engineering Division. Inspections of construction sites for compliance with permits for erosion and sediment controls are the main focus of the Stormwater Specialist. Each permitted construction site is inspected twice each calendar year and upon receiving an inquiry or complaint from the public. In addition, inspections for Capital Improvement Plan (CIP) projects are completed at least once every seven calendar days and within 24 hours of the end of a storm that is 0.5 inches or greater.

The MS4 permit requires that an ordinance be adopted, which will address the control of runoff from building activities after construction has been completed. The **post-construction storm water management ordinance** requires that water quality and quantity components be considered in the design of new construction and implemented when practical. This ordinance will promote the use of storm water detention and retention, grass swales, bio-retention swales, riparian buffers, and proper operation and maintenance of these facilities. A draft of this ordinance will be presented to the public during the first part of 2008, with adoption of the ordinance following. Staff will be responsible for inspection of these storm water facilities.

The Engineering Division is working with scientists in the Iowa State University Landscape Architecture group to administer and implement stream channel and bank stabilization practices for **water quality enhancements to College Creek**. The Watershed Improvement Review Board (WIRB) funded a three-year grant in the amount of \$304,335. The WIRB is comprised of representatives from agriculture, drinking water and wastewater utilities, environmental organizations, agribusiness, the conservation community along with two state senators and two state representatives.

To enhance the public's knowledge about various capital improvement projects, the Engineering Division holds **public informational meetings**. Prior to the preliminary design, staff meets with citizens, business owners, and other interested parties to gather information related to the project area. This information ranges from special access needs during construction to desired changes to the existing pavement alignment. Listening to the users of the project area enables the design and construction to address concerns and strengthen our neighborhoods.

PUBLIC WORKS ENGINEERING

416 – 80

Highlights, continued:

Throughout FY 2008/09, the Engineering Division will continue to have representatives on the **Development Review Committee (DRC)**. This includes reviewing site development plans and plats that are submitted to the Planning and Housing Department. Public Improvement Plans are reviewed by Engineering Division staff and approved administratively.

The Engineering Division administers and monitors the **right-of-way user** requirements. These requirements include holding an annual coordination meeting with all registered users, approving excavation permits, and reviewing associated construction activities and complaints.



PUBLIC WORKS ENGINEERING

416 – 80

Highlights, continued:

The FY 07/08 capital is a used vehicle for the Storm Water Specialist (\$12,000).

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
# of CIP projects inspected/managed	19	17	26	25
# of subdivision public infrastructure projects inspected	24	27	25	30
# of site plans reviewed	115	88	100	110
# of subdivision plats reviewed	14	16	15	15
# of construction site erosion and sediment control site inspections	N/A	301	325	375
# of plans and specifications prepared for capital improvement plan projects	17	13	22	22
Efficiency and Effectiveness:				
Projects bid within 10% of engineer's estimate	N/A	70%	75%	100%
Projects completed within 10% of original bid	100%	95%	100%	100%
Projects completed on time	94%	100%	100%	100%
% of completed as-builts transferred to official records	75%	75%	90%	95%

PUBLIC BUILDINGS

418 -- 71

The purpose of this activity is to provide maintenance service to the City Hall/Community Center and the City Carpenter Shop. Limited maintenance activities are performed at all other City buildings. The majority of maintenance services are provided through contracting out. These services are provided so that the building will be in compliance with all laws, regulations and municipal codes, and City employees and visitors to the building will have access to a clean, safe environment.

Service Objectives:

- ✓ Maintain an attractive City Hall facility (grounds and exterior of City Hall)
 - ✓ Maintain efficient equipment (motors, pumps, generators, boiler, etc.) at City Hall
 - ✓ Provide quality janitorial services
 - ✓ Perform monthly building walkthrough inspections at City Hall
- ✓ Provide limited maintenance activities to other City buildings
 - ✓ Maintain the Ames Veterans' Memorial
 - ✓ Coordinate and manage special projects

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	88,420	92,804	92,493	96,840	4.3%
Contractual	238,761	231,977	235,014	241,863	4.3%
Commodities	16,336	13,250	16,700	16,700	26.0%
Capital	-	-	83,000	-	
Sub-Total	343,517	338,031	427,207	355,403	5.1%
Reimbursements	(4,273)	(4,162)	(4,426)	(4,405)	5.8%
Total Expenditures	339,244	333,869	422,781	350,998	5.1%

Funding Sources:

General Fund	232,103	231,579	312,603	241,358	4.2%
Interdepartmental Labor	5,645	1,000	5,000	5,000	400.0%
City Assessor	11,640	11,616	12,062	12,001	3.3%
Road Use Tax Funds	19,633	19,593	20,346	20,242	3.3%
Police/Fire 411 Special Revenue	250	250	259	258	3.2%
Water	16,196	16,163	16,783	16,697	3.3%
Sewer	12,086	12,061	12,524	12,460	3.3%
Electric	29,913	29,852	30,998	30,839	3.3%
Parking	9,195	9,177	9,529	9,480	3.3%
Resource Recovery	1,482	1,479	1,536	1,528	3.3%
Fleet Services	1,101	1,099	1,141	1,135	3.3%
Total Funding Sources	339,244	333,869	422,781	350,998	5.1%

Personnel - Authorized FTE	1.20	1.20	1.20	1.20
-----------------------------------	------	------	------	------

PUBLIC BUILDINGS

418 -- 71

Highlights:

Replacement of the **City Hall doors** will occur in 2008 with funding from a \$100,000 Historic Site Preservation Grant awarded by the State Historical Society of Iowa and \$137,000 Local Option Sales Tax Fund carryover money programmed in the Capital Improvements Plan.

In FY 07/08, \$80,000 has been included from the General Fund available balance to hire a **consultant** to evaluate the basement area of City Hall, to evaluate the space needs of the Police Department, and for minor alterations at City Hall to increase office space.

Operating costs of the centralized City Hall are proportionally shared by all affected funds.

This is the fourth year of the contract to maintain the mechanical equipment. The current contractor, Accurate Mechanical, will be providing services in FY 2008/09 at a contract cost of \$33,000. City Hall and Parks and Recreation share in the building costs.

The five-year **cleaning contract** for City Hall was re-bid in FY 2007/08. The new contract provides for cleaning services in FY 2008/09 at a cost of \$55,400.

Maintenance and utility costs for the **Ames Veterans' Memorial** is now part of the City Hall operating budget.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Annual electric cost*	\$92,842	\$99,079	\$95,000	\$95,000
Annual gas cost*	\$4,384	\$3,872	\$4,000	\$4,000
Annual water/sewer cost*	\$3,354	\$3,447	\$3,500	\$3,500
 Efficiency and Effectiveness:				
Cost per square foot to operate and maintain City Hall	\$3.59	\$3.74	\$3.94	\$3.92

* excluding Community Center

CITY COUNCIL CONTINGENCY

412 -- 01

The City Council Contingency Fund accounts for those funds designated by the City Council to be considered as contingency and are allocated within the General Fund. Through the careful use of the contingency funds, the City Council has been able to respond to needs and opportunities which were not foreseen at the time of budget preparation. At the end of each fiscal year, any unused portion of the Contingency Fund reverts back to the General Fund balance.

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	436	-	-	-	
Contractual	31,309	50,000	54,214	50,000	0.0%
Commodities	13,077	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	44,822	50,000	54,214	50,000	0.0%
Funding Sources:					
General Fund	44,822	50,000	54,214	50,000	0.0%
Total Funding Sources	44,822	50,000	54,214	50,000	0.0%
Personnel - Authorized FTE	.00	.00	.00	.00	

CITY COUNCIL SPECIAL ALLOCATIONS

410 -- 01

This program summarizes the miscellaneous requests from outside groups for City funding.

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	4,212	-	-	-	
Contractual	77,189	117,000	142,000	3,000	-97.4%
Commodities	2,733	-	-	-	
Capital	85,180	-	-	-	
Total Expenditures	169,314	117,000	142,000	3,000	-97.4%
Funding Sources:					
General Fund	-	-	-	-	
Local Option	145,030	117,000	142,000	3,000	-97.4%
Hotel/Motel	24,284	-	-	-	
Total Funding Sources	169,314	117,000	142,000	3,000	-97.4%
Project Detail:					
Ames Partner City Association	2,113	3,000	3,000	3,000	
Iowa Special Olympics	2,500				
Iowa Games	5,000				
Jaycees 4 th of July	10,000				
Ames Historical Society	8,000	10,000	10,000		
Main Street Cultural District	2,557	79,000	79,000		
Hunziker Youth Sports Complex	25,000	25,000	25,000		
Black Cultural Center	20,000				
Ames Veterans' Memorial	89,917				
Wireless Study			25,000		
National Special Olympics	4,227				
Total	169,314	117,000	142,000	3,000	-97.4%

MERIT PAYROLL ADJUSTMENT

417 -- 66

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	-	207,459	-	183,126	-11.7%
Total Expenditures	-	207,459	-	183,126	-11.7%
Funding Sources:					
General Fund	-	122,094	-	105,991	-13.2%
Local Option	-	129	-	111	-14.0%
Leased Housing	-	-	-	1,354	
Road Use Tax Fund	-	8,295	-	7,166	-13.6%
Housing Assistance	-	351	-	97	-72.4%
Water	-	12,014	-	10,936	-9.0%
Sewer	-	11,376	-	10,304	-9.4%
Electric	-	25,078	-	23,243	-7.3%
Parking	-	3,130	-	2,517	-19.6%
Storm Sewer Utility	-	1,180	-	1,854	57.1%
Ice Arena	-	1,515	-	1,180	-22.1%
Homewood Golf	-	1,281	-	597	-53.4%
Resource Recovery	-	3,039	-	2,633	-13.4%
Fleet Services	-	4,085	-	3,499	-14.3%
Information Services	-	8,601	-	7,466	-13.2%
Risk Insurance	-	870	-	671	-22.9%
Health Insurance	-	1,664	-	1,440	-13.5%
Hotel/Motel	-	902	-	733	-18.7%
County-Wide Affordable Housing	-	873	-	229	-73.8%
Comm. Develop. Block Grant	-	982	-	1,105	12.5%
Total Funding Sources	-	207,459	-	183,126	-11.7%
Personnel - Authorized FTE	.00	.00	.00	.00	

GENERAL GOVERNMENT CIP

419

Activity Description:

This is a summary of all capital improvements in the General Government division. Details are presented in the Five-Year Capital Improvements Plan for the City of Ames.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Long-Range Planning:					
Southeast Entryway		205,000	353,000		
Southeast Entryway IDOT Grant		683,000	683,000		
Sub-Total		888,000	1,036,000		
Public Buildings:					
07/08 City Hall Improvements	6,368	50,000	119,893		
08/09 City Hall Improvements				50,000	
HSPG Grant City Hall Doors			100,000		
Sub-Total	6,368	50,000	219,893	50,000	
Total CIP	6,368	938,000	1,255,893	50,000	-94.7%



Crescendo

By Marc Moulton, 2002

Sixth Street
Outside City Auditorium Entrance



Bouquet

By V. Skip Willets, 2007

Brookside Park Near Tennis Courts

DEBT SERVICE

470

This program accounts for the payment of principal and interest on bonds issued by the City of Ames. There are two types of bonds that this covers: 1) General Obligation Bonds which are accounted for in the Debt Service Fund and which are full face and an obligation of the City; and 2) Revenue Bonds which are accounted for from the earnings of the enterprise funds. The City has Revenue Bonds for the Electric Fund.

Use of Funds:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
General Obligation Funds	7,933,303	8,022,578	7,776,642	9,318,467	16.2%
Electric Revenue Bonds	1,911,800	103,000	103,000	1,070,812	-100.0%
Bond Costs	50,026	-	42,094	-	
Total Expenditures	9,895,129	8,125,578	7,921,736	10,389,279	27.9%

The City of Ames' debt is managed in accordance with the Capital Improvement Financing and Debt Management policies adopted by the City Council. Total debt service cost is expected to grow at an average rate of just under three percent over the five-year capital planning period. The levy rate for debt service is expected to remain relatively flat for the term of the CIP with the use of fund balances to stabilize property tax rates. The City expects to remain well under debt limits set by the Code of Iowa and further limited by City Council reserves. The City's General Obligation bonds currently have the highest rating (Aaa) from Moody's Investor Services. Two of the reasons stated for the strong rating include rapid retirement of debt principal and low debt burden. These positions will be maintained throughout the five-year capital planning period.

All outstanding debt is fully amortized with approximately equal principal and interest payments each year during the term of the bonds.

DEBT SERVICE

470

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures By Type:					
Contractual	50,026		42,094		
Other Expenditures	9,845,103	8,125,578	7,879,642	10,389,279	27.9%
Total Expenditures	9,895,129	8,125,578	7,921,736	10,389,279	27.9%
Funding Sources:					
Debt Service	7,933,303	8,022,578	7,776,642	9,318,467	16.2%
Electric	1,911,800	103,000	103,000	1,070,812	-100.0%
Issuance From Proceeds	50,026	-	42,094	-	
Total Funding Sources	9,895,129	8,125,578	7,921,736	10,389,279	27.9%
Debt Service Principal and Interest Breakdown:					
<u>G.O. Bonds</u>					
Issuance Costs	50,026		42,094		
Principal	6,310,000	6,280,767	6,100,000	7,193,202	14.5%
Interest	1,623,303	1,741,811	1,676,642	2,125,265	22.0%
Total G.O. Bonds	7,983,329	8,022,578	7,818,736	9,318,467	16.2%
<u>Revenue Bonds</u>					
Principal	1,860,000	101,500	101,500	626,812	517.5%
Interest	51,800	1,500	1,500	444,000	29500.0%
Total Revenue Bonds	1,911,800	103,000	103,000	1,070,812	939.6%
Total Debt Service	9,895,129	8,125,578	7,921,736	10,389,279	27.9%

DEBT SERVICE COST ALLOCATION FOR 2008/2009 BUDGET

Valuation \$1,941,794,882

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Fire Department Apparatus	\$ 141,886	\$ 35,472	\$ 106,414	0.05480
Fire Station 3	132,928		132,928	0.06846
Ice Arena	195,687		195,687	0.10078
Ada Hayden Heritage Park	437,276		437,276	0.22519
Resource Recovery/Landfill	465,100	150,100	315,000	0.16222
Aquatic Center	355,375		355,375	0.18301
Water Projects	53,081	53,081		
Urban Renewal – TIF	66,402	66,402		
Downtown Redevelopment	44,268		44,268	0.02280
Storm Sewer	320,116		320,116	0.16486
Streets	5,420,609		5,420,609	2.79153
Special Assessments	287,714	287,714		0.00000
2008/2009 CIP G.O. Bonds	1,398,025	198,759	1,199,266	0.61761
Total G. O. Debt	\$ 9,318,467	\$ 791,528	\$ 8,526,939	4.39126
Use of Fund Balance		460,000	(460,000)	-0.23689
Total Debt Service Cost	\$ 9,318,467	\$ 1,251,528	\$ 8,066,939	4.15437
FY 08/09 Debt Service Levy			\$ 8,066,939	4.15437

2008/2009 CIP G.O. ISSUE

N.E. Area Regional Commercial Improvements	\$ 350,000
Streets Engineering	3,617,573
Concrete Pavement Reconstruction	1,425,000
Donald & Ruth Furman Aquatic Center	5,278,000
Raw Well Water Loop Line	1,500,000
	\$ 12,170,573

* Abated by Water Utility

CITY OF AMES, IOWA

PROJECTION OF DEBT CAPACITY

	2006/07 ACTUAL	2007/08 BUDGETED	2008/09 PROJECTED
1. Total Actual Valuation	2,995,573,229	3,111,701,831	3,215,637,638
2. State Mandated Debt Limit	149,778,661	155,585,092	160,781,882
3. City Reserve (25% of Limit)	37,444,665	38,896,273	40,195,471
Unreserved Debt Capacity	112,333,996	116,688,819	120,586,411
4. Outstanding Debt	37,665,000	41,195,000	34,875,000
5. Proposed Issues	-	-	13,120,573
6. Balance of Proposed Issues	-	-	-
Total Debt Subject to Limit	37,665,000	41,195,000	47,995,573
7. Available Unreserved Debt Capacity (\$)	74,668,996	75,493,819	72,590,838
8. Available Unreserved Debt Capacity (%)	66.47%	64.70%	60.20%
9. Total Debt Capacity (\$)	112,113,661	114,390,092	112,786,309
10. Total Debt Capacity (%)	74.85%	73.52%	70.15%

Notes:

1. Total assessed valuation plus utility valuation growth assumption is 4.0% per year.
2. State of Iowa statutory debt limit is 5% of total actual valuation.
3. City policy reserves 25% of available debt capacity.
4. Current outstanding debt subject to limit at fiscal year end includes all debt in which property taxes are pledged.
5. Debt issues subject to limit proposed are part of Capital Improvements Plan.
6. Debt balance on issues in Capital Improvements Plan.
7. Debt capacity available after deducting the reserved capacity.
8. Percentage of debt capacity available after deducting the reserved capacity.
9. Debt capacity available prior to deducting the reserved capacity.
10. Percentage of debt capacity available prior to deducting the reserved capacity.

CITY OF AMES, IOWA

PROJECTION OF DEBT CAPACITY

	2009/10 PROJECTED	2010/11 PROJECTED	2011/12 PROJECTED	2012/13 PROJECTED
1. Total Actual Valuation	3,344,263,144	3,478,033,670	3,617,155,017	3,761,841,218
2. State Mandated Debt Limit	167,213,157	173,901,684	180,857,751	188,092,061
3. City Reserve (25% of Limit)	41,803,289	43,475,421	45,214,438	47,023,015
Unreserved Debt Capacity	125,409,868	130,426,263	135,643,313	141,069,046
4. Outstanding Debt	28,865,000	23,515,000	18,440,000	13,840,000
5. Proposed Issues	10,222,060	7,357,000	7,185,000	5,300,000
6. Balance of Proposed Issues	12,247,370	20,880,998	26,096,405	30,575,971
Total Debt Subject to Limit	51,334,430	51,752,998	51,721,405	49,715,971
7. Available Unreserved Debt Capacity (\$)	74,075,438	78,673,265	83,921,908	91,353,075
8. Available Unreserved Debt Capacity (%)	59.07%	60.32%	61.87%	64.76%
9. Total Debt Capacity (\$)	115,878,727	122,148,686	129,136,346	138,376,090
10. Total Debt Capacity (%)	69.30%	70.24%	71.40%	73.57%

Notes:

1. Total assessed valuation plus utility valuation growth assumption is 4.0% per year.
2. State of Iowa statutory debt limit is 5% of total actual valuation.
3. City policy reserves 25% of available debt capacity.
4. Current outstanding debt subject to limit at fiscal year end includes all debt in which property taxes are pledged.
5. Debt issues subject to limit proposed are part of Capital Improvements Plan.
6. Debt balance on issues in Capital Improvements Plan.
7. Debt capacity available after deducting the reserved capacity.
8. Percentage of debt capacity available after deducting the reserved capacity.
9. Debt capacity available prior to deducting the reserved capacity.
10. Percentage of debt capacity available prior to deducting the reserved capacity.

SUMMARY OF EXISTING GENERAL OBLIGATION DEBT PAYMENTS AND FUTURE PROPOSED ISSUES

		2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Existing	G. O. Bond Payments Principal and Interest	7,551,292	7,327,671	6,817,666	6,172,735	5,687,412	5,011,768
Fiscal	Proposed Issues						
Year	from 2008-2013 CIP						
2008-09	\$ 12,170,573*		1,199,266	1,199,266	1,199,266	1,199,266	1,199,266
2009-10	10,222,060*			636,336	636,336	636,336	636,336
2010-11	7,357,000*				666,697	666,697	666,697
2011-12	7,185,000*					677,672	677,672
2012-13	5,300,000*						564,726
	Total Debt Service	7,551,292	8,526,937	8,653,268	8,675,034	8,867,383	8,756,465
	Credits: Interest Earnings & Prior Balance	425,000	460,000	220,000	2,194		
	Net Debt Service	7,126,292	8,066,937	8,433,268	8,672,840	8,867,383	8,756,465

* Includes abated debt.

The information above summarizes the current and future general obligation debt payments by year.

SUMMARY OF ALL BONDS PAYABLE AT JUNE 30, 2007 FOR THE CITY OF AMES

Bond Type	Date of Issue	Interest Rates	Maturity Date	Amount Originally Issued	Outstanding June 30, 2007
<u>General Obligation Bonds:</u>					
Corporate Purpose	6/98	4.13 – 4.25%	6/10	5,130,000	\$ 1,275,000
Corporate Purpose	6/99	3.60 – 4.45%	6/11	4,045,000	1,555,000
Corporate & Ice Arena	7/00	4.75 – 5.15%	6/12	5,870,000	2,870,000
Corporate Purpose	8/01	4.00 – 4.70%	6/13	10,080,000	5,330,000
G.O. Refunding	12/01	2.50 – 3.60%	6/08	2,692,520	340,000
Fire Station	12/01	2.50 – 4.10%	6/13	1,310,000	695,000
Ames Quarry	5/02	4.00 – 5.13%	6/21	3,475,000	2,805,000
Corporate Purpose 2002B	10/02	2.25 – 3.60%	6/14	5,885,000	3,640,000
Res. Rec. G.O. Refund 2002C	10/02	2.50 – 3.50%	6/10	3,976,194	1,310,000
Corp. & Ada Hayden Park	9/03	1.10 – 3.70%	6/15	6,555,000	4,360,000
Corp. Fire & Ada Hayden Park	10/04	2.75 – 3.25%	6/14	6,030,000	4,350,000
Corp. Fire & G.O. Refunding	9/05	3.50 – 3.65%	6/17	5,495,000	4,125,000
Corporate Purpose 2006	10/06	4.00%	6/18	5,285,000	5,010,000
Total G.O. Bonds					\$ 37,665,000 (a)
<u>Revenue Bonds:</u>					
Electric:					
2002D Refunding	10/02	2.50 – 3.00%	1/08	7,525,000	\$ 100,000
Total Electric Revenue Bonds					\$ 100,000
TOTAL ALL BONDS					\$ 37,765,000

(a) Excludes unamortized premiums of \$45,200 and unamortized charges arising from refunding of \$28,259.

SUMMARY OF BONDS PAYABLE – PRINCIPAL & INTEREST AT JUNE 30, 2007 FOR THE CITY OF AMES

As of June 30, 2007, annual debt service requirements of governmental activities to maturity are as follows:

Year Ending June 30	General Obligation Bonds	
	Principal	Interest
2008	5,405,000	1,420,135
2009	5,200,000	1,218,403
2010	4,870,000	1,020,362
2011	4,605,000	827,890
2012	4,300,000	645,150
2013-2017	10,425,000	1,304,906
2018-2021	1,550,000	151,240
Total Requirements	<u>\$36,355,000</u>	<u>\$ 6,588,086</u>

Long-term debt amounts above and below are shown without reference to applicable premiums and unamortized costs.

As of June 30, 2007, annual debt service requirements of enterprise fund activities to maturity are as follows:

Year Ending June 30	General Obligation Bonds		Revenue Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2008	\$ 450,000	\$ 45,850	\$ 1,130,000	\$ 1,059,313	\$ 1,580,000	\$ 1,105,163
2009	435,000	30,100	1,060,000	1,025,412	1,495,000	1,055,512
2010	425,000	14,875	1,090,000	993,613	1,515,000	1,008,488
2011			1,340,000	954,862	1,340,000	954,862
2012			1,375,000	912,988	1,375,000	912,988
2013-2017			7,810,000	3,597,000	7,810,000	3,597,000
2018-2022			9,880,000	1,458,675	9,880,000	1,458,675
Total Requirements	<u>\$ 1,310,000</u>	<u>\$ 90,825</u>	<u>\$23,685,000</u>	<u>\$ 10,001,863</u>	<u>\$24,995,000</u>	<u>\$10,092,688</u>
	<u>\$37,665,000</u>	<u>\$ 6,678,911</u>				



Cynthia Duff Gateway

By Tom Stancliffe, 2002

Cynthia Duff Plaza
(Main Street and Douglas Avenue)

INTERNAL SERVICES PROGRAM & TRANSFERS

	Page
Information Technology	284
Communication and WiFi Services	286
Purchasing Services	288
Risk Management	290
Health Insurance Management	292
Fleet Maintenance Services	296
Fleet Acquisition and Disposal	298
Internal Services CIP	300
Transfers	301

INTERNAL SERVICES PROGRAM

510 -- 529

Program Description:

Internal support services are operations which support other City programs. In contrast to the support services in the General Government Program, these operations are entirely funded by charges made to other City programs. These activities thus represent money which has already been budgeted once within the operating programs and are grouped together to identify “twice budgeted” amounts. The City chooses to budget these amounts as an internal accountability tool, and they are not reported to the State. Information Technology (Data Processing) provides hardware and programming support to the other City programs upon request. Communication and WiFi Services covers the cost of operating the City’s telephone system. Purchasing Services procures goods for City departments at the lowest possible cost, consistent with the quality needed to meet required standards; provides printing services to all City departments, and provides messenger services between the City offices on a daily basis. Risk Management involves the application of safety-related work practices, along with securing the most economical insurance package for the City. Health Insurance Management includes the coordination of purchased health insurance and other self-insured plans. Fleet Maintenance Services involves the maintenance and operating costs for City vehicles and other pieces of equipment. Fleet Acquisition and Disposal involves the systematic replacement of City equipment out of depreciation monies paid by operating City departments.

	2006/07	2007/08	2007/08	2008/09	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Information Technology	1,438,279	1,678,661	1,768,969	2,016,720	20.1%
Communication & WiFi Services	221,379	220,577	271,616	274,063	24.2%
Purchasing Services	313,210	383,813	383,003	403,701	5.2%
Risk Management	1,439,378	1,425,566	1,468,210	1,544,619	8.4%
Health Insurance Management	4,944,507	5,359,819	5,343,236	5,730,230	6.9%
Fleet Maintenance Services	1,644,575	1,662,715	1,700,356	1,730,175	4.1%
Fleet Acquisition & Disposal	892,074	1,062,437	1,344,350	1,495,489	40.8%
Total Operations	10,893,402	11,793,588	12,279,740	13,194,997	11.9%
Internal Services CIP	-	48,000	118,635	97,500	103.1%
Total Expenditures	10,893,402	11,841,588	12,398,375	13,292,497	12.3%
 Personnel – Authorized FTE	 25.75	 26.75	 26.75	 28.10	

INTERNAL SERVICES PROGRAM

510 -- 529

	2006/07	2007/08	2007/08	2008/09	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	1,935,932	2,068,997	2,088,976	2,270,358	9.7%
Contractual	2,846,122	2,997,993	3,104,571	3,085,191	2.9%
Commodities	726,426	769,886	783,859	832,789	8.2%
Capital	943,612	1,314,809	1,726,816	2,021,834	53.8%
Other Expenditures	4,441,310	4,689,903	4,694,153	5,082,325	8.4%
Total Expenditures	10,893,402	11,841,588	12,398,375	13,292,497	12.3%
Funding Sources:					
General Fund	41,375	31,736	32,579	36,553	15.2%
Road Use Tax Fund	14,230	11,596	10,849	9,421	-18.8%
Street Construction	12,403	11,594	11,279	11,945	3.0%
Water	31,183	33,972	34,269	41,742	22.9%
Sewer	11,640	17,642	18,873	16,643	-5.7%
G.O. Bonds	44,075	37,383	35,401	31,544	-15.6%
Electric	142,416	219,526	218,548	228,264	4.0%
Parking	744	597	556	553	-7.4%
Resource Recovery	11,591	14,978	15,619	22,455	49.9%
Internal Services	1,297,083	1,336,756	1,351,941	1,478,148	10.6%
Fleet Maintenance Services	1,784,417	1,844,041	1,881,744	1,961,595	6.4%
Risk Insurance	1,439,378	1,425,566	1,468,210	1,544,619	8.4%
Health Insurance	4,944,507	5,359,819	5,343,236	5,730,230	6.9%
Fleet Acquisition & Disposal	755,785	933,900	1,215,992	1,366,150	46.3%
Computer Replacement	362,575	562,482	688,644	790,635	40.6%
Local Option Tax Fund	-	-	70,635	22,000	
Total Funding Sources	10,893,402	11,841,588	12,398,375	13,292,497	12.3%

INFORMATION TECHNOLOGY

511

The purpose of the Information Technology activity is to provide electronic information systems for internal City of Ames activities to assist in delivery of programs and services to citizens of Ames.

The services provided by the Information Technology activity include network infrastructure support; desktop computer support; and planning, analysis, and implementation of information systems.

Service Objectives:

- ✓ Provide integration, standardization, and security for City data systems
- ✓ Support and maintain a network with at least 99.9% availability
- ✓ Replace one-fourth of the City's personal computers each fiscal year
- ✓ Provide support for users of City information systems
- ✓ Support and enhance four major e-government services including recreation registration, parking ticket payment, utility service inquiries, and streaming video
- ✓ Upgrade, maintain, and support over 80 business applications such as financial systems, public safety systems, GIS, permitting systems, Lotus Notes, maintenance, and Web based applications
- ✓ Provide 24/7 access to the City's website to ensure access to City government
- ✓ Establish and maintain network systems to allow efficient flow of information
- ✓ Coordinate future systems development

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	695,340	728,556	725,528	827,915	13.6%
Contractual	473,459	569,330	619,127	599,942	5.4%
Commodities	51,252	18,956	30,354	25,104	32.4%
Capital	218,228	361,819	393,960	563,759	55.8%
Other Expenditures	-	-	-	-	
Total Expenditures	1,438,279	1,678,661	1,768,969	2,016,720	20.1%
 Funding Sources:					
Interest	96,608	60,000	60,000	60,000	
Miscellaneous Revenue	1,500				
Data Processing Fee	1,075,704	1,116,179	1,124,303	1,250,510	12.0%
Equipment Replacement Funds	144,430	298,420	320,688	340,653	14.2%
Shared Communication ISU	25,767	36,403	45,605	87,808	141.2%
Shared Comm. Story County	30,638	35,898	48,305	90,508	152.1%
Shared Comm. E911 Board	36,125	95,558	122,663	97,932	2.5%
Shared Emerg. Comm. Police	27,507	36,203	47,405	89,309	146.7%
Total Funding Sources	1,438,279	1,678,661	1,768,969	2,016,720	20.1%
Personnel - Authorized FTE	9.00	9.00	9.00	10.00	

INFORMATION TECHNOLOGY

511

Highlights:

For FY 07/08

- Begin connection to the Electric fiber optic network and start core network upgrade based on the network readiness assessment.
- Implement a wireless system in City Hall that will accommodate staff and guest access.
- The Novell network operating system and directory services is being replaced by the Microsoft Windows Server network operating system and directory services.
- Replacement of four file servers.
- Implementation of a virtual server that allows for the consolidation of individual PCs doing server type functions.
- Replacement of desktop PCs per user schedules.

For FY 08/09

- The budget adds one full-time employee (FTE). This technical position will focus on Public Safety and City GIS application support.
- Continue with the connection to the Electric fiber optic network and core network upgrade based on the network readiness assessment.
- Replace the financial application hardware.
- Replacement of four file servers.
- Replacement of desktop PCs per user schedules.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Number of clients	448	443	448	448
Departmental PCs/printers supported	306/178	306/178	329/192	329/192
Servers supported (Intel/IBM iSeries)	12/3	12/3	19/3	21/3
Number of business applications supported	73	80	81	83
Efficiency and Effectiveness:				
Clients who said our services met their needs	91.0%	92.3%	85.9%	86.0%
Clients who said our support met or exceeded their expectations	96.0%	93.3%	89.6%	90.0%
Number of PCs/laptops replaced	71/23.2%	79/24.0%	46/14.0%	47/14.3%
Client support logs	1,849	2,179	2,590	2,590
Information Technology cost per City FTE	\$1,923	\$2,012	\$2,067	\$2,305

COMMUNICATION AND WIFI SERVICES

512

The purpose of the Communication and WiFi Services activity is to provide voice data systems for internal City of Ames activities to assist in delivery of programs and services to citizens of Ames.

The services provided by the Communication and WiFi Services activity include voice network infrastructure support; WiFi infrastructure; unified communications; phone switch maintenance; and planning, analysis, and implementation of voice system improvements.

Service Objectives:

- ✓ Establish and maintain cost effective network systems to allow efficient flow of voice information
- ✓ Provide training and support for users of City voice systems
- ✓ Coordinate future system development
- ✓ Repair and recover costs of accidental cable cuts to the system
- ✓ Accumulate replacement costs to replace the phone switch and phones by 2010
- ✓ Charge all the long-distance expense to departments
- ✓ Maintain WiFi system in selected locations

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Contractual	217,921	216,677	244,988	245,738	13.4%
Commodities	3,458	3,900	3,900	3,900	0.0%
Capital	-	-	22,728	24,425	
Other Expenditures					
Total Expenditures	221,379	220,577	271,616	274,063	24.2%
Funding Sources:					
Internal Services Fund			43,978	24,425	
Phone Operation & Maintenance	208,633	208,492	214,592	214,592	2.9%
Long Distance	12,746	12,085	13,046	13,046	8.0%
WiFi Operations – LOT				22,000	
Total Funding Sources	221,379	220,577	271,616	274,063	24.2%
 Personnel - Authorized FTE	 .00	 .00	 .00	 .00	

COMMUNICATION AND WIFI SERVICES

512

Highlights:

For FY 2007/08

- The current system will receive regular maintenance.
- The call accounting system used for tracking and billing long-distance charges will be replaced.

For FY 2008/09

- The current system will receive regular maintenance.
- The phonemail system will be replaced.
- Implement public WiFi hotspots in selected locations.

In FY 06/07, a study of the total network infrastructure to determine the readiness for Voice-Over-Internet-Protocol (VOIP) was completed. This study provides a total network assessment and a plan for network infrastructure improvements. In FY 07/08 and FY 08/09, the implementation of the network infrastructure improvements and the preparation of the VOIP request for proposals will begin.

As part of the goal to provide cost effective services, a financial analysis is conducted each year to determine if more cost effective alternatives are available for voice systems. The City network and phone switch continue to be the lowest cost methods to maintain the current service level.

The FY 08/09 budget includes the estimated operational costs for the WiFi hotspots project scheduled for installation in 2008. The Local Option Tax Fund is listed as a funding source, but costs will be better assigned when identified in FY 08/09.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service calls	101	170	204	204
Extensions charged to departments	379	376	387	387
Other telephone extensions	185	181	181	181
Qwest communication lines	87	87	87	87
Efficiency and Effectiveness:				
Extension charge to departments	\$555	\$555	\$555	\$555
Equivalent outside vendor cost	\$636	\$606	\$606	\$606
\$ accumulated for system replacement	\$307,731	\$373,625	\$363,919	\$367,910
% new phone switch cost accumulated	63.2%	76.7%	74.7%	75.6%
Phone switch is latest software version	Yes	Yes	Yes	Yes
% of long-distance charges collected from departments	105.3%	106.7%	100%	100%
Contracted long-distance rate per minute	7.5¢	7.5¢	4.0¢	4.0¢

PURCHASING SERVICES

513 -- 515

The services provided by the Purchasing activity include purchase and contract processing and administration assistance, purchase card program administration, office supply management, centralized document processing and decentralized copier administration, and mail processing and messenger services.

Service Objectives:

- ✓ Provide timely and cost-effective procurement of goods and services meeting the needs of various City programs in compliance with applicable laws, regulations, policies, and professional standards.
 - ✓ Maintain standardized bidding documents complying with applicable laws, regulations, and policies and protecting the interests of the City.
 - ✓ Provide an environment of fair and open competition in which to conduct business with the City.
 - ✓ Provide frequent training and distribution of information to City customers, vendors, and other stakeholders regarding applicable laws, regulations, and policies.
- ✓ Provide quality, timely, and economical printing and copy services to City programs and to agencies eligible for City funding.
 - ✓ Provide timely and cost-effective management of incoming and outgoing US mail, parcels, and inter-office mail.
 - ✓ Provide efficient and accountable program for travel expenses and small purchases.

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	386,523	459,741	464,891	490,854	6.8%
Contractual	132,386	150,137	145,217	151,985	1.2%
Commodities	21,879	27,535	33,035	32,635	18.5%
Capital	11,118	3,090	1,001	3,000	-2.9%
Other Expenditures	-	-	-	-	
Sub-Total	551,906	640,503	644,144	678,474	5.9%
Reimbursements	(238,696)	(256,690)	(261,141)	(274,773)	7.0%
Total Expenditures	313,210	383,813	383,003	403,701	5.2%

Funding Sources:

General Fund	33,407	27,541	27,131	31,239	13.4%
Road Use Tax Fund	14,230	11,596	10,849	9,421	-18.8%
Street Construction	12,403	11,594	11,279	11,945	3.0%
GO Bonds	44,075	37,383	35,401	31,544	-15.6%
Water	31,183	33,972	34,269	41,742	22.9%
Sewer	11,640	17,642	18,873	16,643	-5.7%
Electric	142,416	219,526	218,548	228,264	4.0%
Parking	744	597	556	553	-7.4%
Resource Recovery	11,591	14,978	15,619	22,455	49.9%
Fleet Maintenance Services	3,553	4,789	5,030	4,581	-4.3%
Outside Offset/Printer	4,110	2,355	3,605	3,405	44.6%
Miscellaneous	2,473	250	250	250	
Messenger Reimbursement	1,385	1,590	1,593	1,659	4.3%
Total Funding Sources	313,210	383,813	383,003	403,701	5.2%

Personnel - Authorized FTE	6.00	7.00	7.00	7.00
-----------------------------------	------	------	------	------

PURCHASING SERVICES

513 – 515

Highlights:

Revised purchasing policies and procedures were approved by City Council effective January 1, 2007, to comply with new bid laws, reflect input from customers, and improve protection for the City of Ames. Additional changes in policies were approved by City Council effective July 1, 2007, reflecting further changes in the State bidding law and revising change order policies.

The City received the Fully Certified Agency **award** from the Universal Public Purchasing Council in 2005, 2006, and 2007. In 2007, the City also received the Sterling Award, recognizing that the City has maintained the fully certified agency status for three consecutive years. The City was one of six agencies to receive this national award.

FY 2007/2008 will include a **conversion** from proprietary software provided by the purchase card program vendor (Bank of America) to two programs: the vendor's new proprietary software for administration and reporting, and a new module of the financial software system for program accounting.

Messenger Services delivers and picks up US mail, interoffice mail, parcels, and other items for all City departments throughout each day. There is an established schedule for this service and the various City programs pay for this service based on the amount of time that is spent for their respective deliveries/pickups. In FY 2007/2008, Messenger Services assumed all outgoing mail processing for the Ames Public Library, resulting in elimination of the Library's postage equipment at the end of its current lease period. In FY 2008/2009, input will be solicited from users of messenger services concerning this schedule. The results will be considered along with other factors such as fuel consumption and traffic to perform a review of the schedule.

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
Print Shop number of impressions	1,396,412	1,442,912	1,400,000	1,400,000
Volume of bids	\$19,611,119	\$23,320,740	\$13,000,000	\$15,000,000
Volume of p-card transactions	\$ 773,310	\$ 812,716	\$ 900,000	\$ 950,000
Pieces of outgoing US Mail	154,232	154,974	155,000	155,000
Efficiency and Effectiveness:				
Printing orders that include assembly and/or bindery services	56%	61%	62%	63%
Average cost/impression-black (includes costs of assembly, bindery and materials)	\$.054	\$.055	\$.055	\$.056
Average cost/impression – color	\$.232	\$.224	\$.224	\$.224
Savings on bids	27.33%	31.63%	32%	32%
Annual/term contracts		91	94	97
Outgoing US mail sent via discount	87.4%	84.1%	84%	84%

RISK MANAGEMENT

521

Risk Management uses well-developed management and technical skills to involve citizens, elected officials, and employees in an overall process which seeks to improve the quality of life in our City by creating an environment which limits exposure to risk of injury or damage to people or property. Areas of concern are worker's compensation, tort, vehicle and property claims; occupational safety and health training; insurance program design; risk analysis and financing; and the coordination of these areas among all of the City's department levels.

Service Objectives:

- ✓ Coordinate loss control efforts with property insurance carrier to ensure departments have a clear understanding of loss control responsibility
 - ✓ Manage the City's self-insured, self-administered workers' compensation claims program in an efficient manner
 - ✓ Coordinate with the City's self-insured liability insurance carrier to ensure that all claims received by the City are handled in an efficient manner
- ✓ Plan and monitor the City's industrial safety, health, and OSHA programs to ensure departments are provided with proper direction and support
 - ✓ Coordinate the City's return-to-work, FMLA, and sick leave programs

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	57,689	59,793	58,041	80,859	35.2%
Contractual	1,202,132	1,237,323	1,281,719	1,313,310	6.1%
Commodities	787	450	450	450	0.0%
Capital	-	-	-	-	
Other Expenditures	178,770	128,000	128,000	150,000	17.2%
Total Expenditures	1,439,378	1,425,566	1,468,210	1,544,619	8.4%
Funding Sources:					
Risk Insurance	82,705	(1,355)	36,289	14,000	-1033.2%
Interest Earnings	32,632	25,000	30,000	30,000	20.0%
Miscellaneous Revenue	90				
Liability Insurance	233,418	246,829	239,374	273,193	10.7%
Property Insurance Departments	411,144	432,895	419,069	424,511	-1.9%
Prof. Liability Departments	26,468	27,262	26,502	28,955	6.2%
Law Enforcement Liability	21,442	22,085	22,824	23,430	6.1%
Transit Insurance Departments	81,860	84,316	84,316	93,793	11.2%
Auto Insurance	53,982	54,894	54,251	58,237	6.1%
Dept Contribution Workers Comp	276,798	290,460	290,460	296,000	1.9%
411 Dept. Cont. Work. Comp.	156,339	160,680	160,680	166,000	3.3%
Safety Training	62,500	82,500	104,445	136,500	65.5%
Total Funding Sources	1,439,378	1,425,566	1,468,210	1,544,619	8.4%
Personnel - Authorized FTE	.67	.67	.67	.87	

RISK MANAGEMENT

521

Highlights:

The Iowa Association of Municipal Utilities (IAMU) and the City executed a long-term agreement to develop and provide safety program development and training.

Charges to departments for risk insurance for FY 08/09 are up 5.3%. Most of this increase is due to the increased level of services contracted from IAMU.

The City renewed its property coverage for FY 07/08 with FM Global. The City received a \$25,000 credit from FM Global due to an outstanding loss ratio and customer longevity.

The increase of FTEs in FY 08/09 reflects shifting of 20% of the Risk Manager's time to Risk Management from Health Insurance Management.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Total # of reportable workers' compensation claims	48	52	52	55
# of lost work days	375	286	350	385
# of vehicle accidents	35	28	35	36
# of tort claims	17	26	25	28
 Efficiency and Effectiveness:				
<u>Worker's Compensation</u>				
Total # of claims per FTE	0.08	0.09	0.09	0.09
Total claims cost per # of FTEs	\$411.46	\$650.75	\$688.89	\$726.59
Total incurred cost for claims divided by total payroll times 100	\$0.64	\$0.95	\$1.02	\$1.01
 <u>Safety and Loss Control</u>				
Total # of safety meetings	124	143	212	212
Total # of safety inspections	9	13	28	35
 <u>Tort and General Liability</u>				
Total cost of general liability claims per \$100 payroll	\$0.26	\$0.24	\$0.15	\$0.14
Total # of vehicle claims per 100,000 miles driven	0.42	0.26	0.41	0.39

HEALTH INSURANCE MANAGEMENT

522

The Health Insurance Management activity accounts for the management of City sponsored employee health programs. This activity includes accumulation of revenue from City, employee, and retiree contributions and payment of medical, dental, and prescription drug claims, excess insurance, claims administration and health and wellness programming.

One of the City's Human Resources Officers, in consultation with the Risk Manager, is responsible for the administration of the activity, including selection of the third party administrator for the payment of benefits, setting appropriate contribution rates, and financial and regulatory reporting. They also interact with participants in the plan to ensure that benefits are administered correctly. The City's Health Promotion Coordinator is responsible for the health programs and services offered to employees and members on our City insurance plan. This includes developing, implementing and evaluating all health promotion programs and services, facilitating the Health Insurance Advisory Committee, coordinating services with our health plan partners, and collaboratively reviewing health data and future trends with the Human Resources personnel.

Service Objectives:

- ✓ Keep average healthcare cost increases below Wellmark's book of business and the national average according to Mercer
- ✓ Keep yearly rate increases below 10%
- ✓ Sustain a culture of excellence through actively engaged employees fostering an enjoyable, stimulating and highly productive work environment
- ✓ Improve the health status of City employees as measured through biannual health screenings
- ✓ Educate and empower the City's workforce to effectively manage and utilize the healthcare system

	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	124,641	127,567	134,751	147,090	15.3%
Contractual	556,223	655,449	626,932	634,015	-3.3%
Commodities	7,292	14,900	15,400	16,800	12.8%
Capital	-	-	-	-	
Other Expenditures	4,256,351	4,561,903	4,566,153	4,932,325	8.1%
Total Expenditures	4,944,507	5,359,819	5,343,236	5,730,230	6.9%

Funding Sources:

Health Insurance	(74,231)	(7,781)	158,913	38,915	500.1%
Interest Earnings	109,009	82,000	110,000	114,460	39.6%
Miscellaneous Revenue	1,727				
COBRA Contributions	11,349	10,000	11,000	11,000	10.0%
Retiree Contributions	280,795	294,000	268,152	294,967	0.3%
Medicare Supplement	37,727	49,000	38,000	38,000	-22.5%
Employee Contributions	439,833	473,000	452,016	497,218	5.1%
Department Contributions	4,085,596	4,400,000	4,252,552	4,677,807	6.3%
Other Premiums	52,702	59,600	52,603	57,863	-2.9%
Total Funding Sources	4,944,507	5,359,819	5,343,236	5,730,230	6.9%

Personnel - Authorized FTE	1.58	1.58	1.58	1.73
-----------------------------------	------	------	------	------

HEALTH INSURANCE MANAGEMENT

522

Highlights:

Health Insurance

The City continues to benefit from implementation of health program changes recommended by the City Health Insurance Team in late 2003. For FY 07/08, rate reductions for health insurance contributions will result in savings of approximately \$150,000 from the adopted budget. For FY 08/09, health insurance rates are budgeted to increase approximately 10% from the adjusted rate for FY 07/08. Additionally, the Health Care Self Insurance Fund balance maintains a strong balance, greatly improving the City's ability to absorb fluctuations in future health care claims experience.

Health Promotion

- Overall participation continues to remain near the 90% recommendation for achieving a zero trend in health care outcomes.
- All 48 participants in the HE2010 program completed the program. 75% of the participants in the HE2010 either stayed healthy or improved their health status. Research indicates the normal flow of a population to be only 60%.
- 358 individuals received flu shots at their work location in FY 06/07; 379 in FY 07/08.
- The Health Insurance Advisory Committee (HIAC) continues to play a vital role in the communication and understanding of health benefits and employee health for the City.
- The City of Ames was recertified as a Gold Well Workplace by the Wellness Council of America (WelCOA)
- The increase of .15 FTE included a shift of .35 FTE from Human Resources and a shift of .20 FTE to Risk Management in a reassignment of duties.

Service Accomplishments:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Health Benefit Trust ending balance	\$1,822,197	\$1,896,427	\$1,737,514	\$1,697,159
Well Workplace designation level received	Gold	Gold	Gold* <small>*recertified Gold level</small>	Gold
Net reduction of risk factors for HE2010 participants (measured yearly)			19	
Number of eligible City employees who participated in at least one health promotion program	506			

HEALTH INSURANCE MANAGEMENT

522

Efficiency and Effectiveness:	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Health insurance rate increases <i>(calculated based on total City contributions for each fiscal year)</i>	-.4%	.4%	4.08%	9.76%
City of Ames medical and pharmacy claims experience – <i>average yearly increase from FY 03/04 – FY 06/07</i>	4.82%			
Wellmark Book of Business Experience (medical & pharmacy) – <i>average of July 12 month moving averages from July 2003 - July 2006</i>	9.8%			
Mercer's 2006 National Survey of Employer-Sponsored Health Plans – <i>average yearly increase from 2003 – 2007</i>	7.18%			
	FY04/05	FY05/06	FY06/07	FY07/08
Overall satisfaction score for Health Promotion programs (EE survey -5.0 best)	NA	3.85		
Participation percentage (recommended >90% for zero trend)	NA	87%		
Health Risk Status - percentage in low risk (recommended 70-85%)	(2003)	(2005)	(2007)	
City-wide (Low=0-3 risks)	80%	75%	TBD	
HE2010 (Low=0-2 risks)		60%	71%	
Annual health care claims/member (includes medical and pharmacy experience)	\$2,557	\$2,304	\$2,981	
Sick Leave annual average				
National Average		2.3% (2005)	2.5% (2006)	2.3% (2007)
City-wide		1.92%	1.88%	
HE2010		1.72%	1.79%	
Estimated cost of Health Promotion program (amount/eligible member)		\$82	\$86	(est.) \$144



FLEET MAINTENANCE SERVICES

525

Purpose - Provide centralized maintenance and management of the City's fleet.

Description - Plan, schedule, and complete all service, maintenance, and repairs on the fleet using the most efficient and the least expensive methods to maintain a high quality and reliable fleet. Utilize City staff, vendor shops, and all resources to accomplish professional proactive fleet management goals.

Service Objectives:

- ✓ Overall service satisfaction = >95%
- ✓ Complete 80% of work orders in 24 hours
- ✓ Shop rate = < private sector
- ✓ Complete 15% of work orders in 48 hours
- ✓ Billable hours = > 100%
- ✓ Complete 5% of work orders in 72 hours

	2006/07	2007/08	2007/08	2008/09	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	555,875	569,143	581,747	595,350	4.6%
Contractual	432,312	421,427	443,389	413,925	-1.8%
Commodities	632,278	672,145	668,720	720,900	7.3%
Capital	23,500	-	6,500		
Other Expenditures	610				
Total Expenditures	1,644,575	1,662,715	1,700,356	1,730,175	4.1%
Funding Sources:					
Fleet Services	(212,466)	(54,126)	(126,968)	(94,524)	74.6%
Interest	319,317	209,600	287,000	265,000	26.4%
Miscellaneous Revenue	16,853				
Labor	294,799	309,000	309,000	309,000	
Sublets	203,015	165,000	167,000	167,000	1.2%
Motor Pool User Fees	51,424	50,000	50,000	50,000	
Stocked Parts & Supplies	46,401	40,000	45,000	45,000	12.5%
Non-Stocked Parts & Supplies	113,211	110,000	115,000	115,000	4.6%
Fuel	488,384	500,000	492,000	545,000	9.0%
Building User Fees	54,323	51,278	47,536	47,538	-7.3%
Insurance	58,860	59,500	59,500	59,500	
Administration Fee	346,743	351,000	351,000	351,000	
Green Fleet Subsidy			32,646		
Fleet Acquisition Support	(136,289)	(128,537)	(128,358)	(129,339)	.6%
Total Funding Sources	1,644,575	1,662,715	1,700,356	1,730,175	4.1%
Personnel – Authorized FTE	7.40	7.40	7.40	7.40	

FLEET MAINTENANCE SERVICES

525

Highlights:

Fleet

- Fuel expense of \$545,000 is now the largest single line item expense and is 33% of the operating expenses.
- Fleet utilization increased by 5.4% while fuel use increased by only 1.5% for FY 06/07.
- Vehicle tire acquisition requires more lead time, while availability of tires for heavy equipment is even more limited or on allocation.
- Interest earnings increased enough to help keep the shop rate and admin fee unchanged for a third year.
- Truck bodies (springs, wheels, and frames) and other steel components now deteriorate at a faster rate due to the use of liquid brine for snow and ice control. Replacement schedules will be reviewed and new products researched to survive better in this environment.
- Staff training has been increased.

Facilities

- To continue to help reduce energy demands, more doors and roofs will be replaced.
- An energy audit is being conducted to evaluate HVAC and lighting systems and provide alternative recommendations for change. Initial findings indicate that energy costs per square foot are at \$.81. Because the energy cost is so low, there can be very little cost savings which could be used for making energy improvements.

	2005/06	2006/07	2007/08	2008/09
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Overall service satisfaction	96%		=> 95%	=> 95%
Shop rate vs. private sector	60 – 89%		<= 90%	<= 90%
Billable hours vs. available hours	91%		=> 100%	=> 100%
 Efficiency and Effectiveness:				
Fleet availability (% of time units are in service)	NA	NA	=> 95%	=> 95%
% of preventive maintenance completed on schedule	NA	NA	100%	100%
% of all work orders completed in 24 hrs	NA	NA	=> 80%	=> 80%
% of all work orders completed in 48 hrs	NA	NA	<= 15%	<=15%
% of all work orders completed in 72 hrs	NA	NA	<= 5%	<= 5%
% of inspections completed on schedule	NA	NA	100%	100%
Fleet fuel efficiency - average mpg	12.4	11.8	13	14

FLEET ACQUISITION AND DISPOSAL

526

Purpose – Purchase vehicles and equipment matched to adopted public service tasks and programs. Replace each unit as economically as possible without sacrificing quality, reliability, and appearance.

Description - Plan replacement schedules, prepare replacement cost projections, collect adequate replacement funds, solicit bids, and purchase units matched to their assigned tasks. Dispose of units when they no longer provide economical service. Recommend utilization between operating departments to maximize the City’s value received from each unit. Recommendations are made to purchase or lease fleet units to gain the most economical value for its application.

Service Objectives:

- ✓ Units replaced on schedule = 100%
- ✓ 14% of fleet to be “green”
- ✓ Average purchase price paid = < 90% of Manufacturer’s Statement of Retail Prices
- ✓ Customer satisfaction rating = > 95%
- ✓ Disposal values = > book value
- ✓ Tons of CO₂ emissions = < 95% of 2001

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	115,864	124,197	124,018	128,290	3.3%
Contractual	70,385	4,340	4,340	1,049	-75.8%
Commodities	9,480	32,000	32,000	33,000	3.1%
Capital	690,766	901,900	1,183,992	1,333,150	47.8%
Other Expenditures	5,579				
Total Expenditures	892,074	1,062,437	1,344,350	1,495,489	40.8%
 Funding Sources:					
Fleet Services	(637,534)	(457,300)	(219,410)	(30,720)	-81.5%
Sales of Assets	341,717	188,200	188,200	200,000	6.3%
Miscellaneous Revenue	2,149				
Replacement Escrow	1,000,190	1,203,000	1,173,202	1,196,870	.5%
Deficiency Replacement	49,263		74,000		
Fleet Acquisition Support	136,289	128,537	128,358	129,339	.6%
Total Funding Sources	892,074	1,062,437	1,344,350	1,495,489	40.8%
Personnel - Authorized FTE	1.10	1.10	1.10	1.10	

FLEET ACQUISITION AND DISPOSAL

526

Highlights:

- “Green” vehicles and equipment purchased as replacements in FY 07/08:
 - 1 ea. hybrid SUV
 - 5 ea. more fuel efficient small administrative or service cars
 - 3 ea. more fuel efficient mid-size detective sedans
 - 6 ea. flex fueled law enforcement cars
 - 2 ea. flex fueled pickups
 - 1 ea. more fuel efficient rubber tired wheel loader
 - Lease mostly electric golf carts vs. gas golf carts

- “Green” vehicles and equipment planned for FY 08/09:
 - 2 ea. hybrid SUV
 - 2 ea. more fuel efficient rubber tired wheel loader
 - 2 ea. propane mowers

	2005/06 Actual	2006/07 Actual	2007/08 Adjusted	2008/09 Projected
Service Accomplishments:				
% of replacements completed on schedule	100%	100%	85%	100%
Avg % of MSRP* paid	75%	85%	90%	90%
Avg % of book value received for disposals	100%	100%	100%	100%
% of fleet considered to be “green”	7%	8%	11%	14%
CO ₂ emissions: % of 2001 Level	103%	106%	100%	95%
Efficiency and Effectiveness:				
Customer satisfaction rating	93%	85%	95%	95%

* Manufacturer’s Statement of Retail Prices

INTERNAL SERVICES CIP

529

Activity Description:

This is a summary of all capital improvements in the Internal Services division. Details are presented in the Five-Year Capital Improvements Plan for the City of Ames.

Activities:	2006/07 Actual	2007/08 Adopted	2007/08 Adjusted	2008/09 Mgr Rec	% Change From Adopted
Fleet Services:					
Building Maint. & Improvements		48,000	48,000	97,500	
Sub-Total		48,000	48,000	97,500	
Information Technology:					
Wi-Fi Hotspots			70,635		
Sub-Total			70,635		
Total CIP		48,000	118,635	97,500	103.1%

TRANSFERS

This program accounts for the transfer of money between the various City funds. Transfers are shown both as an expense and as a revenue in the respective funds.

	2006/07	2007/08	2007/08	2008/09	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
ACVB Pass Through	926,779	940,000	940,000	960,000	2.1%
Transfers	10,629,221	10,309,898	12,429,153	12,370,379	20.0%
Total Expenditures	11,556,000	11,249,898	13,369,153	13,330,379	18.5%
Funding Sources:					
General Fund	2,470,775	2,568,426	2,639,305	2,708,300	5.5%
Local Option	3,717,452	3,600,679	3,556,362	3,643,897	1.2%
Hotel/Motel	1,112,394	1,128,000	1,128,000	1,152,000	2.1%
Road Use Tax Fund		12,000	12,000	24,375	103.1%
T.I.F.	71,543	68,972	68,972	66,402	-3.7%
Employee Benefit Prop. Tax	1,289,477	1,298,756	1,298,756	959,941	-26.1%
Police/Fire 411 Special Revenue		149,880		149,880	0
Library Bequests	27,448				
Library State Funds	11,245		10,000	10,000	
Special Assessment	179,957	132,021	220,826	287,714	117.9%
Summer 2007 G.O. Bonds	109,681		1,317,888		
Water	76,373	66,052	41,602	276,215	318.2%
Sewer		12,000	12,000	24,375	103.1%
Electric	1,455,135	1,565,249	1,565,249	2,759,180	76.3%
Transit	427,160	263,013	1,032,231	863,000	228.1%
Transit G.S.B.	71,248				
Resource Recovery	244,398	180,850	180,850	150,100	-17.0%
Fleet Replacement Funds	261,194	204,000	285,112	255,000	25.0%
Computer Replacement Fund	30,520				
Total Funding Sources	11,556,000	11,249,898	13,369,153	13,330,379	18.5%



Pilots Of The Waterway

By V. Skip Willets, 2005

East edge of pond north of Burnham Drive



Flo

By David Johnson, 2001

At Ames Animal Shelter and
Control Building

INDEX TO FUND SHEETS

Page

010 General Fund 305
 The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

Special Revenue Funds

These funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for a specified purpose.

030	Local Option Taxes.....	309
040	Hotel/Motel Tax	312
050	Leased Housing.....	313
060	Road Use Tax.....	314
080	Housing Assistance	316
087	Community Development Block Grant.....	316
085	County-Wide Affordable Housing	317
090	Tax Increment Financing (T.I.F.)	318
110	Park Development	319
	Don & Ruth Furman Aquatic Facility Construction & Operating Fund	320
220	Fire/Police Pension Retirement	321
295	Employee Benefit Property Tax.....	321
231	Cemetery	322
	Miscellaneous Special Revenues	323
241	Library Donations	325
250	Developer Projects	326
291	Economic Development.....	326

190 Debt Service 327
 This fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Projects

These funds account for the financial resources to be used for the acquisition or construction of major capital facilities.

310	Special Assessment	329
320	Street Construction.....	330
330	Airport Construction.....	332
350	Bond Proceeds	333

Enterprise Funds

These funds account for operations that are financed and operated in a manner similar to private business enterprises where the cost of providing goods and services is financed or recovered through user charges.

510	Water Utility	335
520	Sewer Utility.....	337
530	Electric Utility	339
531	Electric Revenue Bonds	342
540	Parking Operations and Improvement	343
550	Transit Agency - Operations	344
552	Transit Capital Reserve	345
551	Government Student Body (GSB) Transit Trust	346
560	Storm Sewer Utility	347
570	Ames/ISU Ice Arena	348
571	Ice Arena Capital Reserve.....	349
580	Homewood Golf Course	350
590	Resource Recovery – Operations and Improvement.....	351

Internal Service Funds

These funds account for the financing of goods or services provided by one department to another in the government unit on a cost reimbursement basis.

810	Fleet Maintenance Services	353
811	Fleet Replacement	354
820	Information Technology	355
821	Computer Replacement Fund.....	356
870	Risk Management.....	357
880	Health Insurance	358

All the funds for the City are listed above and all are appropriated.

GENERAL FUND

This fund accounts for general government programs such as: Police, Fire, Legislative, Executive, Legal, Planning, Streets, Library, Parks, Recreation, Human Resources, Public Buildings, Emergency Reserve, and other accounts.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Property Taxes:				
General	9,992,243	10,573,582	10,573,582	11,203,296
Excise Tax	34,150	33,157	33,157	40,418
Other	26,308	23,176	23,176	23,574
Transit Levy	1,069,351	1,140,383	1,140,383	1,205,951
Excise Tax	3,646	3,568	3,568	4,349
Total Tax Revenues	11,125,698	11,773,866	11,773,866	12,477,588
Non-Tax Revenues:				
General Services:				
Licenses and Permits	102,273	94,050	94,600	76,600
Cable TV Franchise	327,851	310,000	337,000	348,000
State Gov't Revenues	15,573	15,000	15,000	15,000
Fees/Service Charges	75,004	61,824	69,855	69,040
Metropolitan Planning Org.	11,251	15,500	62,645	15,500
Miscellaneous Revenue	6,675	2,000	4,700	6,284
Interest Earnings	708,164	490,000	520,000	580,000
Hotel/Motel Taxes	1,298,009	1,316,000	1,316,000	1,344,000
Streets:				
State Gov't Revenues	23,095	23,095	25,811	25,811
Fees/Service Charges	174,015	89,479	91,250	92,650
Intra-Gov't. Service Charge	367,792	370,000	370,000	348,616
Police and Fire:				
Licenses and Permits	556,434	710,747	590,120	771,043
Fees/Service Charges	1,462,472	1,532,340	1,590,108	1,626,724
Fines & Forfeitures	165,528	143,400	143,400	143,400
Miscellaneous Revenue	118,821	110,600	114,761	114,341
Airport	158,543	151,761	160,258	175,308
Library	357,899	371,015	388,940	395,590
Cemetery	139,800	112,500	128,150	128,150
Recreation:				
Fees/Service Charges	757,851	781,854	763,803	871,130
Miscellaneous Revenues	47,599	43,249	47,488	68,573
Total Non-Tax Revenues	6,874,649	6,744,414	6,833,889	7,215,760
Total Before Transfers	18,000,347	18,518,280	18,607,755	19,693,348

GENERAL FUND, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
TRANSFERS:				
Local Option Tax Receipts	3,597,452	3,480,679	3,436,362	3,523,897
Electric - In Lieu of Taxes	1,455,135	1,565,249	1,565,249	1,688,368
Police/Fire Retirement		149,880		149,880
Airport Construction	(88,134)	(50,604)		
Empl. Benefit Prop. Taxes	1,289,477	1,298,756	1,298,756	959,941
Hotel/Motel	111,369	112,800	112,800	115,200
Total Transfers	6,365,299	6,556,760	6,413,167	6,437,286
TOTAL REVENUES	24,365,646	25,075,040	25,020,922	26,130,634

EXPENSES:

Public Safety:

Crime Prevention/Police Svcs.	3,822,880	4,128,844	4,214,257	4,204,314
General Investigation	878,618	932,237	941,447	965,840
Emergency Communications	781,482	834,053	839,870	897,385
Police Admin & Records	653,286	657,459	627,305	686,350
Shared Communications Proj.	27,507	36,203	30,129	41,624
Fire Administration/Support	767,224	877,257	860,729	863,871
Fire Suppression	3,704,531	3,811,289	3,880,752	4,020,889
Fire Prevention/Safety Ed	112,051	119,796	116,893	117,948
Structural Code Enforcement	416,143	550,297	605,702	608,613
Rental Housing Code	167,890	191,998	218,418	218,706
Electric Code Enforcement	79,901	83,995	83,468	86,878
Plumbing & Mechanical	67,135	73,955	57,108	73,302
Property Maint. Inspections	15	85,951	76,345	91,087
Traffic Control	30,712	24,497	25,500	25,750
Civil Defense	17,032	9,400	21,200	13,000
Street Lights	567,962	580,000	580,000	600,000
Public Safety Total	12,094,369	12,997,231	13,179,123	13,515,557

Transportation:

Street Surface Maintenance	36,130	10,482	17,250	17,900
Right-of-Way Maintenance	2,525	3,500	2,500	3,000
Airport	96,370	104,019	114,733	104,833
Transportation Total	135,025	118,001	134,483	125,733

GENERAL FUND, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Community Enrichment:				
Animal Control	280,571	299,174	300,728	313,307
Health & Sanitation	134,998	148,430	145,657	153,356
Library Circulation Services	425,180	468,031	422,633	442,095
Library Services	664,460	693,780	520,849	548,171
Library Youth Services	173,305	200,520	281,711	280,528
Library Outreach Services	278,800	284,487	252,411	282,395
Library Collections	632,424	653,518	689,428	719,367
Library Network Services	22,396	22,074	148,996	155,291
Library Administration	689,339	657,120	746,604	714,135
Instructional Program	230,980	233,435	247,022	263,275
Athletic Programs	152,265	162,761	163,372	161,017
Social Programs	5,823	7,882	7,774	8,149
Recreation Admin	104,409	92,957	93,864	96,537
Wellness	205,023	239,334	238,923	246,874
Community Center	245,809	220,658	250,674	265,142
Aquatics	284,297	306,200	355,249	438,570
Turf Maintenance	202,112	222,805	224,267	226,715
Forestry	74,634	75,412	78,891	80,181
Parks Structural Maintenance	422,861	450,814	402,856	425,278
Park Administration	185,660	204,880	242,100	252,906
Parks/Recreation Admin	311,377	309,144	233,909	235,459
Cable TV	74,751	91,484	106,608	99,990
Cemeteries	124,659	103,518	110,550	113,872
Community Enrich Subtotal	5,926,133	6,148,418	6,265,076	6,522,610
Community Enrichment CIP:				
HYS Complex Road	1,742		193,258	
Community Enrichment Total	5,927,875	6,148,418	6,458,334	6,522,610
General Government:				
City Council	109,281	115,354	123,055	121,093
Executive Management	356,358	373,558	340,919	331,279
Legal Services	405,057	403,545	415,720	417,473
City Clerk	196,947	223,128	239,386	215,322
Human Resources	244,197	256,502	257,360	267,049
Accounting & Reporting	268,978	291,764	285,424	297,059
Finance Administration/Budget	60,930	63,337	64,426	63,431
Public Relations	60,301	64,647	64,767	67,326
Public Buildings	249,388	244,195	329,665	258,359
Public Works Engineering	450,183	421,000	416,000	394,616
Long-Term Planning	283,575	303,172	351,819	311,840
Current Planning	241,928	278,932	275,420	321,043
City Council Contingency	44,822	50,000	54,214	50,000

GENERAL FUND, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
General Government, continued:				
Merit/Payroll Adjust		122,094		105,991
Purchasing Services	41,375	31,736	32,579	36,553
General Gov't Total	3,013,320	3,242,964	3,250,754	3,258,434
Total Before Transfers	21,170,589	22,506,614	23,022,694	23,422,334
TRANSFERS:				
Transit Levy	1,064,291	1,143,951	1,152,657	1,210,300
Resource Recovery	108,475	108,475	108,475	108,475
Hotel/Motel	1,298,009	1,316,000	1,316,000	1,344,000
Airport Construction			62,173	45,525
Total Transfers	2,470,775	2,568,426	2,639,305	2,708,300
TOTAL EXPENSES	23,641,364	25,075,040	25,661,999	26,130,634
Excess (Deficit) Revenues				
Over (Under) Expenses	724,282	0	(641,077)	-0-
Beginning Balance	5,791,139	5,620,014	6,515,421	5,874,344
Ending Balance	6,515,421	5,620,014	5,874,344	5,874,344

SPECIAL REVENUE - LOCAL OPTION TAXES

This fund accounts for the collection of 1% local option tax as approved by the voters on November 4, 1986. Revenue is allocated 60% for property tax relief and 40% is used for community betterment, including human services and arts agencies. Fund balance is reserved at 25% of budgeted expenditures less the 60% tax relief transfer. Reserves are for cash flow and revenue fluctuations.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Local Option Taxes:				
60% Tax Relief	3,597,452	3,480,679	3,436,362	3,523,897
40% Community Betterment	2,398,301	2,320,453	2,290,908	2,349,265
Misc. Revenue Donations	7,448	2,500		
IDOT Grant S. E. Entryway	31,318	683,000	701,485	
State Grant City Hall Doors			100,000	
S.E. Entryway Local Match		60,000		
Downtown Façade Loan Repay	10,299	10,292	10,292	10,292
Veterans' Memorial Donations	19,900			
Total Before Transfers	6,064,718	6,556,924	6,539,047	5,883,454
TRANSFERS:				
Hotel/Motel	74,246	75,200	75,200	76,800
TOTAL REVENUES	6,138,964	6,632,124	6,614,247	5,960,254
EXPENSES:				
Public Safety CIP:				
Bike Trails and Paths	299,026	303,825	457,203	152,200
E911 Data Transfer CIP				31,201
Mobile Data Terminals				39,939
Fire Station #1 Renovation		31,000	31,000	
Fire Station #2 Renovation	534		23,966	
Outdoor Storm Warning System	20,945	30,000	39,055	215,000
Fire Dept. Alarm & Dispatch	32,000			
RR Quiet Zone Improvements		75,000	79,320	
Pedestrian Walkway Program	8,562	103,000	233,771	210,000
Railroad Crossing – 16 th /UPRR		137,500	137,500	
Railroad Crossing 9 th & UPRR				137,500
Public Safety Total	361,067	680,325	1,001,815	785,840
Transportation CIP:				
Asphalt Resurfacing	(1,425)	100,000	200,000	100,000
Sidewalk Safety	48,262	50,000	97,900	50,000
Shared Use Path Pavement				50,000
Transportation Total	46,837	150,000	297,900	200,000
Community Enrichment CIP:				
Public Art	10,858	23,000	42,355	
Art Services & Agencies	97,340	105,316	105,316	109,529
Human Services	835,000	891,297	878,067	956,770

SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Community Enrich. CIP, cont.				
City Staff – Human Services	12,067	12,811	19,842	20,588
Human Services Campus			20,000	
Municipal Band	23,796	23,345	24,637	23,997
Merit/Payroll Adjustments		129		111
S.E. Entryway	13,583	888,000	933,597	
Neighborhood Improv Program	3,250	50,000	50,000	50,000
City Hall Improvements	6,368	50,000	219,893	50,000
Library Building Maintenance	37,559	52,760	54,352	180,800
Parks & Rec Facility Maint.	81,831	336,000	477,760	137,000
Municipal Pool Maintenance	15,751	92,500	62,228	87,500
Linden Shelter	13,447		11,553	
Playground Equipment	34,533	27,500	52,467	27,500
Bandshell Improvements	(3,508)			
AHHP Fishing Pier				50,000
Brookside Tennis Lights	800			
Carr Pool Renovation	20,884			
McCarthy Lee Park Restroom	18,675			
Auditorium Improvements	13,264		4,306	
HYS Complex Road			68,416	
Disc Golf Course Improvements	459		1,986	
Inis Grove Tennis Lights	20,116			
Skate Park Lighting	8,170		6,830	
Duff Avenue Open Space	62,396			
Gateway Park Shelter/Restroom	2,326		82,674	
Facility Assessment Study				35,000
Community Enrichment Total	1,328,965	2,552,658	3,116,279	1,728,795
Internal Services:				
WiFi Hotspots Project			70,635	
WiFi Hotspots Operations				22,000
Internal Services Total			70,635	22,000
General Government:				
Ames Historical Society	8,000	10,000	10,000	
Youth Sports Complex	25,000	25,000	25,000	
Black Cultural Center	20,000			
Veterans' Memorial	89,917			
Wireless Study			25,000	
Ames Partner City	2,113	3,000	3,000	3,000
Main St. Cultural District		79,000	79,000	
General Government Total	145,030	117,000	142,000	3,000
Total Before Transfers	1,881,899	3,499,983	4,628,629	2,739,635

SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
TRANSFERS:				
To General Fund (Receipts)	3,597,452	3,480,679	3,436,362	3,523,897
To Park Acquisition	100,000	100,000	100,000	100,000
To Ice Arena	20,000	20,000	20,000	20,000
Total Transfers	<u>3,717,452</u>	<u>3,600,679</u>	<u>3,556,362</u>	<u>3,643,897</u>
TOTAL EXPENSES	<u>5,599,351</u>	<u>7,100,662</u>	<u>8,184,991</u>	<u>6,383,532</u>
Excess (Deficit) Revenues Over (Under) Expenses	539,613	(468,538)	(1,570,744)	(423,278)
Beginning Balance	<u>2,963,011</u>	<u>2,459,169</u>	<u>3,502,624</u>	<u>1,931,880</u>
Ending Balance	3,502,624	1,990,631	1,931,880	1,508,602

Fund Balance	1,508,602
Less 1/4 Reserve (of expenses excluding 60% pass-through)	<u>(714,909)</u>
Unreserved Fund Balance	793,693

SPECIAL REVENUE - HOTEL/MOTEL TAX

The Hotel/Motel revenues are collected in the General Fund and transferred to the Hotel/Motel Tax Fund. Of the 7¢ per dollar tax, 5¢ is provided to the Ames Convention & Visitors Bureau for community attractions, 1¢ replaces the local option tax and is split 60% for tax reduction and 40% for community betterment projects. The remaining 1¢ remains in this fund for economic development activities.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Hotel/Motel Taxes	1,298,009	1,316,000	1,316,000	1,344,000
TOTAL REVENUES	1,298,009	1,316,000	1,316,000	1,344,000
EXPENSES:				
Community Environment:				
Human Resources	908		658	677
Merit		902		733
City Staff Economic Develop.	45,365	68,784	65,539	68,960
Economic Dev. Projects	50,000	90,000	90,000	90,000
Economic Dev Comm Dues	23,618			
Chamber of Commerce Dues	1,766	1,848	1,848	1,866
Iowa Special Olympics	2,500			
Iowa Games	5,000			
Jaycees 4 th of July	10,000			
FACES Celebration	429	1,500	1,500	1,500
Downtown Flowers/Banners	2,557			
Downtown Façade	29,371	50,000	120,629	50,000
Renovate Campustown Court			23,206	
National Special Olympics	4,227			
Refund & Withholdings:				
Ames Convention & Visitors	926,779	940,000	940,000	960,000
Total Before Transfers	1,102,520	1,153,034	1,243,380	1,173,736
TRANSFERS:				
General Fund	111,369	112,800	112,800	115,200
Local Option	74,246	75,200	75,200	76,800
Total Transfers	185,615	188,000	188,000	192,000
TOTAL EXPENSES	1,288,135	1,341,034	1,431,380	1,365,736
Excess (Deficit) Revenues				
Over (Under) Expenses	9,874	(25,034)	(115,380)	(21,736)
Beginning Balance	453,064	354,885	462,938	347,558
Ending Balance	462,938	329,851	347,558	325,822

SPECIAL REVENUE - LEASED HOUSING

This fund accounts for the operations of a Federal Low-Income Housing Assistance Program. Beginning in FY 04/05, the Federal reimbursements for rent payments and administrative expenses dropped substantially. The City reduced FTEs assigned to the program by one and shifted 90% of the Housing Coordinator’s salary to the new Community Development Block Grant Program. Even after these changes, program revenues are not sufficient to cover expenses. The City contracted with another housing authority to provide the program in 05/06. Early in FY 05/06, the contracting agency cancelled the contract. This program is expected to operate with a deficit in FY 08/09 and beyond.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Federal Rental Assistance	1,019,455	988,572	1,106,239	1,074,940
Miscellaneous Revenue	10,170	3,000	1,500	500
Interest Earnings	13,907	10,000	12,000	10,000
TOTAL REVENUES	1,043,532	1,001,572	1,119,739	1,085,440
EXPENSES:				
Merit				1,354
Rental Assistance	1,089,167	1,017,891	1,109,295	1,095,587
TOTAL EXPENSES	1,089,167	1,017,891	1,109,295	1,096,941
Excess (Deficit) Revenues				
Over (Under) Expenses	(45,635)	(16,319)	10,444	(11,501)
Beginning Balance	139,372	109,119	93,737	104,181
Ending Balance	93,737	92,800	104,181	92,680

SPECIAL REVENUE - ROAD USE TAX

This fund accounts for activity of the state allocated motor vehicle fuel tax. The fund balance policy is to retain 10% of budgeted expenses for operating cash. Estimates received from the State for 2007/08 and 2008/09 of \$84.40 and \$84.80 are reductions from earlier estimates.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
State Shared Revenue	4,244,752	4,281,696	4,281,696	4,301,989
TOTAL REVENUES	4,244,752	4,281,696	4,281,696	4,301,989
EXPENSES:				
Public Safety:				
Sign & Signal Maintenance	499,772	515,502	511,405	545,933
Pavement Markings	75,964	89,424	88,009	99,828
Traffic Engineering	71,214	86,075	90,097	92,344
Sub-Total	646,950	691,001	689,511	738,105
Public Safety CIP:				
RR Crossing Improvements	30,218		188,704	
Long-Range Transportation Pln				80,000
Signal – Duff/6 th	70,601		19,912	
Traffic Engineering Studies		50,000	90,000	
Signal – Main St./Duff Ave.	60,849		772	
Signal – Lincoln Way/Welch			150,000	
US69 Improvements 13 th /Grand	30	30,000	29,970	197,500
Signal – Lincoln Way/Lynn		100,000	100,000	
Signal – Lincoln Way/Sheldon				175,000
CIP Sub-Total	161,698	180,000	579,358	452,500
Public Safety Total	808,648	871,001	1,268,869	1,190,605
Transportation:				
Street Surface Maintenance	956,602	1,124,778	1,112,985	1,107,596
Street Surface Cleaning	166,863	194,806	198,335	202,768
Snow & Ice Control	665,157	689,604	718,645	752,206
Right-of-Way Maintenance	384,826	453,750	461,632	466,119
Sub-Total	2,173,448	2,462,938	2,491,597	2,528,689
Transportation CIP:				
Neighborhood Curb Program	100,583	50,000	40,763	75,000
Asphalt Resurfacing	50,746	400,000	857,205	400,000
Seal Coat Reconstruction	1,142	150,000	396,825	625,000
Concrete Pavement Improv.	3,925		370,683	
Slurry Seal	45	100,000	99,955	
Grand Avenue Extension	65,668			
Arterial Street/Lincoln Way	31,400			
Topographic Mapping		48,000	48,000	
Retaining Wall Reconstruction				35,000
CIP Sub-Total	253,509	748,000	1,813,431	1,135,000
Transportation Total	2,426,957	3,210,938	4,305,028	3,663,689

SPECIAL REVENUE - ROAD USE TAX, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
General Government:				
Human Resources	32,753	34,275	34,031	35,015
Accounting & Reporting	9,637	10,308	10,117	10,504
Public Buildings	19,633	19,593	20,346	20,242
Merit/Payroll Adjustments		8,295		7,166
Public Works Administration	68,656	74,318	74,759	80,881
Public Works Engineering	34,828	93,439	114,044	175,315
Purchasing Services	14,230	11,596	10,849	9,421
General Gov't Total	<u>179,737</u>	<u>251,824</u>	<u>264,146</u>	<u>338,544</u>
Total Before Transfers	3,415,342	4,333,763	5,838,043	5,192,838
TRANSFERS:				
Fleet Services		12,000	12,000	24,375
TOTAL EXPENSES	3,415,342	4,345,763	5,850,043	5,217,213
Excess (Deficit) Revenues				
Over (Under) Expenses	829,410	(64,067)	(1,568,347)	(915,224)
Beginning Balance	<u>2,292,661</u>	<u>1,403,237</u>	<u>3,122,071</u>	<u>1,553,724</u>
Ending Balance	3,122,071	1,339,170	1,553,724	638,500

SPECIAL REVENUE – HOUSING ASSISTANCE

This fund includes miscellaneous housing activity including repayment of housing grant loan programs and money from the sale of miscellaneous housing properties.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Phase 4 IFA/DED	20,173			
Mortgage Payoff	20,649			
Donations	300			
TOTAL REVENUES	41,122	0	0	0
EXPENSES:				
Merit/Payroll Adjustment		351		97
Miscellaneous Housing	17,552	10,949	21,273	13,546
Sustainable Neighborhood Proj.	5,000		15,000	
TOTAL EXPENSES	22,552	11,300	36,273	13,643
Excess (Deficit) Revenues Over (Under) Expenses	18,570	(11,300)	(36,273)	(13,643)
Beginning Balance	237,408	224,535	255,978	219,705
Ending Balance	255,978	213,235	219,705	206,062

SPECIAL REVENUE – COMMUNITY DEVELOPMENT BLOCK GRANT

This fund reflects the activity of the City's Community Development Block Grant (CDBG).

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Sale of Homes	161,332	100,000	190,078	
Miscellaneous Revenue	11,756		12,503	12,500
Community Dev. Block Grant	334,764	477,460	1,115,153	479,690
TOTAL REVENUES	507,852	577,460	1,317,734	492,190
EXPENSES:				
Merit and Payroll Adjustments		982		1,105
CDBG Administration	101,803	105,390	138,599	110,249
CDBG Programs	405,287	381,968	1,174,867	383,752
TOTAL EXPENSES	507,090	488,340	1,313,466	495,106
Excess (Deficit) Revenues Over (Under) Expenses	762	89,120	4,268	(2,916)
Beginning Balance	6,952	164,853	7,714	11,982
Ending Balance	7,714	253,973	11,982	9,066

SPECIAL REVENUE – COUNTY-WIDE AFFORDABLE HOUSING

The City of Ames, Story County, and the following Story County communities: Colo, Collins, Huxley, McCallsburg, Maxwell, Zearing, and Nevada received a \$400,000 Local Housing Assistance Program (LHAP) grant from the Iowa Department of Economic Development to implement the county-wide Affordable Housing Program. The grant funds were leveraged with \$244,294 of local match monies as follows: the City of Ames appropriated \$116,832 of Local Option Sales Tax Funds; the above named communities have contributed funds totaling \$38,124; and Story County contributed \$91,852 for program administration costs. The local match dollars were pledged each year for a three-year period. The funds established a Story County Housing Bank. The Housing Bank funds are utilized to implement Affordable Housing programs in the above participating communities. Repayments continue to come into the fund and the program is continuing beyond its original 6-year period.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
IFA Housing Rehab Repays	572		2,259	
IFA Housing Rehab			150,000	
Local Match Housing Rehab			232	
Downpayment Repayments	26,013		22,354	22,354
Housing Rehab Repayment	7,800			
Huxley's County-wide Particip.	21,182			
Interest Earnings	27,658	15,000	15,000	15,000
TOTAL REVENUES	83,225	15,000	189,845	37,354
EXPENSES:				
County-Wide Affordable Housing	19,739	101,575	314,835	25,385
TOTAL EXPENSES	19,739	101,575	314,835	25,385
Excess (Deficit) Revenues				
Over (Under) Expenses	63,486	(86,575)	(124,990)	11,969
Beginning Balance	479,393	439,279	542,879	417,889
Ending Balance	542,879	352,704	417,889	429,858

SPECIAL REVENUE - TAX INCREMENT FINANCING (TIF)

This fund has been established for the receipt of tax revenues from TIF districts. TIF abated debt of \$509,000 was included in the June '93 G. O. bonds, and \$725,000 in the June '98 G. O. issue. All TIF districts have collected adequate funds to abate outstanding debt. All property located in TIF districts has been released for general taxation.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest	12,277	4,000	4,800	3,000
TOTAL REVENUES	<u>12,277</u>	<u>4,000</u>	<u>4,800</u>	<u>3,000</u>
EXPENSES:				
TRANSFERS:				
Debt Service	71,543	68,972	68,972	66,402
TOTAL EXPENSES	<u>71,543</u>	<u>68,972</u>	<u>68,972</u>	<u>66,402</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	(59,266)	(64,972)	(64,172)	(63,402)
Beginning Balance	281,113	217,569	221,847	157,675
Ending Balance	<u>221,847</u>	<u>152,597</u>	<u>157,675</u>	<u>94,273</u>

SPECIAL REVENUE - PARK DEVELOPMENT

This fund accounts for funds accumulated for park land acquisition and development. Local Option Sales Tax funds in the amount of \$100,000 are transferred to this fund annually.

A Park Plan has been developed and prioritized through the year 2030 in an attempt to provide neighborhood and community parks in future residential growth areas as follows:

Phase I – (1997 to 2004):

Purchased land and developed neighborhood parks in Bloomington Heights (Lloyd Kurtz Park) and in Oakwood Subdivisions (Christofferson Park). Patio Homes West Park was developed (\$90,000), purchased/developed Ada Hayden Heritage Park (\$4.9 million – bond issue/\$1.5 million – State grant).

Phase II – (2005 to 2015):

West and South/West Ames – Community Parks

Hillside/Byrd area – Elementary School/Neighborhood Park (The City would purchase the playground equipment at an approximate cost of \$50,000 in conjunction with an elementary school.); Northridge Heights Neighborhood Park

Phase III – (2016 to 2030):

North/West and South/East – Community Park; North/West – Neighborhood Park; North – Community Park – completed in Phase I (Ada Hayden Heritage Park)

Total Costs:

Phase I - \$171,935 for acquisition; \$214,806 for development

Phase II - \$1.5 million for acquisition; \$1.5 million for development

Phase III - \$1 million + for acquisition; \$600,000 + for development

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Revenue	41,416	30,000	35,000	30,000
Dog Park Donations		50,000	50,000	
Total Before Transfers	41,416	80,000	85,000	30,000
TRANSFERS:				
Local Option	100,000	100,000	100,000	100,000
TOTAL REVENUES	141,416	180,000	185,000	130,000
EXPENSES:				
Calhoun Property	2,400	137,500	135,100	
Northridge Heights	4,500		75,500	
Restroom Ada Hayden Park		125,000	125,000	
Dog Park		150,000	150,000	
TOTAL EXPENSES	6,900	412,500	485,600	0
Excess (Deficit) Revenues				
Over (Under) Expenses	134,516	(232,500)	(300,600)	130,000
Beginning Balance	706,150	754,658	840,666	540,066
Ending Balance	840,666	522,158	540,066	670,066

SPECIAL REVENUE – DON & RUTH FURMAN AQUATIC FACILITY CONSTRUCTION AND OPERATING FUND

This new fund combines two donations from Don and Ruth Furman for the new aquatics facility. The first one million dollar gift will be used on the construction of a 50-meter multipurpose pool and other enhancements. The second one million dollar gift will establish an endowment to minimize the City’s ongoing operational costs, to fund future repairs and enhancements, and to replace equipment.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Don & Ruth Furman Donation			2,000,000	
Interest Earnings			62,000	80,000
TOTAL REVENUES			<u>2,062,000</u>	<u>80,000</u>
EXPENSES:				
Don & Ruth Furman Aquatic Ctr				1,090,000
TOTAL EXPENSES				<u>1,090,000</u>
Excess (Deficit) Revenues Over (Under) Expenses			2,062,000	(1,010,000)
Beginning Balance			0	2,062,000
Ending Balance			<u>2,062,000</u>	<u>1,052,000</u>

SPECIAL REVENUE - FIRE/POLICE PENSION RETIREMENT

This fund accounts for pensions for Firefighters and Police Officers. The 1990 Iowa Legislature combined the individual systems under Chapter 411 into one statewide system. The balance in the fund is used to offset the City's contribution to the statewide system. The FY 08/09 required contribution rate significantly decreased to 18.75% of payroll. The transfer was dropped for FY 07/08 to extend the life of this fund.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Earnings	82,984	50,000	64,000	55,000
TOTAL REVENUES	82,984	50,000	64,000	55,000
EXPENSES:				
Financial Services	10,808	11,278	11,124	11,468
TRANSFERS:				
Transfer to General		149,880	0	149,880
TOTAL EXPENSES	10,808	161,158	11,124	161,348
Excess (Deficit) Revenues				
Over (Under) Expenses	72,176	(111,158)	52,876	(106,348)
Beginning Balance	1,549,178	1,598,805	1,621,354	1,674,230
Ending Balance	1,621,354	1,487,647	1,674,230	1,567,882

SPECIAL REVENUE - EMPLOYEE BENEFIT PROPERTY TAX

The portion of the City contribution to the Police and Fire Retirement System that is not offset by the Trust Fund balance is levied in this fund.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Property Taxes	1,285,094	1,294,699	1,294,699	956,495
Excise Tax	4,384	4,057	4,057	3,446
TOTAL REVENUES	1,289,478	1,298,756	1,298,756	959,941
EXPENSES:				
Transfers – General	1,289,478	1,298,756	1,298,756	959,941
TOTAL EXPENSES	1,289,478	1,298,756	1,298,756	959,941
Excess (Deficit) Revenues				
Over (Under) Expenses	0	0	0	0
Beginning Balance	0	0	0	0
Ending Balance	0	0	0	0

SPECIAL REVENUE - CEMETERY

This fund accounts for the sale of cemetery lots and the portion of cemetery lot sales designated for perpetual care. Interest earnings are transferred to the General Fund for cemetery operations. The fund balance will be retained to provide cemetery maintenance. Lot prices were increased July 1, 2004.

The revenue from the sale of cemetery lots is split 65% to cemetery operations in the General Fund, and 35% to the Cemetery Fund.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Sale of Cemetery Lots	13,719	15,000	14,350	14,350
TOTAL REVENUES	13,719	15,000	14,350	14,350
EXPENSES:				
9 th Street Cemetery	2,985	7,500	14,500	2,500
TOTAL EXPENSES	2,985	7,500	14,500	2,500
Excess (Deficit) Revenues Over (Under) Expenses	10,734	7,500	(150)	11,850
Beginning Balance	805,232	813,732	815,966	815,816
Ending Balance	815,966	821,232	815,816	827,666

MISCELLANEOUS SPECIAL REVENUES

This fund includes Softball Complex, Project Share, Public Safety Trusts and Park and Rec Trust. This fund accounts for donations and other revenues designated for purposes other than general operations. Fund balances are designated for the specified purposes.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Project Share Donations	17,978	17,500	17,500	17,500
Alternative Energy Donations	688			
Animal Shelter Donations	14,081	20,000	15,000	15,000
Pre-Disaster Mitigation Grant	17,036			
FEMA Fire Alarm & Dispatch	128,000			
FEMA 2007 Ice Storm	275,870		8,671	
Police Grants	60,217		85,247	
Police Forfeiture	73,661		4,553	
E911 Alarm Grant	10,000			
E911 Data Transfer			86,000	
E911 Mobile Data Terminals		220,402		228,660
E911 Emergency Notification		50,000	50,000	
Park & Rec Trust:				
Interest Earnings	12,813	5,500	9,500	7,900
Park Facilities	3,050	3,050	3,050	3,050
HCS Play Equipment Donation	20,000			
Mary Adams Estate	17,249			
Gateway Park Restroom Don.	50,000			
Park & Rec Misc. Donations	4,524			
Iowa DNR Grant				80,000
Park & Rec Trust Total	107,636	8,550	12,550	90,950
TOTAL REVENUES	705,167	316,452	279,521	352,110
EXPENSES:				
Community Enrichment:				
Bandshell Improvements	2,855			
Moore Park Improvements	(931)		6,000	
Ada Hayden Heritage Park	118			80,000
Gateway Park Restroom			50,000	
HCS Play Equipment	20,000			
Mary Adams Estate	13,832			
Miscellaneous Parks & Rec	629			
Public Art			5,022	
Animal Control	9,906	32,976	32,976	16,976
Community Enrichment Total	46,409	32,976	93,998	96,976

MISCELLANEOUS SPECIAL REVENUES, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Public Safety:				
Police Forfeiture	48,883		76,057	
Police Grants	60,218		85,247	
E911 Data Transfer			86,000	
Pre-Disaster Mitigation	17,037			
FEMA Fire Alarm & Dispatch	138,000			
Police/Fire Mobile Data Termin.		220,402		228,660
Emergency Notification		50,000	50,000	
Miscellaneous Public Safety	1,646		4,000	
Public Safety Total	<u>265,784</u>	<u>270,402</u>	<u>301,304</u>	<u>228,660</u>
Utilities:				
Project Share Assistance	18,692	17,450	17,450	17,450
FEMA 2007 Ice Storm	<u>267,107</u>		<u>17,434</u>	
TOTAL EXPENSES	<u>597,992</u>	<u>320,828</u>	<u>430,186</u>	<u>343,086</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	107,175	(4,376)	(150,665)	9,024
Beginning Balance	<u>348,679</u>	<u>348,028</u>	<u>455,854</u>	<u>305,189</u>
Ending Balance	<u>455,854</u>	<u>343,652</u>	<u>305,189</u>	<u>314,213</u>

SPECIAL REVENUE - LIBRARY DONATIONS

This fund accounts for general donations and grants to the Library designated for specific purposes.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Earnings	80,592	65,000	75,000	65,000
Library Friends Donations	18,161	29,700	28,771	25,800
Library Foundation Donations	21,000			
Iowa Infrastructure	33,039	30,000		
Enrich Iowa	14,343	16,000	14,342	14,000
Donations	14,920	10,000	50,691	9,500
Books for Babies Donations	1,000	1,300		1,300
Youth Services Donations	6,600	5,600	1,200	1,200
Project Smyles Donations	6,387		45,360	45,970
NEA "The Big Read" Grant	7,300			
ACVB Concert Series Grant			10,000	
TOTAL REVENUES	203,342	157,600	225,364	162,770
EXPENSES:				
Administration	24,652	52,892	121,111	4,500
Collections	56,298	44,200	14,628	17,600
Youth Services	2,125	500	8,540	6,940
Library Services	6,690	10,000	9,500	9,500
Network Services	54,947	12,600	12,507	
Building Project	75,441	20,000		
Project Smyles	30,445	11,843	45,360	45,967
Books For Babies	10,744	10,000	10,295	10,300
"The Big Read" Program	7,300			
ACVB Concert Series			10,000	
TOTAL EXPENSES	268,642	162,035	231,941	94,807
Excess (Deficit) Revenues				
Over (Under) Expenses	(65,300)	(4,435)	(6,577)	67,963
Beginning Balance	1,569,460	1,421,562	1,504,160	1,497,583
Ending Balance	1,504,160	1,417,127	1,497,583	1,565,546

SPECIAL REVENUE - DEVELOPER PROJECTS

This fund accounts for the developer share of improvements required by development agreements. Fund balance will be retained until improvements are required.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Eastgate Deposit Interest	5,378			
TOTAL REVENUES	5,378	0	0	0
EXPENSES:				
Oakwood Road Path			5,500	
TOTAL EXPENSES	0	0	5,500	0
Excess (Deficit) Revenues Over (Under) Expenses	5,378	0	(5,500)	
Beginning Balance	303,003	297,504	308,381	302,881
Ending Balance	308,381	297,504	302,881	302,881

SPECIAL REVENUE - ECONOMIC DEVELOPMENT

This fund was expanded in 2000/01 to account for revolving loan, community investment, and pass-through State loan activity. Revenues include loan repayments and approved loans are shown as expenses.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Loan Repayments	28,059	31,698	57,409	57,409
TOTAL REVENUES	28,059	31,698	57,409	57,409
EXPENSES:				
Community Investment	85,000			
Revolving Loan Fund	45,000			
TOTAL EXPENSES	130,000	0	0	0
Excess (Deficit) Revenues Over (Under) Expenses	(101,941)	31,698	57,409	57,409
Beginning Balance	809,555	806,252	707,614	765,023
Ending Balance	707,614	837,950	765,023	822,432

DEBT SERVICE

This fund accounts for payment of principal and interest on general obligation bonds. Property tax rates per \$1,000: 2007/08 - \$3.69; 2008/09 - \$4.15. SPECIAL ASSESSMENT transfer is for G.O. Bond payments abated by assessments. IOWA STATE UNIVERSITY participates in Fire capital acquisition. Resource Recovery debt is levied in Debt Service as a portion of the City's total Resource Recovery per capita contribution. The available fund balance will be used to reduce future debt service.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Miscellaneous Revenue	73,086			
Property Taxes	6,875,216	7,104,001	7,104,001	8,037,938
Excise Tax	23,447	22,291	22,291	28,999
ISU Participation	42,498	35,392	35,392	35,472
Interest	178,386	100,000	100,000	80,000
Total Before Transfers	7,192,633	7,261,684	7,261,684	8,182,409
TRANSFERS:				
G.O. Bond Summer 2007			75,569	
Resource Recovery	244,398	180,850	180,850	150,100
Water	76,373	54,052	29,602	251,840
Special Assessment	179,957	132,021	220,826	287,714
T.I.F.	71,543	68,972	68,972	66,402
Transfer Total	572,271	435,895	575,819	756,056
TOTAL REVENUES	7,764,904	7,697,579	7,837,503	8,938,465
EXPENSES:				
2001 City Hall Refunding	379,310	352,240	352,240	
Spring '97 G. O. Corp. Purpose	507,600	486,500	486,500	460,575
Spring '98 G.O. Corp. Purpose	496,825	478,975	478,975	461,125
June '99 G. O. Corp. Purpose	433,225	433,350	433,350	432,473
July '00 G. O. Corp. Purpose	660,155	660,900	660,900	665,150
July 2001 G.O. Corp. Purpose	1,102,445	1,069,045	1,069,045	1,069,810
Fire Station #3	135,278	131,708	131,708	132,928
Ada Hayden Heritage Park	282,545	281,745	281,745	280,745
July 2002 G.O. Corp. Purpose	586,333	588,820	588,820	589,720
July 2003 G. O. Bonds	707,138	692,150	692,150	675,800
2002C G. O. Refunding	1,142,950	495,850	495,850	465,100
July 2004 G.O. Bonds	695,663	695,675	695,675	700,275
July 2005 G.O. Bonds	387,903	388,628	388,628	384,003
Summer 2006 G.O. Bonds	415,933	565,400	565,400	565,800
Summer 2007 G.O. Bonds		701,592	455,656	1,036,938
Summer 2008 G.O. Bonds				1,398,025
TOTAL EXPENSES	7,933,303	8,022,578	7,776,642	9,318,467

DEBT SERVICE, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Excess (Deficit) Revenues				
Over (Under) Expenses	(168,399)	(324,999)	60,861	(380,002)
Beginning Balance	1,275,593	1,053,945	1,107,194	1,168,055
Ending Balance	1,107,194	728,946	1,168,055	788,053

CAPITAL PROJECTS - SPECIAL ASSESSMENT

This fund accounts for collection of special assessments and payment of principal of abated G. O. bonds, and the construction of streets and sanitary sewers for benefited property special assessment districts.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
S. E. 16 th Street Assessments		1,500,000		
Collections	149,545	140,000	140,000	280,000
Total Before Transfers	149,545	1,640,000	140,000	280,000
TRANSFERS:				
G.O. Bonds – Summer 2007	109,681		1,242,319	
Total Transfers	109,681		1,242,319	
TOTAL REVENUES	259,226	1,640,000	1,382,319	280,000
EXPENSES:				
General Government:				
Accounting/Reporting	4,174	4,514	4,423	4,592
S. E. 16 th Paving and Bridge	109,681	1,500,000	1,242,319	
Total Before Transfers	113,855	1,504,514	1,246,742	4,592
TRANSFERS:				
Debt Service	179,957	132,021	220,826	287,714
Total Transfers	179,957	132,021	220,826	287,714
TOTAL EXPENSES	293,812	1,636,535	1,467,568	292,306
Excess (Deficit) Revenues				
Over (Under) Expenses	(34,586)	3,465	(85,249)	(12,306)
Beginning Balance	364,122	364,901	329,536	244,287
Ending Balance	329,536	368,366	244,287	231,981

CAPITAL PROJECTS - STREET CONSTRUCTION

This fund accounts for street construction projects including, but not limited to, bus route reconstruction, signal construction, and associated street construction projects. Projects which have multiple funding sources are budgeted in this fund.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Other Gov't Participation	17,203		32,797	
Miscellaneous Revenue	1,384		4,620	
Developer Contributions		200,000	200,000	150,000
RR Safety Funds/RR Funds		112,500		112,500
MPO/STP/IDOT Funds	1,888,583	1,006,175	378,047	1,023,602
Recreation Trail Grant		25,000	25,000	150,000
Safe Routes To School Grant		25,000	25,000	
Federal Earmark Grand Ave Ext.	187,794	4,000,000	3,812,206	
TOTAL REVENUES	2,094,964	5,368,675	4,477,670	1,436,102
EXPENSES:				
Transportation:				
Bloomington Road Widen		200,000	200,000	
Arterial ND/Delaware/Ontario				632,427
Grand Avenue Extension	451,794	4,000,000	3,812,206	
S. Duff Ave Improv. Project			4,620	
07/08 Collect Beech/L-Way-Mort	830,398	860,000	79,602	
06/07 Collector NW 6 th -13 th	676,329		115,068	
Transportation Total	1,958,521	5,060,000	4,211,496	632,427
Public Safety:				
Long-Range Transportation Plan				320,000
Signal Main & Duff	65,000			
Signal Duff & 6 th	65,000			
RR Crossing 9 th & UPRR				112,500
Walkway West Side N. Dakota		25,000	25,000	
Skunk River Trail SE 16 th /L-Way				221,175
NE Area Shared Use Path				150,000
Skunk River Trail Ext AHHP		96,175	96,175	
Signal L-Way/Welch			10,000	
Path Grand Ave/20 th /Murray			60,000	
RR Crossing 16 th /UPRR		112,500		
Signal Lincoln Way & Lynn		75,000	75,000	
Public Safety Total	130,000	308,675	266,175	803,675

CAPITAL PROJECTS - STREET CONSTRUCTION, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
General Government:				
Purchasing Services	12,403	11,594	11,279	11,945
TOTAL EXPENSES	<u>2,100,924</u>	<u>5,380,269</u>	<u>4,488,950</u>	<u>1,448,047</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	(5,960)	(11,594)	(11,280)	(11,945)
Beginning Balance	150,630	139,827	144,670	133,390
Ending Balance	<u>144,670</u>	<u>128,233</u>	<u>133,390</u>	<u>121,445</u>

CAPITAL PROJECTS - AIRPORT CONSTRUCTION

This fund accounts for construction, purchase of land, and improvements for the municipal airport. Federal Aviation Administration (FAA) participated in 90% of costs until 04/05 when FAA's contribution increased to 95%. The excess of Airport operations each year is transferred from the General Fund to finance improvements.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Federal Government Revenues	44,646	80,000	106,020	2,014,000
Total Before Transfers	44,646	80,000	106,020	2,014,000
TRANSFERS:				
General	88,134	50,604	62,173	45,525
TOTAL REVENUES	132,780	130,604	168,193	2,059,525
EXPENSES:				
Airport Construction Misc.	11,375			
Runway Rehab 13/31				2,120,000
Airport Master Plan	46,997		26,020	
Airport Hangar Improvements		100,000	100,000	
TOTAL EXPENSES	58,372	100,000	126,020	2,120,000
Excess (Deficit) Revenues Over (Under) Expenses	74,408	30,604	42,173	(60,475)
Beginning Balance	94,512	167,725	168,920	211,093
Ending Balance	168,920	198,329	211,093	150,618

CAPITAL PROJECTS - BOND PROCEEDS

This fund accounts for proceeds of general obligation bond issues. G. O. bond sales are planned each year to finance CIP projects. Any undesignated fund balances may be used for certain projects or transferred to the Debt Service fund.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Bond Proceeds	5,285,000	6,490,000	9,682,268	13,120,573
Interest	234,625			
TOTAL REVENUES	5,519,625	6,490,000	9,682,268	13,120,573
EXPENSES:				
Debt Service:				
Bond Costs	50,026		42,094	
Debt Service Total	50,026		42,094	
Public Safety:				
Southeast Entryway			148,000	
NE Area Shared Use Path				350,000
US69 Improvements 13 th /Grand	16,313		60,072	
Public Safety Total	16,313		208,072	350,000
Transportation:				
Concrete Paving Green Hills	3,050	300,000	296,950	
Asphalt Paving Northwood				400,000
Collector Street Pavement				1,000,000
Arterial 24 th & Stange	11,561		466,825	
Collector Beech L-Way/Morten	368,987	940,000	521,013	
Collector N'west 13 th -20 th	2,078			
08/09 CyRide Rt Toronto/Hutch.				600,000
E. Lincoln Way Widening	(61,416)		168,090	
Burnett Ave Main to 7 th				750,000
N. E. Area Regional-570 th Street		950,000	950,000	
08/09 Arterial ND/Delaware/Ont				467,573
E. L-Way Bike River Crossing	78			
08/09 CyRide NW 28 th -30 th				400,000
US69 - 190 th to Dawes			200,000	
Collector NW 6 th – 13 th	238,510		26,924	
CyRide Jewel Drive	629,317		12,392	
S. Duff Improvement Project	5,937		243,657	
Bloomington Road Widening	499	250,000	324,501	
Arterial L-Way/Beech/Hayward	502,227			
Collector 24 th /Grand/Duff	428,676		166,617	
South Dayton Improvements	16,571	1,050,000	1,033,429	
U.S. 69 Grand Ave Extension	58,354	1,000,000	941,646	

CAPITAL PROJECTS - BOND PROCEEDS, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Transportation, continued:				
Dayton Ave Reconstruction			12,000	
Pearle Ave Reconstruction	6,248		118,001	
08/09 Concrete Paving				1,425,000
S.E. 16 th Paving & Bridge	186,420	1,500,000	2,212,487	
CyRide Welch Hunt/Storm	1,421			
Transportation Total	2,398,518	5,990,000	7,694,532	5,042,573
Utilities:				
Gateway Stormwater Rehab			43,672	
Raw Well Water Loop Line		500,000	500,000	1,500,000
S. Duff Area Storm Sewer	20,954		1,148,853	
Residential Low Pt. Drainage	6,257			
Utilities Total	27,211	500,000	1,692,525	1,500,000
Community Enrichment:				
Ada Hayden Heritage Park	13,550		11,929	
Don & Ruth Furman Aquatic Ctr			3,090,000	5,278,000
Community Enrichment Total	13,550		3,101,929	5,278,000
General Government:				
Accounting & Reporting	2,400	2,400	2,400	2,400
Purchasing Services	44,075	37,383	35,401	31,544
General Government Total	46,475	39,783	37,801	33,944
Total Before Transfers	2,552,093	6,529,783	12,776,953	12,204,517
TRANSFERS:				
Debt Service			75,569	
Special Assessment	109,681		1,242,319	
Total Transfers	109,681		1,317,888	
TOTAL EXPENSES	2,661,774	6,529,783	14,094,841	12,204,517
Excess (Deficit) Revenues				
Over (Under) Expenses	2,857,851	(39,783)	(4,412,573)	916,056
Beginning Balance	1,429,957	260,606	4,287,808	(124,765)
Ending Balance	4,287,808	220,823	(124,765)	791,291

ENTERPRISE - WATER UTILITY

This fund accounts for the operation of a municipally owned water utility which provides services to residents of the City and some contiguous areas. Major capital improvements have been financed from current revenues and the Water Fund balance. The last rate change was a 10% rate increase in July 2000.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Fees/Service Charges	136,639	155,103	123,400	133,805
Contract Sales	721,784	800,000	800,000	800,000
Metered Sales	5,322,211	5,186,362	5,198,062	5,320,000
Miscellaneous	73,459	3,000	14,957	10,000
Interest Earnings	306,818	230,000	300,000	210,000
Internal Service Charges	89,671	70,000	70,000	65,000
Western Wireless Contract	13,685	13,800	14,835	15,870
Farm Land Rental	9,841	9,500	9,841	9,841
Sprint PCS Land Rental	26,400	28,800	28,800	28,800
Project Plan Deposits	360	400	400	300
TOTAL REVENUES	6,700,868	6,496,965	6,560,295	6,593,616

EXPENSES:

Utilities:

Water Production	229,046	355,850	382,479	410,488
Water Treatment	1,243,408	1,311,867	1,360,139	1,446,042
Water Metering	615,658	630,419	636,818	670,072
Water Pumping	216,181	217,173	230,026	249,566
Water Administration	525,307	579,359	599,235	587,897
Water Laboratory	88,039	96,037	96,730	100,857
Water Customer Service	330,241	348,300	342,500	361,900
Utility Locating	54,407	62,844	58,562	61,072
Water Distribution Maintenance	756,171	747,693	757,742	775,727
Amortization	(342)			
Sub-Total	4,058,116	4,349,542	4,464,231	4,663,621

Utilities CIP:

Security Improvements	40,154		69,846	
Water Supply Expansion	543,048		36,952	
Water System Improvements	738,126	900,000	1,091,034	900,000
Water Plant SCADA System	(9,818)			
Ada Hayden Heritage Park	14,160			
Water Plant Roof Replacement	92,332			
Repaint Lime Storage Bins	81		149,919	
SW Zone – East Elevated Tank	166,194	600,000	1,714,558	
Water Supply Capacity Study	40,000	90,000	100,000	
Lime Sludge Disposal Improv.		400,000		
S. Hazel Water Main Replace.	197,675			

ENTERPRISE - WATER UTILITY, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Utilities CIP, continued:				
Topographic Mapping		36,000	36,000	
Water Plant Expansion				250,000
NADC Pump Station Electrical				50,000
SAM Pump Station VFD				50,000
SAM Pump Station Electrical				200,000
CIP Sub-Total	<u>1,821,952</u>	<u>2,026,000</u>	<u>3,198,309</u>	<u>1,450,000</u>
Utilities Total	<u>5,880,068</u>	<u>6,375,542</u>	<u>7,662,540</u>	<u>6,113,621</u>
General Government:				
Executive Management	51,182	53,574	55,786	57,730
Legal Services	6,264	5,028	7,568	7,900
City Clerk	12,244	12,820	12,962	13,342
Human Resources	30,255	31,662	33,074	34,031
Accounting & Reporting	60,027	64,621	63,421	65,899
Finance Admin/Budget	46,608	49,079	48,319	49,147
Public Relations	12,060	12,930	12,954	13,466
Public Works Administration	68,658	74,319	74,760	80,880
Public Works Engineering	231,932	241,380	249,014	254,790
Public Buildings	16,196	16,163	16,783	16,697
Merit/Payroll Adjustment		12,014		10,936
Purchasing Services	31,183	33,972	34,269	41,742
General Government Total	<u>566,609</u>	<u>607,562</u>	<u>608,910</u>	<u>646,560</u>
Total Before Transfers	<u>6,446,677</u>	<u>6,983,104</u>	<u>8,271,450</u>	<u>6,760,181</u>
TRANSFERS:				
Fleet Services		12,000	12,000	24,375
Debt Service	76,373	54,052	29,602	251,840
Total Transfers	<u>76,373</u>	<u>66,052</u>	<u>41,602</u>	<u>276,215</u>
TOTAL EXPENSES	<u>6,523,050</u>	<u>7,049,156</u>	<u>8,313,052</u>	<u>7,036,396</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	177,818	(552,191)	(1,752,757)	(442,780)
Beginning Balance	<u>5,695,995</u>	<u>3,961,227</u>	<u>5,873,813</u>	<u>4,121,056</u>
Ending Balance	<u>5,873,813</u>	<u>3,409,036</u>	<u>4,121,056</u>	<u>3,678,276</u>

ENTERPRISE - SEWER UTILITY - OPERATIONS (Also referred to as **WATER POLLUTION CONTROL (WPC)**)

This fund accounts for the operation of a municipally owned sewer utility, which provides services to residents of the City and some contiguous areas. The last rate increase was 10% in July 2005.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Customer Billings	3,885,412	3,842,705	3,842,705	3,865,900
Other Gov't Participation	25,106	17,500	24,700	24,700
Fees/Service Charges	29,854	16,000	16,000	16,000
Interest Earnings	252,449	200,000	250,000	200,000
Use of Property	69,661	50,000	50,000	50,000
Miscellaneous Revenue	1,686	1,500	1,500	1,500
Internal Service Charge	41,533	55,000	55,000	50,000
Contract Sales	680,941	810,000	701,000	671,000
Flood Warning Maint. Charge	26,090	17,000	17,000	17,000
Project Plan Deposits		200	200	100
TOTAL REVENUES	5,012,732	5,009,905	4,958,105	4,896,200
EXPENSES:				
Utilities:				
Sanitary Sewer System	371,025	345,743	373,309	413,751
Administration	550,472	582,261	617,166	591,173
Flood Warning System	16,423	20,290	21,163	21,027
Plant Maintenance	512,622	498,884	543,892	561,116
Plant Operation	945,299	1,121,254	983,577	1,030,398
Raw Water Pump Repair	17,411			
Laboratory	352,154	385,248	386,918	403,430
Farm Operations	25,297	22,800	22,800	25,000
Sewer Customer Service	301,748	316,100	313,200	330,500
Utility Locating	34,760	40,894	36,821	38,116
Utilities Sub-Total	3,127,211	3,333,474	3,298,846	3,414,511
Utilities CIP:				
Sanitary Sewer Rehabilitation	270,963	300,000	676,694	300,000
Clear Water Diversion	81,884	200,000	577,541	200,000
Sanitary Sewer System Study	75,825		13,500	
WPC Methane Engine OH	72,946		47,054	
WPC Facility Improvements	30,712	200,000	195,273	
Automation Study/Upgrade	293,008	200,000	303,459	
Roof Replacements	426,821			
Trickling Filter Heat Recovery			125,000	
Kelley Flow Metering	619			
WPC San Sewer Sump Pump			73,709	
Grit Removal Unit Upgrade	43,730			
Trickling Filter Wall Repair	27,561			

ENTERPRISE - SEWER UTILITY - OPERATIONS (Also referred to as WATER POLLUTION CONTROL - WPC), continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Utilities CIP, continued:				
Clarifier Painting	81	150,000	299,919	180,000
Topographic Mapping		36,000	36,000	
WPC Wind Turbine		25,000		
WPC Plant Disinfection				30,000
Vertical Turbine Pumps				180,000
Raw Water Pump Station HVAC				125,000
Plant Residuals Handling				50,000
CIP Sub-Total	1,324,150	1,111,000	2,348,149	1,065,000
Utilities Total	4,451,361	4,444,474	5,646,995	4,479,511
General Government:				
City Clerk	12,244	12,820	12,962	13,342
Executive Management	51,182	53,574	55,786	57,730
Legal Services	3,132	2,514	3,784	3,950
Human Resources	30,312	31,721	30,981	31,877
Accounting & Reporting	40,421	43,297	42,535	44,200
Finance Admin/Budget	46,608	49,079	48,319	49,147
Public Relations	12,060	12,930	12,954	13,466
Public Works Admin	68,658	74,319	74,760	80,880
Public Works Engineering	133,031	202,192	210,616	209,644
Public Buildings	12,086	12,061	12,524	12,460
Merit/Payroll Adjustments		11,376		10,304
Purchasing Services	11,640	17,642	18,873	16,643
General Gov't Total	421,374	523,525	524,094	543,643
Total Before Transfers	4,872,735	4,967,999	6,171,089	5,023,154
TRANSFERS:				
Fleet Services		12,000	12,000	24,375
TOTAL EXPENSES	4,872,735	4,979,999	6,183,089	5,047,529
Excess (Deficit) Revenues				
Over (Under) Expenses	139,997	29,906	(1,224,984)	(151,329)
Beginning Balance	4,804,731	3,094,777	4,944,728	3,719,744
Ending Balance	4,944,728	3,124,683	3,719,744	3,568,415

ENTERPRISE - ELECTRIC UTILITY

This fund accounts for the operation of a municipally owned electric utility, which generates and distributes electrical power to customers within the City and some contiguous areas. The fund balance is available for operations and improvements. The transfer to the General Fund constitutes a payment in lieu of taxes. The 2008/09 transfer is equal to the land, plant, and equipment at June 30, 2007, multiplied by the 2007/08 total tax levy rate. The last rate increase was 3.5% in August 2006. An 8% rate increase is included in the FY 08/09 budget.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Metered Sales	40,421,243	41,570,489	41,570,489	48,284,122
Adjustment to Sales	(129,085)	(168,180)	(168,180)	(168,180)
SO ₂ Allowance Sales	20,729			
Fly Ash Sales	64,472	50,000	50,000	50,000
Renewable Energy Credits			5,000	2,200
Other Power Sales	2,049,586	1,508,400	1,508,400	1,733,610
ISU Interconnection	2,069,723	780,606	780,606	1,048,600
ISU Transmission System Share	208,070	50,000	50,000	96,300
Steam Line Sales	234,881	290,780	380,980	388,000
Street Lights	567,962	580,000	582,000	600,000
Security Lighting Rental	108,455	100,000	100,000	100,000
Subdivision Construction	70,181	150,000	150,000	
Street Lighting Construction	126,029	150,000	150,000	
Fees/Service Charges	106,348	108,440	110,050	101,050
Use of Property	46,758		225,000	
Miscellaneous Revenue	341,806	206,000	346,000	250,000
Interest Earnings	1,179,135	600,000	1,000,000	700,000
Total Before Transfers	47,486,293	45,976,535	46,840,345	53,185,702
TRANSFERS:				
Information Services	30,520			
TOTAL REVENUES	47,516,813	45,976,535	46,840,345	53,185,702
EXPENSES:				
Debt Service:				
1993 Electric Refunding Issue	1,911,800	103,000	103,000	
Utilities:				
Electric Production	6,757,902	8,283,927	8,213,919	8,731,342
Plant Fuel Purchases	21,024,846	21,952,164	21,922,833	26,224,063
Electric Plant Control	910,782	1,075,633	1,075,125	1,279,703
Electric Distribution – Operation	2,226,948	2,550,523	2,554,736	2,737,018
Electric Distribution - Extension	1,904,529	1,678,022	2,111,800	1,845,900
Electric Metering	394,071	435,550	431,732	445,806
Electric Engineering	432,761	758,326	780,584	758,715
Electric Administration	1,319,502	1,390,122	1,392,950	1,429,217
Utility Deposit Interest	33,562			
Electric Customer Service	533,632	588,994	595,165	611,774
Utilities Sub-Total	35,538,535	38,713,261	39,078,844	44,063,538

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
Utilities CIP:				
Load Management	249,409		10,855	
Unit 7 Precipitator Retrofit	2,911		207,170	
Wide Area Network	61,378		11,423	
Integrated Resource Study	3,385			
Cooling Tower Fire Suppression	51,332			
GT-2 Construction	109,279		409,342	
Combustion Turbine Control	132,301		245,699	
Interconnection Improvements	7,064,209	3,717,172	3,717,172	4,900,000
Unit 7 Turbine Gen Overhaul	768,028		106,972	
Coal Yard Dust Control	8,531	250,000		
Power Plt Coal Hand. Sprinkler	38		400,000	
Retube Unit 8 Condenser	108			
Retube Unit 7 Condenser	557,810			
Top-o-Hollow Substation Switch		120,000	120,000	350,000
Grand Ave S. Ext. Relocation			296,000	
S.E. 16 th 69 kV Relocation	225,394		329,606	
SCADA Upgrade		150,000	150,000	100,000
Base Load Generating Capacity	93,608		106,392	
S. Dayton Ave Extension			60,000	
Duff Avenue Open Space	32,008		2,000	
Demand Side Management	25,972	400,000	374,028	600,000
Nitrogen Oxide Control		2,000,000	100,000	1,400,000
69 kV Breaker/Ontario		290,000		
Power Plt Passenger Elevator		150,000	150,000	
#7 Closed Cooling Water Syst		150,000		
GT-1 Evaporator Cooler		150,000	150,000	
Unit 7 & 8 Dist Control System				500,000
Downtown Network 13.8 kV				150,000
Cyber Security Risk Assess.				100,000
Street Light/Line Relocations				85,000
Unit 7 Precipitator Enclosure				85,000
Unit 8 Nitrogen Dioxide Control			200,000	
Unit 8 Mercury Emission Monit				500,000
CIP Sub-Total	9,385,701	7,377,172	7,146,659	8,770,000
Utilities Total	44,924,236	46,090,433	46,225,503	52,833,538
General Government:				
Executive Management	86,201	90,230	111,573	115,460
Legal Services	6,264	5,028	11,352	34,835
Public Records	24,488	25,640	25,924	26,684
Human Resources	95,136	99,559	100,958	103,876
Accounting & Reporting	226,207	242,728	238,683	247,928
Finance Admin/Budget	131,717	139,520	135,293	139,713
Public Relations	24,120	25,860	25,908	26,932

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
General Government, continued:				
Public Buildings	29,913	29,852	30,998	30,839
Merit/Payroll Adjustments		25,078		23,243
Purchasing Services	142,416	219,526	218,548	228,264
General Gov't Total	<u>766,462</u>	<u>903,021</u>	<u>899,237</u>	<u>977,774</u>
Total Before Transfers	47,602,498	47,096,454	47,227,740	53,811,312
TRANSFERS:				
Payment in Lieu of Taxes	1,455,135	1,565,249	1,565,249	1,688,368
Electric Revenue Bonds				1,070,812
Transfer Total	<u>1,455,135</u>	<u>1,565,249</u>	<u>1,565,249</u>	<u>2,759,180</u>
TOTAL EXPENSES	49,057,633	48,661,703	48,792,989	56,570,492
Excess (Deficit) Revenues				
Over (Under) Expenses	(1,540,820)	(2,685,168)	(1,952,644)	(3,384,790)
Beginning Balance	<u>22,271,408</u>	<u>13,875,574</u>	<u>20,730,588</u>	<u>18,777,944</u>
Ending Balance	20,730,588	11,190,406	18,777,944	15,393,154

ENTERPRISE – ELECTRIC REVENUE BONDS

Electric revenue bonds will be sold for four large projects planned for FY 08/09. Funds are transferred from the Electric Utility Fund to cover the debt service.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Bond Proceeds				10,400,000
TRANSFERS:				
Electric Utility				1,070,812
TOTAL REVENUES				11,470,812
EXPENSES:				
Debt Service:				
Electric Revenue Bonds 08/09				1,070,812
Utilities CIP:				
Base Load Generating Capacity				3,000,000
#8 Nitrogen Oxide Capital				2,800,000
#8 Mercury Capital				1,500,000
#8 Boiler Repair/Tube Replace				3,100,000
CIP Total				10,400,000
TOTAL EXPENSES				11,470,812
Excess (Deficit) Revenues				
Over (Under) Expenses				0
Beginning Balance				0
Ending Balance				0

ENTERPRISE - PARKING OPERATIONS AND IMPROVEMENT

This fund accounts for operations of the City parking system including operation and maintenance of meters and lots, parking meter attendants, collection of meter coin, rentals, and fines.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Process Server	23,724	25,000	18,000	10,000
Miscellaneous	506	6,720	3,840	3,840
Illegal Parking	(3,399)	63,000	73,500	117,000
Overtime Parking	89,044	145,000	186,000	190,000
Interest Earnings	11,134	6,000	10,000	7,000
Fines/Clerk of Court	47,997	50,000	30,000	15,000
East District – Downtown	180,497	187,300	188,800	188,800
West District – Campustown	129,737	151,920	151,920	146,920
Community Safety Officer	217,393	155,000	155,000	155,000
Collection Agency Fees		27,000		
TOTAL REVENUES	696,633	816,940	817,060	833,560
EXPENSES:				
Transportation:				
Parking Operation/Maintenance	194,977	210,634	224,047	225,485
Parking Law Enforcement	329,856	325,916	329,265	324,396
Parking Violation Collection	121,591	154,823	136,501	148,755
Right-of-Way Maintenance		54,000	25,376	8,600
Transportation Total	646,424	745,373	715,189	707,236
General Government:				
Legal Services	108,835	115,072	107,852	98,458
Human Resources	7,152	7,485	7,057	7,261
Accounting & Reporting	16,691	17,993	17,662	18,359
Finance Admin/Budget	3,107	3,271	3,221	3,276
Public Buildings	9,195	9,177	9,529	9,480
Merit/Payroll Adjustments		3,130		2,517
Purchasing Services	744	597	556	553
General Government Total	145,724	156,725	145,877	139,904
CIP:				
Duff Avenue Open Space	19,805			
TOTAL EXPENSES	811,953	902,098	861,066	847,140
Excess (Deficit) Revenues				
Over (Under) Expenses	(115,320)	(85,158)	(44,006)	(13,580)
Beginning Balance	339,922	218,859	224,602	180,596
Ending Balance	224,602	133,701	180,596	167,016

ENTERPRISE - TRANSIT AGENCY - OPERATIONS

This fund accounts for the operation and capital improvements of mass transit bus system within the City. The Transit Board consists of representatives from Iowa State University, Government of Student Body, and City of Ames. Funding is provided by passenger fares, student fees, Iowa State University, Government Student Body, Iowa Department of Transportation, Federal Government, and a property tax levy.

REVENUES: The City share of funding is generated by the transit levy as follows:

06/07 - \$.57/\$1000 = \$1,080,218
 07/08 - \$.59/\$1,000 = \$1,143,951
 08/09 - \$.62/\$1,000 = \$1,210,300

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Metro Planning Org Reimb	56,898	12,000	28,000	15,000
FTA Section 5307	970,582	886,498	1,365,236	1,433,000
IDOT Oper Asst & Reimb	538,632	766,615	659,401	639,240
ISU Administration	473,718	501,667	501,667	530,764
Fees/Service Charges	667,629	581,240	615,040	624,506
Miscellaneous Revenue	25,105	5,900	7,900	5,900
Interest Earnings	77,338	53,000	115,000	115,000
ISU Tuition	2,501,677	2,608,946	2,608,946	2,760,265
ISU Tuition Excess			120,000	150,000
Total Before Transfers	5,311,579	5,415,866	6,021,190	6,273,675
TRANSFERS:				
GSB Transfer	71,248			
General Levy (Property Tax)	1,064,291	1,143,951	1,152,657	1,210,300
Transfer Total	1,135,539	1,143,951	1,152,657	1,210,300
TOTAL REVENUES	6,447,118	6,559,817	7,173,847	7,483,975
EXPENSES:				
Transportation:				
Fixed Route Service (Cy-Ride)	4,329,381	4,701,916	4,720,478	5,005,890
Dial-a-Ride Service	141,432	136,190	150,199	157,711
Transit Admin/Support	1,245,138	1,332,623	1,334,540	1,426,711
Total Before Transfers	5,715,951	6,170,729	6,205,217	6,590,312
TRANSFERS:				
GSB		60,000	120,000	150,000
Transit Capital Reserve	427,160	203,013	912,231	713,000
Total Transfers	427,160	263,013	1,032,231	863,000
TOTAL EXPENSES	6,143,111	6,433,742	7,237,448	7,453,312
Excess (Deficit) Revenues Over (Under) Expenses	304,007	126,075	(63,601)	30,663
Beginning Balance	710,842	771,577	1,014,849	951,248
Ending Balance	1,014,849	897,652	951,248	981,911

ENTERPRISE - TRANSIT CAPITAL RESERVE

This fund accounts for Cy-Ride grant and capital activities. A fund balance has accumulated largely due to the timing of several projects where the local share was collected prior to the project completion or bus delivery.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
IDOT Reimbursement	1,449,455	964,330	2,594,503	1,651,268
ISU Parking	17,000	17,000	17,000	17,000
Shuttle Revenue	51,498	25,000	28,700	29,000
Interest Revenue	38,596	17,000	25,000	20,000
Total Before Transfers	1,556,549	1,023,330	2,665,203	1,717,268
TRANSFERS:				
Transit	427,160	203,013	912,231	713,000
Total Transfers	427,160	203,013	912,231	713,000
TOTAL REVENUES	1,983,709	1,226,343	3,577,434	2,430,268
EXPENSES:				
Capital Improvements	1,882,430	1,067,500	3,893,610	2,770,410
TOTAL EXPENSES	1,882,430	1,067,500	3,893,610	2,770,410
Excess (Deficit) Revenues Over (Under) Expenses	101,279	158,843	(316,176)	(340,142)
Beginning Balance	743,289	266,725	844,568	528,392
Ending Balance	844,568	425,568	528,392	188,250

ENTERPRISE – GSB TRANSIT TRUST

This fund is used for the stabilization of the contributions from the Government Student Body (GSB) at Iowa State University (ISU) to the Transit operating budget. The fund balance fluctuates based on fee approval, enrollment, and service levels.

In FY 04/05, GSB did not collect adequate student fees to cover its obligation to Transit's operating budget. To make up this deficit over time, a transfer is made from the GSB Trust Fund to operations. That transfer created a deficit position for the fund of \$311,465 at the end of FY 06/07 and a repayment of \$120,000 is anticipated in FY 07/08, plus \$150,000 in FY 08/09.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest	(12,866)	(11,300)	(12,000)	(10,300)
Total Before Transfers	<u>(12,866)</u>	<u>(11,300)</u>	<u>(12,000)</u>	<u>(10,300)</u>
TRANSFERS:				
Transit		60,000	120,000	150,000
TOTAL REVENUES	<u>(12,866)</u>	<u>48,700</u>	<u>108,000</u>	<u>139,700</u>
EXPENSES:				
Transfer to Operations	71,248			
TOTAL EXPENSES	<u>71,248</u>			
Excess (Deficit) Revenues Over (Under) Expenses	(84,114)	48,700	108,000	139,700
Beginning Balance	(227,351)	(285,996)	(311,465)	(203,465)
Ending Balance	<u>(311,465)</u>	<u>(237,296)</u>	<u>(203,465)</u>	<u>(63,765)</u>

ENTERPRISE - STORM SEWER

The Storm Sewer Utility was established in 1994/95 to provide routine maintenance of storm sewers. The last storm water fee rate increase was implemented July 1, 2007, bringing the rate to \$2.60 per month. Compliance with new storm water regulations significantly increased operating costs beginning in FY 07/08.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Fees & Service Charges	662,324	758,930	766,000	771,000
Developer Reimbursement		20,000	15,000	20,000
Site Plan SWPPP Review		15,000	11,250	15,000
SW Lot Development Permit		30,000	22,500	30,000
Interest Earnings	27,654	15,000	28,000	22,000
Internal Service Charges	14,368	22,500	22,500	22,500
Project Plan Deposits		150	150	150
Watershed Improv. Review Bd.				115,695
TOTAL REVENUES	704,346	861,580	865,400	996,345
EXPENSES:				
Utilities:				
Engineering	107,804	233,762	229,137	232,925
Maintenance	189,731	270,157	257,825	266,428
Merit/Payroll Adjustments		1,180		1,854
Human Resources	1,476	1,544	2,691	2,769
Customer Service	1,489	1,300	1,300	1,500
Sub-Total	300,500	507,943	490,953	505,476
Utilities CIP:				
Storm Sewer Intake Rehab	89,403	150,000	329,508	150,000
Low Point Drainage	56,128	100,000	240,129	100,000
Outlet Erosion Control	17,791	100,000	278,405	220,695
S. Wtr Facility Rehab Eastgate				100,000
Sub-Total CIP	163,322	350,000	848,042	570,695
TOTAL EXPENSES	463,822	857,943	1,338,995	1,076,171
Excess (Deficit) Revenues				
Over (Under) Expenses	240,524	3,637	(473,595)	(79,826)
Beginning Balance	431,616	70,079	672,140	198,545
Ending Balance	672,140	73,716	198,545	118,719

ENTERPRISE - AMES/ISU ICE ARENA

The Ice Arena operating agreement includes a \$20,000 contribution each year from both the City of Ames and Iowa State University to the Ice Arena Capital Reserve. For FY 07/08, both funders have agreed to move this contribution to the operating fund to bring the fund balance to a level to cash flow operations throughout the year.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Iowa State University		20,000	20,000	
Pro Shop Sales	5,992	6,300	6,000	6,000
Equipment Rental	22,724	21,200	22,200	22,200
Skate Sharpening	2,690	3,700	3,500	3,500
Admissions	41,077	46,260	41,700	41,700
Dasher Board Advertising	5,200	5,700	5,700	5,700
Ice Rink Rental	262,967	257,422	278,090	292,605
Concessions	40,113	42,800	42,600	42,600
Interest Earnings	23,366	17,000	23,000	20,000
Miscellaneous Revenue	8,401	11,000	11,000	11,000
Total Before Transfers	412,530	431,382	453,790	445,305
TRANSFERS:				
Local Option Tax Fund		20,000	20,000	
TOTAL REVENUES	412,530	451,382	473,790	445,305
EXPENSES:				
Ames/ISU Ice Arena	368,852	433,724	418,571	437,249
Merit & Payroll Adjustments		1,515		1,180
TOTAL EXPENSES	368,852	435,239	418,571	438,429
Excess (Deficit) Revenues				
Over (Under) Expenses	43,678	16,143	55,219	6,876
Beginning Balance	24,296	35,104	67,974	123,193
Ending Balance	67,974	51,247	123,193	130,069

ENTERPRISE - ICE ARENA CAPITAL RESERVE

This fund accounts for capital replacement contributions from the City of Ames and Iowa State University (ISU). Both the City of Ames and ISU contribute \$20,000 annually. Funds may only be spent on approved capital improvements at the Ice Arena. Beginning in FY 06/07, the interest earned by the reserve is credited to the Ice Arena Operations Fund to improve the fund balance and reduce rate increases required to fund operations. In FY 07/08, the \$20,000 contributed by both ISU and the City of Ames was assigned to the Operations Fund to improve the operating fund balance.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Transfer from Local Option	20,000	0	0	20,000
ISU Participation	20,000	0	0	20,000
TOTAL REVENUES	40,000	0	0	40,000
EXPENSES:				
None				
TOTAL EXPENSES	0	0	0	0
Excess (Deficit) Revenues				
Over (Under) Expenses	40,000	0	0	40,000
Beginning Balance	358,428	398,428	398,428	398,428
Ending Balance	398,428	398,428	398,428	438,428

ENTERPRISE - HOMEWOOD GOLF COURSE

This fund accounts for the operation of a 9-hole municipal golf course.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Earnings	1,277	1,000	1,200	1,000
Golf Course Fees/Rentals	158,422	173,738	181,820	183,260
Pro Shop Sales	2,605	2,700	2,700	2,700
Concessions	15,133	16,419	17,690	17,610
Western Wireless Rental	21,964	26,079	25,304	25,463
TOTAL REVENUES	199,401	219,936	228,714	230,033
EXPENSES:				
Homewood Golf Course	215,513	229,131	226,472	228,491
Merit & Payroll Adjustments		1,281		597
TOTAL EXPENSES	215,513	230,412	226,472	229,088
Excess (Deficit) Revenues Over (Under) Expenses	(16,112)	(10,476)	2,242	945
Beginning Balance	43,455	37,849	27,343	29,585
Ending Balance	27,343	27,373	29,585	30,530

ENTERPRISE - RESOURCE RECOVERY - OPERATIONS AND IMPROVEMENTS

This fund accounts for the operation of a municipally owned Resource Recovery Plant that provides service to 13 communities and several governmental organizations on a contractual basis. The per capita charge to the communities was adjusted in 2002/03 to reflect the 2000 census. The per capita fee was lowered to \$10.50 in 2004/05 and the tipping fee remains at \$52.75 per ton. A transfer from the General Fund of \$108,475 and the payment of \$315,000 in Debt Service makes up the Ames share of the per capita.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Per Capita Charges	299,954	299,954	299,954	299,954
ISU Charges	289,535	230,000	230,000	230,000
Other Contracts	15,324	15,540	15,540	15,540
Sale of Metals	192,109	169,960	195,000	200,000
Electric Plant	517,538	515,000	515,000	550,000
Public Fees	40,723	40,000	43,000	43,000
Other Customers	2,377,939	2,550,000	2,725,000	2,825,000
Interest	55,460	65,000	60,000	35,000
Other Revenues	24,655	7,700	7,500	7,500
Iowa DNR Grant				825,000
Total Before Transfers	3,813,237	3,893,154	4,090,994	5,030,994
TRANSFERS:				
General Fund	108,475	108,475	108,475	108,475
Total Transfers	108,475	108,475	108,475	108,475
TOTAL REVENUES	3,921,712	4,001,629	4,199,469	5,139,469
EXPENSES:				
Utilities:				
Resource Recovery Process	1,995,766	2,072,984	2,100,321	2,163,435
Landfill Operations	15,868	23,850	23,300	18,300
Yard Waste Management	34,682	36,500	36,500	36,500
Processing Reject Disposal	889,927	912,690	912,690	912,690
Sub-Total	2,936,243	3,046,024	3,072,811	3,130,925
Utilities CIP:				
Non-Ferrous System				1,100,000
Air Knife Modification	1,182,815			
Resource Rec. Renovations	316,819	177,000	184,713	177,000
CIP Sub-Total	1,499,634	177,000	184,713	1,277,000
Utilities Total	4,435,877	3,223,024	3,257,524	4,407,925
General Government:				
Human Resources	15,951	16,692	16,507	16,984
Accounting & Reporting	104,589	113,135	110,892	115,189

ENTERPRISE - RESOURCE RECOVERY - OPERATIONS AND IMPROVEMENTS, continued

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
General Government, continued:				
Finance Admin/Budget	12,429	13,088	12,885	13,106
Public Relations	12,060	12,930	12,954	13,466
Public Buildings	1,482	1,479	1,536	1,528
Merit/Payroll Adjustments		3,039		2,633
Purchasing Services	11,591	14,978	15,619	22,455
Public Works Administration	68,658	74,318	74,760	80,880
General Government Total	226,760	249,659	245,153	266,241
Total Before Transfer	4,662,637	3,472,683	3,502,677	4,674,166
TRANSFERS:				
Debt Service	244,398	180,850	180,850	150,100
TOTAL EXPENSES	4,907,035	3,653,533	3,683,527	4,824,266
Excess (Deficit) Revenues				
Over (Under) Expenses	(985,323)	348,096	515,942	315,203
Beginning Balance	2,305,973	1,188,581	1,320,650	1,836,592
Ending Balance	1,320,650	1,536,677	1,836,592	2,151,795

INTERNAL SERVICES – FLEET MAINTENANCE SERVICES

This fund accounts for maintenance and purchase of City-owned equipment. Shop Operations provides service to City departments (excluding Transit). The fund balance represents the accumulation of interest earnings used for capital projects at the shop location.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Earnings	9,509	5,600	12,000	10,000
Operational Dept Charges	1,674,013	1,635,778	1,636,036	1,689,038
Total Before Transfers	1,683,522	1,641,378	1,648,036	1,699,038
TRANSFERS:				
Fleet Purchases Interest	261,194	204,000	285,112	255,000
Road Use Tax Transfer		12,000	12,000	24,375
Water Transfer		12,000	12,000	24,375
Sewer Transfer		12,000	12,000	24,375
Total Transfers	261,194	240,000	321,112	328,125
TOTAL REVENUES	1,944,716	1,881,378	1,969,148	2,027,163
EXPENSES:				
General Government:				
Accounting & Reporting	36,402	39,119	38,391	39,881
Finance Admin/Budget	6,214	6,544	6,443	6,553
Public Buildings	1,101	1,099	1,141	1,135
Merit/Payroll Adjustments		4,085		3,499
Purchasing Services	3,553	4,789	5,030	4,581
General Government Total	47,270	55,636	51,005	55,649
Internal Services:				
Fleet Maintenance Services	1,644,575	1,662,715	1,667,710	1,730,175
Fleet Acquisition & Disposal	136,289	128,537	128,358	129,339
“Green” Fleet Subsidy			32,646	
Facility Improvements		48,000	48,000	97,500
Internal Services Total	1,780,864	1,839,252	1,876,714	1,957,014
TOTAL EXPENSES	1,828,134	1,894,888	1,927,719	2,012,663
Excess (Deficit) Revenues				
Over (Under) Expenses	116,582	(13,510)	41,429	14,500
Beginning Balance	207,754	291,020	324,336	365,765
Ending Balance	324,336	277,510	365,765	380,265

INTERNAL SERVICES – FLEET REPLACEMENT

This fund accounts for the accumulation of funds for use in the replacement of City of Ames fleet vehicles and related equipment. This fund allows operating departments to accumulate funds to replace vehicles and equipment over the useful life of that equipment.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest Earnings	309,808	204,000	275,000	255,000
Equip. Replacement Charges	1,393,319	1,391,200	1,435,402	1,396,870
TOTAL REVENUES	1,703,127	1,595,200	1,710,402	1,651,870
EXPENSES:				
Fleet Acquisition & Disposal	755,785	933,900	1,215,992	1,366,150
Total Before Transfers	755,785	933,900	1,215,992	1,366,150
TRANSFERS:				
Fleet Maintenance Services	261,194	204,000	285,112	255,000
TOTAL EXPENSES	1,016,979	1,137,900	1,501,104	1,621,150
Excess (Deficit) Revenues Over (Under) Expenses	686,148	457,300	209,298	30,720
Beginning Balance	5,404,135	5,409,243	6,090,283	6,299,581
Ending Balance	6,090,283	5,866,543	6,299,581	6,330,301

INTERNAL SERVICES – INFORMATION TECHNOLOGY

Information Technology and Communication and WiFi Services operate on a reimbursable basis.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Information Technology Charges	1,075,704	1,116,179	1,124,303	1,250,510
Communication & WiFi Services	221,379	220,577	227,638	227,638
TOTAL REVENUES	1,297,083	1,336,756	1,351,941	1,478,148
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		8,601		7,466
Internal Services:				
Information Technology	1,075,704	1,116,179	1,124,303	1,250,510
Communication & WiFi Services	221,379	220,577	227,638	227,638
Internal Services Total	1,297,083	1,336,756	1,351,941	1,478,148
TOTAL EXPENSES	1,297,083	1,345,357	1,351,941	1,485,614
Excess (Deficit) Revenues				
Over (Under) Expenses	0	(8,601)	0	(7,466)
Beginning Balance	147,518	147,519	147,518	147,518
Ending Balance	147,518	138,918	147,518	140,052

INTERNAL SERVICES – COMPUTER REPLACEMENT FUND

This fund accounts for the accumulation of funds for use in the replacement of City of Ames computers and related Information Services equipment. This fund allows operating departments to accumulate funds to replace Information Services equipment over the useful life of the equipment. Activities include a shared communication project with other law enforcement agencies in Ames and Story County.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Interest	96,608	60,000	60,000	60,000
Equip. Replacement Funds	400,311	236,108	285,378	250,000
Shared Comm. ISU	25,767	36,403	45,605	87,808
Shared Comm. Story County	30,638	35,898	48,305	90,508
Shared Comm. E911 Board	36,125	95,558	122,663	97,932
Shared Comm. Ames Police	27,507	36,203	47,405	89,309
TOTAL REVENUES	616,956	500,170	609,356	675,557
EXPENSES:				
Replacement Computer Equip.	198,620	146,873	137,424	220,953
Info Technology Computer Purch	47,392	211,547	243,264	179,700
Phone System Purchases			43,978	24,425
Shared Communication Project	116,563	204,062	263,978	365,557
Total Before Transfers	362,575	562,482	688,644	790,635
TRANSFERS:				
Electric	30,520			
Total Transfers	30,520			
TOTAL EXPENSES	393,095	562,482	688,644	790,635
Excess (Deficit) Revenues Over (Under) Expenses	223,861	(62,312)	(79,288)	(115,078)
Beginning Balance	1,650,895	1,627,366	1,874,756	1,795,468
Ending Balance	1,874,756	1,565,054	1,795,468	1,680,390

INTERNAL SERVICES - RISK MANAGEMENT

This fund accounts for payment of insurance premiums for Worker's Compensation, comprehensive liability and other insurance covered by the Risk Management Program. Loss prevention is also included in the program. The fund balance includes the required reserves plus an accrual calculation for unreported claims.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Department Insurance Charges	890,904	950,781	950,781	1,038,619
Interest Earnings	32,632	25,000	30,000	30,000
City Contrib. Workers' Comp	433,137	451,140	451,140	462,000
TOTAL REVENUES	1,356,673	1,426,921	1,431,921	1,530,619
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		870		671
Internal Services:				
Risk Management Admin	66,275	69,080	67,328	89,142
Workers Comp Claims	201,918	275,000	275,000	275,000
Workers Comp Admin	5,167	1,000	1,000	1,000
Liability Insurance	143,712	149,023	152,274	161,525
Auto Insurance	53,295	54,894	54,251	58,237
Excess Insurance	48,069	49,511	55,885	52,526
Liability Claims	95,152	50,000	50,000	50,000
Transit Insurance	81,860	84,316	84,316	93,793
Property Insurance	412,524	432,895	419,069	424,511
Prof. Liability Claims	26,468	27,262	26,502	28,955
Internal Safety Training	104,726	82,500	132,500	136,500
411 Medical	178,770	128,000	128,000	150,000
Police Professional Insurance	21,442	22,085	22,085	23,430
TOTAL EXPENSES	1,439,378	1,426,436	1,468,210	1,545,290
Excess (Deficit) Revenues				
Over (Under) Expenses	(82,705)	485	(36,289)	(14,671)
Beginning Balance	1,044,196	1,028,192	961,491	925,202
Ending Balance	961,491	1,028,677	925,202	910,531

INTERNAL SERVICES - HEALTH INSURANCE

This fund accounts for City and employee contributions for the City's health benefits plan. The City began self-insurance in July 2000. A 10% rate increase was planned for FY 07/08, however, favorable claims experience allowed the rates to stay flat for FY 07/08. Rates for FY 08/09 are budgeted 10% higher than the current amounts which is approximately a 6% increase from the FY 07/08 adopted levels.

FUND SUMMARY	2006/07 ACTUAL	2007/08 ADOPTED	2007/08 ADJUSTED	2008/09 MGR REC
REVENUES:				
Miscellaneous Revenue	1,727			
Employee/Retiree Contributions	773,330	826,600	772,771	850,048
Medicare Supplement Contribut.	37,727	49,000	38,000	38,000
Interest Earnings	109,009	82,000	110,000	114,460
City Contributions	4,085,596	4,400,000	4,252,552	4,677,807
COBRA Contributions	11,349	10,000	11,000	11,000
TOTAL REVENUES	5,018,738	5,367,600	5,184,323	5,691,315
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		1,664		1,440
Internal Service:				
Health Administration	89,594	91,204	79,602	93,679
Medical Claims	3,172,545	3,381,290	3,381,290	3,668,700
Dental Claims	273,318	273,588	288,838	304,359
Pharmacy Claims	771,867	858,025	858,025	921,266
Medicare Supplement Premium	38,044	49,000	38,000	38,000
Specific Excess Insurance	126,960	130,810	130,810	130,810
Aggregate Excess	25,300	25,412	25,412	25,412
Reinsurance	25,000	28,000	28,000	28,000
Access Fee	65,573	65,004	65,004	65,004
Health Promotion	113,515	184,869	190,506	192,024
ASO Medical	133,809	146,273	146,273	149,000
ASO Dental	18,474	16,068	19,000	19,500
Pharmacy Outcomes	32,124	32,476	32,476	32,476
Disease Management	58,384	77,800	60,000	62,000
TOTAL EXPENSES	4,944,507	5,361,483	5,343,236	5,731,670
Excess (Deficit) Revenues Over (Under) Expenses	74,231	6,117	(158,913)	(40,355)
Beginning Balance	1,822,196	1,844,388	1,896,427	1,737,514
Ending Balance	1,896,427	1,850,505	1,737,514	1,697,159
Reserve for Post-Employment Health Care Benefits			239,763	288,992



Orange Dragon

By Dave Johnson, 1998

Southwest corner outside City Hall

AMES CITY COUNCIL APPOINTEES

Name	Title	Phone Number
Steve Schainker	City Manager	515-239-5101
Doug Marek	City Attorney	515-239-5146

CITY OF AMES, IOWA, DEPARTMENT HEADS

Name	Department	Phone Number
Donald Kom	Electric	515-239-5171
Paul Hinderaker	Fleet Services	515-239-5520
Duane Pitcher	Finance	515-239-5113
Clint Petersen	Fire	515-239-5414
Julie Huisman	Human Resources	515-239-5199
Art Weeks	Library	515-239-5630
Nancy Carroll	Parks and Recreation	515-239-5350
Steve Osguthorpe	Planning & Housing	515-239-5400
Chuck Cychosz	Police	515-239-5130
John Joiner	Public Works	515-239-5162
Sheri Kyras	Transportation – CyRide	515-239-5563
John Dunn	Water & Pollution Control	515-239-5150

ELECTRIC RATE COMPARISON
For Rates in Effect January 2008
 By Ames Municipal Electric System

RESIDENTIAL RATE COMPARISON

	250 kWh	% *	500 kWh	% *	750 kWh	% *	1,000 kWh	% *
SUMMER								
Ames Electric Svcs.	\$ 27.40	-39%	\$ 50.74	-30%	\$ 73.47	-25%	\$ 96.19	-24%
Alliant Energy	39.62		68.67		92.91		124.66	
MidAmerican Energy	29.57		50.65		71.72		92.79	
Consumers Energy	63.75		97.00		130.25		163.50	
Midland Power Coop	46.50		73.00		99.50		126.00	
WINTER								
Ames Electric Svcs.	25.08	-42%	45.36	-35%	63.94	-33%	82.51	-31%
Alliant Energy	35.00		59.43		79.66		99.90	
MidAmerican Energy	28.95		49.40		69.84		90.29	
Consumers Energy	63.75		97.00		130.25		163.50	
Midland Power Coop	46.50		73.00		99.50		126.00	

COMMERCIAL/GENERAL SERVICE/INDUSTRIAL RATE COMPARISON

	7,500 kWh	% *	10,000 kWh 40KW	% *	12,500 kWh 50KW	% *	30,000 kWh 100 KW	% *
SUMMER								
Ames Electric Svcs.	\$ 687.45	-10%	\$ 898.20	-4%	\$ 1,119.85	-4%	\$ 2,450.60	-7%
Alliant Energy	778.88		1,047.92		1,309.90		2,793.96	
MidAmerican Energy	652.33		835.88		1,019.43		2,304.28	
Consumers Energy	800.80		1,097.60		1,352.40		3,136.00	
Midland Power Coop	815.00		780.00		975.00		2,340.00	
WINTER								
Ames Electric Svcs.	\$663.26	-22%	\$ 786.08	-7%	\$ 972.25	-7%	\$ 2,150.40	-10%
Alliant Energy	601.45		737.36		921.70		1,980.08	
MidAmerican Energy	608.53		773.08		937.63		2,089.48	
Consumers Energy	800.80		1,097.60		1,352.40		3,136.00	
Midland Power Coop	815.00		780.00		975.00		2,340.00	

* % indicates difference in A.M.E.S. rates compared to average of other four utilities.

NOTE: Some utilities also offer optional rates for electric heat, time-of-use, etc.

ENERGY COST ADJUSTMENT FOR 2008 RATE COMPARISON

SUMMER RATE PERIOD

	Residential	Commercial	Industrial		
Ames Electric Svcs.	\$0.01530	\$0.01530	\$0.01530	Ames Electric Svcs.	June, July, Aug, Sep
Alliant Energy	0.01570	0.01570	0.01570	Alliant Energy	June 16 - Sep 15
MidAmerican Energy	N/A	N/A	N/A	MidAmerican Energy	June, July, Aug, Sep
Consumers Energy	0.00000	0.00000	0.00000	Consumers Energy	N/A
Midland Power Coop	0.00541	N/A	N/A	Midland Power Coop	N/A

RESIDENTIAL WATER RATE COMPARISON
Iowa Cities of 10,000 and Over Population
Rates as of September 2007

With Softening

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Ames	50,731	\$ 7.30	\$ 15.64	\$ 21.20	\$ 168.20	\$ 811.80	\$ 1,623.60
Ankeny	37,000	5.20	16.18	25.98	263.63	1,315.07	2,640.08
Boone	12,803	7.37	22.22	34.10	260.15	884.68	1,666.28
Cedar Rapids	125,000	4.56	12.30	17.46	136.30	637.84	1,253.01
Iowa City	62,649	6.41	21.36	33.32	245.47	1,119.35	2,213.12
Marshalltown	26,009	4.85	12.77	18.05	137.95	673.50	1,340.95
Newton	15,579	7.62	13.34	19.06	117.36	550.36	1,079.41
W. Des Moines	54,591	3.00	17.63	27.38	247.05	1,224.75	2,449.50
Ames Rank Among 21		10	10	14	15	12	11

With Other Treatment

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Cedar Falls	35,000	\$ 6.83	\$ 10.67	\$ 13.23	\$ 59.28	\$ 253.98	\$ 495.64
Fort Dodge	28,026	8.06	14.06	21.26	149.16	632.41	1,168.66
Marion	26,294	6.11	9.22	13.36	106.02	493.27	962.07
Sioux City	82,000	7.19	15.95	24.71	185.52	730.02	1,409.53
Ames Rank Among 33		14	16	21	21 (tie)	18	16

Range		\$ 0.00	\$ 6.00	\$ 9.16	\$ 59.28	\$ 253.98	\$ 495.64
	to	12.31	28.26	41.34	346.25	1,711.25	3,417.50
Median Rate		\$ 6.83	\$ 15.64	\$ 23.08	\$ 180.13	\$ 823.88	\$ 1,615.99
Ames, % of Median		106.9	100.0	91.9	93.4	98.5	100.5

RESIDENTIAL SEWER SERVICE CHARGE COMPARISON
Iowa Cities of 10,000 and Over Population
Rates as of September 2007

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Ames	50,731	\$ 6.05	\$ 15.35	\$ 21.55	\$ 161.05	\$ 781.05	\$ 1,556.05
Ankeny	37,000	9.96	26.48	37.49	285.21	1,386.21	2,762.46
Boone	12,803	9.89	23.99	33.39	244.89	1,184.89	2,359.89
Cedar Falls	35,000	12.30	18.42	24.54	162.24	774.24	1,539.24
Cedar Rapids	125,000	9.88	15.36	20.84	144.14	692.14	1,377.14
Fort Dodge	28,026	10.27	13.26	19.24	153.57	750.57	1,496.82
Iowa City	62,649	7.76	26.76	41.96	383.96	1,903.96	3,803.96
Marshalltown	26,009	9.51	18.81	25.01	164.51	784.51	1,559.51
Newton	15,579	7.24	16.52	25.80	234.60	1,162.60	2,322.60
Sioux City	82,000	6.91	17.27	27.63	264.74	1,315.49	2,627.63
W. Des Moines	54,591	0.00	15.68	25.13	237.75	1,182.75	2,364.00
Ames Rank Among 35		23	26	25	28	27	26

Range		\$ 0.00	\$ 8.25	\$ 11.25	\$ 78.75	\$ 378.75	\$ 753.75
	to	14.00	29.60	48.58	485.98	2,430.00	4,859.98
Median Rate		\$ 7.00	\$ 16.97	\$ 25.01	\$ 191.69	\$ 936.59	\$ 1,842.21
Ames, % of Median		86.4	90.5	86.2	84.0	83.4	84.5

ACKNOWLEDGMENTS

Duane Pitcher, Finance Director, and Carol Collings, Budget Officer, wish to thank the Finance staff for their assistance in producing this document. The timely completion of the document would not have been possible without the loyal support and assistance of many staff members.

Sharon Hjortshoj, Finance Administration Secretary

Rich Thraikill, Print Shop

Nancy Masteller, Accountant

The cover design was created by Allison Vennerberg, Public Relations Intern in the City Manager's office, with assistance from Susan Gwiasda, Public Relations Officer.

And, special thanks to the City Manager's staff for their assistance with the Ames Public Art Commission's photos of the art holdings.

For more information, contact:

Duane Pitcher
Finance Director
515-239-5113
dpitcher@city.ames.ia.us

Carol Collings
Budget Officer
515-239-5122
ccollings@city.ames.ia.us