



CITY OF AMES, IOWA

2009/10 PROGRAM BUDGET



EcoSmart is the City of Ames' comprehensive strategy to reduce energy consumption and conserve natural resources. While many of these efforts are new, others have been around for decades. Under the EcoSmart umbrella are Smart City, Smart Water, Smart Trash, Smart Energy, Smart Watersheds, and Smart Ride programs.

For decades, the City of Ames has actively engaged in saving resources, reducing energy demand, and promoting recycling. From a financial perspective, conservation of resources is good fiscal policy. In recent years, the push to reduce, reuse, and recycle has reached beyond its budget impact. There is a growing movement in the Ames community to promote conservation of limited resources as a means to achieving a greater global good --- a more sustainable future.

CITY OF AMES, IOWA

2009/10 PROGRAM BUDGET

**ADOPTED BY THE CITY COUNCIL
MARCH 3, 2009**

**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

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Budget Presentation
Award*

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City of Ames

Iowa

For the Fiscal Year Beginning

July 1, 2008

President

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, 2008. 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.

City Manager's Office

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March 2009

Mayor and Ames City Council Members:

Attached for your review is the adopted budget for FY 2009-10. This budget represents expenditures totaling \$179,908,062 to fund the various services provided to our residents, businesses, and visitors.

In recent years when I presented you with my budget recommendations, I found it was important to identify the variety of challenges that had made this task extremely difficult. Some of these situations were influenced by internal circumstances, while others were impacted by external forces. This year is no different. The City staff members are very aware of the difficult economic times in which our nation finds itself. Consequently, we worked very hard to maintain the high quality of services that our citizens have come to expect and, at the same time, to mitigate the increase in property taxes that are required to finance those services provided for law enforcement, fire protection, parks and recreation, library, planning, and CyRide.

The budget also includes a temporary increase in service for the CyRide transit system. For the summer of 2009, CyRide will provide fare-free transit service for both the fixed route and Dial-A-Ride service. The new service will be funded with \$93,200 from the Local Option Sales Tax fund balance over FY 08/09 and FY 09/10. This is not expected to be a permanent increase in service; rather it is a program to introduce the use of transit to a wider group of users.

In terms of the major utilities that we operate, the challenge before us is more daunting. Some of our utility facilities are reaching the end of their life expectancy, others are in need of upgrades to meet new environmental regulations, and a few will be receiving upgrades to ensure that our customers' needs are met over the next twenty years. As a result of these situations, major expenditures are reflected in this budget that will impact user fees in our Electric, Water Pollution Control, and Water utilities over the next five years.

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 important issues that are contained in this document.

PROPERTY TAX SUPPORT – \$.20 Tax Rate Reduction

The budget reflects a 1.85% reduction in our overall property tax rate from \$11.06 per \$1,000 of taxable valuation to \$10.86 per \$1,000 of taxable valuation. This tax rate decrease, coupled with a 3.4% increase in the state-mandated rollback, will result in additional taxes of approximately \$7.39 per year for every \$100,000 of taxable valuation for residential property, a reduction in tax obligation of approximately \$17.45 per year for every \$100,000 of taxable valuation for

commercial property, and a reduction in tax obligation of approximately \$20.42 per year for every \$100,000 of taxable valuation for industrial property.

After two years of taxable valuation increases of less than two percent, new construction and changes in residential rollback resulted in an increase in taxable valuation of 4.6%.

LAW ENFORCEMENT ACTIVITIES

A significant initiative reflected in this budget involves a new partnership with Mary Greeley Medical Center (MGMC) to establish Emergency Medical Dispatch (EMD) capabilities within our Emergency Communications program. Currently, when an ambulance call is received by a Police Dispatcher, the call is immediately transferred to emergency room personnel at MGMC to continue communication with the requesting party until the paramedics arrive on the scene. Over the years, it has become increasingly difficult for MGMC to ensure that a qualified professional is available to provide this critical assistance.

The new partnership will result in our Police Dispatchers being trained and certified to maintain contact with a person calling for ambulance assistance until help arrives on the scene. With this additional medical training, the Dispatchers will be qualified to provide directions to the requesting party regarding such topics as rescue breathing, treatment for bleeding wounds, baby delivery, CPR, etc.

The incremental cost to provide this new service is estimated to be \$22,000 with a one-time cost of \$40,000 to purchase the necessary software. In discussing this new venture with the President of MGMC, it was determined that an equal sharing of the upfront and ongoing costs would be the most fair. Ultimately, a formal agreement between the City and MGMC must be worked out before we undertake this new responsibility.

Because of financial difficulties they are experiencing, the Ames Community School District officials have informed us that they will not be able to share the cost of the School Resource Officer for the spring/summer semesters, resulting in a loss of approximately \$18,000 to our budget. The budget assumes that the School District will restore their share of funding for this position beginning in the fall of 2009.

BUILDING SAFETY ACTIVITIES

Each year, we attempt to set construction-related permit fees at a level where our estimated revenues will cover our anticipated expenses for providing inspection activities. In past years, we have emphasized that our fees are substantially less than other cities in central Iowa and have asked the Council to gradually increase these fees by small percentages each year. Based on this past direction, minor fee increases would be expected in FY 2009-10.

Our data indicates that the difficult economy is affecting the construction industry in Ames. On one hand, we are projecting a slowdown in new construction activity that would normally yield the bulk of our revenue. On the other hand, we are experiencing a healthy number of smaller renovation projects that still require a significant amount of inspection time. However, rather than support a further increase in building related fees, I am recommending that the General Fund make up the revenue shortfall, currently projected to be approximately \$12,000 in FY 2009-10.

If this construction trend continues into the future, I may have to identify a different financial solution. However, given the fact the General Fund benefited in many years when permit revenues exceeded inspection expenditures, this financing strategy seems appropriate, at least on a short-term basis.

The downturn in the economy has not lessened our workload in regard to rental housing inspections. In fact, the number of rental units continues to increase. In order to support the current level of service, rental housing fee increases will range between 2.9% and 4.4% for FY 2008-09 and 3.8% to 5.7% in FY 2009-10.

TRAFFIC CONTROL ACTIVITIES

With our designation as a Metropolitan Planning Organization (MPO) in 2003, we realized the benefit of federal funding without having to compete with other cities from a much larger geographic area, but also gained the new responsibility for administering all of the federal rules and regulations that accompany this new status. Initially, we attempted to handle this new administrative workload by contracting it out. We have now reached a point where we believe there is a need for a full-time Transportation Planner. There will be no net cost to the City for this new position since it will be paid for from MPO planning funds and the elimination of two temporary positions already funded in previous budgets. The Transportation Planner will be responsible for the MPO administration and agency coordination as well as studying multimodal network issues involving traffic calming and safe routes.

In an effort to improve the quality of our traffic signals, this budget provides for replacement of eight loop detection systems. In addition, we have completed the replacement of the green and red incandescent bulbs in our traffic signals with the more energy efficient light emitting diode (LED) bulbs. These LED bulbs have saved \$43,000 to date. Over the next two years, we will focus our efforts on replacing the bulbs associated with the pedestrian signals.

CITY HALL SPACE NEEDS

As discussed in the current CIP, we have identified a need for the renovation of City Hall to better utilize available space. The capital improvement plan for City Hall Space Reuse includes the use of the General Fund for a portion of the funding. A combination of improved revenues and reduced expenses over the past two years has allowed for this use of General Fund balance. Even after utilizing \$600,000 for this project, we will maintain a projected FY 2009-10 General Fund balance of 23.6% of expenditures. The FY 2009-10 budget will show a deficit of \$600,000 due to the planned one-time use of the fund balance.

UTILITIES

Resource Recovery Utility – No Rate Increases

This utility is financed primarily from the sale of refuse derived fuel (RDF) from the Power Plant, tipping fees from the private haulers and individual customers, and tax subsidy from a per capita allocation to the governmental entities in Story County who rely on this facility. Because of the sound financial position of this fund, the tipping fee will remain at \$52.75 and the per capita allocation will stay at \$10.50. In FY 2009-10, the City's share of this operation will be \$423,475. The fund's financial position should improve even more next year as the G.O. bond debt will be retired.

Water Utility – 10% Rate Increase

Fox Engineering is currently assisting the staff in development of a long-range strategy to ensure that the needs of our water customers will be met over the next twenty years. The three options being considered to address our aging water treatment facility include renovation of the existing plant, construction of a new plant, or a combination of a partial renovation of the existing plant and construction of a new peaking facility that can be expanded as demand grows. While we are months away from seeking City Council direction as to a preferred option, it appears that a series of rate increases will be needed over the next five years to finance any project that is selected. To begin building up the balance to avoid even larger increases in future years, the FY 2009-10 budget reflects a 10% increase in our water rates.

A closer analysis of our Water and Water Pollution Control operations influenced a decision to redistribute costs based upon updated estimates of benefits to the respective utilities. Therefore, you will notice charges for laboratory services allocated to the Water Utility have increased from 20% to 35% of the total expenditures resulting in \$78,804 of additional costs to the Water Utility. At the same time, we are introducing the concept of allocating half of the meter costs, previously charged totally to the Water Fund, to the Sewer Fund. This move will result in a reduction in expenditures of \$281,211 to the Water Fund.

Sanitary Sewer Utility – No Rate Increase

In FY 2008-09, the City Council implemented a sanitary sewer rate increase earlier than first projected in order to avoid a larger increase in FY 2009-10. While no rate increase is needed this year to cover our operating and capital improvement costs, it appears that a series of two increases will be required in the following two years to accomplish the installation of a disinfection system to further protect the quality of water in the Skunk River south of the city.

The two shifts in the allocation of costs between the Water and Sanitary Sewer Funds mentioned in the above section will result in a net increase in the cost to this utility of \$202,407.

We have shifted one FTE from Water Distribution to Sanitary Sewer Maintenance to accomplish more manhole inspections to prioritize repair of defects, to increase monitoring of pipe conditions, and to improve availability of our crews for securing frames and adjusting casting heights for accessibility. Our emphasis on contract sewer cleaning also has been increased to \$95,000 to reduce the number of citizen complaints.

Storm Sewer Utility – \$.40 Increase in Monthly Rate

The Environmental Protection Agency's (EPA) Phase II Storm Water Regulations require the City to become more active in education, public relations, capital improvements, and regulation of storm water quality. In order to fulfill the maintenance and inspection obligations required of these federal mandates, the budget includes a \$.40 increase in the monthly storm sewer fee from \$2.60 to \$3.00.

In FY 2008-09 and FY 2009-10, we have increased funding to televise and clean more locations in the storm water collection system. This new service level will help to ensure an effective system operation. In addition, we are utilizing a Watershed Improvement Resource Board (WIRB) grant to improve the College Creek drainage area and are introducing a new rain barrel subsidy program.

Staff is aware that the City Council would like to consider an alternate methodology for assigning costs, perhaps with a fee based on the amount of impervious land on a lot. It is our hope that new aerial maps will be available for us to evaluate this new methodology in FY 2009-10. However, much discussion is needed before a shift in fee philosophy is implemented. Houses of worship, schools, and other non-profit entities are normally hit very hard by this type of new fee structure. Customers impacted by higher storm sewer fees under a new rate structure will likely desire to provide input to the Mayor and Council regarding a new storm water fee structure.

Electric Utility – 5% Rate Increase

This budget reflects the implementation of the recommendations contained in the recently completed Power Supply Study that will impact our electric rates for the next three years. The heart of our long-term strategy to meet our customers' needs for the next twenty years is retaining and refurbishing our two base-load generating units. Along with an extensive list of CIP projects needed to maintain the future reliability of our power plant, the operating budget earmarks a significant amount of funds for improvements for ash handling, cooling towers, boiler grates, stack roof, anti-dust foaming system, and boiler repairs.

With recent clarification from the court system, we can move forward with our CIP projects related to reducing NOx from our emissions. Until improvements on both units are completed, we will need to purchase approximately \$4,250,000 worth of NOx allowances over the next two years. In addition, in response to complaints from neighbors, we have included the purchase of a water truck in FY 2008-09 to help reduce fugitive dust leaving the coal yard.

The FY 2009-10 budget includes funding for a cost-of-service study and associated rate study. Given the amount of time needed to perform these analyses, it is probable that the proposed 5% rate increase will be needed before the studies are completed. Any rate structure adjustments recommended among customer classes would then be available in time for the future rate increases needed in FY 2010-11 and FY 2011-12.

LEASED HOUSING

Traditionally, we have funded the administration of the Section 8 Leased Housing program with the federal funding designated for administration of the program. As our costs have increased over the years, we no longer meet this objective and the FY 2008-09 and FY 2009-10 budgets both include drawdown of the Leased Housing Fund balance to pay for administration of the program. Over a two-year period, the shortfall is estimated to be \$79,098. Unfortunately, only \$16,895 of available balance will remain at the end of FY 2009-10. Beginning in FY 2010-11, we will either need to reduce administrative expenses in the Section 8 Leased Housing program or identify funding from other sources. City Council will need to decide if they desire to fund this program with other sources. Funding options would include drawdown of the Housing Assistance Fund or County-Wide Affordable Housing Fund, property tax revenue, or Local Option Sales Tax revenue.

CEMETERY

While the cemetery program is not operated as an enterprise fund, we do strive to make sure user revenues equal our expenditures for this operation. This budget accomplishes this goal since no property tax support is needed.

We are recommending a change in the allocation of the lot sale revenue. While the overall cost to the customer will not be increased, the revenue will be reallocated from 65% for operations and 35% for endowed care to 80% for operations and 20% for endowed care. This change is necessitated by a new law that does not allow the use of endowed care funds for capital improvements to the cemetery. With more monies available in our operating budget for improvements, the need for fee increases from our customers should be mitigated.

PARKS AND RECREATION

There is good news in the two programs administered by the Parks and Recreation Department. With nominal fee increases in the Ames/ISU Ice Arena and Homewood Golf Course operations, we are beginning to build up fund balances that will reflect \$135,911 and \$52,127 respectively. You will recall that in previous years we were fearful that the fund balances in these funds were falling below our target levels.

The FY 2008-09 budget anticipates Carr Pool being open through June 30, 2009, which is about the time we hope to open the new Furman Aquatics Center. Because we expect many people to delay buying season passes until they are sure when the new facility will open, we projecting less season passes being sold in this fiscal year. This situation will result in a net cost to the City in FY 2008-09 of \$63,000. However, we expect to make up this revenue shortfall in FY 2009-10 when more season passes will be sold due to the excitement of our new facility.

LEGAL SERVICES

Over the years, an increasing workload has made it difficult for two attorneys to meet the needs of their internal and external customers in a timely manner. Attempts were made to utilize a law student on a temporary basis to handle simple prosecutions, thereby making more time available for our attorneys. This approach has not totally resolved the service issue for our departments. Therefore, this program reflects a new Assistant City Attorney position.

None of us can be sure what is ahead for us given the uncertain economic times in which we find ourselves. However, we can be sure that our department heads, along with all of their staff members, stand ready to assist our citizens through these difficult times.

I want to give special recognition to Duane Pitcher, Carol Collings, Sharon Hjortshoj, Sheila Lundt, and Bob Kindred for the countless hours they spent helping to create this program budget.

Sincerely,

Steve

Steven L. Schainker
City Manager

CITY COUNCIL GOALS/OBJECTIVES

Established January 12, 2008
To Be Accomplished by January 1, 2010

May 15, 2009 Status Report

REJUVENATE CAMPUSTOWN

- **By January 2009 develop viable action steps to rejuvenate Campustown.**

Assigned:

The Mayor and City Manager will work with a small group of Campustown stakeholders to:

- 1) review the “Wilcox Class Study” as well as related studies; and
- 2) produce viable action steps for each stakeholder and report back to the City Council with recommendations.

This group should include:

- Iowa State University (ISU) Administration
- Mayor
- *Ex officio* Council Member
- Business/Chamber Representative(s)
- Two South Campus Area Neighborhood Association (SCAN) members
(one permanent resident and one student resident)

Status:

The Mayor and City Manager met with the ISU President and Vice President for Business and Finance to discuss Campustown on April 27, 2008. The ISU administrators indicated their strong support for the City Council goal of rejuvenating Campustown.

Discussions with the two major property owners (east and west of Welch Avenue) were conducted with the City Manager, Mayor, ISU President, and ISU Vice President to determine the property owners’ intentions regarding redeveloping Campustown.

The University engaged the services of the architectural firm, RDG, to determine the feasibility of developing the block west of Welch and south of Lincoln Way. The final report was shared with the public and City Council during a press conference at the Memorial Union.

The City Manager, along with Warren Madden, ISU Vice President for Business and Finance; Cathy Brown, ISU Facilities Planning and Management; Steve Osguthorpe, City of Ames Director of Planning and Housing; and Dan Culhane, Executive Director of Ames Chamber of Commerce, interviewed three companies that expressed interest in partnering with the City and University to renovate Campustown. These companies have experience working in campustown business districts (Ohio State, University of Michigan, Arizona State University, University of Chicago Circle, University of Illinois, and Indiana State University).

It appears the next step is to develop a Request for Proposal (RFP) to select a preferred developer to partner with on this effort. Cathy Brown is attempting to contact other universities that have hired consultants for this type of work to see if we could use their format.

Other Action:

Campustown Court Park Renovation has been completed, including the addition of public access WiFi.

“GO GREEN” TO MINIMIZE IMPACT ON GLOBAL CLIMATE CHANGE

- **Build municipal buildings to a Leadership in Energy and Environmental Design (LEED) standard and take into account life cycle costing considerations when determining design/specifications.**

Assigned:

When reviewing future plans and specifications for City buildings, the City Council will make sure these standards are considered.

Status:

Design concepts for the CyRide expansion project and Furman Aquatics Center are already completed; the new standards will not be applied to these two projects.

- **Design program and initiatives for implementing Energy Star Ratings for commercial buildings.**

Assigned:

City staff will research the Energy Star Rating System and develop options for implementing this system for commercial buildings.

Status:

The staff learned that the Energy Star Rating System is a program developed by the Environmental Protection Agency (EPA). The EPA web site assists companies interested in meeting these guidelines and highlights projects that have met the requirements.

The Electric Utility’s Demand-Side Management Program has been modified to require Energy Star ratings in order to receive rebates for:

- appliances
- lighting (residential/commercial)
- residential new construction
- room air conditioners
- programmable thermostats

- **Promote Resource Recovery Plant and glass recycling through continuous educational efforts.**

Assigned:

The Resource Recovery Plant staff and the Public Relations Officer have developed a strategy to accomplish this task.

Status:

In addition to the traditional means of promoting the Resource Recovery Plant and glass recycling, the staff has instituted the following new techniques:

- developed a virtual tour through the Iowa Communications Network
- participated in the Electric Utility’s Open House and Energy Fair
- appeared before elementary and high school (Ames and Nevada) classes
- hosted tours for scouts, science classes, service clubs, etc.
- created a newsletter that is distributed during public presentations

- **Continue to increase promotion of demand-side management for the Electric Utility.**

Assigned:

The Electric Services staff and the Public Relations Officer will develop a promotional plan.

Status:

In February 2008, we initiated a comprehensive six-week ad campaign promoting our electric demand-side programs. Our efforts continue through the monthly utility bill stuffer “City Side”, public presentations by the “Energy Guy”, and commercial advertising.

- **Request Transit Board to evaluate free CyRide for all riders.**

Assigned:

The City Council passed a motion requesting action from the CyRide Board of Directors.

Status:

The CyRide Director completed a preliminary analysis regarding the impact of a “fare free” system on the operations and capital budgets and shared this information with the CyRide Board. The initial cost to the system will be \$1,300,000 with the ongoing operational costs as much as \$700,000 per year. The Director sought state and federal funding for three years to support a “fare free” system as a pilot program. Unfortunately, this grant proposal was turned down.

A second option of providing a “fare free” opportunity during the summer months was considered by the CyRide Board. The cost of this option was estimated at approximately \$165,000.

The City Council appropriated \$93,200 from Local Option Sales Tax funding for a one-time experiment for “fare-free” CyRide during the summer months of 2009.

- **Conduct a Global Warming Emissions Inventory of the existing City operations by utilizing the software offered by the International Council of Local Environmental Initiatives (ICLEI). Once the baseline is established, the City Council will establish carbon emissions reduction targets.**

Assigned:

The Director of Fleet Services was assigned the responsibility to master this software and prepare a baseline report to the City Council.

Status:

The Director of Fleet Services completed the global warming emissions inventory and presented the baseline data to the City Council on February 26, 2008.

On October 28, 2008, the Council reviewed the staff recommendations and approved a goal of reducing carbon dioxide levels in City operations, excluding utilities, by 15% by 2014. In order to accomplish this goal, operational changes and capital investments will need to be made over the next five years.

- **Create a Strategic Plan outlining goals and action steps for the City of Ames government to reduce carbon emissions.**

Assigned:

The Director of Fleet Services is leading an internal team made up of representatives from each department to create specific recommendations that will reduce the City’s production of carbon emissions.

Status:

The team has been selected and has met a number of times. The team is developing a plan to accomplish the goal, including ideas related to our fleet, buildings, and operations. Over the next five years, the related expenditures must be inserted into our capital and operations budgets.

The Council appropriated \$400,000 to the Capital Improvements Plan to assist departments in making physical changes to their buildings that will increase energy efficiency.

- **Increase alternate fuel sources (other than Refuse Derived Fuel [RDF]) for Electric Utility.**

Assigned:

The Director of Electric Services is leading a staff team to develop an overall strategy to provide electric capacity for the next twenty years and related fuel sources.

Status:

Approximately 10% of the energy in our electric system currently comes from RDF from the burning of garbage in lieu of coal. Our goal is to increase energy from sources other than RDF by 10%.

To accomplish this goal, the City Council approved a contract with a number of other municipal utilities to create a new entity, IAMWind. It is expected that this new entity will partner with a private company that will construct a new wind farm. The City, along with the other municipal partners, will then purchase wind energy from the private company through a long-term contract. The City hopes to purchase 21.7 megawatts of wind energy from this new entity with ISU purchasing five of the 21.7 megawatts. This partnership is moving very slowly. With the tight economy, it appears identifying an interested private sector entity to build the anticipated wind farm will be difficult.

The City has contracted with Prairie Rivers RC & D to explore the feasibility of converting our RDF to bio-crude. We are awaiting their results.

As a final move to diversify our energy portfolio, we are currently seeking proposals from existing companies that are interested in providing energy (10 to 20 megawatts) from alternative fuel sources. We hope to have the proposals returned to the City in June 2009.

- **Educate the public about the importance of reducing global warming pollution and what other similar sized communities are doing in terms of developing sustainability programs.**

Assigned:

The City Council indicated support for these tasks by earmarking \$20,000 from the FY 07/08 Contingency Account to accomplish these educational programs. At the December 13, 2008, Council retreat, staff was directed to survey other cities to determine what they are doing to promote sustainability. In addition, we are seeking information about what other organizations in Ames are doing to promote sustainability. It was also directed at this retreat that the City partner with Ames Home Builders, Board of Realtors, and A Mid-Iowa Organizing Strategy (AMOS) to create an Energy Star program awareness program.

Status:

AMOS utilized the \$5,000 approved by the City Council to coordinate a public forum in September 2008 to educate the public about global warming and provide practical strategies for reducing carbon emissions at home. The group hopes to continue their public education efforts.

After a long wait, a Neighborhood Intern was hired. One of the intern's many projects was to survey what other cities are doing to promote sustainability. Unfortunately, he recently resigned his temporary position with the City to work permanently for the City of Des Moines. We are in the process of attempting to hire another intern.

The City Manager met with AMOS representatives to determine their interest in promoting the Energy Star Program. The group indicated that they would prefer focusing on other projects at this time.

STRENGTHEN OUR NEIGHBORHOODS

- **Explore a City/ISU partnership to improve tenant/landlord relations.**

Assigned:

The Mayor and City Manager will work with representatives from ISU Administration and Government of the Student Body (GSB) on this issue and report back to the City Council.

Status:

On September 4, 2008, the Mayor and City Manager met with Penny Rice, ISU representative who previously served as Director of the Landlord/Tenant Service, to obtain information on how the organization functions.

On September 16, 2008, the Mayor, City Manager, ISU Vice President for Student Affairs, and the GSB President met to discuss this service. The GSB President agreed their organization would develop a proposal for the City, ISU Administration, and the rental property owners to consider. It was agreed that the proposal will include the needs, services to be provided, and estimated costs.

On December 4, 2008, the GSB President presented a proposal to re-establish the Landlord/Tenant Service. It is estimated that the first year cost for this service will be \$130,000. Four parties (GSB, rental property owners, the City of Ames, and ISU administration) will need to support this effort.

Because of budget cuts at the University level, the GSB President reported he was dropping his request for funding this new venture. However, he thought the GSB would attempt, on their own, to create a service similar to the one in Iowa City that provides online information.

- **Focus Community Development Block Grant (CDBG) funds on improving neighborhoods.**

Status:

On February 26, 2008, the City Council approved a CDBG program plan for FY 08/09 that called for expenditures of approximately \$650,000 that focus on improving neighborhoods, including a housing rehabilitation program.

- **Hold a workshop to discuss incentives for home improvements in established older neighborhoods.**

Assigned:

Within the next year, the Mayor and City Council will schedule a workshop regarding this topic. In preparation for this meeting, City staff will prepare a report that will present various incentives (tax abatement, CDBG funding, grants, etc.).

Status:

No Action To Date

- **Hold an annual neighborhood summit.**

Assigned:

The Mayor and City Council will convene this neighborhood association meeting.

Status:

A second neighborhood summit was held on October 21, 2008. It appeared from conversation at this meeting that the neighborhood representatives overall were happy with the support that the City is providing.

- **Increase efforts to organize and support neighborhood associations.**

Assigned:

In FY 08/09, an intern will be hired to accomplish this initiative.

Status:

Funds for this part-time intern were approved in the Planning and Housing Department's budget for FY 08/09. The intern was hired in January 2009 to work on organizing new associations, create guidelines for associations, and communicate with neighborhoods about City projects or issues.

This intern recently resigned to take a job with the City of Des Moines. We are in the process of recruiting for a replacement.

○ **Explore the creation of Neighborhood Liaisons.**

Assigned:

Sheila Lundt, Assistant City Manager, was asked to approach the Breaking Down the Barriers group and Human Relations Commission to determine their interest in coordinating this new concept that would promote communications and interaction among neighbors.

Status:

Sheila explored the concept of Neighborhood Liaisons with both groups. The two groups were concerned with how to define an area for the Liaisons and how to determine what the Liaisons should do. They have agreed to work together on a concept slightly different than the Council had suggested. It was decided as a first step to organize social activities in neighborhoods ("Street & Greet") rather than identifying neighborhood contacts at this time.

Donated funds will be used to purchase a "Block Party Trailer" containing supplies to facilitate neighborhood gatherings.

PROMOTE "ONE COMMUNITY"

○ **Respond to recommendations from the Inclusive Community Task Force.**

Assigned:

The Mayor and City Council reviewed the recommendations in April 2008.

Status:

As a result of this work, community conversations were conducted which prompted the creation of a number of subcommittees that are working to implement the suggestions obtained through the conversations. A Volunteers In Service To America (VISTA) volunteer is assisting in the implementation of the recommendations.

○ **Request the Mayor's Youth Committee explore hosting a "Junior Citizens" Academy.**

Assigned:

The Mayor will request that the Youth Committee help determine what topics would be of interest to this group so that City staff can develop a four to eight hour curriculum.

Status:

The Mayor has contacted the President of the Youth Committee and is awaiting his response.

○ **Continue to hold regular meetings with other governmental organizations in the City and County.**

Assigned:

The Mayor and City Council will continue to schedule meetings each year with the City of Gilbert, City of Nevada, the Ames Community School District, Gilbert School District, United Community School District, Ames Economic Development Commission/Chamber of Commerce, Smart Growth Alliance, Convention and Visitors Bureau, Government of the Student Body, Mary Greeley Medical Center, Boone County Board of Supervisors, and Story County Board of Supervisors to discuss and coordinate future plans.

Status:

One such retreat was held in 2008. At the December 13, 2008 City Council retreat, it was decided to hold this meeting once every year. The next meeting will be in the spring of 2010.

○ **Increase support for celebrating diversity.**

Assigned:

Further clarification is needed by the City Council to determine in what form this support will come.

Status:

No Action Taken to Date

“BRAND” AMES

○ **Determine whether a “branding” process should be implemented.**

Assigned:

This task will include an objective assessment from an outside source to explore the advantages Ames offers to people as they relate to other cities. If adopted, then all stakeholders would incorporate this brand identity into each other’s promotional elements (e.g., brochures and web pages). The Mayor and City Manager will meet with representatives of the Ames Economic Development Commission (AEDC), Chamber of Commerce, and Ames Convention and Visitors’ Bureau (ACVB) to ascertain if there is any interest in accomplishing this as a community-wide goal.

Status:

The Mayor and City Manager were invited to a meeting with representatives from the AEDC, Chamber of Commerce, ISU, and ACVB to determine if there was any interest in jointly participating in a “branding process”.

At this April 24, 2008 meeting, a consensus was reached to support a first step with communication experts from each of the organizations coming together to:

- improve linkages among the various web sites
- generate a list of positive elements of the community
- perform a communications audit to compare messages, format, etc. from each group and consider how they look to outsiders
- identify a smaller group that will recommend the next steps in the branding process

The communication experts have requested that an ISU class perform a communication and branding audit in the 2008 fall semester for the various community groups’ public messages to determine where there is overlap or opportunities for common messages.

Dr. Linda Niehm’s ISU marketing class presented their findings on December 18, 2008 in 2019 Morrill Hall.

During the discussion of the Public Information budget, the Council asked the Public Information Officer to contact firms that have expertise in branding communities and invite one to meet with the Council to educate them on this topic.

The City Council dropped this branding process at their most recent goal-setting session update.

DEFINE DESIRED GROWTH

- **Review the current Land Use Policy Plan (LUPP) so that the City Council and the community can better understand the background, history, and content of this plan.**

Assigned:

The Planning and Housing staff will coordinate a workshop with the Planning and Zoning Commission and developers to review the current LUPP.

Status:

On February 19, 2008, a workshop was held featuring a review of the existing goals and key elements of the current LUPP by Steve Osguthorpe, Director of Planning and Housing, and a historical review on how the current plan was created by Brian O'Connell, who served as the Director of Planning and Housing for the City when the plan was developed.

The Council will hold a joint workshop in June 2009 with the Planning and Zoning Commission to once again review the goals of the existing LUPP and the corresponding implementation policies.

- **Update Annexation Study.**

Assigned:

The City staff will first attempt to estimate the amount of time and cost to accomplish this task.

Status:

The City staff completed this update and presented it to the City Council and public on April 1, 2008.

- **Hold a workshop/roundtable on targeted residential growth, followed by reaffirmation or modifications to current strategy.**

Assigned:

Because of the interest expressed by the Fieldstone developers and by a number of developers who hope to build homes immediately north in the near future in the urban fringe area, this meeting should be held as soon as possible.

Status:

On April 1, 2008, the City staff presented the results of the updated Annexation Cost Study. In addition, a round-table discussion was held regarding the targeted growth strategy reflected in the LUPP.

- **Annex and develop a large-lot industrial park.**

Assigned:

The City Manager, along with appropriate staff, will develop recommendations for accomplishing this task.

Status:

The City Manager and the Ames Economic Development Commission (AEDC) Director, Dan Culhane, developed four possible scenarios for accomplishing this project. Two scenarios included a partnership with private developers where the City would finance the infrastructure improvements while the private sector purchased the land. The other two scenarios involve the City handling the total cost of the project.

On April 2, 2008, the City Manager and Dan Culhane met with the development community to gauge their support for these scenarios. As a result of this presentation, a committee was created to explore a model for accomplishing this project.

Committee members visited Lawrence, Kansas where an industrial park was successfully completed. In their model, the County purchased the land and contributed it to the project. They were paid back

after the land was sold. The city paid for the installation of the infrastructure through Tax Increment Financing (TIF).

Estimates have been prepared for a three-phased development. According to the most recent estimates, the cost to the City could be approximately \$6,200,000 for public improvements.

On April 28, 2009, a conceptual plan for this large-lot industrial park was presented to the Council. The next step is to identify funding sources for the land and non-city utilities, as well as how to divide this project into smaller phases to make it more affordable.

- **Develop job creation action plan with area partners.**

- Assigned:

- The City Manager will convene a meeting with representatives from AEDC, ISU, and Des Moines Area Community College (DMACC) to request their assistance in developing a plan to create jobs in Ames and the surrounding areas for college graduates.

- Status:

- No action has been taken to date. Further clarification by the City Council of expectations for this job creation plan would be helpful. However, Dan Culhane, the Economic Development Commission Director, has created a five-year economic development strategy which calls for the creation of 1,000 new or retained jobs for 2007-2011.

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 09/10 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 2009/10 and the 2008/09 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 08/09 adjustment, and are then carried forward based on the estimated revenues and expenditures to estimate a beginning balance for the beginning of the 09/10 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.

The ETP creed for leaders employed by the City of Ames is as follows:

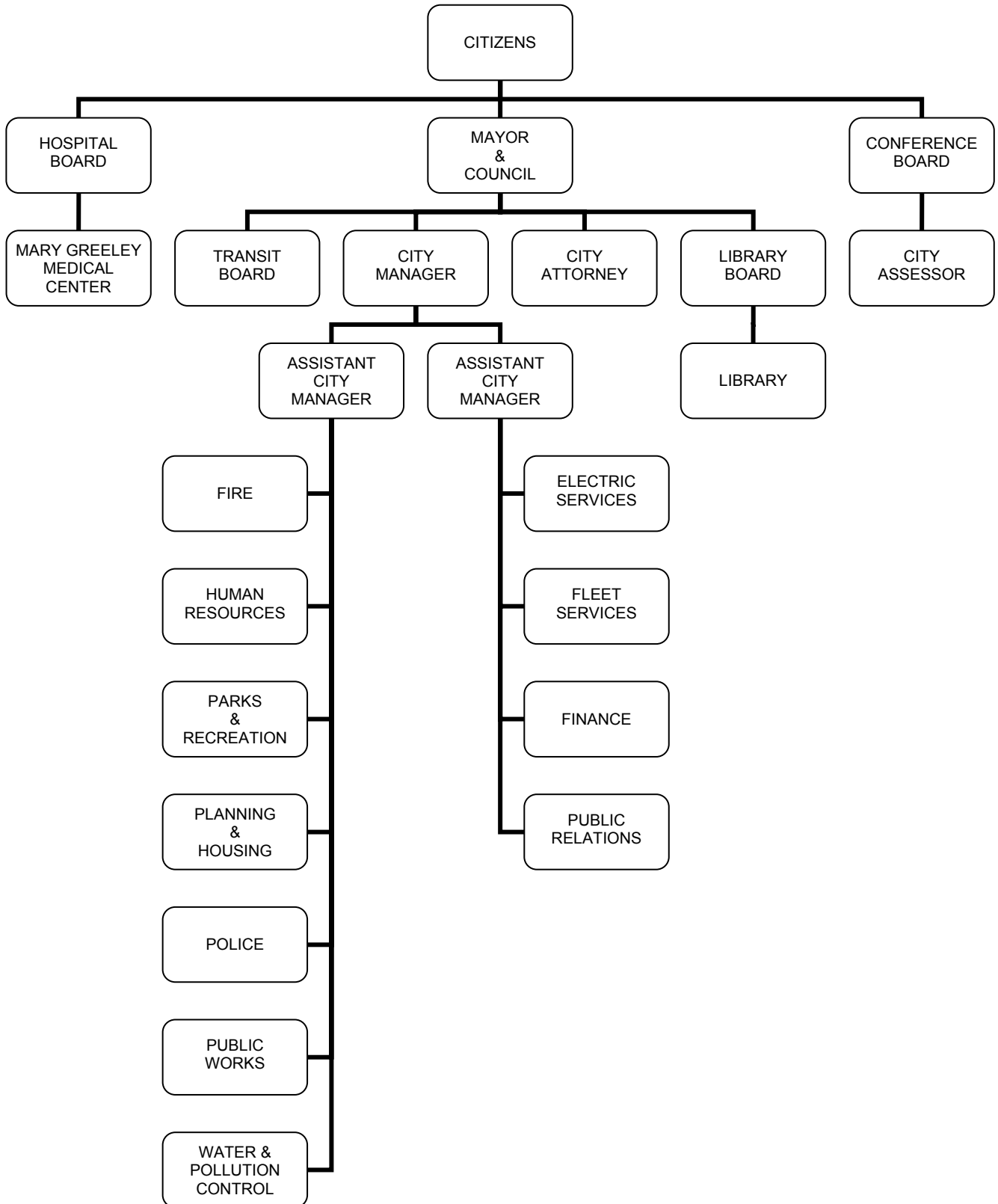
As a leader, it is my responsibility to create our desired culture in my sphere of influence by:

- Modeling the Way
- Inspiring a Shared Vision
- Challenging the Process
- Enabling Others To Act
- Encouraging the Heart

When I do, we will provide our citizens with exceptional service at the best price, and employees will experience an enjoyable and stimulating work environment from which personal and professional growth can occur.

The culture is defined by how leaders lead.

CITY OF AMES, IOWA ORGANIZATIONAL CHART



AMES CITY COUNCIL APPOINTEES

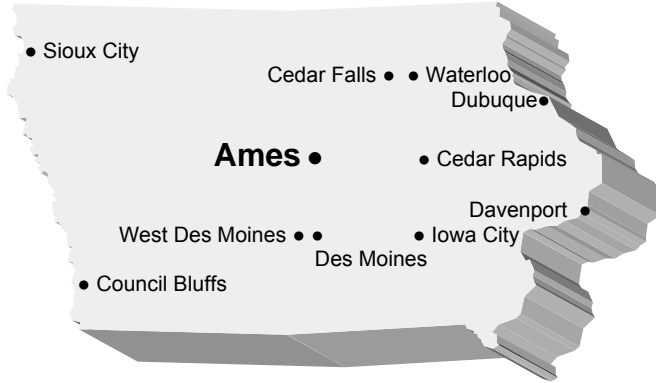
Name	Title	Phone Number
Steve Schainker	City Manager	515-239-5101
Doug Marek	City Attorney	515-239-5146

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

THE AMES COMMUNITY – MISCELLANEOUS STATISTICS

How the town was named....Ames was laid out, owned and named by the Blair Land Company. The company's chief engineer, John I. Blair, met Oakes Ames, a State Representative from Massachusetts, in 1863 when Mr. Ames' interest in the expansion of the railroad brought him to the Midwest. A year later, the flat lowlands between the Skunk River and Squaw Creek were named "Ames".



Conveniently located....Near the crossroads of the nation, where I-35 and I-80 intersect, Ames is centrally located to all points. Interstate road systems place Ames just a few hours drive from Minneapolis, Kansas City, Omaha, Chicago and St. Louis. Des Moines, the state capital, is only 30 minutes away.

Date of Incorporation: 1869

Form of Government: Council – Manager

Fiscal Year: July 1 through June 30

Area: 24.23 square miles

POPULATION	
1970	39,505
1980	45,775
1990	47,198
1995	48,691
2000	50,731
Ames is the home of Iowa State University with a student population of about 25,000.	

SCHOOL ENROLLMENT	
1970	6,032
1980	5,031
1990	4,802
2000	4,754
2006	4,432
2007	4,351
2008	4,340

UTILITIES CUSTOMERS	
Electric	24,079
Water	16,462
Wastewater	16,377
Storm Sewer	24,647
Yard Meter/Irrigation	1,910

MISCELLANEOUS CENSUS INFORMATION		CLIMATE	
Median Age of Population	23.6 years	Average Winter Temperature	20.8 degrees
Median Household Income	\$ 36,042	Average Summer Temperature	71.8 degrees
		Average Annual Rainfall	33.4 inches
		Average Annual Snowfall	30.8 inches
Police Protection – One Station	Fire Protection – Three Stations	Library – One Main	
51 Sworn Officers	39 Full-time Firefighters	Bookmobile	

RANKED NATIONALLY AS A GREAT PLACE TO LIVE
Ranked 53 out of "100 Best Places To Live" according to <u>Money Magazine</u> (2008)
<i>Ranked sixth smartest city in America by <u>Forbes Magazine</u> for 7.23% of Ames' population having doctorates, 93% graduating from high school, and more than 46% having a bachelor's degree or higher (2008)</i>
Story County ranked #2 by CNNMoney.com for "Top Places to Live a Long Life", with a life expectancy of 81.02 years (2008)
<i><u>Mother Earth News</u> wrote that Ames is "one of the greatest places you've never heard of" due to the small-town feel with big-city amenities and its actions to make the city a greener and healthier place to live. (2008)</i>
Ames was listed as one of <u>Business Week's</u> 50 most kid-friendly small towns and suburbs in the U.S. based on low crime rates, cost of living, good schools, test scores, and culture. (2008)
<i>America's Promise Alliance and Capital One honored Ames as one of 100 communities that find unique and effective ways to ensure their young people receive the resources necessary to stay in school and succeed. (2008)</i>
Ames was chosen for "Tourism Community of the Year" by the Iowa Department of Economic Development. (2008)

THE AMES COMMUNITY

SERVICES PROVIDED FOR THE CITIZENS OF AMES ARE AS FOLLOWS:

- The City of Ames provides public safety, public works, culture, recreation, community development, housing, planning/zoning, inspection, sanitation, fleet management, and administrative services to its citizens.
- The City provides electric, water, sewer, storm sewer, resource recovery (burning refuse for electricity production), parking, ice arena, golf course, and municipal airport operations.
- The City's transit system is unique, in that it is operated by a three-body board of City, University administration, and University student representatives, on which the City Manager serves as a City representative.
- The City provides the services of a non-profit municipal hospital, governed by a Board of Trustees as provided by City ordinance. Its financial and budget information is not included in this budget document, but is included in the audited financial statements.

The Budget, CIP, Budget in Brief, and Comprehensive Annual Financial Report are available on the City's web site – www.cityofames.org/financeweb/finance1/html.

The Budget and CIP documents may be reviewed at the Ames Public Library and also in the City Manager's, City Clerk's, and Finance Department's offices in City Hall.

MAJOR EMPLOYERS

Major private sector employers in Ames include: Sauer-Danfoss Corporation, specializing in hydro-transmissions; 3M Company, a manufacturer of abrasives; McFarland Medical Clinic; Hach Chemical, a manufacturer of water analysis equipment; Ball Plastic Container Corporation; and the Barilla pasta manufacturing plant.

Major public sector employers located in Ames include: Iowa State University; the Iowa Department of Transportation; the National Animal Disease Center/National Veterinary Service Laboratories; the Ames Community Schools, Mary Greeley Medical Center, and the City of Ames.

The presence of these particular public employers has served to insulate the local economy as evidenced by the City's unemployment rate of 3.1%, Story County's rate of 3.8%, and a statewide rate of 4.8%.

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 1,350 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 08/09 and proposed 09/10 operational budgets. Resident Satisfaction Survey results are presented to the City Council.

OCTOBER

October 7 – 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

November 25 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 09/10 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 20** – CIP workshop with City Council. **January 27 – Public hearing** for resident input on CIP.

FEBRUARY

January 30 and February 2, 4, 5, 10 – City Council reviews entire program budget with department heads in five (5) **public meetings** held on one afternoon and four evenings.

MARCH

March 3 – Final budget hearing and adoption of amended 08/09 budget and 09/10 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.**

THE BUDGET PROCESS

The expenditure projection process starts in late August with the Internal Service group of divisions called the “Early-7”. The Budget Officer prepares the payroll projections for these programs. The Early-7 group prepares budget estimates for the current year and a projection for the future year. PROBE (Productive Review of Budget Entries) meetings are conducted with Assistant City Managers, Finance Director, Budget Officer, and Early-7 Department/Division Heads. By early October, internal schedules are prepared from the approved budgets for data, phone, computer replacement, computer maintenance, fleet operating, fleet replacement, messenger, purchasing, postage, human resources, finance services, and property insurance.

In mid-October, budget instructions, along with all internal services schedules, are sent to the rest of the departments. The Budget Officer prepares payroll projections for all these departments and they have one month to complete a projection of the current year and future year.

Departments submit the proposed CIP projects by the start of October. The Finance Department edits the sheets and prepares summaries.

Fund projections are prepared after the mid-November operational budget deadline. CIP funding is discussed and after the City Manager and Assistants have toured and discussed all the CIP projects, a draft CIP is prepared. The month of December is spent in budget review, PROBE, meetings with all of the remaining departments.

Starting in January, the Budget Officer and Finance Director prepare summaries of the funds, programs, and issues to present to the City Manager. The City Manager, Assistant City Managers, Finance Director, and Budget Officer meet with the departments and complete the City Manager’s recommended budget by the end of January. Also during January, the draft CIP is presented to the City Council in a workshop followed by a public hearing one week later.

The City Council sees a budget overview on a Friday afternoon early in February and reviews the entire program budget with departments over three evenings the following week. The next week, on the final night, the amended budget for the current year, the budget for the future year, and the CIP are all approved with revisions.

The final budget hearing and adoption of the amended and future budgets take place before the required March 15 certification.

In April, all departments amend the current year’s budget which the Budget Officer summarizes and presents to the City Manager and the City Council by the end of May. Amendments are submitted to the County Auditor by the end of May as required by State statute.

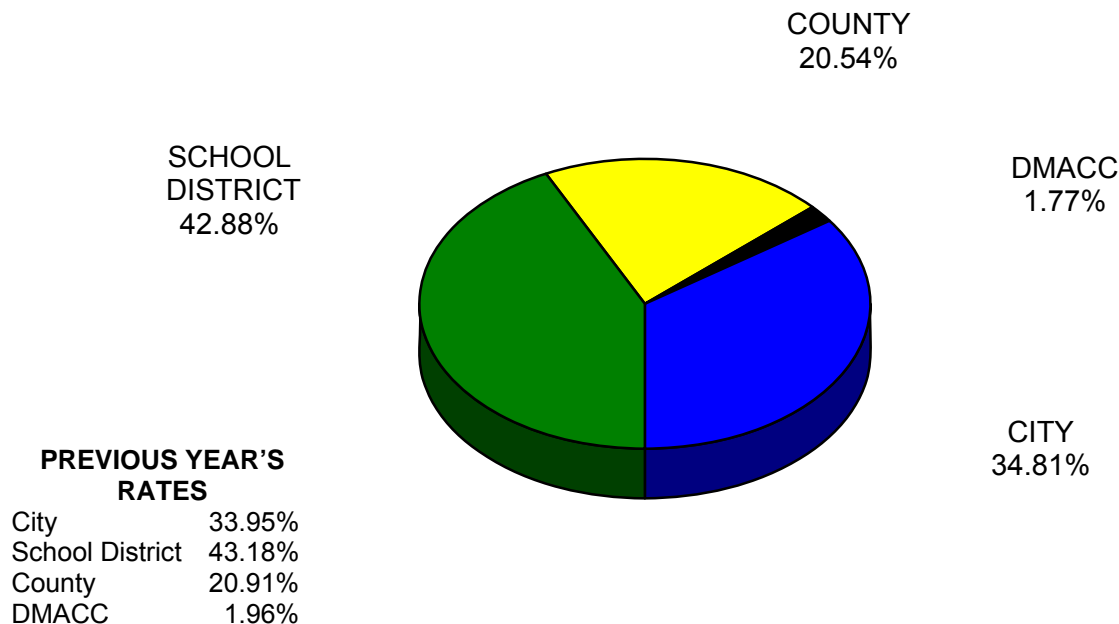
ACCOUNTING/BUDGET BASIS

The City's government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. The City's accounting and budget records for general governmental operations are maintained on a modified accrual basis, with the revenue being recorded when available and measurable and expenditures being recorded when the services or goods are received and the liabilities incurred. The primary differences between the financial statement and the budget record are the recognition of debt issuance and re-payment, the treatment of capital outlay, the recognition of depreciation expense, and the recognition of a compensated absence liability. Accounting records for the enterprise and internal service funds are maintained on the accrual basis.

PROPERTY TAXES

Property taxes are certified July 1 with the first half due on or before September 30 and the second half due on or before March 31. The first half taxes become delinquent on October 1 and the second half taxes become delinquent on April 1. There is a 1% per month penalty for delinquency. Taxes are collected by the County and distributed to the City in proportion of its levy to all levies.

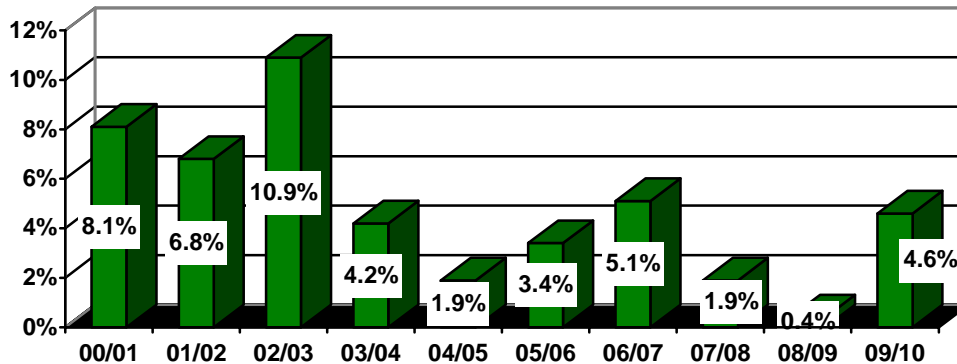
BREAKDOWN OF PROPERTY TAXES PAID 2008/09 RATES



City property taxes are about one-third of a resident's total property tax bill. The other taxing bodies are the School District, Story County, and the Des Moines Area Community College.

VALUATION GROWTH

VALUATION PERCENTAGE INCREASE 10 YEARS OF DATA



CITY OF AMES, IOWA

The 2009/10 budget is based on a 4.6% increase, or \$88,980,834 in additional taxable valuation for the City. The average valuation increase over the last ten years is 4.7%. The total valuation of \$2,030,775,716 is made up of the following components:

	Taxable Valuation	Percentage of Valuation	Change From Prior Year
Residential property	1,078,524,968	53.1%	7.6%
Commercial property	825,225,818	40.6%	1.2%
Industrial property	110,467,400	5.4%	2.8%
Utilities	9,474,071	0.5%	.7%
Utilities subject to excise	7,083,459	0.4%	1.5%
	2,030,775,716	100.0%	4.6%

FACTORS IMPACTING VALUATION GROWTH

Despite the downturn in the economy, Ames experienced moderate growth in taxable valuation for FY 09/10. The total change in taxable valuation of \$88,877,104 or 4.6% over the prior year included \$58,094,000 in new construction and \$7,752,000 in expiring exceptions. The increase in the rollback percentage on residential property from 44.0803% to 45.5893% and commercial property from 99.7312% to 100% resulted in a taxable valuation increase of \$36,621,894. Some of this increase was offset by a shifting in property classification from commercial to residential resulting in a reduction of taxable valuation of \$14,193,000 due to rollback difference. Change in valuations on existing property was basically flat overall with a total increase in valuation of \$733,325 across all property classifications.

GENERAL FUND ENDING BALANCE

The adopted ending General Fund budgeted balance for June 30, 2010 is \$6,003,682, or 23.6% of budgeted expenditures. The City's General Fund balance policy calls for a balance of at least 20% of expenditures.

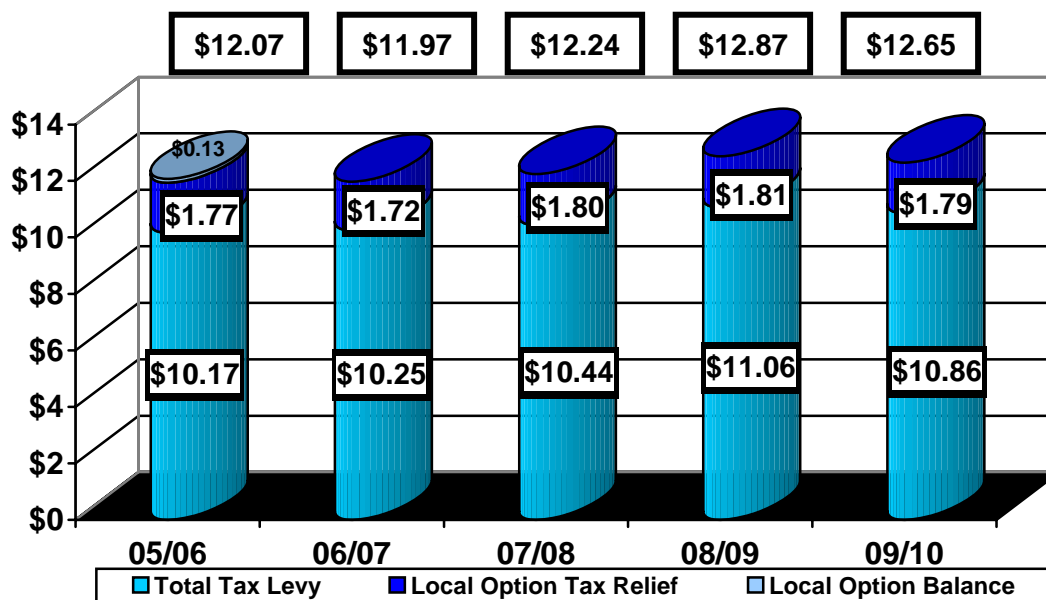
The City Council maintains this fund balance to help cover unexpected changes in expenses in revenues and to mitigate property tax rate increases in future years for capital improvements that have been identified in several pending long-range plans, including transportation, park and recreation facilities, annexation, and fire station location plans. These plans will also identify operational cost increases in addition to normal City growth from the physical expansion of Ames.

EMERGENCY RESERVE

In addition to fund balances, the City Council has for several years had a policy to annually budget a \$100,000 emergency reserve. These are discretionary funds over and above the general fund balance for use as designated by the City Council. This money is used for major projects which occur after the budget has been adopted. Due to budget restraints, only \$50,000 was approved for 2009/10. This is the eighth year Council has budgeted at the lower level.

LOCAL OPTION TAXES LOWER PROPERTY TAXES

EFFECT OF LOCAL OPTION TAX



LEVY/\$1,000 – CITY OF AMES, IOWA

On November 4, 1986, the citizens of Ames approved a Local Option Tax of 1% to be used 60% for property tax relief and 40% for community betterment. 60% of this tax will generate \$3,630,000 in 2009/10 which lowers the total tax levy by \$1.79. The chart illustrates the level the total levy would have to be if the Local Option Tax had not been approved. Adjusted local option tax revenues for FY 08/09 will be \$368,538 more than the budget amount due to a larger November settlement payment for FY 07/08. Local option tax revenues for FY 09/10 are projected to be 3.0% higher than the FY 08/09 Adopted.

STATE OF IOWA'S GENERAL TAX LEVY LIMIT

Iowa law limits a city's tax levy for the general fund to no more than \$8.10 per \$1,000 valuation in any tax year, except for specific levies authorized outside the limit. The City of Ames general fund levy for 2009/10 was \$5.81.

OF IOWA'S 11 LARGEST CITIES, AMES' LEVY RANKS 10TH

CITY	CENSUS	GENERAL LEVY PER \$1,000	TOTAL CITY TAX LEVY PER \$1,000	LEVY RANK	TOTAL CITY TAX LEVY PER CAPITA
Des Moines	198,682	\$ 8.10	\$ 16.58	5	\$ 490.24
Cedar Rapids	120,758	8.10	15.07	7	613.95
Davenport	98,359	8.10	15.58	6	567.18
Sioux City	85,013	8.10	18.71	1	440.90
Waterloo	68,747	8.10	18.37	2	531.02
Iowa City	62,220	8.10	17.72	4	698.84
Council Bluffs	58,268	8.10	18.09	3	633.46
Dubuque	57,686	8.10	9.97	11	324.71
Ames	50,731	5.79	11.06	10	423.34
West Des Moines	46,403	8.10	12.05	9	871.10
Cedar Falls	36,145	8.10	13.26	8	405.98
Average excluding Ames		8.10	15.54		557.74

Uses latest available tax rates - 08/09, and 2000 census.

CITY OF AMES, IOWA PROPERTY TAX COST OF SERVICES PER RESIDENCE 3-YEAR COMPARISON

	\$100,000 Home *		
	07/08	08/09	09/10
Streets/Traffic	128	131	128
Police Protection	109	106	108
Fire Protection	73	71	72
Recreation & Parks	42	59	60
Library	38	40	42
Transit	27	27	29
General Support Services	24	22	23
Planning	9	9	9
Resource Recovery	8	7	7
Storm Sewer	7	7	7
Animal Control	4	4	4
Inspections/Sanitation	3	3	3
Building and Grounds/Airport	3	2	3
	475	488	495
* Assessed Value	100,000	100,000	100,000
Rollback	45.5596	44.0803	45.5893
Taxable Value	45,560	44,080	45,589
Tax Rate per \$1000	10.43585	11.06239	10.85819
Calculated Tax	475	488	495

All categories reflect their applicable amounts for debt.

CITY OF AMES, IOWA 2009/10 BUDGET FACTS

Property Valuation \$ 2,030,775,716
 % Increase From 08/09 4.6%

LEVY REQUIRED	RATE PER \$1,000 VALUATION	AMOUNT	RATE CHANGE	%	AMOUNT CHANGE	%
General Fund Requirement	7.60169	15,437,328	(0.00344)	(0.05)	669,717	4.54
Less Local Option Property Tax Reduction	1.78749	3,630,000	0.02727	1.50	(106,103)	(3.01)
Net General Levy	5.81420	11,807,328	0.02383	0.41%	563,614	5.01
Trust and Agency Levy (Partial Police/Fire Benefits)	.47270	959,941	(0.2166)	(4.38)	0	0
Transit Levy	.62580	1,270,858	0.00251	0.40%	60,558	5.00
Total Before Debt Service	6.91270	14,038,127	0.00468	0.07	624,172	4.65
Debt Service Levy	3.94549	8,012,403	(0.20888)	(5.03)	(54,534)	(0.68)
Grand Total Tax Levy	10.85819	22,050,530	(0.20420)	(1.85)	569,638	2.65

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

City of Ames Honors

Ames Electric Services was one of 84 of the nation's more than 2,000 public power utilities to earn Reliable Public Power Provider™ (RP₃) recognition from the American Public Power Association (APPA) for providing consumers with the highest degree of reliable and safe electric service in 2008. The Reliable Public Power Provider designation is awarded based on proficiency in four key disciplines: reliability, safety, training, and system improvements.

The Water Pollution Control (WPC) Plant received a *Platinum-18 Peak Performance Award* from the National Association of Clean Water Agencies (NACWA). This award recognizes the facility and its staff for 18 consecutive years with 100% compliance with its discharge permit. In the 18+ years since the plant came online, it has met over 20,000 numerical limits without a single violation. According to NACWA's tracking, there are only two facilities in the country with longer compliance records.

In October 2007, Ames' water was voted "best tasting water in Iowa".

The City of Ames' Fire Department received an improvement in its fire department rating from the Insurance Services Office (ISO). ISO is a privately funded agency that sets fire insurance rates for many insurance companies. ISO rates communities on a scale of 1 to 10, with 1 being the best a community could obtain. The City of Ames has been rated a 4 for the past two decades. The new ISO rating for the City of Ames is a 3. There is no city in Iowa with an ISO rating higher than a 3.

The City received the Wellness Councils of America (WELCOA) Well Workplace Gold designation in September 2007. For 14 consecutive years, the City of Ames has been designated as a Well Workplace; building from bronze level to the first gold designation in 2000. Gold Well Workplaces are companies that have successfully built comprehensive worksite wellness initiatives and are demonstrating and documenting concrete outcomes.

Aaa Bond Rating for 2008, from Moody's Investors Service.

Certificate of Achievement for Excellence in Financial Reporting, Government Finance Officers Association. Every year since 1978/79.

Distinguished Budget Presentation Award, Government Finance Officers Association. Every year since 1986/87.

Tree City USA for 24 consecutive years.

City of **Ames** **ECOsmart**



FOR A SUSTAINABLE FUTURE

The City of Ames has developed the EcoSmart program to bring together all of its conservation efforts.

The EcoSmart program consists of Smart City, Smart Water, Smart Trash, Smart Energy, Smart Watersheds, and Smart Ride efforts.

The City has installed rain gardens in multiple locations, including the Library, City Hall, and the Water Plant.



Water and Pollution Control Department employees plant a rain garden in front of the Water Plant at 300 East 5th Street.

SUMMARY OF TOTAL REVENUES AND EXPENDITURES

ALL FUNDS - REVENUE SUMMARY

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Property Taxes	20,078,796	21,427,254	21,427,254	21,997,191	2.7
Utility Excise Tax	68,859	77,212	77,212	76,894	-.4
Local Option Sales Tax	5,890,772	5,873,162	6,241,700	6,050,000	3.0
Hotel/Motel Taxes	1,106,797	1,344,000	1,800,000	1,440,000	7.1
Other Taxes	7,066,428	7,294,374	8,118,912	7,566,894	3.7
Licenses & Permits	1,101,000	1,260,643	1,191,166	1,216,627	-3.5
Federal Grants	4,706,423	4,999,130	7,986,136	4,777,471	-4.4
State Road Use Taxes	4,346,879	4,301,989	4,373,042	4,590,784	6.7
Monies and Credits	12,514	15,000	12,500	12,500	-16.7
State Grants	3,051,912	4,433,866	5,554,127	4,306,639	-2.9
County Contributions	178,392	177,640	172,026	175,219	-1.4
Government Cont/Partic	3,508,018	3,880,901	3,718,775	3,938,208	1.5
Intergov'tmental Revenue	15,804,138	17,808,526	21,816,606	17,800,821	0.0
Utility Charges	58,871,290	63,666,802	62,598,077	67,208,116	5.6
Other Chgs for Services	8,625,978	8,683,990	8,672,329	9,105,460	4.9
Charges for Services	67,497,268	72,350,792	71,270,406	76,313,576	5.5
Fines, Forfeit & Penalty	824,316	758,650	783,200	783,900	3.3
Interest	3,859,262	2,750,060	2,820,600	2,342,400	-14.8
Other Uses of Money	850,394	771,995	730,247	755,740	-2.1
Use of Money & Property	4,709,656	3,522,055	3,550,847	3,098,140	-12.0
Proceeds from Bonds	9,559,781	23,520,573	8,355,000	12,732,573	-45.9
Other Misc. Revenues	4,800,524	1,851,614	2,334,677	1,445,834	-21.9
Miscellaneous Revenues	14,360,305	25,372,187	10,689,677	14,178,407	-44.1
Internal Services	11,516,461	11,785,903	12,089,577	12,730,518	8.0
Total Before Transfers	142,958,368	161,580,384	150,937,645	155,686,074	-3.6
Transfers	12,394,635	12,370,379	11,878,376	13,093,276	5.8
Grand Total Revenues	155,353,003	173,950,763	162,816,021	168,779,350	-3.0

ALL FUNDS - EXPENDITURES

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
OPERATIONS					
Public Safety					
421 Law Enforcement	6,796,664	6,795,513	6,861,656	7,065,473	4.0
422 Fire Safety/Admin	4,820,809	5,002,708	4,955,470	5,139,933	2.7
423 Inspection/Building Safety	1,002,264	1,078,586	1,017,613	1,041,524	-3.4
424 Traffic Control	627,157	763,855	749,394	817,577	7.0
428 Other Community Protect	594,771	613,000	613,000	649,000	5.9
Total Public Safety	13,841,665	14,253,662	14,197,133	14,713,507	3.2
Utilities					
481 Resource Recovery	2,813,166	3,130,925	2,987,645	3,324,976	6.2
482 Water Utility	3,988,331	4,369,837	4,697,566	4,785,852	9.5
483 Storm Water Diversion	225,035	266,428	272,411	259,244	-2.7
484 Wastewater Disposal	2,936,627	3,045,895	3,029,276	3,295,634	8.2
485 Electric Operations	38,824,983	43,451,764	42,861,732	46,538,395	7.1
486 Utility Customer Service	1,296,268	1,323,124	1,332,367	1,424,978	7.7
Total Utilities	50,084,410	55,587,973	55,180,997	59,629,079	7.3
Transportation					
431 Street System	2,689,233	2,558,189	2,867,362	2,836,011	10.9
434 Public Parking	685,520	698,636	695,136	726,662	4.0
426 Transit System	6,389,107	6,590,312	6,772,423	7,167,276	8.8
438 Airport	126,904	104,833	127,887	109,092	4.1
Total Transportation	9,890,764	9,951,970	10,462,808	10,839,041	8.9
Community Enrichment					
451 Recreation/Administration	2,168,621	2,404,760	2,422,095	2,666,142	10.9
452 Parks	947,500	985,080	996,074	1,042,930	5.9
455 Library Services	2,957,448	3,141,982	3,138,126	3,252,792	3.5
456 Library Grants/Donations	193,935	94,807	324,494	265,590	180.1
441 Health & Sanitation	140,081	153,356	150,965	157,649	2.8
442 Animal Sheltering/Control	296,409	330,283	324,368	335,864	1.7
444 Human Services	893,702	956,522	1,038,251	1,019,988	6.6
445 Art Services/Agencies	111,551	127,529	158,549	150,480	18.0
461 Cemetery	119,920	116,372	125,529	128,391	10.3
462 Leased Housing	988,096	1,095,587	1,190,830	1,196,051	9.2
463 Affordable Housing	35,250	38,702	55,018	44,342	14.6
464 Comm. Dev. Block Grant	515,555	494,001	1,348,894	597,842	21.0
465 Economic Development	163,620	160,826	235,186	162,359	1.0
466 FEMA Disaster Activity	164,635		283,716		
467 Cable TV	93,858	99,990	84,896	114,720	14.7
Total Community Enrichment	9,790,181	10,199,797	11,876,991	11,135,140	9.2

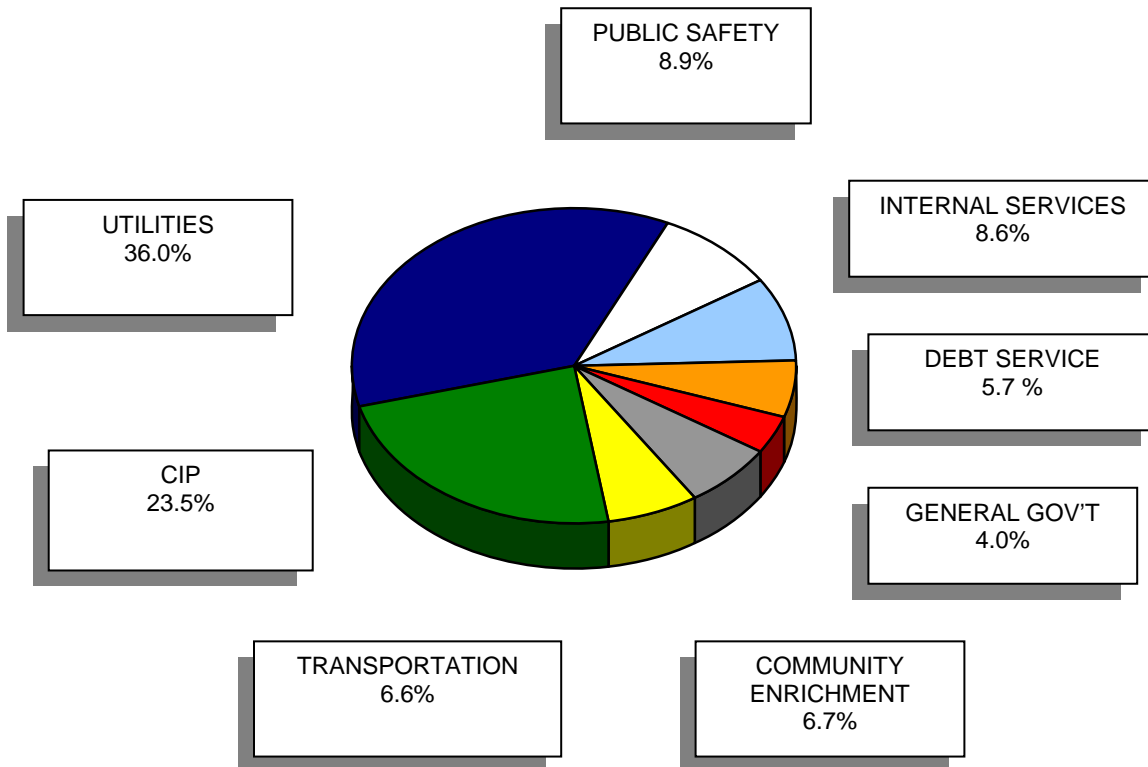
ALL FUNDS – EXPENDITURES, continued

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
General Government					
410 City Council Spec. Alloc.	138,033	43,000	55,500	48,000	11.6
411 Legislative	419,091	394,783	406,998	450,547	14.1
412 City Council Contingency	31,674	50,000	71,439	50,000	0
413 Executive	561,022	562,199	556,287	580,003	3.2
414 Financial Services	1,132,004	1,181,594	1,187,488	1,232,715	4.3
415 Administrative Services	1,721,274	1,829,694	1,901,129	1,944,905	6.3
416 Public Works Admin/Engr	1,378,900	1,590,811	1,617,253	1,688,567	6.2
417 Merit Adjustment		183,126		191,838	4.8
418 Public Buildings	351,466	350,998	575,035	494,480	40.9
Total General Government	5,733,464	6,186,205	6,371,129	6,681,055	8.0
TOTAL OPERATIONS	89,340,484	96,179,607	98,089,058	102,997,822	7.1
CIP					
419 General Gov't CIP	25,724	50,000	1,250,169	1,436,228	2772.5
429 Public Safety CIP	438,204	2,620,675	3,364,639	1,385,913	-47.1
489 Utilities CIP	4,445,180	25,032,695	20,052,738	20,414,895	-18.5
439 Transportation CIP	10,834,530	11,900,410	15,322,925	15,021,000	26.2
459 Community Enrich CIP	2,882,835	7,065,800	10,144,315	555,400	-92.1
529 Internal Services CIP	20,433	97,500	65,563	205,000	110.3
TOTAL CIP	18,646,906	46,767,080	50,200,349	39,018,436	-16.6
DEBT SERVICE					
471 General Obligation Bonds	7,776,642	9,318,467	8,499,561	9,510,740	2.1
472 Electric Revenue Bonds	113,113	1,070,812			
478 Bond Costs	69,731		70,000		
Total Debt Service	7,959,486	10,389,279	8,569,561	9,510,740	-8.5
INTERNAL SERVICES					
511 Information Technology	1,477,439	2,016,720	1,893,330	2,032,155	.8
512 Telephone System	256,236	274,063	265,369	224,801	-18.0
513 Purchasing Services	374,757	403,701	402,229	429,613	6.4
521 Risk Administration	1,547,853	1,544,619	1,852,250	1,828,281	18.4
522 Health Ins Management	5,256,480	5,730,230	5,859,858	6,104,181	6.5
525 Fleet Maintenance Svcs	1,874,967	1,730,175	1,768,567	1,852,510	7.1
526 Fleet Acquisition & Disp.	789,314	1,495,489	2,312,392	1,787,676	19.5
Total Internal Services	11,577,046	13,194,997	14,353,995	14,259,217	8.1
Total Expenditures Before Transfers	127,523,922	166,530,963	171,212,963	165,786,215	-4

ALL FUNDS – EXPENDITURES, continued

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
TRANSFERS					
598 Transfers	12,394,635	12,370,379	11,878,376	13,093,276	5.8
531 Hotel/Motel Pass Thru	790,253	960,000	1,285,714	1,028,571	7.1
Total Transfers	13,184,888	13,330,379	13,164,090	14,121,847	5.9
GRAND TOTAL EXPENDITURES	140,708,810	179,861,342	184,377,053	179,908,062	0

WHERE THE MONEY IS SPENT... 2009/10 ADOPTED



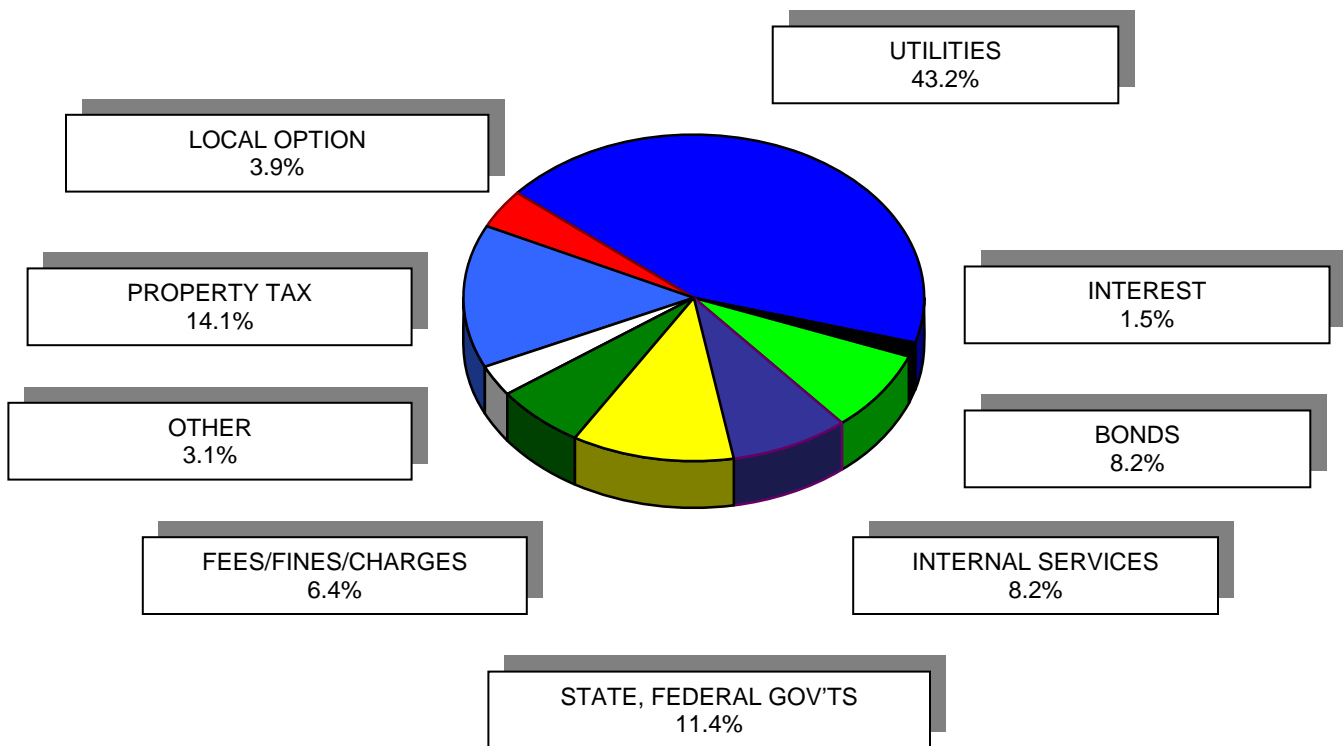
Excluding Transfers

REVENUE HIGHLIGHTS

REVENUE PROJECTIONS

The revenue projection process starts with estimates submitted by departments. The Finance Director and Budget Officer review those estimates and make informed judgments on all revenues citywide. Prior year's actuals and current year-to-date amounts are used to project both the current year and next year's revenues. Information received from the State, County, and Iowa League of Municipalities is utilized to project recent trends and anticipated amounts. Interest earnings are projected by the City Treasurer using conservative interest rate projections and current balances and interest accrual information. The Budget Review Team then reviews revenues, expenses, and ending fund balances during the hearings with departments to determine if fees and charges need to be adjusted. Many funds have a restricted or a minimum fund balance required for cash flow or other purposes. Fund balances above the restricted amounts are available for capital improvements or special projects as approved by the City Manager and City Council.

WHERE THE MONEY COMES FROM... 2009/10 ADOPTED



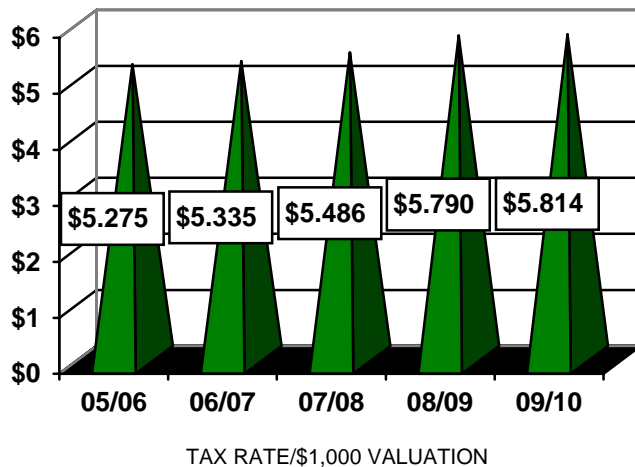
Excluding Transfers

REVENUE CLASSIFICATIONS/EXPLANATIONS

PROPERTY TAXES

All property taxes collected for the City are levied on the assessed valuation of real and personal property as determined by the City Assessor. For 2009/10, the total tax collection of \$22,050,530 is a 2.65% increase. The total tax collection includes \$3,574 for ag land and \$20,000 for mobile home taxes. The overall levy is made up of four parts as described below.

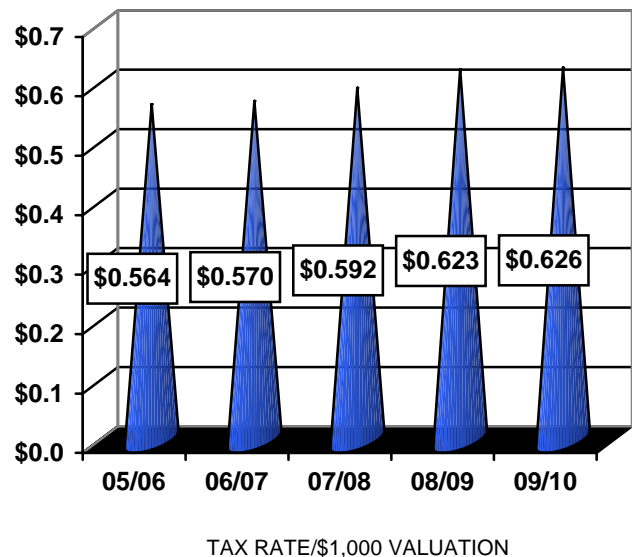
GENERAL LEVY HISTORY



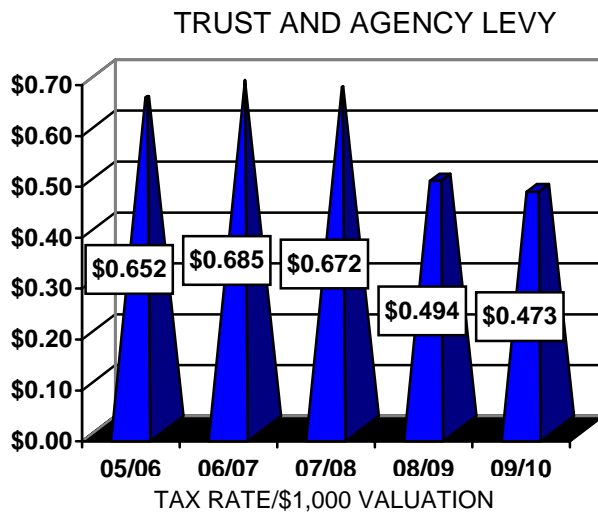
The **General Levy** for the general fund is limited by the State of Iowa to \$8.10 per \$1,000 of assessed valuation. The City of Ames general levy for 2009/10 is just \$5.8142, which is up from \$5.7904 the year before. Sixty percent of the 1¢ local option sales tax is applied for property tax relief which created a credit of \$1.79/\$1,000 valuation.

Outside of the General Fund levy, a **Transit Levy** can be used without the vote of the electors to fund the operations of a municipal transit system. This levy may not exceed 95¢/\$1,000 valuation. The levy is collected in the General Fund, and then transferred to the Transit Fund. The 2009/10 levy of 62.580¢ will generate \$1,270,858 which is a 5.0% increase. The increase will cover higher operating cost for fuel and minor route changes.

TRANSIT LEVY HISTORY



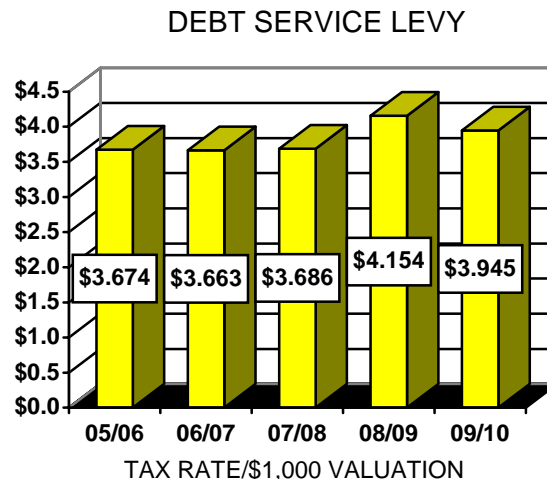
The **Trust and Agency Levy** is available for payroll benefit costs and the City of Ames only uses it for the planned phase-in of the costs for the state police/fire retirement system. The City had an excess balance of more than \$4 million when the State of Iowa statewide system took over the police and fire retirement systems.



Initially, the City paid all of its yearly obligation to the system from these leftover funds. A plan to phase in tax support for this obligation increases the tax subsidy yearly. The total cost of police and fire retirement will be tax supported and the trust balance will be gone by approximately the year 2020. Of the total 2009/10 obligation of \$1,070,549, \$959,941 will come from taxes. The overall obligation for 09/10 was lower because the rate from the statewide system lowered

from 18.75% to 17.00% of covered wages for a savings of \$109,205.

The final portion of the levy is for **Debt Service**. For 2009/10, the rate of \$3.95/\$1,000 valuation is \$.68 lower than the prior year. The tax amount required to pay general obligation debt is \$8,012,403. As of June 30, 2008, the debt service fund had accumulated a balance of almost \$1.5 million from projects coming in under budget, delays in the completion of projects, and increased interest earnings. \$500,000 of that balance was used to lower the debt service tax request. A plan has been developed to utilize this balance over the next three years to lower the planned debt service increases.



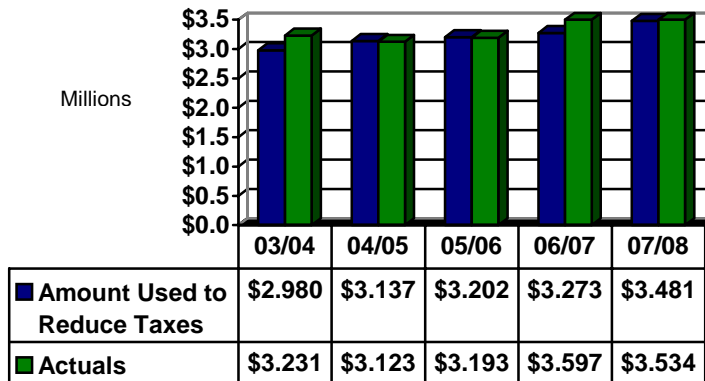
the next three years to lower the planned debt service increases.

OTHER TAXES

Local Option Sales Tax

Beginning in January 1987, an additional 1% local option sales tax is applied to all goods and services delivered within the City of Ames, to which the State of Iowa sales tax already applies. This was approved by the voters in November of 1986. Of the total received, 60% of the funds is marked for property tax relief and 40% for community betterment projects.

**LOCAL OPTION TAXES
FOR PROPERTY TAX REDUCTION**



Annually the State sends the City an estimate of the amount of local option sales tax it will receive monthly for the year. The amount is 95% of the estimated collection and then in November, the City will receive an adjustment to actual for the prior year.

This chart shows the difficulty in projecting the

annual revenues. Actual revenues have exceeded the estimate in three of the last five years.

Adding the November 2008 adjustment to the State's estimate for 2008/09 resulted in an increase of \$368,538 over the adopted. The budget for 09/10 was increased 3.0% over the 08/09 adopted budget, but it is still under the 08/09 adjusted due to the large prior adjustment.

Hotel/Motel Tax

This is a 7% tax levied upon the occupancy of any room furnished by any hotel/motel in the City. Out of the 7¢, 5¢ goes to the Ames Convention and Visitors Bureau, 1¢ goes to the local option tax fund to replace 1¢ local option tax, and 1¢ goes to economic development activities. The portion which goes to the local option tax fund is split 60% to the general fund for property tax relief and 40% for community betterment projects. Voters approved an increase in the rate from 5% to 7% effective July 1, 2005. Revenues for 09/10 are \$1,440,000 compared to \$1,344,000 adopted in 08/09, a 7.1% increase. This increase is larger than typical because of a large settlement received in 08/09 which corrected the previous six quarters.

Licenses and Permits

Fees from licenses and permits include beer, liquor, cigarette, cable TV franchise, plumbers, garbage haulers, building, heating, sign, sidewalk, service connections, plumbing, electrical, and housing inspection. These fees remained the same.

Intergovernmental Revenue

Many of these revenues are construction project related and thus significantly increase and decrease with the timing of projects. Grants from the federal government include Federal transportation assistance, Community Development Block Grant, Department of Transportation grants, and Federal Aviation Administration.

After severe cutbacks in monies received from the State of Iowa in recent years, which previously totaled over \$750,000, very little State money goes into the City's General Fund. The largest amount is for two library programs totaling \$57,000 for 09/10.

Estimates received from the Iowa Department of Transportation (IDOT) indicated the Road Use Tax Fund receipts would increase \$288,795 (+6.7%) from the State's estimate for 2008/09. The budget for Road Use Tax revenues for 09/10 totals \$4,590,784 and is higher for the City's share of the new Time 21 increase in statewide Road Use Taxes. Other state grants include street construction monies from the IDOT and transit assistance.

Grants from other governmental bodies include Story County and Gilbert for Library, Government Student Body (GSB) at Iowa State, and Iowa State University for transit and fire protection.

Charges for Services

Charges for Services is the largest segment of the revenues and is made up of utility charges and other charges for service.

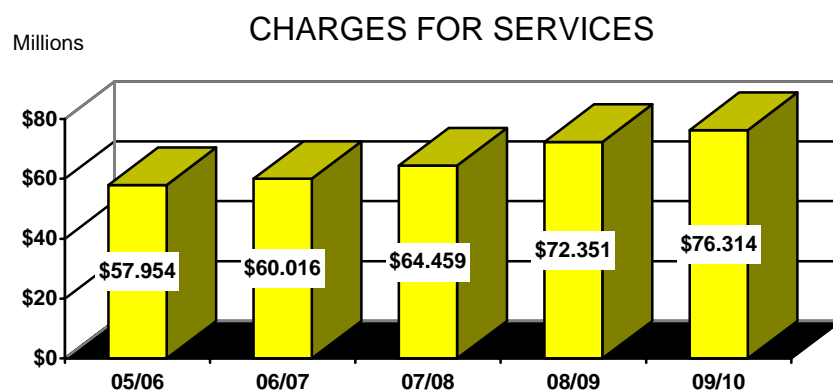
Utilities Revenue

This includes revenue from metered sales of electricity, water, storm sewer, and sewer to customers. Also included are underground service, ornamental pole, ISU participation, water meter installation, power sales, resource recovery sales and contracts, sale of metals, etc. A 2% usage growth is used for revenue projections for electric, water and sewer metered sales. Electric metered revenues for 09/10 include an 8% rate increase effective July 1, 2009. The last rate increase was 8% effective August 2008. Over the last four years, the Electric Fund paid cash for several large projects totaling \$27 million. There are several future rate increases planned to help finance improvements to the two base-load generating units.

A 10% increase is planned for water metered sales as options are considered to address the aging water treatment facility. Some combination of renovations or the construction of a new plant are being considered and will require additional rate increases in the future.

Rates for the sewer activities will not increase for 09/10.

Storm sewer fees will increase 40¢ per month to \$3.00 on July 1, 2009. The new Federal Storm Water Regulations have increased the City's storm sewer maintenance program costs.



Other Charges for Services

This includes revenue from all charges for current services exclusive of utilities, such as:

General Government – services of Legal Department, services of Human

Resources Department, sale of maps and publications, zoning adjustment fees.
Highways/Streets – street, sidewalk, and curb repairs, engineering and inspection fees, and parking meter collections.

Public Safety – special police services, ISU fire protection, animal control charges. A review of the actual cost of police services resulted in new charges for mug shots and audio recording. Several other miscellaneous charges were lowered, including loss reports, record checks, and booking and car videos.

Sanitation – impounding fees, restaurant, and vending inspections.

Municipal Enterprises – library services, cemetery charges, transit services, airport, parking meters, and rentals.

Recreation – recreation programs, golf course fees, aquatics, ice facility fees.

Rental housing fees, and various Parks & Recreation fees increased for 09/10.

Fines, Forfeitures, and Penalties

This includes monies derived from fines and penalties such as municipal court, and overtime and illegal parking.

Use of Money and Property

Interest Earnings

This includes interest earnings on investments managed by the City Treasurer. The Treasurer's projections compute actual investments held times actual rates and projected interest on additional funds. Interest earnings City-wide reflect the worldwide investment downturn and total \$2.42 million in 09/10, a decrease of 14.8%.

Other Uses of Money

This includes rental of City owned property and disposal of assets and donations.

Miscellaneous Revenue

Proceeds from Bonds

This includes proceeds from sale of general obligation bonds for the principal, premium, and accrued interest. A \$12,732,573 general obligation issue is planned to cover the 2009/10 CIP for \$11,432,573 and \$1,300,000 will be sold at a later date for a delayed project to pave 570th Street and to complete a bike path.

Miscellaneous Revenue

This includes revenues of a non-recurring nature which are not assigned above.

Internal Service Charges

These are the charges for labor, equipment, materials, printing, and messenger service which City departments pay to internal services departments or to other City departments.

Transfers

This is for the transfer of money between City funds. Transfers include \$1,800,411 from Electric toward General Fund operations as a payment in lieu of taxes. This payment is calculated by applying the 08/09 total levy to the 6/30/08 gross plant and equipment value of the Electric Plant. $\$162,750,608 \times 11.06239/1,000 = \$1,800,411$. The amount collected is \$112,043 higher than the prior year due to the higher levy rate for 08/09 and increased value.

SUMMARY OF PROGRAM EXPENDITURES

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
PUBLIC SAFETY:					
Operations	13,841,665	14,253,662	14,197,158	14,713,482	3.2%
CIP	438,204	2,620,675	3,364,614	1,385,938	-47.1%
Total Public Safety	14,279,869	16,874,337	17,561,772	16,099,420	-4.6%
UTILITIES:					
Operations	50,084,410	55,587,973	55,180,997	59,629,079	7.3%
CIP	4,445,180	25,032,695	20,052,738	20,414,895	-18.4%
Total Utilities	54,529,590	80,620,668	75,233,735	80,043,974	-0.7%
TRANSPORTATION:					
Operations	9,890,764	9,951,970	10,462,808	10,839,041	8.9%
CIP	10,834,530	11,900,410	15,322,925	15,021,000	26.2%
Total Transportation	20,725,294	21,852,380	25,785,733	25,860,041	18.3%
COMMUNITY ENRICHMENT:					
Operations	9,790,181	10,199,797	11,876,991	11,135,140	9.2%
CIP	2,882,835	7,065,800	10,144,315	555,400	-92.1%
Total Community Enrichment	12,673,016	17,265,597	22,021,306	11,690,540	-32.3%
GENERAL GOVERNMENT:					
Operations	5,733,464	6,186,205	6,371,129	6,681,055	8.0%
CIP	25,724	50,000	1,250,169	1,436,228	2772.5%
Total General Government	5,759,188	6,236,205	7,621,298	8,117,283	30.2%
DEBT SERVICE:	7,959,486	10,389,279	8,569,561	9,510,740	-8.5%
INTERNAL SERVICE:					
Operations	11,577,046	13,194,997	14,353,995	14,259,217	8.1%
CIP	20,433	97,500	65,563	205,000	110.3%
Total Internal Service	11,597,479	13,292,497	14,419,558	14,464,217	8.8%
Total Before Transfers	127,523,922	166,530,963	171,212,963	165,786,215	-4%
Transfers	13,184,888	13,330,379	13,164,090	14,121,847	5.9%
CITY EXPENDITURES					
GRAND TOTAL	140,708,810	179,861,342	184,377,053	179,908,062	0.0%

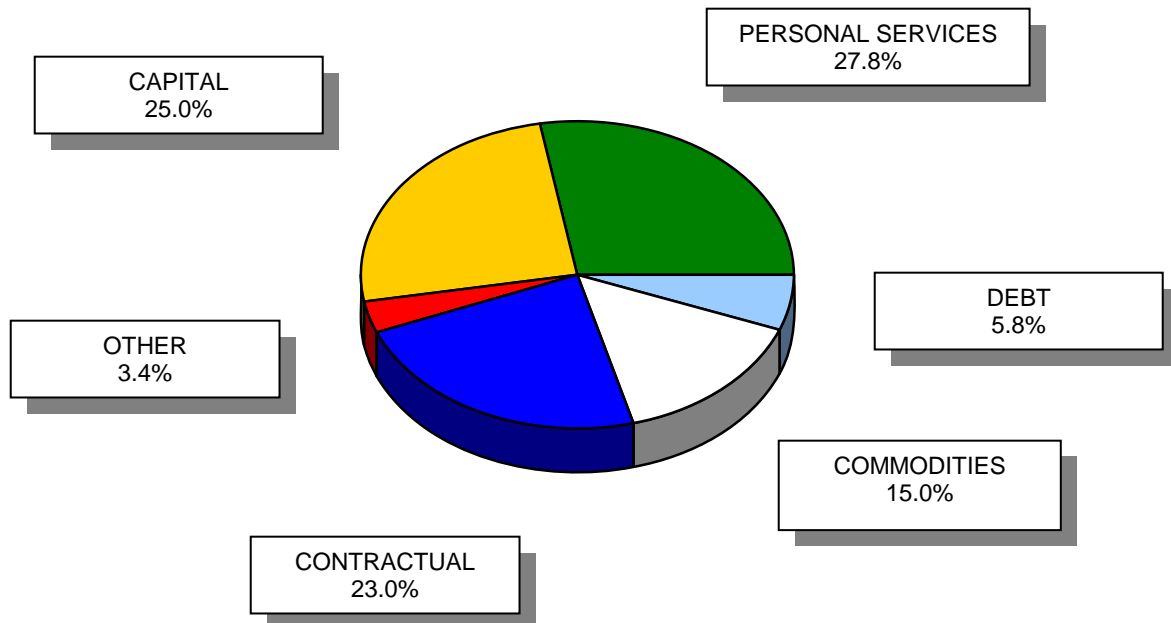
For budget year 2009/10, expenditures of \$179,908,062 exceeded revenues of \$168,779,350 by \$11,128,712. The intentional drawing down of fund balances, in the major utility funds of water, sewer, and electric to fund CIP projects, totaled \$11,252,620. See page 70.

A larger deficit exists in the 2008/09 budget year that included the drawing down of utility funds, but also CIP carryover projects exceeded revenue in that year.

ALL FUNDS - EXPENDITURES BY CATEGORY

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Personal Services	41,048,164	43,899,030	43,022,978	46,135,546	5.1
Contractual	38,094,082	37,992,773	38,250,789	38,140,562	.4
Commodities	19,061,752	23,961,176	24,534,956	24,892,800	3.9
Capital	16,614,580	45,139,505	51,482,426	41,464,467	-8.1
Debt	7,959,486	10,389,279	8,569,561	9,510,740	-8.5
Other (Refunds, Insurance Claims, etc.)	4,745,858	5,149,200	5,352,253	5,642,100	9.6
Transfers	13,184,888	13,330,379	13,164,090	14,121,847	5.9
Total Expenditures	140,708,810	179,861,342	184,377,053	179,908,062	0

BREAKDOWN BY MAJOR EXPENSE CATEGORY 2009/10 ADOPTED



Excluding Transfers

FY 09/10 EXPENDITURE CHANGES

Overall, adopted expenditures for FY 09/10 were - \$42,575 under FY 08/09's adopted budget.

EXPENDITURES BY CATEGORY

2009/10's Adopted Budget Compared to 2008/09's Adopted Budget

Personal Services + \$2,236,516 + 5.1%

This category includes all types of pay, overtime, temporary wage, and all payroll benefits. Citywide FTEs increased 2.0, as shown on the following page, at a cost of \$174,000. Citywide Workers' Compensation rates were \$177,507 higher to start restoring the Workers' Compensation reserves.

Contractual + \$117,694 +.3%

The largest increase in the contractals was \$800,000 in additional required nitrogen oxide allowances for the Electric Plant.

Commodities + \$931,624 + 3.9%

Fuel costs for the City's fleet and bus system were \$271,325 higher.

Capital - \$3,687,038 – 8.2%

Capital costs for the 09/10 CIP were - \$3,968,644 lower. The major projects are outlined on page 67.

Debt - \$878,539 – 8.5%

Debt Service was lower because the \$1,070,812 planned in electric revenue bond debt in FY 08/09 did not occur.

Other + \$492,900 + 9.6%

Insurance claims are budgeted at \$382,195 higher.

Transfers + \$744,268 + 5.6%

Transfers would have been lower except for a \$1,152,000 transfer of bond proceeds to the new 2008/09 South Bell Avenue TIF.

GRAND TOTAL - \$42,575 0%

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted
City Manager	9.25	9.25	9.25	9.25
Legal Services	5.75	6.00	6.00	7.00
Human Resources	7.25	7.25	7.25	7.25
Planning & Housing	10.50	10.50	10.50	10.50
Finance	39.75	40.75	40.75	40.75
Fleet Services/Facilities	8.50	8.50	9.50	9.50
Transit	73.70	75.70	75.70	75.70
Fire/Inspections	65.00	68.00	68.00	68.00
Police/Animal Ctrl/Parking Enforcement	74.40	74.65	74.65	74.65
Library	31.00	31.00	31.00	31.00
Parks/Recreation	20.50	20.50	20.50	20.50
Waste Water Treatment	22.50	22.50	22.50	22.50
Water	19.00	19.00	19.00	19.00
Electric	81.00	81.00	81.00	81.00
Public Works:				
Facilities	1.00	1.00	0	0
Administration	3.00	3.00	3.00	3.00
Traffic/Engineering	6.25	6.25	7.25	7.25
Streets	19.00	19.00	19.00	19.00
Engineering	12.00	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	74.00	74.00	74.00	74.00
TOTAL	542.10	548.60	549.60	550.60

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

The staffing level changes for the City of Ames, Iowa, included in the 2008/09 Adjusted Budget and the 2009/10 budget are as follows:

2008/09 Adopted – 548.60

+1.00 FTE A full-time Transportation Planner was added to Traffic Engineering to assist with the increasing responsibilities of the Ames Area Metropolitan Planning Organization (AAMPO). The position will receive 80% reimbursement funding from the AAMPO and the remaining 20% was funded by a reduction in temporary Traffic interns. Therefore, there was no net cost to the City for this position.

549.60 Total FTEs

2009/10 Adopted

+1.00 FTE A City Attorney position was added in the Legal Department to handle the increasing caseload and to provide consistent and timely legal advice and litigation support.

550.60 Total FTEs

CAPITAL SUMMARY

Overall Citywide Capital FY 09/10	\$	41,464,467
Total CIP (capital portion only) *	-	37,938,436
Operational Capital	\$	3,526,031

- * Non-capital items in CIP total \$1,080,000 which includes:
- \$800,000 for Electric's Demand Side Management project
 - \$280,000 for various studies, design work, and materials

SIGNIFICANT OPERATIONAL CAPITAL

Recurring:		
Fleet Purchases	\$	1,622,776
Electric Transformers		465,000
Computer Purchases		571,846
Library Collection Acquisitions and Donations		400,611
Public Art Acquisition		30,000
Total Recurring	\$	3,090,233
Non-Recurring:		
Public Works Snow and Ice Equipment	\$	60,000
Electric Infrared Camera		30,000
Customer Service Remittance Software		26,000
Water Relocate Well Controls		24,000
Electric Technical Service Heat Pump Systems		24,000
Library State Infrastructure Projects		23,098
Total Non-Recurring	\$	187,098
Significant Operational Capital	\$	3,277,331
Remaining Balance For Citywide Purchases Under \$20,000	\$	248,700

ADJUSTED BUDGET FOR FY08/09 COMPARED TO ADOPTED BUDGET FOR FY08/09

2008/09 Adopted	2008/09 Adjusted	Change	% Change From Adopted
\$179,861,342	\$184,377,053	+ \$4,515,711	2.5

The increase in the adjusted FY 08/09 budget of over \$4.5 million relates mainly to the carryover of unfinished capital improvements projects from FY 07/08 as listed below:

Streets Engineering	\$ 3,483,515
Parks and Recreation Projects	2,974,983
Water	1,996,656
S. E. Entryway Project	1,006,000
Storm Sewer	1,728,398
Electric	1,154,909
Sanitary Sewer	1,107,539
Traffic	997,267
Water Distribution	782,267
Transit	576,073
Water Pollution Control	444,719
Resource Recovery	305,555
Public Buildings	194,169
Downtown Façade	88,078
WiFi	63,063
Fire	26,497
Airport	13,958
Library	12,746
Neighborhood Improvements & Duff Avenue Open Space	2,708
Several Delayed Projects:	
Electric Base Load Generating	(3,000,000)
#7 NO _x Control	(1,340,000)
#8 NO _x Control	(2,610,000)
#8 Boiler Tubes	(2,600,000)
#8 Mercury Capital	(1,500,000)
Interconnection	(1,000,000)
Distribution Control System	(450,000)
Street Surface Maintenance Projects	(651,031)
Police	(279,800)
Fleet Building Projects	(95,000)
Sub-Total	\$ 3,433,269

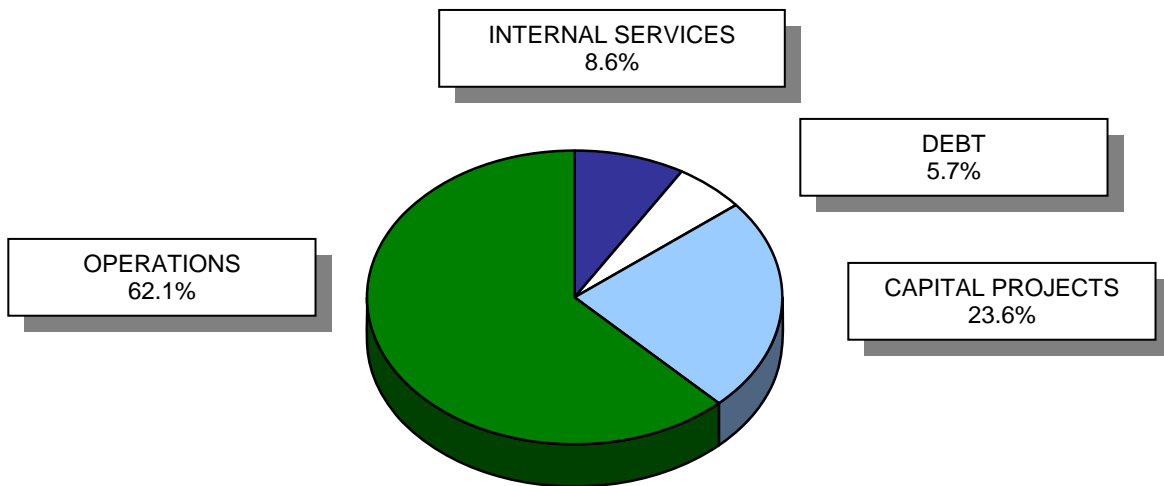
Other significant changes:

Block Grant Carryover	\$ 854,893
Flood Disaster Activity	283,716
Fleet Replacement Purchases	816,903
Debt Service Decrease	(1,070,812)
Total of Large Additions to FY 08/09 Adjusted Budget	\$ 4,317,969
Remaining Increase: .2% of Total Operations of \$98,089,058	197,742
Total Difference Between Adopted and Adjusted for 08/09	\$ 4,515,711

ALL FUNDS - EXPENDITURES BY TYPE

	2007/08 Actuals	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Operations	89,340,484	96,179,607	98,089,058	102,997,822	7.1
CIP	18,646,906	46,767,080	50,200,349	39,018,436	-16.6
Debt	7,959,486	10,389,279	8,569,561	9,510,740	-8.5
Internal Services	11,577,046	13,194,997	14,353,995	14,259,217	8.1
Sub-Total Before Transfers	127,523,922	166,530,963	171,212,963	165,786,215	-5
Transfers	13,184,888	13,330,379	13,164,090	14,121,847	5.9
Total Expenditures	140,708,810	179,861,342	184,377,053	179,908,062	0

EXPENDITURES BY TYPE 2009/10 ADOPTED



Excluding Transfers

OPERATIONS

MAJOR PROGRAMS

FUNDS	PUBLIC SAFETY	UTILITIES	TRANSPOR- TATION	COMMUNITY ENRICHMENT	GENERAL GOV'T	GRAND TOTAL
General Fund	13,984,430		131,586	6,962,441	3,595,898	24,674,355
Special Revenues						
Local Option				1,194,562	51,793	1,246,355
Road Use Tax	729,077		2,808,915		189,694	3,727,686
Hotel Motel				162,359	6,247	168,606
Leased Housing				1,196,051	1,477	1,197,528
Housing Assistance				44,342	267	44,609
Comm. Dev. Block Grant				597,842	1,182	599,024
Police/Fire Spec. Revenue					12,074	12,074
Project Share		18,075				18,075
Library Donation Funds				265,590		265,590
Animal Shelter Donations				14,125		14,125
Sub-Total	729,077	18,075	2,808,915	3,474,871	262,734	7,293,672
Capital Projects						
Special Assessment					4,782	4,782
Bonds					2,400	2,400
Sub-Total					7,182	7,182
Utilities						
Water		4,845,700			588,978	5,434,678
Sewer		3,968,766			547,903	4,516,669
Electric		47,210,618			827,709	48,038,327
Storm Sewer		260,944			271,665	532,609
Resource Recovery		3,324,976			260,706	3,585,682
Parking			731,264		146,215	877,479
Transit			7,167,276			7,167,276
Ice Arena				470,933	1,174	472,107
Homewood Golf				226,895	777	227,672
Sub-Total		59,611,004	7,898,540	697,828	2,645,127	70,852,499
Internal Service						
Fleet Services					158,882	158,882
Internal Services					8,540	8,540
Risk Insurance					768	768
Health Insurance					1,924	1,924
Sub-Total					170,114	170,114
GRAND TOTALS	14,713,507	59,629,079	10,839,041	11,135,140	6,681,055	102,997,822

This schedule gives the reader an idea of how the operational programs and funds tie together.

Total operations for FY 09/10 of \$102,997,822 are 7.1% higher than FY 08/09 adopted. The utilities operating costs are just over \$4.8 million higher for increased repairs, chemicals and utility costs, cost of allowances, and fuel. Operational costs for all other areas were up just 2.1%.

CAPITAL IMPROVEMENTS PLAN (CIP)

The City's five-year Capital Improvement Program, contained in a separate document, is used to plan for major changes to the City's infrastructure and other major capital improvements. **The 2009/10 approved capital projects are incorporated into the budget as capital programs. They are found at the end of each applicable program section.**

Construction projects, equipment purchases, and certain studies that cost \$15,000 or more will be included in the Capital Improvements 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.

Departments propose projects by the start of October. The Finance Department edits the sheets and prepares summaries. The City Manager and Assistants tour the projects and discuss them with the departments. In Mid-November, after the operational budgets are submitted, fund projections are prepared to determine funding for the proposed projects. A draft CIP is prepared by the end of December. In January, the City Council has a CIP workshop followed a week later by a public hearing for citizen input. The CIP is approved in March with the operating budget.

RECONCILIATION OF CAPITAL PROGRAMS FOR 2009/10 TO THE CIP DOCUMENT

Total of all the 2009/10 projects in the CIP	\$ 32,712,028
Several 08/09 projects were delayed and rolled into 09/10:	
08/09 Concrete Pavement	+ 1,225,000
08/09 Arterial ND-Delaware-Ontario	+ 1,070,000
N.E. Area Regional 570 th Street	+ 950,000
08/09 Collector Street	+ 900,000
Burnett Avenue - Main to 7 th	+ 700,000
08/09 CyRide Toronto – Hutchison	+ 540,000
Shared Use Path N.E.	+ 500,000
08/09 CyRide N.W. 28 th – 30 th	+ 360,000
Asphalt Paving Arizona Avenue	+ 350,000
South Bell TIF Project	+ 192,000
Police CAD project includes participation by outside agencies	- 217,826
Police project also includes computer replacement shown in Internal Services section	- 155,266
CIP projects for the Municipal Pool are split equally with the Ames School District and their half of the \$205,000 project is not in the budget.	- 102,500
CIP includes in kind from Iowa State University for the Storm Sewer Outlet Project	- 5,000
Grand Total CIP in Budget	\$ 39,018,436

CIP TOTALS FOR FY 09/10 COMPARED TO FY 08/09

2008/09 Adopted	2009/10 Adopted	Change	% Change
\$46,767,080	\$39,018,436	- \$7,748,644	- 16.6%

The over \$7.7 million decrease in the Capital Improvements Plan relates to several major, unique projects.

Project	Amount
City Hall Space Re-Use	+ \$ 1,186,228
Carryover Street Engineering Projects	+ 6,787,000
Don & Ruth Furman Aquatic Center	- 6,368,000
Electric's 161 kV Transmission Line	- 3,900,000
Transit Reduced For Building Expansion & Vehicle Replacement	- 2,341,410
Resource Recovery Non-Ferrous Metal Project	- 1,100,000
Smaller Project at the Airport	- 995,000
No Transportation Plan	- 400,000
No Railroad Crossing Project	- 250,000
No Outdoor Warning System Project	- 215,000
No Walkway Project	- 210,000
Total Major Changes	- \$ 7,806,182

CIP ANNUAL OPERATING BUDGET IMPACT

ANNUAL OPERATING BUDGET IMPACT

Program	09/10 Capital Budget	Personnel Service Cost	Operational Capital	Other Operations	Debt Service	Revenue Increases	Total
General Government	1,436,228	0	0	0	0	0	1,436,228
Public Safety	1,385,913	0	0	0	0	0	1,385,913
Utilities	20,414,895	0	0	0	43,742	(240,000) ²	20,218,637
Transportation	15,021,000	53,034 ³	0	0	1,009,055	0	16,083,089
Community Enrichment	555,400	238,093	0	130,607	0	(368,700) ¹	555,400
Internal Services	205,000	0	0	0	0	0	205,000
Total Expenditures	39,018,436	291,127	0	130,607	1,052,797	(608,700)	39,884,267

¹ The new Donald & Ruth Furman Aquatics Center is budgeted to open July 2009 and will add \$368,700 in expenses and will be budgeted to break even its first year.

² The Resource Recovery Plant will install in 08/09 a non-ferrous metal extracting system for \$1,100,000. The extraction of the aluminum, copper, brass, and stainless steel from the system will reduce the amount of material from the plant being landfilled and create a new revenue stream estimated at \$240,000 annually.

³ Transit will occupy the new office building for the first full year in 09/10 and a full-time receptionist and one-half time clerical position have been added. It is hoped utility costs will be similar to the previous office area with energy efficient building practices.

Starting in 09/10, Electric's CIP includes a two-year project to reduce the nitrogen oxide emission on Unit 7 and Unit 8. The project totals \$5.4 million, but would eliminate the need to buy nitrogen oxide credits which are budgeted at \$4.25 million over the next two years.

Electric's Demand Side Management Program for \$600,000/year is aimed at reducing consumer use of energy through conservation and efficiency measures. If the program is successful and shaves demand off the summer peak, savings will be realized in the reduction of additional capacity requirements.

The Fire Department will add mobile data terminals with a grant which includes \$18,780 in operational costs in 09/10.

The City of Ames is budgeting \$200,000 in response to the City Council's environmental sustainability goal to reduce by 15% the carbon emissions. These energy reduction projects may involve lighting, heating, and electronic controls.

For FY 08/09:

In spring of 2009, a new dog park will open. The Parks and Recreation Department will provide ongoing maintenance (mowing, fence repair, snow removal, utilities, etc.), and management of the facility. The Animal Control Division will provide technical assistance. The annual operational costs will be approximately \$14,000. However, staff will be employing a permit fee to be assessed with the goal of making this a non-tax subsidized facility. The permit will also ensure that dogs have current vaccinations. To minimize labor costs, it is anticipated that numerous individuals who volunteer their time in support of Animal Control will also serve as "Friends of the Dog Park" to assist with policy development and rule enforcement, site supervision, checking that vaccinations are current, etc. These volunteers would also serve as a communications liaison between the City and dog handlers.

Many studies and plans have assisted and future studies will assist City officials and department heads in developing the Capital Improvements Plan.

Transportation

- Airport Master Plan, 2007
- Long-Range Transportation Plan, 2005 and again in 2008/09
- ITS Architecture Study, coordinated traffic signals, 2006
- Railroad Crossing Quiet Zone Study, 2007
- Traffic Accident Studies, 2008
- Topographic Mapping/Aerial Photography, 2008
- Transit Feasibility Study, 2007
- Transit Bus Rapid Transit Study, 2008/09
- CyRide Facilities Study, 2008
- Downtown Improvements Study, 1997

Utilities

- Electric Integrated Resource Study, 2006
- Electric Base Load Generation Study, 2008
- Water Supply Aquifer Capacity Study, 2008
- Sanitary Sewer System Study, 2006
- Inflow and Infiltration Study, 1997
- WPC Plant Residual Handling Study, 2008
- Bio-Energy Assessment of Refuse Derived Fuel at Resource Recovery Plant, 2008
- Ada Hayden Heritage Park Water Quality Monitoring, 2009

Community Enrichment

- Municipal Pool Study, 2006
- Outdoor Pool Feasibility Study, 2007

General Government

- Ames Urban Fringe Plan, 2006
- Comprehensive Historic Preservation Plan, 2009
- Targeted Growth Analysis, 2008
- Land Use Policy Plan, 2006
- Southwest/Northwest Growth Priority Analysis, 2006

SUMMARY OF CHANGES IN THE ENDING BALANCES FOR 2009/10 ADOPTED

FUND	BEGINNING BALANCE	REVENUES	TRANSFERS IN	EXPENDI- TURES	TRANSFERS OUT	NET CHANGE	ENDING BALANCE	COMMENT REFER- ENCE
GENERAL	6,603,682	20,952,007	6,624,386	25,310,598	2,865,795	(600,000)	6,003,682	A
SPECIAL REVENUES								
Local Option	1,692,774	6,050,000	82,286	2,532,668	3,797,200	(197,582)	1,495,192	B
Hotel Motel Tax	352,937		1,440,000	1,247,177	205,715	(12,892)	340,045	C
Leased Housing	381,149	1,154,730		1,197,528		(42,798)	338,351	D
Road Use Tax	842,329	4,590,784		4,972,446	51,250	(432,912)	409,417	E
Housing Assistance	211,032			23,517		(23,517)	187,515	F
Co. Wide Affordable Housing	727,248	15,000		21,092		(6,092)	721,156	F
Community Dev. Block Grant	37,202	591,000		599,024		(8,024)	29,178	G
Tax Increment Financing –TIF	(865,518)	500	1,152,000	192,000	186,549	773,951	(91,567)	H
Park Development	608,619	3,000	100,000			103,000	711,619	
Don & Ruth Furman Aquatic Ct	1,097,624	25,000				25,000	1,122,624	
Fire/Police Pension	1,587,762	55,000		12,074	110,605	(67,679)	1,520,083	I
Cemetery	860,256	8,200				8,200	868,456	
Misc. Special Revenues	355,799	729,478		718,428		11,050	366,849	
Library Donations	1,404,679	77,700		265,590		(187,890)	1,216,789	J
Economic Development	767,220					0	767,220	
Employee Benefit	0	959,941			959,941	0	0	
Developer Projects	247,340					0	247,340	
Sub-Total	10,308,452	14,260,333	2,774,286	11,781,544	5,311,260	(58,185)	10,250,267	
DEBT SERVICE	2,023,895	8,127,878	962,859	9,510,740		(420,003)	1,603,892	K
CAPITAL PROJECTS								
Special Assessment	222,379	280,000		4,782	276,347	(1,129)	221,250	L
Street Construction	173,391	1,995,811		2,011,673		(15,862)	157,529	M
Airport Construction	149,881	1,068,750	46,462	1,125,000		(9,788)	140,093	N
Bond Proceeds	649,300	12,732,573		11,652,287	1,152,000	(71,714)	577,586	O
Sub-Total	1,194,951	16,077,134	46,462	14,793,742	1,428,347	(98,493)	1,096,458	
UTILITIES								
Water	4,660,225	7,866,574		7,741,342	426,338	(301,106)	4,359,119	P
Sewer	3,974,503	5,219,525		7,257,903	51,250	(2,089,628)	1,884,875	Q
Electric	22,337,870	54,750,440		61,811,915	1,800,411	(8,861,886)	13,475,984	R
Parking	260,245	838,660		878,144		(39,484)	220,761	S
Transit, Trust & Reserve	1,370,331	8,143,421	1,318,058	7,596,276		1,865,203	3,235,534	
Storm Sewer	375,589	1,052,345		1,104,354		(52,009)	323,580	T
Ames/ISU Ice Arena & Resrv.	568,022	498,424	20,000	572,107		(53,683)	514,339	U
Homewood Golf Course	41,912	237,887		227,672		10,215	52,127	
Resource Recovery	2,287,825	4,263,994	108,475	4,019,406	124,875	228,188	2,516,013	
Sub-Total	35,876,522	82,871,270	1,446,533	91,209,119	2,402,874	(9,294,190)	26,582,332	
INTERNAL SERVICES								
Fleet Services & Purchases	6,569,314	3,612,478	153,750	4,008,393		(242,165)	6,327,149	V
Info Technology & Replace.	2,073,517	2,006,728		2,265,496		(258,768)	1,814,749	W
Risk Management	748,333	1,814,099		1,829,049		(14,950)	733,383	X
Health Insurance	1,550,093	5,964,147		6,106,105		(141,958)	1,408,135	Y
Sub-Total	10,941,257	13,397,452	153,750	14,209,043		(657,841)	10,283,416	
GRAND TOTALS	66,948,759	155,686,074	12,008,276	166,814,786	12,008,276	(11,128,712)	55,820,047	

A General Fund \$600,000 deficit supports City Hall remodeling project.

B Local Option Tax Fund's deficit includes additional projects approved out of the unreserved fund balance.

C Hotel/Motel expenses include additional projects approved out of the unreserved fund balance.

D Administration allocation is not sufficient to cover costs in Leased Housing.

E The deficit spending in the Road Use Tax Fund is from increased operational costs and reduced revenue.

F The intentional drawing down of the fund balance in the Housing Assistance Fund and County-Wide Housing Fund to support city-wide affordable housing programs.

G Additional administrative costs in block grant covered with fund balance.

H A new TIF project puts fund in a deficit for several years to pay Debt Service.

I The planned 10-year graduated draw-down of the surplus in the Police and Fire Trust Fund to lessen the impact of the full levy when the surplus fund runs out.

J Library Donations includes spending for architectural studies.

K The planned use of the available Debt Service Fund balance over three years to decrease the tax levy.

L Revenue collections are lagging debt service costs.

M The deficit in the Street Construction Fund covers the fund's purchasing costs.

N Deficit in Airport Fund covers local match for CIP.

O Carryover projects lower the bond funds.

P The intentional drawing down of the Water Fund balance to finance an increased level of CIP projects.

Q The intentional drawing down of the Sewer Fund balance to finance an increased level of CIP projects.

R The intentional drawing down of the Electric Fund balance to finance an increased level of CIP projects.

S The deficit in the Parking Fund indicates revenues do not exceed expenditures and corrective plans are proposed.

T The intentional drawing down of Storm Sewer Fund balance to finance an increased level of CIP projects.

U Ice Arena balance was drawn down for purchase of \$100,000 resurfacers.

V Deficit spending in Fleet Replacement Fund is for increased equipment purchases.

W The deficit in the Info Technology and Replacement Fund reflects the larger purchase of replacement computers.

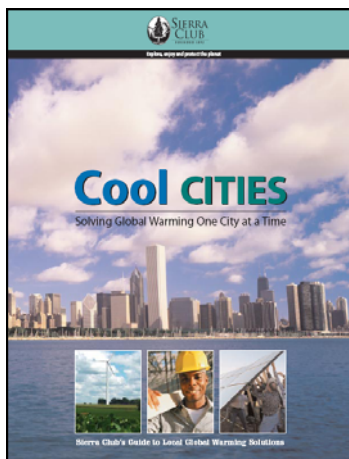
X Deficit in Risk Management due to increased 411 medical claims.

Y Deficit in Health Insurance Fund covers increased claims.

Cool Cities Pledge

In May 2007, Mayor Ann Campbell and the Ames City Council made a commitment to the environment by taking the Sierra Club's Cool Cities Pledge as part of the U.S. Mayors' Climate Protection Agreement. The pledge requires cities to benchmark, track, and reduce carbon emissions. The City of Ames joined nearly half a dozen other Iowa cities and hundreds of other communities across the country in promising to take steps to reduce greenhouse gas emissions, also known as a "carbon footprint."

One of the first steps was developing a Cool Cities Committee, comprised of employees representing every department, to move the project forward. The Cool Cities Committee began meeting in summer 2007 and has met several times to address the data collection requirements.



Cool Cities Committee

Paul Hinderaker, *Fleet – Chair*
Mike Adair, *Finance*
Shawn Bayouth, *Fire*
Susan Gwiasda, *City Manager's Office*
Lorrie Hanson, *Public Works*
Rich Leners, *CyRide*
Christina Murphy, *Water & Pollution Control*
Paul Overton, *Assessor's Office*
Jim Robinson, *Police*
Kevin Shawgo, *Parks and Recreation*
Ken Sills, *Library*
Steve Wilson, *Electric Services*

PUBLIC SAFETY PROGRAM

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PUBLIC SAFETY PROGRAM

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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.

	2007/08	2008/09	2008/09	2009/10	% Change
Use of Funds:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Law Enforcement	6,796,664	6,795,513	6,861,656	7,065,473	4.0%
Fire Safety/Admin	4,820,809	5,002,708	4,955,470	5,139,933	2.7%
Inspection/Building Safety	1,002,264	1,078,586	1,017,613	1,041,524	-3.4%
Traffic Control	627,157	763,855	749,394	817,577	7.0%
Other Community Protection	594,771	613,000	613,000	649,000	5.9%
Total Operations	13,841,665	14,253,662	14,197,133	14,713,507	3.2%
Public Safety CIP	438,204	2,620,675	3,364,639	1,385,913	-47.1%
Total Expenditures	14,279,869	16,874,337	17,561,772	16,099,420	-4.6%
 Personnel – Authorized FTE	 139.17	 142.32	 143.37	 143.37	

PUBLIC SAFETY PROGRAM

420

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	11,238,672	11,618,448	11,514,088	12,015,543	3.4%
Contractual	2,230,214	2,620,032	2,765,715	2,364,788	-9.7%
Commodities	292,902	353,062	373,040	343,659	-2.7%
Capital	452,995	2,282,795	2,821,898	1,375,430	-39.7%
Other Expenditures	65,086	-	87,031	-	
Total Expenditures	14,279,869	16,874,337	17,561,772	16,099,420	-4.6%
Funding Sources:					
General Fund	13,100,915	13,515,557	13,417,649	13,984,430	3.5%
Local Option	80,896	785,840	1,667,036	430,913	-45.2%
Suncrest Developer Fund	-	-	74,031	-	
Road Use Tax Fund	683,272	1,190,605	1,531,871	904,077	-24.1%
Police Forfeiture	92,867	-	13,000	-	
Police Grants	52,363	-	52,364	-	
Police & Fire Donations	4,905	228,660	3,051	100,000	-56.3%
Street Construction	11,109	803,675	796,241	330,000	-58.9%
GO Bonds	253,542	350,000	6,529	350,000	0.0%
Total Funding Sources	14,279,869	16,874,337	17,561,772	16,099,420	-4.6%

LAW ENFORCEMENT ACTIVITIES

421

Activity Description:

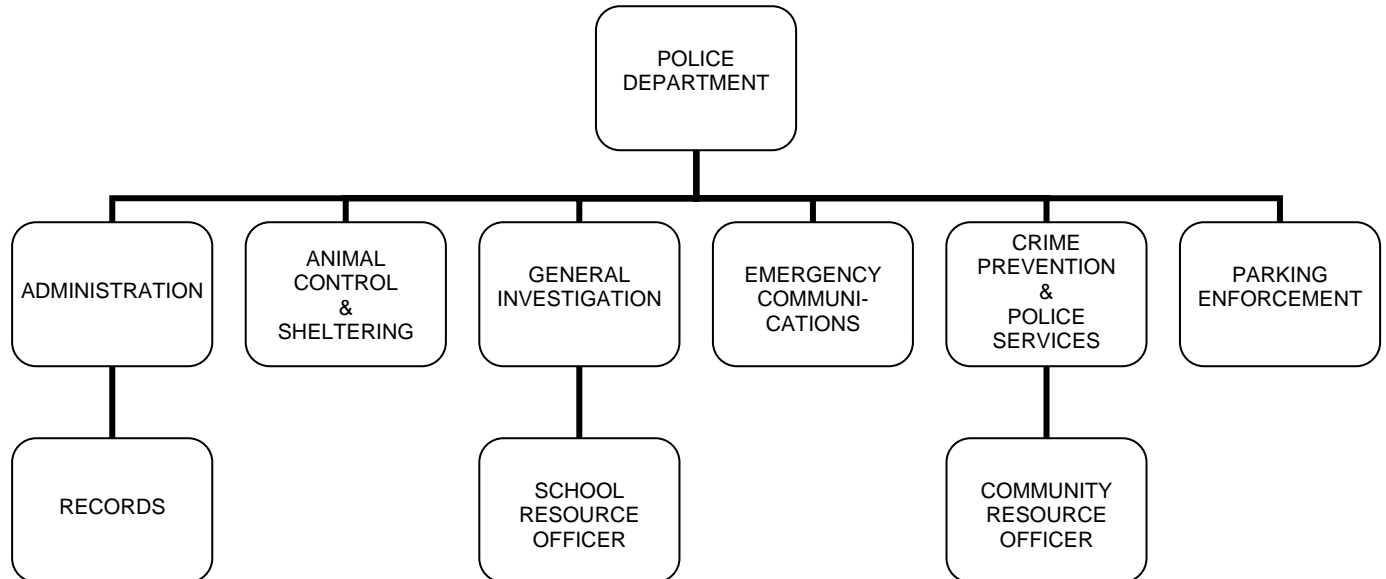
Law Enforcement Activities comprise five areas: Administration and Records includes departmental supervision, finance, and records systems. Crime Prevention and Police Services includes uniformed patrol, emergency response, traffic enforcement, and school crossing safety. General Investigations is responsible 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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Police Admin & Records	626,104	686,350	690,304	726,601	5.9%
Crime Prevention & Police Svc.	4,228,145	4,204,314	4,194,520	4,366,106	3.8%
General Investigation	952,710	965,840	960,989	990,993	2.6%
Emergency Communications	839,570	939,009	947,453	981,773	4.6%
Police Forfeiture/Grants	150,135	-	68,390	-	
Total Operations	6,796,664	6,795,513	6,861,656	7,065,473	4.0%
Personnel - Authorized FTE	69.00	69.25	69.25	69.25	

LAW ENFORCEMENT ACTIVITIES

421

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	5,722,789	5,790,427	5,786,286	5,979,846	3.3%
Contractual	830,232	840,810	840,308	932,200	10.9%
Commodities	129,307	128,156	138,903	132,549	3.4%
Capital	49,250	36,120	83,159	20,878	-42.2%
Other	65,086	-	13,000	-	
Total Expenditures	6,796,664	6,795,513	6,861,656	7,065,473	4.0%
Funding Sources:					
General Fund	6,310,368	6,487,820	6,503,549	6,734,706	3.8%
Ames School District	34,636	35,952	17,976	37,318	3.8%
Police Services	13,765	14,000	14,000	25,000	78.6%
Fees & Fines, Court	162,302	143,400	143,400	149,400	4.2%
Miscellaneous Revenue	30,085	23,341	23,341	24,049	3.0%
Labor Reimbursement	90,173	88,000	88,000	92,000	4.5%
Tobacco Labor Reimbursement	5,200	3,000	3,000	3,000	0.0%
Police Forfeiture	92,867	-	13,000	-	
Police Grants	52,363	-	52,364	-	
Police & Fire Donations	4,905	-	3,026	-	
Total Funding Sources	6,796,664	6,795,513	6,861,656	7,065,473	4.0%



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
- ✓ **Strengthen neighborhoods, community connections and the sense of “one community” in support of City Council’s goal**
- ✓ Provide timely availability of accurate reports and public information

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	538,206	566,261	571,048	596,937	5.4%
Contractual	79,958	110,843	107,810	121,250	9.4%
Commodities	5,970	9,246	9,246	8,414	-9.0%
Capital	1,965	-	2,200	-	
Other	5	-	-	-	
Total Expenditures	626,104	686,350	690,304	726,601	5.9%
Funding Sources:					
General Fund	626,104	686,350	690,304	726,601	5.9%
Total Funding Sources	626,104	686,350	690,304	726,601	5.9%
Personnel - Authorized FTE	6.25	6.50	6.50	6.50	

POLICE – ADMINISTRATION & RECORDS

421 -- 2515

Highlights:

As the City continues to adapt to growing **cultural diversity**, the Police Department is expanding training in community relations, cultural diversity, and neighborhood problem solving. Additional diversity training has been provided to all police officers during the past year and a team has continued work on diversity education and community relations practices. The Chief established a community advisory committee to provide a forum for discussion of diversity and other issues. In the past year, the department initiated programs in Crime Prevention through Environmental Design and the Crime Free Multi-Housing Program designed to assist local landlords and businesses in dealings with a changing community. In addition, representatives of the department participated in the Community Conversations on Diversity.

Information management continues to have a high priority within the department. 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 expansion of a part-time clerk position in Records to ¾ time has helped meet the demand. The use of volunteers, overtime, and technology has also helped address some of these challenges during the current year. Volunteers help maintain the workload in areas of filing, data entry, and typing of cases. Again in 2008, 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.

Savings or modest increases in the Municipal Police and Fire Retirement System, smaller than budgeted increases in health insurance, and savings in other areas have helped control costs in the Personal Services expenditures. **Overtime costs** continue to have a major impact on the police budget though, particularly in the Patrol Division. Challenged by major investigations, training requirements for new officers, injuries and other circumstances that require light duty, and the need to continue the community policing efforts already initiated, overtime costs at the end of the first half the year will nearly consume the entire year’s budget for that item.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Attorney requests for information	1,340	1,468	1,557	1,600
Accident reports processed	813	875	935	950
Verification of loss reports processed	208	206	136	200
Record checks processed	111	100	100	100
Total # of incidents handled	27,375	27,936	28,601	29,000
Hours of transcription	1,791	479*	525*	500

Efficiency and Effectiveness:

% of citizens somewhat or very satisfied with Police services	90%	89%
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* Decline in hours as more officers enter their own reports instead of dictating

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 highly competent 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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	3,564,989	3,580,396	3,545,948	3,684,916	2.9%
Contractual	543,180	512,347	518,102	565,487	10.4%
Commodities	90,447	95,818	95,818	96,925	1.2%
Capital	29,518	15,753	34,652	18,778	19.2%
Other	11	-	-	-	
Total Expenditures	4,228,145	4,204,314	4,194,520	4,366,106	3.8%
Funding Sources:					
General Fund	4,228,145	4,204,314	4,194,520	4,366,106	3.8%
Total Funding Sources	4,228,145	4,204,314	4,194,520	4,366,106	3.8%
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.

Two separate homicides occurred during the first half of the year in Ames. Both investigations were completed and cleared immediately because of the teamwork between officers and agencies and the professionalism of the officers involved. The perpetrator in the second homicide engaged in a gun battle with an area law enforcement officer and led officers on a high-speed chase for several miles before taking his own life. Other major crimes of note included the arrest of a career criminal who was responsible for several burglaries and thefts. He, along with an associate, was also responsible for an extensive list of identity theft crimes. North Ames was the location of a series of car and residence burglaries this past summer. Shift officers, along with officers from the Community Safety Team, spent many hours of concentrated patrol in this area in an effort to catch the perpetrators. Suspects were identified and charged in these crimes.

The **Party Response Team** was again staffed by members of both the Patrol and Investigations Divisions. The team continues to emphasize early intervention at residential parties and local bars. The officers educated residents on local ordinances and followed up with return visits and enforcement efforts, if needed. Particular attention was given to some of the issues that affect quality of life such as excessive noise, parking problems, barking dogs and disorderly conduct. The Party Response Team continues to be instrumental in providing the ability to strengthen and expand community relationships.

The department initiated the **Crime-Free Multi-Housing Program** (CFMH) by sending officers to be trained and certified in the program. CFMH is a state-of-the-art crime prevention program that is designed to reduce crime, drugs and gangs on apartment properties. The program consists of three phases that must be completed by the apartment management under the direction of the Police Department. The property becomes certified on completion of all three phases. Property managers can become individually certified after completing training in each phase. The anticipated benefits are reduced police calls, a more stable resident base and reduced exposure to civil liability. Seventy-seven apartment managers and owners from the community have participated in the CFMH program so far.

The Patrol Division entered another year of increased workload with a workforce diminished by duty related injuries and medical and administrative leaves. These absences affected the overtime budget on all Patrol shifts. The Division also provided security or other services for numerous **special events** held within the city, including the Ride of Silence, Iowa Special Olympics, Ames On the Half Shell, Northern Lights Night, Hot Rod Power Tour, Hope Run/Walk, Barnstormer Tour, Iowa Truck Association Tour, July 4th Parade, Midnight Madness, Iowa Games, Captain's Run for Cystic Fibrosis, All America Weekend, Greek Week Festivities, Run for the Roses, AHS Homecoming Parade, the summer outdoor series at Olde Main Brewing Company and ISU Homecoming week. One of the biggest community event challenges of the year was hosting RAGBRAI. The event proved to be a great opportunity to showcase the City of Ames.

School crossing guards continue to staff intersections in the areas of neighborhood schools. Recruiting and retaining crossing guards remains a challenge, even with the increase in pay for regular crossing guards to \$22.00 a day. A temporary crossing guard location exists for a second year at Minnesota and Ontario until a sidewalk is built along the north side of Ontario, west of Minnesota. The Patrol Division continues to partner with the Ames Schools and Traffic Engineering in the "Safe Routes to School" program.

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

Highlights, continued:

The Ames Police **firing range** has been temporarily closed this past year until adequate safety modifications can be made. Officers have had to travel to rural Nevada to the Story County Sheriff's range to conduct firearms training. Expenses have been incurred by the department for the use of this range, along with additional cost for time and travel for officers. The hours of operation for the Sheriff's range have also limited officer access and use. A new and innovative scenario training was implemented this past year. Described as "Force-on-Force" training, it improves the officer's ability to perform in realistic, real-time, live-action situations involving one or more opponents. AirSoft gas blowback guns are used for all of the drills. They fire plastic pellets at low velocities. This situational type of training is a good supplement to, though not a replacement for, live range fire. In addition, a number of officers have been able to attend in-state training focused on active shooter scenarios.

Mobile computers in marked police cars are continually being updated and are utilized as a tool to enhance officer productivity in the everyday operations of the Patrol Division. The system has local wireless capability for some functions, which officers can employ while parked close to a wireless hub at City Hall. Accident reports, traffic citations and charging documents may be generated electronically while in the vehicle and electronically transferred to the in-station computer system. This enables the submission and recovery of electronic data in a more accurate and efficient manner. The in-car camera audio/video systems are being changed over from VHS tape to digital systems along with new software and equipment for storage. This will result in better quality audio and video. It will also result in more efficient information storage, allowing staff to keep up with the growing demand for these recordings.

Campustown continues to be a busy location on weekend nights with high-call volumes to properties on Stanton Avenue. Alcohol violations and noise complaints continue to pull officers from other patrol duties to try to keep up with these calls. The department continues to seek assistance from building managers in dealing with tenants who establish a pattern of violations. Officers also continue to work with Ames liquor establishments by providing education in the form of ID training, recognizing the signs of intoxication, identifying under-age on the premises, dealing with disorderly patrons and other topics that surround the safe operation of a bar. Officers are encouraged to walk through Ames bars as often as time allows to be visible and approachable by not only the bar owners and employees, but by the patrons as well. Shift commanders compile a list of arrests, citations, fights, and problems that may be associated with all liquor establishments. The City Council uses that data to make decisions about liquor license renewals.

It is anticipated that the Patrol Division will experience the loss of several long-term employees due to retirements over the next few years. An effort is underway to train younger officers in areas of specialization including traffic accident reconstruction, arson investigation, drug recognition and sexual assault response. Officers were trained as driving instructors and implemented a driving course emphasizing the safe operation of emergency vehicles.

The FY 09/10 budget pays special attention to the City's "**Go Green**" initiative with several efforts to promote green alternatives, including the purchase of two Segway personal transportation devices for police and parking officers to share, the purchase of new patrol bicycles, a drivers' training course that has as one component driving techniques that improve fuel consumption rates, new squad cars that are all flex fuel utilizing 85% ethanol, and a proposal to replace the Police Chief's car with a hybrid vehicle.

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

Highlights, continued:

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of assaults investigated	231	274	256	
Number of thefts investigated	1,112	1,114	1,145	
OWI arrests	267	249	327	
Liquor violations	277	405	409	
Noise complaints investigated	1,513	1,470	1,753	
Public intoxication investigations	495	608	651	
Efficiency and Effectiveness:				
Community Resource Officer contacts	15,036*	7,656	7,134	7,500
Crime prevention presentations	81	46	63	50
Number of participants	4,836	2,502	3,591	5,000
Cases per sworn position	554	548	561	570

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	849,687	844,896	833,384	846,477	0.2%
Contractual	90,334	103,382	110,043	127,163	23.0%
Commodities	12,689	15,617	15,617	15,253	-2.3%
Capital	-	1,945	1,945	2,100	8.0%
Total Expenditures	952,710	965,840	960,989	990,993	2.6%
Funding Sources:					
General Fund	918,074	929,888	943,013	953,675	2.6%
Ames School District	34,636	35,952	17,976	37,318	3.8%
Total Funding Sources	952,710	965,840	960,989	990,993	2.6%
Personnel - Authorized FTE	9.00	9.00	9.00	9.00	

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights:

Investigators have placed an emphasis on achieving high case clearance rates for major case investigations. Some of the major cases the Criminal Investigation Division has investigated over the past year include four new homicides, assault with a firearm, several stabbings which did not result in death, false robbery report, domestic assault while displaying a handgun and an extensive forgery/ID theft case. The division has achieved a major case clearance rate of approximately 81% during the past year.

Investigators have solved a significant number of cases involving violence against persons and numerous property crimes. Examples include:

- Additional arrests were made as a result of an ongoing investigation into a **robbery and carjacking** case which occurred in the prior year. Two additional subjects were arrested and charged with Robbery, Theft and Burglary. A total of five suspects have been identified and charged with participating in this crime.
- An additional arrest was made as a result of an ongoing investigation into an **assault and discharge of a firearm** at a local residence. Charges included Going Armed with Intent, Burglary and Willful Injury.
- Investigators responded to a reported **stabbing victim** who was seeking treatment at Mary Greeley Medical Center. After a month-long investigation, the assailant was identified, arrested and charged with Willful Injury and Aggravated Assault.
- Police responded to a report of a male needing medical assistance in the South Maple Avenue area. The victim had been stabbed and died a short time later from his wounds. In less than 12 hours from the time of this assault, investigators were able to identify, locate and charge the assailant for committing the **homicide**.
- Investigators were called to investigate yet another **homicide** which occurred at the Casey's General Store in the 400 block of Lincoln Way. The victim, an employee of the business, was shot to death by an ex-boyfriend, who soon after the assault died of a self-inflicted gun shot wound at the conclusion of a police pursuit. Domestic abuse continues to be an ongoing, serious problem within our community. The Ames Police Department has designated an investigator who has acquired additional training skills in which to better assist those in need of assistance who have been victimized by domestic abuse.
- Investigators responded to a double **homicide** which occurred in the 1100 block of Pinon Drive. The male victim was found along the roadway and a female victim was located a short distance away inside an apartment. A vigorous and detailed investigation identified a suspect who had prior criminal contact with the victims. Investigators were able to track the suspect to an out-of-state location where he was taken into custody and charged with two counts of Murder in the First Degree. The suspect has been returned to Iowa.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

- A number of **home burglaries** were reported in the north area of Ames. Investigators were able to identify and arrest two suspects who were charged with Burglary and Theft.

The Ames Police Department continues to be actively involved with the Central Iowa Drug Task Force. One F.T.E. Investigator is assigned to the Task Force on a full-time basis. The department also contributes to the success of the Task Force by allowing members of the Patrol and Criminal Investigation Divisions to assist with major cases and in serving search and arrest warrants.

Past legislation limiting the purchase of pseudoephedrine cold medicine continues to play an important role in the reduction of meth labs found within our community and within Story County.

Marijuana, methamphetamine, and cocaine continue to be the drugs of choice encountered by Drug Task Force members.

Historically the Ames Police Department has collaborated with the Ames Community School District by assigning one F.T.E. officer to serve as the district's **School Resource Officer (SRO)** and sharing the costs of that officer. This endeavor achieved a closer working relationship between school district employees, students, and the Police Department. In an effort to address their own budget concerns, the school district administration has indicated that they will withdraw funding for the SRO position between January and August of 2009. The change will result in both a reduction of service to the school district and a loss of revenue to the City of approximately \$18,000.

The department will be collaborating with Youth & Shelter Services in conducting additional alcohol compliance checks with local liquor retailers. Alcohol is still the number one substance abuse problem within our community. The department will also continue to conduct tobacco compliance checks with area retailers for the purpose of educating and reducing the use of tobacco products by underage individuals.

Other proactive law enforcement initiatives to assist in serving the citizens of Ames include:

Computer Crime Investigative Unit:

With the assistance of a \$34,000 federal grant, two officers with the Ames Police Department have received advanced training in **computer forensics**. In addition to the training, grant funding was used to purchase two computer systems along with investigative software to be utilized in computer and Internet based investigations. Some examples of investigations conducted by this unit include:

- Two cyber tips were received from the National Missing and Exploited Children Agency regarding the possession of child pornography and child erotica. This information helped lead investigators to identifying a subject who was using a computer at the Ames Public Library to download these images. The suspect was eventually identified, questioned and admitted to the possession of the pornographic images. Charges are currently pending in this case.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

- Another case involved the harassment of a female college student who was being sent inappropriate pictures over the Internet through a MySpace account. Investigators were able to trace to the computer that was source of the photos and identify a suspect who was charged with three counts of Harassment.
- Investigators have used their newly acquired skills and equipment to forensically examine computers seized by the Central Iowa Drug Task Force, checking for evidence of drug related sales and photographs of illegal drug use.

Mental Health Task Force:

The Ames Police Department continues to be 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 officers are distributed to all task force members and their agencies. This distribution of information has been very beneficial to mental health service providers, keeping them informed of client contacts with law enforcement officers. Once this timely information is known, it may be as simple as an adjustment in medication or counseling services that can help alleviate future contacts with police officers. Over 376 mental health related notifications have been made to the Task Force by the Ames Police Department during the past year. This represents a 121% increase in mental health related notifications as compared to the last reporting period.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Homicide cases	0	2	4	
Attempted homicide	0	0	0	
Robbery	17	12	11	
Sexual assault	39	38	41	
Other sex offenses	25	17	26	
Child abuse	7	6	5	
Burglary	342	495	577	
Drug investigations	320	343	352	
Juvenile cases	506	628	637	
Juvenile arrests	327	382	307	
Financial crimes	215	149	132	
Domestic calls for service	505	624	585	
Domestic related arrests	80	89	99	
Efficiency and Effectiveness:				
Community outreach contacts - juvenile	21	22	24	23
Number of juveniles participating	6,222	6,453	5,556	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
- ✓ Enhance community and regional partnerships
- ✓ Provide a customer-centered service
- ✓ Enhance community involvement
- ✓ Maintain a highly reliable radio communications system for emergency responses
- ✓ Provide countywide interoperability through 800 MHz radio communication system
- ✓ Promote responder safety
- ✓ Coordinate emergency response assets
- ✓ Facilitate the resolution of the non-emergency concerns of citizens

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	751,388	798,874	796,016	851,516	6.6%
Contractual	75,844	114,238	99,600	118,300	3.6%
Commodities	10,541	7,475	7,475	11,957	60.0%
Capital	1,797	18,422	44,362	-	
Other	-	-	-	-	
Total Expenditures	839,570	939,009	947,453	981,773	4.6%
 Funding Sources:					
General Fund	839,570	939,009	947,453	981,773	4.6%
Total Funding Sources	839,570	939,009	947,453	981,773	4.6%
 Personnel – Authorized FTE	 12.30	 12.30	 12.30	 12.30	

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Highlights:

Over the last several years, the Emergency Communications Center established a **data network** and a more formal working relationship with Iowa State University and Story County. This relationship has created efficiencies, improved security and reliability, and allowed for more effective law enforcement. The three agencies have 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. During the past year, this cooperative effort allowed the group to obtain a fiber optic cable for use in the high-speed transmission of data at a cost that was affordable to the individual agencies. The fiber optic cable will also provide a highly reliable alternative data path in the system that will help ensure that the entire system will not fail.

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, *Locution*, was acquired and implemented. This program allows both the Fire Department and dispatchers to more closely monitor and track fire resources.

Computer-Aided Dispatch

Early in the year, the department learned that the vendor for its computer aided dispatching system, known as CAD6, would not support that product past January of 2012. The announcement required that the Communications Center begin the process of replacing CAD6. The department, along with its communications partners at Iowa State University and Story County, established a software transition task force to investigate, evaluate and ultimately recommend a replacement program. The task force has made significant progress in leading the agencies into the next generation of technology.

Emergency Medical Dispatch

The Emergency Communications Center has also made progress in establishing an Emergency Medical Dispatching (EMD) program. During the last year, two dispatchers were trained in EMD procedures and they have set the direction for the Center. EMD protocols provide a stable and consistent response base for dispatchers who would take over the functions of dispatching medical personnel to medical calls. The new program would improve safety for the public while increasing efficiency at both the Communications Center and the hospital. City staff is currently negotiating with Mary Greeley Medical Center to share the initial and ongoing costs of this improvement.

Volunteers

The Communications Center has traditionally provided fingerprinting services to the public. The number of non-criminal fingerprinting requests had grown over the years and presented a challenge to dispatchers who could not be at both the fingerprinting station and the dispatch console. To address this issue, a group of senior volunteers were trained to handle these non-criminal fingerprinting requests. Although dispatchers continue to provide some fingerprinting services, this successful use of volunteers has improved efficiency in the Center.

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Highlights, continued:

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Non-emergency telephone inquiries	129,109	110,231	114,033	115,000
Emergency "911" calls	18,892	21,641	22,241	22,400
Radio communications	470,134	677,862*	878,776**	880,000
Cases created	27,375	27,936	28,601	29,000
State system transactions/inquiries	46,491	50,187	53,700	54,000
Efficiency and Effectiveness:				
Mean "pick-up" time for 911 calls (in seconds)	5.2	5.2	5.2	5.2

* Includes 6 months of ISU/Story County monitoring

** Includes 12 months of ISU/Story County monitoring

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	18,519	-	39,890	-	
Contractual	40,916	-	4,753	-	
Commodities	9,660	-	10,747	-	
Capital	15,970	-	-	-	
Other	65,070	-	13,000	-	
Total Expenditures	150,135	-	68,390	-	
Funding Sources:					
Police Forfeiture	92,867	-	13,000	-	
Police Grants	52,363	-	52,364	-	
Police & Fire Donations	4,905	-	3,026	-	
Total Funding Sources	150,135	-	68,390	-	
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 (GTSB). The Police Department received funding this year from the GTSB's section 410 grant program to address impaired driving. The grant provides funds for officer overtime (with officer activity centered on alcohol related traffic enforcement), educational materials, and some equipment or hardware to aid in the enforcement process.

Beginning in 2008, the department partnered with Youth and Shelter Services in a grant program designed to address **underage drinking** law violations. The program will allow for compliance checks and several special event enforcement activities.

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.

The department continues to work with the Department of Justice Office of Justice Programs. In 2007, the department received a multi-year Byrne Memorial Justice Assistance Grant that provided equipment and training for several officers to develop specialized skills in computer related crimes. Two officers have received advanced training in this field and computer hardware and specialized software has been purchased.

The department also received a new \$7,721 grant through the Department of Justice 2008 Bulletproof Vest Partnership. This grant will provide matching funds over the next two years to assist the department in acquiring new and replacement **bulletproof vests** for officers.

During FY 08/09, funds acquired through the criminal forfeiture process will be used to obtain, equip, and activate an incident command vehicle for use in storms and natural disasters, searches and at major crime scenes. By utilizing these forfeited funds, the department was able to implement this new resource without charging the initial costs to the General Fund.

The City Council's Goal:

“to commit to making Ames a more environmentally sustainable community”



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.

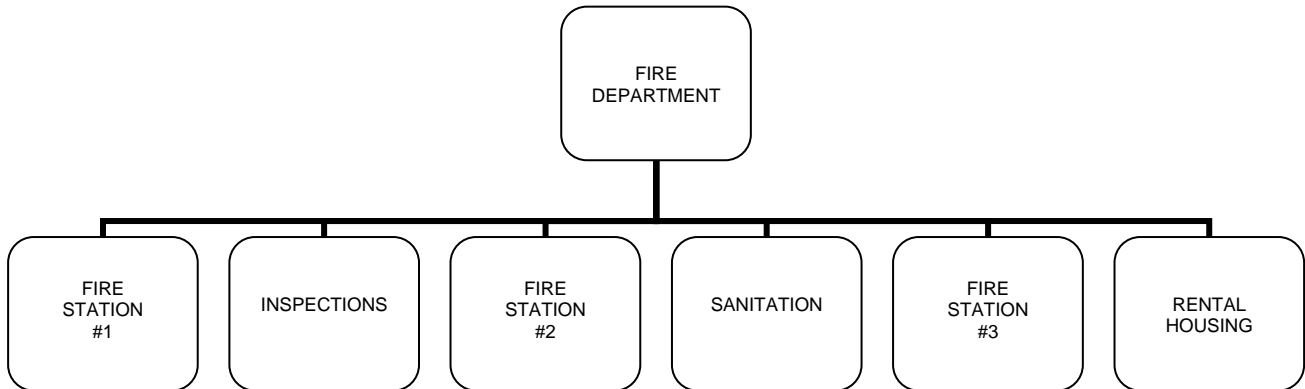
The success of the City’s Fire Safety/Admin sub-program is reflected in economic terms (e.g. insurance fire class rating), as well as in the more important areas of the safety of property, health, and life.

Activities:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Fire Admin/Support	858,944	863,871	858,481	932,983	8.0%
Suppression/Emergency Action	3,845,931	4,020,889	3,978,538	4,085,226	1.6%
Prevention/Safety Education	115,934	117,948	118,451	121,724	3.2%
Total Operations	4,820,809	5,002,708	4,955,470	5,139,933	2.7%
 Personnel - Authorized FTE	 52.45	 55.45	 55.45	 55.60	

FIRE SAFETY ACTIVITIES

422

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures By Type:					
Personal Services	4,310,263	4,490,653	4,431,044	4,620,255	2.9%
Contractual	365,615	408,474	401,310	423,143	3.6%
Commodities	84,978	103,581	102,232	96,535	-6.8%
Capital	59,953	-	20,884	-	
Total Expenditures	4,820,809	5,002,708	4,955,470	5,139,933	2.7%
Funding Sources:					
General Fund	3,592,689	3,737,605	3,702,175	3,839,818	2.7%
Iowa State University Contract	1,208,053	1,245,867	1,234,059	1,279,940	2.7%
Haz Mat Activities	785				
MGMC Reimbursement	17,257	19,236	19,236	20,175	4.9%
Miscellaneous Revenue	2,025	-	-	-	
Total Funding Sources	4,820,809	5,002,708	4,955,470	5,139,933	2.7%



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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
Expenditures:					Adopted
Personal Services	709,191	713,174	721,498	766,687	7.5%
Contractual	129,953	142,247	128,833	158,146	11.2%
Commodities	13,480	8,450	8,150	8,150	-3.6%
Capital	6,320	-	-	-	
Total Expenditures	858,944	863,871	858,481	932,983	8.0%
Funding Sources:					
General Fund	637,732	647,904	643,861	699,737	8.0%
Iowa State University Contract	221,212	215,967	214,620	233,246	8.0%
Total Funding Sources	858,944	863,871	858,481	932,983	8.0%
Personnel – Authorized FTE	6.60	6.60	6.60	6.75	

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

Highlights:

- Reductions in the City's contribution rate to the **Municipal Police & Fire Retirement System of Iowa** will result in savings for Fire Department personnel in excess of \$56,000 during FY 09/10.
- The Fire Department personnel continued to promote safety education and awareness through community education. During **Fire Prevention Week**, staff visited every grade school in Ames where children were educated in the value of life safety and fire prevention. Fire Prevention Week was culminated at North Grand Mall with an equipment display and interactive events inside the mall. Fire personnel spent a total of 52 hours at this event alone that positively impacted approximately 400 adults and children throughout the greater Ames community.
- The **Locution automatic dispatch alerting system** installation has been completed. This system has immediately had a positive impact on the Fire Department's radio communications. A reduction in unnecessary radio traffic has resulted. Also, Locution only notifies needed personnel for incidents, allowing more personnel to remain better rested through busy nights.
- A **newly generated report and procedure** for obtaining Fire Department incident numbers and apparatus response times has been developed. Previously, Fire Department personnel documented their own apparatus incident numbers and response times which perpetuated inconsistencies between stations, inefficient retrieval methods, and a lack of accurate data. By retrieving information directly from a dispatch-generated electronic file document, Fire Department incident numbers now directly correlate with dispatch and precise apparatus times now include the "seconds."
- Several computer data-entry trainings have taken place at the shift level in recent months introducing crews to three new modules of **FireHouse Software data management systems**. Using FireHouse Training, Scheduling, and Activity modules, shift personnel are now individually entering rosters, trainings, public education sessions, and meetings on a daily basis. This translates to more accurate numbers, documented public interactions, and will eventually reduce the amount of paperwork.
- Three Ames Fire Department personnel have recently become certified as **Incident Safety Officers**. This nationally-recognized certification is only achieved after an intensive and comprehensive exam covering a broad spectrum of incident safety topics. The impact of these new certifications should help Incident Commanders better utilize well-trained and documented on-duty personnel to fill the capacity of Safety Officer during high-risk trainings and emergencies.
- Fire Department committee personnel released seven new **Standard Operating Guidelines (SOGs)** and two newly revised SOGs. New SOGs included *Donor Search and Notification* and *Complaint Investigations*, both derived from new State of Iowa legislation. The City Risk Manager assisted in creating a new SOG entitled *Managing On-Duty Injuries*. It instructs Fire Department personnel regarding the appropriate method of reporting, documenting, and obtaining treatment for on-duty injuries.
- The Deputy Chief of Support Services has previously had a portion of his time charged to Building Safety. In order to accurately reflect the time utilization, 20% of the Deputy Chief's time was moved to Fire Administration and 5% of the Fire Chief's time was moved to Building Safety. These two moves result in a net 15% increase in the number of full-time employees (FTEs) for Fire Administration.

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Automatic alerting system installation and completion	N/A	85%	100%	N/A
Total presentations/hours spent in the public education (pub-ed) of fire safety topics	N/A	53/294	320*/1,704*	340/1,800
Schools within the Ames Community School District, including home-schooled children, provided Fire Prevention Week pub-ed presentations	100%	100%	100%	100%
Number of civilian adults/children attending FD sponsored public education presentations	N/A	970/3,263	2,362*/3,891*	2,500/4,000
Number of City-related supervisory leadership training hours	25	164	169	179
Number of FD-related administrative support training hours	N/A	383	731*	800
Newly acquired State and/or National emergency services related certifications achieved	22	29	36	43
Efficiency and Effectiveness:				
Respond to emergencies (in the City) within five minutes (departmental goal of 85% within 5 minutes or less)	87%	87%	87%	
Percentage of City limit acreage (19,983 acres) within a 5 minute or less response time (Council goal of 85%)	84%	83%	83%	
Maintain equipment and certify according to nationally recognized standards annual tests (pumps, ladders, hose)	100%	100%	100%	100%

* FY 2008/09 increase in numbers correlates to better documentation and recordkeeping method implementation.

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:

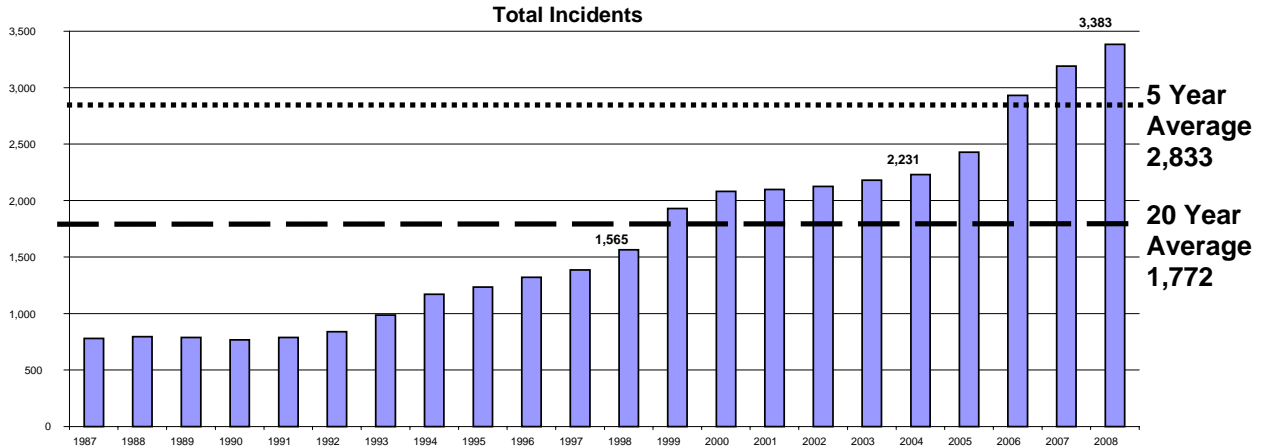
- ✓ Maintain certifications for emergency medical services
- ✓ Trench rescue continue to train with other agencies
- ✓ Respond to all emergency calls with a minimum of two certified EMS responders
- ✓ Maintain hazardous materials technical level training for firefighters
- ✓ Train firefighters utilizing live fire techniques and opportunities
- ✓ Annual fit test of firefighting respirators in accordance with OSHA 1910.134
- ✓ Provide a safe work environment with the goal of reducing employee injury rates and severity
- ✓ Train and support Ames Fire Investigation Team comprised of Ames firefighters and Ames police
- ✓ Support participation in local, state, and national conferences and seminars
- ✓ Maintain equipment in a state of readiness

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	3,503,676	3,679,900	3,611,730	3,752,508	2.0%
Contractual	223,508	252,708	258,692	251,183	-0.6%
Commodities	65,114	88,281	87,232	81,535	-7.6%
Capital	53,633	-	20,884	-	
Total Expenditures	3,845,931	4,020,889	3,978,538	4,085,226	1.6%
 Funding Sources:					
General Fund	2,869,231	3,001,240	2,969,476	3,048,788	1.6%
Iowa State University Contract	956,633	1,000,413	989,826	1,016,263	1.6%
Haz Mat	785	-	-	-	
MGMC Reimbursement	17,257	19,236	19,236	20,175	4.9%
Miscellaneous Revenue	2,025	-	-	-	
Total Funding Sources	3,845,931	4,020,889	3,978,538	4,085,226	1.6%
Personnel - Authorized FTE	44.85	47.85	47.85	47.85	

FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

Highlights:

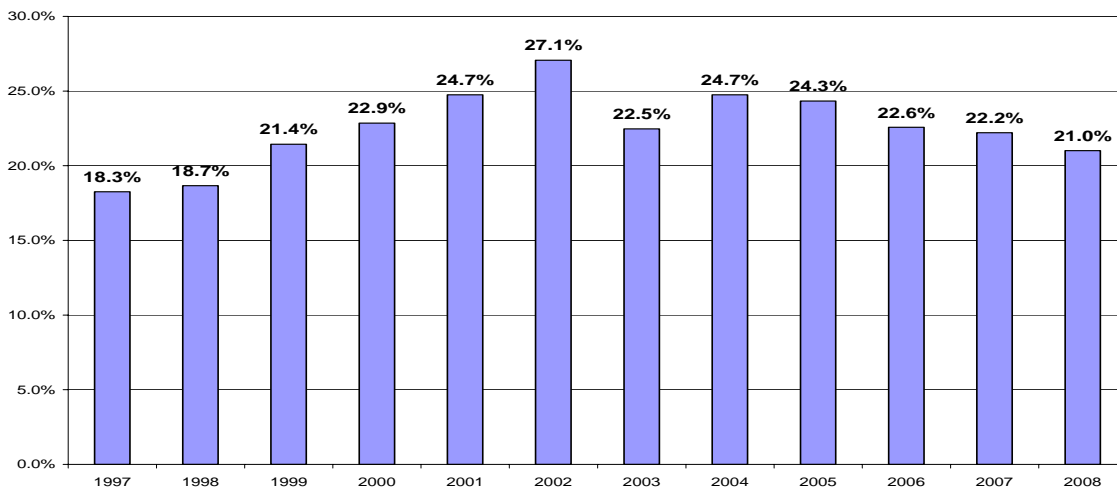


Information regarding the calls for 2008:

Total calls	3,383
Emergency medical service (EMS)	58%
False calls	21%
Service calls	14%
Fire	4%
Hazardous materials (HazMat)	3%

We continue to work with our customers to reduce the **false alarms** in our community. Several proactive measures have been implemented to educate fire alarm service personnel as well as business managers on ways to reduce the potential for false alarms.

% of False Alarms by Year



FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

Highlights, continued:

Firefighters honed their skills during **live fire training** at the North Grand Mall. Firefighters had the opportunity to work as a team under the incident command system. In addition, newly certified incident safety officers had the opportunity to assist with the training exercise.

With new **technology** and better utilization of our current software programs, firefighters are able to accurately track their training hours, as well as contact time with the citizens. Firehouse software is being used to gather the data. The data can be selected and analyzed for further identification of needs and requirements.

Firefighters attended **conferences** locally as well as on the national level. The goal of the attendees is to bring the information back to the department. Firefighters continue to attend hazardous material training and present to our hazardous materials responders.

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Continue to maintain certifications in First Responder emergency medical response	48/48	48/48	50/51	51/51
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	-	-	5	5
Attend Fire Department Instructors Conference annually (send 3-4 personnel)	4	4	3	3
Attend fire investigation course (send 3 people annually)	2	2	4	3
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	35/48	49/51	49/51
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	49/50	50/50	50/52	51/52
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
 - ✓ Facilitate and foster collaborative efforts with other inspectors throughout the Building Division to produce a safer environment for the citizens of Ames
- ✓ Ensure that annual inspections are performed for 100% of the City's commercial occupancies requiring State certification
 - ✓ Maintain a high level of expertise and knowledge through training and lifelong education in an ever-evolving technical field

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	97,396	97,579	97,816	101,060	3.6%
Contractual	12,154	13,519	13,785	13,814	2.2%
Commodities	6,384	6,850	6,850	6,850	0.0%
Total Expenditures	115,934	117,948	118,451	121,724	3.2%
Funding Sources:					
General Fund	85,726	88,461	88,838	91,293	3.2%
Iowa State University Contract	30,208	29,487	29,613	30,431	3.2%
Total Funding Sources	115,934	117,948	118,451	121,724	3.2%
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 remove several **dangerous cooking operations** throughout Ames.
- Delivering fire and life safety messages to the community is a major aspect of the Fire Inspections Division. The Inspector has invested significant time in this area by assisting with fire drills, emergency planning, and fire prevention education planning. The Inspector also coordinated the well-attended **Assembly Occupancy and Dorm Living program**, given by the Clive Fire Marshal.
- The Fire Inspections Division effectively resolved 350 **Greek House fire code violations**.
- Fire Inspections continues to represent departmental interests and concerns in planning for City/ISU special events and for fire protection planning for **ISU construction projects**, such as the Alumni Hall building, Hub renovation, new Chemistry Building, Bio-Resources project, and the installation of a fire sprinkler system at Marston Hall.
- Fire Inspections maintains an active role in the **quarterly bar patrol meetings** for business owners and their employees.
- 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), including the entire Iowa Department of Transportation (IDOT) campus.
- During the previous calendar year, **fire/life safety inspections** were completed at the following locations in Ames:
 - 100% of hotel/motels
 - 100% of fraternities and sororities
 - 80% of restaurants, bars, and commercial cooking establishments
 - 75% of businesses dispensing flammable liquids
- Attended outside **training** at the National Fire Academy, Campus Firewatch Forum, and Hawkeye Safety Conference.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Commercial inspections/violations	830/859	821/1,152	864/1,094	909/1,039
Educational & institutional inspections/ violations	47/60	45/42	47/40	49/38
Residential inspections/violations	97/371	152/362	160/344	168/327
Construction plan reviews	118	108	114	120
Public education contacts/hours	413/371	398/319	419/303	441/302
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	2	2	1	2
Residential fires	51	65	44	53
Structure fires	67	74	52	64
Intentionally set structure fires/property damage amount	3/\$1,000	1/\$1,150	4/\$1,000	3/\$1,050
Unintentional and system malfunctions	522	493	516	510

FIRE - BUILDING SAFETY

423

Building Safety provides permits, inspections, public information, and enforcement of building, electrical, mechanical, plumbing, rental housing, neighborhood property maintenance, sign, and zoning codes. Program objectives are accomplished through review of construction plans for code compliance; issuance of work permits and performance of on-site project inspections; issuance of rental housing permits and performance of periodic dwelling inspections; investigation of code violations; abatement of dangerous buildings.

Service Objectives:

- ✓ Provide public information on building construction, property maintenance, and related topics
 - ✓ Perform plan reviews of proposed building construction projects
 - ✓ Investigate and abate property maintenance and zoning code violations
 - ✓ Promote and develop community partnerships
- ✓ Perform safety inspections of existing commercial buildings, places of assembly, bars
 - ✓ Issue permits and perform inspections of building construction projects
 - ✓ Issue permits and perform inspections of rental dwellings
 - ✓ Abate dangerous buildings

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	799,042	893,733	869,420	893,674	0.0%
Contractual	149,515	172,278	133,015	135,075	-21.6%
Commodities	10,562	12,575	15,178	12,775	1.6%
Capital	43,145	-	-	-	
Total Expenditures	1,002,264	1,078,586	1,017,613	1,041,524	-3.4%
Funding Sources:					
General Fund	179,665	91,087	100,742	97,856	7.4%
Building Permit	456,969	623,515	450,003	461,440	-26.0%
Electrical Permit	72,331	71,492	108,554	111,343	55.7%
Mechanical Permit	26,406	23,904	46,531	47,636	99.3%
Plumbing Permit	41,524	41,222	78,583	80,308	94.8%
Sidewalk Permit	88	400	400	400	0.0%
Sign Permit	8,917	8,000	9,000	9,000	12.5%
Misc. Housing Inspection	1,211	-	250	-	
Rental Housing	215,053	218,706	223,550	233,541	6.8%
Apprentice License Fee	100	260	-	-	-100.0%
Total Funding Sources	1,002,264	1,078,586	1,017,613	1,041,524	-3.4%
Personnel - Authorized FTE	11.15	11.15	11.15	11.00	

FIRE - BUILDING SAFETY

423

Highlights:

- Despite a **decrease in new home construction** in Ames, other permit and inspection activity remains constant. New commercial buildings and additions, commercial interior finishes and remodels, new multifamily buildings, residential additions, interior remodels, and home improvements all continued at a constant level for the first six months of FY 08/09. **Permit fee increases** approved in the FY 08/09 budget were implemented in July. These increases enabled the Division to maintain a **balanced budget** in electrical, mechanical, and plumbing inspection services areas. Fee increases for building permits were not sufficient to offset the downturn in new home construction, however, and revenues are less than needed to balance this program. Although a modest 3% increase in construction activity is forecast in the FY 09/10 budget, a **reduction of expenditures is necessary**. The proposed budget eliminates inspector training and conference attendance, and defers scheduled computer replacements until such time as the construction industry shows signs of recovery. Also included are appropriate shifts of administrative personnel allocations to other programs.
- The Building Official attended International Code Council (ICC) training on current best practices for **Green Building Programs and Ordinances**. Examples of programs enacted by various communities were reviewed and resources identified. Green building is a holistic approach that includes all design elements and technical systems that comprise a project. This includes site planning and development; landscaping; storm water management; potable water and sanitary waste systems; actual building construction methods - structural, building envelope, electrical, heating, air conditioning, ventilation, and fire protection; and public utilities such as gas and electrical services. Although building officials and departments are key participants, a **successful program requires an organization-wide commitment** and coordination of all departments.
- The Division co-sponsored a half-day **Green Building Seminar with the Ames Home Builders Association** and distributed complimentary new National Association of Homebuilders (NAHB) Green Building Guidelines to the more than 40 participants. Attendees learned basic concepts, and were provided resources for additional education. In response to staff requests, participants suggested more than **30 future educational topics of value** to them. Staff will use the suggestions in planning future educational events.
- Inspections of older commercial buildings, bars, and apartment buildings in Downtown and Campustown continue to reveal **public safety concerns**, due primarily to **inadequate maintenance**. The Building Official is working with other staff to develop and promote owner incentives for repairs and improvements to **Ames' heritage buildings**. In addition to preserving public safety, this effort helps create an economic climate supportive of business, property investment, and building valuation.
- The Ames **Dangerous Building Code** was revised and a new **Public Nuisance Code** adopted to provide improved methods to resolve these conditions in the community.
- An ad hoc **Rental Housing Advisory Committee** was appointed to work with staff on improvements to the Ames **Rental Housing Code**. The new code, replacing the original document created in 1977, clarifies current maintenance standards, consolidates relevant standards from other City codes into one location, and reorganizes text to make it **more accessible to users**.
- Work on the Rental Code sparked public discussions about maintenance of owner-occupied residential properties. As part of Council's goal to **strengthen neighborhoods**, a strategic public education effort was launched to invite public discussion regarding possible adoption of a **Property Maintenance Code**.

FIRE - BUILDING SAFETY

423

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Building plans reviewed	690	600	660	680
Building permits issued	690	650	660	680
Building inspections performed	3,080	3,360	2,860	2,950
Electrical permits issued	670	660	620	640
Electrical inspections performed	1,670	1,350	1,320	1,360
Mechanical permits issued	580	630	710	730
Mechanical inspections performed	1,130	1,040	1,110	1,030
Plumbing permits issued	1,050	1,040	1,160	1,190
Plumbing inspections performed	2,710	2,610	2,790	2,870
Sign permits issued	150	120	150	160
Rental housing units registered	11,290	11,560	11,690	12,050
Rental inspections performed	5,130	5,380	4,530	4,670
Neighborhood concerns identified	240	330	340	350
Identified by citizens (reactive)	N/A	265	270	280
Identified by Inspector (proactive)	N/A	65	70	80
Neighborhood inspections performed	N/A	830	1,190	1,230
Total inspections performed	13,720	14,570	13,800	14,110

The City Council's Goal:

“to commit to making Ames a more environmentally sustainable community”



TRAFFIC MAINTENANCE

424 -- 73

This activity provides for the construction, maintenance, and repair of traffic signals, regulatory, warning, and informational signs in the City. Also maintained are the 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. 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
- ✓ Install and maintain preemption equipment to enhance emergency services
- ✓ Complete changeover to light-emitting diode (LED) bulbs
- ✓ Focus on maintaining traffic signal operations of aging infrastructure
- ✓ Install and maintain required regulatory, warning, guide and street name signs
- ✓ Change of street name signs to six-inch lettering by 2012
- ✓ Explore incorporation of pedestrian countdown timers at high pedestrian volume and Safe Routes to School crossing locations
- ✓ Paint curbs as needed to delineate fire zones, tow-away zones, parking prohibitions
- ✓ Enhance roadway markings on pavement
- ✓ Paint medians for public safety purposes
- ✓ Maintain the traffic sign Geographic Information System (GIS) database
- ✓ Paint crosswalks along school routes

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	333,803	375,578	362,670	403,279	7.4%
Contractual	145,685	169,783	171,796	163,588	-3.6%
Commodities	62,780	104,900	112,552	101,350	-3.4%
Capital	2,244	21,250	15,116	13,223	-37.8%
Total Expenditures	544,512	671,511	662,134	681,440	1.5%
 Funding Sources:					
General Fund	(10,742)	-	-	-	
External Labor Reimbursement	47,284	25,750	30,300	28,500	10.7%
Road Use Tax Fund	507,970	645,761	631,834	652,940	1.1%
Total Funding Sources	544,512	671,511	662,134	681,440	1.5%
 Personnel - Authorized FTE	 5.97	 5.87	 6.07	 6.07	

TRAFFIC MAINTENANCE

424 – 73

Highlights:

In addition to the existing 61 signals, traffic signal systems will become operational at the Donald and Ruth Furman Aquatic Center and at the Bloomington Road/Stange Road intersection during 2009. Each year, traffic signal staff replaces two to three hundred incandescent bulb signal indications with **light-emitting diode (LED) lamps**. The City reduces power consumption costs to run traffic signals by approximately 12.5% with each year's installation of new LEDs. **This project is in support of the City Council's "Go Green" goal.** Since this effort began in 1999, actual power consumption costs have dropped over \$43,000.

Staff continues to focus on operational service to improve efficient use of traffic signal systems. 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 roadway pavement both by way of normal wear-and-tear and by temperature changes. A budget item to replace eight loops at a cost of \$8,000 per year is included in pursuit of this customer service goal.

In June 2005, the Federal Railroad Administration (FRA) issued the **Quiet Zone** Final Rule enabling communities to minimize impacts of train horn noise throughout the community. In FY 2008/09, the City of Ames will make application for a Quiet Zone on the east/west mainline corridor. If approved by FRA, the Quiet Zone may be effective during FY 2009/10.

Staff members are responsible for the maintenance of 66 miles of roadway markings and over 500 pedestrian crossings. Through utilization of technologies such as the Graco Line Driver (a motorized attachment for paint machines) and **paint drum agitator** (equipment that continuously stirs paint), staff is able to increase productivity of pavement marking maintenance. Pavement markings include 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.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of signals in City	59	59	61	63
LED bulbs installed	398	269	250	250
Utility locates	209	195	220	220
# of signs in City	9,218	9,274	9,325	9,400
# of lane miles painted	64.5	66.0	67	68
# of crosswalks painted	671	691	695	700
Gallons of traffic paint used	1,875	1,880	1,885	1,895
Pounds of reflective beads used	5,000	5,000	5,000	5,000
Efficiency and Effectiveness:				
Average # of sign repairs/week	16	12	15	15
Average # of service calls/signalized intersection	8.2	7.3	9.0	9.0
Signs serviced	841	644	700	800
% of time automated train horns are operational	99%	99%	99%	99%
Cost per mile, pavement markings	\$0.21	\$0.22	\$0.23	\$0.24

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
 - ✓ Administer the Ames Area Metropolitan Planning Organization (AAMPO)
- ✓ 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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	49,950	57,057	53,668	106,489	86.6%
Contractual	22,742	26,687	24,692	23,782	-10.9%
Commodities	425	3,850	4,150	450	-88.3%
Capital	9,528	4,750	4,750	5,416	14.0%
Total Expenditures	82,645	92,344	87,260	136,137	47.4%
Funding Sources:					
Road Use Tax Fund	82,645	92,344	79,260	76,137	-17.6%
General Fund/MPO	-	-	8,000	60,000	
Total Funding Sources	82,645	92,344	87,260	136,137	47.4%
Personnel - Authorized FTE	.60	.60	1.45	1.45	

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 roadway rehabilitation/reconstruction as well as the addition of roadway improvements required by new commercial, industrial, and residential developments within the City. Most recently, twenty-five percent of the Traffic Engineering responsibility has shifted to **administration of the Ames Municipal Airport**.

A **Transportation Planner** (one FTE) has been added to Traffic Engineering. This full-time Transportation Planner will assist the Traffic Engineer with the increasing responsibilities of the Ames Area Metropolitan Planning Organization (AAMPO). The position will receive 80 percent reimbursement funding from the AAMPO and the remaining twenty percent (City portion) will be offset by a reduction in currently approved temporary workers. Therefore, there will be no net cost to the City for this position.

The **update to the Long-Range Transportation Plan** began in FY 2008/09 and will continue through FY 2010/11. The Traffic Engineer will lead this community-wide effort, which will ultimately identify transportation improvements needed to support the City 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 such as traffic signals and the coordination of timings along major corridors.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of meetings regarding specific capital projects	120	130	135	145
# of other citizen contacts handled	575	595	600	615
# of meetings with ISU students on class projects	8	5	8	8
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.

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	8,070	11,000	11,000	12,000	9.1%
Contractual	583,731	602,000	602,000	637,000	5.8%
Commodities	2,970	-	-	-	
Total Expenditures	594,771	613,000	613,000	649,000	5.9%
Funding Sources:					
Street Lights – General Fund	583,543	600,000	600,000	635,000	5.8%
Civil Defense – General Fund	11,228	13,000	13,000	14,000	7.7%
Total Funding Sources	594,771	613,000	613,000	649,000	5.9%
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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Fire:					
Miscellaneous Fire Donations			25		
Fire Station #1 Renovation	20,391		10,609		
Fire Station #2 Renovation	8,103		15,863		
Sub-Total	28,494		26,497		
Police:					
Police Document Imaging		31,201			
Police CAD/Dispatching				208,913	
Mobile Data Terminals		268,599	20,000		
Firearms Training Range				102,000	
Sub-Total		299,800	20,000	310,913	
Electric:					
Outdoor Storm Warning System	50,292	215,000	215,000		
Sub-Total	50,292	215,000	215,000		
Traffic/Engineering:					
Signal L-Way/Sheldon Avenue	30	175,000	124,970		
Skunk River Trail SE 16 th /L-Way		300,000	300,000		
Shared Path Ontario	75	73,375	73,300		
Long-Range Transportation Plan		400,000	400,000		
RR Crossing 9 th & UPRR		250,000	137,500		
NE Area Shared Use Path		500,000		500,000	
US 69 Improvements 13 th /Grand	83,543	197,500	174,029		
Signal Duff and 6 th	16,736				
Signal L-Way and Ash				175,000	
East L-Way Bike River Crossing	(1)				
Multi-Modal Safety Study				50,000	
Traffic Engineering Studies			90,000		
05/06 Signal Main/Duff	15,484				
US 69 190 th to Dawes	200,000				
RR Quiet Zone Improvements	704		96,065		
Signal L-Way/Welch	10,512		152,488		
RR Crossing 20 th /UPRR			137,500		
RR Crossing 16 th /UPRR			137,500		
RR Medians North-South				100,000	
Scholl Road UPRR Crossing	19,765				
Skunk River Trail Ext AHHP	164		379,836		
Oakwood Road Shared Path	258		74,263		
Skunk River Trail HYSC-SE 16 th				250,000	
Cedar Lane Developer Escrow			68,531		
Path Grand Ave/20 th -Murray	301		164,236		

PUBLIC SAFETY CIP

429

Activities:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Traffic/Engineering, cont.:					
07/08 Traffic Signal L-Way/Lynn	11,239		124,761		
Walkway west side N. Dakota	608	210,000	334,851		
Walkway east side N. Dakota			133,312		
Sub-Total	359,418	2,105,875	3,103,142	1,075,000	
Total CIP	438,204	2,620,675	3,364,639	1,385,913	-47.1%

PUBLIC SAFETY CIP PROJECT DESCRIPTIONS

POLICE

In the Police Department, the current computer-aided dispatching and records management system will be discontinued. The system is shared with Iowa State University and the Story County Sheriff's office. The \$208,913 shown is the City's share and the E911 grant. In the Internal Services section of the budget, \$155,266 is included to purchase hardware out of replacement money. The two partners will also contribute \$217,826 to the project.

The Police firearms training range renovation project will include re-orientation of the line of fire, new earthen berms, concrete walks, and safety walls totaling \$102,000.

TRAFFIC/ENGINEERING

A \$500,000 project to add a shared use path to the northeast area was delayed from the FY 08/09 CIP due to delays in the development of the area.

The Traffic Signal Program is the annual program that provides for replacing older traffic signals and for constructing new traffic signals in the City. The FY 09/10 project is located at Lincoln Way and Ash Avenue.

The Multi-Modal Safety Study, \$50,000, will look at the interaction of multiple transportation modes as well as update the safe routes to school plans and establish a master plan for crosswalks.

The Railroad Crossing Safety Improvements Project includes median installation at 13th Street and 20th Street for \$100,000. Basic safety features desired at each crossing include two-quadrant vehicle gates, mounted flashing lights, and constant warning time detection.

The Skunk River Trail Extension (Hunziker Youth Sports Complex to Southeast 16th Street) for \$250,000 provides for construction of shared use paths on street rights-of-way, adjacent to streets, and through greenbelts. The Transportation Plan identifies those paths that separate bicycle traffic from higher-speed automobile traffic. This project supports one of the City Council's priorities for the year, connecting our community.



There are many opportunities to conserve water inside the home:

- Repair all leaky toilets, faucets, and other fixtures.
- Invest in new ultra-low-flow toilets. Using only 1.3 gallons, some with dual flush capabilities, these toilets flush better than older models which use more water.
- While brushing your teeth and shaving, remember to turn off the faucet.
- Take shorter showers.
- Call 515-239-5150 for free showerhead flow restrictors or pick up at the information desk in City Hall, 515 Clark Avenue.
- Keep a pitcher of water in the refrigerator rather than running the tap waiting for the water to become cold.
- Use the garbage disposal as little as possible.
- Run the dishwasher and the washing machine for full loads only. (Running most dishwashers uses about 12 gallons of water; washing machines can use more than 40 gallons.)
- Soak pots and pans rather than running the water while you scrape them clean. When washing dishes by hand, put a stopper on both sides of the sink and use one side to wash and one to rinse.
- Wash fruits and vegetables in a bowl using a vegetable brush rather than letting the water run.

Cool Cities Pledge

Establish Base Year Inventory

A computer software program designed to convert all the energy data into carbon emissions and air pollutants was acquired from the International Council for Local Environmental Initiatives (ICLEI).

By "Sector"

Building Sector

(On 18 City Buildings – Power Plant, Water and Waste Water Treatment and Resource Recovery Plants not included)

Total Square Feet
Total Electricity Used (kWh)
Total Natural Gas Used (therms)

Fleet Sector

Number of Vehicles in Service
Total Miles Driven Annually
Total Gallons Burned Annually
(Includes All Fuel Types)

Street Light Sector

(Includes Traffic Signals, Sirens, Parks, and Pools)

Number of All Units in Service
Total Electricity Used Annually (kWh)

UTILITIES PROGRAM

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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.

	2007/08	2008/09	2008/09	2009/10	% Change
Use of Funds:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Resource Recovery	2,813,166	3,130,925	2,987,645	3,324,976	6.2%
Water Utility	3,988,331	4,369,837	4,697,566	4,785,852	9.5%
Storm Sewer Maintenance	225,035	266,428	272,411	259,244	-2.7%
Wastewater Disposal	2,936,627	3,045,895	3,029,276	3,295,634	8.2%
Electric Operations	38,824,983	43,451,764	42,861,732	46,538,395	7.1%
Utility Customer Service	1,296,268	1,323,124	1,332,367	1,424,978	7.7%
Total Operations	50,084,410	55,587,973	55,180,997	59,629,079	7.3%
Utilities CIP	4,445,180	25,032,695	20,052,738	20,414,895	-18.4%
Total Expenditures	54,529,590	80,620,668	75,233,735	80,043,974	-0.7%
Personnel - Authorized FTE	159.71	159.71	159.78	159.78	

UTILITIES

480

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	12,361,607	13,428,480	12,879,535	14,184,854	5.6%
Contractual	23,686,398	24,565,811	22,623,789	24,082,548	-2.0%
Commodities	15,650,927	20,867,498	20,769,371	21,362,192	2.4%
Capital	2,710,043	21,692,404	18,882,240	20,220,200	-6.8%
Other Expenditures	120,615	66,475	78,800	194,180	192.1%
Total Expenditures	54,529,590	80,620,668	75,233,735	80,043,974	-0.7%
Funding Sources:					
Project Share	19,209	17,450	18,075	18,075	3.6%
Water	6,226,947	6,143,621	7,690,592	7,120,700	15.9%
Sewer	3,949,072	4,479,511	6,202,579	6,693,766	49.4%
Electric	40,960,846	52,833,538	51,319,273	60,765,618	15.0%
Storm Sewer Utilities	253,904	838,623	1,380,579	832,689	-0.7%
Resource Recovery	2,975,324	4,407,925	4,570,200	3,738,126	-15.2%
G.O. Bonds	144,288	1,500,000	4,052,437	875,000	-41.7%
Electric Revenue Bonds	-	10,400,000	-	-	
Total Funding Sources	54,529,590	80,620,668	75,233,735	80,043,974	-0.7%

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
- ✓ Maintain the Household Hazardous Materials (HHM) program
- ✓ Research possible bio-energy connections with the Power Plant
- ✓ Continue community connections through school science fairs, service club presentations, and VEISHEA displays
- ✓ Provide refuse derived fuel to the Power Plant as an alternative fuel source to coal
- ✓ Maintain the closed landfill
- ✓ Maintain positive relationships with member agencies
- ✓ Provide yard waste disposal for Ames residents
- ✓ Expand glass recycling
- ✓ Maintain 70% recycle/re-use of municipal solid waste

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	961,637	1,108,012	984,584	1,125,670	1.6%
Contractual	1,615,840	1,767,408	1,728,411	1,805,556	2.2%
Commodities	231,939	251,005	252,475	264,680	5.4%
Capital	3,750	4,500	22,175	16,000	255.6%
Other	-	-	-	113,070	
Total Expenditures	2,813,166	3,130,925	2,987,645	3,324,976	6.2%
Funding Sources:					
Resource Recovery	2,813,166	3,130,925	2,987,645	3,324,976	6.2%
Total Funding Sources	2,813,166	3,130,925	2,987,645	3,324,976	6.2%
 Personnel - Authorized FTE	 15.00	 15.00	 15.00	 15.00	

RESOURCE RECOVERY OPERATIONS

481

Highlights:

For FY 2009/10, 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.

The final debt service payment for the Resource Recovery Plant will be made in FY 2009/10.

A low-interest loan (\$825,000) from the Iowa Department of Natural Resources was approved for the acquisition of a **non-ferrous metals recovery system**. The installation of this system is planned for FY 2008/09 and will recover metals such as aluminum, copper and stainless steel which are currently landfilled. Although the estimated volume of product is low, current market value projects a three- to six-year payback for this \$1,100,000 project.

To support the City Council's "Go Green" goal, the glass recycling program was expanded in FY 2008/09 to include Story City. Other member communities may be included in FY 2009/10. A large volume of crushed glass product is planned for use in various aspects in construction of the Donald and Ruth Furman Aquatic Center. **Also in support of the "Go Green" goal, Resource Recovery is awaiting results of a study to convert trash to bio-crude.**

The Resource Recovery System continues its community connections by **coordinating with an ISU professor-led Skunk River Navy** to process and recycle over 5.7 tons of trash collected by 225 volunteers during Ames area river cleanups in FY 2008/09. To date, over 51 tons have been collected.

Resource Recovery staff continue to serve as educators at area school science nights and classroom educational opportunities. A **35-year Anniversary Event/Open House** is being planned for fall of 2010.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Tons of refuse into plant (tons available)	56,766	57,905	58,105	58,305
ISU tons into plant	3,957	3,946	3,975	4,000
Tons of refuse processed	50,792	52,482	52,682	52,882
Pounds of HHM* collected	8,417	9,580	10,000	10,000
Tons of glass recycled	83	106	110	115
Tons of metal recycled	2,098	2,055	2,100	2,200
				(includes non-ferrous)
Average # of vehicles/free yard waste day	1,115	1,174	1,175	1,175
Efficiency and Effectiveness:				
% of available materials processed	89%	91%	93%	93%
Tons processed/operation hour	20.29	19.43	21.00	21.00
Processing costs/processed tons (including ISU)	\$35.85	\$34.73	\$35.00	\$35.00
Total expenses/processed tons (including ISU)	\$57.80	\$53.60	\$55.00	\$55.00
Reject disposal rate/ton	\$39.50	\$40.50	\$40.50	\$40.50
Reject transportation rate/ton	\$11.49	\$11.69	\$12.67	\$13.25
Average cost/user free yard waste day	\$3.59	\$2.55	\$2.55	\$2.55

* 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.

	2007/08	2008/09	2008/09	2009/10	% Change
Activities:	Actual	Adopted	Adjusted	Adopted	From Adopted
Water Admin	581,661	617,897	671,097	694,852	12.5%
Production	371,673	410,488	427,294	427,081	4.0%
Treatment	1,255,240	1,446,042	1,569,858	1,630,351	12.7%
Laboratory	96,886	100,857	169,340	178,761	77.2%
Pumping	233,694	249,566	264,294	258,959	3.8%
Metering/Cross Connection	599,018	670,072	694,600	689,338	2.9%
Total Operations	3,138,172	3,494,922	3,796,483	3,879,342	11.0%
Personnel – Authorized FTE	19.00	19.00	19.00	19.00	

WATER OPERATIONS

482 -- 35

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	1,477,848	1,540,407	1,549,198	1,614,464	4.8%
Contractual	1,065,197	1,240,153	1,472,557	1,466,243	18.2%
Commodities	578,115	680,162	723,528	771,125	13.4%
Capital	15,556	32,700	49,700	26,000	-20.5%
Other	1,456	1,500	1,500	1,510	0.7%
Total Expenditures	3,138,172	3,494,922	3,796,483	3,879,342	11.0%
Funding Sources:					
Water	3,138,172	3,494,922	3,604,223	3,598,131	3.0%
Sewer	-	-	192,260	281,211	
Total Funding Sources	3,138,172	3,494,922	3,796,483	3,879,342	11.0%

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)

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	474,624	476,670	490,358	508,248	6.6%
Contractual	95,445	135,727	160,239	178,854	31.8%
Commodities	9,030	5,500	5,500	5,750	4.5%
Capital	2,562	-	15,000	2,000	
Total Expenditures	581,661	617,897	671,097	694,852	12.5%
Funding Sources:					
Water	581,661	617,897	671,097	694,852	12.5%
Total Funding Sources	581,661	617,897	671,097	694,852	12.5%
Personnel - Authorized FTE	5.00	5.00	5.00	5.00	

WATER ADMINISTRATION

482 -- 3501

Highlights:

The new **seasonal rate structure** was implemented at the beginning of FY 08/09. Overall water demand was down during the summer of 2008. Because it was such a wet summer, it is difficult to say how much of the reduction was due to the new rate structure. The rate structure change generated approximately \$270,000 in additional revenue, about half of what would have been generated had there been no changes in demand patterns from last summer. The **Smart Water conservation program** was initiated in 2007 as an annual activity and is proposed to expand from \$29,150 to \$44,700 in 2009 with the additions of a joint rain barrel program with Public Works (\$3,750), a Living Wise educational program in area elementary schools in cooperation with the Electric Services Department (\$5,800), the introduction of a conservation rebate program (\$5,000), and an open house-style Clean Water Festival sponsored jointly with the stormwater and wastewater utilities (\$6,000). **These activities are part of a comprehensive program to encourage conservation and meet the City Council’s “Go Green” goal.**

The **Water Treatment Plant Evaluation Project** will be a major task for the engineering staff in the coming year. This project will evaluate the feasibility of renovating and modernizing the existing facility and compare it to the costs and benefits of constructing a new treatment facility.

Personnel expenses in the administration program are increased, as intern positions previously budgeted elsewhere are now all included as a part of the administrative activities of the department.

This program area also includes \$45,000 in both the current year and next year for continued monitoring and improvements in and around the **Ada Hayden Park wetlands**, an increase of \$15,000 each year.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total revenue, \$ million	\$6.701	\$6.735	\$6.877	\$6.909
Water pumped to mains, billion gallons/year	2.44	2.30	2.5	2.5
CIP project load, \$ million	\$0.886	\$2.050	\$2.942	\$4.047
Efficiency and Effectiveness:				
Residents “very + somewhat” satisfied				
Overall w/ water utility	91%	96%	95%	>90%
Overall w/ water rates	92%	82%	85%	>90%
Typical single-family water bill (600 cf/mo)	\$15.64	\$15.64	\$15.64	\$17.20
Median of IA cities >10,000 population	\$14.64	\$15.64	\$15.64	\$17.24
Typical commercial bill (10,000 cf/mo)				
Summer	\$168.20	\$168.20	\$217.20	\$238.92
Winter	\$168.20	\$168.20	\$168.20	\$185.02
Median of Iowa cities >10,000 pop.	\$197.77	\$197.77	\$197.77	\$207.66

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	63,508	80,488	68,294	71,429	-11.3%
Contractual	291,932	293,350	320,850	309,992	5.7%
Commodities	14,777	20,150	21,650	20,150	0.0%
Capital	-	15,000	15,000	24,000	60.0%
Other Expenditures	1,456	1,500	1,500	1,510	0.7%
Total Expenditures	371,673	410,488	427,294	427,081	4.0%
Funding Sources:					
Water	371,673	410,488	427,294	427,081	4.0%
Total Funding Sources	371,673	410,488	427,294	427,081	4.0%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

WATER PRODUCTION

482 -- 3510

Highlights:

Completion of the **Water Supply Capacity Study** is expected during the spring of 2009. 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 graduate student.

The current estimated source water supply capacity under drought conditions is currently estimated at 11.5 million gallons per day (MGD). Construction of a **Raw Well Water Transmission Pipeline**, which began in late 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. While expected to be small, there should be a slight increase in electrical efficiency of the well pumps due to the reduced piping restrictions.

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 2009/10 budget request includes a projected \$33,525 increase in electricity.

An annual **well rehabilitation program** is also included in the budget request. This program, which began in the spring of 2007, will rotate through the entire inventory of wells every five years. This maintenance activity is essential for maintaining the productivity of our existing wells and significantly helps postpone the need for replacement wells. Four wells are scheduled for rehabilitation in FY 2009/10. Capital funds are requested to relocate the electronics and controls for two **wells located in flood-prone areas** along Squaw Creek.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Potable supply – # of wells	19	22	22	22
Average day pumpage, MGD	6.11	6.05	6.11	6.17
Peak day pumpage, MGD	10.56*	8.9	9.0	9.1
Estimated raw water capacity, MGD	10.5	11.5	12.5	12.5
Number of wells rehabilitated	0/19	5/22	5/22	4/22
Efficiency and Effectiveness:				
Electrical efficiency				
kW-hr/million gallons pumped	837	870	870	860
Peak month demand (MGD)	7.75	7.63	7.71	7.78
% of raw water capacity	74%	66%	62%	62%

* FY 06/07 Peak day value is estimated to be approximately 12.5% high, due to metering inaccuracies.

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	469,818	492,855	495,964	517,702	5.0%
Contractual	361,895	468,517	567,224	552,399	17.9%
Commodities	417,091	466,970	486,970	560,250	20.0%
Capital	6,436	17,700	19,700	-	-100.0%
Total Expenditures	1,255,240	1,446,042	1,569,858	1,630,351	12.7%
Funding Sources:					
Water	1,255,240	1,446,042	1,569,858	1,630,351	12.7%
Total Funding Sources	1,255,240	1,446,042	1,569,858	1,630,351	12.7%
Personnel - Authorized FTE	6.00	6.00	6.00	6.00	

WATER TREATMENT

482 -- 3520

Highlights:

As was the case last year, a substantial cost increase is included in the FY 09/10 request for **treatment chemicals**. The following unit cost increases are projected:

- Lime, +9.1%
- Chlorine, +50%
- Carbon Dioxide, +10%
- Phosphate, +81%
- Fluoride, +11.1%

These cost adjustments result in a projected increase of more than \$92,000. These expenses are directly tied to the volume of water treated. Thus, any sustained conservation can help mitigate the magnitude of this increase.

Another major cost increase is for **lime sludge disposal**. This project was rebid for the first time in eight years. Not surprisingly, changes in fuel and other expenses over the past eight years resulted in a significant cost increase of \$81,620. When considering both the cost to purchase lime and the cost to dispose of it after treatment, this one chemical accounts for nearly 20 percent of the total Water Operations budget. Increases in **electrical costs** account for an additional \$8,815 increase.

Because the future of the existing treatment facility is unclear, a number of **major maintenance activities** are being placed on hold. Budgeted activities such as reroofing the lime silo and replacing exterior walkway grating are being deferred until late in the current fiscal year when a conclusion should be reached on the fate of the current plant.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 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	2.03	2.13	2.15	2.17
# visitors touring Water Plant	297	401	400	400
Efficiency and Effectiveness:				
Peak 3-day average demand, MGD	8.9*	9.1*	9.2	9.2
As a % of treatment capacity	74%	76%	77%	77%
Operating budget, \$ per MG treated	\$1,437	\$1,473	\$1,670	\$1,673
Energy efficiency, kW-hr/MG treated	346	328	328	328
Lime sludge disposal, wet tons/year	26,132	24,869	28,000	28,000
Wet tons/MG treated	12.9	11.68	12.9	12.7
Satisfaction Survey "very + somewhat"				
Overall w/ water quality	91%	91%	90%	>90%

* Values shown in the previous two years have been determined to be approximately 12.5 percent high due to metering inaccuracies in the High Service Pump Station and are shown above as "corrected" values. The issue has been resolved in FY 08/09.

WATER LABORATORY

482 -- 3540

The Laboratory Services Division personnel and expenses are shared between the Water (35%) and WPC (65%) programs. All budget and personnel are shown in the Sewer Fund, and the 35% 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
- ✓ Maintain Environmental Laboratory certification
- ✓ Provide assistance to customers on drinking water quality issues
- ✓ Maintain knowledge of current and future regulations
- ✓ Provide bacterial testing for new water mains
- ✓ Provide bacterial testing for City of Ames pools
- ✓ Provide technical support for the plant operations and maintenance staff

	2007/08	2008/09	2008/09	2009/10	% Change From
Expenditures:	Actual	Adopted	Adjusted	Adopted	Adopted
Contractual	96,886	100,857	169,340	178,761	77.2%
Total Expenditures	96,886	100,857	169,340	178,761	77.2%
 Funding Sources:					
Water	96,886	100,857	169,340	178,761	77.2%
Total Funding Sources	96,886	100,857	169,340	178,761	77.2%
 Personnel – Authorized FTE	 0	 0	 0	 0	

WATER LABORATORY

482 -- 3540

Highlights:

When the Laboratory Services Division was formed in 1998, an estimate was made of the amount of expense that was attributed to WPC Operations activities and that which was due to Water Operations activities. The initial estimate was 80 percent WPC, 20 percent Water. During 2007, laboratory staff conducted a time study to allow the percentage split to be confirmed and adjusted, if necessary. The result suggested that the split was closer to 65 percent WPC and 35 percent Water. The current year amended budget reflects a **shift of expenses between program areas** to match the results of the time study. The result is an increase of approximately \$79,000 in the Water Laboratory program and a corresponding decrease of \$79,000 in the WPC Laboratory program. There is no increase in the total amount being passed to our customers due to this change; it simply adjusts where the expenses are allocated.

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. Funds are included for the next certification inspection in October 2009.

Laboratory staff continues 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.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Consecutive years certified	10	11	12	13
 Bacterial water quality analyses				
Distribution system monitoring	666	772	700	700
New service lines/mains	115	81	80	80
 Efficiency and Effectiveness:				
Total samples received	3,289	3,001	3,100	3,100
Number of in-house analyses	16,154	15,778	15,800	15,800
Percentage completed in-house	96%	95%	95%	~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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	64,098	66,316	68,294	71,429	7.7%
Contractual	159,438	179,500	192,250	183,030	2.0%
Commodities	3,600	3,750	3,750	4,500	20.0%
Capital	6,558	-	-	-	
Total Expenditures	233,694	249,566	264,294	258,959	3.8%
Funding Sources:					
Water	233,694	249,566	264,294	258,959	3.8%
Total Funding Sources	233,694	249,566	264,294	258,959	3.8%

Personnel – Authorized FTE	1.00	1.00	1.00	1.00
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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 during the spring of 2009. Once this tank is in operation, the Bloomington Road Elevated Tank (BRET) will be temporarily taken out of service and repainted.

During the past year, staff have completed a major evaluation of metering accuracy for the High Service Pump Station. As a result of this evaluation, funds are now being included annually for a factory recalibration of these extremely important meters.

In the current year, a number of contractual expenses are planned to implement several **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. The FY 2009/10 request reflects an anticipated \$20,880 increase in **charges for electricity**.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Peak day demand, MGD	8.9*	9.1*	9.3	9.4
As a % of high service pump capacity	62%	64%	58%	59%
Water pumped to west zone (MGY)	319	329	332	336
As a % of total water pumped	13%	14%	14%	14%
Efficiency and Effectiveness:				
Energy efficiency, kW-hr/million gallon				
High service pump station (east zone)	861	903	903	903
SAM pump station (west zone)	407	448	448	448

* Values shown in the previous two years have been determined to be approximately 12.5 percent high due to metering inaccuracies in the High Service Pump Station and are shown above as "corrected" values. The issue has been resolved in FY 08/09.

WATER METERING/CROSS CONNECTION CONTROL

482 -- 3560

Because the water and wastewater utilities operate as self-sustaining enterprises, 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. Expenses for metering are shared between the Water (55%) and Sewer (45%) Funds, based on the proportionate number of utility accounts.

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. The Cross-Connection Control Coordinator also administers the foundation footing drain grant program, for which the Sewer Fund contributes 10% of the cross-connection control program expenses.

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
- ✓ Preserve sewer system capacity by administering the foundation footing drain grant applications

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	405,800	424,078	426,288	445,656	5.1%
Contractual	59,601	62,202	62,654	63,207	1.6%
Commodities	133,617	183,792	205,658	180,475	-1.8%
Capital	-	-	-	-	
Total Expenditures	599,018	670,072	694,600	689,338	2.9%
 Funding Sources:					
Water	599,018	670,072	502,340	408,127	-39.1%
Sewer	-	-	192,260	281,211	
Total Funding Sources	599,018	670,072	694,600	689,338	2.9%
 Personnel - Authorized FTE	 6.00	 6.00	 6.00	 6.00	

WATER METERING/CROSS CONNECTION CONTROL

482 -- 3560

Highlights:

Historically, the entire expense for the Water Metering activity has been allocated to the Water Operations budget. Since water meter readings are also used for nearly all wastewater customers, it is appropriate that the **wastewater utility participates in the Water Metering expenses** as well. The current year adjusted budget requests that 30 percent (or \$192,260) of the Water Metering activity expenses be shifted to the WPC Operations program, while the FY 2009/10 request reflects a shift of 45 percent (or \$281,211), based on the relative number of accounts.

The primary responsibility for the Metering Division is to ensure accurate accounting for water use. A key means of fulfilling that accountability is the **routine meter change** program. The goal is to replace between eight and ten percent of the total meter inventory every year. While the program is still completing the same number of routine changes as was achieved 15 years ago, the number of meters in service has grown by 50 percent. In the past four years, the percent replaced has been between 2.4 and 7.6 percent and is beginning to slip below the level necessary to ensure long-term accountability.

The Cross-Connection Control Program is now tracking approximately 1,987 assemblies that are required to be tested annually. In early 2008, the Cross-Connection Control Coordinator assumed responsibility for administering the grants for the **clear water diversion program**. This program solely benefits the wastewater utility. The current year budget reflects a transfer of ten percent of the cross-connection control program expenses to the Sewer Fund, based on the approximate amount of the coordinator's time spent administering the grant program.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Meters in service (end of year)				
Primary meters	16,406	16,553	16,870	17,070
Yard meters	<u>1,712</u>	<u>1,748</u>	<u>1,754</u>	<u>1,774</u>
Total	18,118	18,301	18,624	18,844
 Total service orders completed	 2,411	 2,559	 2,875	 2,850
 Cross-connection control program				
# of backflow devices in service	1,829	1,949	2,069	2,189
# of irrigation systems in service	496	545	578	613
 Efficiency and Effectiveness:				
Meter change-out program				
Routine meter changes	967	1,391	1,608	1,650
As a % of total inventory	5.3%	7.6%	8.7%	8.7%
Non-routine meter changes	185	152	132	150
 Unaccounted-for water, %	 15.6%**	 9.7%**	 8%	 8%
 Average cost per meter in service (operating expenses/total meters)	 \$28.92	 \$32.22	 \$31.78	 \$32.65

** Meter inaccuracies in the High Service Pump Station resulted in an over-estimate of unaccounted-for water in these years.

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	537,609	570,066	556,993	555,292	-2.6%
Contractual	194,479	184,149	207,120	203,821	10.7%
Commodities	118,083	120,700	133,470	134,510	11.4%
Capital	120	-	3,500	12,887	
Other	-	-	-	-	
Total Expenditures	850,291	874,915	901,083	906,510	3.6%
Funding Sources:					
Water	814,026	836,799	861,588	864,149	3.3%
Sewer	36,265	38,116	39,495	42,361	11.1%
Total Funding Sources	850,291	874,915	901,083	906,510	3.6%
Personnel - Authorized FTE	7.35	7.35	7.40	6.40	

WATER DISTRIBUTION MAINTENANCE/UTILITY LOCATING

482 -- 8283

Highlights:

An emphasis on exercising valves over the last few years has created a **preventive maintenance approach to the water distribution activities** that requires less employee time. Coupled with that, the decrease in locating activities and the completion of painting all of the fire hydrants will allow **one full-time equivalent (FTE) to shift from this Water Distribution Maintenance/Utility Locating activity to the Sanitary Sewer Maintenance activity in 2009/10.**

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

In FY 2009/10, \$9,120 is included for **temporary workers** to help with water distribution maintenance. In the past, these temporary workers have painted fire hydrants; as of FY 2008/09, all the fire hydrants have been painted. These temporary workers will now be redirected to **exercising valves.**

Insurance costs for this activity have increased (from FY 2008/09 Adopted figures) by \$6,000 in FY 2008/09 and by \$4,000 in FY 2009/10.

An additional \$13,000 has been included in both FY 2008/09 and FY 2009/10 due to an increase in the cost of materials used for water main breaks.

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.

Included in FY 2009/10 is \$14,000 for a truck for the Utility Maintenance Supervisor; \$8,400 of that cost is included in this activity. The other portion is included in Sanitary Sewer Maintenance.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Miles of water main in system	248	235	238	241
Water main breaks	51	44	40	40
Rusty water complaints	7	8	8	8
Water main abandonments	11	6	8	8
Fire hydrants in system	2,457	2,628	2,668	2,700
# of valves in system	3,901	3,937	4,000	4,060
Fire flow tests	4	5	5	5
Bacteriological tests (mains, fire lines)	117	77	120	120
Call outs	53	36	50	50
Utility locates performed	5,608	5,502	5,500	5,500
# of fire hydrants repaired	15	63	50	60
# of fire hydrants painted	1,432	1,000	200	0
# of valves exercised	600	500	800	1,000

Efficiency and Effectiveness:

% of fire hydrants flushed	25%	25%	25%	25%
Cost per locate	\$15.90	\$16.97	\$18.47	\$19.60

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 these unfunded mandates.

Service Objectives:

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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
	Actual	Adopted	Adjusted	Adopted	
Expenditures:					
Personal Services	125,211	155,321	149,935	159,699	2.8%
Contractual	65,730	63,457	67,876	64,945	2.3%
Commodities	34,094	47,650	54,600	34,600	-27.4%
Capital	-	-	-	-	
Total Expenditures	225,035	266,428	272,411	259,244	-2.7%
Funding Sources:					
Storm Sewer Utility	225,035	266,428	272,411	259,244	-2.7%
Total Funding Sources	225,035	266,428	272,411	259,244	-2.7%
Personnel - Authorized FTE	1.66	1.66	1.63	1.63	

STORM SEWER MAINTENANCE

483 -- 77

Highlights:

Tree removals in the College Creek area (\$20,000 in FY 2008/09) will be coordinated with projects identified for the Watershed Improvement Resource Board (WIRB) Grant shown in the 2008-2013 Capital Improvements Plan (CIP). This coordination will result in removing only those trees necessary for improvement of the College Creek drainage area.

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

Included in FY 2008/09 and FY 2009/10 is \$25,000 for **materials for intake repairs**. An increase in material prices has resulted in this \$5,000 increase from FY 2008/09 adopted budget figures, and still allows City crews to continue to repair approximately 100 intakes and 30 manholes per year.

The need to **televisive and clean more locations** has resulted in an increase to \$15,000 (from \$5,000 in the FY 2008/09 adopted budget figure) in both FY 2008/09 and FY 2009/10 for those activities. This **service level increase** will help to ensure **effective system operation**.

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Miles of storm sewer in system (totals do not include footing and subdrains)	234	249	250	255
Lineal footage televised	7,600	6,840	7,500	10,000
System blockages cleaned	38	33	40	40
Lineal footage cleaned	8,160	7,340	8,000	8,000
Intakes/manholes repaired by City crews	29	18	50	50
Intakes inspected and cleaned	378	361	400	400
Storm water detention/retention inspected	100	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.

	2007/08	2008/09	2008/09	2009/10	% Change
Activities:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Administration	635,900	637,200	631,972	676,316	6.1%
Plant Maintenance	546,503	561,116	558,607	652,563	16.3%
Plant Operation	984,679	1,030,398	1,076,649	1,115,910	8.3%
Laboratory	387,544	403,430	314,488	331,984	-17.7%
Total Operations	2,554,626	2,632,144	2,581,716	2,776,773	5.5%
Personnel - Authorized FTE	22.50	22.50	22.50	22.50	

WPC OPERATIONS

484 -- 30

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures By Type:	Actual	Adopted	Adjusted	Adopted	Adopted
Personal Services	1,624,912	1,712,607	1,683,263	1,781,703	4.0%
Contractual	710,041	752,787	728,903	783,700	4.1%
Commodities	196,562	146,000	144,000	185,050	26.7%
Capital	18,175	15,750	20,250	20,820	32.2%
Other Expenditures	4,936	5,000	5,300	5,500	10.0%
Total Expenditures	2,554,626	2,632,144	2,581,716	2,776,773	5.5%
Funding Sources:					
Sewer	2,554,626	2,632,144	2,581,716	2,776,773	5.5%
Total Funding Sources	2,554,626	2,632,144	2,581,716	2,776,773	5.5%

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	515,307	536,079	530,597	552,648	3.1%
Contractual	72,889	70,371	70,325	77,498	10.1%
Commodities	40,206	25,750	25,750	34,850	35.3%
Capital	2,562	-	-	5,820	
Other Expenditures	4,936	5,000	5,300	5,500	10.0%
Total Expenditures	635,900	637,200	631,972	676,316	6.1%
Funding Sources:					
Sewer	498,957	570,200	549,822	591,891	3.8%
Farm Land Income	128,765	50,000	75,000	75,000	50.0%
Flood Warning Reimbursement	8,178	17,000	7,150	9,425	-44.6%
Total Funding Sources	635,900	637,200	631,972	676,316	6.1%
Personnel – Authorized FTE	6.00	6.00	6.00	6.00	

WPC ADMINISTRATION

484 -- 3001

Highlights:

With the support of the City Council, last year staff attempted to restart the stalled **National Pollutant Discharge Elimination System** (NPDES) permit application. The original permit application was made to the Iowa Department of Natural Resources (IDNR) in February of 1999. An updated application was submitted to IDNR in October of 2007. Staff have recently been told by IDNR staff not to expect any activity on the permit before spring of 2009 at the earliest.

Construction observation activities continue to be successfully aided with the use of **part-time engineering interns** from Iowa State University. This allows the full-time engineering staff to undertake the pre-planning for the anticipated Capital Improvements Plan project increases.

Staff continue to work closely with the National Weather Service (NWS) to share information from the **Ames Flood Warning System**. Coordination meetings are held every winter to improve the joint flood prediction activities of the NWS, Iowa State University, and City staff. The operating capital request for FY 09/10 is for computer replacements used to communicate with the remote rain and stream gauges and for running the flood prediction models.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total revenue, \$ million	\$5.012	\$5.042	\$5.188	\$5.163
Wastewater treated, billion gallons/year	2.475	2.507	2.500	2.500
Peak day, million gallons/day	22.0	29.3	20.0	20.0
Industrial Pretreatment Program				
# of pretreatment permits	15	15	15	15
# pretreatment inspections	9	9	11	9
# of "Notice of Violation" issued	25	19	20	20
CIP project load, \$ million	\$0.895	\$0.525	\$1.010	\$2.250
Efficiency and Effectiveness:				
Residents "very + somewhat" satisfied				
Overall w/ sanitary sewer utility	90%	96%	96%	>90%
Overall w/ sanitary sewer rates	88%	77%	79%	>90%
Typical single-family sewer bill (600 cf/mo)	\$15.35	\$15.35	\$16.63	\$16.63
Median of IA cities >10,000 population	\$15.59	\$16.97	\$16.97	\$18.48
Typical commercial sewer bill (10,000 cf/mo)	\$161.05	\$161.05	\$173.94	\$173.94
Median of IA cities > 10,000 population	\$199.57	\$207.01	\$207.01	\$217.36

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
- ✓ Maintain the flood-warning infrastructure for precipitation and stream level monitoring

- ✓ Administer the Land Application Program in an environmentally sound manner and in compliance with the facility's NPDES permit

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	271,081	295,614	285,550	311,653	5.4%
Contractual	148,172	175,802	178,857	217,810	23.9%
Commodities	127,250	83,700	83,700	115,600	38.1%
Capital	-	6,000	10,500	7,500	25.0%
Total Expenditures	546,503	561,116	558,607	652,563	16.3%
Funding Sources:					
Sewer	546,503	561,116	558,607	652,563	16.3%
Total Funding Sources	546,503	561,116	558,607	652,563	16.3%
Personnel – Authorized FTE	5.00	5.00	5.00	5.00	

WPC PLANT MAINTENANCE

484 -- 3010

Highlights:

What was once referred to as the “new WPC Plant” is now a 19-year-old facility. The plant is experiencing a **significant increase in maintenance expenses** as a number of the facility’s mechanical systems reach the end of their design life. These expenses are reflected in the increased budget for both contractual and commodity expenses. Components such as air handling systems, electrical equipment and controls, and pumps and piping are exposed to very corrosive conditions that limit their functional life. Also included in the operating budget request is a planned **rejuvenation of the stormwater detention pond** at the plant site. This pond has filled in with silt and debris over the plant’s life and needs to be cleaned to restore its proper functioning and appearance.

During the past year, four of the main pumps in the facility suffered serious failures that required emergency repairs. In the current year Capital Improvements Program (CIP), a planned **pump replacement program** began that will allow these 14 critical pumps to be replaced prior to failure. The replacements will take place over five years.

The **land application program** is carried out by the plant maintenance staff. This program recycles the treated solids by land-applying the material on adjacent farm ground. The solids are applied at carefully controlled rates to match the nitrogen uptake needs of the crops. Weather patterns during the past summer and fall resulted in a very short and late window for biosolids application. This was further complicated by one of the two Terragators experiencing mechanical difficulties. The maintenance staff are to be commended for shifting into a 24-hour, around-the-clock application schedule to complete this very important part of the facility’s mission. A **Residuals Handling Improvements Project** is included in next year’s CIP to update the long-range master plan for solids handling operations.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Biosolids recycling				
Total quantity disposed, tons/year	396	746	600	600
Grit recycling				
Total quantity disposed, tons/year	143	162	150	150
Methane gas production				
Million cubic feet/year (estimated)	21	24	24	24
 Efficiency and Effectiveness:				
Energy efficiency				
kW-hr per MG treated	2,073	2,078	2,075	2,075
On-site production, 1,000 kW-hrs/yr	1,310	1,279	1,300	1,300
Percent of total plant demand	18%	20%	20%	20%

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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	449,326	483,131	494,105	516,763	7.0%
Contractual	518,788	537,817	573,094	587,797	9.3%
Commodities	3,844	3,700	3,700	3,850	4.1%
Capital	12,721	5,750	5,750	7,500	30.4%
Total Expenditures	984,679	1,030,398	1,076,649	1,115,910	8.3%
Funding Sources:					
Sewer	984,679	1,030,398	1,076,649	1,115,910	8.3%
Total Funding Sources	984,679	1,030,398	1,076,649	1,115,910	8.3%
Personnel – Authorized FTE	6.00	6.00	6.00	6.00	

WPC PLANT OPERATION

484 -- 3020

Highlights:

For the 18th consecutive year, the City of Ames Water Pollution Control Plant achieved **100 percent compliance with its NPDES discharge permit** during calendar year 2007. The facility was recognized by the National Association of Clean Water Agencies with a *Platinum-18 Peak Performance Award*. Only two facilities in the entire U.S. have longer compliance streaks. The facility has again met the requirements, so look for a *Platinum-19* award for calendar year 2008.

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 the addition of a **wastewater disinfection component** to the treatment process. While it would be far preferable to have the new NPDES permit before initiating the disinfection project, staff believe that this is an important water quality responsibility and is recommending that the project start in FY 09/10 even if a new permit is not issued. While not reflected in the FY 09/10 operating budget, staff are anticipating that a new disinfection system will likely increase the overall plant electrical demand by 20 to 25 percent and that additional maintenance support will be required in future years.

The FY 09/10 budget reflects an anticipated 3.5 percent (\$10,000) increase in electricity costs (rural electric cooperative) and a six percent increase (\$6,000) in natural gas costs as compared to the current year adopted budget. A future Capital Improvements Program (CIP) project will evaluate the overall **WPC Plant energy management**, seeking opportunities to both reduce the plant's energy demand and to provide renewable energy sources on-site.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Consecutive years with 100% permit compliance	17	18	19	20
# of visitors touring WPC*	--	~180	200	200
Efficiency and Effectiveness:				
Number of permit violations (out of 1,163) percent compliance	0 100%	0 100%	0 100%	0 100%
Operating budget, \$ per MG treated	\$978	\$1,019	\$1,105	\$1,172
Daily average flow (MGD)	6.78	6.85	6.8	6.8
Percent of design cap. (8.6 MGD)	79%	80%	80%	80%
Annual average BOD ₅ loading (lbs/day)	7,221	7,254	7,500	7,500
Percent design cap. (12,430 lbs/day)	58%	58%	60%	60%
Removal efficiency, percent	97%	97%	98%	98%

* This is a new metric. Data tracking began in mid-FY 07/08.

WPC LABORATORY

484 -- 3040

The Laboratory Services Division personnel and expenses are shared between the Water (35%) and WPC (65%) programs. All personnel and budget are shown in the Sewer Fund, and the 35% 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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	389,198	397,783	373,011	400,639	0.7%
Contractual	67,078	69,654	75,967	79,356	13.9%
Commodities	25,262	32,850	30,850	30,750	-6.4%
Capital	2,892	4,000	4,000	-	-100.0%
Other	-	-	-	-	
Sub-Total	484,430	504,287	483,828	510,745	1.3%
Water Fund Reimbursements	(96,886)	(100,857)	(169,340)	(178,761)	77.2%
Total Expenditures	387,544	403,430	314,488	331,984	-17.7%
Funding Sources:					
Sewer	387,544	403,430	314,488	331,984	-17.7%
Total Funding Sources	387,544	403,430	314,488	331,984	-17.7%
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 next certification review will take place in October 2009.

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.

Assessment of area surface waters continued under the **Urban Stream Monitoring Program** established by the City 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, and College Creek) throughout the warm-weather months of April through October.

The shift of laboratory services expenses shown for the Water Laboratory program is also reflected in the WPC Laboratory program. The current year amended budget reflects a **shift of expenses between program areas**, based on a time study conducted in 2007. The result is a decrease of approximately \$79,000 in the WPC Laboratory program and a corresponding increase of \$79,000 in the Water Laboratory program. There is no increase in the total expense being paid by our customers due to this change; it simply adjusts where the expenses are allocated.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Consecutive years certified	10	11	12	13
Urban stream samples collected	35	39	35	35
Skunk River samples analyzed	148	140	140	140
Pretreatment samples collected				
Plant samples (regulatory)	776	794	790	790
Plant samples (process control)	920	930	910	910
Efficiency and Effectiveness:				
Total analyses (water & wastewater)	16,790	16,670	16,700	16,700
Total average cost per analysis (Lab operating budget/total analyses)	\$26.41	\$29.06	\$29.09	\$30.70

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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	212,785	208,920	210,148	256,529	22.8%
Contractual	150,533	164,781	176,062	197,040	19.6%
Commodities	18,683	40,050	57,850	47,850	19.5%
Capital	-	-	3,500	17,442	
Total Expenditures	382,001	413,751	447,560	518,861	25.4%
Funding Sources:					
Sewer	382,001	413,751	447,560	518,861	25.4%
Total Funding Sources	382,001	413,751	447,560	518,861	25.4%
Personnel – Authorized FTE	2.55	2.55	2.60	3.60	

SANITARY SEWER MAINTENANCE

484 -- 82

Highlights:

More emphasis will be placed on Sanitary Sewer Maintenance activities beginning in FY 2009/10 with the **shift of one FTE to this activity** from the Water Distribution Maintenance/Utility Locating activity. This will allow more manhole inspections to be performed to identify and prioritize structural defects within the system, increased monitoring of pipe conditions, and more crew availability for changing/securing frames and adjusting casting heights for accessibility. Combined with contract cleaning, the overall result will be an improved sanitary sewer system.

Contract cleaning of the City's sanitary sewers (\$85,000 in FY 2008/09 and increasing to \$95,000 in FY 2009/10) enhances flow capacity in the lines. Focusing on sewer lines within designated watersheds as well as major trunk lines and interceptor sewers that can be accessed during the process, the entire system can be cleaned in five-year cycles. The sewer cleaning program has resulted in fewer citizen-initiated trouble calls over the years. In an effort to identify structural problems and then prioritize contract repairs, sewer lines are televised after they are cleaned. This approach has led to the identification of an increased number of repairs that need to be made. City crews do maintenance only at trouble spots to prevent backups.

For the best efficiency, City crews perform **grease control and root foaming**. An increase in the cost of materials for the activity has brought the annual cost to \$5,750 for materials for both FY 2008/09 and FY 2009/10, an increase of \$2,750. Materials to rebuild sanitary manholes are budgeted at \$15,000 for FY 2008/09 and FY 2009/10, an increase of \$5,000 due to cost increases in the materials.

Ten sanitary sewer structural repairs were made in FY 2008/09 when problems were discovered as backups into basements occurred during the spring and summer flooding. This resulted in an **increase of \$10,000 in aggregate costs**.

Flood plain manhole casting/riser replacements (40 each) will be purchased for \$20,000 in FY 2008/09 and in FY 2009/10 to reduce the amount of clear water that must be processed by the Water Pollution Control Plant.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Miles of sanitary sewer in the system	199	201	206	211
Number of manholes in system	3,843	3,883	3,923	3,963
Lineal feet of sanitary sewer cleaned by City crews	51,198	51,006	55,000	60,000
Lineal feet of sanitary sewer cleaned by contractor	171,604	199,782	200,000	200,000
Lineal feet of sanitary sewer televised	49,794	27,181	108,000	108,000
House connection sewer trouble calls	17	22	25	28
System blockages cleared	7	6	12	14
Lineal feet of root foaming (City crews)	9,000	4,502	6,500	6,500
Lineal feet of root cutting	17,714	19,542	20,000	20,000
Sanitary sewer main repairs	6	9	15	18
Manholes raised	24	21	50	50
Call outs	31	22	30	30
Efficiency and Effectiveness:				
% of system cleaned	21%	24%	20%	20%

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 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 Technical Services is responsible for installing and maintaining the electric meters used for billing the Utility's customers and is responsible for all substation equipment. 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.

	2007/08	2008/09	2008/09	2009/10	% Change From
Activities:	Actual	Adopted	Adjusted	Adopted	Adopted
Electric Admin	1,381,971	1,429,217	1,909,531	1,634,696	14.4%
Electric Production	7,648,302	10,011,045	10,601,139	11,686,273	16.7%
Fuel & Purchased Power	25,462,726	26,224,063	24,877,238	27,039,157	3.1%
Electric Dist/Oper/Maint	2,377,798	2,737,018	2,648,241	2,478,160	-9.5%
Electric Dist/Extn/Improv	1,117,736	1,845,900	1,543,300	1,891,700	2.5%
Electric Technical Services	381,824	445,806	457,453	989,344	121.9%
Electric Engineering	454,626	758,715	824,830	819,065	8.0%
Electric Operations	38,824,983	43,451,764	42,861,732	46,538,395	7.1%
Personnel - Authorized FTE	81.00	81.00	81.00	81.00	

ELECTRIC UTILITY

485

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	6,664,761	7,426,521	7,033,864	7,934,300	6.8%
Contractual	17,589,638	15,742,475	15,493,848	18,110,065	15.0%
Commodities	14,098,027	19,566,959	19,391,754	19,908,824	1.7%
Capital	472,007	715,259	941,716	584,656	-18.3%
Other Expenditures	550	550	550	550	0.0%
Total Expenditures	38,824,983	43,451,764	42,861,732	46,538,395	7.1%
Funding Sources:					
Electric	38,824,983	43,451,764	42,861,732	46,538,395	7.1%
Total Funding Sources	38,824,983	43,451,764	42,861,732	46,538,395	7.1%

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)
 - ✓ Develop, implement, monitor City's Demand Side Management program
 - ✓ Continue to maintain open, positive relationships with state, regional and federal agencies
 - ✓ Meet state and federal requirements for air emissions and environmental performance
 - ✓ Reduce outages to customers and increase plant and power line availability
- ✓ Monitor revenues and expenditures for the Electric Services Department
 - ✓ Focus on safety and safe operation and make it a high priority
 - ✓ Educate and encourage electric customers to consume energy responsibly
 - ✓ Coordinate with City Finance Department on funding needs/changes
 - ✓ **Support the City Council "Go Green" initiatives through both customer programs and improvements to the Electric Utility**

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	528,762	548,158	551,230	572,826	4.5%
Contractual	818,957	841,859	1,312,601	1,006,370	19.5%
Commodities	34,252	39,200	45,700	48,000	22.4%
Capital	-	-	-	7,500	
Total Expenditures	1,381,971	1,429,217	1,909,531	1,634,696	14.4%
Funding Sources:					
Electric	1,381,971	1,429,217	1,909,531	1,634,696	14.4%
Total Funding Sources	1,381,971	1,429,217	1,909,531	1,634,696	14.4%
Personnel - Authorized FTE	5.00	5.00	5.00	5.00	

ELECTRIC ADMINISTRATION

485 -- 40

Highlights:

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

Electric Services began several new **Demand Side Management programs** to complement those started last year. These programs provide incentives that can be created for customers to use energy more efficiently. The programs have been well received, particularly in the air-conditioning rebate and appliance rebate programs where participation has been well above projections. For the first half of the year, over \$70,000 in air-conditioner rebates and \$23,000 in appliance rebates were paid. It is estimated that the peak demand will be reduced by over 5,000 kilowatts and energy usage by over 3,500 megawatt-hours. Staff will continue to implement demand and energy reducing programs in FY 09/10 as well as a cost-of-service study, a metering pilot program, and a rate design study.

During FY 08/09, Electric Services completed a strategic study of long-term electrical needs. Results of the study were summarized in 11 goals or activities which were approved by the City Council. These included long-term continued use of the existing coal-fired generation, creation of new green renewable generation, expansion of Demand Side Management programs, and cooperative efforts between staff and our customers. The primary focus in FY 09/10 and beyond will be to identify and implement projects and programs which are in line with these goals.

Staff continues to work on the **transmission expansion plan** to support the electrical needs of our customers. Work is scheduled to begin on an in-town 161 kV line in the coming year which will connect the City's Stange substation with the Ames Plant substation. The City was not successful in receiving the 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 has identified improvements necessary for a re-submittal of the City's application and plan to be filed in the spring of 2009.

On Saturday, October 11, 2008, City of Ames Electric Services hosted an **open house** as a way to say thank you to the citizens of Ames. Attendees toured the power plant, viewed displays, learned about conservation, rode in a bucket truck, played games, won door prizes, and had lunch with Electric Services. The Bookmobile from the Ames Public Library was on hand, updating library cards and checking out books. The Water Department handed out water bottles providing attendees with "the best tasting water in the state"! Finally, Resource Recovery had displays explaining the vital services provided to reduce landfill usage and how fuel is provided for the plant. Over 1,000 people attended to "Make the Connection" with City of Ames Electric Services making this our best attended event ever.

City of Ames Electric Services held its 7th annual **Energy Fair** on Saturday, March 22. 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, saw energy conservation products, and met with service vendors. This year's event offered a view of Electric Services' new Smart Energy Demand Side Management programs.

ELECTRIC ADMINISTRATION

485 -- 40

Highlights, continued:

Wind will 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. Staff is also planning to issue a Request For Proposal to existing developers in accordance with one of the goals to increase energy derived from renewable resources. **This is in support of the City Council’s “Go Green” goal and the specific objective to increase use of alternative energy sources for electricity.**

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
<u>Rating of electric service dependability</u>				
Very satisfied	70%	64%		70%
Somewhat satisfied	27%	32%		25%
Total very/somewhat satisfied	97%	96%		95%
<u>% Ames rates are above (below) average of neighboring utilities</u>				
Residential – winter	(35%)	(35%)	(28%)	
Residential – summer	(28%)	(29%)	(23%)	
Commercial – winter	(9%)	(12%)	(2%)	
Commercial – summer	(15%)	(6%)	3%	
Industrial – winter	23%	(1%)	13%	
Industrial – summer	21%	3%	9%	
CAIDI (Customer Average Interruption Duration Index)	127.28	87.47	76.32	70.0
SAIDI (System Average Interruption Duration Index)	49.67	63.59	59.11	50.0
SAIFI (System Average Interruption Frequency Index)	1.86	4.40	3.98	3.00
Efficiency and Effectiveness:				
<u>Demand Side Management</u>				
Prime time power switches installed this year/total	1,301 / 6,663	949 / 7,612	575 / 8,187	500 / 8,687
Air-conditioner rebates	9	245	380	400
Commercial light projects	N/A	12	35	40
Residential weatherization/audit		16 / 61	22 / 130	30 / 150
Residential light bulbs – rebate/giveaway		N/A	31 / 15,000	50 / 15,000
Residential appliance rebate		N/A	350	400
Power factor rebate		N/A	2	5
kW reduced (capacity)	2,348	3,339	5,392	5,740
kWh reduced (energy)	12,477	769,670	3,700,561	4,003,514
Energy Cost /kWh	\$0.0309	\$0.0407	\$0.0382	\$0.0369

ELECTRIC PRODUCTION

485 -- 41

Starting in FY 09/10, the Production Division and Electric Control Division will be combined under one budget division within the Electric Services Department.

Therefore, the Power Plant Operations, Maintenance, and Electric Control sub-activity is a cost center for all Power Plant expenditures, except for Fuel and Purchased Power. This includes operation and maintenance of the boilers, turbines, fuel handling system (coal and refuse derived fuel), and the remote operated combustion turbines and electric control equipment in the Power Plant and substations. These include boiler protective and flame safety systems, supervisory electric control systems, protective relays, circuit breaker controls, plant wiring, pollution monitoring and pollution control.

Electrical demands are continuous and the operations group of the 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 and electrical groups ensure 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
- ✓ Reduce number of forced outages and keep availability of units high
- ✓ Continue to improve the training and skill sets of employees
- ✓ Ensure compliance with emission standards
- ✓ Continue to promote the values of the City's "Excellence Through People" program
- ✓ Continue to improve plant safety
- ✓ Correct power factor issues
- ✓ Upgrade plant systems

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	3,952,373	4,142,077	4,110,884	4,474,645	8.0%
Contractual	2,536,340	3,821,259	4,345,281	5,223,878	36.7%
Commodities	1,105,150	1,971,050	2,061,285	1,931,750	-2.0%
Capital	54,439	76,659	83,689	56,000	-26.9%
Total Expenditures	7,648,302	10,011,045	10,601,139	11,686,273	16.7%
Funding Sources:					
Electric	7,648,302	10,011,045	10,601,139	11,686,273	16.7%
Total Funding Sources	7,648,302	10,011,045	10,601,139	11,686,273	16.7%
Personnel - Authorized FTE	46.00	46.00	46.00	46.00	

ELECTRIC PRODUCTION

485 -- 41

Highlights:

2008 has been a challenging year with many positive highlights and only a few lowlights. In August, the Power Plant Mechanical Engineer resigned to take a position in Cedar Rapids. This was and is a major loss for the division and the position has yet to be filled. A Plant Operator resigned and took a position with Mid-American Energy. The Energy Procurement Coordinator was hired, and an Auxiliary Operator transferred to this division from the Resource Recovery Plant.

A major milestone came this year with the successful start-up of #7 Turbine Generator in November, 2007 after the overhaul. The planned **low-NO_x burner upgrade** was postponed due to court actions in Washington. Due to this court action, the replacement of the bottom fifty feet of the wall tubes in #8 boiler has been advanced and staff is working on this as one of the priority projects. On December 23, 2008, the court reversed its position on Low-NO_x and it is again a top priority now being addressed by staff. The **hauling of ash** from the ash pond had to be postponed since there is no place to haul the ash. The Iowa Department of Natural Resources (IDNR) will no longer allow the ash to be disposed of at the Ames-Story County Landfill. A new mercury Continuous Emission Monitoring System (CEMS) will be installed by the end of the year, thus preparing for future mercury regulation and monitoring. The annual Relative Accuracy Test Audit (RATA) for CEMS and Gas Turbine 2 formaldehyde tests were completed successfully. Combustion Turbine 1 is in the process of getting a new control system and a new Motor Control Center (MCC). Participation in MISO/MAPP (Midwest Independent System Operator/Mid-America Area Power Pool) remains an unknown and, therefore, a challenge. In the future, the City will be required to register its assets under MISO to operate under their guidelines and the costs could easily exceed \$20,000 per month.

The Burns and McDonnell study gave direction this past year by recommending that the City **maintain #7 and #8 units** rather than buying into a new generating plant. This will require an aggressive approach to upgrade the reliability of both units. The FY 09/10 requested budget and CIP have many projects to start many of the improvements. Staff is trying to have parts and materials on hand at the plant so this work can be accomplished during unscheduled outages. This past year, there were nine forced outages on #8 unit and the unit availability was about 60% (the goal is 80% or above). Staff is preparing to make several improvements and several unscheduled repairs that will address fugitive dust issues and the needed repairs and operating requirements in the adjusted year and requested year budgets.

The FY 08/09 budget reflects an increase due to **rollover of needed materials** ordered or projects not accomplished in the FY 07/08 budget. These include \$348,980 for ash hauling, \$28,392 for ceramcore pipe, \$3,750 for Automated External Defibrillators (AED), and \$125,000 for boiler grates. The total rollover amount is \$506,102. There is also some additional unplanned work including \$170,000 to repair #8 precipitator siding, \$46,000 for a temporary Plant Engineer, and \$10,000 for ashlite pipe for a total of \$226,000. These changes take the FY 08/09 budget \$732,102 over the adopted amount. The adjusted year budget was impacted by dust control measures for the coal yard, which include \$100,000 for a new water truck. (This will show in Fleet Services' budget.)

ELECTRIC PRODUCTION

485 -- 41

Highlights, continued:

The requested year budget is significantly higher due to the aggressive schedule of needed repairs and improvements on numerous pieces of plant equipment.

• New foaming system to reduce dust on coal conveyors	\$ 70,000
• Fields of wires on both decks of the precipitator	142,700
• Temporary labor – Plant Mechanical Engineer, Environmental Technician	86,000
• #7 Cooling tower structure repairs	190,000
• Replacement of a circulator pump motor	70,000
• Boiler accounts for Units #7 and #8	183,500
• #7 chimney repair	125,000
• Factory maintenance updates on #7 & #8 480-volt AC breakers	108,000
• Replacement of #7 battery rack	30,000
• Clean the obstructed storm sewer south of plant	50,000
• Write formal standard operating procedures to meet insurance requirements	30,000

The remainder of the budget increase, for the most part, will fall in small increases to the projected parts increases in the individual accounts.

The annual system peak this year was on August 4, 2008, with a load of 118.457 MW. That compares to the all-time peak of 126.2 MW on July 31, 2006.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Annual net system peak load (MW)	126.154	124.061	118.457	<120.00
Annual plant generation (MWh)	547,052	154,829 <small>(July – October) #7 not available</small>	489,085	563,463
Annual net system load (MWh)	597,840	225,373 <small>(July – October) #7 not available</small>	596,044	615,775
Efficiency and Effectiveness:				
# of reportable accidents	4	7	8	0
# of lost time accidents	1	1	6	0
Forced outages #7	7	1	1	0
Forced outages #8	7	3	9	0
#8 Unit availability	81.9%	91.5%	61.5%	>80.0% <small>scheduled outages included</small>
#7 Unit availability	92.2%	32%	80.9%	>80.0% <small>scheduled outages included</small>
#8 Unit heat rate BTU/kWh net	12,129	11,660	11,509	11,700
#7 Unit heat rate BTU/kWh net	12,944	12,614	12,468	12,700

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	17,245	90,063	70,587	74,137	-17.7%
Contractual	13,089,131	9,615,000	8,287,651	10,117,520	5.2%
Commodities	12,356,350	16,519,000	16,519,000	16,847,500	2.0%
Total Expenditures	25,462,726	26,224,063	24,877,238	27,039,157	3.1%
Funding Sources:					
Electric	25,462,726	26,224,063	24,877,238	27,039,157	3.1%
Total Funding Sources	25,462,726	26,224,063	24,877,238	27,039,157	3.1%
 Personnel - Authorized FTE	 1.00	 1.00	 1.00	 1.00	

FUEL/PURCHASED POWER

485 -- 42

Highlights:

In FY 08/09, **coal** deliveries were more problematic than during the prior year, to a level where plant operations were affected by coal deliveries. When deliveries were not available, staff reduced optimum plant operation to conserve coal. Coal was received from alternative sites as a stop-gap measure. Challenges for the upcoming year will be the completion of a new coal contract and the corresponding delivery contract. Both contracts will expire in December 2009. Based on proposals received, staff is projecting increases in both coal and coal delivery costs.

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

Our Energy Coordinator has been on board for nearly a year. When coal is prevalent and units have spare energy, short-term sales have been made to Pella, Iowa. Conversely, when we need to buy from other utilities, the Energy Coordinator carefully scans the market looking for lower cost energy. All this is reflected in lower energy costs for our customers.

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. **Efforts are underway to increase the use of alternative energy sources, including wind and bio-crude, in support of the City Council's "Go Green" goal.**

In FY 08/09, City staff was prepared to meet new Federal guidelines concerning air emission through capital improvements and a CAP & Trade program. However, actions taken by the federal court system placed the **Environmental Protection Agency's (EPA) programs** in question. The City suspended action to install NO_x and mercury control systems pending clear guidance from the U.S. EPA and the Iowa Department of Natural Resources on rules and governance of possible new programs. On December 23, 2008, the court overturned its previous decision. This has caused staff to re-examine NO_x related projects and advance capital expenditures. Until these projects are completed, Electric Services will be spending nearly \$4.3 million for NO_x allowances in this fiscal year.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Coal consumed (in tons)	336,340	280,729	292,627	300,000
Market Energy purchased (in MWh)	76,808	155,997	122,372	120,000
<u>Renewable Energy</u>				
RDF consumed (in tons)	31,101	35,266	36,184	36,000
Renewable energy credits (in MWh)	306	375	375	650
Efficiency and Effectiveness:				
Energy cost adjustment	\$0.0114	\$0.0200	\$0.0187	\$0.0200
Fuel cost for energy production (\$/MWh)	\$27.30	\$35.25	\$30.40	\$30.00
Purchased power cost (\$/MWh)	\$63.60	\$63.14	\$65.26	\$65.00
Delivered fuel cost – coal (\$/ton)	\$35.14	\$38.82	\$40.34	\$45.00

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	1,382,742	1,576,248	1,331,290	1,259,454	-20.1%
Contractual	772,019	825,820	914,901	966,556	17.0%
Commodities	212,109	220,600	224,700	245,150	11.1%
Capital	10,378	113,800	176,800	6,450	-94.3%
Other Expenditures	550	550	550	550	0.0%
Total Expenditures	2,377,798	2,737,018	2,648,241	2,478,160	-9.5%
Funding Sources:					
Electric	2,377,798	2,737,018	2,648,241	2,478,160	-9.5%
Total Funding Sources	2,377,798	2,737,018	2,648,241	2,478,160	-9.5%
 Personnel - Authorized FTE	 21.00	 21.00	 21.00	 17.00	

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

485 - 44

Highlights:

- Substation Group was moved to Metering (now Technical Services) reducing 4 FTEs
- Replaced three of twelve storm sirens. Once complete, the City will have a more modern storm warning system.
- Relocation / replacement of Downtown network transformers started
- Replacement of two transformers at Ball Plastics
- Grand Avenue extension project completed
- Hardware “shake down” on half of 69 KV system
- Colorbiotics’ new line / transformer installed
- Northridge Heights 12th edition near completion
- Fareway North new customer installation complete
- Creation of two Substation Electrician Apprenticeship positions - both positions are filled and training is underway. The lower payroll amount in FY 08/09 reflects the difficulty in hiring the vacant Lineman positions.
- Rebuild of three-phase line in alley at 3400-3600 block of Lincoln Way completed
- Replacement of old / failed primary underground cable as needed
- New line / installation to Aquatic Center
- Stange Road Substation breaker replacements completed
- Working on specifications for larger bucket truck to meet continued line work needs of 161 and 69 kV transmission system
- In order to meet new arc-flash protection requirements, fire-retardant clothing has been purchased and distributed with some on backorder.
- The FY 08/09 adjusted budget includes \$95,000 in capital for an outage management system which will assist in identifying the likely location of an outage. The Electric Engineering program has also budgeted \$95,000 for one-half of the total cost and will share the system.

Service Accomplishments:	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
<u>Interrupted service calls:</u>				
System problems	184	76	51	70
Customer problems	30	15	27	25
Accidents / Dig ins	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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	189,947	346,000	337,000	403,900	16.7%
Contractual	250,236	315,500	308,000	382,500	21.2%
Commodities	316,013	719,400	433,300	640,300	-11.0%
Capital	361,540	465,000	465,000	465,000	0.0%
Total Expenditures	1,117,736	1,845,900	1,543,300	1,891,700	2.5%
Funding Sources:					
Electric	1,117,736	1,845,900	1,543,300	1,891,700	2.5%
Total Funding Sources	1,117,736	1,845,900	1,543,300	1,891,700	2.5%
Personnel - Authorized FTE	.00	.00	.00	.00	

ELECTRIC DISTRIBUTION EXTENSION/IMPROVEMENTS

485 -- 45

Highlights:

Work continues to support routine extension and improvements for new services and capacity and reliability upgrades. While fewer residential units are being constructed compared to past years, customer driven work continues in commercial and industrial development; this includes expansion of existing customer sites requiring load additions. The need for system improvements and maintenance remains high, delayed somewhat by the need to fill line crew vacancies in a difficult labor market for these skills. Additional contract engineering and construction help is needed to prepare plans, specs and bid packages to meet this need. Reconstruction continues in the replacement of obsolete, deteriorating 4 kV facilities and replacement of deteriorated underground and overhead facilities. Feeder upgrades will be needed in FY 08/09 to support commercial, industrial, and Iowa State University (ISU) growth. New service levels through 2009 and 2010 are expected to be flat, or below 2008 levels.

Projects for FY 08/09 are:

- Airport Business Park, completion
- South Dayton Avenue extension, completion
- Dayton Park 5th Addition, completion
- Dayton feeder # DA22 underground and overhead conductor upgrade
- Replace aged underground cable, ongoing
- Replace obsolete, unreliable overhead switches, ongoing
- Stange Road 15 kV breaker replacements
- Downtown network upgrades (6th Street area), ongoing
- Estates West Subdivision, completion
- EMC Data Center (backup generation service conversion), completion
- Donald & Ruth Furman Aquatic Center
- Northridge Heights 12th Addition
- Burnett Avenue Improvements (Main Street to 7th Street)
- ISU Basketball Facility
- 1311 & 1329 Mayfield
- Perfect Games recreation facility
- Fareway – Stange Road
- Increased kVAR capacity on capacitor banks
- Northwood School – relocation of underground primary cable
- Somerset 22nd Addition
- Ag Leader – relocation of facilities
- Valley Bank – overhead line relocation

Projects for FY 09/10 are:

- ISU Research Park – Building #5
- S. Bell Avenue TIF Area
- Downtown network upgrades, ongoing
- Brookside Park – 4 kV to 15 kV conversion
- North Grand Mall – relocation of facilities
- Replace aged underground cable, ongoing
- Dotson Drive extension – not likely to happen until 2010 or 2011
- Mortensen Road feeder extension
- S. Dayton to S. Bell feeder extension
- Top-O-Hollow substation expansion
- Mary Greeley Medical Center – relocation of facilities
- 16th Street Improvements (Burnett Avenue to Duff Avenue)

ELECTRIC TECHNICAL SERVICES

485 -- 46

Electric Meter Group is responsible for the measurement of energy consumed by electric customers. This responsibility includes specification, installation, maintenance, testing, and recordkeeping of all system meters and monitors. The group also tests the substation and plant relays.

Service Objectives:

- ✓ Test 20% of relays yearly to facilitate a 5-year cycle
- ✓ Record and monitor Power Factor on largest user
- ✓ Test transformer rated loads that exceed:
 - 0.5 to 0.9 megawatts every two years
 - 1.0 to 1.9 megawatts yearly
 - 2.0+ megawatts twice yearly
 - 0 through .499 kilowatts every 12 years
- ✓ Monitor power quality on all feeders by 2012
- ✓ Randomly test 1-phase meters yearly

Substation Group is responsible for all substation equipment used to distribute power throughout the utility system. The group troubleshoots, tests, maintains and keeps data on power transformers, circuit breakers and switches from 4kV through 161 kV class equipment. The Substation Group was transferred from Distribution to Technical Services this year to facilitate service coordination, and to better align similar functions under one supervisor.

Service Objectives:

- ✓ Rebuild tap changers to improve reliability and power quality
- ✓ Install transformers, cabling, controls, and associated equipment to serve customers' electrical needs
- ✓ Maintain and refurbish breakers at substations
- ✓ Upgrade substation battery sets and charger
- ✓ Perform substation maintenance as needed
- ✓ Respond to customer outages 24 hours a day, 7 days a week
- ✓ Monitor oil in transformers 2,500 kVA and above, and breakers with DGA testing
- ✓ Improve Downtown network by increasing reliability and safety
- ✓ Improve animal guarding on all substation open connections

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	247,020	257,186	258,492	639,678	148.7%
Contractual	20,739	35,811	38,792	113,642	217.3%
Commodities	68,415	93,009	100,369	188,224	102.4%
Capital	45,650	59,800	59,800	47,800	-20.1%
Total Expenditures	381,824	445,806	457,453	989,344	121.9%
Funding Sources:					
Electric	381,824	445,806	457,453	989,344	121.9%
Total Funding Sources	381,824	445,806	457,453	989,344	121.9%
Personnel - Authorized FTE	3.00	3.00	3.00	7.00	

ELECTRIC TECHNICAL SERVICES

485 - 46

Highlights:

Metering Group: Twelve power quality meters have been installed to monitor system disturbances and stress. Seventy-four 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 metering group to perform periodic checks of profile data to help ensure the metering service is healthy and verify that the distribution equipment is not overloaded.

Substation Group: I-beams in two downtown network vaults were replaced. The tap changer at Mortensen Substation was rebuilt. Battery set upgrade was made at Dayton Substation, fused and increased amperage. 13.8kV breakers at Stange Substation were replaced. Employees responded to numerous outages and restored power to customers. Critical substation maintenance at the Ames Plant during unit outages and at all other substations was performed during the year. Two substation apprentices were hired and training is in progress.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Service Orders Completed	1,772	1,555	2,250	1,540
Consumption Complaints	95	87	75	58
Temporary Sets/Removals	178	133	85	67
Meter Removals	221	206	150	180
Meter Sets	653	345	250	228
Conversions	125	103	145	160
Verifications, Instrument Rated	63	68	120	300
Wire Installed in Trenches (ft.)	15,805	16,237	11,500	500
Trenches	223	215	185	75
Relays				180
 <u>Meters in Service:</u>				
Residential	20,860	21,050	21,219	21,290
General Power	2,670	2,750	2,818	2,824
Large Power & Industrial	3	3	3	3
Total	23,533	23,803	24,040	24,117
 <u>Meters Tested:</u>				
Residential	1,100	1,100	900	900
General/Large	500	500	400	300
 Power/Industrial Relays Tested	30	150	180	150

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	346,672	466,789	374,381	509,660	9.2%
Contractual	102,216	287,226	286,622	299,599	4.3%
Commodities	5,738	4,700	7,400	7,900	68.1%
Capital	-	-	156,427	1,906	
Total Expenditures	454,626	758,715	824,830	819,065	8.0%

Funding Sources:

Electric	454,626	758,715	824,830	819,065	8.0%
Total Funding Sources	454,626	758,715	824,830	819,065	8.0%

Personnel - Authorized FTE	5.00	5.00	5.00	5.00
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ELECTRIC ENGINEERING

485 - 47

Highlights:

Work on the **161kV interconnection project** continues with the construction of the in-town 161 kV transmission line. Due to the final Iowa Utilities Board (IUB) decision to deny the franchise for the 161 kV line to MidAmerican Energy Company’s Northeast Ankeny Substation, a new routing study will be completed in anticipation of submitting a new petition for franchise in the coming year.

Staff continues to work with developers and other City departments to provide new services and system improvements, relocate existing facilities, and to replace deteriorated electric facilities. Relocation work has been completed along the south extension of Grand Avenue. 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.

Outside testing services continue to be needed for some relay testing/maintenance and engineering support while Technical Services assumes this responsibility. Due to prolonged vacancies in the electric line crew, increased outside engineering and construction services are needed to develop plans and specs and competitively bid the construction contracts necessary to meet project demands. An overall transmission system protection coordination **study** will continue in FY 09/10 to improve system protection and reliability; related relay upgrades will be required as a result of this study. Funds are included for an **Outage Management System** which will improve outage response time by more quickly identifying the likely location of an outage, both electrically and geographically. This project requires a significant integration and implementation and training plan that will combine information from the Electric Department’s existing outage-call system and Geographical Information System (GIS) to graphically display predictive outage locations and speed up restoration time.

To satisfy a new requirement in the National Electric Safety Code concerning worker safety, a special assessment is being performed to determine the arc-flash energy levels available at various locations throughout the electric system. The purpose/outcome of this study is to identify the appropriate level (i.e. arc rating) of **personal protective equipment (PPE)** required, when working in proximity to exposed, energized parts of the electric system. This effort requires both outside professional services as well as staff effort to collect data, model the electrical system and calculate these values. Engineering will be assisting the Iowa Association of Municipal Utilities (IAMU) in the development of new procedures and guidelines which will make electrical workers aware of related PPE requirements. Additional engineering analysis software will be purchased as part of this effort to perform the necessary analysis for this study and to perform follow up studies as the electric system changes with new additions that would change arc flash energy levels.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of new customers	405	165	170	170
Job orders prepared	118	114	114	114
Line inspections (poles)	603	803	637	750
New overhead distribution line (miles)	.2	.26	.2	.7
Replaced overhead distribution line (mi)	.6	.1	.7	.7
New underground distribution line (miles)	2.8	.78	1.5	1.5
Replaced underground line	.7	.23	.6	.6
Relocated overhead transmission line (mi)	.5	.40	4.0	4.0

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:

- | | |
|--|---|
| <ul style="list-style-type: none"> ✓ Generate and mail accurate cycle and final bills ✓ Accurately read and record cycle and special meter readings ✓ Accurately maintain customer account, billing, and usage records ✓ Respond promptly and courteously to customer requests, inquiries and complaints ✓ Offer customers convenient options for establishing or terminating utility service | <ul style="list-style-type: none"> ✓ Accurately record customer payments on the date the payments are received ✓ Offer customers convenient options for paying their utility bill ✓ Maintain effective procedures for collecting delinquent balances ✓ Maximize the amount of Project Share funds available to assist low-income customers ✓ Routinely review meter routes to maintain or improve reading efficiency |
|--|---|

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	668,889	706,626	711,550	747,197	5.7%
Contractual	505,699	540,601	537,673	562,428	4.0%
Commodities	7,875	14,972	11,694	14,303	-4.5%
Capital	-	1,500	-	27,500	1733.3%
Other Expenditures	113,805	59,425	71,450	73,550	23.8%
Total Expenditures	1,296,268	1,323,124	1,332,367	1,424,978	7.7%
Funding Sources:					
Project Share	19,209	17,450	18,075	18,075	3.6%
Water	321,853	361,900	355,770	383,420	5.9%
Sewer	293,702	330,500	324,290	349,560	5.8%
Electric	659,804	611,774	632,632	672,223	9.9%
Storm Sewer Utility	1,700	1,500	1,600	1,700	13.3%
Total Funding Sources	1,296,268	1,323,124	1,332,367	1,424,978	7.7%
Personnel - Authorized FTE	10.65	10.65	10.65	10.65	

CUSTOMER SERVICES

486 -- 17

Highlights:

Capital in FY 09/10 includes funds to purchase a remittance processing system. A remittance processing system will enable payment stubs and checks to be processed in a single pass. A file will be created so accounts receivable information can be updated electronically, eliminating key entry. Staff time related to remittance processing is expected to be reduced by at least 500 hours per year. The system will also generate an X9.37 image exchange file so checks can be sent electronically to the City's financial institution, making the funds available one day earlier. The imaging and retrieval capabilities will enhance Customer Service Representatives' abilities to answer customer inquiries about payments made on their utility accounts.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Maintain an accuracy rate of no more than 1 misread per 1,000 meter readings	Yes	Yes	Yes	Yes
Maintain an accuracy rate of no more than 1 billing error per 1,000 bills generated	Yes	Yes	Yes	Yes
Maintain 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	13.2	8.8	11.0	13.0
Maintain a net write-off amount of less than 0.12%	0.07	0.10	0.10	0.10
Maintain the number of day's sales in accounts receivable to less than 21 days	18.5	17.2	18.5	19.0
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	98.4	99.6	99.0	98.5
Percentage of final bills mailed within 14 days of termination date	95.6	91.8	92.5	93.0
Percentage of customer service requests received over the Internet	20.2	22.1	22.3	22.3
Percentage of utility payments received electronically	23.7	27.3	27.5	27.5
Average number of payments processed per day	1,147	1,169	1,190	1,215
Average number of telephone calls answered per day	134	134	134	134
Average number of work orders generated per day	186	176	180	180
Average number of meter readings per day	2,185	2,200	2,215	2,230
Average cost per meter reading	\$0.48	\$0.49	\$0.53	\$0.55
Average cost per bill generated	\$3.75	\$3.88	\$4.08	\$4.20

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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Water Pollution Control:					
WPC Plant Equipment			50,576		
Automation Study/Upgrade	117,211		10,000	450,000	
WPC Methane Engine Overhaul	9,111				
Trickling Filter Heat Recovery	15,145		109,855		
Clarifier Painting	169,501	180,000	280,000	290,000	
WPC San Sewer/Sump Pump	68,500				
WPC Plant Disinfection		30,000	75,000	520,000	
Vertical Turbine Pumps		180,000	180,000	240,000	
Raw Water Pump Station HVAC		125,000	150,000		
Plant Residuals Handling		50,000	100,000	600,000	
Vertical Turbine Pump Repair	75,409		54,288		
Lagoon Liners				125,000	
Sub-Total	454,877	565,000	1,009,719	2,225,000	
Water:					
Water Supply Expansion	17,321		19,631		
WTP SCADA System	4,750				
WTP Security Improvements	58,850		21,286		
Repaint Lime Storage Bins	55,534		94,385		
SW Pressure Zone	1,405,466		365,342		
Water Supply Capacity Study	63,900		36,100		
Raw Well Water Loop Line	144,288	1,500,000	2,859,912	400,000	
Water Plant Expansion		250,000	350,000	900,000	
Electric NADC Pump Station		50,000	50,000		
SAM Pump Station VFD		50,000	50,000		
Electric SAM Pump Station		200,000	200,000		
Bloomington Rd. EI Tank Improv				475,000	
Sub-Total	1,750,109	2,050,000	4,046,656	1,775,000	
Electric:					
Load Management	17,605				
Demand Side Management	294,063	600,000	644,100	800,000	
#7 and #8 Dist. Control System		500,000	50,000	450,000	
Downtown Network 13.8kV Conv		150,000	150,000	150,000	
Cyber Security Risk Assessment		100,000		100,000	
Street Light & Line Relocates		85,000	85,000	470,000	
Base Load Generating Capacity		3,000,000			
#7 Precipitator Enclosure		85,000			
#7 & #8 Oil Gun Upgrade				350,000	
GT#1 Inspection & Overhaul				650,000	
Plant 69kV Relay/Control				80,000	
Automated Metering Pilot				350,000	
Feedwater Heater Tube				500,000	
#8 Air Heater Basket				75,000	
Plant Dist. Substation Expansion				150,000	

UTILITIES CIP

489

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Activities:					
Electric, continued:					
Combustion Turbine Control	12,773		378,000		
161kV Interconnection Improv.	(234,727)	4,900,000	300,000	1,000,000	
Ames Stange In-Town 161kV			3,600,000	830,000	
Unit 7 Turbine Generator O'haul	294,828				
Power Plant Coal Hand Sprinkler	18,117		650,000	300,000	
69 kV Breaker Addition TOH		350,000	175,000	800,000	
SE 16 th 69 kV Relocate	366,568		746		
SCADA Upgrade	88,604	100,000	100,000		
#7 Nitrogen Oxide Control	51,692	1,400,000	60,000	2,000,000	
Power Plant Passenger Elevator	169,767				
Base Load Generating/Wind	6,860		500,000		
Grand Ave S. Ext Relocation	314,742				
S Dayton Avenue Extension			60,000		
#8 Nitrogen Oxide Control	25,625	2,800,000	190,000		
#8 Mercury Emission Monitoring	17,937	500,000	482,063		
#8 Mercury Capital		1,500,000			
#8 Boiler Repair/Tube Replace	31,605	3,100,000	400,000	4,500,000	
Sub-Total	1,476,059	19,170,000	7,824,909	13,555,000	
Water Distribution:					
05/06 Water System Improv	57,134				
06/07 Water System Improv	114,059				
S Hazel Water Main Replace	(1,800)				
07/08 Water System Improv	171,010		673,090		
08/09 Water System Improv	6,119	900,000	893,881		
Aquatic Center Water Main	685		115,296		
09/10 Water System Improv				900,000	
Sub-Total	347,207	900,000	1,682,267	900,000	
Sanitary Sewer:					
Sanitary Sewer System Study	7,091				
Onion Creek San Sewer Study			80,000		
06/07 Sanitary Sewer Rehab	16,228				
07/08 San Swr Rehab	93,188		561,092		
08/09 Sanitary Sewer Rehab	502	300,000	299,498		
09/10 Sanitary Sewer Rehab				300,000	
07/08 Clear Water Diversion	110,592		466,949		
08/09 Clear Water Diversion		200,000	200,000		
09/10 Clear Water Diversion				200,000	
Sub-Total	227,601	500,000	1,607,539	500,000	
Storm Sewer:					
05/06 Low Pt Drain Sheldon/16 th	1,322		171,110		
S. Duff Area Storm Sewer			1,148,853		
Low Pt Stanton/Chamberlain	39		88,167		
06/07 Storm Sewer Intake			50,205		
06/07 Storm Sewer Outlet	10,629		72,079		

UTILITIES CIP

489

Activities:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Storm Sewer, continued:					
Low Point W. L-Way/Bentwood	3,911		95,928		
07/08 Storm Sewer Intake	1,671		122,284		
07/08 Storm Swr Outlet Erosion			95,697		
Gateway Storm Wtr Rehab			43,672		
08/09 Low Pt Drainage BS Rd		100,000	100,000		
08/09 Storm Wtr Intake Rehab		150,000			
Storm Sewer Outlet Erosion	9,597	220,695	211,098	196,745	
08/09 St Wtr Rehab – Eastgate		100,000	100,000		
SW Stormwater Greenbriar				475,000	
Storm Wtr Fac Moore M Park				100,000	
09/10 Low Pt Crystal Street				125,000	
09/10 Storm Swr Intake Rehab				150,000	
Sub-Total	27,169	570,695	2,299,093	1,046,745	
Resource Recovery:					
Res. Rec. System Improvements	118,554	177,000	243,159	243,150	
Res. Rec. Non-Ferrous System	43,604	1,100,000	1,056,396		
Res. Rec. Land Acquisition			283,000		
Res. Rec. Recyclables Bldg				170,000	
Sub-Total	162,158	1,277,000	1,582,555	413,150	
Total CIP	4,445,180	25,032,695	20,052,738	20,414,895	-18.5%

UTILITIES CIP PROJECT DESCRIPTIONS

WATER POLLUTION CONTROL

The WPC Plant Automation Upgrade for \$450,000 includes the complete replacement and phased transition to a new PLC (programmable logic controller) based system for the most flexibility, greater operational control capability, and the most cost-effective approach to upgrade and enhance the plant's SCADA system.

The Clarifier Painting project continues the third year of a four-year project to paint two clarifiers at a cost of \$145,000 each.

The budget for FY 09/10 includes the start of the installation of a disinfection system at the Water Pollution Control Plant for \$520,000. Disinfection will become a mandatory requirement when a new National Pollutant Discharge Elimination System (NPDES) permit for the plant is issued by the Iowa Department of Natural Resources (IDNR). Depending on the type of disinfection system installed, the plant may experience a significant increase in electrical demand. For example, the addition of an ultraviolet system could result in a seasonal increase in electricity needs on the order of 25 percent. While not an immediate operational concern, replacement of components such as UV lamps could cause future increases of \$150,000 annually in parts and labor.

The Vertical Turbine Pump Replacement project is in year two of a five-year project to replace three pumps a year at \$80,000 per pump for \$240,000.

The WPC Plant Residuals Handling Improvements project provides for improvements to the solids handling component of the WPC Plant operation. This project begins with a comprehensive review of the solids handling operations in FY 08/09, with recommended modifications being implemented in subsequent fiscal years. The FY 09/10 expense envisions some form of sludge storage and handling improvements for \$600,000.

The WPC 20-year-old lagoon liners in the sludge storage and flow equalization basins will be repaired at a cost of \$125,000.

WATER

The Raw Well Water Loop Line project will loop the existing raw well water line extending from the Water Plant to the Southeast Well Field and the Youth Sports Complex Well Field to increase carrying capacity and reliability. This \$400,000 project covers the final year of a three-year project with a total project cost of \$3,400,000. The reduction in friction losses should result in a slight reduction in the cost of energy to pump water from the wells to the Water Treatment Plant.

The first step in preparing for a Water Plant expansion began in FY 08/09 with the hiring of a consultant to perform an evaluation of the existing plant's condition and to determine the timing and size of future capacity expansions. The final report will provide a recommendation to either expand and modernize the existing treatment plant, construct a new treatment plant, or some appropriate combination of these two options.

The cost estimates assume the construction of a new 15 MGD plant at the existing plant site. The cost estimates of over \$29 million are based on recent actual construction costs at similar sized water facilities in Iowa. The ultimate construction costs will depend on the actual option determined to be most cost-effective during the alternatives analysis. The current operating budget request includes marketing funds aimed at encouraging water conservation. It will be critical to maintain the marketing efforts in order to ensure a sufficient reserve capacity while the project is being carried out.

The Bloomington Road Elevated Tank Improvement project includes repainting and the addition of a mixing system to the tank for \$475,000.

ELECTRIC

The Demand Side Management (DSM) energy conservation programs are aimed at reducing demand for electricity. Reductions in the demand for electricity positively impact future energy production/supply costs.

DSM programs are utility programs aimed at reducing consumer use of energy through conservation or efficiency measures. Ongoing programs are:

- Residential energy audits
- Residential high efficiency air conditioner rebates
- Residential weatherization
- Residential high efficiency lighting rebates
- Residential efficient appliance rebates
- Residential new construction rebates
- Commercial high efficiency lighting rebates
- Commercial audits
- Power Watch education
- Green Choices alternative energy contribution

New DSM programs under consideration are:

- Commercial custom rebates

Load management (LM) programs control energy consumption at any instant through the use of mechanical or electronic devices. Ongoing programs are:

- Prime Time Power air conditioner load control
- Commercial/industrial power factor correction rebates

New LM programs under consideration are:

- Upgrade of digital control unit signal control and transmission equipment
- Time-of-day rate design
- Upgrade of digital control unit circuit boards

The Units #7 and #8 Distributive Control System Upgrade replaces systems that are critical to the operation of the units that transfer vital information from equipment in the field to the operators' control station. The reliability of these units can be greatly affected by failure of the control system and the cessation of spare parts manufacture of these systems.

The Downtown Network 13.8kV conversion is a multi-year project to replace all downtown network transformers and 4kV cables with standard 13.8kV cables and padmounted 13.8kV transformers. The \$150,000 per year project will also replace deteriorated vault lids.

The project for outside engineering services to perform a cyber security risk assessment, perform a North-American Electric Reliability Corporation compliance gap analysis, and a Midwest Reliability Organization audit-preparedness assessment totals \$100,000.

In FY 09/10, street light and line relocations total \$470,000 in coordination with Public Works' road improvement projects.

The oil guns and igniters on Unit #7 are 42 years old and those on Unit #8 are over 25 years old. The oil guns were going to be replaced with the new low-NO_x burner upgrade, but that project has been delayed due to court and environmental issues. The two-year project replaces both oil guns at a total cost of \$850,000.

The first year of the Gas Turbine #1 inspection and overhaul will include the engine and free turbine for \$650,000. The generator will be inspected and overhauled in FY 10/11 for \$450,000.

The Ames Plant 69kV Switchyard Relay and Control Replacement project will improve long-term reliability by eliminating the obsolete and maintenance-intensive electro-mechanical relays and aged, lengthy control circuits that are no longer accessible for repair.

A study and pilot program will be conducted to determine the costs and benefits of an automated metering system. A more state-of-the-art system will allow the following:

1. Better long-term distribution facility planning at the feeder and transformer level
2. More accurate and quicker power outage management
3. Remote meter disconnects and reconnects
4. Instantaneous mid-month meter readings
5. Creation of time-of-use rates; a key feature needed in the next level of Demand Side Management programs
6. Connectivity with Prime Time Power
7. Two-way communication between the utility and the meter

Feedwater heaters are devices that use extraction steam from the turbine to preheat the feedwater prior to returning to the boiler. The re-tube estimate is \$500,000 for each unit. The second unit will be re-tubed in FY 11/12.

Materials will be purchased in FY 09/10 and installed in FY 10/11 to replace Unit #8's air heater element.

The Ames Plant Distribution Substation Expansion project will add a second distribution transformer and metal clad switchgear next to the existing substation. The FY 09/10 budget of \$150,000 is for engineering work for this project.

The \$1,000,000 for the 161kV Interconnection Improvement project continues the construction of the line started in FY 03/04 to the Mid-American Energy switching station northwest of Ankeny. This line provides needed transmission redundancy and capacity. The project continues through FY 11/12 with additional expenditures of \$9,621,396.

The in-town portion of the above interconnection project has been separated into its own account and totals \$830,000 in FY 09/10.

The City's insurance carrier has made several loss prevention recommendations for the Power Plant. These recommendations are for fire suppression systems for the coal conveying equipment, turbine-generators, coal pulverizers, and cooling towers. The project for FY 09/10 includes the Coal Handling Sprinkler System Phase 2 for \$300,000.

The Top-O-Hollow Substation project has been changed to purchase adjacent property, expand the existing substation, and convert the existing underground tap to a looped overhead transmission connect. The work will also add breakers for line and transformer protection and related equipment to the Top-O-Hollow substation. The addition of these breakers will improve reliability of the 69kV transmission system and will improve service for customers served by this substation. Construction will total \$800,000 in FY 09/10.

Future Environmental Protection Agency (EPA) rules may require lower NO_x (nitrogen oxide) emissions on boiler #7. Nitrogen oxides form when fuel is burned at high temperatures as in an internal combustion engine or a coal fired power plant. Reducing emissions of NO_x is a component of the EPA's strategy for cleaner air. Plans by the EPA to reduce NO_x emissions are being finalized. The NO_x from Ames' Unit #7 can be lowered by reducing the combustion temperature by means of modified burners and added fans. Detailed equipment cost and specific design engineering work must be completed before the plan is begun for Ames along with equipment purchases to follow. The \$2,000,000 estimate is a preliminary estimate.

Unit #8 boiler is twenty years old and in need of tube repairs. Staff has put together a three-year plan for engineering and re-tubing sections of the boiler. The cost estimates include labor and materials. The bottom 50 feet of boiler tubes and the super-heater tubes need to be replaced. Approximately 300 wall tubes and 960 tubes in the super-heater will be replaced over the three years of the \$9,300,000 project.

WATER DISTRIBUTION

The annual \$900,000 water system improvements program provides for replacing water mains in areas that are experiencing rusty water problems. It also provides for installing larger distribution mains in areas that have a high concentration of 4" supply lines, transferring water services from 4" water mains in streets where larger water mains exist, and abandoning 4" water mains. Eliminating duplicate water mains, where possible, improves water flow and helps reduce rusty water. Installing larger distribution lines in areas that have a high concentration of 4" supply lines and less than desirable fire-fighting capacity (predominantly in the older areas of the community) provides larger

supply quantities in relation to the current and proposed land uses, in accordance with the Land Use Policy Plan.

SANITARY SEWER

The annual program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the City is shown for \$300,000. Televising the sewer system has revealed problem areas that could result in future blockages. Most of these problem areas are in sewers that are deeper than 14 feet, and City forces are not equipped to make repairs on sewers of that depth. This program, therefore, provides for those repairs by outside firms.

System improvement locations for future years have been further identified from the Sanitary Sewer System Study which was completed in FY 07/08. Purchased or leased monitoring equipment is also used in determining problem areas. Suggested work activities included rehabilitating manholes, repairing pipe, and similar work. In addition, sewer maintenance crews systematically investigate interceptor and trunk sewers to identify major sources of inflow that could be eliminated as a means of lowering the peak wet weather flow at the treatment plant.

The annual Clear Water Diversion program providing for diversion of footing drain discharges from sanitary sewers to storm sewers is included for \$200,000. Clear water from footing drains causes overloading and backups in the sanitary sewer as well as increases in the volume of clean water that is treated at the sewage treatment facility. This diversion results in lower volumes of clean water needing treatment at the sewage treatment facility, thereby decreasing operating and maintenance costs of that facility. In addition, customers should experience fewer, less severe sewer backups.

The Inflow and Infiltration Study, undertaken in 1995, showed that in order for clear water diversion to be cost effective, an individual sump pump must discharge in excess of 1,000 gallons per day. To encourage participation in the footing grant program, City Council has authorized a grant to each participating property owner of either \$1,800 or \$2,200 depending upon the type of work involved on the property. Funding of these grants is provided on an annual basis, and the conversion work for qualified properties must be completed in the year for which the grants are given. As of October 1, 2008, 2,192 footing drain grants have been issued to property owners under this program, and approximately 1,354 property owners are still eligible to participate in the grant program.

STORM SEWER

The annual \$100,000 Storm Sewer Outlet Erosion Control program provides for stabilization of areas that have become eroded due to discharges of the storm sewer system into streams, channels, swales, gullies, or drainage ways in residential areas. This program will provide a more permanent control of the erosion and will reduce recurring maintenance costs in these areas.

A watershed assessment completed by scientists at Iowa State University has identified more than 4,000 tons/year of sediment delivered from within the Ames corporate limits due to degraded stream conditions. Water quality along College Creek caused from unstable stream banks and degrading stream channels will be improved through

installation of engineered systems, stream channel and bank stabilization, and neighborhood learning circle techniques. The City of Ames, in partnership with Iowa State University, was awarded a three-year Watershed Improvement Review Board (WIRB) Grant in the amount of \$115,695 in FY 08/09, \$96,745 in FY 09/10, and \$91,905 in FY 10/11 for improvements to College Creek.

The Southwest Ames Stormwater Management Improvements (near Greenbriar Park) project provides a permanent solution to the storm water drainage issue created by the undersized culverts under the bike path west of Greenbriar Park. These culverts restrict the flow of the unnamed creek so significantly that, during high water events, water is forced through Greenbriar Park and onto the nearby golf course. This \$475,000 project will redirect the unnamed creek so that storm water will be released into Worle Creek and flooding in Greenbriar Park and the golf course will be minimized. Improvements to Greenbriar Park will create a trail head for the overall Shared Use Path from south Ames and allow the park to become a nice addition to the park system.

In accordance with the Municipal Code, new developments within the community have been required to provide storm water management quantity control. This means regulating storm water runoff discharge to pre-developed conditions through extended detention and/or retention. Through establishment of developers' agreements, the City of Ames has accepted responsibility for the long-term maintenance of many of these facilities. As these facilities age, sediment accumulates, vegetation becomes more prevalent, and structures need to be improved. This annual \$100,000 program addresses those concerns. The proposed location in FY 09/10 is Moore Memorial Park.

Low point drainage improvements are not focused on residential street locations, but rather on those locations most in need of the improvements as affected by standing water, flooding, and insufficient pipe capacity. During heavy rain, some areas become flooded and damage to private property occasionally occurs. This program provides for installation of drainage improvements to decrease this flooding at low points. In 1994, the following criteria were established for evaluating and prioritizing drainage situations: 1) potential damage from storm runoff; 2) emergency vehicle access limitations created by runoff; 3) number of people affected; 4) number of structures affected; 5) street classification; 6) land use; and 7) benefits of a project to adjacent areas. Based on these criteria, target areas for improvements are established. These improvements may include construction of detention areas, new pipe systems, and replacement systems for increasing the ability to control the runoff so that it can be carried by downstream systems. The FY 09/10 project is Crystal Street for \$125,000.

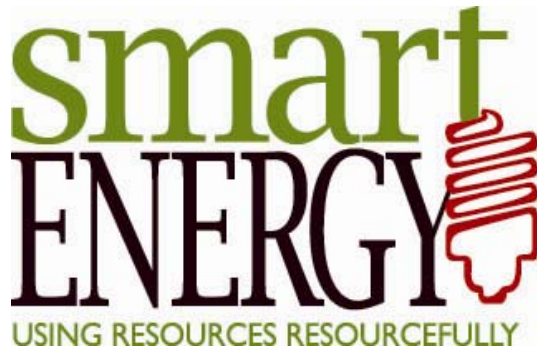
The annual Storm Sewer Intake Rehabilitation program for \$150,000 is to repair or replace deteriorated storm sewer intakes. Areas of concentration for these repairs will be those locations programmed for street improvements. Except for cleaning and inspecting storm sewer intakes on a five-year rotation, the storm sewer system has had little maintenance since its installation 80 to 100 years ago. The intakes are brick or concrete and have experienced repeated "freeze/thaw" conditions during winters and springs. This repeated "freeze/thaw" action has caused the bricks and mortar to deteriorate, resulting in collapsed intakes. This program provides for a proactive response by contractually repairing/replacing intakes on a scheduled basis. It will result

in an upgrading of all substandard intakes within twenty years. In addition to the contractual work provided in this program, City crews provide immediate repair to those intakes that pose an immediate concern for life, health, or safety.

RESOURCE RECOVERY

The annual Resource Recovery System Improvements program purchases new and replacement components and equipment in the Resource Recovery Plant. The FY 09/10 projects include process area sprinkler system replacement, HVAC improvements, #1 mill housing replacement, preventive maintenance materials for replacement of the #2 RDS rollers and chains, purchase of pipe for PSI pipe replacement, and a 20% rebuild of the C-1 conveyor for a total of \$243,150.

In FY 08/09, the properties east of Borne Avenue between Lincoln Way and 2nd Street were purchased in anticipation of the erection of a recycling building on the site. The building will be for items (equipment and/or recyclables) currently stored in the Electric Department's coal yard storage buildings. The area immediately to the east of the processing area is planned to become a staging area for hauling equipment used for ferrous materials and rejects.



**CITY OF AMES
ELECTRIC
SERVICES**

**Proposed 2008-2009 Smart Energy
Demand Side Management Programs**

PROGRAM	ESTIMATED PARTICIPANTS	ESTIMATED DOLLARS
Residential Air Conditioner Rebate *	250	\$ 82,625
Residential Low Income Weatherization *	30	3,000
Residential Energy Audit *	70	16,865
Commercial Lighting Rebate *	30	119,000
Commercial Audit	30	23,000
Residential Lighting Rebate	5,000	60,300
Residential New Construction Rebate	160	80,000
Efficient Appliance Rebate	170	18,000
Power Factor Correction Rebate	10	75,000
Prime Time Power *	N/A	60,000
Power Watch *	N/A	2,000
Green Choices *	N/A	1,200
Advertising/Development/Verification/ Processing Data/Other	N/A	59,185
Total	5,750	\$ 600,175

* Existing Program



CyRide Saves

- **4.3 million rides last year saved an estimated half-million gallons of gas**
- **Two solar-powered bus shelters**
- **Recycled plastic bus benches**

CyRide's new 10,000 sq. ft. office building was designed to qualify for a silver Leadership in Energy and Environmental Design (LEED) certification, making it one of a handful of buildings in the state that meets these stringent new "green" building standards.

Just a few of the features that make it a green facility include:

- **a white, reflective roof**
- **a rainwater storage tank used to irrigate the landscaping**
- **large north-facing windows that allow for lower light energy usage**

TRANSPORTATION PROGRAM

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TRANSPORTATION PROGRAM

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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.

	2007/08	2008/09	2008/09	2009/10	% Change
Use of Funds:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Street System	2,689,233	2,558,189	2,867,362	2,836,011	10.9%
Public Parking	685,520	698,636	695,136	726,662	4.0%
Transit System	6,389,107	6,590,312	6,772,423	7,167,276	8.8%
Airport	126,904	104,833	127,887	109,092	4.1%
Total Operations	9,890,764	9,951,970	10,462,808	10,839,041	8.9%
Transportation CIP	10,834,530	11,900,410	15,322,925	15,021,000	26.2%
Total Expenditures	20,725,294	21,852,380	25,785,733	25,860,041	18.3%
 Personnel – Authorized FTE	 99.92	 102.02	 102.07	 102.07	

TRANSPORTATION PROGRAM

430

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	6,125,688	6,334,361	6,410,718	6,811,472	7.5%
Contractual	3,115,132	2,333,363	2,653,777	2,306,636	-1.1%
Commodities	1,630,161	1,467,146	1,660,238	1,678,183	14.4%
Capital	9,853,541	11,717,110	15,060,600	15,063,350	28.6%
Other Expenditures	772	400	400	400	0.0%
Total Expenditures	20,725,294	21,852,380	25,785,733	25,860,041	18.3%
Funding Sources:					
General Fund	146,574	125,733	155,981	131,586	4.7%
Local Option	230,576	200,000	317,324	200,000	0.0%
Road Use Tax	3,687,382	3,663,689	4,715,764	3,863,915	5.5%
TIF South Bell	-	-	960,000	192,000	
Special Assessments	1,242,319	-	-	-	
Street Construction	1,656,470	632,427	3,133,696	1,664,427	163.2%
Airport Construction	104,047	2,120,000	2,133,958	1,125,000	-46.9%
G.O. Bonds	3,901,362	5,042,573	3,478,489	10,355,573	105.4%
Parking	703,557	707,236	699,615	731,264	3.4%
Transit Operating	6,389,107	6,590,312	6,772,423	7,167,276	8.8%
Transit Capital Reserve	2,663,900	2,770,410	3,346,483	429,000	-84.5%
Water Fund	-	-	36,000	-	
Sewer Fund	-	-	36,000	-	
Total Funding Sources	20,725,294	21,852,380	25,785,733	25,860,041	18.3%

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. In addition to regular maintenance, shared use paths are repaired as needed. A new CIP program, introduced in FY 2008/09, provides for pavement improvements to enhance the safety and usability of the shared use paths. 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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	502,679	653,459	644,374	689,137	5.5%
Contractual	334,897	346,787	360,435	393,532	13.5%
Commodities	195,662	125,250	178,112	185,470	48.1%
Capital	-	-	76,533	237	
Total Expenditures	1,033,238	1,125,496	1,259,454	1,268,376	12.7%
 Funding Sources:					
General Fund	213	-	-	-	
External Labor Reimbursement	15,290	17,900	27,094	21,494	20.1%
Road Use Tax Fund	1,017,735	1,107,596	1,232,360	1,246,882	12.6%
Total Funding Sources	1,033,238	1,125,496	1,259,454	1,268,376	12.7%
Personnel - Authorized FTE	12.00	12.00	12.05	12.05	

STREET SURFACE MAINTENANCE

431 -- 77

Highlights:

An **increase in the price of the materials** used for the repair of asphalt/concrete streets has resulted in a \$60,000 increase in FY 2008/09 (over the original budgeted amount) to \$150,000 for these materials. In FY 2009/10, \$150,000 is again included for these materials in conjunction with \$15,000 for **joint sealant materials** (that are bought every other year). With the use of recycled asphalt and concrete, there will be a **reduction in the quantity of materials** bought; however, the price increase of these materials has offset any actual cost savings. In FY 2008/09, extra materials (\$5,200) were used to repair **sidewalk damage** following the work done by the Union Pacific Railroad (UPRR) at the railroad crossings along the north line (24th, 20th, 13th and 9th streets). The cost was reimbursed by UPRR.

In 2008, \$3,500 was spent to introduce in limited locations a new **street restoration process** (contracted) that results in a **more permanent patching** than other processes. The locations where the new restoration process was used were monitored throughout the winter and proved effective during cold weather, snow, and snow removal; therefore, \$10,000 is included in FY 2009/10 to **expand the number of locations** at which this effective process will be used.

A truck mounted slip-in **asphalt recycling machine** was added in FY 2008/09 (\$75,000). This machine enables City crews **to recycle asphalt reclaimed from street projects and water main breaks** for use in maintenance applications including a more permanent **pothole patch** than the cold patch that is currently used during the winter. In future years, the recycled asphalt will also be used in **repairing water main breaks**. This recycling of asphalt provides a **positive environmental impact** for the City.

Concrete crushing (\$35,000) will resume in FY 2009/10. Approximately 10,000 tons of reclaimed concrete (from water main breaks and street projects) has accumulated in the Public Works storage yard. By crushing and re-using the concrete (at a cost of \$3.50/ton), a cost savings of at least \$5.50/ton will be realized for repairs around water main breaks and in street maintenance activities. The **positive environmental impact** of this recycling activity also cannot be overlooked.

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.

Edison Street from Whitney Avenue to Carnegie Avenue was seal-coated in 2008 (\$5,520) to ensure its integrity until FY 2009/10 when it is included in the Concrete Pavement Improvements program in the CIP. In addition, minor street repair was performed on **Crescent Avenue and 13th Street** (\$3,400) in anticipation of projects that will occur in that area as the Donald and Ruth Furman Aquatic Center is constructed.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Miles of streets maintained	244	249	250	250
Blocks of streets crack sealed	124	108	120	120
Blocks of streets slurry sealed	0	46	0	0
Miles of off-street bike paths maintained	34	35	36	37
# of block parties for which barricades were provided	58	42	45	45
Efficiency and Effectiveness:				
Cost per mile for street maintenance	\$4,068	\$4,149	\$5,049	\$5,065
Citizen satisfaction* with bike path maintenance	86%	80%	86%	86%
Citizen satisfaction* with condition of streets in neighborhoods	85%	73%	85%	85%
Citizen satisfaction* with surface condition of major streets	79%	68%	79%	79%

* % 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)

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	90,543	82,788	90,086	96,262	16.3%
Contractual	119,223	119,880	136,766	130,096	8.5%
Commodities	351	100	140	140	40.0%
Total Expenditures	210,117	202,768	226,992	226,498	11.7%
Funding Sources:					
Road Use Tax Fund	210,117	202,768	226,992	226,498	11.7%
Total Funding Sources	210,117	202,768	226,992	226,498	11.7%
Personnel - Authorized FTE	1.30	1.30	1.30	1.30	

STREET SURFACE CLEANING

431 -- 7821

Highlights:

Contracting services for sweeping residential streets (\$35,000) are in place and working very well, with the contractor creating efficiencies that cover the growth of the city.

A new street sweeper will be purchased in FY 2009/10.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Curb miles cleaned – arterial and collector streets	2,006	1,748	2,000	2,000
Curb miles cleaned – residential streets (City crews)	1,249	806	800	800
Curb miles cleaned – residential streets (Contractor)	896	985	1,000	1,000
Curb miles cleaned – Business District	575	462	500	500
Efficiency and Effectiveness:				
Cost/mile of streets cleaned (City crews)	\$38.32	\$58.44	\$58.17	\$58.02
Cost/mile of streets cleaned (Contractor)	\$22.43	\$34.34	\$35.00	\$35.00
Citizen satisfaction* with street sweeping in business areas	93%	93%	93%	93%
Citizen satisfaction* with street sweeping in neighborhoods	83%	73%	83%	83%
% of street sweeping needs provided by City crews	81%	81%	81%	81%
% of street sweeping needs provided by contractor	19%	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.

Snow and ice storm events are citywide emergencies that require the cooperation of many City departments to provide the quality of service desired for citizens. Therefore, when a snow and/or ice emergency is declared, efforts to deal with the emergency are seen citywide. Parks and Recreation maintenance workers clear designated winter bike paths; employees from departments throughout the City are added to snow and ice operations activities; and a quiet place for rest (for snowplow operators, etc.) is provided at the Electric Distribution building.

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
Expenditures:					Adopted
Personal Services	420,088	326,075	330,116	358,928	10.1%
Contractual	419,616	313,531	373,348	359,651	14.7%
Commodities	132,166	87,100	130,800	85,725	-1.6%
Capital	7,983	25,500	52,900	60,000	135.3%
Total Expenditures	979,853	752,206	887,164	864,304	14.9%
Funding Sources:					
Road Use Tax Fund	979,853	752,206	887,164	864,304	14.9%
Total Funding Sources	979,853	752,206	887,164	864,304	14.9%
Personnel – Authorized FTE	4.30	4.30	4.35	4.35	

SNOW AND ICE CONTROL

431 -- 7943

Highlights:

An increase in the **price of rock salt**, coupled with the **number of snow and ice events already being seen** in FY 2008/09, has resulted in a \$50,000 increase (to \$110,000) for rock salt. The FY 2009/10 budget of \$76,726 reflects **more “normal” winter conditions**, but with the continuance of increased rock salt prices. Also included in both years is \$13,000 for liquid calcium chloride (brine), sand, and clean rock chips.

In FY 2008/09, 14 **contractors** were hired for snow removal at a cost of \$85,050, an additional \$19,000 from the original FY 2008/09 budgeted amount. The cost increase is due to both the more severe winter conditions being experienced thus far in FY 2008/09 and an increase in per-hour cost for the contractors. Included in the \$85,050 is \$4,800 to cover a per-tractor subsidy for the insurance that the farm contractors must purchase to plow on city streets. In FY 2009/10, costs have been reduced to \$60,050 to reflect contractor needs in more “normal” winter conditions.

Also included in FY 2008/09 and FY 2009/10 is an additional \$4,000 to **lease a grader for eight months rather than just five months** which will help to ensure effective **post-winter cleanup**.

Two **wing plows** (\$30,000) and two **underbody mid-mount wing plows** (\$30,000) will be purchased in FY 2009/10 to enhance the efficiency and effectiveness of snowplowing operations.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Annual snowfall (inches) (32" historical average)	35	49	49	32
Miles of street maintained	244	249	250	250
# of ice control operations	11	27	25	13
Sodium chloride applied (tons)	2,150	2,474	2,500	2,500
Calcium chloride applied (gallons)	3,100	23,650	4,000	4,000
Salt brine used (gallons)	23,600	12,150	15,000	12,000
Snow fence installed (miles)	1.77	1.78	1.75	1.75
Efficiency and Effectiveness:				
Cost of snow plowing/ice removal per inch of accumulation per mile of street	\$77.88	\$80.30	\$88.71	\$108.03
Citizen satisfaction* with snow plowing on major city streets	75%	74%	75%	75%
Citizen satisfaction* with snow plowing in neighborhoods	56%	64%	64%	64%
Citizen satisfaction* with ice control at intersections	68%	61%	68%	68%

* % 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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	253,485	290,490	280,293	287,111	-1.2%
Contractual	197,248	162,829	167,845	171,422	5.3%
Commodities	15,292	24,400	45,614	15,300	-37.3%
Capital	-	-	-	3,000	
Total Expenditures	466,025	477,719	493,752	476,833	-0.2%
 Funding Sources:					
General Fund	137	-	-	-	
Labor Reimbursement	4,030	3,000	1,000	1,000	-66.7%
Road Use Tax Fund	443,821	466,119	488,273	471,231	1.1%
Parking Fund	18,037	8,600	4,479	4,602	-46.5%
Total Funding Sources	466,025	477,719	493,752	476,833	-0.2%
Personnel - Authorized FTE	3.70	3.70	3.70	3.70	

RIGHT-OF-WAY MAINTENANCE

431 -- 94

Highlights:

Included in FY 2008/09 is \$50,000 for the continuation of a **program to trim trees** in the rights-of-way and \$10,000 for **removal of dead or dying trees** in the rights-of-way. An additional \$7,000 is included (an increase of \$5,000 from FY 2008/09 original budgeted amount) to cover extra contract needs that are not included in those annual contracts. 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 2007/08, \$20,000 was included to **replace plantings in the Lincoln Way islands**. Due to delays caused by spring and summer flooding and turnover of personnel, this project was not completed. Therefore, it has been carried over to FY 2008/09. In addition, in FY 2008/09, \$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 maintains several planting areas throughout the city. In FY 2008/09, a gardener's helper was added to the temporary staff at a cost of \$4,560.

In FY 2007/08, a **sidewalk cleaning machine** was purchased (\$27,960) and put into service. Campustown and Downtown Business Districts are now swept three times a week for six months of the year to improve the cleanliness of these areas (at an annual cost of approximately \$7,500).

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Rights-of-way mowed (acres)	715	745	725	725
Complaint letters sent – weeds	75	68	70	70
Complaint letters sent – snow/ice on sidewalk	n/a	13	10	10
Bush/trees overhang letters sent	75	62	70	70
Sidewalk repair letters sent	100	74	75	75
Trees and shrubs planted	125	302	300	300
 Efficiency and Effectiveness:				
Citizen satisfaction* with appearance of medians and parkways	92%	91%	91%	91%

* % 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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	122,202	138,830	122,522	138,571	-0.2%
Contractual	63,496	58,755	75,580	60,913	3.7%
Commodities	52,005	27,900	28,878	27,950	0.2%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	237,703	225,485	226,980	227,434	0.9%
Funding Sources:					
Parking	237,703	225,485	226,980	227,434	0.9%
Total Funding Sources	237,703	225,485	226,980	227,434	0.9%
Personnel – Authorized FTE	1.82	1.92	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.

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.

In response to feedback from business owners and developers in the Main Street Cultural District, the City is exploring the feasibility of constructing a parking ramp in Central Business District Municipal Lot X or Y. The intended purpose of the project is to stimulate growth opportunities in the business district. The **Downtown Parking Ramp Study**, in FY 08/09 for \$14,000, will analyze suitability, site limitations, and associated costs for constructing a structure located between Clark Avenue and Kellogg Avenue north of the Union Pacific Railroad right-of-way.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of parking stalls	2,807	2,804	2,810	2,810
# of parking stalls painted	1,935	2,150	2,200	2,200
Electronic parking meters in use	914	915	915	915
# of meter complaints	683	702	690	690
# of preventive maintenance checks done on meters	6,440	5,650	6,000	6,000
Efficiency and Effectiveness:				
Reserved parking space rented (%)	69.2%	73.2%	75%	75%

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	218,068	239,843	239,168	249,095	3.9%
Contractual	97,373	78,853	81,068	88,558	12.3%
Commodities	2,880	4,500	3,400	3,300	-26.7%
Capital	-	1,200	1,200	4,113	242.8%
Other	-	-	-	-	
Total Expenditures	318,321	324,396	324,836	345,066	6.4%
Funding Sources:					
Parking Fund	318,321	324,396	324,836	345,066	6.4%
Total Funding Sources	318,321	324,396	324,836	345,066	6.4%
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 several part-time **Community Safety Officers (CSOs)**, one of which is designated as a lead worker, responsible for administrative duties. Historically the department has hired nine CSOs to work approximately 20 hours per week. This year, the department is experimenting with a larger number of employees in the CSO role, each working fewer hours per week. The goal is to more fully staff the hours designated for CSO activity. Currently, the department has ten CSOs.

Each fall the Police Department grants a **two-week parking warning program**, mainly affecting the University Impacted Area, giving new residents 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, but account for approximately 2,500 illegal parking citations. 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 consists 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. Costs for these functions are paid from the General Fund.

This year, the department intends to **expand the role of the CSOs** to include some limited animal control functions. In the coming months, several CSOs will be trained by Animal Control staff to handle tasks during hours that animal control services are not currently available. Requests for service from the public come at all hours. By supplementing Animal Control staff in hours they are not usually available, the workload will be evened out and the public will be better served. Earlier this year the department acquired a topper for one of the CSO pickup trucks with the intended goal of providing safe and secure transportation of animals.

The Ames Police Department continues to review appeals of parking tickets, frequently related to confusion over parking regulations. This particularly occurs in Campustown following a special event, ISU football game, or VEISHEA. The department continues to seek out best practices to make signage and enforcement meet industry standards.

PARKING LAW ENFORCEMENT

434 -- 2510

Highlights, continued:

The FY 09/10 budget proposes the purchase of two **Segway personal transportation devices** for shared use by parking enforcement officers and police officers. These all electric vehicles would provide a cost-effective and green alternative to the continued use of pickup trucks for parking enforcement activities in Downtown and Campustown areas.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Parking citations issued by parking officer + daytime CSOs				
Overtime	28,459	23,663	22,905	23,000
Illegal	10,675	8,595	5,974	6,000
Illegal citations by evening CSOs	15,621	17,698	18,208	18,000
Illegal citations by patrol division	1,811	2,853	2,442	2,500
Total illegal citations	28,107	29,146	26,624	26,500
Total overtime citations	28,459	28,785	29,811	30,000
Total all citations	56,566	57,931	56,435	56,500
Efficiency and Effectiveness:				
Cost for each illegal citation to parking total budget	\$5.87	\$5.63	\$5.81	
Cost for each overtime citation to parking total budget	\$5.79	\$5.60	\$5.85	
Cost for all citations to parking total budget	\$5.83	\$5.66	\$5.78	

The City Council's Goal:

“to commit to making Ames a more environmentally sustainable community”



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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	53,269	56,711	57,052	59,798	5.4%
Contractual	73,042	88,498	82,276	91,139	3.0%
Commodities	3,185	3,546	3,992	3,225	-9.1%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	129,496	148,755	143,320	154,162	3.6%
Funding Sources:					
Parking	129,496	148,755	143,320	154,162	3.6%
Total Funding Sources	129,496	148,755	143,320	154,162	3.6%
Personnel - Authorized FTE	1.10	1.10	1.10	1.10	

PARKING VIOLATION COLLECTION

434 -- 1716

Highlights:

Internal Services for FY 09/10 includes an increase of \$5,214 in City Data Services over the amount adopted for FY 08/09. The increase includes a \$2 per hour increase in the hourly rate for having the information from handwritten tickets entered into the parking system and an increase in the proportion of Information Technology's (IT) costs allocated to this program. In FY 08/09, approximately 2.1% of IT costs will be allocated, and in FY 09/10 approximately 2.3% of IT costs will be allocated to this program.

Contractual for FY 09/10 includes a decrease of \$2,380 in collection fees from the amount adopted for FY 08/09. Fewer tickets are being sent to collection than estimated when the FY 08/09 budget was adopted. Two main factors are affecting the decrease in the number of tickets being sent to collection. The first is illegal tickets are being paid more promptly since the number of days before the amount of the fine increase was reduced from 30 days to 7 days. The second is the number of tickets being issued has decreased when compared to the number issued in FY08/09.

	2006/07	2007/08	2008/09	2009/10
	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	27.85	34.66	34.5	34.5
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 one working day	100.0	100.0	100.0	100.0
Efficiency and Effectiveness:				
Number of payments processed	48,442	53,096	48,700	48,700
Number of overpayments processed	975	524	450	450
Number of reminder notices mailed	24,352	23,667	23,000	23,000
Average cost for payment processed	\$2.51	\$2.44	\$2.96	\$3.18

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.

	2007/08	2008/09	2008/09	2009/10	% Change
Activities:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Transit Administration	1,344,042	1,426,711	1,478,782	1,534,518	7.6%
Fixed Route Service	4,898,335	5,005,890	5,123,487	5,455,198	9.0%
Dial-A-Ride Service	146,730	157,711	170,154	177,560	12.6%
Total Operations	6,389,107	6,590,312	6,772,423	7,167,276	8.8%
 Personnel – Authorized FTE	 73.70	 75.70	 75.70	 75.70	

TRANSIT SYSTEM

436

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	4,357,136	4,502,386	4,602,324	4,890,003	8.6%
Contractual	826,570	905,276	911,697	932,100	3.0%
Commodities	1,203,528	1,182,250	1,258,002	1,344,773	13.7%
Capital	1,101	-	-	-	
Other Expenditures	772	400	400	400	0.0%
Total Expenditures	6,389,107	6,590,312	6,772,423	7,167,276	8.8%
Funding Sources:					
Transit	(780,733)	(743,663)	(551,194)	(534,807)	-28.1%
Federal Grants	1,365,236	1,433,000	1,328,822	1,526,513	6.5%
State Grants	651,631	639,240	688,460	689,210	7.8%
Interest	117,345	115,000	60,000	60,000	-47.8%
Transportation Fees & Charges	728,746	624,506	720,406	679,206	8.8%
ISU Administration	501,667	530,764	530,764	557,321	5.0%
Property Tax	1,142,115	1,210,300	1,210,300	1,270,858	5.0%
GSB	2,608,946	2,760,265	2,760,265	2,898,375	5.0%
Miscellaneous Revenue	29,863	5,900	9,600	5,600	-5.1%
MPO Funding	24,291	15,000	15,000	15,000	0.0%
Total Funding Sources	6,389,107	6,590,312	6,772,423	7,167,276	8.8%

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 |
|--|--|

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	862,175	913,403	953,000	1,005,492	10.1%
Contractual	427,947	460,228	470,100	474,176	3.0%
Commodities	52,819	53,080	55,682	54,850	3.3%
Capital	1,101	-	-	-	
Other	-	-	-	-	
Total Expenditures	1,344,042	1,426,711	1,478,782	1,534,518	7.6%
Funding Sources:					
Transit	1,344,042	1,426,711	1,478,782	1,534,518	7.6%
Total Funding Sources	1,344,042	1,426,711	1,478,782	1,534,518	7.6%
Personnel – Authorized FTE	8.20	9.20	9.20	9.20	

TRANSIT ADMINISTRATION AND SUPPORT

436 -- 11

Highlights:

The past two years have evidenced increased **ridership** with 3.4% more rides in 2006/07 and 7.7% in 2007/08. This higher ridership is anticipated to continue in the current year with the possibility of ending 2008/09 with CyRide’s highest ridership year ever at over 4.8 million rides. This trend is anticipated to continue into 2009/10 with over 5 million rides provided. Higher ridership can be attributed to two factors – higher student enrollment at Iowa State University (ISU) and volatile fuel prices.

Student fees will increase 4% in the 2009/10 budget with total local revenue anticipated to increase 5% from each of the three funding partners – City of Ames, Government of the Student Body, and ISU.

Volatile fuel costs continue to be problematic. The 2008/09 adopted budget priced fuel at \$2.90 per gallon with actual costs year-to-date more than this budgeted amount. Fuel will be budgeted at \$3.25 per gallon for 2009/10.

CyRide’s operating **fund balance** has fluctuated in the past from a high of 17.9% to a low of 10.2%. The 2009/10 budget will fund this balance at 12% in light of increased expenses (fuel, wages) and the need to minimize higher annual increases from the three funding parties.

The 2009/10 budget reflects no change in the number of administrative support positions.

The City Council appropriated \$93,200 from local option sales tax funding for a one-time experiment for fare-free CyRide during the summer months of 2009. This program is a specific objective of the City Council’s “Go Green” goal.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,314,151	4,646,554	4,800,000	5,000,000
Grant applications received	\$976,898	\$1,086,204	\$1,498,182	\$1,697,323
Average fleet age	12.4	14.3	13.4	12.5
Efficiency and Effectiveness:				
Passenger trips/capita	82.5	88.8	91.7	96.2
Passenger trips/revenue hour	41.8	43.9	44.9	45.2
Revenue hours/capita	2.0	2.0	2.0	2.0
Grant funds/expenses	17.2%	17.0%	21.7%	23.3%

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	3,487,211	3,580,572	3,641,170	3,875,951	8.2%
Contractual	259,643	295,748	279,597	288,924	-2.3%
Commodities	1,150,709	1,129,170	1,202,320	1,289,923	14.2%
Other Expenditures	772	400	400	400	0.0%
Total Expenditures	4,898,335	5,005,890	5,123,487	5,455,198	9.0%
Funding Sources:					
Transit	4,898,335	5,005,890	5,123,487	5,455,198	9.0%
Total Funding Sources	4,898,335	5,005,890	5,123,487	5,455,198	9.0%
Personnel - Authorized FTE	65.45	66.45	66.45	66.45	

FIXED ROUTE SERVICE

436 -- 12

Highlights:

Fixed route ridership is anticipated to increase approximately 3% in the current year to approximately 5 million rides by 2009/10. Increased enrollment in the current year, predicted stabilized enrollment for the future, and volatile fuel prices will allow CyRide to increase ridership with a sustained, higher ridership level than has been evidenced in the recent past. The 2009/10 budget reflects **the addition of part-time drivers as two more buses will be placed in service** to meet the higher ridership demand.

CyRide drivers operated over 1.3 million miles during the 2007/08 year without one accident claim – a first in CyRide’s 32-year history. A safety emphasis was made this last year by CyRide managers and its employees to achieve this milestone in CyRide’s history.

All non-fare-free ridership categories have significantly increased (K-12, elderly, CyRide cash and passes, and passengers with disabilities) by 14.5%. This increasing trend is also predicted for the 2009/10 budget year.

Increased revenues from federal funding programs and farebox revenue will partially offset increased expenses. State revenues have been declining for the past several years as transit funds are received from the sale of automobiles which is negatively affected in an unfavorable economy.

An emphasis has been placed on lowering the fleet age with the purchase of used buses over the 2008/09 and 2009/10 budget years which will begin to positively impact the operating budget.

A new route will be established when the Don and Ruth Furman Aquatics Center opens in July 2009.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,251,300	4,580,411	4,850,000	4,950,000
Average percent work assigned	N/A	89.4%	90.0%	90.0%
Passenger compliments	11	11	12	12
Efficiency and Effectiveness:				
Passengers/revenue hour	43.5	45.8	46.6	47.5
Cost/revenue mile	\$4.34	\$4.52	\$4.83	\$5.22
Cost/passenger	\$1.05	\$1.05	\$1.09	\$1.15
Cost/revenue hour	\$45.86	\$47.92	\$51.01	\$54.00
Miles between preventable accidents	26,843	25,756	26,000	30,000

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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	7,750	8,411	8,154	8,560	1.8%
Contractual	138,980	149,300	162,000	169,000	13.2%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	146,730	157,711	170,154	177,560	12.6%
Funding Sources:					
Transit	146,730	157,711	170,154	177,560	12.6%
Total Funding Sources	146,730	157,711	170,154	177,560	12.6%
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, 2010.

Dial-A-Ride **ridership decreased** more than 5% during 2007/08, but is expected to increase slightly, stabilizing at approximately 11,500 annual rides. Volatile fuel prices have also negatively impacted this service as well.

Contracting with HSS improves the efficiency of service to the disabled community through coordination of CyRide-required trips with HSS trips provided throughout Story County.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	11,540	10,920	11,500	11,500
# of complaints	6	1	0	0
% of applications processed in 21 days	98%	98%	100%	100%
Efficiency and Effectiveness:				
Passengers/revenue hour	3.5	3.7	3.8	3.8
Farebox revenue/expense	7.5%	7.9%	7.5%	7.5%
Cost/passenger	\$12.26	\$13.34	\$13.47	\$13.87
Cost/revenue mile	\$3.90	\$4.39	\$4.55	\$4.79

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	42,323	43,779	44,783	42,567	-2.8%
Contractual	67,051	58,954	80,804	64,225	8.9%
Commodities	17,530	2,100	2,300	2,300	9.5%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	126,904	104,833	127,887	109,092	4.1%
Funding Sources:					
General Fund	(44,487)	(70,475)	(46,462)	(75,386)	7.0%
Airport Farm	51,083	52,542	51,083	58,380	11.1%
Hangar Leases	64,544	67,260	67,260	68,359	1.6%
Fuel Sales	12,032	13,400	13,400	13,400	0.0%
Miscellaneous	3,824	1,000	1,500	2,000	100.0%
Sigler Companies	39,908	41,106	41,106	42,339	3.0%
Total Funding Sources	126,904	104,833	127,887	109,092	4.1%
Personnel – Authorized FTE	.50	.50	.55	.55	

AIRPORT

438 -- 70

Highlights:

Administration of the Ames Municipal Airport has been shifted from the Operations Administrator to the **Traffic Engineer**. This switch resulted in a net 0.05 FTE increase in Airport FTEs.

Hap's Air Service has completed their 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 \$149,881 at the end of FY 2008/09 and \$140,093 at the end of FY 2009/10. In FY 2008/09, this balance was used as City match in a project to rehabilitate Runway 13/31.

Sigler Companies began leasing the VisionAire building in 2007. Revenue from this lease is expected to be \$42,339 in FY 2009/10.

Cash rent for the airport farm is expected to be \$58,380 in FY 2009/10.

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.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Gallons of fuel sold (AVGAS)	77,912	81,624	78,981	90,000
Gallons of fuel sold (FBO) jet	102,214	136,646	116,777	125,000
Gallons of fuel sold (ISU) jet	20,034	16,780	15,448	16,500
# of based single engine aircraft	40	43	45	45
# of based multi-engine aircraft	5	7	9	9
# of based ultra-light aircraft	3	1	1	1
# of based gliders	13	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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Transit Administration:					
Locally Funded Capital	58,455	728,000	880,950	279,000	
IA-03-0088-04	1,501,682	1,214,410	100,000	100,000	
5310-IA 16-X001-015-07		50,000	114,716	50,000	
5317 New Freedom FY 08			113,425		
STA Infrastructure Assistance	1,100,000				
IA 04-0113-015-07	651		334,340		
Needs Analysis FY 09		200,000	200,000		
IA 04-0113-015-08	3,112	578,000	769,627		
STA-IG-015-FY09			640,000		
New Freedom-IA 57 FY 09			113,425		
PTMS IA-04 Nov 08			80,000		
Sub-Total	2,663,900	2,770,410	3,346,483	429,000	
Airport Operations:					
06/07 Airport Master Plan	12,062		13,958		
Airport Hangar Improvements	91,985				
Rehab Runway 13/31		2,120,000	2,120,000		
09/10 Rehab Taxiway A1				1,125,000	
Sub-Total	104,047	2,120,000	2,133,958	1,125,000	
Street Surface Maintenance:					
07/08 Slurry Seal	97,766				
08/09 Shared Use Path Pave		50,000	50,000		
09/10 Shared Use Path Pave				50,000	
Retaining Wall S. Dayton				40,000	
05/06 Sidewalk Safety	21,948				
07/08 Sidewalk Safety	2,305		73,647		
08/09 Sidewalk Safety	3,075	50,000	46,925		
09/10 Sidewalk Safety				50,000	
Bridge Rehab Program				15,000	
06/07 Seal Coat	253,922				
07/08 Seal Coat	202,285		36,383		
08/09 Seal Coat	4,215	625,000	620,785		
Concrete Pave Green Hills	113,771		183,179		
06/07 Concrete Pave Recon	1,656		288,308		
08/09 Concrete Pavement	258	1,425,000	199,742	1,225,000	
09/10 curb Marston Avenue				75,000	
Sub-Total	701,201	2,150,000	1,498,969	1,455,000	

TRANSPORTATION CIP

439

Activities	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Public Works Engineering:					
05/06 Arterial 24 th /Stange	530		466,295		
06/07 Asphalt Resurfacing	627,758		340,055		
08/09 Asphalt Resurfacing	7,690	500,000	572,656		
09/10 Asphalt Resurfacing				1,025,000	
N.E. Area Regional 570 th Street				950,000	
South Bell TIF Project			960,000	192,000	
Asphalt Pave Arizona Avenue	3,248	400,000	46,752	350,000	
09/10 Asphalt Northwood Dr				500,000	
08/09 Collector St Pavement	430	1,000,000	99,570	900,000	
Bloomington Retain Wall		35,000	35,000		
09/10 Collect 16 th /Garfield/Ross				1,000,000	
07/08 Neighborhood Curb	38,463				
08/09 Neighborhood Curb	2,101	75,000	79,788		
08/09 CyRide Toronto-Hutchison		600,000	60,000	540,000	
07/08 Col/Beach/L-Way/Morten	634,764		8,851		
S. Dayton Ave Improvements	63,199		1,669,402		
Topographic Mapping			80,000		
Kellogg Ave L-Way to Main				500,000	
Dayton Ave Reconstruction	11,328				
Main Street Alley	43		44,123		
SE 16 th Paving and Bridge	3,659,281		104,475		
Pearle Ave Reconstruction	73,835				
Burnett Avenue Main to 7th	12,307	750,000	37,693	700,000	
08/09 Arterial ND/Delawr/Ontario	301	1,100,000	29,699	1,070,000	
Arterial 13 th Stange RR				1,500,000	
09/10 Concrete Pavement				1,625,000	
East L-Way Widening	568				
Grand Avenue Extension	2,089,565		2,664,287		
08/09 CyRide NW 28 th -30 th	6,865	400,000	33,135	360,000	
06/07 Collect NW 6 th -13 th	24,814				
09/10 CyRide Rt Ash/Knapp				800,000	
06/07 CyRide Jewel Drive	11,536				
S Duff Ave Improvement Project	16,250		487,233		
Bloomington Road Widening			524,501		
Collector 24 th Grand Duff	80,506				
Sub-Total	7,365,382	4,860,000	8,343,515	12,012,000	
Total CIP	10,834,530	11,900,410	15,322,925	15,021,000	26.2%

TRANSPORTATION CIP PROJECT DESCRIPTIONS

TRANSIT ADMINISTRATION

CyRide has abandoned its previous capital planning strategy of purchasing three new buses each year and, instead, committed to the purchase of 14-15 used buses in those years in an effort to reduce the average fleet age closer to the national level of seven years. One administrative support vehicle used by CyRide drivers to relieve other bus drivers on route and for administrative purposes will be scheduled for replacement in FY 09/10 in addition to the used buses for \$268,000 total. Three to four replacement computers will be funded each year, and \$11,000 is budgeted in FY 09/10 for computers and office/shop equipment.

The FY 09/10 building expansion and modernization projects for \$100,000 identified and funded with State and Federal dollars are rehabilitation of the wash bay and replacing the shop exhaust removal system.

One of the most numerous customer suggestions CyRide receives regard the condition or lack of amenities at its more than 400 bus stop locations throughout the city. In FY 07/08, CyRide began to systematically identify needs at each stop, with improvement scheduled to begin in FY 08/09 and continue each year thereafter. It is anticipated that five to ten bus stop locations will receive improvements each year with the \$50,000 allocation.

AIRPORT OPERATIONS

The Airport Master Plan details Airport development needs for a ten-year period. The Master Plan Update that was completed in 2007 identifies projects that qualify for Federal Aviation Administration (FAA) funding. FAA funding provides for 95% of the cost of identified projects. The FY 09/10 project is to rehabilitate Taxiway A-1, PAPI, and Taxiway A-1 flood control for \$1,125,000.

STREET SURFACE MAINTENANCE

The shared use path transportation system has continued to expand throughout the community. The shared use paths have typically been constructed with five inches of asphalt or concrete pavement. Structural failure, drainage problems, and vegetation infringement are several of the causes for the need to improve the pavement. This annual \$50,000 program provides for those improvements.

The annual Retaining Wall Reconstruction program is to reconstruct/repair retaining walls located within the right-of-way that have been identified as structurally failing. These walls have become priorities for reconstruction and/or repair due to safety concerns. Drainage improvements and structural changes to the retaining walls will be included with this program. The FY 09/10 project is on South Dayton Avenue for \$40,000.

The annual program to remove and replace sidewalk intersection crosswalk panels and handicap ramps at locations that fail to meet the City Sidewalk Improvement Program requirements totals \$50,000.

The steel girder bridge on Sixth Street over Squaw Creek has developed pack rust between the bottom flange cover plates on both girders. The ends of the girders and bearings are also rusty. Shown in FY 09/10 is a Feasibility Study to analyze the improvements at this location, including the option to repaint the bridge as shown in FY 10/11.

The FY 08/09 concrete pavement project was delayed with engineering and design in FY 08/09, and \$1,225,000 of the construction in FY 09/10.

Neighborhood Curb Replacement program decision criteria approved by Council includes extent of curb deterioration, number of residential structures in the block, and longitudinal grade. In keeping with City Council's goal to strengthen neighborhoods, funding for this program was increased in FY 08/09 to \$75,000 per year (from \$50,000 per year). The FY 09/10 project is Marston Avenue (10th Street – 13th Street) for \$75,000.

PUBLIC WORKS ENGINEERING

The Asphalt Reconstruction Program restores surface texture, corrects structural deficiencies, removes built-up seal coat, and prevents deterioration of various streets. This resurfacing process results in better riding surfaces, increased safety with improved surface texture, and increased life expectancy of streets. Built-up seal coat on streets causes excess crown that results in vehicles dragging at driveway entrances. Complete removal of this built-up seal coat allows for repair to curb and gutter and placement of 3" of asphalt surface.

The project to construct 570th Street in the N.E. area was delayed due to delays in the development of the area.

A new TIF area was approved for South Bell Avenue and G.O. bonds were sold for the improvements.

The asphalt paving project for Arizona Avenue was delayed with design in FY 08/09 and \$350,000 for construction in FY 09/10.

The Asphalt Pavement Improvement Program project in FY 09/10 is Northwood Drive (Grand Avenue to Duff Avenue) for \$500,000. Full-depth replacement of these streets has become necessary due to structural pavement failure. This new program has been created in accordance with City Council's goal of strengthening our neighborhoods.

The collector street pavement project for FY 08/09 will have design work only and construction has been delayed to FY 09/10 for \$900,000.

Locations for the annual program for reconstruction or rehabilitation of collector streets are chosen in accordance with the most current street condition inventory. The FY 09/10 projects include 16th Street (Burnett Avenue to Duff Avenue), Garfield Avenue (Phoenix Street to Ross Road), and Ross Road (Garfield Avenue to Jarrett Circle).

The FY 08/09 CyRide reconstruction project for FY 08/09 has been delayed to FY 09/10.

The Downtown Improvements Study (1996/97) recommended several improvement projects in the downtown area. Since that time, Main Street, 5th Street, and 6th Street have all benefited from improvement projects recommended by the Downtown Improvements Study. These projects involved pavement reconstruction, rehabilitation of storm and sanitary sewers, and streetscapes. The FY 09/10 downtown street pavement improvements project is on Kellogg Avenue (Lincoln Way to Main Street).

The downtown street pavement project for FY 08/09 on Burnett from Main to 7th has been delayed to FY 09/10.

The FY 08/09 arterial project on North Dakota from Delaware to Ontario has been delayed to FY 09/10.

The Arterial Street Pavement Improvements project for FY 09/10 is 13th Street (Stange Road to the UPRR overpass) for \$1,500,000.

The Concrete Pavement Improvements program removes and replaces concrete street sections that have deteriorated. Removal and replacement of concrete street sections provide enhanced rideability to residents and visitors. The FY 09/10 projects total \$1,625,000.

The FY 08/09 CyRide route pavement project on Northwestern from 28th to 30th Streets has been delayed to FY 09/10.

The CyRide Route Pavement Improvements program improves streets that are bus routes. These streets were designed and built for light, residential traffic. With these streets designated as bus routes, accelerated deterioration of the street surface has occurred. Pavement improvements will restore street sections that will carry projected traffic volumes. The FY 09/10 projects include Ash Avenue (Lincoln Way to Knapp Street) and Knapp Street (Lynn Avenue to Ash Avenue).



Cool Cities

Reducing the City's Carbon Footprint

- The Ames City Council has adopted a carbon footprint reduction goal of 15% by the year 2014 for City buildings, fleet costs, street lights, and traffic lights.
- The Ames City Council has set a goal to have ten percent (10%) of its energy come from renewables by the year 2015.

COMMUNITY ENRICHMENT PROGRAM

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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.

	2007/08	2008/09	2008/09	2009/10	% Change
Use of Funds:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Recreation/Administration	2,168,621	2,404,760	2,422,095	2,666,142	10.9%
Parks	947,500	985,080	996,074	1,042,930	5.9%
Library Services	2,957,448	3,141,982	3,138,126	3,252,792	3.5%
Library Grants/Donations	193,935	94,807	324,494	265,590	180.1%
Health and Sanitation	140,081	153,356	150,965	157,649	2.8%
Animal Control	296,409	330,283	324,368	335,864	1.7%
Human Services	893,702	956,522	1,038,251	1,019,988	6.6%
Art Services/Agencies	111,551	127,529	158,549	150,480	18.0%
Cemetery	119,920	116,372	125,529	128,391	10.3%
Leased Housing	988,096	1,095,587	1,190,830	1,196,051	9.2%
Affordable Housing	35,250	38,702	55,018	44,342	14.6%
Community Dev. Block Grant	515,555	494,001	1,348,894	597,842	21.0%
Storm Disaster Activity	164,635	-	283,716	-	
Economic Development	163,620	160,826	235,186	162,359	1.0%
Cable TV	93,858	99,990	84,896	114,720	14.7%
Total Operations	9,790,181	10,199,797	11,876,991	11,135,140	9.2%
Community Enrichment CIP	2,882,835	7,065,800	10,144,315	555,400	-92.1%
Total Expenditures	12,673,016	17,265,597	22,021,306	11,690,540	-32.3%
 Personnel – Authorized FTE	 63.52	 63.41	 63.44	 63.44	

COMMUNITY ENRICHMENT PROGRAM

450

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	4,908,960	5,379,424	5,290,747	5,661,716	5.2%
Contractual	4,580,673	4,178,494	5,446,329	4,699,453	12.5%
Commodities	430,704	348,667	685,939	399,667	14.6%
Capital	2,744,882	7,359,012	10,598,291	929,704	-87.4%
Other Expenditures	7,797	-	-	-	
Total Expenditures	12,673,016	17,265,597	22,021,306	11,690,540	-32.3%
Funding Sources:					
General Fund	6,264,222	6,522,610	6,522,389	6,962,441	6.7%
Local Option	1,414,559	1,675,848	2,201,482	1,599,962	-4.5%
Hotel/Motel	193,511	210,826	316,630	212,359	0.7%
Leased Housing	988,096	1,095,587	1,190,830	1,196,051	9.2%
Housing Assistance	10,838	13,546	34,110	23,422	72.9%
Co. Wide Affordable Housing	24,412	25,156	20,908	20,920	-16.8%
Cemetery	(12,372)	2,500	-	-	-100.0%
Block Grant	515,555	494,001	1,348,894	597,842	21.0%
G.O. Bonds	2,107,829	5,278,000	6,391,692	-	
Park Development	131,657	-	455,890	-	
Park & Rec Spec Revs	15,055	80,000	88,591	-	-100.0%
Library Donations	205,935	94,807	324,494	265,590	180.1%
Piano Donation	-	-	-	-	
Furman Aquatic Donations	-	1,090,000	1,050,000	-	
Aquatic Center Donation	-	-	1,020,000	-	
Economic Development RLF	7,500	-	75,000	-	
Parking	-	-	-	-	
Animal Shelter Donations	5,493	16,976	16,976	-	
Public Art Donations	-	-	-	14,125	
FEMA – 2007 Ice Storm	164,635	-	283,716	-	
Ice Arena	420,126	437,249	458,364	470,933	7.7%
Ice Arena Capital – City	-	-	-	50,000	
Ice Arena Capital – ISU	-	-	-	50,000	
Homewood Golf	215,516	228,491	219,789	226,895	-0.7%
Electric Fund	449	-	1,551	-	
Total Funding Sources	12,673,016	17,265,597	22,021,306	11,690,540	-32.3%

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.

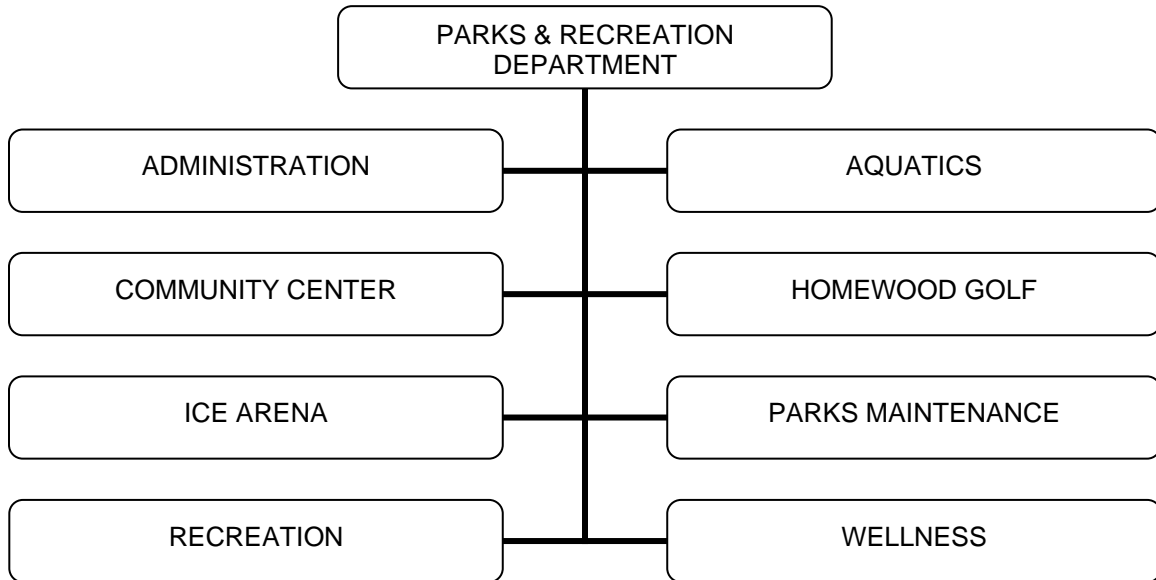
As in all Parks and Recreation activities, the challenge is to balance affordability and the necessary amount of tax support needed to offer a well-rounded program. The department is placing a high premium upon program marketability and the idea that direct costs should be recovered through non-tax revenues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

	2007/08	2008/09	2008/09	2009/10	% Change
Activities:	Actual	Adopted	Adjusted	Adopted	From Adopted
Parks & Rec Dept Administration	222,435	235,459	245,010	246,397	4.6%
Recreation Administration	94,934	96,537	96,966	100,371	4.0%
Instructional Programs	231,319	263,275	262,459	259,943	-1.3%
Athletic Programs	151,326	161,017	166,908	166,312	3.3%
Aquatics Programs	317,914	438,570	398,357	620,961	41.6%
Comm Ctr/Auditorium/Bandshell	273,226	297,288	317,696	310,702	4.5%
Wellness Programs	241,825	246,874	256,546	263,628	6.8%
Homewood Golf	215,516	228,491	219,789	226,895	-0.7%
Ice Arena	420,126	437,249	458,364	470,933	7.7%
Total Operations	2,168,621	2,404,760	2,422,095	2,666,142	10.9%
Personnel - Authorized FTE	11.65	11.65	11.65	11.65	

RECREATIONAL OPPORTUNITIES

451

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	1,314,200	1,520,921	1,472,999	1,685,806	10.8%
Contractual	679,434	693,000	749,822	757,586	9.3%
Commodities	151,413	160,325	164,037	204,955	27.8%
Capital	23,574	30,514	35,237	17,795	-41.7%
Other Expenditures	-	-	-	-	
Total Expenditures	2,168,621	2,404,760	2,422,095	2,666,142	10.9%
Funding Sources:					
General Fund	724,580	828,820	901,907	853,555	3.0%
Ice Arena	420,126	437,249	458,364	470,933	7.7%
Homewood Golf	215,516	228,491	219,789	226,895	-0.7%
Local Option Tax	24,110	23,997	24,535	24,094	0.4%
User Fees	784,289	886,203	817,500	1,090,665	23.1%
Total Funding Sources	2,168,621	2,404,760	2,422,095	2,666,142	10.9%



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 July of 2009** and stays within construction budget
 - ✓ Further develop and support the City's efforts in "going green"

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	144,200	158,474	161,707	165,068	4.2%
Contractual	74,980	72,485	80,013	78,179	7.9%
Commodities	3,255	4,500	3,290	3,150	-30.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	222,435	235,459	245,010	246,397	4.6%
Funding Sources:					
General Fund	215,598	228,959	239,010	240,397	5.0%
Miscellaneous Revenue	6,837	6,500	6,000	6,000	-7.7%
Total Funding Sources	222,435	235,459	245,010	246,397	4.6%
Personnel - Authorized FTE	1.20	1.20	1.20	1.20	

PARKS AND RECREATION ADMIN/SUPPORT

451 -- 49

Highlights:

Donald and Ruth Furman Aquatic Center

Construction of the Aquatic Center began in May of 2008. This 11-acre facility, including the parking lot, will be located in central Ames on a 40-acre parcel owned by Iowa State University (ISU). The City and ISU entered into a 50-year lease agreement for the site. Work on the complex has been going well and it is anticipated that the facility will be open in July of 2009.

Budget Implications of Transitioning to the New Aquatic Center – Summer 2009

Originally it was anticipated that the Aquatic Center would open in June, 2009 and Carr Pool would not open in 2009. However, a revised construction schedule now calls for the Aquatic Center to open in July 2009. Therefore, to provide one outdoor swimming venue, Carr Pool will need to be open the month of June 2009. The net cost in FY 08/09 to have Carr Pool open in June, and not the Aquatic Center, is approximately \$63,000. For FY 09/10, it is estimated the Aquatic Center will break even operationally (\$368,000) and Carr Pool will remain closed.

Facility Assessment Study: Carr Pool Bathhouse and Gateway Office Building

In order to determine their long-term viability, two existing buildings, the Gateway Administrative Office and the Carr Pool bathhouse, were evaluated by a structural engineer.

It was determined that structurally the bathhouse at Carr Pool could be renovated into a year-round facility. A second study, including a community input session, would be required to develop facility use options and related cost estimates of renovating the bathhouse.

Due to the age of the Gateway Administrative Office building (60+ years old), the engineer reported that it would not be cost effective to invest significant funds to renovate this facility.

Capital Improvements

Numerous large-scale enhancement projects occurred within the park system during FY 08/09. They included development of the Dog Park, which should open in the spring of 2009; replacement of the bridge at Brookside Park; a new restroom at the southern end of Ada Hayden Heritage Park; the installation of a new practice green at Homewood Golf Course; the development of Charles and June Calhoun Park; a master plan for the development of Greenbriar Park; and construction of the Furman Aquatic Center.

Tobacco Free Park System

In support of the State of Iowa's law to ban smoking in public places, the Parks and Recreation Commission implemented a park rule that bans all tobacco products within all City parks and facilities. This park rule went into effect on July 1, 2008.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Conduct a minimum of six focus groups	N/A			
Implement "green" practices	N/A			
Maintain a tax subsidy level of <67%	66%	66%	68%	61%
Efficiency and Effectiveness:				
Maintain 97%+ user satisfaction with:				
Overall appearance of parks	97%	97%	98%	98%
Shelters	97%	94%	95%	95%

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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	59,176	63,434	63,022	65,859	3.8%
Contractual	32,731	31,539	32,059	32,648	3.5%
Commodities	3,027	1,564	1,885	1,864	19.2%
Total Expenditures	94,934	96,537	96,966	100,371	4.0%
Funding Sources					
General Fund	94,934	96,537	96,966	100,371	4.0%
Total Funding Sources	94,934	96,537	96,966	100,371	4.0%
Personnel - Authorized FTE	.77	.77	.77	.77	

RECREATION ADMINISTRATION

451 -- 50

Highlights:

Significant staff time has been expended in the preparation and development of opening the Donald and Ruth Furman Aquatic Center. Rules, policies, procedures, staff training practices, and manuals all needed to be developed for this large, three-basin facility. The Recreation Supervisor took the lead in the development of all these new procedures.

Over the last three years, **participation in 3rd through 6th youth sports** (basketball, flag football, soccer) has **decreased** by approximately 600 children. Staff believes this is due to church sponsored basketball leagues and a parent organized tackle football league. In response to the decrease in this age group, the department has added 1st and 2nd grade flag football, tennis for 4 and 5-year olds, Afternoon Adventure program for 3 to 5-year olds, parent-child classes for gymnastics, and Blastball for 4 and 5-year olds. Participation in these programs totals approximately 350 individuals. Staff will be hosting focus groups with parents of 3 to 5-year olds to determine other program offerings.

Staff will be meeting with a representative of Mid-Iowa Community Action (MICA) to gain insight as to why they believe participation in the **low-income youth scholarship program** has declined by 70%. As shown below, in FY 06/07, over 100 families participated and paid one-half of the recreation program registration fee.

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
# of scholarship (low-income) participants	107	29	35	40
Scholarship funding provided	\$2,137	\$565	\$700	\$800
# of recreation programs	136	139	138	138
# of computer registrations	11,893	11,176	11,200	11,200
% of online computer registrations	19%	24%	25%	26%

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%

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	188,767	208,184	199,682	206,757	-0.7%
Contractual	25,315	31,142	39,191	34,352	10.3%
Commodities	17,237	17,949	17,586	16,339	-9.0%
Capital	-	6,000	6,000	2,495	-58.4%
Other Expenditures	-	-	-	-	
Total Expenditures	231,319	263,275	262,459	259,943	-1.3%
Funding Sources:					
General Fund	71,119	96,937	97,589	90,287	-6.9%
Instructional Fees	160,200	166,338	164,870	169,656	2.0%
Total Funding Sources	231,319	263,275	262,459	259,943	-1.3%
 Personnel - Authorized FTE	 1.78	 1.78	 1.78	 1.78	

INSTRUCTIONAL PROGRAMS

451 -- 51

Highlights:

Participation in youth sports, between grades 1st and 6th, has **declined** by approximately 600 children. This is primarily due to residents having more options to choose from in youth sports. These include parent-run boards and church groups (i.e. tackle football, church league basketball, AAU competitive basketball). In response to this decline, the department has started offering more sport programming to children between the ages of 3 to 6 years old. Over 350 children have registered for these programs.

Contractual Services increased by \$8,000 in FY 08/09 because the allocated June (FY 07/08) tennis payment was paid in July (FY 08/09).

In FY 08/09, \$10,500 will be transferred from the Excellence Through People account, administered by Human Resources, to provide seasonal staff support. This allows a full-time Recreation Supervisor to lead Process Improvement Teams within the overall organization.

In 2010, the **Small Wonders** pre-school program may be restructured and relocated from the Gateway Administrative Office to the Community Center. This action would be in response to the School District adding pre-school to their overall curriculum within our community.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of programs	40	41	40	40
# of registrations	3,707	3,470	3,376	3,337
# of youth sport sponsors	25	30	12	15
# of youth sport teams sponsored	48	52	37	42
Youth sport sponsor revenue	\$6,600	\$9,025	\$5,450	\$6,300
% of programs instructor/participant ratios adhered to	100%	100%	100%	100%
Efficiency and Effectiveness:				
Instructional operational subsidy	30%	31%	37%	35%
City cost per registration	\$62.31	\$66.66	\$77.74	\$77.90
Subsidy per registration	\$18.89	\$20.50	\$28.91	\$27.06

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, soccer, and dodge ball.

Service Objectives:

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	109,450	118,699	122,242	121,272	2.2%
Contractual	30,416	30,321	32,557	33,288	9.8%
Commodities	11,460	11,997	12,109	11,752	-2.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	151,326	161,017	166,908	166,312	3.3%
Funding Sources:					
General Fund	52,963	57,428	58,524	57,765	0.6%
Athletic Fees	98,363	103,589	108,384	108,547	4.8%
Total Funding Sources	151,326	161,017	166,908	166,312	3.3%
 Personnel - Authorized FTE	 .83	 .83	 .83	 .83	

ATHLETIC PROGRAMS

451 -- 52

Highlights:

New fencing was installed at the North River Valley Softball Complex. In response to softball player input, the outfield fence distance on two of the four diamonds was increased by 20 feet, or to 300 feet. The Iowa State University (ISU) Construction Engineering Club donated the labor to design and construct these dugouts.

Due to the flood in May of 2008, the games scheduled for June (FY 07/08) had to be moved into July (FY 08/09). Therefore, Personal Services increased due these additional games being played in FY 08/09.

A new program, **Adult Soccer**, began in the summer of 2008. Residents had requested this program with six teams participating (100 people). This program is held two times per week at Inis Grove Park. The officials for this league are contracted, rather than being paid as seasonal workers within the department. Therefore, Contractual increased to pay for their services.

Annually, \$10,500 is transferred from the Excellence Through People account administered by Human Resources to provide seasonal staff support. This allows a full-time Recreation Supervisor to lead Process Improvement Teams within the overall organization.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of programs	26	27	27	27
# of teams	365	331	329	335
# of participants	4,345	4,076	4,203	4,286
 Efficiency and Effectiveness:				
Athletic program subsidy	33%	35%	35%	35%
% of direct costs covered	100%	100%	100%	100%
City cost per participant	\$35.04	\$37.13	\$39.71	\$38.80
Subsidy per participant	\$11.56	\$12.99	\$13.92	\$13.48

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 2009), at the Donald and Ruth Furman Aquatic Center (July/August 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

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	Adopted
Personal Services	181,387	268,897	213,457	392,394	45.9%
Contractual	105,909	129,071	149,674	149,036	15.5%
Commodities	28,157	37,452	32,076	79,531	112.4%
Capital	2,461	3,150	3,150	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	317,914	438,570	398,357	620,961	41.6%
Funding Sources:					
General Fund	126,869	142,564	188,084	150,616	5.6%
Daily Receipts/Lessons	169,913	254,233	190,038	393,245	54.7%
Concessions	21,132	41,773	20,235	77,100	84.6%
Total Funding Sources	317,914	438,570	398,357	620,961	41.6%
Personnel – Authorized FTE	.75	.75	.75	.75	

AQUATICS

451 -- 54

Highlights:

Originally it was anticipated that the Furman Aquatic Center would open in June, 2009 and Carr Pool would not open in 2009. However, a revised construction schedule now calls for the **Aquatic Center to open in July 2009**. Therefore, to provide one outdoor swimming venue, Carr Pool will need to be open the month of June 2009. The net cost in FY 08/09 to have Carr Pool open in June, and not the Aquatic Center, is approximately \$63,000. For FY 09/10 it is estimated the Aquatic Center will break even operationally (\$368,000) and Carr Pool remain closed.

Due to a new federal law, the FY 08/09 Contractual increased \$5,500 to replace drain covers at Carr Pool, Brookside Wading Pool, and Municipal Pool.

The Friends of Dog Park hosted a Dog Swim on Labor Day at Carr Pool. Over 300 dogs and their owners enjoyed this event.

Due to flooding in 2008, the Brookside Wading Pool remained closed until necessary repairs were accomplished. The opening occurred on July 7 instead of June 4.

The Learn-to-Swim Program continues to be popular with 1,689 lessons being given in 2008. This is an increase of 236 people from 2007.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of visits to Carr Pool	27,267	27,444	27,444	7,700 (June)
# of visits to Municipal Pool	36,392	38,542	40,772	41,000
# of visits to the Brookside Wading Pool	1,529	1,098	1,800	1,800
# of visits to the Furman Aquatic Center	N/A	N/A	N/A	80,000
Total aquatic user visits	65,188	67,084	70,016	130,500
Swim lesson registrations	1,453	1,689	1,780	1,780
Private swim lessons	898	656	650	650
Efficiency and Effectiveness:				
Subsidy per visit for Carr Pool	\$2.25	\$2.29	\$2.41	N/A
Subsidy per visit for Municipal Pool	\$2.11	\$2.35	\$2.85	\$2.94
Subsidy per visit for Brookside Wading Pool	\$0.50	0	\$1.48	\$1.52
Subsidy per visit for Furman Aquatic Center	N/A	N/A	N/A	0
# of "focus groups" held each season	2	2	2	4
Percent of tax support	42%	40%	47%	24%

COMMUNITY CENTER/AUDITORIUM BANDSHELL/SOCIAL

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:

<u>Community Center</u>	<u>Auditorium/Bandshell</u>
✓ Provide and safe and clean facility	✓ 95% of facility survey responses of good or excellent
✓ Maintain a per participant tax subsidy of <\$1.40 per visit	✓ 98% of staff customer service survey responses of good or excellent
✓ Provide activities to maximize 100% of the usable space	✓ Support Council goal to expand entertainment opportunities in community
✓ Develop/implement "green" initiatives	✓ Maintain tax subsidy of <\$30,000 in the Auditorium

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	166,835	181,284	183,980	189,711	4.6%
Contractual	93,631	96,001	106,015	109,758	14.3%
Commodities	10,760	12,803	13,989	11,233	-12.3%
Capital	2,000	7,200	13,712	-	-100.0%
Other	-	-	-	-	
Total Expenditures	273,226	297,288	317,696	310,702	4.5%
Funding Sources:					
General Fund	162,870	194,999	210,458	202,611	3.9%
Open Gym	18,134	18,509	17,500	21,486	16.1%
Auditorium Rental	53,623	45,000	50,000	47,500	5.6%
Piano Rental/Tuning Fee	190	900	900	800	-11.1%
Auditorium Productions	4,674	3,697	3,697	4,050	9.5%
Ticket Sales	2,566	2,925	2,925	2,900	-0.9%
Soda Machines	3,178	3,100	3,100	3,100	0.0%
Local Option/Municipal Band	24,110	23,997	24,535	24,094	0.4%
Social Program Fees	3,881	4,161	4,581	4,161	0.0%
Total Funding Sources	273,226	297,288	317,696	310,702	4.5%
Personnel - Authorized FTE	1.57	1.57	1.57	1.57	

COMMUNITY CENTER/AUDITORIUM BANDSHELL/SOCIAL

451 -- 55

Highlights:

Community Center

This facility is open from approximately 6 a.m. to 10 p.m. 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 four - six hours on Saturdays during the winter sport league season. In FY 09/10, the fee for open gym is \$1 for children and \$1.50 for adults.

FY 08/09 Contractual Services increased due to an increase in electric costs (\$8,000).

Auditorium

The three highest revenue streams are Bridgeway Church at \$19,988; First Evangelical Free Church at \$7,051; and Story Theater at \$4,292. Three groups meet at this facility multiple times per year, generating the following attendance: Bridgeway Church 7,613; First Evangelical Free Church 3,487; and the Beth Clarke Studio of Dance 3,028.

Bandshell

The Ames Jaycees hosted "Ames on the Half Shell" successfully on ten Friday evenings during the summer of 2008. This activity generated \$650 in net revenue to the department.

Staff worked closely with the Downtown Cultural District in their efforts to utilize Bandshell Park for the Fourth of July community-wide celebration. Family friendly activities were held throughout the day and into the early evening hours.

Social

This Activity Program includes three programs, the Craft Fair, Bookends at the Bandshell, and Municipal Band Concerts. The Municipal Band is a popular activity with over 800 people attending concerts each Thursday evening in June and July. This program costs approximately \$24,000 and is financed with Local Option Sales Tax funding.

The other two Social programs (Craft Fair and Bookends) cost a total of \$8,100 and are offset with approximately \$4,000 in revenue (Craft Fair).

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Drop-in visits (gym, weight room)	36,010	35,809	36,000	36,000
Total user visits (programs included)	121,862	122,604	126,000	126,000
# of Auditorium events	69	65	65	65
# of Auditorium hours used	1,117	1,190	1,120	1,120
# of days Auditorium used	246	250	250	250
# of Auditorium visits	34,492	34,711	31,500	31,500
Efficiency and Effectiveness:				
Subsidy per user visit – Community Ctr	\$1.23	\$1.11	\$1.40	\$1.34
Tax subsidy – Community Center:				
Dollar amount	\$149,802	\$135,983	\$176,735	\$168,880
Percent	87%	86%	90%	87%
Subsidy per user visit – Auditorium	\$0.55	\$0.70	\$0.94	\$0.95
Tax subsidy – Auditorium:				
Dollar amount	\$18,878	\$24,400	\$29,625	\$29,953
Percent	25%	29%	34%	35%
Auditorium facility rated good/excellent	93%	100%	100%	100%
Auditorium staff rated good/excellent	83%	100%	100%	100%

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%

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	181,055	182,185	190,195	195,648	7.4%
Contractual	43,191	43,025	44,352	45,780	6.4%
Commodities	8,727	9,200	9,624	9,400	2.2%
Capital	8,852	12,464	12,375	12,800	2.7%
Other	-	-	-	-	
Total Expenditures	241,825	246,874	256,546	263,628	6.8%
Funding Sources:					
General Fund	227	11,396	11,276	11,508	1.0%
Wellness – Fees	241,598	235,478	245,270	252,120	7.1%
Total Funding Sources	241,825	246,874	256,546	263,628	6.8%
 Personnel – Authorized FTE	 1.40	 1.40	 1.40	 1.40	

WELLNESS PROGRAM

451 -- 56

Highlights:

A new program for older adults began in August 2008 entitled **Silver Sneakers®** Fitness Program. Participants, many with limited mobility, are seated in a chair during their fitness class. The program is offered at the Community Center through the Humana Insurance Program. Humana reimburses the City for participant program fees. Currently, 70 people participate in four classes per week generating \$4,000 in net revenue in FY 08/09 and \$5,000 in FY 09/10.

Zumba fitness classes, utilizing Latin music and high energy movements, began in January 2009.

During spring break 2009, a new floor will be installed in the aerobics room. This will cost approximately \$10,000.

The weight room continues to be a popular facility with usage exceeding 21,000 visits annually.

Capital funding for FY 09/10 includes \$12,800 to replace a treadmill (\$6,300), Stairmaster (\$2,500), and an elliptical trainer (\$4,000).

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
% of State Gym Aqua Program revenues exceeding direct expenses	16.39%	30.6%	22.3%	28.9%
Total # of wellness classes offered weekly	52	54	54	54
Total # of wellness program registrations	8,646	7,755	7,797	7,797
Total # of annual weight room visits	22,524	21,392	22,000	22,000
Total # of new programs created	5	7	3	3
Efficiency and Effectiveness:				
City cost per registration	\$7.41	\$8.53	\$8.91	\$9.15
Subsidy per registration	\$1.03	\$.01	\$.38	\$.39

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 (approximately \$62,000)
 - ✓ 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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	118,991	139,493	127,187	131,671	-5.6%
Contractual	64,074	59,171	62,684	61,888	4.6%
Commodities	27,920	28,127	29,918	30,836	9.6%
Capital	4,531	1,700	-	2,500	47.1%
Other Expenditures	-	-	-	-	
Total Expenditures	215,516	228,491	219,789	226,895	-0.7%
 Funding Sources:					
Homewood Golf	(1,857)	(1,542)	(12,043)	(10,992)	612.8%
Fees & Season Tickets	153,070	164,529	161,529	164,344	-0.1%
Interest	1,449	1,000	1,000	1,000	0.0%
Rents	17,444	18,731	20,686	23,686	26.5%
Miscellaneous Revenue	140	200	200	200	0.0%
Merchandise Sales	20,086	20,110	22,954	22,954	14.1%
Western Wireless Lease	25,184	25,463	25,463	25,703	0.9%
Total Funding Sources	215,516	228,491	219,789	226,895	-0.7%
 Personnel - Authorized FTE	 1.30	 1.30	 1.30	 1.30	

HOMEWOOD GOLF COURSE

451 – 57

Highlights:

The **two financial goals** for this facility are: 1) offset operational expenses with user-generated revenues; and 2) maintain a fund balance of 27% of operational expenses, or \$59,000.

Homewood continues to operate below the fund balance goal of 27% of operational expenses. The fund balance as of July 1, 2008 was only \$29,869, or 13% of the expenses. Strategies to increase revenue next season should increase the fund balance to \$41,912 as of June 30, 2010. These strategies include maintaining a market-driven pricing structure, marketing for group outings during slow usage times, adjustments in pricing during slow usage times, and use of electronic database of season pass holders and daily golfers to inform them of special incentives.

It is important to remember that the **Cell Tower Lease Agreement** generates \$25,703 annually. This agreement has been in place since 1996 and will continue to generate funds to offset user fees. Without this funding, it is anticipated that Homewood would have a net loss of \$15,000 in FY 09/10.

The rental of motorized carts continues to be successful, generating a net increase in revenue of \$10,879.

The number of rounds of play at Homewood increased during the last five years, which is atypical compared to national trends that detail participation is on the decline. Staff is hopeful that 19,500 rounds per season can be maintained at Homewood.

In an attempt to keep and attract new golfers, several **improvements** were made at Homewood in 2008. The restroom was remodeled, a handicap accessible ramp was constructed to access the clubhouse, new carpeting and a security camera system was installed in the clubhouse, and a new 5,000 square foot practice green was constructed south of the clubhouse.

The FY 09/10 Revenue reflects a 3 to 5% increase to Daily Admission and Season Ticket sales.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of rounds per year	17,665	18,859	19,500	19,500
# of days affected by weather	51	43	45	45
# of leagues	5	5	5	5
 Efficiency and Effectiveness:				
% of respondents rating course conditions "very good" or "good"	95%	96%	95%	95%
% of respondents rating courtesy of clubhouse staff "very good" or "good"	97%	100%	95%	95%
User focus groups held	0	3	6	6

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 15% operational fund balance or \$65,000
 - ✓ 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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	164,339	200,271	211,527	217,426	8.6%
Contractual	209,187	200,245	203,277	212,657	6.2%
Commodities	40,870	36,733	43,560	40,850	11.2%
Capital	5,730	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	420,126	437,249	458,364	470,933	7.7%
Funding Sources:					
Ice Arena	(20,438)	(8,056)	(2,431)	(7,491)	-7.0%
Recreation Charges	44,121	45,200	45,950	47,950	6.1%
Interest	22,846	20,000	18,400	18,000	-10.0%
Rents	315,651	319,805	334,323	350,352	9.6%
Miscellaneous Revenue	3,988	6,000	1,000	1,000	-83.3%
Merchandise Sales	53,958	54,300	61,122	61,122	12.6%
Reimbursements	-	-	-	-	
Total Funding Sources	420,126	437,249	458,364	470,933	7.7%
Personnel - Authorized FTE	2.05	2.05	2.05	2.05	

AMES/ISU ICE ARENA

451 -- 58

Highlights:

The two financial goals for this facility are: 1) offset operational expenses with user-generated revenues; and 2) maintain an Operational Fund Balance of 15%, or \$68,000, of the operational expenses.

To assist in meeting these goals each year, the interest earned from the Capital Reserve Fund is transferred to the Operational Fund Balance (approximately \$18,000 annually). With the interest transfer, the facility is exceeding expenses, on average, by \$3,000 per year.

The **Operational Fund Balance** is anticipated to be \$129,594 as of June 30, 2009 and \$135,911 as of June 30, 2010. The **Capital Reserve Fund** is anticipated to be \$438,364 as of June 30, 2009 and \$378,424 as of June 30, 2010.

Capital improvements for FY 09/10 include \$100,000 to replace the ice resurfacer (\$100,000). Funding for this purchase will come from the Capital Reserve Fund.

The FY 08/09 Personal Services increased \$12,000 due to reallocating the Park Maintenance Specialist salary from Contractual Services to Personal Services.

FY 08/09 Contractual Services increased \$10,802 due to increases in electric costs and \$7,404 due to an increase in fleet maintenance repairs for the ice resurfacer.

FY 08/09 Commodities increased \$3,772 for replacement chairs in the Ice Arena lobby and \$5,000 to replace coolant that has been lost during routine maintenance on the refrigeration system.

The FY 08/09 Adjusted revenue includes the addition of the High School Hockey State Tournament. The Ice Arena hosted the JV State Hockey Tournament in 2008 and will host both tournaments in 2009. This will result in an additional \$5,000 in ice rental revenue for each tournament.

The FY 09/10 Revenue reflects a 5% increase in ice rental fees.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
User visits: winter public skate sessions	9,531	9,667	9,700	9,800
User visits: summer public skate sessions	2,156	2,788	2,788	3,000
Rented prime-time ice hours – school year	N/A	1,337	1,350	1,350
Percent of rented prime-time ice/school yr	N/A	90%	91%	91%
Rented non-prime-time ice hrs/school yr	N/A	337	345	345
Rented ice hours – summer	321	334	345	345
Percent of rented prime-time ice hours summer (8 hours per day)	44%	46%	47%	47%
Efficiency and Effectiveness:				
User focus groups held	2	2	2	2
Public skate hours available:				
October – March	15/wk	14.5/wk	14.5/wk	14.5/wk
% revenue to expense (without interest from the fund balance being transferred)	106.3%	99.4%	96.5%	97.8%

PARKS ACTIVITIES

452

The City of Ames maintains thirty-six (36) parks and woodland/open spaces for use of its citizenry. These areas cover 1,213 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
- ✓ Team with all City departments to ensure that the goals of the City Council and organization are achieved
- ✓ Clean shelters, park grounds and seasonal restrooms daily
- ✓ Conduct snow removal on all street and recreational shared use paths
- ✓ Prepare and maintain athletic fields and facilities in a safe and professional manner to prevent injury and for the enjoyment of participants
- ✓ Prune trees to protect and improve the health of the urban forest in order to prevent injury to citizens and damage to property
- ✓ Mow all manicured parkland every 7-10 days
- ✓ Conduct safety inspections on all park play equipment two times per year
- ✓ Conduct safety inspections on the Skate Park daily
- ✓ Promote, coordinate and assist volunteers with Adopt-a-Flower-Garden program
- ✓ Maintain healthy turf
- ✓ Complete capital improvement projects during the year in which they are scheduled

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	598,963	671,247	659,446	688,704	2.6%
Contractual	275,550	265,223	285,238	297,011	12.0%
Commodities	63,766	48,610	51,390	53,215	9.5%
Capital	9,221	-	-	4,000	
Other Expenditures	-	-	-	-	
Total Expenditures	947,500	985,080	996,074	1,042,930	5.9%

Funding Sources:

General Fund	895,833	931,580	937,261	975,576	4.7%
Shelter Reservations	3,298	-	-	-	
Facility Rentals	30,366	35,000	35,633	36,694	4.8%
Dog Park Fees	-	-	4,000	14,000	
Athletic Rentals	2,635	2,500	2,075	2,100	-16.0%
Donations	1,981	2,000	3,750	2,000	0.0%
Miscellaneous Revenue	107	500	100	100	-80.0%
Concessions and Pop	11,584	12,500	11,860	11,860	-5.1%
Reimbursements	1,696	1,000	1,395	600	-40.0%
Total Funding Sources	947,500	985,080	996,074	1,042,930	5.9%

Personnel – Authorized FTE	8.85	8.85	8.85	8.85	
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PARKS ACTIVITIES

452

Highlights:

Development of a four-acre neighborhood **park in Northridge Heights** is anticipated to begin in the summer of 2009 with completion in the fall of 2009. 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.

Contractual services increased due to the contract mowing of three parks located in the southern periphery of the City (Teagarden, Country Gables, and Christofferson Park). This allowed staff to increase the frequency of mowing on the remainder of areas, allow for future growth without adding staff and equipment, and alleviate transportation safety concerns.

Development of the **Dog Park** will be completed in the spring of 2009. The majority of this 10-acre site will remain natural, with only two acres of the site being mowed. It is anticipated that this facility will operate on a break-even basis. User permit fees should equal the annual maintenance costs of \$14,000.

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.

Softball league fees will generate \$22,863 for ball field services (seasonal labor, equipment, and supplies) in FY 09/10.

Temporary wages and salaries increased due to increased workload to maintain service levels in parks and facilities.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of parks	34	34	35	36
# of park acres	1,199	1,199	1,209	1,213
Acres developed	245	245	255	259
Acres undeveloped	824	824	824	824
Acres of water (lake at Ada Hayden)	130	130	130	130
# of shelter reservations	1,174	1,201	1,200	1,200
# of ball field reservations	174	199	157	158
# of acres mowed	330	330	332	336
# of athletic fields	18	18	18	18
# of acres fertilized	60	60	60	60
# of trees planted	66	59	48	70
# of trees trimmed/removed	500	300	800	800
# of park shelters	13	13	13	13
# of restrooms	8	8	9	9
# of tennis courts	20	20	20	20
Miles of bike path – snow removal	25	25	26	27
# of annual playground inspections	1	1	2	2
Efficiency and Effectiveness:				
% of residents giving “very good” or “good” ratings in park appearance	99%	97%	98%	98%
% of households rating appearance and/or upkeep as “good” or “very good”:				
Wooded areas	96%	93%	95%	95%
Hiking trails	95%	96%	96%	96%
Shelters	95%	94%	95%	95%
Playground equipment	94%	90%	92%	93%
Tennis courts	85%	83%	85%	85%
Picnic areas	98%	86%	92%	92%
Restrooms	77%	82%	83%	83%

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.

	2007/08	2008/09	2008/09	2009/10	% Change
Activities:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Administration	764,193	714,135	754,661	776,979	8.8%
Outreach	209,187	282,395	264,465	274,268	-2.9%
Collection Development	693,755	719,367	739,447	755,013	5.0%
Youth Services	263,051	280,528	332,049	348,090	24.1%
Information Services	470,575	548,171	451,464	474,313	-13.5%
Circulation	405,095	442,095	437,262	451,882	2.2%
Network Services	151,592	155,291	158,778	172,247	10.9%
Total Operations	2,957,448	3,141,982	3,138,126	3,252,792	3.5%
Personnel - Authorized FTE	31.00	31.00	31.00	31.00	

LIBRARY ACTIVITIES

455

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures By Type:	Actual	Adopted	Adjusted	Adopted	Adopted
Personal Services	2,082,794	2,309,004	2,259,406	2,357,294	2.1%
Contractual	428,670	387,040	416,294	425,572	10.0%
Commodities	83,899	78,840	79,328	82,815	5.0%
Capital	362,085	367,098	383,098	387,111	5.5%
Other Expenditures	-	-	-	-	
Total Expenditures	2,957,448	3,141,982	3,138,126	3,252,792	3.5%
Funding Sources:					
General Fund	2,566,109	2,746,392	2,766,350	2,877,373	4.8%
Library State Aid	63,771	57,000	57,000	57,000	0.0%
Central Iowa Interlibrary Loan	2,387	2,250	2,250	2,250	0.0%
Library County	120,375	125,000	119,386	121,000	-3.2%
Library Gilbert	50,615	52,640	52,640	54,219	3.0%
Desk Receipts	142,529	145,000	130,000	130,000	-10.3%
Media Receipts	9,876	7,000	9,500	9,750	39.3%
Equipment Rent	-	5,000	-	-	-100.0%
Sale of Assets/Misc. Revenue	1,167	1,000	1,000	1,200	20.0%
Interlibrary Loan Charge	619	700	-	-	-100.0%
Total Funding Sources	2,957,448	3,141,982	3,138,126	3,252,792	3.5%

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:

- ✓ Develop plan for library expansion
- ✓ Increase community awareness of library
- ✓ Maintain user satisfaction level at 96%
- ✓ Partner with ISU libraries for mutual service benefit
- ✓ Fulfill two-thirds of activities in second year of three-year strategic plan
- ✓ Increase donations through Foundation
- ✓ Foster volunteer opportunities to fulfill mission

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	481,868	484,012	507,839	530,015	9.5%
Contractual	258,712	209,523	226,337	227,629	8.6%
Commodities	23,613	20,600	19,485	19,335	-6.1%
Capital	-	-	1,000	-	
Other	-	-	-	-	
Total Expenditures	764,193	714,135	754,661	776,979	8.8%
Funding Sources:					
General Fund	764,193	714,135	754,661	776,979	8.8%
Total Funding Sources	764,193	714,135	754,661	776,979	8.8%
Personnel - Authorized FTE	6.50	6.50	6.50	6.50	

LIBRARY – ADMINISTRATION

455 -- 2610

Highlights:

- Implemented strategic plan with “Agora of the Community” as central theme
- Library Planning Associates conducted a space needs study resulting in a recommendation for a 94,000 sq. ft. facility.
- Interior Improvements
 - Created “Iowa Lounge” for genealogy and local history
 - Rearranged furnishings, shelving for more comfortable environment
 - Painted interior of library
 - Improved lighting with energy efficient, brighter fixtures
- Installed surveillance cameras for safety and security
- Nearly 100 teens contributed 2,500 hours during the eight weeks of APL-Y, the summer youth volunteer program. This equals seven FTEs for that time period.
- Shifted hourly staffing for the youth volunteer program from Outreach to Administration

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total circulation	1,361,888	1,346,924	1,348,000	1,350,000
Total library visits	459,000	462,967	470,000	475,000
Total reference questions	52,780	51,584	52,000	52,500
Total program attendance	41,260	41,587	42,000	42,000
Total registered borrowers*	26,405	38,453	39,000	39,000
Total items in collection	204,977	198,292	199,000	200,000
Total volunteers	525	534	535	535
Total volunteer hours	13,681	14,675	14,700	14,700
Efficiency and Effectiveness:				
Circulation per capita**	26.8	26.6	26.6	26.6
Visits per capita**	9.0	9.1	9.3	9.4
Reference questions per capita**	1.0	1.0	1.0	1.0
Cost per circulation	\$2.12	\$2.20	\$2.33	\$2.41
Collection turnover rate	6.64	6.79	6.78	6.75
Registrations as % of population*	52.0%	75.8%	76.9%	76.9%
Volunteers as FTE	6.6	7.1	7.1	7.1

* In 2008, registered borrowers included all registrants, as per state guidelines for reporting.

** Per capita figures are based on Ames' population 50,731 (2000).

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
 - ✓ Promote home delivery service to eligible persons via senior centers and community contacts
- ✓ Fund Project Smyles via grants and fund drives
 - ✓ Implement bookmobile stops at senior centers
 - ✓ Evaluate bookmobile schedule and sites

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	170,014	243,727	222,142	231,750	-4.9%
Contractual	38,338	37,988	40,556	41,468	9.2%
Commodities	835	680	1,767	1,050	54.4%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	209,187	282,395	264,465	274,268	-2.9%
Funding Sources:					
General Fund	209,187	282,395	264,465	274,268	-2.9%
Total Funding Sources	209,187	282,395	264,465	274,268	-2.9%
 Personnel - Authorized FTE	 3.65	 3.65	 3.50	 3.50	

LIBRARY - OUTREACH

455 -- 2611

Highlights:

- Introduced Playaways®, new format for audio-books for homebound patrons
- Integrated new Outreach Supervisor into workgroup and shifted .15 FTE from Outreach to Collection Development
- Maintained Project Smyles daycare outreach program through grants and donations
- Added Kindergarten visits under the Project Smyles program
- Bookmobile downtime due to mechanical problems contributed to decreased circulation.
- Smyles and the Bookmobile were big hits at numerous community events, celebrations and parades.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Outreach circulation	120,492	121,538	122,000	122,500
Project Smyles programs	391	608	620	620
Total Project Smyles program attendance	4,909	7,956	8,000	8,000
Home delivery recipients	54	50	52	55
Number of home deliveries	513	511	500	520
Centers served by deposit collections	22	19	22	25
Efficiency and Effectiveness:				
Outreach circulation per FTE	31,542	34,725	34,857	35,000
Outreach circulation as % of system total	8.8%	9.0%	9.1%	9.1%
% change in outreach circulation	8.8%	0.8%	0.4%	0.4%
# of deliveries per homebound recipient	9.5	10.2	9.6	9.5

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
- ✓ Provide interlibrary loan service
- ✓ Develop downloadable audio book collection
- ✓ Evaluate media collection; eliminate obsolete magnetic formats
- ✓ Promote CD collection through new packaging and display
- ✓ Catalog all materials added to the collection within one week of receipt
- ✓ Review selection procedures by studying peer libraries
- ✓ Process priority items within 24 hours of receipt
- ✓ Evaluate collection for effectiveness via data analysis
- ✓ Maintain materials acquisition budget to achieve at least "B" level status as specified by Iowa Library Commission standards

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	271,150	281,839	281,344	291,499	3.4%
Contractual	30,955	37,980	44,659	44,453	17.0%
Commodities	31,618	32,450	31,346	31,950	-1.5%
Capital	360,032	367,098	382,098	387,111	5.5%
Other	-	-	-	-	
Total Expenditures	693,755	719,367	739,447	755,013	5.0%
Funding Sources:					
General Fund	693,755	719,367	739,447	755,013	5.0%
Total Funding Sources	693,755	719,367	739,447	755,013	5.0%
Personnel - Authorized FTE	3.75	3.75	4.00	4.00	

LIBRARY – COLLECTION DEVELOPMENT

455 -- 2612

Highlights:

- FINRA/ALA Grant added investment materials to the collection
- Contracted with Iowa consortium for downloadable audio books
- Increased periodical titles from 225 to 323
- Eliminated \$1.00 fee for interlibrary loans
- Created a “book club” collection
- Withdrew abridged audio-cassette books due to lack of activity
- Contracted with vendor to process CD music items for staff efficiency and attractive packaging
- Shifted .25 FTE from Outreach to Collection Development
- Materials acquisition budget achieved “B” level status as specified by Iowa Library Commission standards

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Items added to the collection	23,404	24,804	24,000	24,000
Items withdrawn	26,501	24,687	23,000	23,000
Items mended	2,306	2,041	1,250	1,250
DVD and CDs buffed and repaired	2,506	2,426	3,500	3,500
Interlibrary loans borrowed from others	871	752	800	800
Interlibrary loans to others	3,773	4,582	4,500	4,500
Efficiency and Effectiveness:				
% of items processed within 24 hours	41%	42%	42%	42%
% of items processed within one week	94%	95%	95%	95%
Items processed per FTE	6,241	6,201	6,000	6,000

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 Ames Community Schools and community organizations for youth programming
 - ✓ Provide print and non-print collections focusing on emergent literacy skills
 - ✓ Maintain teen specialist position

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	245,224	263,250	313,171	328,365	24.7%
Contractual	12,145	12,878	14,778	15,625	21.3%
Commodities	5,682	4,400	4,100	4,100	-6.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	263,051	280,528	332,049	348,090	24.1%
Funding Sources:					
General Fund	263,051	280,528	332,049	348,090	24.1%
Total Funding Sources	263,051	280,528	332,049	348,090	24.1%
Personnel - Authorized FTE	4.50	4.50	5.50	5.50	

LIBRARY – YOUTH SERVICES

455 -- 2613

Highlights:

- Rearranged the youth services area to increase safety and enjoyment
- Hosted the Story County Toddler Fest
- Redeployed staff to provide supervision of the teen space, APL Zone
- Integrated a full-time librarian into youth services staff. Position was moved from Information Services.
- Developed comprehensive lost child procedures

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Youth/family program attendance	22,000	22,207	22,500	23,000
Teen program attendance	1,230	1,259	1,300	1,350
Total youth program attendance	23,230	23,466	23,800	24,350
Summer reading program participation	7,066	9,136	9,500	10,000
Total youth circulation	466,845	483,655	490,000	500,000
Youth reference questions	8,450	7,306	7,300	7,300
Efficiency and Effectiveness:				
Circulation per capita (youth population)*	63.02	65.30	66.15	67.50
Total program attendance per capita*	3.13	3.17	3.21	3.29
Youth reference questions per capita*	1.14	0.99	0.99	0.99

*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 marketing and patron interaction
- ✓ Establish core competencies for staff
- ✓ Design creative programs to increase program attendance for general audiences
- ✓ Evaluate adult non-print formats
- ✓ Increase use of web-based services by developing more interactive opportunities

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	453,225	533,046	437,928	457,790	-14.1%
Contractual	13,739	13,495	11,486	14,473	7.2%
Commodities	3,611	1,630	2,050	2,050	25.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	470,575	548,171	451,464	474,313	-13.5%
Funding Sources:					
General Fund	470,575	548,171	451,464	474,313	-13.5%
Total Funding Sources	470,575	548,171	451,464	474,313	-13.5%
Personnel - Authorized FTE	7.65	7.65	6.65	6.65	

LIBRARY – INFORMATION SERVICES

455 -- 2614

Highlights:

- Non-print circulation declined due to the popularity of downloadable audio onto iPods and MP3 players; diminished demand for tape formats.
- Began promoting downloadable audio book service.
- Ames Public Library was one of thirteen libraries in the nation to receive a grant from the FINRA Foundation for the “Smart Investing at the Library” program, sponsored by the American Library Association. Project is in collaboration with ISU Extension.
- Information Services assumed responsibility for general library programming. In fulfilling our strategic initiative to be the “Agora of the Community”, we are looking for more opportunities to involve community agencies.
- Web ref (reference work via the web) continues to grow in popularity.
- Staff reduced by one FTE; moved to Youth Services

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Adult print circulation	350,423	355,054	355,000	355,000
Adult non-print circulation	422,169	383,274	384,000	385,000
# of general interest programs	314	253	275	275
Total audience at programs	10,882	9,323	9,625	9,625
Use of electronic resources	77,110	68,105	65,000	65,000
“Ask a Librarian” web ref. activity	1,476	1,761	1,900	2,000
# of reference questions	42,380	41,587	42,000	42,000
Efficiency and Effectiveness:				
% change in adult print circulation	-0.3%	1.3%	0.0%	0.0%
% change in non-print circulation	4.3%	-9.2%	0.1%	0.3%
Attendance per program	34.7	36.9	35	35
Reference per FTE	6,373	6,253	5,739	5,751
Reference questions per open hour	12.4	12.1	12.2	12.2

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:

- ✓ Evaluate material recovery vendor for return on investment
 - ✓ Redeploy staff to improve turnaround time for shelving returned items
 - ✓ Implement performance appraisal system for hourly staff
- ✓ Develop new procedures for new borrower's orientation
 - ✓ Study automated systems for materials handling

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	380,731	419,295	414,200	431,254	2.9%
Contractual	17,730	16,000	16,262	16,428	2.7%
Commodities	6,634	6,800	6,800	4,200	-38.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	405,095	442,095	437,262	451,882	2.2%
Funding Sources:					
General Fund	405,095	442,095	437,262	451,882	2.2%
Total Funding Sources	405,095	442,095	437,262	451,882	2.2%
Personnel - Authorized FTE	3.85	3.85	3.75	3.75	

LIBRARY - CIRCULATION

455 -- 2615

Highlights:

- Implemented e-mail pre-notification of items due, popularly known as “courtesy reminders.” This improvement in customer service is anticipated to reduce revenues achieved from overdue fines.
- Off-site library card registration. Staff went to community events, such as ISU’s Welcome Fest, North Grand Mall Community Fair, and the Water Department to register patrons for library cards.
- Among the top ten cities in Iowa, Ames has the highest per capita circulation of books.
- Shifted .1 FTE from Circulation to Outreach

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Circulation at library (excluding Outreach)	1,241,396	1,225,174	1,245,000	1,250,000
Holds processed	120,437	116,362	120,000	120,000
Fines/fees collected	\$160,385	\$153,023	\$130,000	\$130,000
Referrals to collection agency	616	679	650	630
Value of materials recovered via collection	\$3,919	\$5,756	\$5,500	\$5,000
Money collected via collection agency	\$21,416	\$17,050	\$17,000	\$16,500
Efficiency and Effectiveness:				
% change in library circulation (excluding Outreach)	3.4%	-1.3%	1.6%	0.4%
Items checked out per hours open	361.9	357.2	362.9	364.4
Items circulated per FTE*	91,955	90,753	92,222	92,593

*FTE count includes 3.75 salaried staff and 9.75 FTE “hourly” staff members for a total of 13.5 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 “helpdesk” requests
- ✓ Replace servers for library integrated automation system

- ✓ Implement on-line social networking service for patron communications
- ✓ “Virtualize” at least two servers for economy and efficiency

- ✓ Replace computer equipment as per replacement schedule

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	80,582	83,835	82,782	86,621	3.3%
Contractual	57,051	59,176	62,216	65,496	10.7%
Commodities	11,906	12,280	13,780	20,130	63.9%
Capital	2,053	-	-	-	
Other	-	-	-	-	
Total Expenditures	151,592	155,291	158,778	172,247	10.9%
Funding Sources:					
General Fund	151,592	155,291	158,778	172,247	10.9%
Total Funding Sources	151,592	155,291	158,778	172,247	10.9%
Personnel - Authorized FTE	1.10	1.10	1.10	1.10	

LIBRARY - NETWORK SERVICES

455 -- 2616

Highlights:

- Upgraded library's integrated library automation system to Horizon 7.4.1
- Fully implemented remote patron authentication to allow library card access to licensed databases
- Designed, developed, and implemented a mobile laptop computer training lab that works via the library wireless network
- Implemented cellular access for the bookmobile to allow wireless access to the library's integrated library automation system
- Installed six new staff workstations designed to meet specialized needs of individual users
- Imported library data to the City of Ames GIS system for library usage analysis
- Added three public access computers to address high traffic in computer lab

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of public access computers	23	26	26	26
Public access user sessions	56,040	56,241	56,200	56,200
Total public access hours	35,491	37,494	37,500	37,500
Helpdesk requests submitted	119	166	165	165
Helpdesk requests resolved	119	166	160	160
Public catalog searches	1,198,125	1,290,905	1,300,000	1,300,000
Efficiency and Effectiveness:				
# of sessions per computer	2,241	2,163	2,162	2,162
Average # of minutes per session	37.8	40	40	40
% of time computers in use	45%	45%	45%	45%
% helpdesk requests resolved	100%	100%	97%	97%
Public catalog searches per capita	23.6	25.4	25.6	25.6

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" program with Mary Greeley Medical Center and other Story County libraries
- ✓ Develop programs based on community interests
- ✓ Continue "Smart Investing at the Library" investment education projects
- ✓ Acquire equipment for library projects and programs
- ✓ Study current site and nearby areas for library expansion

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	57,729	39,497	65,497	40,000	1.3%
Contractual	23,140	11,310	193,580	165,150	1360.2%
Commodities	29,115	26,400	24,120	23,842	-9.7%
Capital	83,951	17,600	41,297	36,598	107.9%
Other	-	-	-	-	
Total Expenditures	193,935	94,807	324,494	265,590	180.1%
Funding Sources:					
Library Bequests	47,463	-	100,000	155,000	
Library State Funds	25,291	4,000	29,367	23,718	493.0%
Friends of the Library	18,893	25,800	25,018	25,000	-3.1%
Library Donations	102,288	65,007	170,109	61,872	-4.8%
Total Funding Sources	193,935	94,807	324,494	265,590	180.1%
Personnel - Authorized FTE	.00	.00	.00	.00	

LIBRARY - GRANTS AND GIFTS

456 – 26

Highlights:

- Received \$40,397 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
- Received \$7,500 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
- Designated \$244,000 over two years for architectural studies

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:

- ✓ Under contract, conduct required safety inspections on all facilities licensed by the Iowa Department of Inspections & Appeals (i.e. food service establishments, food establishments, schools, vending operations, mobile food units/pushcarts, temporary food establishments, hotels/motels)

✓ Provide a vector control program concentrating on mosquito control as the major function
- ✓ 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

✓ 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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	122,876	130,688	130,340	136,261	4.3%
Contractual	13,038	20,368	18,325	19,088	-6.3%
Commodities	4,167	2,300	2,300	2,300	0.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	140,081	153,356	150,965	157,649	2.8%
Funding Sources:					
General Fund	73,093	90,143	88,437	93,463	3.7%
Garbage Hauling Licenses	2,500	2,250	2,500	2,500	11.1%
Motel Inspection	2,095	852	1,049	1,151	35.1%
Restaurant Inspection	61,867	59,546	58,494	60,000	0.8%
Vending Inspection	526	565	485	535	-5.3%
Total Funding Sources	140,081	153,356	150,965	157,649	2.8%
Personnel - Authorized FTE	1.40	1.40	1.40	1.40	

FIRE - HEALTH AND SANITATION

441 -- 24

Highlights:

- The Sanitarian is a committee member of the 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 (14) different languages. These handouts became very useful during the spring floods.
- 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.
- 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 (e.g. Odyssey of the Minds, VEISHEA, Octagon Arts Festival, and RAGBRAI).
- 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 still exists. Due to weather conditions this past spring and summer, considerable action was required in this program.

Service Accomplishments:	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
<u>Licenses issued/inspections conducted:</u>				
Food service establishments	243/588	245/590	250/600	250/600
Mobile food units	14/20	15/22	15/22	15/25
Schools	17/36	18/38	18/38	18/40
Temporary food services	45/45	35/35	35/35	35/35
Hotels/motels	19/19	20/20	20/20	20/20
Vending machine operations	4/51	4/55	4/55	4/60
Food establishments (FEs)	58/129	60/130	62/135	65/140
Mosquito control city parks – acres/week	200	400	400	400
Garbage collection vehicles	49	50	50	50
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. Limited after hours emergency services are also provided. Sheltered animal care is provided each day, every day.

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.

Service Objectives:

- ✓ Manage animal related conflicts within the City
- ✓ Provide safe and humane animal sheltering facilities
- ✓ Provide public education on animal concerns
- ✓ Effectively manage donations
- ✓ Manage emergency response where animals are involved
- ✓ Assist citizens in responding to wildlife issues
- ✓ Enhance prevention programming and outreach
- ✓ Collaborate in problem solving

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	234,017	245,747	241,338	252,425	2.7%
Contractual	48,005	63,044	61,538	62,874	-0.3%
Commodities	14,387	21,492	21,492	20,565	-4.3%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	296,409	330,283	324,368	335,864	1.7%
Funding Sources:					
General Fund	265,208	281,307	278,392	292,739	4.1%
Animal Impounding Fees	25,708	32,000	29,000	29,000	-9.4%
Infraction Serving	-	-	-	-	
Animal Shelter Donations	5,493	16,976	16,976	14,125	-16.8%
Total Funding Sources	296,409	330,283	324,368	335,864	1.7%
Personnel – Authorized FTE	3.90	3.90	3.90	3.90	

POLICE - ANIMAL SHELTERING/CONTROL

442 -- 2538

Highlights:

The Ames Animal Sheltering and Control program continues to evolve in order to meet the service needs of the community. Emphasis is placed on quality customer care in the field and in the shelter. The growth of "pets allowed" rental housing within the city has resulted in a change in the number of cats available for adoption at the shelter. Staff has taken some extraordinary steps to encourage and facilitate the adoption of cats. Staff holds brief but regular ETP (Excellence Through People) meetings to improve or maintain efficiency, effectiveness and success for Ames citizens, customers, animals, and staff members.

Over the past year, staff has worked on **prioritizing citizens' concerns** and being responsive to customers. City residents with urgent needs now have direct access to an Animal Control Officer via cell phone for 66 hours during the week. Other inquiries are directed to a voicemail message queuing system at the shelter. Those calls are triaged and responded to as quickly as possible. Signage at the shelter encourages visitors to self-guide and self-help.

Important successes at Animal Control and Sheltering include:

- Excellence in the number of healthy, friendly animals placed back into the community while raising pet-owner awareness and responsibility.
- Very low incidence of public or volunteer injury in the facility with the animals.
- Success in the investigation of all calls for assistance.
- Placing and reclamation of all animals that meet adoptability criteria.
- Responsive investigations to animal bite cases and the appropriate application of rabies laws and policies.
- Successful neighborhood mediation.
- Ability to spot, isolate and control program threatening animal illness in the shelter.
- Making a difference in the community to prevent animal related accidents, overpopulation, illness in strays and dangerous single dog pack behaviors.
- Offering reasonable counsel on wildlife and human conflicts.
- Success in cruelty to animal's casework and cruelty prevention.
- Staff continues to handle 50 to 60 phone calls and 60 to 70 walk-in customers each day.
- The ability to meet local, state, and federal mandates.
- The shelter's success with humane treatment skills and low frequency of euthanasia.

In the spring of 2009, the Shelter will benefit from the construction of the **new dog park** and the associated 10' by 330' dog run. The Shelter staff anticipates that volunteers will help make it possible for dogs in the Shelter to regularly be able to use this new asset.

POLICE - ANIMAL SHELTERING/CONTROL

442 -- 2538

Highlights, continued:

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Animals through the program (dogs, cats wildlife, exotics, other domestics, ordinance impounds, relinquishments	1,254	1,172	1,190	1,200
Adoptions and reclamations	862	853	855	855
Annual phone calls	15,341	14,451	14,900	15,000
Visitations	19,207	18,625	18,800	19,000
Public talks and tours	8	9	8	8
Carcass disposals	296	245	260	280
Field calls	2,276	2,700	2,650	2,700
Citations issued	36	26	26	26
Trap permits	17	13	13	15
Wildlife directly handled	269	191	190	200
Efficiency and Effectiveness:				
Adoptions/reclamations as %	91%	91.5%	90%	90%

The City Council's Goal:

“to commit to making Ames a more environmentally sustainable community”



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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	11,541	16,568	16,567	17,221	3.9%
Contractual	882,161	939,954	976,684	1,002,767	6.7%
Commodities	-	-	45,000	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	893,702	956,522	1,038,251	1,019,988	6.6%
Funding Sources:					
Local Option	893,702	956,522	1,038,251	1,019,988	6.6%
Total Funding Sources	893,702	956,522	1,038,251	1,019,988	6.6%
Personnel – Authorized FTE	.12	.12	.12	.12	

HUMAN SERVICE AGENCIES

444 -- 64

Highlights:

- For FY 08/09, the City Council allocated \$935,934 for ASSET services, based on the recommendations from the volunteers. This was an increase of 5% over the previous year's allocations.
- For FY 09/10, \$998,567 is available for the ASSET allocation process.
- The City's priorities for FY 09/10 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 25 agencies through this process.
- For FY 08/09, the City Council allocated an additional \$30,000 for a second study of the feasibility of a Community Human Services Campus, specifically at the First Evangelical Free Church location on 24th Street.
- Also during FY 08/09, the City Council granted an additional \$5,000 to Heartland Senior Services to help establish an Ames-to-Iowa City (University of Iowa Hospitals) bus service. The Council also made an emergency allocation of \$45,000 to the Richmond Center to purchase upgraded computer hardware and software, as well as nursing services. Both of these allocations were made outside of the ASSET process.
- The portion of an Assistant City Manager's salary allocated to this program was increased in FY 08/09 from 7% to 12%, in recognition of time spent on the ASSET process and on the Human Services Campus.

HUMAN SERVICE AGENCIES RECEIVING CITY LOCAL OPTION FUNDING THROUGH THE A.S.S.E.T. PROCESS

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted
Child Care Services:				
Center for Childcare Resources	11,125	12,083	12,083	13,291
Ames Community Preschool	61,266	63,795	63,795	66,347
University Community Childcare	31,759	34,125	34,125	36,856
ChildServe	12,729	12,950	12,950	12,950
Community & Crisis Services:				
Center for Creative Justice	39,635	41,450	41,450	45,000
Assault Care Center Extending Shelter and Support	42,823	44,650	44,650	45,560
Health & Development Services:				
Homeward of MGMC	19,900	21,510	21,510	23,400
Community & Family Resources	92,755	99,188	99,188	103,709
Lutheran Services in Iowa	2,495	2,700	2,700	3,325
National Alliance for Mentally ill	250	250	250	300
Story County Senior Citizens:				
Heartland Senior Services	128,372	133,580	138,580	137,289
Retired Senior Volunteer Prog	22,100	23,000	23,000	23,500
Foster Grandparents				3,000
Youth and Family:				
ARC of Story County	500	6,500	6,500	6,760
Boys and Girls Club	80,536	82,950	82,950	85,445
Campfire USA	5,148	5,354	5,354	5,595
Youth & Shelter Services	145,700	157,589	157,589	167,814
Legal Aid Society	59,516	62,000	62,000	64,332
Mid-Iowa Community Action	31,625	34,000	34,000	38,250
Emergency Residence Project	34,412	45,000	45,000	46,940
American Red Cross	20,442	21,260	21,260	21,891
Good Neighbor		11,000	11,000	11,500
The Richmond Center	17,500	18,500	63,500	19,335
Volunteer Center of Story County		2,500	2,500	4,500
Total Funding Available	860,588	935,934	985,934	986,889
Additional Reserved				11,678
Total				998,567

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Contractual	108,700	109,529	109,529	120,480	10.0%
Commodities	1,851	-	-	-	
Capital	1,000	18,000	49,020	30,000	66.7%
Other	-	-	-	-	
Total Expenditures	111,551	127,529	158,549	150,480	18.0%
Funding Sources:					
Local Option	111,551	127,529	158,549	150,480	18.0%
Public Art Donations	-	-	-	-	
Hotel/Motel	-	-	-	-	
Total Funding Sources	111,551	127,529	158,549	150,480	18.0%
Personnel – Authorized FTE	.00	.00	.00	.00	

ARTS SERVICES/AGENCIES

445 -- 64

Highlights:

Commission On The Arts (COTA)

For FY 2008/09, the Commission On The Arts allocated a total of \$109,529, an increase of 4% over the FY 07/08 allocation.

For FY 09/10, a total of \$120,480 will be available for the Commission's recommendation for the annual grants and mini-grants. This is an increase of 10%, due to the continued participation of a new theater organization.

The City funds approximately thirteen arts organizations through this process.

Public Art Commission (PAC)

In October 2008, a major environmental sculpture was installed in Ada Hayden Heritage Park. Internationally acclaimed artist, Patrick Dougherty, collaborated 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 the second half of FY 08/09.

**PUBLIC ARTS AGENCIES RECEIVING CITY LOCAL OPTION
RECOMMENDATIONS FROM C.O.T.A. – COMMISSION ON THE ARTS**

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted
ACTORS (Ames Community Theater)	8,275	7,220	7,220	9,000
AIOFA (Ames International Orchestra Festival)	8,525	6,100	6,100	7,280
Ames Chamber Artists	2,588	2,030	2,030	2,150
Ames Children’s Choirs	8,275	7,500	7,500	8,630
Ames Choral Society	2,100	1,960	1,960	2,100
Ames Community Arts Council	3,500	5,000	5,000	6,100
Ames Town & Gown	8,525	8,000	8,000	14,000
Central Iowa Symphony	7,500	8,000	8,000	8,000
Co’Motion:				
Kids Co’Motion	2,545	2,200	2,200	2,440
Co’Motion Dance Theater	5,340	4,800	4,800	5,220
Commission on the Arts Mini Grants	5,479	7,579	7,579	7,000
Friends of Ames Strings	1,145	1,140	1,140	1,200
Story Theater Company		11,000	11,000	8,360
The Octagon	39,935	37,000	37,000	39,000
Total Funding Available	103,732	109,529	109,529	120,480

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 mowing and trimming of all the cemetery grounds. City personnel coordinate funerals, lot sales, and setting monuments as well as minor maintenance of the grounds. Limited maintenance is also 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
 - ✓ Respond in a timely fashion to all grave opening and closing requests
 - ✓ Administer the mowing contract
- ✓ Coordinate funerals, cemetery lot sales, and sale of columbarium spaces
 - ✓ Set markers and monuments

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	70,980	59,445	62,081	64,110	7.8%
Contractual	46,902	55,977	62,248	63,081	12.7%
Commodities	2,038	950	1,200	1,200	26.3%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	119,920	116,372	125,529	128,391	10.3%
Funding Sources:					
General Fund	(9,804)	(14,278)	11,129	-	-100.0%
Current Need Lot Sales	14,008	11,050	11,050	13,600	23.1%
Pre-Need Lot Sales	13,564	15,600	15,600	19,200	23.1%
Marker Footings	6,773	5,000	3,000	3,000	-40.0%
Interments	68,738	60,000	50,000	57,841	-3.6%
Columbarium	735	2,500	750	750	-70.0%
Interest	38,278	34,000	34,000	34,000	0.0%
Endowed Care	(12,372)	2,500	-	-	-100.0%
Total Funding Sources	119,920	116,372	125,529	128,391	10.3%
Personnel – Authorized FTE	1.05	1.05	1.08	1.08	

CEMETERY

461

Highlights:

General Fund support of the Cemetery is projected at \$11,129 for FY 2008/09. This **shift from self-support** is a result of a **recent state ruling disallowing any cemetery expenses from endowed care funds**. In the past, part of the cost of capital items and larger improvements at the cemetery had been paid from endowed care, and General Fund support of the Cemetery could be limited.

Beginning in FY 2009/10, **lot sales revenue** will be split on an **operations-to-endowed care ratio** of 80% / 20%. (This split was previously 65% / 35%.) The revised ratio was precipitated by the recent state ruling disallowing any cemetery expenses from endowed care funds. That ruling also limits refund costs (for a lot sold back to the City) to the operations portion of the sales price. The perpetual care portion cannot be returned. Therefore, this revision of the operations-to-endowed care ratio will allow for the return of a larger refund upon the sale of a lot back to the City.

Mowing and trimming services for the Cemetery continue to be contracted out. It is estimated that the Cemetery will be **mowed 15 times** in both FY 2008/09 and FY 2009/10. This increase from 14 mowings per year that was originally budgeted in FY 2008/09 was made to address turf growth patterns. The total cost of mowing is now estimated to be \$30,000/year, or \$3,400 more than originally budgeted.

Cemetery **rates** for interments, cremations, lots, etc. continue to be competitive with surrounding communities. The last fee increase was in 2005.

Included in FY 2009/10 is \$2,500 for **large tree trimming** throughout the cemetery. Also included in both FY 2008/09 and FY 2009/10 is \$2,500 for **monument repairs**. These repairs had previously been budgeted and paid for from endowed care. The recent change in regulation does not allow for cemetery expenses to be paid from endowed care; therefore, this expense is now paid from the General Fund.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Regular interments	83	88	85	85
Cremains interments	40	33	30	30
Columbarium spaces sold	3	1	1	1
Lots sold	80	111	85	85
Markers/monuments set	61	73	70	70
Efficiency and Effectiveness:				
Revenues as a % of expenses	135%	118%	91%	89%

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
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ Promote self-sufficiency and asset development of families and individuals
- ✓ Implement the program operations in an efficient and effective manner
- ✓ 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
- ✓ Ensure equal opportunity in housing for citizens of Ames
- ✓ Increase and improve partnerships with local police, social service agencies, and workforce
- ✓ Improve community's quality of life and economic vitality
- ✓ Operate the Ames Public Housing Authority in full compliance with all equal opportunity laws and regulations
- ✓ Participate with community groups, neighborhoods, and other organizations in order to discuss and/or address the housing needs of the community

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	100,979	117,595	123,658	128,920	9.6%
Contractual	883,527	976,942	1,065,512	1,066,056	9.1%
Commodities	2,090	1,050	1,660	1,075	2.4%
Capital	1,500	-	-	-	
Other	-	-	-	-	
Total Expenditures	988,096	1,095,587	1,190,830	1,196,051	9.2%
Funding Sources:					
Leased Housing	(163,128)	10,147	36,300	41,321	307.2%
Federal Grants	1,137,203	1,072,440	1,145,980	1,145,980	6.9%
Interest	9,477	10,000	7,500	7,500	-25.0%
Miscellaneous Revenue	4,544	3,000	1,050	1,250	-58.3%
Total Funding Sources	988,096	1,095,587	1,190,830	1,196,051	9.2%
Personnel - Authorized FTE	2.15	2.15	2.20	2.20	

LEASED HOUSING

462

Highlights:

The cost to administer this program will exceed the projected revenues by an estimated \$36,300 in FY 08/09 and \$42,798 in FY 09/10. Therefore, the **Leased Housing fund balance** will be utilized to cover this additional cost for both years. Based on **current projections**, it is **anticipated** that this program will **not be sustainable** without **additional funding sources** beginning in **FY 10/11**.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Maintain 95% avg annual lease-up rate or 95% annual budget expenditure	95%	81%	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	100%	92%	95%	100%
Maintain 95% data submittal rating through PIH Information Center (PIC) system	95%	95%	95%	95%
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 at least one community forum/event to educate public on various housing topics/awareness, program policies/procedures, etc.	2	5	4	5
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)	High	N/A	Standard	N/A
Customer satisfaction survey indicates at least a 90% rating for excellent customer service provided	96%	90%	100%	100%
Biannual program audits meet compliance standards	Yes	N/A	Yes	N/A

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

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	18,614	30,320	24,927	35,799	18.1%
Contractual	16,192	7,457	23,246	7,568	1.5%
Commodities	444	925	1,395	975	5.4%
Capital	-	-	5,450	-	
Other	-	-	-	-	
Total Expenditures	35,250	38,702	55,018	44,342	14.6%
 Funding Sources:					
Housing Assistance	10,838	13,546	34,110	23,422	72.9%
County-Wide Affordable Housing	24,412	25,156	20,908	20,920	-16.8%
Total Funding Sources	35,250	38,702	55,018	44,342	14.6%
 Personnel - Authorized FTE	 .42	 .42	 .31	 .41	

AFFORDABLE HOUSING

463

Highlights:

At the beginning of FY 08/09, the **Ames/Story County Partnership** fund balance contained \$733,156 of which \$586,332 is a cash balance. 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 \$20,098 for administration in FY 08/09 and approximately \$21,092 in FY 09/10 that will also come from the County-wide Affordable Housing fund balance.

The FY 08/09 budget for contractual expenditures includes a (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.

The budget reflects that approximately \$19,110 in FY 08/09 and \$23,517 in FY 09/10 will be used for program administration that will come from the June 30, 2008 **Housing Assistance Program fund balance of \$245,142.**

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Downpayment assistance (Story County)	0	0	1	1
Minor housing rehab program (Ames/Story County program)	2	0	1	1
# of families participating in homebuyer classes/seminars (Ames/Story County)	8	5	5	5
# of housing fairs/community forums	3	1	1	1
# of neighborhood sustainability program downpayment grants	1	1	1	1
Conduct at least one community forum/ event to educate public on various housing topics/awareness, program policies/procedures, etc.	3	5	3	4

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	124,691	104,933	117,037	107,760	2.7%
Contractual	172,337	389,068	1,049,726	489,132	25.7%
Commodities	1,583	-	975	950	
Capital	216,944	-	181,156	-	
Other	-	-	-	-	
Total Expenditures	515,555	494,001	1,348,894	597,842	21.0%
Funding Sources:					
Block Grant	515,555	494,001	1,348,894	597,842	21.0%
Total Funding Sources	515,555	494,001	1,348,894	597,842	21.0%
Personnel - Authorized FTE	1.28	1.28	1.34	1.24	

COMMUNITY DEVELOPMENT BLOCK GRANT

464

Highlights:

The City of Ames received its **fifth allocation of Community Development Block Grant (CDBG)** funding in the amount of \$479,660 for FY 08/09. Up to 20% (\$95,932) of the funds may be designated for administrative expenses. The CDBG allocation for FY 09/10 is being **anticipated** to be lowered to approximately \$450,000 or less.

Staff will continue to implement the following **programs** that were outlined in the approved FY 08/09 Annual Action Plan:

- Renter affordability programs
- Neighborhood curb replacement program
- Neighborhood housing improvement
- Homebuyer assistance program
- Neighborhood sustainability program
- Human Service Campus
- General program administration
- **Support the City Council's goal to "Strengthen Neighborhoods"**

The budget also reflects anticipated **program income** (i.e. sales of homes, repayments, etc.) of approximately \$66,512 for FY 08/09 and \$141,000 for FY 09/10. In both years, 20% of the program income earned (\$13,302 for FY 08/09 and \$28,200 in FY 09/10) can be used towards **program administration**.

For the FY 09/10 Annual Action Plan submittal to Housing and Urban Development (HUD), the following **programs are being recommended** to continue:

- Neighborhood sustainability programs (acquisition/re-use, housing improvement, slum and blight, homebuyer assistance)
- Renter affordability programs (deposit, utility, transportation, childcare assistance)
- Public facilities improvement programs (minor repair for non-profits, infrastructure improvements in targeted census tracts)
- General program administration

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Annually maintain 70% expenditure rate of funds on activities that serve low and moderate income persons	80%	100%	100%	100%
# of existing single-family rental housing units converted into single-family ownership	1	2	5	N/A
# of low and moderate income persons assisted through renter affordability programs (deposit, utilities, transportation, childcare)	90	190	225	N/A
# of non-profit facilities improved through minor repair assistance	3	5	0	N/A
# of first-time homebuyers assisted		0	1	
# of persons attending homebuyer seminars	8	12	6	N/A
% of dollars budgeted on housing related activities	97%	100%		N/A
Conduct at least one community forum/event to educate public on various housing topics/awareness, program policies/procedures, etc.	3	5	3	3
Efficiency and Effectiveness:				
Demonstrated compliance with HUD's monitoring of program reports, files, etc.	Satisfactory	Satisfactory	Satisfactory	Satisfactory
Biannual program audit meets compliance standards	N/A	Yes	N/A	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.

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
	Actual	Adopted	Adjusted	Adopted	
Expenditures:					
Personal Services	50,485	-	-	-	
Contractual	64,958	-	-	-	
Commodities	45,454	-	283,716	-	
Capital	3,738	-	-	-	
Other	-	-	-	-	
Total Expenditures	164,635	-	283,716	-	
Funding Sources:					
State FEMA	164,635	-	283,716	-	
Total Funding Sources	164,635	-	283,716	-	
 Personnel - Authorized FTE	 0	 0	 0	 0	

STORM DISASTER ACTIVITY

466

Highlights:

In FY 07/08, the final costs of the February 2007 ice storm were settled.

Traffic Signal	\$ 9,700
Administration	5,911
	<hr/>
	\$ 15,611

Beginning on May 30, 2008, the City of Ames experienced flooding and related storm damage which qualified as a FEMA disaster.

The costs submitted and approved for reimbursement include expenses from FY 07/08 and FY 08/09, estimates for remaining work and estimated amounts for mitigation projects. Federal FEMA funds will pay 90% and the State will fund 10% of the \$432,740 total.

Debris removal	\$ 44,845
Emergency response	83,761
Electric	62,420
Parks	31,827
WPC Road/Culvert	16,627
S. E. 16 th Street Bridge	116,236
Embankments	48,315
WPC Pumps	23,385
Miscellaneous	5,324
	<hr/>
Total	\$ 432,740

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
 - ✓ Use local economic development programs to leverage state, federal, and private economic development investment
 - ✓ **Support City Council’s goal to “Rejuvenate Campustown”**
- ✓ Increase tax base
 - ✓ Develop job creation action plan with area partners
 - ✓ **Support annexation and development of a large lot industrial park in support of the City Council goal to “Define Desired Growth”**

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	61,160	65,817	64,708	67,301	2.3%
Contractual	102,460	95,009	170,478	95,058	0.1%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	163,620	160,826	235,186	162,359	1.0%
Funding Sources:					
Hotel/Motel	156,120	160,826	160,186	162,359	1.0%
Economic Development	7,500	-	75,000	-	
Total Funding Sources	163,620	160,826	235,186	162,359	1.0%
Personnel – Authorized FTE	.62	.51	.51	.51	

ECONOMIC DEVELOPMENT

465

Highlights:

Economic development projects approved by City Council included:

- **Phasient Learning Technologies, LLC**, a developer of web-based e-learning technology, leveraged a \$100,000 State Community Economic Betterment Account (CEBA) grant and \$4,175,000 in private funding with \$20,000 in local loan assistance from the City. The project is expected to create 24 new technology jobs in Ames.
- **Ag Leader Technology, Inc.**, an Ames based precision agricultural systems company, received local assistance in the form of grant administration and industrial abatement, Ag Leader leveraged a \$203,000 State Value Added Agricultural Products and Process grant, \$250,000 in the State High Quality Job Creation Program, and over \$6,000,000 in private investments. This project added 98,000 square feet for additional manufacturing, warehouse, research and development, and office space in Ames and is expected to create 60 new jobs.
- An application was approved to support relocation and expansion of **Home School, Inc.**, an Illinois based company. The application included \$1,000,000 in State assistance; a local match of \$75,000 from the City, tax abatement for a new building, and \$50,000 from AEDC. This project involves moving the company to a new building in Ames and is expected to create 41 new jobs initially and 54 jobs in the following years.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
(1) CEBA – grants originated	3	2	2	2
(2) CMA – grants originated	3			
(3) PFSA – originated	3			
Other:				
City revolving loans originated	2	2	2	2
City Downtown façade improvements	2	6	2	5
Community Investment Fund	2	2	2	2

(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
Phasient Learning	\$ 100,000	\$ 20,000	No	\$ 4,174,000	\$ 4,294,000	24	
Ag Leader	453,000	0	Yes	6,000,000	6,453,000	60	\$ 5,000,000
Home School, Inc.	1,000,000	75,000	Yes	6,844,398	7,919,398	95	3,000,000
Totals	\$ 1,553,000	\$ 95,000		\$ 17,018,398	\$ 18,666,398	179	\$ 8,000,000

Analysis of Investments:

\$ Per # of Jobs	\$ 8,675.98	\$ 530.75	\$ 95,074.85	\$ 104,281.55
\$ Leveraged by Local \$	\$ 16.35		\$ 179.14	\$ 196.49

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

	2007/08	2008/09	2008/09	2009/10	% Change From
Expenditures:	Actual	Adopted	Adjusted	Adopted	Adopted
Personal Services	57,477	67,642	52,743	80,115	18.4%
Contractual	30,060	29,573	29,378	28,030	-5.2%
Commodities	6,321	2,775	2,775	2,775	0.0%
Capital	-	-	-	3,800	
Other	-	-	-	-	
Total Expenditures	93,858	99,990	84,896	114,720	14.7%
 Funding Sources:					
General Fund	(281,064)	(248,010)	(290,104)	(270,280)	9.0%
Cable TV Franchise	374,922	348,000	375,000	385,000	10.6%
Miscellaneous Revenue	-				
Total Funding Sources	93,858	99,990	84,896	114,720	14.7%
Personnel - Authorized FTE	1.08	1.08	1.08	1.08	

CABLE TV SERVICES

467

Highlights:

Cable TV is typically 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. However, the full-time position has been vacant since August, and the station is being staffed by a half-time interim station manager (who is also a full-time student at Iowa State University). He is assisted by two to three part-time interns. After the position is reassessed and the job description updated, a full-time producer recruitment will begin in early 2009. The budget also includes a portion of the Principal Clerk's salary.

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 TV12 through equipment located in 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
- Continues to evaluate the Theer & Associates study for improved sound, lighting and technology in the City Council Chambers
 - There is an immediate need for Council Chambers equipment upgrades including new cameras, a new Elmo, and some new microphones.
 - There is a future need for TV12 studio upgrades.

Public Access Channel 16

- All TV16 programming is produced outside the City of Ames and submitted for broadcast.
- 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
- TV16 serves primarily as a playback service for citizens who bring in VHS tapes.
- There is no replacement schedule for equipment that wears out or breaks.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Departmental video programs	100	100	60	100
Hours of programming replay	2,750	2,750	2,400	2,500
Hours of live meeting coverage	165	165	180	200
 Efficiency and Effectiveness:				
*% Channel 12 somewhat/very useful for City information	78%	79%	71%	75%
*% citizens who view Channel 12	52%	50%	50%	50%
*Of viewers, % who view Channel 12 between 6 and 9 p.m.	62%	71%	64%	70%

* These numbers are taken only from those who use these services according to the 2007 and 2008 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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
City Manager:					
Neighborhood Improv Program	20,699	50,000	51,157	50,000	
Duff Ave Open Space	449		1,551		
Sub-Total	21,148	50,000	52,708	50,000	
Economic Development:					
Downtown Façade Improv. Prog.	32,551	50,000	138,078	50,000	
Sub-Total	32,551	50,000	138,078	50,000	
Library:					
Library Building Maintenance	1,529				
Library Security	5,038		52,736		
Library Exterior Repair				82,900	
Library Building Project	12,000				
A/C and Elevator Repair	34,990	180,800	140,810		
Sub-Total	53,557	180,800	193,546	82,900	
Parks and Recreation:					
Park Facility Maintenance	158,659	137,000	417,044	140,000	
Hunziker Youth Sports Comp Rd	263,237				
Don & Ruth Furman Aqua. Cntr.	2,096,308	6,368,000	8,461,692		
Moore Park Improvements	6,157		1,332		
07/08 Municipal Pool Maint	53,879		8,349		
08/09 Municipal Pool Maint		87,500	87,500		
09/10 Municipal Pool Maint				102,500	
Linden Shelter Renovation	9,110				
Ada Hayden Fishing Pier		130,000	130,000		
Facility Assessment Study		35,000	35,000		
Ada Hayden Heritage Park	11,521		7,259		
Playground/Park Equipment	25,254	27,500	54,713	30,000	
Ice Resurfacer				100,000	
Charles Calhoun Memorial Park	8,299		150,651		
Auditorium Improvements	3,423		814		
Disc Golf Course Improvements			1,986		
Campustown Court Renovation	4,840		18,366		
Northridge Heights Park	22,000		53,500		
Gateway Park Shelter/Restroom	2,636		80,038		
Mary Adams Estate	8,898				
Ada Hayden Park Restroom	94,048		59,864		
Dog Park	7,310		191,875		
Sub-Total	2,775,579	6,785,000	9,759,983	372,500	
Total CIP	2,882,835	7,065,800	10,144,315	555,400	-92.1%

COMMUNITY ENRICHMENT CIP PROJECT DESCRIPTIONS

CITY MANAGER

The Neighborhood Improvement Program was originally designed to enhance the appearance of our neighborhoods with the addition of permanent physical improvements and to promote a greater sense of community through resident participation in neighborhood projects. The program focused solely on providing City grants to help residents accomplish those projects that they have identified as top priorities for their neighborhoods. Competitive proposals are solicited from neighborhood groups and are rated according to the following criteria approved by the City Council: public impact, neighborhood participation, safety, environment, housing, and public space. Residents were expected to provide a local match to these grants on a dollar-for-dollar basis in the form of labor, materials, and/or cash.

Since the program was initiated in 1996/97, 104 neighborhood projects have been funded by the City, totaling \$297,671. Projects have included cul-de-sac, right-of-way and median landscaping; playground restoration and/or purchase; alleyway beautification; street trees; pond renovation; historic house plaques and house medallions; prairie restoration; construction of a neighborhood message center; construction of a shelter house in a neighborhood City park, park sidewalks and basketball courts; landscaping of neighborhood entryways; installation of neighborhood barbecue grills; and a neighborhood clean-up day.

With the implementation of the Neighborhood Liaison Program, the City is committed to creating great neighborhoods with a sense of community. To complement this initiative, eligibility for these funds has been expanded beyond the original intent of the Neighborhood Improvement Grant Program to include such projects as sub-area planning elements or other support programs for neighborhood associations that are identified to bolster the development of strong, vibrant neighborhoods.

ECONOMIC DEVELOPMENT

The Downtown Façade Improvement Program was introduced in FY 01/02 to facilitate private improvements to the façades of the buildings in the Downtown area. For three years, the City did not receive any requests for these funds. However, with the establishment of the Downtown Cultural District, excitement in this commercial area has increased along with requests for façade improvement funds.

Downtown Design Guidelines were approved by the City Council in 2001 to ensure that financial assistance for façade improvements is consistent with the historical character of Downtown. In order to qualify for these funds, improvements must be made to at least one of the following exterior elements: upper façades, storefronts, transoms, display windows, kick plates, entrances, signs, or awnings/canopies.

Under this program, the City provides up to \$15,000 in grant funds to be matched dollar for dollar. In addition, a \$1,000 grant is available to subsidize the cost of an architect. To date, the program has awarded nine grants for a total amount of \$61,923. This program

supports one of the City Council's six priorities for the year, the commercial revitalization of the Downtown.

LIBRARY

The Library Exterior Building Repair project will spot re-glaze and repaint five metal windows. This project has been prepared under the assumption that the long-term solution for the Library facility's needs continues to use the existing building. However, an analysis of the long-term facility needs is currently underway. If a decision is made not to renovate or re-use the existing building, then this project may be eliminated or modified.

PARKS AND RECREATION

The Parks and Recreation Facility Improvements project addresses maintenance issues at various facilities.

In 2006, consultants were retained to provide recommendations regarding mechanical, electrical, structural, and any other needed improvements for the Municipal Pool. With the goal of keeping this 42-year-old facility operational a minimum of eight to ten additional years, the 2006 study indicated that substantial improvements, totaling \$815,000, were needed between FY 07/08 and FY 11/12. All costs are shared equally by the City and Ames Community School District. The FY 09/10 project replaces balance of steel pipe, installs a dehumidifier in the equipment room, interconnects Desert Air with roof exhaust, and places acoustical panels in the pool area.

With the emergence of the U.S. Consumer Products Safety Commission's recommendations for public playground safety, questionable, antiquated metal playground equipment in the park system was removed and replaced with equipment that complies with recognized safety standards. That phase of the program was completed in FY 96/97. The second phase of the equipment replacement program was to replace all wood structures. This effort began in FY 97/98 and was completed in FY 07/08. The next phase of this program calls for the installation of independent/unique pieces of play equipment (swings, boulders, large slides, etc.) in both neighborhood and community parks. The FY 09/10 \$30,000 project is in Inis Grove for a rope climber.

The existing ice resurfacer for the Ames/ISU Ice Arena was purchased in April 2001. The manufacturer recommends replacement of this type of machine between 4,500 and 5,000 hours of use. The current resurfacer has accumulated 4,000 hours of use. Therefore, a new ice resurfacer is warranted to ensure that quality ice is provided at this facility. The funding source for this replacement is the Ames/ISU Ice Arena Capital Reserve Fund (\$20,000 City / \$20,000 ISU per year). This fund as of June 30, 2009 is estimated to total \$398,428. Iowa State University administration fully supports this equipment replacement for \$100,000.



Ames Residents DO Have Recycling

Not a Traditional Curbside Program

Glass Recycling At Area Grocery Stores

Since 1975, Ames has been converting garbage into energy. That is Smart Trash! The Arnold O. Chantland Resource Recovery Plant (RRP) was the first municipally operated waste-to-energy facility in the nation. The plant receives garbage, recovers reusable metals, and creates refuse-derived fuel to burn in the Power Plant. Since glass doesn't burn, Ames residents are encouraged to drop glass at yellow recycling bins located in the parking lots of area grocery stores.

GENERAL GOVERNMENT

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GENERAL GOVERNMENT

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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, Facilities, and the Merit Adjustment. Also included are the activities financed with the contingency Emergency Reserve account.

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
Use of Funds:					Adopted
Legislative	419,091	394,783	406,998	450,547	14.1%
Executive	561,022	562,199	556,287	580,003	3.2%
Financial Services	1,132,004	1,181,594	1,187,488	1,232,715	4.3%
Administrative Services	1,721,274	1,829,694	1,901,129	1,944,905	6.3%
Public Works	1,378,900	1,590,811	1,617,253	1,688,567	6.1%
Facilities	351,466	350,998	575,035	494,480	40.9%
Emergency Reserve	31,674	50,000	71,439	50,000	0.0%
City Council Special Allocations	138,033	43,000	55,500	48,000	11.6%
Merit Adjustment	-	183,126	-	191,838	4.8%
Total Operations	5,733,464	6,186,205	6,371,129	6,681,055	8.0%
General Government CIP	25,724	50,000	1,250,169	1,436,228	2772.5%
Total Expenditures	5,759,188	6,236,205	7,621,298	8,117,283	30.2%
 Personnel – Authorized FTE	 53.03	 53.04	 52.86	 53.86	

GENERAL GOVERNMENT

410

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures By Type:	Actual	Adopted	Adjusted	Adopted	
Personal Services	4,334,825	4,867,959	4,696,396	5,139,320	5.6%
Contractual	1,241,781	1,209,882	1,467,360	1,392,700	15.1%
Commodities	104,573	92,014	108,896	119,102	29.4%
Capital	77,994	66,350	1,348,646	1,466,161	2109.7%
Other Expenditures	15	-	-	-	
Total Expenditures	5,759,188	6,236,205	7,621,298	8,117,283	30.2%
Funding Sources:					
General Fund	3,080,457	3,221,881	3,502,399	4,195,898	30.2%
Local Option	208,453	93,111	1,147,669	301,793	224.1%
Hotel/Motel	4,743	6,410	10,533	6,247	-2.5%
Leased Housing	-	1,354	-	1,477	9.1%
Road Use Tax	153,698	329,123	163,539	189,694	-42.4%
County Affordable Housing	-	229	-	172	-24.9%
Fire Retirement	11,300	11,468	11,723	12,074	5.3%
G.O. Bonds	2,400	2,400	150,400	2,400	0.0%
Special Assessment	4,358	4,592	4,599	4,782	4.1%
Water	524,539	604,818	568,088	588,978	-2.6%
Sewer	481,368	527,000	526,019	547,903	4.0%
Electric	681,086	749,510	732,412	827,709	10.4%
Parking	142,169	139,351	138,669	146,215	4.9%
Storm Sewer	192,342	237,548	274,552	271,665	14.4%
Ice Arena	-	1,180	-	1,174	-0.5%
Homewood	-	597	-	777	30.2%
Resource Recovery	226,700	243,786	238,995	260,706	6.9%
Equipment	45,575	51,068	151,701	158,882	211.1%
Internal Services	-	7,466	-	8,540	14.4%
Risk Insurance	-	671	-	768	14.5%
Health Insurance	-	1,440	-	1,924	33.6%
Housing Assistance	-	97	-	95	-2.1%
Comm. Develop. Block Grant	-	1,105	-	1,182	7.0%
Police & Fire Donations	-	-	-	586,228	
Total Funding Sources	5,759,188	6,236,205	7,621,298	8,117,283	30.2%

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
 - ✓ **Work toward the goal to have 10% of the City's energy come from renewables by the year 2015**
- ✓ Channel input from public and other community institutions into City-provided service programs
 - ✓ Oversee financial commitments of the City and prioritize spending
 - ✓ **Support the "Cool Cities" initiative to reduce the City's carbon footprint reduction goal of 15% by the year 2014 for City buildings, fleet costs, street lights and traffic lights**

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From Adopted
Personal Services	53,824	53,909	53,923	54,013	0.2%
Contractual	59,606	52,309	54,789	70,736	35.2%
Commodities	14,588	19,875	21,075	21,380	7.6%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	128,018	126,093	129,787	146,129	15.9%
Funding Sources:	Actual	Adopted	Adjusted	Adopted	% Change
General Fund	121,882	118,193	129,787	138,229	17.0%
FACES Donations/Grants	2,050	2,900	-	2,900	0.0%
Hotel/Motel/FACES	4,086	5,000	-	5,000	0.0%
Total Funding Sources	128,018	126,093	129,787	146,129	15.9%
Personnel - Authorized FTE	.00	.00	.00	.00	

CITY COUNCIL

411 -- 01

Highlights:

The City Council goals for FY 2008/09 and into 2009/10 include:

- Develop viable action steps to rejuvenate Campustown
- Strengthen our neighborhoods
- Define desired growth
- “Go Green” to minimize impact on Global Climate Change
- Promote “One Community”

Progress has been made on a number of these goals, such as the modification of the Electric Utility’s Demand Side Management program to require Energy Star ratings to obtain certain rebates, the work done by the Fleet Services Director on our global warming inventory, and the Council goals on reduction of 15% on CO₂ levels by 2014, set in October of 2008. The Electric Utility is also actively seeking a way to add approximately 20 megawatts of wind energy to the City’s portfolio. A neighborhood summit has been held.

The WiFi pilot is underway at various park and City property locations. The cost for this service totals \$13,439 in FY 09/10 and is the major reason for the increase in the City Council’s contractual expenses.

The City Council met in December 2008 and reaffirmed the above goals for FY 09/10 and also established the following new set of goals/objectives to be researched in 2009:

- Recruit neighborhood leaders to help engage members of neighborhoods on important issues like inclusiveness.
- Along with ISU, be involved in national “Town and Gown” conferences and discussions.
- Study what other cities are doing to promote sustainability, and what other organized groups in Ames are currently doing in that regard.
- Inventory the sustainability programs being undertaken by other cities.
- Work with private sector groups to develop “Energy Star” awareness.

Service Accomplishments:	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
The figures below represent the comparison of the levies among the largest eleven cities in Iowa:				
Total Levy/1,000 Ames	\$ 10.25	\$ 10.44	\$ 11.06	\$ 10.86
High	18.85	18.77	18.71	18.80
Low	9.98	10.32	9.97	10.20
Average	15.49	15.55	15.54	15.60
Ames’ rank		10 th of 11	10 th of 11	
Valuation/Capita Ames	\$ 37,385	\$ 38,109	\$ 38,276	\$ 40,030
High	61,628	66,261	72,290	76,500
Low	22,990	23,227	23,565	23,850
Average	33,662	35,050	37,035	37,600
Ames’ rank		3 rd of 11	4 th of 11	
Total Levy/Capita Ames	\$ 383.20	\$ 397.86	\$ 423.34	\$ 435.00
High	736.46	798.45	871.10	902.00
Low	297.81	315.22	324.71	330.00
Average	507.82	525.48	557.74	565.00
Ames’ rank		9 th of 11	9 th of 11	

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.

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	212,412	218,553	227,497	237,426	8.6%
Contractual	76,965	48,437	47,942	65,220	34.6%
Commodities	1,681	1,700	1,772	1,772	4.2%
Other Expenditures	15	-	-	-	
Total Expenditures	291,073	268,690	277,211	304,418	13.3%

Funding Sources:

General Fund	137,578	138,722	144,655	171,840	23.9%
Beer & Liquor Licenses	64,171	65,000	65,000	65,000	0.0%
Cigarette Permits	4,650	6,000	4,500	4,500	-25.0%
Misc. Licenses/Permits/Fees	4,579	4,600	4,520	4,500	-2.2%
Electrician License	2,710	1,000	600	-	-100.0%
Plumbers License	23,180	-	1,200	-	
Mechanical License	320	-	-	-	
Zoning Appeal Fee	2,045	-	1,500	1,500	
Water	12,960	13,342	13,809	14,270	7.0%
Sewer	12,960	13,342	13,809	14,270	7.0%
Electric	25,920	26,684	27,618	28,538	6.9%
Total Funding Sources	291,073	268,690	277,211	304,418	13.3%

Personnel - Authorized FTE	3.00	3.00	3.00	3.00
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CITY CLERK

411 – 03

Highlights:

A total of 650 permits/licenses were issued during FY 2008/09. Commencing January 1, 2008, all electricians are required to be **licensed by the State** Electrician Licensing Board. The same will hold true for plumbers and mechanical contractors in 2009. This change in licensing requirements has resulted 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.

By using standard mail over first class, the City Clerk's office has been able to save an average of 39% 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 in a very timely manner.

Other services performed for our customers during FY 2008/09 free-of-charge included 75 Temporary Obstruction Permits, 25 Banner Permits, and 231 notarizations and certifications. The City Clerk's Office also tracks an average of 225 insurance certificates and 50 Letters of Credit to ensure that the City is protected against claims.

Staff created and distributed agenda materials and recorded minutes for 51 City Council meetings, 12 Civil Service meetings, and 13 Zoning Board of Adjustment meetings during FY 2008/09.

Projected FY 2009/10 insurance costs are higher due to one employee changing to a family premium. The FY 2009/10 budget also includes \$18,000 for the **regular election**.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected
% 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	72	75	75	75
# of legal notices processed	244	224	237	250
# of resolutions finalized	565	490	500	500
# of documents recorded	64	69	75	75
# of licenses/permits processed	877	1,003	650	585
# of cemetery deeds issued	57	61	60	60
# of election petitions accepted	2	9	0	15

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
 - ✓ Oversee and support City departments as they provide the best possible services to the community at the lowest possible cost
 - ✓ Provide complete and objective information and recommendations to City Council
- ✓ Prepare and provide to the City Council a fiscally responsible budget to finance City operations in support of community desires and City Council goals
 - ✓ Represent the City in relationships with other state, federal, and local organizations
 - ✓ Respond to public requests and inquiries in a courteous and timely manner

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	513,515	508,424	503,300	524,138	3.1%
Contractual	37,050	42,975	42,587	44,840	4.3%
Commodities	10,457	10,800	10,400	11,025	2.1%
Capital	-	-	-	-	
Total Expenditures	561,022	562,199	556,287	580,003	3.2%
Funding Sources:					
General Fund	328,315	329,279	326,125	332,758	1.1%
Employee Council Revenues	2,812	2,000	2,000	2,000	0.0%
Water	57,612	57,730	57,178	59,592	3.2%
Sewer	57,612	57,730	57,178	59,592	3.2%
Electric	114,671	115,460	113,806	126,061	9.2%
Total Funding Sources	561,022	562,199	556,287	580,003	3.2%
 Personnel - Authorized FTE	 4.02	 3.92	 3.92	 3.92	

EXECUTIVE MANAGEMENT

413 -- 04

Highlights:

For FY 09/10, the portion of the City Manager's office salaries charged to the Electric Utility is increased from 20% in FY 08/09, to 22%, based on time spent on planning for future capacity, the 161 kV tie line project, participation in IAMWind and public improvement contract support.

Staff will be spending additional time in FY 09/10 with building alterations in various areas to address the space needs of several departments. A major goal will be to move the City's Information Technology division into City Hall.

For FY 09/10, 10% of the City Manager's salary will continue to be charged to the Economic Development program (hotel/motel tax funds) to reflect work spent on development proposals and possible prospects.

City Manager staff is increasing the time spent on supporting a number of relatively new groups, including the Student Affairs Commission, Breaking Down the Barriers, and community event organizers. The Community Conversations process was completed and a VISTA volunteer is now assisting in implementation of the recommendations.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
% of citizen requests resolved in:				
One day	25%	22%	22%	20%
2-7 days	20%	21%	21%	23%
1-4 weeks	35%	36%	36%	35%
More than 4 weeks	20%	21%	21%	22%
 # Union contracts negotiated	 2	 0	 3	 2
Efficiency and Effectiveness:				
Survey rating for quality of City services:				
Good	60%	64%	65%	62%
Very good	38%	35%	32%	38%

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
- ✓ Provide accurate financial information on a timely basis
- ✓ Maintain the City's excellent credit rating (Moody's – Aaa)
- ✓ Coordinate the issuance of City debt and monitor debt capacity
- ✓ Maintain the City's Program Performance Budget as a decision making tool
- ✓ Maintain fund accountability for all City funds
- ✓ Submit and receive the GFOA Distinguished Budget Presentation Award and continually improve the budget document
- ✓ Audit and monitor all P-card transactions for compliance with procedures and policies
- ✓ Monitor revenues and expenditures as approved by the City Council

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	280,201	279,304	280,151	291,550	4.4%
Contractual	40,941	47,095	45,768	48,126	2.2%
Commodities	1,288	1,250	1,600	1,500	20.0%
Capital	-	-	-	-	
Total Expenditures	322,430	327,649	327,519	341,176	4.1%
Funding Sources:					
General Fund	64,485	63,431	65,504	68,235	7.6%
Police/Fire 411 Spec. Revenue	3,224	3,276	3,275	3,412	4.2%
Water	48,365	49,147	49,128	51,176	4.1%
Sewer	48,365	49,147	49,128	51,176	4.1%
Electric	135,421	139,713	137,558	143,294	2.6%
Parking	3,224	3,276	3,275	3,412	4.2%
Resource Recovery	12,897	13,106	13,101	13,647	4.1%
Fleet Services	6,449	6,553	6,550	6,824	4.1%
Total Funding Sources	322,430	327,649	327,519	341,176	4.1%
Personnel - Authorized FTE	2.92	2.84	2.84	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. Portions of the City of Ames budget document were included in a book titled Preparing Quality Budget Documents, published by GFOA.
- As part of the continuous improvement process, a new budget format was implemented with a greater emphasis on service objectives and accomplishments. With the new format, all aspects of the budget document were rated as proficient or higher by all members of the GFOA budget document review panel.
- The Aaa bond rating from Moody’s Investor Services for general obligation bond issues was maintained.
- **To help meet the City Council goal of “One Community”, arranged for public WiFi hotspots at select locations in the City.**
- Upcoming projects will include a review of Water and Electric finances to meet the funding needs for infrastructure improvements.

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Bonded Indebtedness:				
General Obligation Bonds	38,690,000	41,195,000	42,855,000	47,000,000
Revenue Bonds	1,960,000	100,000	0	0
Years Received GFOA Distinguished Budget Presentation Award	20	21	22	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	11/31	16/31	22/31	23/31
General Fund actual expenses as a percent of the adopted budget	98.4%	99.9%	100%	100%
General Fund actual revenues as a percent of the adopted budget	101.1%	100.3%	100%	100%
Financial documents posted on website within one week of completion	3	6	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.

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	559,735	597,191	596,287	624,438	4.6%
Contractual	290,505	314,660	319,140	328,073	4.3%
Commodities	6,121	6,080	7,050	5,850	-3.8%
Capital	12,843	-	2,239	-	
Other	-	-	-	-	
Sub-Total	869,204	917,931	924,716	958,361	4.4%
Reimbursements	(59,630)	(63,986)	(64,747)	(66,822)	4.4%
Total Expenditures	809,574	853,945	859,969	891,539	4.4%

Funding Sources:

Reimbursements	59,630	63,986	64,747	66,822	4.4%
General Fund	220,000	233,073	229,219	237,996	2.1%
Road Use Tax Fund	10,076	10,504	10,598	10,978	4.5%
Police/Fire 411 Spec. Revenue	7,818	7,934	8,154	8,370	5.5%
Special Assessment	4,358	4,592	4,599	4,782	4.1%
Bond Funds	2,400	2,400	2,400	2,400	0.0%
Water	62,586	65,899	66,373	68,800	4.4%
Sewer	42,157	44,200	44,690	46,234	4.6%
Electric	236,091	247,928	255,044	264,365	6.6%
Parking	17,384	18,359	18,495	19,166	4.4%
Resource Recovery	109,087	115,189	115,472	119,983	4.2%
Fleet Services	37,987	39,881	40,178	41,643	4.4%
Total Funding Sources	809,574	853,945	859,969	891,539	4.4%

Personnel - Authorized FTE	9.00	9.00	9.00	9.00
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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.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 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	1,541	1,458	1,450	1,450
Average monthly electronic/ACH payments to vendors	26	27	30	35
Average monthly payroll checks issued	253	259	250	250
Percent of employees using direct deposit	85%	85%	87%	90%
Annual number of W-2 forms issued	1,215	1,200	1,175	1,175
Audit findings noted	2	1	1	0
Number of years GFOA Achievement of Excellence in Financial Reporting certificate received	29	30	31	32
Number of bond issues monitored	14	15	14	15
Average amount of outstanding bond principal	\$37,765,000	\$41,195,000	\$43,230,000	\$42,000,000
Average \$ value of investment portfolio	\$68,686,322	\$75,736,264	\$75,000,000	\$70,000,000
Average rate of return on investments	5.1%	4.5%	3.0%	3.0%
Annual bond rating	Aaa	Aaa	Aaa	Aaa

PUBLIC RELATIONS SERVICES

415 -- 05

The goal of this program is to promote 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 website, 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
- ✓ Work with departments/divisions to produce custom publications
- ✓ Monitor and update City of Ames website
- ✓ Coordinate advertising purchase and placement for several City departments
- ✓ Produce annual Resident Satisfaction survey with assistance from Iowa State University
- ✓ Hire and mentor Iowa State University interns
- ✓ Serve as primary media contact and source of information for media inquiries
- ✓ Coordinate the annual Ames Citizens Academy
- ✓ Produce press releases
- ✓ Oversee government access television programming
- ✓ **Support Utilities in marketing and promoting programs in support of the City Council's "Go Green" goal**

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	98,503	102,174	102,017	106,230	4.0%
Contractual	31,119	31,132	34,451	34,972	12.3%
Commodities	1,094	1,350	1,350	1,000	-25.9%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	130,716	134,656	137,818	142,202	5.6%

Funding Sources:

General Fund	65,906	67,326	68,908	71,102	5.6%
Water	12,962	13,466	13,782	14,220	5.6%
Sewer	12,962	13,466	13,782	14,220	5.6%
Electric	25,924	26,932	27,564	28,440	5.6%
Resource Recovery	12,962	13,466	13,782	14,220	5.6%
Total Funding Sources	130,716	134,656	137,818	142,202	5.6%

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. This year, both interns left the office in July and were not replaced until October. The budget also includes a portion of the Principal Clerk's salary.

The PRO accomplished the following during 2007/08:

- Continued developing marketing materials for Smart Energy demand side management program, including expanded efforts at commercial rebates
- Updated the Resident Satisfaction Survey by working with Iowa State University Extension. Budget restrictions and ISU Extension staff changes have altered the cost and assistance provided by the university. The City had been receiving subsidized service.
- Produced the quarterly Neighborhood News newsletter
- Coordinated publicity/advertising for the Power Plant open house and Energy Fair
- Continued to promote EcoSmart, a citywide brand for improving the environment and reducing the City's carbon footprint
- Facilitated and implemented the fourth Ames Citizens Academy
- Maintained and oversaw the City's website content and design
- Coordinated the "Welcome Back Students", assisted with "Good-Bye Students" in April
- In conjunction with Parks and Recreation, coordinated the annual Fourth of July Community Pancake Breakfast, which attracted more than 1,500 participants
- Produced an updated, four-color City Side monthly newsletter on certified recycled paper

Continued efforts for FY 08/09 and FY 09/10:

- Remain active in City-County Communications & Marketing Association (3CMA), the Iowa Public Relations, Advertising & Marketing Group (PrAM), and serve on the Convention and Visitors Bureau Grant Review Committee
- Handle media relations, press releases, and special events; update publications
- Supervise the TV staff, budget, and operations

Service Accomplishments:	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
# of media releases distributed	153	132	151	155
# of City-assisted community events	7	7	6	7
# of marketing campaigns developed	3	4	5	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	83	82	82	82
Ames Tribune	94	94	96	95
KASI Radio	94	94	86	90
Des Moines Register	73	79	77	75
City Side	92	93	91	92
Channel 12	78	79	71	75
City of Ames web page	94	94	92	94
www.Ames365.com	-	71	63	65

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, including rezonings; 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
- ✓ Encourage meaningful and timely community input
- ✓ 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
- ✓ **Support City Council goals in defining desired growth and the annexation study**
- ✓ Explore new trends and innovative means of achieving long-range planning objectives

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	214,218	280,582	280,614	298,554	6.4%
Contractual	43,186	28,158	95,727	34,144	21.3%
Commodities	2,560	3,100	3,700	3,300	6.5%
Capital	44,696	-	2,800	-	
Total Expenditures	304,660	311,840	382,841	335,998	7.7%
Funding Sources:					
General Fund	259,964	311,840	382,841	332,403	6.6%
Local Option	44,696	-	-	3,595	
Total Funding Sources	304,660	311,840	382,841	335,998	7.7%
Personnel - Authorized FTE	3.06	3.23	3.23	3.23	

LONG-RANGE PLANNING

415 – 08

Highlights:

FY 08/09

- Analyzed targeted growth policies in the Land Use Policy Plan (LUPP) and reported on the implications of including the area north of Ames as a **Targeted Growth Area**.
- Prepared code amendments pertaining to expansion of **nonconforming structures**.
- Processed **Dayton Road Annexation**, lying south of Highway 30.
- Processed ordinances repealing **Urban Revitalization Areas** in Somerset.
- Processed code amendments pertaining to **floor area ratios (FARs)** in GI (General Industrial) zone.
- Processed amendments to **parking and landscaping codes** as they pertain to the Convenience Commercial Node (CVCN) district.
- Reviewed downtown façade program and developed standards for expanding the **façade improvement program and tax abatement area**.
- Processed LUPP amendment to identify land north of Bloomington Road and Stange Road as a potential site for a **Convenience Commercial Node (CVCN)** district.
- Processed rezoning application for land in Northridge Heights Subdivision to establish CVCN district.
- Prepared code amendments pertaining to **car washes in the CVCN** district.
- Continued coordination with Story County regarding **Ames Urban Fringe** issues.
- Began initial studies pertaining to **solar and wind power** in residential districts.
- Toured surrounding Iowa cities to learn how they have instituted **innovative and attractive design** in their development and street improvements.
- Processed **rezoning** request for parcel east of the “Power Center” on East 13th Street.
- Continued work with consultant Will Page and Steering Committee on developing a Historic Preservation Plan for the City of Ames.
- Processed code amendments pertaining to allowance of **motorized bicycle sales and service** in all commercial districts.
- Processed code amendments defining “front yard” for clarification of the existing **front yard parking prohibition** in residential zones.
- Hired a neighborhood intern to provide a point of contact with neighborhood associations, to provide **support in the establishment of neighborhood associations**, to help **identify neighborhood concerns**, to **develop a system for registering neighborhood associations** and to keep contact information current, and to **provide support to various departments with issues that require careful coordination between neighborhoods and the City**.

FY 09/10

- Complete the 2008 Ames Comprehensive **Historic Preservation Plan**.
- Further develop and process proposals for **solar and wind power** in residential areas.
- Complete **intensive survey** of historical and architectural resources in **College Heights**.
- Prepare amendments to landscaping and parking standards pertaining to retail uses throughout the City.
- Evaluate and propose land use designations of property adjacent to **West Lincoln Way**.
- Continue development of policies to encourage more **innovative and attractive development** appropriate to Ames.
- Develop an **airport overlay zone** and associated regulations.

LONG-RANGE PLANNING

415 – 08

Highlights, continued:

- Develop options that would protect industrial land from inefficient development patterns, (e.g., shadow platting).
- Develop design regulations for the Downtown that would apply to all development.
- Analyze and report on expansion of Downtown Service Center zoning designation to Lincoln Way.
- Implement other Council and Planning and Zoning Commission planning priorities, as directed by City Council.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Land Use Policy Plan amendments	6	6	1	2
City-initiated long-range projects		21	10	10
# of projects completed (zoning/LUPP map and/or text amendments)		6	13	10
Efficiency and Effectiveness:				
% of City-initiated projects processed within prioritized time period	N/A	N/A	63%	80%
Average number of days to process citizen-initiated amendments	N/A	78 (rezones only)	40	60

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, 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
 - ✓ Implement development regulations as adopted by City Council and State of Iowa
 - ✓ Provide an efficient and fair process for applicants
 - ✓ Process applications in a timely, thorough and accurate manner
 - ✓ Provide timely and accurate responses to public inquiries
 - ✓ Continue to provide reliable, high quality service to both internal and external customers
- ✓ Provide applicants with the legal basis for planning decisions
 - ✓ Ensure compliance with adopted laws and policies
 - ✓ Encourage meaningful and timely community input
 - ✓ Look for ways to improve processes and regulations to better meet objectives
 - ✓ Coordinate development review with other City departments and outside agencies

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	226,026	291,881	282,617	305,931	4.8%
Contractual	34,752	28,312	29,195	30,549	7.9%
Commodities	847	850	812	1,000	17.6%
Capital	-	-	2,088	-	
Total Expenditures	261,625	321,043	314,712	337,480	5.1%
Funding Sources:					
General Fund	251,282	305,668	303,212	323,480	5.8%
Development Review Fees	7,870	12,875	10,000	12,000	-6.8%
Map/Document Sales	2,473	2,500	1,500	2,000	-20.0%
Total Funding Sources	261,625	321,043	314,712	337,480	5.1%
Personnel – Authorized FTE	3.05	3.22	3.22	3.22	

CURRENT PLANNING

415 -- 09

Highlights:

FY 08/09

- Approved a Minor Site Development Plan for **the Furman Aquatics Center**.
- Approved a Minor Site Development Plan for a **new Fareway Grocery Store** in Convenience Commercial Node (CVCN) district at Stange Road and Bloomington Road.
- Approved a Preliminary Plat for **Walnut Ridge Subdivision** (5.32 acres) at 3503 Lincoln Way (former site of a manufactured home park), and approved final plat for the two commercial lots of Walnut Ridge Subdivision.
- Approved Final Plat for Estates West Subdivision (15.43 acres – former site of a manufactured home park), located off North Dakota Avenue.
- Approved site plan for Wheatsfield Grocery at 405 Northwestern Avenue.
- Approved a Minor Site Development Plan for Hilton Garden Inn at 1325 Dickinson Avenue.
- Approved a Minor Site Development Plan for an ISU Research Park Building at 2503 S. Loop Drive.
- Approved a Revised Minor Site Development Plan/Preliminary Plat for Somerset Subdivision.
- Approved a Minor Site Development Plan for the ISU Basketball Practice Facility at 1010 Dickinson Avenue.
- Processed a Major Subdivision application for Rose Prairie Subdivision in the Urban Fringe along Grant Avenue north of the Ames corporate limits.
- Processed numerous home occupation permits, some of which were “permitted home occupations” approved administratively, and some were “special home occupations” which required approval by the Zoning Board of Adjustment.
- Coordinated the review and approval of numerous **Major Site Development Plans** through the Planning and Zoning Commission and the City Council.
- Completed three **Downtown façade grant** projects.
- Processed requests for **Urban Revitalization tax abatement**.

FY 08/09

- Continue work with **Process Improvement Team** composed of representatives of various City departments to improve the procedures for review of proposed development projects.
- Review the Final Plat for the proposed **Lifestyle Center Subdivision** once it is submitted.
- Review the **Major Site Development Plans** for **two or three anchor stores** in the proposed **Lifestyle Center development**, as plans are submitted for approval.
- Process applications for future tenants and development related to the approved Major Site Development Plan for the **Lifestyle Center and for the Lifestyle Center Subdivision**.

CURRENT PLANNING

415 -- 09

Highlights, continued:

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Rezoning requests	8	5	2	3
Subdivision requests*	25	16	12	12
Planned developments	7	0	0	0
Annexation requests	2	1	1	2
Zoning Board of Adjustment cases	35	24	15	20
Site plan requests through DRC**	86	32	32	32
Façade grants	3	3	3	3
Efficiency and Effectiveness:				
% of zoning applications processed without referral to staff or applicant for additional information	N/A	N/A	100	90
% of subdivisions reviewed within deadlines established by statutes or ordinances	N/A	N/A	100	100
Average # of days to review and process zoning applications (from date deemed complete until final decision rendered)	N/A	44 (from date of submittal)	34 (from date of submittal)	30

* Includes applications for approval of preliminary plats, and final plats for major and minor subdivisions

** DRC is the abbreviation for Development Review Committee.

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:

- ✓ Advise Council, staff, boards and commissions on legal and policy matters
- ✓ Incorporate advances in technology to enhance legal services in a timely and efficient manner
- ✓ Represent the City in all administrative and arbitration claims, including employment, housing, licensing, and other administrative matters
- ✓ Draft ordinances and amendments, and publish Municipal Code
- ✓ Prosecute parking violations and administer collection process
- ✓ Supervise and monitor all legal work performed by outside counsel
- ✓ Provide legal advice and support at all meetings of City Council and at meetings of boards and commissions as needed
- ✓ Prosecute all criminal complaints, traffic tickets, code enforcement violations, and other municipal infractions in courts-of-law as necessary
- ✓ Collect unpaid bills through negotiation and settlement or litigation as needed
- ✓ Draft and review contracts, real estate, and other legal documents

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	481,676	507,492	532,927	595,069	17.3%
Contractual	50,489	51,670	53,138	48,684	-5.8%
Commodities	3,970	3,454	3,527	2,325	-32.7%
Capital	5,809	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	541,944	562,616	589,592	646,078	14.8%
Funding Sources:					
General Fund	372,709	377,473	397,624	401,613	6.4%
Mary Greeley Medical Center	2,225	4,000	8,000	8,000	100.0%
Other Departments	4,027	4,000	4,000	4,000	0.0%
Fees and Fines	24,546	22,000	28,000	28,000	27.3%
Water	7,568	7,900	8,770	18,437	133.4%
Sewer	3,784	3,950	4,385	9,218	133.4%
Electric	11,352	34,835	36,834	61,276	75.9%
Parking	105,005	98,458	99,479	103,816	5.4%
Process Server Parking Rev.	10,728	10,000	2,500	2,500	-75.0%
Resource Recovery	-	-	-	9,218	
Miscellaneous Revenue	-	-	-	-	
Total Funding Sources	541,944	562,616	589,592	646,078	14.8%
Personnel - Authorized FTE	5.75	5.95	5.95	6.95	

LEGAL SERVICES

415 -- 20

Highlights:

Demands for legal services have exceeded the capacity of the current staff. Compared with last year, litigated court cases have increased 28%. Administrative hearings have increased 64%. Documents created or reviewed by the Legal Department have increased 27%, and overall referrals of new legal matters from City clients have increased 7%. The Legal Department is unable to complete priority tasks in a timely fashion, and some client requests for legal assistance are being deferred or denied. **An additional attorney FTE** was approved to handle the increasing caseload and to provide consistent and timely legal advice and litigation support. Additional legal support will improve efficiency of City operations and benefit the public.

- Litigated more than 194 court cases to final judgment (28% increase)
- Mediated and then initiated, with outside counsel, litigation related to Electric Services contract claim of over \$1 million
- Represented City in more than 41 administrative actions, including liquor license cases, Civil Service actions, grievance arbitrations, mediations, and Housing Division appeals (64% increase)
- Coordinated legal services of outside counsel to successful resolution: Chamberlain LLC v. City, Taylor v. City; Bryson v. City, and Selmer v. City
- Reduced mileage expenses by 18% as a result of shifting a larger percentage of unpaid parking tickets from prosecution to collection thereby reducing greenhouse gas emission
- Improved timeliness of customer service by responding to phone calls by the end of the next business day (21% increase)
- Increased legal services to City Departments related to code enforcement, mortgage foreclosure, and public records
- Represented the City or Mary Greeley Medical Center (MGMC) in 14 mortgage foreclosures (134% increase)
- Yearly, the billing of internal legal costs to various funds is reviewed for reasonableness. Statistics from the second year of using the ProLaw automated docking system assisted in establishing **new fund splits**. Based on that information and anticipated legal assistance, the Resource Recovery Fund will be added and the charges to Utilities and CyRide will increase. Previously, only payroll costs were split, but beginning in FY 09/10, the bottom line of the division will be spread, including overhead costs like computer, training, dues, etc.

	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:			
Automated docketing system – ProLaw:			
Legal matters opened (litigation, advice, subdivision review, etc.)	1,753	1,876	1,876
Documents created/reviewed	7,298	9,210	9,210
Other events and legal services requiring review by Legal Department	10,361	10,998	10,998
Ability to locate and retrieve electronic files	100%	100%	100%
Cases docketed in ProLaw, filed by paper with court	643	531	531
Efficiency and Effectiveness:			
% of incoming phone calls returned by end of the next business day	75%	86%	86%
# of matters opened	1,753	1,876	1,876
# of matters closed	1,145	1,578	1,578
% of untimely responses to due dates	4%	6%	6%

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	425,157	438,406	428,052	435,694	-0.6%
Contractual	157,139	165,924	150,129	154,162	-7.1%
Commodities	13,064	11,050	10,550	10,550	-4.5%
Capital	1,524	-	3,000	-	
Other	-	-	-	-	
Sub-Total	596,884	615,380	591,731	600,406	-2.4%
Reimbursements	(114,555)	(115,841)	(115,565)	(117,259)	1.2%
Total Expenditures	482,329	499,539	476,166	483,147	-3.3%
Funding Sources:					
General Fund	256,800	267,049	255,273	259,015	-3.0%
Road Use Tax Fund	33,967	35,015	33,729	34,223	-2.3%
Water	33,011	34,031	33,078	33,563	-1.4%
Sewer	30,922	31,877	29,172	29,600	-7.1%
Electric	100,766	103,876	98,878	100,328	-3.4%
Parking	7,044	7,261	6,627	6,725	-7.4%
Storm Sewer Utility	2,686	2,769	2,722	2,762	-0.3%
Resource Recovery	16,476	16,984	16,154	16,391	-3.5%
Hotel/Motel Tax	657	677	533	540	-20.2%
Total Funding Sources	482,329	499,539	476,166	483,147	-3.3%
Personnel - Authorized FTE	5.00	4.65	4.47	4.47	

HUMAN RESOURCES

415 -- 21

Highlights:

The 2007/2008 fiscal year held many accomplishments for the department, including the completion of a needs analysis survey to determine what employee training priorities exist for FY 08/09. In addition, the salary survey that was begun in the previous fiscal year was finalized. Cross-training occurred among some of the staff members which helped increase the knowledge of the department and its ability to provide excellent customer service. A pilot program involving leadership coaching with 20 leaders was held in the last half of the fiscal year.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
# of leadership development coaching hours provided to leaders		107.75	50	75
# of hours of leadership development training	60	71.5	108	100
# of employees attending formal training programs offered through Employee Development Center	1,852	1,140	2,200	2,200
# of recruitments (open and promotional)	53	40	45	50
# of applications (open and promotional)	1,685	1,515	1,600	1,600
# of external hires	98	96	97	95
# of internal promotions	16	40	30	30
Efficiency and Effectiveness:				
% of City employees that attended City sponsored training programs and rated them as above average or better	87%	80%	90%	90%
Average # of work days to complete external recruitment for full-time positions (from date posted to date offer extended)	45	60	50	45
% of diverse (protected class) applicants based on total applications received	6.63	7.00	7.25	7.50

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:

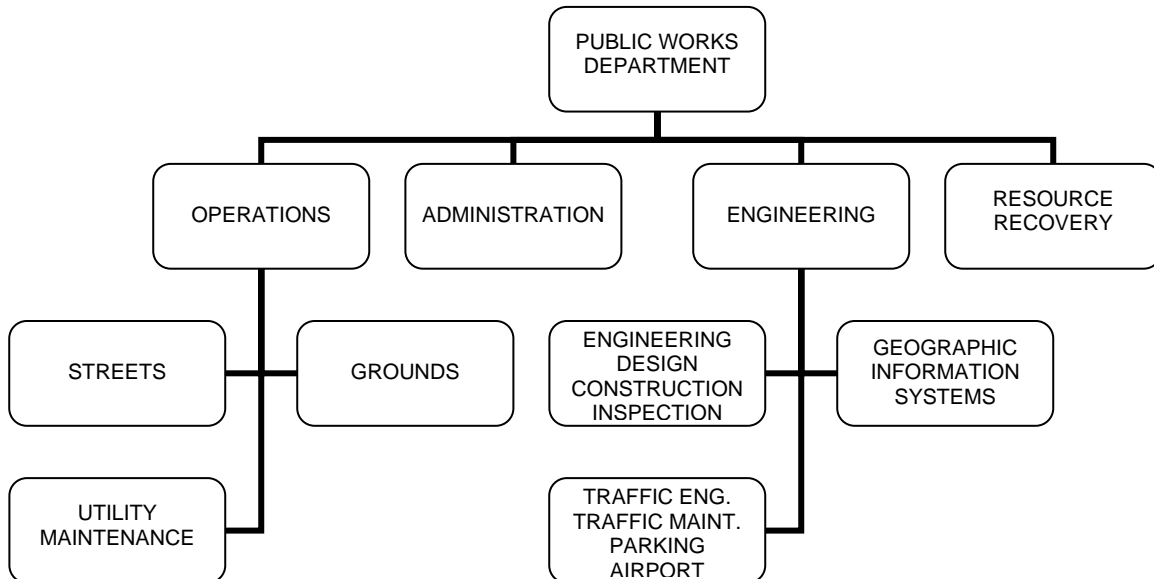
- ✓ Oversee and coordinate the activities of four Public Works divisions (Engineering, Operations, Resource Recovery, and Administration)
 - ✓ Provide oversight and guidance for the Public Works portion of the Capital Improvements Plan
- ✓ Provide management direction and administrative support to Public Works employees
 - ✓ Sell and arrange for installation of Veterans' Memorial bricks

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	258,116	279,348	273,993	285,745	2.3%
Contractual	35,109	42,673	40,992	37,728	-11.6%
Commodities	1,772	1,500	2,250	9,750	550.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	294,997	323,521	317,235	333,223	3.0%

Funding Sources:

General Fund	-	-	2,250	2,250	
Road Use Tax Fund	73,762	80,881	78,747	82,744	2.3%
Water	73,745	80,880	78,746	82,743	2.3%
Sewer	73,745	80,880	78,746	82,743	2.3%
Resource Recovery	73,745	80,880	78,746	82,743	2.3%
Total Funding Sources	294,997	323,521	317,235	333,223	3.0%

Personnel - Authorized FTE 3.00 3.00 3.00 3.00



PUBLIC WORKS ADMINISTRATION

416 -- 72

Highlights:

Issues that require **staff involvement** in 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. In FY 2009/10, staff involvement will shift to implementing the Quiet Zone, increased public involvement with the NPDES regulations, and beginning the update of the Long-Range Transportation Plan.

Administration of the **Ames Area Metropolitan Planning Organization** (AAMPO) was transferred to the Traffic Engineering function in FY 2008/09, and a Transportation Planner was hired for AAMPO activities.

With the reorganization of the Public Works Department, responsibility for the sale and installation of the bricks for the **Ames Veterans Memorial** was shifted to the Administration Division.

An **open house** featuring Public Works Department services, equipment, and personnel will be held in FY 2009/10.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Number of projects with reimbursements from grants and other outside sources	9	6	10	7
Dollars received as reimbursements for project costs	\$2,139,610	\$1,791,620	\$3,073,375	\$3,109,925
Number of Veterans' Memorial bricks sold	n/a	22	24	24
# of departmental FTEs	72.75	73.00	74.00	74.00
Efficiency and Effectiveness:				
Administrative cost per employee	\$3,774	\$4,041	\$4,256	\$4,472
Administrative costs as a percent of operations	3.1%	3.1%	3.1%	3.1%

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
 - ✓ Prepare certified engineering plans and specifications and administer bid process for capital improvement plan construction projects
 - ✓ Supervise construction of all authorized public improvement projects
 - ✓ Employ interns and co-ops for design, inspection, GIS, and traffic analysis
 - ✓ Maintain as-built drawings and archive records of public infrastructure construction
- ✓ Provide a high level of communication to the public throughout all stages of projects; coordinate meetings and citizen advisory committees as necessary
 - ✓ Develop and maintain city-wide GIS, provide GIS support to user department and coordinate with Mapping & Policy Support (MAPS) for base map information
 - ✓ Review plans and plats for consideration of public and private improvements
 - ✓ Provide technical support to the Ames Area Metropolitan Planning Organization
 - ✓ Manage the City of Ames NPDES / Municipal Separate Storm Sewer System (MS4) permit

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	917,855	1,030,729	1,023,486	1,065,574	3.4%
Contractual	150,905	205,906	235,822	237,337	15.3%
Commodities	15,153	14,305	12,360	22,500	57.3%
Capital	(10)	16,350	28,350	29,933	83.1%
Total Expenditures	1,083,903	1,267,290	1,300,018	1,355,344	6.9%

Funding Sources:

General Fund	-	-	-	-	
General Fund Fees/Permits	493,326	394,616	561,611	609,351	54.4%
Road Use Tax Fund	15,585	175,315	17,420	32,012	-81.7%
Water	189,245	239,490	217,914	206,091	-13.9%
Water Fees	9,732	15,300	10,300	10,300	-32.7%
Sewer	174,857	184,544	205,843	200,721	8.8%
Sewer Fees	11,502	25,100	15,100	15,100	-39.8%
Storm Sewer	163,682	145,275	211,680	206,621	42.2%
Storm Sewer Fees/Permits	25,974	87,650	60,150	60,100	-31.4%
Electric Fund	-	-	-	15,048	
Total Funding Sources	1,083,903	1,267,290	1,300,018	1,355,344	6.9%

Personnel - Authorized FTE	12.00	12.00	12.00	12.00
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PUBLIC WORKS ENGINEERING

416 – 80

Highlights:

Through the City of Ames **Smart Watershed** program, staff continues to respond to citizen requests for additional information about storm water related topics. Some of the topics being promoted include soil quality restoration, use of phosphorus-free fertilizers, picking up pet waste, installation of rain gardens, and use of rain barrels. In FY 2008/09, a **Rain Barrel Cost Share Program** was initiated by the City of Ames, which continues through this budget cycle. A new program beginning in FY 2009/10 is a **Stream Bank Stabilization Cost Share Program**. This program will partner with property owners to properly stabilize stream banks throughout town.

The Engineering Division continues to work 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 beginning in FY 2008/09. The WIRB is comprised of representatives from agriculture, drinking water and wastewater utilities, environmental organizations, agribusiness, and the conservation community, along with two state senators and two state representatives.

In partnership with other departments and organizations, a **Clean Water Festival** is planned for FY 2009/10. This festival is organized to focus on water quality components, including current initiatives to improve watershed runoff and increase water conservation. The festival will be an open house for the citizens to learn what they can do to make a difference on their property and community-wide.

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 Improvements 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.

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. A citizens' committee was formed in FY 2008/09 to establish a recommended alignment for the **Northwest Growth Area Sanitary Sewer Study**. This report will be presented to City Council in FY 2009/10.

PUBLIC WORKS ENGINEERING

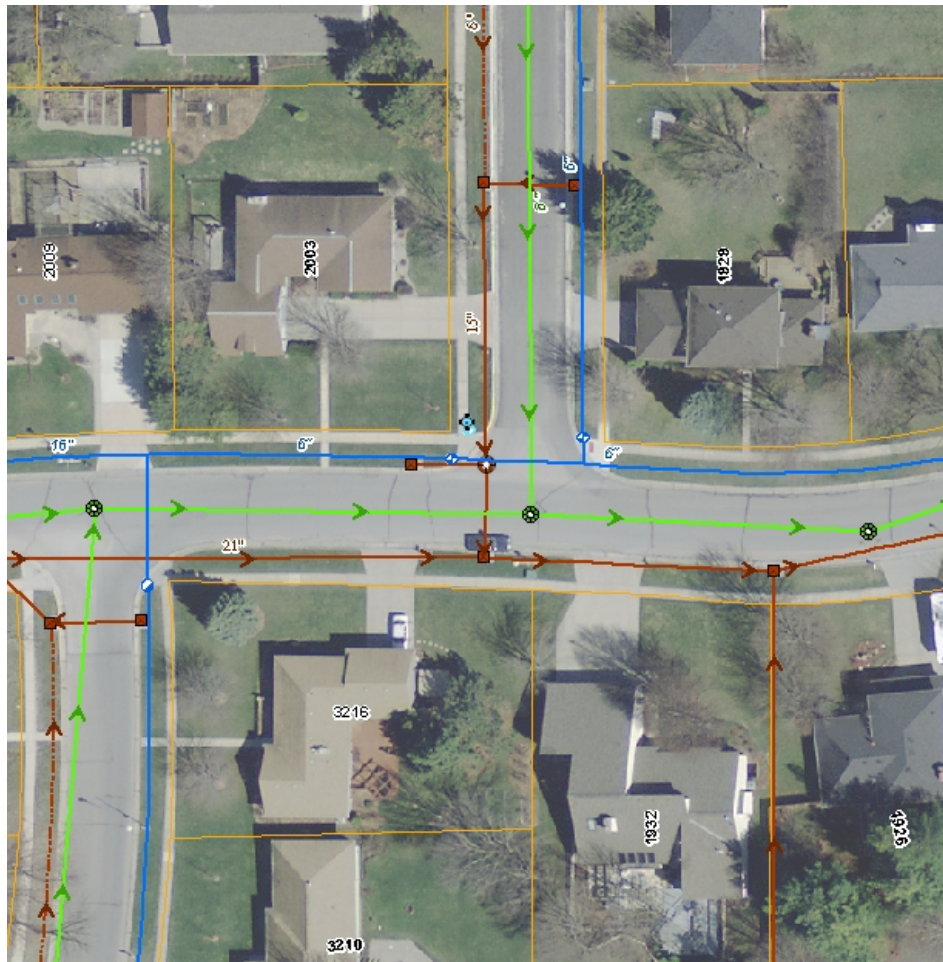
416 – 80

Highlights, continued:

Throughout FY 2009/10, 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.

In FY 2008/09, updated **color aerial photography including contour mapping** was completed. This information, once finalized through quality control, will be available to internal City customers through the city-wide GIS coordination.



PUBLIC WORKS ENGINEERING

416 – 80

Highlights, continued:

A new procedure was implemented in FY 07/08 that charged CIP projects for in-house design and project supervision based on similar percentages paid to outside firms. Thus, reimbursement amounts back to the General Fund are higher for FY 08/09 and FY 09/10 which also reduces the reimbursable amount from the Road Use Tax Fund.

Management of the citywide GIS system was shifted from the Planning Division to Public Works. Costs were consolidated and charges to the General Fund and the utilities adjusted and now include the Electric Fund for approximately \$15,000 per year.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
# of CIP projects inspected/managed	17	19	25	25
# of subdivision public infrastructure projects inspected	27	22	25	25
# of site plans reviewed	88	33	50	75
# of subdivision plats reviewed	16	16	16	16
# of construction site erosion and sediment control site inspections	301	355	375	400
# of plans and specifications prepared for capital improvement plan projects	13	13	20	25
Efficiency and Effectiveness:				
Projects bid within 10% of engineer's estimate	70%	60%	80%	90%
Projects completed within 10% of original bid	95%	85%	95%	95%
Projects completed on time	100%	95%	100%	100%
% of completed as-builts transferred to official records	75%	80%	85%	90%

FACILITIES

418 -- 29

The purpose of this activity is to establish and provide facility maintenance services for City Hall, the Maintenance Facility (on Edison Street), and the Carpenter Shop located east of the Water Plant. Some minor maintenance or facility consultation services may also be provided by staff to other City facilities. This activity has now been expanded to include the Maintenance Facility, and is now managed by Fleet Services. Most of the maintenance is currently provided under contract by specialized vendors. This program is intended to maintain each facility to appropriate regulations, to provide City employees with a productive work environment, and to create and maintain an attractive City Hall that represents our community.

Service Objectives:

- ✓ Maintain an attractive City Hall facility (grounds and exterior of City Hall)
- ✓ Provide limited maintenance activities to other City buildings
- ✓ Maintain efficient equipment (motors, pumps, generators, boiler, etc.) at City Hall
- ✓ Maintain the Ames Veterans' Memorial
- ✓ Provide quality janitorial services
- ✓ Coordinate and manage special projects
- ✓ Perform monthly building walkthrough inspections at City Hall
- ✓ **Create strategic plan outlining goals and action steps for the City of Ames government to reduce carbon emissions**
- ✓ **Establish baseline carbon footprint data and track City progress against Council goal to reduce CO₂ output by 15% by 2014**

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	93,587	96,840	111,532	123,120	27.1%
Contractual	244,390	241,863	376,066	349,194	44.4%
Commodities	17,908	16,700	32,450	27,150	62.6%
Capital	-	-	60,000	-	
Sub-Total	355,885	355,403	580,048	499,464	40.5%
Reimbursements	(4,419)	(4,405)	(5,013)	(4,984)	13.1%
Total Expenditures	351,466	350,998	575,035	494,480	40.9%

Funding Sources:

General Fund	239,899	241,358	347,221	265,608	10.0%
Interdepartmental Labor	6,581	5,000	5,000	5,000	0.0%
City Assessor	12,040	12,001	13,663	13,582	13.2%
Road Use Tax Funds	20,308	20,242	23,045	22,908	13.2%
Police/Fire 411 Special Revenue	258	258	294	292	13.2%
Water	16,753	16,697	19,010	18,897	13.2%
Sewer	12,502	12,460	14,186	14,102	13.2%
Electric	30,941	30,839	35,110	34,902	13.2%
Parking	9,512	9,480	10,793	10,729	13.2%
Resource Recovery	1,533	1,528	1,740	1,730	13.2%
Fleet Services	1,139	1,135	104,973	106,730	9303.5%
Total Funding Sources	351,466	350,998	575,035	494,480	40.9%

Personnel - Authorized FTE 1.20 1.20 1.20 1.20

FACILITIES

418 -- 29

Highlights:

Completed baseline study of City's carbon footprint.

City Hall

Replacement or refinishing of the wood doors will be done in the spring of 2009 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 08/09, \$20,000 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.

Maintenance and utility costs for the **Ames Veterans' Memorial** is now part of the City Hall operating budget.

An audit of the HVAC system was done to develop a needs-based replacement and improvement program as detailed in the Capital Improvements Program.

Maintenance Facility

Almost all the overhead doors and walk-in doors have now been replaced which has greatly improved the energy efficiency of this facility.

The annual program of replacing the gas fired heaters with high efficient gas heaters has been suspended to re-evaluate new heating concepts and search for better energy efficiency.

This facility has reached its full capacity for use and vehicle storage by Fleet Services, Streets Maintenance, Utility Maintenance, Sign & Signal, and Parking Meter Maintenance; especially in the winter when diesel vehicles and equipment need to be stored for reliability to respond to snowstorms and water main breaks.

Carpenter Shop

This building is an old clay tile structure located east of the Water Plant. Future Water Plant expansion plans may require relocation of this shop in the near future. Staff spends minimal time in the shop and most of their time at City Hall. However, a carpenter shop is still needed to support staff on small projects for departments around the City. This building is located inside the high security fenced-in area of the Water Plant, requiring staff to have security access to the building.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Maintenance Costs Per Square Foot:				
City Hall *	\$3.74	\$5.66	\$6.47	\$6.44
Maintenance Facility	N/A	\$2.84	\$3.01	\$3.07
Carpenter Shop	N/A	N/A	N/A	N/A

* 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.

Higher amount in FY 08/09 is the carryover of \$20,000 in educational costs related to the issue of global warming and pollution reduction.

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	-	-	-	-	
Contractual	4,472	50,000	71,439	50,000	0.0%
Commodities	14,070	-	-	-	
Capital	13,132	-	-	-	
Other					
Total Expenditures	31,674	50,000	71,439	50,000	0.0%
Funding Sources:					
General Fund	31,674	50,000	71,439	50,000	0.0%
Total Funding Sources	31,674	50,000	71,439	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.

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	-	-	-	-	
Contractual	138,033	43,000	55,500	48,000	11.6%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Total Expenditures	138,033	43,000	55,500	48,000	11.6%
Funding Sources:					
General Fund	-	-	-	-	
Local Option	138,033	43,000	45,500	48,000	11.6%
Hotel/Motel	-	-	10,000	-	
Total Funding Sources	138,033	43,000	55,500	48,000	11.6%
Project Detail:					
Ames Partner City Association	887	3,000	3,000	3,000	0.0%
Ames Historical Society	10,000	15,000	15,000	16,000	6.7%
Main Street Cultural District	77,000			4,000	
Hunziker Youth Sports Complex	25,000	25,000	25,000	25,000	0.0%
Wireless Study	25,146				
RAGBRAI 2008 Ames Stop			10,000		
Conversation on Diversity			2,500		
Total	138,033	43,000	55,500	48,000	11.6%

MERIT PAYROLL ADJUSTMENT

417 -- 66

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	-	183,126	-	191,838	4.8%
Total Expenditures	-	183,126	-	191,838	4.8%
Funding Sources:					
General Fund	-	105,991	-	109,714	3.5%
Local Option	-	111	-	198	78.4%
Leased Housing	-	1,354	-	1,477	9.1%
Road Use Tax Fund	-	7,166	-	6,829	-4.7%
Housing Assistance	-	97	-	95	-2.1%
Water	-	10,936	-	10,889	-0.4%
Sewer	-	10,304	-	10,927	6.0%
Electric	-	23,243	-	25,457	9.5%
Parking	-	2,517	-	2,367	-6.0%
Storm Sewer Utility	-	1,854	-	2,182	17.7%
Ice Arena	-	1,180	-	1,174	-0.5%
Homewood Golf	-	597	-	777	30.2%
Resource Recovery	-	2,633	-	2,774	5.4%
Fleet Services	-	3,499	-	3,685	5.3%
Information Services	-	7,466	-	8,540	14.4%
Risk Insurance	-	671	-	768	14.5%
Health Insurance	-	1,440	-	1,924	33.6%
Hotel/Motel	-	733	-	707	-3.5%
County-Wide Affordable Housing	-	229	-	172	-24.9%
Comm. Develop. Block Grant	-	1,105	-	1,182	7.0%
Total Funding Sources	-	183,126	-	191,838	4.8%
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.

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Activities:					
Long-Range Planning:					
Southeast Entryway			293,000		
Southeast Entryway IDOT Grant			683,000		
SE Entryway IDOT/DNR Grant			30,000		
Sub-Total			1,006,000		
Facilities:					
City Hall Mechanical/Structural				50,000	
City Hall Space Re-Use				1,186,228	
Cool Cities Facility Improvemnts				200,000	
Sub-Total				1,436,228	
Public Buildings:					
07/08 City Hall Improvements	15,665		128,110		
08/09 City Hall Improvements		50,000	26,118		
HSPG Grant City Hall Doors	10,059		89,941		
Sub-Total	25,724	50,000	244,169		
Total CIP	25,724	50,000	1,250,169	1,436,228	2772.5%

GENERAL GOVERNMENT CIP PROJECT DESCRIPTIONS

The City Hall's mechanical and electrical systems were installed in 1990. Heat pumps have a 12-15 year life expectancy and roof membranes have a 15-20 year life. Since the systems are almost 20 years old, they are requiring higher maintenance or are failing. The FY 09/10 projects include a study to determine the feasibility of converting the City Hall to a geothermal HVAC system, major maintenance as needed, and replacement of the front walk with pavers.

The City Hall Space Re-Use Project will remodel the jail cells for new uses while consolidating the space allocated to the Police Department in the north and east wings of the first floor. This will allow basement space currently occupied by the Police Department to be allocated to Information Technology staff. This will bring the Information Technology function out of rented space and into City Hall.

Flooding during the summer of 2008 resulted in the activation of the City's Emergency Operations Center (EOC). The current EOC is located in the Police Squad Room and occupies 517 square feet. The EOC proved to be wholly inadequate for management of a local emergency event that involved only City staff. A larger event involving additional agencies would not be possible. This project proposes an EOC that could utilize flexible space of up to 1,149 square feet. This portion is proposed for federal funding. In addition to the EOC remodeling costs, this project includes \$50,000 for communications technology in the EOC.

In response to the City Council's environmental sustainability goal to reduce by 15% the carbon emissions generated from non-utility City operations, energy reduction projects involving lighting, heating, and electronic controls have been identified for various City buildings. These improvements and upgrades for non-utility operations will be installed over a five-year period and will be funded from this program.

Rather than each department being responsible for supervising these projects, a third party project manager will be hired to develop plans and specifications as well as oversee the installation at each location. Although the Power Plant, Water Plant, WPC Plant, and Resource Recovery Plant will not be included in this program, energy reduction projects will be included in their budgets over the next five years.

New Seasonal Water Rates Encourage Conservation

Conserving natural resources is always a good idea, but now more than ever being a careful consumer is important not only for the environment, but for your own pocketbook. The Ames City Council approved a new water rate structure that reflects the true cost of producing and distributing water during times of peak usage, as well as providing funding for future community water needs.

The new water rates encourage water conservation by providing each residential customer with a base amount of water billed at the current water rate. Customers who exceed this base amount will pay a higher fee



for the additional water, while those who consistently use a moderate amount of water could see little change in their water bill. The rate structure is seasonal and will apply only to bills mailed from July 1 to October 31.

Reducing peak demand for water is important because water expansions typically are triggered when a facility reaches 85 percent of capacity. During peak water usage last summer, the Ames plant topped 80 percent of capacity. The Water & Pollution Control Department is researching the best ways to serve the community's future water needs, and water conservation plays a key role.

New Residential Rate Structure:

0 to 1,000 cf	\$0.0139/cf	Current Rate
1,000 to 2,500 cf	\$0.0278/cf	2 x Current Rate
> 2,500 cf	\$0.0417/cf	3 x Current Rate

New Irrigation & Yard Water Rate Structure:

0 to 2,000 cf	\$0.0209/cf	1.5 x Current Rate
2,000 to 5,000 cf	\$0.0417/cf	3 x Current Rate
> 5,000 cf	\$0.0695/cf	5 x Current Rate

DEBT SERVICE

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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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
General Obligation Funds	7,776,642	9,318,467	8,499,561	9,510,740	2.1%
Electric Revenue Bonds	113,113	-	-	-	
Bond Costs	69,731	-	70,000	-	
Electric Revenue	-	1,070,812	-	-	-100.0%
Total Expenditures	7,959,486	10,389,279	8,569,561	9,510,740	-8.5%

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

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	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures By Type:					
Contractual	69,731		70,000		
Other Expenditures	7,889,755	10,389,279	8,499,561	9,510,740	-8.5%
Total Expenditures	7,959,486	10,389,279	8,569,561	9,510,740	-8.5%
Funding Sources:					
Debt Service	7,776,642	9,318,467	8,499,561	9,510,740	2.1%
Electric Sinking	113,113	-	-	-	
Issuance From Proceeds	-	-	-	-	
2007/08 G.O. Bonds	69,731	-	-	-	
2008/09 G.O. Bonds	-	-	70,000	-	
Electric Revenue	-	1,070,812	-	-	-100.0%
Total Funding Sources	7,959,486	10,389,279	8,569,561	9,510,740	-8.5%
Debt Service Principal and Interest Breakdown:					
<u>G.O. Bonds</u>					
Issuance Costs	69,731		70,000		
Principal	6,100,000	7,193,202	6,695,000	7,380,862	2.6%
Interest	1,676,642	2,125,265	1,804,561	2,129,878	0.2%
Total G.O. Bonds	7,846,373	9,318,467	8,569,561	9,510,740	2.1%
<u>Revenue Bonds</u>					
Principal	100,000	626,812	-	-	
Interest	13,113	444,000	-	-	
Total Revenue Bonds	113,113	1,070,812	-	-	
Total Debt Service	7,959,486	10,389,279	8,569,561	9,510,740	-8.5%

DEBT SERVICE COST ALLOCATION FOR 2009/2010 BUDGET

Valuation \$2,030,775,716

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Fire Department Apparatus	\$ 141,901	\$ 35,475	\$ 106,426	0.05241
Fire Station 3	133,858		133,858	0.06591
Ice Arena	194,945		194,945	0.09600
Ada Hayden Heritage Park	431,944		431,944	0.21270
Resource Recovery/Landfill	439,875	124,875	315,000	0.15511
Aquatic Center	945,380		945,380	0.46553
Water Projects	332,468	332,468		
Urban Renewal – TIF	63,801	63,801		
Downtown Redevelopment	42,534		42,534	0.02094
Storm Sewer	303,263		303,263	0.14933
Streets	4,986,256		4,986,256	2.45535
Special Assessments	276,347	276,347		0.00000
2009/2010 CIP G.O. Bonds	1,218,165	165,368	1,052,797	0.51842
Total G. O. Debt	\$ 9,510,737	\$ 998,334	\$ 8,512,403	4.19170
Use of Fund Balance		500,000	(500,000)	-0.24621
Total Debt Service Cost	\$ 9,510,737	\$ 1,498,334	\$ 8,012,403	3.94549

FY 09/10 Debt Service Levy

\$ 8,012,403 3.94549

2009/2010 CIP G. O. Issue

Raw Well Water Loop Line *	\$ 400,000
SW Ames Stormwater Management	475,000
Arterial Street Pavement Improvements	468,000
Collector Street Pavement Improvements	1,000,000
CyRide Route Pavement Improvements	800,000
Concrete Pavement Improvements	1,625,000
Asphalt Pavement Improvement Program	500,000
Downtown Pavement Improvements	500,000

Planned TIF:

South Bell TIF ** 1,152,000

Carried Forward From 2008/2009 CIP:

Concrete Pavement Improvements	1,225,000
Asphalt Pavement Improvement Program	350,000
Collector Street Pavement Improvements	900,000
CyRide Route Pavement Improvements	900,000
Arterial Street Pavement Improvements	437,573
Downtown Pavement Improvements	700,000

Total Debt Issue **\$ 11,432,573**

Planned Issues Not Included From Prior Years

NE Area Shared Use Path	\$ 350,000
NE Area Commercial	950,000
	\$ 1,300,000

* Abated by Water Utility

** Abated by TIF Revenue

CITY OF AMES, IOWA

PROJECTION OF DEBT CAPACITY

	2007/08 ACTUAL	2008/09 BUDGETED	2009/10 PROJECTED
1. Total Actual Valuation	3,120,176,952	3,224,629,664	3,327,852,693
2. State Mandated Debt Limit	156,008,848	161,231,483	166,392,635
3. City Reserve (25% of Limit)	39,002,212	40,307,871	41,598,159
Unreserved Debt Capacity	117,006,636	120,923,612	124,794,476
4. Outstanding Debt	41,195,000	42,855,000	36,235,000
5. Proposed Issues			12,732,573
6. Balance of Proposed Issues			
Total Debt Subject to Limit	41,195,000	42,855,000	48,967,573
7. Available Unreserved Debt Capacity (\$)	75,811,636	78,068,612	75,826,903
8. Available Unreserved Debt Capacity (%)	64.79%	64.56%	60.76%
9. Total Debt Capacity (\$)	114,813,848	118,376,483	117,425,062
10. Total Debt Capacity (%)	73.59%	73.42%	70.57%

Notes:

1. Total assessed valuation plus utility valuation growth assumption is 3.0% 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

	2010/11 PROJECTED	2011/12 PROJECTED	2012/13 PROJECTED	2013/14 PROJECTED
1. Total Actual Valuation	3,427,688,274	3,530,518,922	3,636,434,490	3,745,527,525
2. State Mandated Debt Limit	171,384,414	176,525,946	181,821,725	187,276,376
3. City Reserve (25% of Limit)	42,846,104	44,131,487	45,455,431	46,819,094
Unreserved Debt Capacity	128,538,310	132,394,459	136,366,294	140,457,282
4. Outstanding Debt	30,260,000	24,540,000	19,275,000	14,930,000
5. Proposed Issues	8,910,000	6,310,000	6,082,000	7,298,000
6. Balance of Proposed Issues	11,885,193	19,320,938	23,677,769	27,323,703
Total Debt Subject to Limit	51,055,193	50,170,938	49,034,769	49,551,703
7. Available Unreserved Debt Capacity (\$)	77,483,117	82,223,521	87,331,525	90,905,579
8. Available Unreserved Debt Capacity (%)	60.28%	62.10%	64.04%	64.72%
9. Total Debt Capacity (\$)	120,329,221	126,355,008	132,786,956	137,724,673
10. Total Debt Capacity (%)	70.21%	71.58%	73.03%	73.54%

Notes:

1. Total assessed valuation plus utility valuation growth assumption is 3.0% 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

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
Existing G. O. Bond Payments Principal and Interest	8,526,937	7,459,606	6,808,738	6,322,092	5,644,583	4,518,771
<u>Fiscal</u> <u>Year</u>	<u>Proposed Issues</u> <u>from 2009-2014 CIP</u>					
2009-10	\$ 9,880,573	1,052,797	1,052,797	1,052,797	1,052,797	1,052,797
2010-11	6,460,000*		688,327	688,327	688,327	688,327
2011-12	6,310,000			672,345	672,345	672,345
2012-13	6,082,000				648,050	648,050
2013-14	7,298,000					777,618
Total Debt Service	8,526,937	8,512,403	8,549,862	8,735,561	8,706,102	8,357,908
Credits: Interest Earnings & Prior Balance	460,000	500,000	400,000	400,000	350,000	
Net Debt Service	8,066,937	8,012,403	8,149,862	8,335,561	8,356,102	8,357,908

* Excludes abated debt

The information above summarizes the current and future general obligation debt payments by year.

SUMMARY OF ALL BONDS PAYABLE AT JUNE 30, 2008 FOR THE CITY OF AMES

Bond Type	Date of Issue	Interest Rates	Maturity Date	Amount Originally Issued	Outstanding June 30, 2008
<u>General Obligation Bonds:</u>					
Corporate Purpose	6/98	4.13 – 4.25%	6/10	5,130,000	\$ 850,000
Corporate Purpose	6/99	3.60 – 4.45%	6/11	4,045,000	1,190,000
Corporate & Ice Arena	7/00	4.75 – 5.15%	6/12	5,870,000	2,355,000
Corporate Purpose	8/01	4.00 – 4.70%	6/13	10,080,000	4,495,000
Fire Station	12/01	2.50 – 4.10%	6/13	1,310,000	590,000
Ames Quarry	5/02	4.00 – 5.13%	6/21	3,475,000	2,655,000
Corporate Purpose 2002B	10/02	2.25 – 3.60%	6/14	5,885,000	3,170,000
Res. Rec. G.O. Refund 2002C	10/02	2.50 – 3.50%	6/10	3,976,194	860,000
Corp. & Ada Hayden Park	9/03	1.10 – 3.70%	6/15	6,555,000	3,815,000
Corp. Fire & Ada Hayden Park	10/04	2.75 – 3.25%	6/14	6,030,000	3,790,000
Corp. Fire & G.O. Refunding	9/05	3.50 – 3.65%	6/17	5,495,000	3,395,000
Corporate Purpose 2006	10/06	4.00%	6/18	5,285,000	4,645,000
Corporate, Pool & Water	11/07	3.75 – 4.15%	6/19	9,630,000	9,385,000
Total G.O. Bonds					\$ 41,195,000 (a)
 <u>Revenue Bonds:</u>					
Total Revenue Bonds					\$ 0
 TOTAL ALL BONDS					 <u>\$ 41,195,000</u>

(a) Excludes unamortized premiums of \$33,295 and unamortized charges arising from refunding of \$18,570.

SUMMARY OF BONDS PAYABLE – PRINCIPAL & INTEREST AT JUNE 30, 2008 FOR THE CITY OF AMES

As of June 30, 2008, annual debt service requirements of governmental activities to maturity are as follows:

Year Ending June 30	General Obligation Bonds	
	Principal	Interest
2009	\$ 5,849,953	\$ 1,552,306
2010	5,548,396	1,329,892
2011	5,311,838	1,111,980
2012	5,035,280	902,734
2013	4,558,723	703,434
2014-2018	11,789,020	1,597,764
2019-2022	1,760,871	116,286
Total Requirements	<u>\$ 39,854,081</u>	<u>\$ 7,314,396</u>

Long-term debt amounts above and below are shown without reference to applicable premiums and unamortized costs.

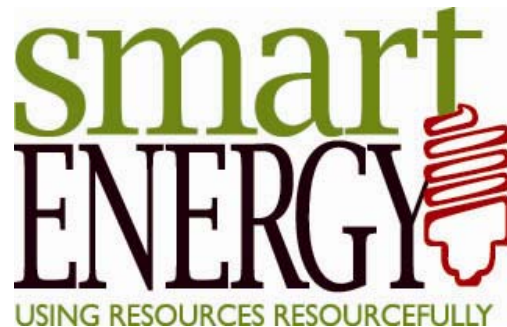
As of June 30, 2008, annual debt service requirements of enterprise fund activities to maturity are as follows:

Year Ending June 30	General Obligation Bonds		Revenue Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2009	\$ 470,047	\$ 48,134	\$ 1,060,000	\$ 1,025,413	\$ 1,530,047	\$ 1,073,547
2010	461,604	31,595	1,090,000	993,613	1,551,604	1,025,208
2011	38,162	15,348	1,340,000	954,863	1,378,162	970,211
2012	39,720	13,916	1,375,000	912,988	1,414,720	926,904
2013	41,277	12,427	1,420,000	868,300	1,461,277	880,727
2014-2018	235,980	37,455	8,190,000	3,206,500	8,425,980	3,243,955
2019-2022	54,129	2,030	8,080,000	980,873	8,134,129	982,903
Total Requirements	<u>\$ 1,340,919</u>	<u>\$ 160,905</u>	<u>\$22,555,000</u>	<u>\$ 8,942,550</u>	<u>\$23,895,919</u>	<u>\$ 9,103,455</u>
	<u>\$41,195,000</u>	<u>\$ 7,475,301</u>				

Controlling Electric Peak During Summer Saves Money

During the summer, temperatures and humidity create a seasonal demand for more energy. Over time, the utility sets higher and higher summer “peaks.” In 1992, the high demand for electricity was 68 megawatts (MW). In 2006, it had grown to a high of 126 MW. During this 15-year span, the peak demand increased 85% and averaged approximately 6% growth per year.

Customers can help reduce the City system’s peak demand, delay the need to build additional power plants, and keep electric rates as low as possible. During the summer, electricity usage is highest between the hours of 3 to 9 p.m. Shifting electric usage from these hours to early morning or late evening hours helps reduce peak demand. Some other steps include:



- Turn off any unnecessary electrical devices.
- Reduce the number of exterior door openings and closings.
- Avoid cooking with the oven. Eat cold foods or use a microwave.
- Set your thermostat up 5 degrees.
- Use compact fluorescent bulbs instead of incandescent.
- Have your cooling equipment checked and cleaned each year.
- If you need a new air conditioner, make sure it is sized correctly and is at least a 14 SEER.
- Caulk and weather strip your windows and doors.
- Shade your house on the east and west sides. Venetian blinds or drapes are helpful as well.
- Remember that air conditioning can cost \$3 per day while a fan costs only about 10 cents a day.
- Sign up for Prime Time Power. In return for allowing City of Ames Electric Services to cycle your air conditioner off for 7-1/2 minutes out of every half hour (a few times each summer), customers will receive a \$5 credit on their July, August, September, and October bills.

INTERNAL SERVICES PROGRAM & TRANSFERS

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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 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.

	2007/08	2008/09	2008/09	2009/10	% Change
Use of Funds:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Information Technology	1,477,439	2,016,720	1,893,330	2,032,155	0.8%
Communication & WiFi Services	256,236	274,063	265,369	224,801	-18.0%
Purchasing Services	374,757	403,701	402,229	429,613	6.4%
Risk Management	1,547,853	1,544,619	1,852,250	1,828,281	18.4%
Health Insurance Management	5,256,480	5,730,230	5,859,858	6,104,181	6.5%
Fleet Maintenance Services	1,874,967	1,730,175	1,768,567	1,852,510	7.1%
Fleet Acquisition & Disposal	789,314	1,495,489	2,312,392	1,787,676	19.5%
Total Operations	11,577,046	13,194,997	14,353,995	14,259,217	8.1%
Internal Services CIP	20,433	97,500	65,563	205,000	110.3%
Total Expenditures	11,597,479	13,292,497	14,419,558	14,464,217	8.8%
Personnel – Authorized FTE	26.75	28.10	28.08	28.08	

INTERNAL SERVICES PROGRAM

510 -- 529

	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
Personal Services	2,078,412	2,270,358	2,231,494	2,322,641	2.3%
Contractual	3,170,153	3,085,191	3,223,819	3,294,437	6.8%
Commodities	952,485	832,789	937,472	989,997	18.9%
Capital	775,125	2,021,834	2,770,751	2,409,622	19.2%
Other Expenditures	4,621,304	5,082,325	5,256,022	5,447,520	7.2%
Total Expenditures	11,597,479	13,292,497	14,419,558	14,464,217	8.8%
Funding Sources:					
General Fund	28,777	36,553	36,270	36,243	-0.8%
Road Use Tax Fund	10,710	9,421	9,296	14,760	56.7%
Street Construction	11,134	11,945	11,783	17,246	44.4%
Water	33,829	41,742	41,181	31,664	-24.1%
Sewer	18,631	16,643	16,418	16,234	-2.5%
G.O. Bonds	34,945	31,544	31,120	69,314	119.7%
Electric	215,799	228,264	228,946	218,588	-4.2%
Parking	549	553	545	665	20.3%
Resource Recovery	15,418	22,455	22,152	20,574	-8.4%
Internal Services	1,349,681	1,478,148	1,441,061	1,547,799	4.7%
Fleet Maintenance Services	2,026,337	1,961,595	1,902,048	2,189,611	11.6%
Risk Insurance	1,547,853	1,544,619	1,852,250	1,828,281	18.4%
Health Insurance	5,256,480	5,730,230	5,859,858	6,104,181	6.5%
Fleet Acquisition & Disposal	655,770	1,366,150	2,185,929	1,659,900	21.5%
Computer Replacement	383,994	790,635	717,638	709,157	-10.3%
Local Option Tax Fund	7,572	22,000	63,063	-	
Total Funding Sources	11,597,479	13,292,497	14,419,558	14,464,217	8.8%

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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	724,779	827,915	793,293	866,351	4.6%
Contractual	523,099	599,942	569,333	574,058	-4.3%
Commodities	63,527	25,104	26,150	19,900	-20.7%
Capital	166,034	563,759	504,554	571,846	1.4%
Other Expenditures	-	-	-	-	
Total Expenditures	1,477,439	2,016,720	1,893,330	2,032,155	0.8%
Funding Sources:					
Interest	90,315	60,000	60,000	60,000	
Miscellaneous Revenue	325				
Data Processing Fee	1,124,304	1,250,510	1,216,260	1,322,998	5.8%
Equipment Replacement Funds	165,231	340,653	479,012	508,108	49.2%
Shared Communication ISU	23,043	87,808	31,860	32,330	-63.2%
Shared Comm. Story County	25,743	90,508	34,560	35,030	-61.3%
Shared Comm. E911 Board	23,635	97,932	38,278	39,859	-59.3%
Shared Emerg. Comm. Police	24,843	89,309	33,360	33,830	-62.1%
Total Funding Sources	1,477,439	2,016,720	1,893,330	2,032,155	.8%
Personnel - Authorized FTE	9.00	10.00	10.00	10.00	

INFORMATION TECHNOLOGY

511

Highlights:

For FY 08/09

- 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
- Replace the financial application hardware
- Replacement of three file servers
- Replacement of desktop PCs per user schedules
- The FY 08/09 adopted budget included a technical position to focus on Public Safety and City GIS application support.
- **In support of the City Council’s “One Community” goal, public WiFi hotspots were implemented in selected outdoor locations.**

For FY 09/10

- Continue with the connection to the Electric fiber optic network and core network upgrade based on the network readiness assessment
- Move the City website www.cityofames.org to a content management/hosted solution
- Expand the virtual server and add a Storage Area Network that allows for the consolidation of servers and network disk storage
- Replacement of four file servers
- Replacement of desktop PCs per user schedules
- Implement public WiFi hotspots in selected City indoor facilities

	2006/07	2007/08	2008/09	2009/10
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of clients	443	443	448	448
Departmental PCs/printers supported	306/178	329/192	349/193	349/197
Servers supported (Intel/IBM Power6)	12/3	19/3	24/3	26/3
Number of business applications supported	80	81	83	85
Efficiency and Effectiveness:				
Clients who said our services met their needs	92.3%	85.9%	88.1%	89.0%
Clients who said our support met or exceeded their expectations	93.3%	89.6%	83.8%	85.0%
Number of PCs/laptops replaced	79/24.0%	63/19.1%	57/16.3%	57/16.3%
Client support logs	2,179	2,655	2,600	2,600
Information Technology cost per City FTE	\$2,012	\$2,067	\$2,204	\$2,387

COMMUNICATION

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 2011
- ✓ Charge all the long-distance expense to departments
- ✓ Maintain WiFi system in selected locations

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Contractual	241,920	245,738	220,149	220,149	-10.4%
Commodities	4,707	3,900	4,652	4,652	19.3%
Capital	9,609	24,425	40,568	-	
Other Expenditures					
Total Expenditures	256,236	274,063	265,369	224,801	-18.0%
Funding Sources:					
Internal Services Fund	30,859	24,425	40,568		
Phone Operation & Maintenance	213,882	214,592	215,701	215,701	.5%
Long Distance	11,495	13,046	9,100	9,100	-30.2%
WiFi Operations – LOT		22,000			
Total Funding Sources	256,236	274,063	265,369	224,801	-18.0%
 Personnel - Authorized FTE	 .00	 .00	 .00	 .00	

COMMUNICATION

512

Highlights:

For FY 2008/09

- The current system will receive regular maintenance.
- The Phonemail system will be replaced.
- Expand the fiber optic network to Municipal Pool and the Ames/ISU Ice Arena.
- Implement public WiFi hotspots in selected locations.

For FY 2009/10

- The current system will receive regular maintenance.

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 08/09 and FY 09/10, 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 operational costs for the WiFi hotspots project installed in the fall of 2008.

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service calls	170	169	170	170
Extensions charged to departments	376	387	389	389
Other telephone extensions	181	181	182	185
Qwest communication lines	87	81	81	82
 Efficiency and Effectiveness:				
Extension charge to departments	\$555	\$555	\$555	\$555
Equivalent outside vendor cost	\$606	\$606	\$606	\$606
\$ accumulated for system replacement	\$373,625	\$405,122	\$438,189	\$464,033
% new phone switch cost accumulated	76.7%	83.2%	90.0%	95.3%
Phone switch is latest software version	Yes	Yes	Yes	Yes
% of long-distance charges collected from departments	106.7%	96.2%	100.0%	100.0%
Contracted long-distance rate per minute	7.5¢	7.5¢	5.0¢	5.0¢

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 cost-effective document design and management to City programs
- ✓ Recommend policies and procedures that comply with applicable laws and regulations, protect the interests of the City, and enable City programs to provide cost-effective services to the public
 - ✓ Provide reliable, timely, and cost-effective distribution and pickup of interoffice mail and parcels
 - ✓ Provide efficient and accountable program for travel expenses and small purchases
 - ✓ 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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	461,831	490,854	490,845	512,610	4.4%
Contractual	125,388	151,985	161,592	201,628	32.7%
Commodities	26,049	32,635	32,795	33,070	1.3%
Capital	1,001	3,000	3,000	10,000	233.3%
Other Expenditures	-	-	-	-	
Sub-Total	614,269	678,474	688,232	757,308	11.6%
Reimbursements	(239,512)	(274,773)	(286,003)	(327,695)	19.3%
Total Expenditures	374,757	403,701	402,229	429,613	6.4%
Funding Sources:					
General Fund	21,746	31,239	29,867	29,758	-4.7%
Road Use Tax Fund	10,710	9,421	9,296	14,760	56.7%
Street Construction	11,134	11,945	11,783	17,246	44.4%
GO Bonds	34,945	31,544	31,120	69,314	119.7%
Water	33,829	41,742	41,181	31,664	-24.1%
Sewer	18,631	16,643	16,418	16,234	-2.5%
Electric	215,799	228,264	228,946	218,588	-4.2%
Parking	549	553	545	665	20.3%
Resource Recovery	15,418	22,455	22,152	20,574	-8.4%
Fleet Maintenance Services	4,965	4,581	4,518	4,325	-5.6%
Outside Offset/Printer	4,380	3,405	3,505	3,605	5.9%
Miscellaneous	1,131	250	1,200	1,200	380.0%
Messenger Reimbursement	1,520	1,659	1,698	1,680	1.3%
Total Funding Sources	374,757	403,701	402,229	429,613	6.4%
Personnel - Authorized FTE	7.00	7.00	7.00	7.00	

PURCHASING SERVICES

513 – 515

Highlights:

Purchasing services includes three programs.

Purchasing services (513):

- The City has received the Fully Certified Agency award from the Universal Public Purchasing Council for four consecutive years: 2005, 2006, 2007, and 2008.
- Improvements were made in FY 2007/2008 to purchasing policies and procedures, bidding documents, and evaluation processes to minimize contract risks, and to provide clear standards for contract management.
- A new procurement Specialist I position was added in FY 2007/2008. One Procurement Specialist II is now dedicated to Electric Services.
- Other buyer assignments were reviewed and adjusted in FY 2007/2008, resulting in the addition of ten new term contracts to provide more economic and efficient means of procuring goods and services.
- A series of six training sessions were developed by Purchasing staff relating to contract issues and are being presented during FY 2008/2009 to improve administration of the Council approved Purchasing Policy.

Printing services (514):

- Color printing, added in FY 2005/2006, has grown to over 17% of shop sales.
- The cost per copy for use of City Hall convenience copiers has been reduced by 48% since FY 2001/2002, resulting in a direct savings to departments of over \$20,000 per year.

Messenger Services (515):

- 88% of outgoing US Mail pieces, excluding utility billing statements, were sent via a discounted rate in FY 2007/2008.
- The messenger service route was adjusted in FY 2007/2008 based on customer input, traffic issues, and logistics.

FY 2008/2009 goals that are in progress include:

- Analysis of color printing market and additional options for providing more economical and efficient color printing.
- Review of purchasing policies.

FY 2009/2010 goals include:

- Development and presentation of additional contract related training sessions for departments.
- Review technology needs for the division.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Print Shop number of impressions	1,442,912	1,354,909	1,400,000	1,400,000
Volume of bids	\$23,320,740	\$15,475,259	\$22,000,000	\$22,000,000
Volume of p-card transactions	\$812,716	\$823,228	\$830,000	\$850,000
Volume of purchase orders	\$33,374,160	\$36,579,462	\$35,000,000	\$35,000,000
Pieces of outgoing US Mail	172,662	197,424	200,000	200,000
Efficiency and Effectiveness:				
Printing orders that include assembly and/or bindery services	61%	62%	62%	62%
Average cost/impression-black (includes costs of assembly, bindery and materials)	\$.55	\$.56	\$.60	\$.62
Average cost/impression – color	\$.224	\$.24	\$.25	\$.20
Savings on bids	31.63%	27.4%	30%	30%
Annual/term contracts	91	95	100	105
Outgoing US mail sent via discount	84.1%	88%	85%	85%
Savings realized by discounted mailing programs	\$7,028	\$11,246	\$8,500	\$8,500

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

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From Adopted
Expenditures:					
Personal Services	57,417	80,859	114,619	64,933	-19.7%
Contractual	1,392,455	1,313,310	1,587,181	1,612,798	22.8%
Commodities	490	450	450	550	22.2%
Capital	4,390	-	-	-	
Other Expenditures	93,101	150,000	150,000	150,000	0.0%
Total Expenditures	1,547,853	1,544,619	1,852,250	1,828,281	18.4%
Funding Sources:					
Risk Insurance	118,326	14,000	94,834	14,182	1.3%
Interest Earnings	25,509	30,000	20,000	20,000	-33.3%
Miscellaneous Revenue	736				
Liability Insurance	239,374	273,193	330,858	299,713	9.7%
Property Insurance Departments	419,069	424,511	431,373	458,758	8.1%
Prof. Liability Departments	26,502	28,955	34,741	29,801	2.9%
Law Enforcement Liability	22,824	23,430	23,430	24,133	3.0%
Transit Insurance Departments	84,316	93,793	89,419	92,102	-1.8%
Auto Insurance	54,251	58,237	58,929	59,984	3.0%
General Liability / Auto Claims			50,000	50,000	
Dept Contribution Workers Comp	285,329	296,000	403,925	458,758	55.0%
411 Dept. Cont. Work. Comp.	167,173	166,000	173,241	179,000	7.8%
Safety Training	104,444	136,500	141,500	141,850	3.9%
Total Funding Sources	1,547,853	1,544,619	1,852,250	1,828,281	18.4%
Personnel - Authorized FTE	.67	.87	1.21	.84	

RISK MANAGEMENT

521

Highlights:

The budget for FY 08/09 and FY 09/10 includes several large estimated workers' compensation claims totaling \$365,000. To cover these increased claims, workers' compensation rates charged to departments were increased just over 33% for all of FY 08/09, and an additional 10% in FY 09/10. Even with these rate increases, it will take a third year, FY 10/11, to return the fund balance to the required reserves.

Charges to departments for property, liability insurance, and safety training increased just over 12% in FY 08/09 and continue at that higher rate for FY 09/10. A new charge to departments of \$50,000 a year recovers an estimated amount for liability claims. The fund balance historically had covered that cost. Departments previously received an interest credit to lower cost. The credit was eliminated to improve the overall fund balance for both FY 08/09 and FY 09/10.

For the budget year FY 08/09, the Risk Manager's payroll allocation was shifted more to Risk Management and less from Health Administration. A normal split returns in FY 09/10.

Staff is investigating contracting the administration of workers' compensation claims, including investigation and payment of insurance claims.

	2006/07	2007/08	2008/09	2009/10
Service Accomplishments:	Actual	Actual	Adjusted	Projected

New service accomplishments and measures will be developed during the next year.

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 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

	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Expenditures:					
Personal Services	131,054	147,090	144,648	165,253	12.3%
Contractual	580,538	634,015	596,963	631,383	-0.4%
Commodities	16,685	16,800	14,525	18,025	7.3%
Capital	-	-	-	-	
Other Expenditures	4,528,203	4,932,325	5,103,722	5,289,520	7.2%
Total Expenditures	5,256,480	5,730,230	5,859,858	6,104,181	6.5%

Funding Sources:

Health Insurance	70,257	38,915	276,079	140,034	259.8%
Interest Earnings	100,296	114,460	75,000	75,000	-34.5%
COBRA Contributions	2,693	11,000	-	5,000	-54.5%
Retiree Contributions	257,994	294,967	246,664	299,240	1.5%
Medicare Supplement	36,985	38,000	35,000	38,000	
Employee Contributions	454,390	497,218	474,006	527,120	6.0%
Stop Loss Recoveries	4,432		240,000		
Department Contributions	4,275,699	4,677,807	4,457,538	4,958,659	6.0%
Other Premiums	53,734	57,863	55,571	61,128	5.6%
Total Funding Sources	5,256,480	5,730,230	5,859,858	6,104,181	6.5%

Personnel - Authorized FTE	1.58	1.73	1.57	1.94
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HEALTH INSURANCE MANAGEMENT

522

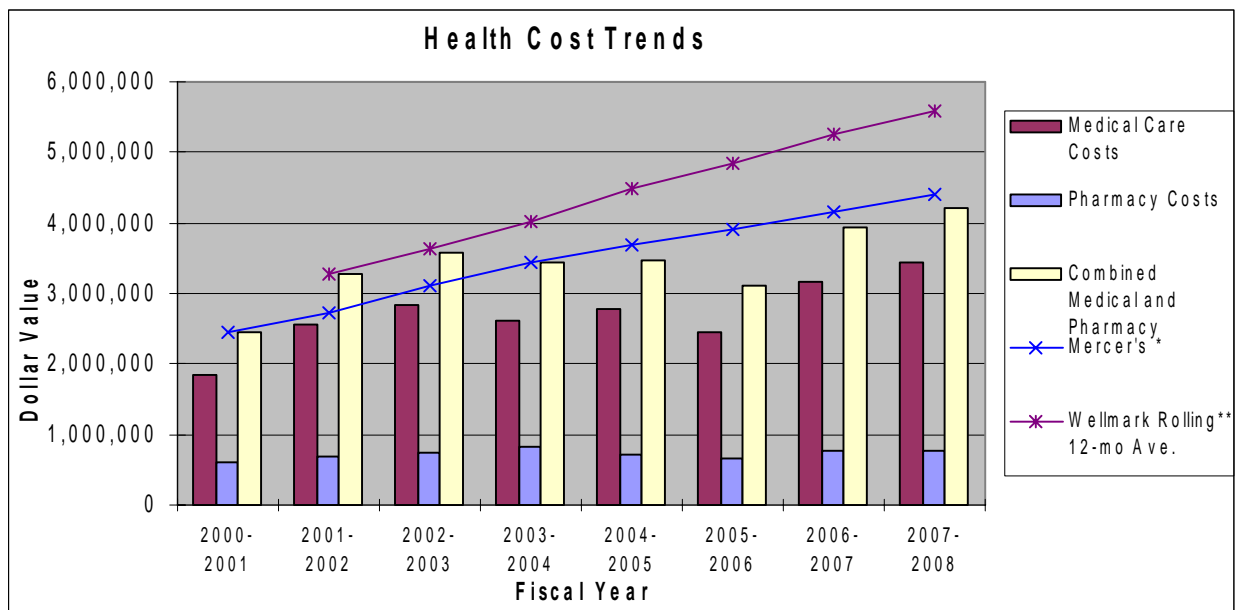
Highlights:

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 08/09, rates for health insurance contributions will result in savings of approximately \$170,000 from the adopted budget. For FY 09/10, health insurance rates are budgeted to increase approximately 10%.

Additionally, the Health Care Self Insurance Fund balance maintains a strong balance, representing approximately four months of claims costs, greatly improving the City's ability to absorb fluctuations in future health care claims experience.

Following many years of smaller than average health care claims increases, the City has experienced a more pronounced upward trend in claims costs since FY 06/07 and in particular is experiencing a year with **significant increases in health care claims** so far in FY 08/09. As shown in the graph below, while still below what might have been projected for current claims experience, it's clear that future rate increases will need to account for this increased trend.



While impossible to point to just one or two concrete reasons for increased claims experience, there are a few factors that certainly contribute to this trend:

- Demographics of the group
 - Membership has a male to female ratio of 76:24, is considerably older than Wellmark book of business and slightly older than their City/County book of business.
- Significant increase in large claims (over \$10,000) in FY08/09 year. At the end of November:
 - Number of members with large claims has increased 16.7% since 2007.
 - Total claims paid in excess of \$10,000 have increased 63.7% since 2007.
 - Claims paid for members who are on the large claims list for both years have increased 69.6%.

The City has implemented a host of programs and services that have strengthened our ability to moderate and absorb these fluctuations. These programs include:

HEALTH INSURANCE MANAGEMENT

522

Highlights, continued:

1. Outcomes Medication Therapy Management Services

- These services help our members get the best results possible from their medications through enhanced consumer understanding of medications, increased consumer adherence to medication directions and prevention of drug complications, conflicts and interactions.
- Outcomes compensates local Personal Pharmacists for the delivery of these services and documents and reports the values of these services regularly.
- Since beginning the program in 2000, Outcomes Personal Pharmacists have “touched” 1,201 City of Ames members and for an estimated cost avoidance of almost \$342,000 for a total return on investment of approximately \$2.20 for every \$1 spent.

2. Disease Management Services provided by Wellmark/Healthways

- This program provides our members with personalized nurse support, educational materials and other support services to members diagnosed with asthma, heart failure or coronary artery disease, chronic obstructive pulmonary disease, diabetes or one of 11 impact conditions including acid-related stomach disorders and low back pain.
- In a group of 30 members with diabetes from 2004 to 2007, costs for City of Ames members were slightly better than that of the Wellmark book of business.
- Additionally, for that same group, quality of care improved over time.
- Take, for example, the hemoglobin A1C test, which is a valuable measure of the overall effectiveness of blood glucose control over a period of time. In 2003, the first year Disease Management services were available to City of Ames members; only 66.7% of diabetics were receiving this test as would be appropriate for quality diabetic care. In 2007, 92.5% of diabetics received this important test.

3. Health Promotion

- Overall one-time participation continues to remain near 90%. Research by Dee Edington indicates a relationship between higher participation rates and lowered health care costs.
- The Healthy Employee 2010 (HE2010) program was created in 2006 to motivate actionable healthy lifestyle behavior change that results in improved health risk status of the participants.
 - All 45 participants in the HE2010 program completed the program. (100% retention rate)
 - Total health risk factors of the participants have decreased by 50% over the two years. (128 FY05/06 to 60 FY07/08)
 - 81% of the participants in the HE2010 either stayed healthy or improved their health status. (Research indicates that over time, 40% of a population will tend to move to the higher risk or decreased health status.)
 - 80% of the participants in the HE2010 are in the low risk category after two years (60% initial; 71% FY06/07).
 - The high risk population has decreased from 10 individuals to one in FY0708. (90% reduction)
 - 32 employees have joined the program in FY08/09; total 77 participants.
- Flu vaccination continues to be a popular service. 494 individuals received flu shots at their work location in FY07/08; 358 in FY 06/07.
- The Health Insurance Advisory Committee (HIAC) is a highly effective labor-management committee that continues to play a vital role in the communication and understanding of health benefits and employee health for the City. The purpose of HIAC is to use the thirteen organizational values to advise the City administration in evaluating the administration of the health insurance program, communicating with system members, and in making recommendations for the plan design changes.

HEALTH INSURANCE MANAGEMENT

522

Highlights, continued:

- The Health Plan Partners team meets regularly throughout the year to address health care costs, trends, and educational opportunities. The team is comprised of representatives from Wellmark, Outcomes, and the City of Ames. This collaboration has resulted in the development of the Health Care Consumerism training, the creation of the Health Management email update, and improved communication and data sharing among entities involved.
- The City of Ames is certified as a Gold Well Workplace by the Wellness Council of America (WeICOA). We are the only municipality in the state with this level of designation.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
Health Benefit Trust ending balance	\$1,896,427	\$1,826,172	\$1,550,091	\$1,410,058
Well Workplace designation level received	Gold	Gold	Gold	Gold

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Efficiency and Effectiveness:				
Health insurance rate increases (<i>calculated based on total City contributions for each fiscal year</i>)	.9%	4.6%	5.4%	10%

City of Ames medical, pharmacy and dental claims experience – *average yearly increase from FY 03/04 – FY 07/08* 5.49%

Wellmark Book of Business Experience - *average of July 12 month rolling averages from July 2003 – July 2008* 8.38%

Mercer's 2007 National Survey of Employer-Sponsored Health Plans – *average yearly increase from 2003 – 2007* 7.18%

	<u>FY05/06</u>	<u>FY06/07</u>	<u>FY07/08</u>	<u>FY08/09</u>
Overall satisfaction score for Health Promotion programs (EE survey Nov 2006)		3.85		
Participation numbers (total eligible members)	671	585		
Percent of eligible employees who participated in at least one health promotion program (est. 550 employees)	92%	86%		
Health Risk Status - percentage in low risk (recommended 70-85%)	(2005)			
City-wide (Low=0-3 risks)	75%	NA		
HE2010 (Low=0-2 risks)	60%	71%	80%	
Net reduction of risk factors for HE2010 participants (measured yearly)		19	57	
Annual health care claims/member (includes medical and pharmacy experience)	\$2,375	\$3,013	\$3,148	
Sick Leave annual average				
National Average	2.3% (2005)	2.5% (2006)	2.3% (2007)	2008 data not available
City-wide	2.28%	2.70%	2.58%	
HE2010	1.76%	2.71%	2.60%	
Estimated cost of Health Promotion program (amount/eligible member)	\$82	\$84	\$122	

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%
- ✓ Maintain to OEM Standards
- ✓ Shop rate = < private sector
- ✓ Billable hours = > 100%

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Personal Services	583,826	595,350	571,859	595,821	0.1%
Contractual	481,034	413,925	366,108	373,813	-9.7%
Commodities	805,232	720,900	825,900	877,000	21.7%
Capital	4,875	-	4,700	5,876	
Other Expenditures	-				
Total Expenditures	1,874,967	1,730,175	1,768,567	1,852,510	7.1%
 Funding Sources:					
Fleet Services	(138,440)	(94,524)	(175,009)	(121,063)	28.1%
Interest	304,712	265,000	245,000	210,000	-20.8%
Labor	295,512	309,000	309,000	309,000	
Sublets	228,398	167,000	173,500	180,000	7.8%
Motor Pool User Fees	49,935	50,000	50,000	50,000	
Stocked Parts & Supplies	57,781	45,000	50,000	50,000	11.1%
Non-Stocked Parts & Supplies	157,054	115,000	148,400	148,400	29.0%
Fuel	564,343	545,000	615,000	666,250	22.3%
Building User Fees	51,417	47,538	51,839	52,723	10.9%
Insurance	59,531	59,500	76,300	76,300	28.2%
Administration Fee	351,666	351,000	351,000	351,000	
Green Fleet Subsidy	29,632			5,876	
Fleet Acquisition Support	(136,574)	(129,339)	(126,463)	(125,976)	-2.6%
Total Funding Sources	1,874,967	1,730,175	1,768,567	1,852,510	7.1%
 Personnel – Authorized FTE	 7.40	 7.40	 7.20	 7.20	

FLEET MAINTENANCE SERVICES

525

Highlights:

- **Fuel prices continue to be very volatile;** current budget was moved from \$2.65/gallon to \$3.00/gallon, and FY 09/10 is set at \$3.25/gallon.
- Responsibility for City Hall has been moved from Public Works to Fleet Services as of 10/1/07; part of the Director’s salary has been moved from Fleet Maintenance to Facilities.
- Fleet insurance increased in the current year by \$13,100, and by \$16,800 for FY 09/10 due to increased claims experience.
- Parts and tire expense have increased by \$40,000 year.
- The snow equipment (trucks, spreaders, plows) continues to have accelerated deterioration or failure due to the liquid brine ice melting materials.
- The new “green” vehicles are performing as expected for better fuel efficiency, reliability, and acceptance by the operating departments.

Service Accomplishments:	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Overall service satisfaction	96%	95%	=>95%	=>95%
Shop rate vs. average private sector rate	62%	59%	<=90%	<=90%
Billable hours	91%	99%	100%	100%

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. Purchase “green” vehicles and equipment wherever feasible.

Description – Plan replacement schedules, prepare replacement cost projections, collect adequate replacement funds, 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
- ✓ Disposal values = > book value

	2007/08	2008/09	2008/09	2009/10	% Change
	Actual	Adopted	Adjusted	Adopted	From
					Adopted
Expenditures:					
Personal Services	119,505	128,290	116,230	117,673	-8.3%
Contractual	57,659	1,049	8,496	8,303	691.5%
Commodities	35,533	33,000	33,000	36,800	11.5%
Capital	576,617	1,333,150	2,152,366	1,616,900	21.3%
Other Expenditures	-	-	2,300	8,000	
Total Expenditures	789,314	1,495,489	2,312,392	1,787,676	19.5%
Funding Sources:					
Fleet Services	(817,401)	(30,720)	726,889	142,895	565.2%
Sales of Assets	122,461	200,000	200,000	200,000	
Miscellaneous Revenue	3,713				
Replacement Escrow	1,195,468	1,196,870	1,254,740	1,318,805	10.2%
Deficiency Replacement	148,499		4,300		
Fleet Acquisition Support	136,574	129,339	126,463	125,976	-2.6%
Total Funding Sources	789,314	1,495,489	2,312,392	1,787,676	19.5%
 Personnel - Authorized FTE	 1.10	 1.10	 1.10	 1.10	

FLEET ACQUISITION AND DISPOSAL

526

Highlights:

- Hybrid, flex fueled, and high MPG rated vehicles continue to be successfully added to the fleet in support of the City Council’s carbon emission reduction and “Go Green” goals.
- More leased golf carts for Homewood Golf Course are now electric vs. gas.
- Two electric ATV utility carts (John Deere “Gators”) will be considered to replace two diesel powered units at Water Pollution Control.
- Two Segways, police models, will be purchased in FY 09/10 for use by the Police Department at major events and also by parking enforcement personnel.

	2006/07 Actual	2007/08 Actual	2008/09 Adjusted	2009/10 Projected
Service Accomplishments:				
% of replacements completed	100%	95%	100%	100%
Avg % of MSRP* paid	85%	85%	85%	90%
Avg % of book value received for disposals	95%	95%	95%	100%
% of fleet considered to be “green”	10%	11%	13%	14%

* 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:	2007/08 Actual	2008/09 Adopted	2008/09 Adjusted	2009/10 Adopted	% Change From Adopted
Fleet Services:					
Building Maint. & Improvements	12,861	97,500	2,500	205,000	110.3%
Sub-Total	12,861	97,500	2,500	205,000	110.3%
Information Technology:					
Wi-Fi Hotspots	7,572		63,063		
Sub-Total	7,572		63,063		
Total CIP	20,433	97,500	65,563	205,000	110.3%

INTERNAL SERVICES CIP PROJECT DESCRIPTION

The City Maintenance Facility Improvements projects for FY 09/10 include roof replacement – phase I for \$165,000, and installation of an HVAC system in Public Works’ mezzanine offices for \$40,000.

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.

	2007/08	2008/09	2008/09	2009/10	% Change
Expenditures:	Actual	Adopted	Adjusted	Adopted	From
					Adopted
ACVB Pass Through	790,253	960,000	1,285,714	1,028,571	7.1%
Transfers	12,394,635	12,370,379	11,878,376	13,093,276	5.8%
Total Expenditures	13,184,888	13,330,379	13,164,090	14,121,847	5.9%
Funding Sources:					
General Fund	2,428,266	2,708,300	3,163,262	2,865,795	5.8%
Local Option	3,654,463	3,643,897	3,960,205	3,797,200	4.2%
Hotel/Motel	948,525	1,152,000	1,542,857	1,234,286	7.1%
Road Use Tax Fund	3,215	24,375	625	51,250	110.3%
T.I.F.	68,972	66,402	66,402	63,801	-3.9%
T.I.F. South Bell				122,748	
Employee Benefit Property Tax	1,293,042	959,941	959,941	959,941	
Police/Fire 411 Special Revenue		149,880	149,880	110,605	-26.2%
Parks & Rec Special Revenues	40,000				
Library Requests	11,182		43,597		
Library State Funds	14,790	10,000	10,000	10,000	
Special Assessment	220,826	287,714	287,714	276,347	-4.0%
Summer 2003 G.O. Bonds	139,063				
Summer 2007 G.O. Bonds	1,242,319				
Summer 2009 G.O. Bonds				1,152,000	
Water	32,817	276,215	230,514	426,338	54.4%
Sewer	3,215	24,375	625	51,250	110.3%
Electric	1,565,249	2,759,180	1,688,368	1,800,411	-34.8%
Transit	1,052,982	863,000	670,000	870,000	.8%
Resource Recovery	180,850	150,100	150,100	124,875	-16.8%
Fleet Replacement Funds	285,112	255,000	240,000	205,000	-19.6%
Total Funding Sources	13,184,888	13,330,379	13,164,090	14,121,847	5.9%



Outdoor water usage can account for more than 50% of a home's water usage during the summer. Using more effective means increases efficiency and decreases your water bill.

- Do not over-water. Healthy lawns need no more than one inch of water per week.
- Installing a rain sensor means watering only when necessary.
- Water only in the early morning and during the evening when evaporation is minimal.
- Make sure only landscaped areas are being watered, not the sidewalk or the driveway.
- Encourage deeper grass roots by watering slowly and less frequently.
- Dormant lawns can survive for more than four weeks without water.
- Drip irrigation is the most effective at root penetration for individual plants. A soaker hose is an inexpensive solution.
- Put mulch down to minimize evaporation and increase water retention. It also helps eliminate weeds.
- Use a broom to clean off the sidewalk rather than a hose.
- When landscaping, plant or request the planting of native plants and arrange them in sections according to water and light needs. This also minimizes maintenance.



The City of Ames purchased a ZENN (Zero Emission, No Noise) car. The electric vehicle is used by City staff for in-town trips. The electric car has reduced fuel costs by 75% when compared to a gas compact car.

The City also has purchased several fuel-efficient vehicles as well as hybrid vehicles. Most City vehicles use gasohol, a 10% ethanol blend, some an 85% ethanol blend, and some diesel-powered vehicles use a blended soy-diesel fuel when available.

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010 General Fund 357
 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.

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 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.

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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.

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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.

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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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Property Taxes:				
General	10,532,327	11,203,296	11,203,296	11,766,152
Excise Tax	36,200	40,418	40,418	41,176
Other	24,581	23,574	23,574	23,555
Transit Levy	1,138,211	1,205,951	1,205,951	1,266,427
Excise Tax	3,904	4,349	4,349	4,431
Total Tax Revenues	11,735,223	12,477,588	12,477,588	13,101,741
Non-Tax Revenues:				
General Services:				
Licenses and Permits	99,560	76,600	75,820	74,000
Cable TV Franchise	374,922	348,000	375,000	385,000
State Gov't Revenues	27,514	15,000	44,645	12,500
Fees/Service Charges	76,930	69,040	78,166	80,667
Metropolitan Planning Org.	5,370	15,500	18,000	70,000
Miscellaneous Revenue	5,869	6,284	7,200	7,900
Interest Earnings	629,011	580,000	480,000	580,000
Hotel/Motel Taxes	1,106,797	1,344,000	1,800,000	1,440,000
Streets:				
State Gov't Revenues	25,812	25,811	25,811	25,811
Fees/Service Charges	89,956	92,650	86,894	78,494
Intra-Gov't. Service Charge	470,430	348,616	533,111	581,851
Police and Fire:				
Licenses and Permits	608,535	771,043	695,346	712,627
Fees/Service Charges	1,580,895	1,626,724	1,598,274	1,686,660
Fines & Forfeitures	162,302	143,400	143,400	149,400
Miscellaneous Revenue	127,844	114,341	114,391	119,049
Airport	171,391	175,308	174,349	184,478
Library	391,339	395,590	371,776	375,419
Cemetery	142,426	128,150	114,400	128,391
Recreation:				
Fees/Service Charges	788,084	871,130	828,673	1,056,059
Miscellaneous Revenues	47,872	68,573	47,640	101,960
Total Non-Tax Revenues	6,932,859	7,215,760	7,612,896	7,850,266
Total Before Transfers	18,668,082	19,693,348	20,090,484	20,952,007

GENERAL FUND, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
TRANSFERS:				
Local Option Tax Receipts	3,534,463	3,523,897	3,745,020	3,630,000
Electric - In Lieu of Taxes	1,565,249	1,688,368	1,688,368	1,800,411
Police/Fire Retirement		149,880	149,880	110,605
Empl. Benefit Prop. Taxes	1,293,042	959,941	959,941	959,941
Hotel/Motel	94,963	115,200	154,286	123,429
Total Transfers	6,487,717	6,437,286	6,697,495	6,624,386
TOTAL REVENUES	25,155,799	26,130,634	26,787,979	27,576,393

EXPENSES:

Public Safety:

Crime Prevention/Police Svcs.	4,228,145	4,204,314	4,194,520	4,366,106
General Investigation	952,710	965,840	960,989	990,993
Emergency Communications	814,727	897,385	911,758	943,943
Police Admin & Records	626,104	686,350	690,304	726,601
Shared Communications Proj.	24,843	41,624	35,695	37,830
Fire Administration/Support	858,944	863,871	858,481	932,983
Fire Suppression	3,845,931	4,020,889	3,978,538	4,085,226
Fire Prevention/Safety Ed	115,934	117,948	118,451	121,724
Structural Code Enforcement	593,209	608,613	561,224	569,507
Rental Housing Code	201,217	218,706	223,550	233,541
Electric Code Enforcement	83,145	86,878	86,246	75,195
Plumbing & Mechanical	54,099	73,302	69,220	76,813
Property Maint. Inspections	70,594	91,087	77,373	86,468
Traffic Control/Engineering	36,542	25,750	38,300	88,500
Civil Defense	11,228	13,000	13,000	14,000
Street Lights	583,543	600,000	600,000	635,000
Public Safety Total	13,100,915	13,515,557	13,417,649	13,984,430

Transportation:

Street Surface Maintenance	15,503	17,900	27,094	21,494
Right-of-Way Maintenance	4,167	3,000	1,000	1,000
Airport	126,904	104,833	127,887	109,092
Transportation Total	146,574	125,733	155,981	131,586

GENERAL FUND, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Community Enrichment:				
Animal Control	290,916	313,307	307,392	321,739
Health & Sanitation	140,081	153,356	150,965	157,649
Library Circulation Services	405,095	442,095	437,262	451,882
Library Information Services	470,575	548,171	451,464	474,313
Library Youth Services	263,051	280,528	332,049	348,090
Library Outreach Services	209,187	282,395	264,465	274,268
Library Collections	693,755	719,367	739,447	755,013
Library Network Services	151,592	155,291	158,778	172,247
Library Administration	764,193	714,135	754,661	776,979
Instructional Programs	231,319	263,275	262,459	259,943
Athletic Programs	151,326	161,017	166,908	166,312
Social Programs	6,368	8,149	8,351	7,939
Recreation Admin	94,934	96,537	96,966	100,371
Wellness	241,825	246,874	256,546	263,628
Community Center	242,748	265,142	284,810	278,669
Aquatics	317,914	438,570	398,357	620,961
Turf Maintenance	207,346	226,715	222,707	230,152
Forestry	72,996	80,181	73,446	77,988
Parks Structural Maintenance	412,577	425,278	442,868	451,942
Park Administration	254,581	252,906	253,053	268,848
Parks/Recreation Admin	222,435	235,459	245,010	246,397
Dog Park Operations			4,000	14,000
Cable TV	93,858	99,990	84,896	114,720
Cemeteries	132,292	113,872	125,529	128,391
Community Enrich Subtotal	6,070,964	6,522,610	6,522,389	6,962,441
Community Enrichment CIP:				
HYS Complex Road	193,258			
Community Enrichment Total	6,264,222	6,522,610	6,522,389	6,962,441
General Government:				
City Council	123,932	121,093	129,787	141,129
Executive Management	331,127	331,279	328,125	334,758
Legal Services	414,235	417,473	440,124	444,113
City Clerk	239,233	215,322	221,975	247,340
Human Resources	256,800	267,049	255,273	259,015
Accounting & Reporting	279,630	297,059	293,966	304,818
Finance Administration/Budget	64,485	63,431	65,504	68,235
Public Relations	65,906	67,326	68,908	71,102
Facilities	256,590	256,109	285,884	284,190
Ames Veterans Memorial	1,930	2,250	2,250	2,250
Public Works Engineering	493,326	394,616	561,611	609,351
Long-Term Planning	259,964	311,840	382,841	332,403
Current Planning	261,625	321,043	314,712	337,480

GENERAL FUND, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
General Government, continued:				
City Council Contingency	31,674	50,000	71,439	50,000
Merit/Payroll Adjust		105,991		109,714
Purchasing Services	28,777	36,553	36,270	36,243
General Gov't Sub-Total	3,109,234	3,258,434	3,458,669	3,632,141
General Government CIP:				
City Hall Space Re-use			80,000	600,000
General Gov't Total	3,109,234	3,258,434	3,538,669	4,232,141
Total Before Transfers	22,620,945	23,422,334	23,634,688	25,310,598
TRANSFERS:				
Transit Levy	1,150,821	1,210,300	1,210,300	1,270,858
Resource Recovery	108,475	108,475	108,475	108,475
Hotel/Motel	1,106,797	1,344,000	1,800,000	1,440,000
Airport Construction	62,173	45,525	44,487	46,462
Total Transfers	2,428,266	2,708,300	3,163,262	2,865,795
TOTAL EXPENSES	25,049,211	26,130,634	26,797,950	28,176,393
Excess (Deficit) Revenues				
Over (Under) Expenses	106,588	0	(9,971)	(600,000)
Beginning Balance	6,507,065	5,874,344	6,613,653	6,603,682
Ending Balance	6,613,653	5,874,344	6,603,682	6,003,682

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Local Option Taxes:				
60% Tax Relief	3,534,463	3,523,897	3,745,020	3,630,000
40% Community Betterment	2,356,309	2,349,265	2,496,680	2,420,000
IDOT Grant S. E. Entryway	15,646		683,000	
S.E. Entryway IDOT/DNR Grant			30,000	
State Grant City Hall Doors	10,000		90,000	
Downtown Façade Loan Repay	10,401	10,292	2,753	
Total Before Transfers	5,926,819	5,883,454	7,047,453	6,050,000
TRANSFERS:				
Hotel/Motel	63,309	76,800	102,857	82,286
TOTAL REVENUES	5,990,128	5,960,254	7,150,310	6,132,286
EXPENSES:				
Public Safety CIP:				
Firearms Training Range				102,000
Bike Trails and Paths	798	152,200	608,785	120,000
E911 Data Transfer CIP		31,201		
Mobile Data Terminals		39,939	20,000	
Fire Station #1 Renovation	20,391		10,609	
Fire Station #2 Renovation	8,103		15,863	
Outdoor Storm Warning System	50,292	215,000	215,000	
Police CAD/Dispatching				108,913
RR Quiet Zone Improvements	704		78,616	
Pedestrian Walkway Program	608	210,000	443,163	
Railroad Crossing – 16 th /UPRR			137,500	
Railroad Crossing 9 th & UPRR		137,500	137,500	
RR Medians – North-South				100,000
Public Safety Total	80,896	785,840	1,667,036	430,913
Transportation CIP:				
Asphalt Resurfacing	203,248	100,000	146,752	100,000
Sidewalk Safety	27,328	50,000	120,572	50,000
Shared Use Path Pavement		50,000	50,000	50,000
Transportation Total	230,576	200,000	317,324	200,000
Community Enrichment CIP:				
Public Art	7,819	18,000	49,020	30,000
Art Services & Agencies	103,732	109,529	109,529	120,480
Human Services	860,588	935,934	985,934	998,567
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SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Community Enrich. CIP, cont.				
City Staff – Human Services	14,844	20,588	20,587	21,421
Human Services Campus	18,270		31,730	
Municipal Band	24,110	23,997	24,535	24,094
Merit/Payroll Adjustments		111		198
S.E. Entryway	44,696		858,000	
Neighborhood Improv Program	20,699	50,000	51,157	50,000
City Hall Improvements	25,724	50,000	244,169	50,000
Library Building Maintenance	41,557	180,800	193,546	82,900
Parks & Rec Facility Maint.	158,659	137,000	417,044	140,000
Municipal Pool Maintenance	53,879	87,500	95,849	102,500
Linden Shelter	9,110			
Playground Equipment	25,254	27,500	54,713	30,000
AHHP Fishing Pier		50,000	50,000	
Auditorium Improvements	3,423		814	
HYS Complex Road	69,979			
Disc Golf Course Improvements			1,986	
Cool Cities Mech/Structural				200,000
Gateway Park Shelter/Restroom	2,636		80,038	
Facility Assessment Study		35,000	35,000	
Historic Preservation Comm.				3,595
Community Enrichment Total	1,484,979	1,725,959	3,303,651	1,853,755
Internal Services:				
WiFi Hotspots Project	7,572		63,063	
WiFi Hotspots Operations		22,000		
Internal Services Total	7,572	22,000	63,063	
General Government:				
Ames Historical Society	10,000	15,000	15,000	16,000
Youth Sports Complex	25,000	25,000	25,000	25,000
Conversations on Diversity			2,500	
Wireless Study	25,146			
Ames Partner City	887	3,000	3,000	3,000
Main St. Cultural District	77,000			4,000
General Government Total	138,033	43,000	45,500	48,000
Total Before Transfers	1,942,056	2,776,799	5,396,574	2,532,668

SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
TRANSFERS:				
To General Fund (Receipts)	3,534,463	3,523,897	3,745,020	3,630,000
To Park Acquisition	100,000	100,000	149,185	100,000
To Ice Arena	20,000	20,000	20,000	20,000
To Transit			46,000	47,200
Total Transfers	3,654,463	3,643,897	3,960,205	3,797,200
TOTAL EXPENSES	5,596,519	6,420,696	9,356,779	6,329,868
Excess (Deficit) Revenues				
Over (Under) Expenses	393,609	(460,442)	(2,206,469)	(197,582)
Beginning Balance	3,505,634	1,931,880	3,899,243	1,692,774
Ending Balance	3,899,243	1,471,438	1,692,774	1,495,192
Fund Balance				1,495,192
Less 1/4 Reserve (of expenses excluding 60% pass-through)				674,967
Unreserved Fund Balance				820,225

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Hotel/Motel Taxes	1,106,797	1,344,000	1,800,000	1,440,000
TOTAL REVENUES	1,106,797	1,344,000	1,800,000	1,440,000
EXPENSES:				
Community Environment:				
Human Resources	657	677	533	540
Merit		733		707
City Staff Economic Develop.	64,434	68,960	68,320	70,474
Economic Dev. Projects	90,000	90,000	90,000	90,000
Chamber of Commerce Dues	1,686	1,866	1,866	1,885
FACES Celebration	4,086	5,000		5,000
Downtown Façade	32,551	50,000	138,078	50,000
Renovate Campustown Court	4,840		18,366	
RAGBRAI 2008			10,000	
Refund & Withholdings:				
Ames Convention & Visitors	790,253	960,000	1,285,714	1,028,571
Total Before Transfers	988,507	1,177,236	1,612,877	1,247,177
TRANSFERS:				
General Fund	94,963	115,200	154,286	123,429
Local Option	63,309	76,800	102,857	82,286
Total Transfers	158,272	192,000	257,143	205,715
TOTAL EXPENSES	1,146,779	1,369,236	1,870,020	1,452,892
Excess (Deficit) Revenues				
Over (Under) Expenses	(39,982)	(25,236)	(70,020)	(12,892)
Beginning Balance	462,939	344,058	422,957	352,937
Ending Balance	422,957	318,822	352,937	340,045

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. Program revenues are not sufficient to cover expenses. This program is expected to operate with a deficit in FY 08/09 and beyond. Most of the fund balance can only be used for rents.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Federal Rental Assist. Admin	110,428	115,228	99,220	99,220
Federal Rental Assistance	1,026,775	959,712	1,046,760	1,046,760
Miscellaneous Revenue	4,544	500	1,050	1,250
Interest Earnings	9,477	10,000	7,500	7,500
TOTAL REVENUES	1,151,224	1,085,440	1,154,530	1,154,730
EXPENSES:				
Merit/Payroll Adjustment		1,354		1,477
Leased Housing Admin	124,500	135,875	144,070	149,291
Rental Assistance	863,596	959,712	1,046,760	1,046,760
TOTAL EXPENSES	988,096	1,096,941	1,190,830	1,197,528
Excess (Deficit) Revenues Over (Under) Expenses	163,128	(11,501)	(36,300)	(42,798)
Beginning Balance	254,321	104,181	417,449	381,149
Ending Balance	417,449	92,680	381,149	338,351

Fund balance available for administration - \$95,993

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 the base amount are flat at \$84.40 per capita. The new Time 21 revenues are included in the revenues.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
State Shared Revenue	4,346,879	4,301,989	4,373,042	4,590,784
TOTAL REVENUES	4,346,879	4,301,989	4,373,042	4,590,784
EXPENSES:				
Public Safety:				
Sign & Signal Maintenance	507,970	645,761	631,834	652,940
Traffic Engineering	82,645	92,344	79,260	76,137
Sub-Total	590,615	738,105	711,094	729,077
Public Safety CIP:				
RR Crossing Improvements	19,765		154,949	
Long-Range Transportation Pln		80,000	80,000	
Signal – Duff/6 th	16,736			
Traffic Engineering Studies			90,000	50,000
Signal – Main St./Duff Ave.	15,484			
Signal – Lincoln Way/Welch	10,512		142,488	
US69 Improvements 13 th /Grand	30,000	197,500	167,500	
Signal – Lincoln Way/Lynn	130		60,870	
Signal – Lincoln Way/Sheldon	30	175,000	124,970	
Signal – Lincoln Way/Ash				125,000
CIP Sub-Total	92,657	452,500	820,777	175,000
Public Safety Total	683,272	1,190,605	1,531,871	904,077
Transportation:				
Street Surface Maintenance	1,017,735	1,107,596	1,232,360	1,246,882
Street Surface Cleaning	210,117	202,768	226,992	226,498
Snow & Ice Control	979,853	752,206	887,164	864,304
Right-of-Way Maintenance	443,821	466,119	488,273	471,231
Sub-Total	2,651,526	2,528,689	2,834,789	2,808,915
Transportation CIP:				
Neighborhood Curb Program	40,564	75,000	79,788	75,000
Asphalt Resurfacing	435,448	400,000	812,711	925,000
Seal Coat Reconstruction	460,422	625,000	657,168	
Concrete Pavement Improv.	1,656		288,308	
Slurry Seal	97,766			
Bridge Rehab				15,000
Topographic Mapping			8,000	
Retaining Wall Reconstruction		35,000	35,000	40,000
CIP Sub-Total	1,035,856	1,135,000	1,880,975	1,055,000
Transportation Total	3,687,382	3,663,689	4,715,764	3,863,915

SPECIAL REVENUE - ROAD USE TAX, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
General Government:				
Human Resources	33,967	35,015	33,729	34,223
Accounting & Reporting	10,076	10,504	10,598	10,978
Facilities	20,308	20,242	23,045	22,908
Merit/Payroll Adjustments		7,166		6,829
Public Works Administration	73,762	80,881	78,747	82,744
Public Works Engineering	15,585	175,315	17,420	32,012
Purchasing Services	10,710	9,421	9,296	14,760
General Gov't Total	<u>164,408</u>	<u>338,544</u>	<u>172,835</u>	<u>204,454</u>
Total Before Transfers	4,535,062	5,192,838	6,420,470	4,972,446
TRANSFERS:				
Fleet Services	<u>3,215</u>	<u>24,375</u>	<u>625</u>	<u>51,250</u>
TOTAL EXPENSES	4,538,277	5,217,213	6,421,095	5,023,696
Excess (Deficit) Revenues				
Over (Under) Expenses	(191,398)	(915,224)	(2,048,053)	(432,912)
Beginning Balance	<u>3,081,780</u>	<u>1,553,724</u>	<u>2,890,382</u>	<u>842,329</u>
Ending Balance	2,890,382	638,500	842,329	409,417

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Phase 4 IFA/DED				
Mortgage Payoff				
Donations				
TOTAL REVENUES				
EXPENSES:				
Merit/Payroll Adjustment		97		95
Miscellaneous Housing	10,838	13,546	19,110	23,422
Sustainable Neighborhood Proj.			15,000	
TOTAL EXPENSES	10,838	13,643	34,110	23,517
Excess (Deficit) Revenues				
Over (Under) Expenses	(10,838)	(13,643)	(34,110)	(23,517)
Beginning Balance	255,980	219,705	245,142	211,032
Ending Balance	245,142	206,062	211,032	187,515

SPECIAL REVENUE – COMMUNITY DEVELOPMENT BLOCK GRANT

This fund reflects the activity of the City's Community Development Block Grant (CDBG). The fund balance reflects the balance of loans outstanding, \$34,358, in addition to cash and investments held by the fund.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Sale of Homes	185,066		62,500	141,000
Miscellaneous Revenue	13,189	12,500	4,012	
CDBG Admin	81,979	95,938	95,932	90,000
Community Dev. Block Grant	327,917	383,752	1,088,985	360,000
TOTAL REVENUES	608,151	492,190	1,251,429	591,000
EXPENSES:				
Merit and Payroll Adjustments		1,105		1,182
CDBG Administration	115,682	110,249	130,012	121,146
CDBG Programs	399,873	383,752	1,218,882	476,696
TOTAL EXPENSES	515,555	495,106	1,348,894	599,024
Excess (Deficit) Revenues				
Over (Under) Expenses	92,596	(2,916)	(97,465)	(8,024)
Beginning Balance	42,071	11,982	134,667	37,202
Ending Balance	134,667	9,066	37,202	29,178

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. The fund balance reflects the balance of loans outstanding, \$146,824, in addition to cash and investments held by the fund.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Local Match Housing Rehab	233			
Downpayment Repayments	39,165	22,354		
Housing Rehab Repayment	2,654			
Interest Earnings	25,814	15,000	15,000	15,000
TOTAL REVENUES	67,866	37,354	15,000	15,000
EXPENSES:				
Merit/Payroll Adjustment		229		172
County-Wide Affordable Housing	24,412	25,156	20,908	20,920
TOTAL EXPENSES	24,412	25,385	20,908	21,092
Excess (Deficit) Revenues				
Over (Under) Expenses	43,454	11,969	(5,908)	(6,092)
Beginning Balance	689,702	417,889	733,156	727,248
Ending Balance	733,156	429,858	727,248	721,156

SPECIAL REVENUE - TAX INCREMENT FINANCING (TIF)

This fund has been established for the receipt of tax revenues from TIF districts. The TIF project of 1998 has collected adequate revenue to pay off outstanding bonds and the property has been released for general taxation. In FY 08/09, a new TIF project on South Bell was added. The TIF fund will record expenditures and collect revenue for repayment of debt required to fund this project.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest	8,010	3,000	5,000	3,000
TOTAL REVENUES	8,010	3,000	5,000	3,000
EXPENSES:				
TRANSFERS:				
Debt Service	68,972	66,402	66,402	63,801
TOTAL EXPENSES	68,972	66,402	66,402	63,801
Excess (Deficit) Revenues Over (Under) Expenses	(60,962)	(63,402)	(61,402)	(60,801)
Beginning Balance	221,846	157,675	160,884	99,482
Ending Balance	160,884	94,273	99,482	38,681

SPECIAL REVENUE - TAX INCREMENT FINANCING (TIF) – SOUTH BELL

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest			(5,000)	(2,500)
TRANSFERS:				
2009 G.O. Bonds				1,152,000
TOTAL REVENUES			(5,000)	1,149,500
EXPENSES:				
South Bell TIF Project			960,000	192,000
TRANSFERS:				
Debt Service				122,748
TOTAL EXPENSES			960,000	314,748
Excess (Deficit) Revenues Over (Under) Expenses			(965,000)	834,752
Beginning Balance			0	(965,000)
Ending Balance			(965,000)	(130,248)

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Revenue	39,940	30,000	16,000	3,000
Dog Park Donations	10,375			
Total Before Transfers	50,315	30,000	16,000	3,000
TRANSFERS:				
Parks & Rec Special Revenue	40,000			
Local Option	100,000	100,000	149,185	100,000
Total Transfers	140,000	100,000	149,185	100,000
TOTAL REVENUES	190,315	130,000	165,185	103,000
EXPENSES:				
Calhoun Property	8,299		150,651	
Northridge Heights	22,000		53,500	
Restroom Ada Hayden Park	94,048		59,864	
Dog Park	7,310		191,875	
TOTAL EXPENSES	131,657	0	455,890	0
Excess (Deficit) Revenues				
Over (Under) Expenses	58,658	130,000	(290,705)	103,000
Beginning Balance	840,666	540,066	899,324	608,619
Ending Balance	899,324	670,066	608,619	711,619

SPECIAL REVENUE – DON & RUTH FURMAN AQUATIC FACILITY CONSTRUCTION AND OPERATING FUNDS

This new fund combines three donations for the new aquatics facility. Two one million dollar gifts will be used on the construction of a 50-meter multipurpose pool and other enhancements. The third 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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Aquatic Center Donation	1,000,000			
Don & Ruth Furman Donation	2,000,000			
Interest Earnings	92,624	80,000	75,000	25,000
TOTAL REVENUES	3,092,624	80,000	75,000	25,000
EXPENSES:				
Don & Ruth Furman Aquatic Ctr		1,090,000	2,070,000	
TOTAL EXPENSES	0	1,090,000	2,070,000	0
Excess (Deficit) Revenues				
Over (Under) Expenses	3,092,624	(1,010,000)	(1,995,000)	25,000
Beginning Balance		2,062,000	3,092,624	1,097,624
Ending Balance	3,092,624	1,052,000	1,097,624	1,122,624

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 09/10 required contribution rate decreased to 17.0% of payroll. The transfer was dropped for FY 07/08 to extend the life of this fund.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Earnings	74,313	55,000	65,000	55,000
TOTAL REVENUES	74,313	55,000	65,000	55,000
EXPENSES:				
Financial Services	11,300	11,468	11,723	12,074
TRANSFERS:				
Transfer to General		149,880	149,880	110,605
TOTAL EXPENSES	11,300	161,348	161,603	122,679
Excess (Deficit) Revenues Over (Under) Expenses	63,013	(106,348)	(96,603)	(67,679)
Beginning Balance	1,621,352	1,674,230	1,684,365	1,587,762
Ending Balance	1,684,365	1,567,882	1,587,762	1,520,083

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Property Taxes	1,288,609	956,495	956,495	956,599
Excise Tax	4,433	3,446	3,446	3,342
TOTAL REVENUES	1,293,042	959,941	959,941	959,941
EXPENSES:				
Transfers – General	1,293,042	959,941	959,941	959,941
TOTAL EXPENSES	1,293,042	959,941	959,941	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.

Effective July 1, 2009, the revenue from the sale of cemetery lots is split 80% to cemetery operations in the General Fund, and 20% to the Cemetery Fund.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Sale of Cemetery Lots	17,455	14,350	14,350	8,200
TOTAL REVENUES	17,455	14,350	14,350	8,200
EXPENSES:				
9 th Street Cemetery	(12,372)	2,500		
TOTAL EXPENSES	(12,372)	2,500	0	0
Excess (Deficit) Revenues Over (Under) Expenses	29,827	11,850	14,350	8,200
Beginning Balance	816,079	815,816	845,906	860,256
Ending Balance	845,906	827,666	860,256	868,456

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Project Share Donations	19,576	17,500	18,500	18,500
Alternative Energy Donations	604			
Animal Shelter Donations	16,518	15,000	15,000	15,000
FEMA 2007 Ice Storm	6,849			
FEMA 2008 Flood	149,301		283,439	
Police Grants	52,360		52,364	
Police Forfeiture	15,264		30,000	
E911 Mobile Data Terminals		228,660		
EOC Federal Grant				586,228
State E911 Grant				100,000
Misc. Police/Fire Donations	2,225		150	
Park & Rec Trust:				
Interest Earnings	12,481	7,900	7,900	6,700
Park Facilities	3,050	3,050	3,050	3,050
Park & Rec Misc. Donations	1,211			
Iowa DNR Grant		80,000	80,000	
Park & Rec Trust Total	16,742	90,950	90,950	9,750
TOTAL REVENUES	279,439	352,110	490,403	729,478
EXPENSES:				
Community Enrichment:				
Moore Park Improvements	6,157		1,332	
Ada Hayden Heritage Park		80,000	87,259	
Mary Adams Estate	8,898			
Animal Control	5,493	16,976	16,976	14,125
Community Enrichment Total	20,548	96,976	105,567	14,125

MISCELLANEOUS SPECIAL REVENUES, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Public Safety:				
Police Forfeiture	92,867		13,000	
Police Grants	52,363		52,364	
Police/Fire Mobile Data Termin.		228,660		
Police CAD/Dispatch				100,000
Miscellaneous Public Safety	4,905		3,051	
Public Safety Total	150,135	228,660	68,415	100,000
Utilities:				
Project Share Assistance	19,209	17,450	18,075	18,075
Facilities:				
City Hall Space Re-use				586,228
FEMA 2007 Ice Storm	15,611			
FEMA 2008 Flood	149,024		283,716	
Total Before Transfers	354,527	343,086	475,773	718,428
TRANSFERS:				
Park Development Fund	40,000			
TOTAL EXPENSES	394,527	343,086	475,773	718,428
Excess (Deficit) Revenues				
Over (Under) Expenses	(115,088)	9,024	14,630	11,050
Beginning Balance	456,257	305,189	341,169	355,799
Ending Balance	341,169	314,213	355,799	366,849

SPECIAL REVENUE - LIBRARY DONATIONS

This fund accounts for general donations and grants to the Library designated for specific purposes.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Earnings	68,388	65,000	45,400	31,400
Library Friends Donations	16,124	25,800	29,159	25,000
Library Foundation Donations	72			
Library Direct State Aid	14,204	14,000	14,000	14,000
Donations	47,389	9,500	3,000	3,000
Books for Babies Donations		1,300	1,300	1,300
Youth Services Donations	100	1,200		
Project Smyles Donations	51,723	45,970	3,000	3,000
Miscellaneous Revenue	720			
ACVB Concert Series Grant	10,000		7,500	
Project Smyles Grant			40,000	
NEA Fall Concert Series Grant			1,200	
FINRA Foundation Grant			77,672	
TOTAL REVENUES	208,720	162,770	222,231	77,700
EXPENSES:				
Administration	71,933	4,500	129,885	179,218
Collections	31,734	17,600	13,500	13,500
Youth Services	1,124	6,940	7,140	8,105
Information Services	3,474	9,500	8,500	8,500
Circulation	142			
Building Project	12,000			
Project Smyles	62,340	45,967	71,967	45,967
Books For Babies	10,018	10,300	10,300	10,300
ACVB Concert Series	10,000		7,500	
FINRA Foundation Grant	3,170		74,502	
NEA Fall Concert Series			1,200	
TOTAL EXPENSES	205,935	94,807	324,494	265,590
Excess (Deficit) Revenues				
Over (Under) Expenses	2,785	67,963	(102,263)	(187,890)
Beginning Balance	1,504,157	1,497,583	1,506,942	1,404,679
Ending Balance	1,506,942	1,565,546	1,404,679	1,216,789

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Street Improvements/Bike Paths	8,162			
Interest	4,828			
TOTAL REVENUES	12,990	0	0	0
EXPENSES:				
Cedar Lane Developer Escrow			68,531	
Oakwood Road Path			5,500	
TOTAL EXPENSES	0	0	74,031	0
Excess (Deficit) Revenues				
Over (Under) Expenses	12,990	0	(74,031)	0
Beginning Balance	308,381	302,881	321,371	247,340
Ending Balance	321,371	302,881	247,340	247,340

SPECIAL REVENUE - ECONOMIC DEVELOPMENT

This fund was expanded in 2000/01 to account for revolving loan, community investment, and pass-through State loan activity. Approved loans are shown as expenses. The fund balance reflects the balance of loans outstanding, \$108,596, in addition to cash and investments held by the fund.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Loan Repayments	33,511	57,409	0	0
TOTAL REVENUES	33,511	57,409	0	0
EXPENSES:				
Community Investment Fund			25,000	
Revolving Loan Fund	7,500		50,000	
TOTAL EXPENSES	7,500	0	75,000	0
Excess (Deficit) Revenues				
Over (Under) Expenses	26,011	57,409	(75,000)	
Beginning Balance	816,209	765,023	842,220	767,220
Ending Balance	842,220	822,432	767,220	767,220

DEBT SERVICE

This fund accounts for payment of principal and interest on general obligation bonds. Property tax rates per \$1,000: 2008/09 - \$4.15; 2009/10 - \$3.95. 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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Miscellaneous Revenue	69,583			
Property Taxes	7,095,068	8,037,938	8,037,938	7,984,458
Excise Tax	24,322	28,999	28,999	27,945
ISU Participation	35,392	35,472	35,472	35,475
Interest	229,180	80,000	180,000	80,000
Total Before Transfers	7,453,545	8,182,409	8,282,409	8,127,878
TRANSFERS:				
G.O. Bond Summer 2003	139,063			
Resource Recovery	180,850	150,100	150,100	124,875
Water	29,602	251,840	229,889	375,088
Special Assessment	220,826	287,714	287,714	276,347
T.I.F.	68,972	66,402	66,402	186,549
Transfer Total	639,313	756,056	734,105	962,859
TOTAL REVENUES	8,092,858	8,938,465	9,016,514	9,090,737
EXPENSES:				
2001 City Hall Refunding	352,240			
Spring '97 G. O. Corp. Purpose	486,500	460,575	460,575	
Spring '98 G.O. Corp. Purpose	478,975	461,125	461,125	443,063
June '99 G. O. Corp. Purpose	433,350	432,473	432,473	430,848
July '00 G. O. Corp. Purpose	660,900	665,150	665,150	662,628
July 2001 G.O. Corp. Purpose	1,069,045	1,069,810	1,069,810	1,038,270
Fire Station #3	131,708	132,928	132,928	133,858
Ada Hayden Heritage Park	281,745	280,745	280,745	279,313
July 2002 G.O. Corp. Purpose	588,820	589,720	589,720	590,170
July 2003 G. O. Bonds	692,150	675,800	675,800	658,088
2002C G. O. Refunding	495,850	465,100	465,100	439,875
July 2004 G.O. Bonds	695,675	700,275	700,275	699,325
July 2005 G.O. Bonds	388,628	384,003	384,003	384,203
Summer 2006 G.O. Bonds	565,400	565,800	565,800	570,600
Summer 2007 G.O. Bonds	455,656	1,036,938	1,036,938	1,041,250
Summer 2008 G.O. Bonds		1,398,025	579,119	921,082
Summer 2009 G.O. Bonds				1,218,167
TOTAL EXPENSES	7,776,642	9,318,467	8,499,561	9,510,740

DEBT SERVICE, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Excess (Deficit) Revenues				
Over (Under) Expenses	316,216	(380,002)	516,953	(420,003)
Beginning Balance	1,190,726	1,168,055	1,506,942	2,023,895
Ending Balance	1,506,942	788,053	2,023,895	1,603,892

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Collections	130,343	280,000	280,000	280,000
Total Before Transfers	130,343	280,000	280,000	280,000
TRANSFERS:				
G.O. Bonds – Summer 2007	1,242,319			
Total Transfers	1,242,319			
TOTAL REVENUES	1,372,662	280,000	280,000	280,000
EXPENSES:				
General Government:				
Accounting/Reporting	4,358	4,592	4,599	4,782
S. E. 16 th Paving and Bridge	1,242,319			
Total Before Transfers	1,246,677	4,592	4,599	4,782
TRANSFERS:				
Debt Service	220,826	287,714	287,714	276,347
Total Transfers	220,826	287,714	287,714	276,347
TOTAL EXPENSES	1,467,503	292,306	292,313	281,129
Excess (Deficit) Revenues				
Over (Under) Expenses	(94,841)	(12,306)	(12,313)	(1,129)
Beginning Balance	329,533	244,287	234,692	222,379
Ending Balance	234,692	231,981	222,379	221,250

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Other Gov't Participation	25,797			
Miscellaneous Revenue	1,384		1,384	1,384
Developer Contributions		150,000	903,822	150,000
RR Safety Funds/RR Funds		112,500		
MPO/STP/IDOT Funds	48,371	1,023,602	627,350	1,794,427
Recreation Trail Grant		150,000	175,000	50,000
Safe Routes To School Grant			25,000	
Federal Earmark Grand Ave Ext.	1,582,303		2,258,743	
TOTAL REVENUES	1,657,855	1,436,102	3,991,299	1,995,811
EXPENSES:				
Transportation:				
Arterial 13 th /Stange/RR				1,032,000
Bloomington Road Widen			200,000	
Arterial ND/Delaware/Ontario		632,427		632,427
Grand Avenue Extension	1,582,302		2,229,904	
S. Duff Ave Improv. Project			4,620	
07/08 Collect Beech/L-Way-Mort	72,602			
06/07 Collector NW 6 th -13 th	1,566			
S. Dayton Avenue Improvements			699,172	
Transportation Total	1,656,470	632,427	3,133,696	1,664,427
Public Safety:				
Signal Lincoln Way/Ash				50,000
Long-Range Transportation Plan		320,000	320,000	
RR Crossing 9 th & UPRR		112,500		
Walkway West Side N. Dakota			25,000	
Skunk River Trail SE 16 th /L-Way		221,175	221,175	
NE Area Shared Use Path		150,000		150,000
Skunk River Trail Ext AHHP			156,175	
Signal L-Way/Welch			10,000	
Skunk River Trail HYSC-SE 16 th				130,000
Signal Lincoln Way & Lynn	11,109		63,891	
Public Safety Total	11,109	803,675	796,241	330,000
General Government:				
Purchasing Services	11,134	11,945	11,783	17,246
TOTAL EXPENSES	1,678,713	1,448,047	3,941,720	2,011,673

CAPITAL PROJECTS - STREET CONSTRUCTION, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Excess (Deficit) Revenues Over (Under) Expenses	(20,858)	(11,945)	49,579	(15,862)
Beginning Balance	144,670	133,390	123,812	173,391
Ending Balance	123,812	121,445	173,391	157,529

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Federal Government Revenues	85,046	2,014,000	2,027,260	1,068,750
Total Before Transfers	85,046	2,014,000	2,027,260	1,068,750
TRANSFERS:				
General	62,173	45,525	44,487	46,462
TOTAL REVENUES	147,219	2,059,525	2,071,747	1,115,212
EXPENSES:				
9/10 Rehab Taxiway A1				1,125,000
Runway Rehab 13/31		2,120,000	2,120,000	
Airport Master Plan	12,062		13,958	
Airport Hangar Improvements	91,985			
TOTAL EXPENSES	104,047	2,120,000	2,133,958	1,125,000
Excess (Deficit) Revenues Over (Under) Expenses	43,172	(60,475)	(62,211)	(9,788)
Beginning Balance	168,920	211,093	212,092	149,881
Ending Balance	212,092	150,618	149,881	140,093

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Bond Proceeds	9,559,781	13,120,573	8,355,000	12,732,573
Interest	346,556		172,100	
TOTAL REVENUES	9,906,337	13,120,573	8,527,100	12,732,573
EXPENSES:				
Debt Service:				
Bond Costs	69,731		70,000	
Debt Service Total	69,731		70,000	
Public Safety:				
US 69 190 th to Dawes	200,000			
Southeast Entryway			148,000	
NE Area Shared Use Path		350,000		350,000
US69 Improvements 13 th /Grand	53,543		6,529	
Public Safety Total	253,543	350,000	154,529	350,000
Transportation:				
Concrete Paving Green Hills	113,771		183,179	
Asphalt Paving Arizona Avenue		400,000		350,000
Collector Street Pavement	429	1,000,000	99,570	900,000
Arterial 24 th & Stange	530		466,295	
Collector Beech L-Way/Morten	562,162		8,851	
Main Street Alley	43		44,123	
08/09 CyRide Rt Toronto/Hutch.		600,000	60,000	540,000
E. Lincoln Way Widening	568			
Burnett Ave Main to 7 th	12,307	750,000	37,693	700,000
N. E. Area Regional-570 th Street				950,000
08/09 Arterial ND/Delaware/Ont	301	467,573	29,699	437,573
08/09 CyRide NW 28 th -30 th	6,865	400,000	33,135	360,000
Collector NW 6 th – 13 th	23,248			
CyRide Jewel Drive	11,536			
S. Duff Improvement Project	16,250		482,613	
Bloomington Road Widening			324,501	
09/10 CyRide Rt - Ash/Knapp				800,000
Collector 24 th /Grand/Duff	80,506			
South Dayton Improvements	63,199		970,230	
U.S. 69 Grand Ave Extension	507,263		434,383	

CAPITAL PROJECTS - BOND PROCEEDS, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Transportation, continued:				
09/10 Asphalt Northwood Drive				500,000
09/10 Collect16 th /Garfield/Ross Kellogg Ave L'Way to Main				1,000,000
Arterial 13 th Stange – RR				500,000
09/10 Concrete Pavement				468,000
Dayton Ave Reconstruction	11,328			1,625,000
Pearle Ave Reconstruction	73,835			
08/09 Concrete Paving	258	1,425,000	199,742	1,225,000
S.E. 16 th Paving & Bridge	2,416,962		104,475	
Transportation Total	3,901,361	5,042,573	3,478,489	10,355,573
Utilities:				
Gateway Stormwater Rehab			43,672	
Raw Well Water Loop Line	144,288	1,500,000	2,859,912	400,000
S. Duff Area Storm Sewer			1,148,853	
SW Stormwater Greenbriar				475,000
Utilities Total	144,288	1,500,000	4,052,437	875,000
Community Enrichment:				
Ada Hayden Heritage Park	11,521			
Don & Ruth Furman Aquatic Ctr	2,096,308	5,278,000	6,391,692	
Community Enrichment Total	2,107,829	5,278,000	6,391,692	
General Government:				
Accounting & Reporting	2,400	2,400	2,400	2,400
Purchasing Services	34,945	31,544	31,120	69,314
General Government Total	37,345	33,944	33,520	71,714
Total Before Transfers	6,514,097	12,204,517	14,180,667	11,652,287
TRANSFERS:				
Debt Service	139,063			
Special Assessment	1,242,319			
TIF 2008/09 South Bell				1,152,000
Total Transfers	1,381,382	0	0	1,152,000
TOTAL EXPENSES	7,895,479	12,204,517	14,180,667	12,804,287
Excess (Deficit) Revenues				
Over (Under) Expenses	2,010,858	916,056	(5,653,567)	(71,714)
Beginning Balance	4,292,009	(124,765)	6,302,867	649,300
Ending Balance	6,302,867	791,291	649,300	577,586

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. Revenues for FY 09/10 include a 10% rate increase.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Fees/Service Charges	90,614	133,805	73,756	84,343
Contract Sales	850,497	800,000	775,000	800,000
Metered Sales	5,383,258	5,320,000	5,968,000	6,695,260
Miscellaneous	18,776	10,300	10,300	10,300
Interest Earnings	261,447	210,000	180,000	160,000
Internal Service Charges	76,388	65,000	60,000	60,000
Western Wireless Contract	15,870	15,870	15,870	15,870
Farm Land Rental	9,841	9,841	9,841	9,841
Sprint PCS Land Rental	28,800	28,800	29,340	30,960
TOTAL REVENUES	6,735,491	6,593,616	7,122,107	7,866,574
EXPENSES:				
Utilities:				
Water Production	371,673	410,488	427,294	427,081
Water Treatment	1,255,240	1,446,042	1,569,858	1,630,351
Water Metering	599,018	670,072	502,340	408,127
Water Pumping	233,694	249,566	264,294	258,959
Water Administration	581,661	617,897	634,547	648,202
Water Conservation Marketing			36,550	46,650
Water Laboratory	96,886	100,857	169,340	178,761
Water Customer Service	321,853	361,900	355,770	383,420
Utility Locating	57,106	61,072	62,095	66,284
Water Distribution Maintenance	756,920	775,727	799,493	797,865
Amortization	(132)			
Sub-Total	4,273,919	4,693,621	4,821,581	4,845,700
Utilities CIP:				
Security Improvements	58,850		21,286	
Water Supply Expansion	17,321		19,631	
Water System Improvements	348,322	900,000	1,566,971	900,000
Water Plant SCADA System	4,750			
Repaint Lime Storage Bins	55,534		94,385	
SW Zone – East Elevated Tank	1,405,466		365,342	
Water Supply Capacity Study	63,900		36,100	
S. Hazel Water Main Replace.	(1,800)			
Bloomington Elev. Tank Improv.				475,000
Aquatic Center Water Main	685		115,296	

ENTERPRISE - WATER UTILITY, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Utilities CIP, continued:				
Topographic Mapping			36,000	
Water Plant Expansion		250,000	350,000	900,000
NADC Pump Station Electrical		50,000	50,000	
SAM Pump Station VFD		50,000	50,000	
SAM Pump Station Electrical		200,000	200,000	
CIP Sub-Total	1,953,028	1,450,000	2,905,011	2,275,000
Utilities Total	6,226,947	6,143,621	7,726,592	7,120,700
General Government:				
Executive Management	57,612	57,730	57,178	59,592
Legal Services	7,568	7,900	8,770	18,437
City Clerk	12,960	13,342	13,809	14,270
Human Resources	33,011	34,031	33,078	33,563
Accounting & Reporting	62,586	65,899	66,373	68,800
Finance Admin/Budget	48,365	49,147	49,128	51,176
Public Relations	12,962	13,466	13,782	14,220
Public Works Administration	73,745	80,880	78,746	82,743
Public Works Engineering	198,977	254,790	228,214	216,391
Facilities	16,753	16,697	19,010	18,897
Merit/Payroll Adjustment		10,936		10,889
Purchasing Services	33,829	41,742	41,181	31,664
General Government Total	558,368	646,560	609,269	620,642
Total Before Transfers	6,785,315	6,790,181	8,335,861	7,741,342
TRANSFERS:				
Fleet Services	3,215	24,375	625	51,250
Debt Service	29,602	251,840	229,889	375,088
Total Transfers	32,817	276,215	230,514	426,338
TOTAL EXPENSES	6,818,132	7,066,396	8,566,375	8,167,680
Excess (Deficit) Revenues				
Over (Under) Expenses	(82,641)	(472,780)	(1,444,268)	(301,106)
Beginning Balance	6,187,134	4,096,056	6,104,493	4,660,225
Ending Balance	6,104,493	3,623,276	4,660,225	4,359,119

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.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Customer Billings	3,877,606	3,865,900	4,158,900	4,171,100
Other Gov't Participation	21,747	24,700	29,600	23,500
Fees/Service Charges	16,642	16,000	16,000	16,000
Interest Earnings	231,219	200,000	160,000	160,000
Use of Property	128,765	50,000	75,000	75,000
Miscellaneous Revenue	140	1,600	100	100
Internal Service Charge	26,511	50,000	35,000	35,000
Contract Sales	731,743	671,000	739,400	729,400
Flood Warning Maint. Charge	8,178	17,000	7,150	9,425
TOTAL REVENUES	5,042,551	4,896,200	5,221,150	5,219,525
EXPENSES:				
Utilities:				
Sanitary Sewer System	382,001	413,751	447,560	518,861
Administration	588,352	591,173	586,413	614,929
Flood Warning System	15,608	21,027	20,259	24,137
Plant Maintenance	546,503	561,116	558,607	652,563
Plant Operation	984,679	1,030,398	1,076,649	1,115,910
Laboratory	387,544	403,430	314,488	331,984
Farm Operations	31,940	25,000	25,300	37,250
Metering			192,260	281,211
Sewer Customer Service	293,702	330,500	324,290	349,560
Utility Locating	36,265	38,116	39,495	42,361
Utilities Sub-Total	3,266,594	3,414,511	3,585,321	3,968,766
Utilities CIP:				
Sanitary Sewer Rehabilitation	109,918	300,000	860,590	300,000
Clear Water Diversion	110,592	200,000	666,949	200,000
Sanitary Sewer System Study	7,091			
WPC Methane Engine OH	9,111			
WPC Plant Equipment			50,576	
Automation Study/Upgrade	117,211		10,000	450,000
Onion Creek San. Sewer Study			80,000	
Trickling Filter Heat Recovery	15,145		109,855	
WPC San Sewer Sump Pump	68,500			
Lagoon Liners				125,000
Vertical Turbine Pump Repair	75,409		54,288	

ENTERPRISE - SEWER UTILITY - OPERATIONS (Also referred to as WATER POLLUTION CONTROL - WPC), continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Utilities CIP, continued:				
Clarifier Painting	169,501	180,000	280,000	290,000
Topographic Mapping			36,000	
WPC Plant Disinfection		30,000	75,000	520,000
Vertical Turbine Pumps		180,000	180,000	240,000
Raw Water Pump Station HVAC		125,000	150,000	
Plant Residuals Handling		50,000	100,000	600,000
CIP Sub-Total	<u>682,478</u>	<u>1,065,000</u>	<u>2,653,258</u>	<u>2,725,000</u>
Utilities Total	3,949,072	4,479,511	6,238,579	6,693,766
General Government:				
City Clerk	12,960	13,342	13,809	14,270
Executive Management	57,612	57,730	57,178	59,592
Legal Services	3,784	3,950	4,385	9,218
Human Resources	30,922	31,877	29,172	29,600
Accounting & Reporting	42,157	44,200	44,690	46,234
Finance Admin/Budget	48,365	49,147	49,128	51,176
Public Relations	12,962	13,466	13,782	14,220
Public Works Admin	73,745	80,880	78,746	82,743
Public Works Engineering	186,359	209,644	220,943	215,821
Public Buildings	12,502	12,460	14,186	14,102
Merit/Payroll Adjustments		10,304		10,927
Purchasing Services	18,631	16,643	16,418	16,234
General Gov't Total	<u>499,999</u>	<u>543,643</u>	<u>542,437</u>	<u>564,137</u>
Total Before Transfers	4,449,071	5,023,154	6,781,016	7,257,903
TRANSFERS:				
Fleet Services	3,215	24,375	625	51,250
TOTAL EXPENSES	<u>4,452,286</u>	<u>5,047,529</u>	<u>6,781,641</u>	<u>7,309,153</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	590,265	(151,329)	(1,560,491)	(2,089,628)
Beginning Balance	4,944,729	3,719,744	5,534,994	3,974,503
Ending Balance	<u>5,534,994</u>	<u>3,568,415</u>	<u>3,974,503</u>	<u>1,884,875</u>

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 last rate increase was 8.0% in the summer of 2008. A 5% rate increase is included in the FY 09/10 budget.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Metered Sales	43,614,175	48,284,122	46,500,000	48,825,000
Adjustment to Sales	(158,770)	(168,180)	(165,233)	(175,000)
SO ₂ Allowance Sales	17,098			
Fly Ash Sales	49,047	50,000	50,000	50,000
Renewable Energy Credits	2,188	2,200	2,200	2,500
Other Power Sales	2,534,337	1,733,610	1,733,610	2,650,000
ISU Interconnection	(64,479)	1,048,600	834,600	391,620
ISU Transmission System Share	170,573	96,300	149,950	199,020
ISU Wind Purchases				836,000
Steam Line Sales	300,760	388,000	300,000	315,000
Street Lights	583,543	600,000	600,000	635,000
Security Lighting Rental	108,553	100,000	100,000	100,000
Subdivision Construction	67,213	50,000	10,000	10,000
Street Lighting Construction	28,649	50,000	10,000	10,000
Fees/Service Charges	93,170	101,050	101,300	101,300
Use of Property	22,615		15,345	
Miscellaneous Revenue	604,499	150,000	150,000	150,000
Interest Earnings	1,010,847	700,000	800,000	650,000
TOTAL REVENUES	48,984,018	53,185,702	51,191,772	54,750,440
EXPENSES:				
Debt Service:				
1993 Electric Refunding Issue	113,113			
Utilities:				
Electric Production	7,648,302	10,011,045	10,601,139	11,686,273
Plant Fuel Purchases	25,462,726	26,224,063	24,877,238	27,039,157
Electric Distribution – Operation	2,377,798	2,737,018	2,648,241	2,478,160
Electric Distribution - Extension	1,117,736	1,845,900	1,543,300	1,891,700
Electric Technical Services	381,824	445,806	457,453	989,344
Electric Engineering	454,626	758,715	824,830	819,065
Electric Administration	1,381,971	1,429,217	1,909,531	1,634,696
Utility Deposit Interest	40,001			
Electric Customer Service	619,803	611,774	632,632	672,223
Utilities Sub-Total	39,484,787	44,063,538	43,494,364	47,210,618

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Utilities CIP:				
Load Management	17,605			
Feed Water Heater Tube				500,000
#8 Air Heater Basket				75,000
Plant Dist Substation Expansion				150,000
Ames Stange In-Town 161 kV			3,600,000	830,000
Unit #8 Boiler Repair	31,605		400,000	4,500,000
Combustion Turbine Control	12,773		378,000	
Interconnection Improvements	(234,727)	4,900,000	300,000	1,000,000
Unit 7 Turbine Gen Overhaul	294,828			
Power Plt Coal Hand. Sprinkler	18,117		650,000	300,000
Automated Metering Pilot				350,000
Top-o-Hollow Substation Switch		350,000	175,000	800,000
Grand Ave S. Ext. Relocation	314,742			
S.E. 16 th 69 kV Relocation	366,568		746	
SCADA Upgrade	88,604	100,000	100,000	
Base Load Generating Capacity	6,860		500,000	
S. Dayton Ave Extension			60,000	
Demand Side Management	294,063	600,000	644,100	800,000
#7 Nitrogen Oxide Control	51,692	1,400,000	60,000	2,000,000
Plant 69 kV Relay/Control				80,000
Power Plt Passenger Elevator	169,767			
#7 & #8 Oil Gun Upgrade				350,000
GT-1 Inspection & Overhaul				650,000
Unit 7 & 8 Dist Control System		500,000	50,000	450,000
Downtown Network 13.8 kV		150,000	150,000	150,000
Cyber Security Risk Assess.		100,000		100,000
Street Light/Line Relocations		85,000	85,000	470,000
Unit 7 Precipitator Enclosure		85,000		
Unit 8 Nitrogen Oxide Control	25,625		190,000	
Unit 8 Mercury Emission Monit	17,937	500,000	482,063	
CIP Sub-Total	1,476,059	8,770,000	7,824,909	13,555,000
Utilities Total	40,960,846	52,833,538	51,319,273	60,765,618
General Government:				
Executive Management	115,120	115,460	115,357	126,061
Legal Services	11,352	34,835	36,834	61,276
Public Records	25,920	26,684	27,618	28,538
Human Resources	100,766	103,876	98,878	100,328
Accounting & Reporting	236,091	247,928	255,044	264,365
Finance Admin/Budget	135,421	139,713	137,558	143,294
Public Relations	25,924	26,932	27,564	28,440
GIS Reimbursables				15,048

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
General Government, continued:				
Facilities	30,941	30,839	35,110	34,902
Merit/Payroll Adjustments		23,243		25,457
Purchasing Services	215,799	228,264	228,946	218,588
General Gov't Total	897,334	977,774	962,909	1,046,297
Total Before Transfers	41,971,293	53,811,312	52,282,182	61,811,915
TRANSFERS:				
Payment in Lieu of Taxes	1,565,249	1,688,368	1,688,368	1,800,411
Electric Revenue Bonds		1,070,812		
Transfer Total	1,565,249	2,759,180	1,688,368	1,800,411
TOTAL EXPENSES	43,536,542	56,570,492	53,970,550	63,612,326
Excess (Deficit) Revenues				
Over (Under) Expenses	5,447,476	(3,384,790)	(2,778,778)	(8,861,886)
Beginning Balance	19,669,172	18,777,944	25,116,648	22,337,870
Ending Balance	25,116,648	15,393,154	22,337,870	13,475,984

ENTERPRISE – ELECTRIC REVENUE BONDS

Electric revenue bonds were budgeted to be sold for four large projects planned for FY 08/09. Projects were delayed and shifted to Electric Operations funding.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Bond Proceeds		10,400,000		
TRANSFERS:				
Electric Utility		1,070,812		
TOTAL REVENUES		<u>11,470,812</u>	<u>0</u>	<u>0</u>
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		<u>10,400,000</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES		<u>11,470,812</u>	<u>0</u>	<u>0</u>
Excess (Deficit) Revenues				
Over (Under) Expenses		0	0	0
Beginning Balance		0	0	0
Ending Balance		<u>0</u>	<u>0</u>	<u>0</u>

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Process Server	10,728	10,000	2,500	2,500
Miscellaneous	4,412	3,840	4,140	4,140
Illegal Parking	95,434	117,000	95,000	95,000
Overtime Parking	171,576	190,000	170,000	170,000
Interest Earnings	11,211	7,000	7,800	7,800
Fines/Clerk of Court	23,123	15,000	10,000	5,000
East District – Downtown	190,783	188,800	188,300	193,300
West District – Campustown	140,588	146,920	140,920	140,920
Community Safety Officer	203,232	155,000	205,000	205,000
Collection Agency Fees	20,380		15,000	15,000
TOTAL REVENUES	871,467	833,560	838,660	838,660
EXPENSES:				
Transportation:				
Parking Operation/Maintenance	237,703	225,485	226,980	227,434
Parking Law Enforcement	318,321	324,396	324,836	345,066
Parking Violation Collection	129,496	148,755	143,320	154,162
Right-of-Way Maintenance	18,037	8,600	4,479	4,602
Transportation Total	703,557	707,236	699,615	731,264
General Government:				
Legal Services	105,005	98,458	99,479	103,816
Human Resources	7,044	7,261	6,627	6,725
Accounting & Reporting	17,384	18,359	18,495	19,166
Finance Admin/Budget	3,224	3,276	3,275	3,412
Facilities	9,512	9,480	10,793	10,729
Merit/Payroll Adjustments		2,517		2,367
Purchasing Services	549	553	545	665
General Government Total	142,718	139,904	139,214	146,880
TOTAL EXPENSES	846,275	847,140	838,829	878,144
Excess (Deficit) Revenues Over (Under) Expenses	25,192	(13,580)	(169)	(39,484)
Beginning Balance	235,222	180,596	260,414	260,245
Ending Balance	260,414	167,016	260,245	220,761

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:

07/08 - \$.59/\$1,000 = \$1,143,951
 08/09 - \$.62/\$1,000 = \$1,210,300
 09/10 - \$.63/\$1,000 = \$1,307,124

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Metro Planning Org Reimb	24,291	15,000	15,000	15,000
FTA Section 5307	1,365,236	1,433,000	1,328,822	1,526,513
IDOT Oper Asst & Reimb	651,631	639,240	688,460	689,210
ISU Administration	501,667	530,764	530,764	557,321
Fees/Service Charges	728,746	624,506	720,406	679,206
Miscellaneous Revenue	29,863	5,900	9,600	5,600
Interest Earnings	117,345	115,000	60,000	60,000
ISU Tuition	2,608,946	2,760,265	2,760,265	2,898,375
ISU Tuition Excess	140,751	150,000	170,000	157,000
Total Before Transfers	6,168,476	6,273,675	6,283,317	6,588,225
TRANSFERS:				
Local Option Tax			46,000	47,200
General Levy (Property Tax)	1,150,821	1,210,300	1,210,300	1,270,858
Transfer Total	1,150,821	1,210,300	1,256,300	1,318,058
TOTAL REVENUES	7,319,297	7,483,975	7,539,617	7,906,283
EXPENSES:				
Transportation:				
Fixed Route Service (Cy-Ride)	4,898,335	5,005,890	5,123,487	5,455,198
Dial-a-Ride Service	146,730	157,711	170,154	177,560
Transit Admin/Support	1,344,042	1,426,711	1,478,782	1,534,518
Total Before Transfers	6,389,107	6,590,312	6,772,423	7,167,276
TRANSFERS:				
GSB	140,751	150,000	170,000	157,000
Transit Capital Reserve	912,231	713,000	500,000	713,000
Total Transfers	1,052,982	863,000	670,000	870,000
TOTAL EXPENSES	7,442,089	7,453,312	7,442,423	8,037,276
Excess (Deficit) Revenues Over (Under) Expenses	(122,792)	30,663	97,194	(130,993)
Beginning Balance	1,014,208	951,248	891,416	988,610
Ending Balance	891,416	981,911	988,610	857,617

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
IDOT Reimbursement	2,084,112	1,651,268	1,958,497	1,527,196
ISU Parking	17,000	17,000	17,000	17,000
Shuttle Revenue	29,979	29,000	20,000	
Interest Revenue	12,065	20,000	15,000	10,000
Total Before Transfers	2,143,156	1,717,268	2,010,497	1,554,196
TRANSFERS:				
Transit	912,231	713,000	500,000	713,000
Total Transfers	912,231	713,000	500,000	713,000
TOTAL REVENUES	3,055,387	2,430,268	2,510,497	2,267,196
EXPENSES:				
Capital Improvements	2,663,900	2,770,410	3,346,483	429,000
TOTAL EXPENSES	2,663,900	2,770,410	3,346,483	429,000
Excess (Deficit) Revenues Over (Under) Expenses	391,487	(340,142)	(835,986)	1,838,196
Beginning Balance	844,568	528,392	1,236,055	400,069
Ending Balance	1,236,055	188,250	400,069	2,238,265

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 was made from the GSB Trust Fund to operations. That transfer created a deficit position for the fund of \$182,848 at the end of FY 07/08 and a repayment of \$170,000 is anticipated in FY 08/09, plus \$157,000 in FY 09/10 which restores the fund to a positive balance.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest	(12,134)	(10,300)	(5,500)	1,000
Total Before Transfers	(12,134)	(10,300)	(5,500)	1,000
TRANSFERS:				
Transit	140,751	150,000	170,000	157,000
TOTAL REVENUES	128,617	139,700	164,500	158,000
EXPENSES:				
Transfer to Operations	0	0	0	0
TOTAL EXPENSES	0	0	0	0
Excess (Deficit) Revenues Over (Under) Expenses	128,617	139,700	164,500	158,000
Beginning Balance	(311,465)	(203,465)	(182,848)	(18,348)
Ending Balance	(182,848)	(63,765)	(18,348)	139,652

ENTERPRISE - STORM SEWER

The Storm Sewer Utility was established in 1994/95 to provide routine maintenance of storm sewers. A storm water fee rate increase is included for July 1, 2009, bringing the rate to \$3.00 per month. Compliance with new storm water regulations significantly increased operating costs beginning in FY 07/08.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Fees & Service Charges	766,000	771,000	771,000	885,500
Developer Reimbursement	883	20,000	20,000	15,000
Site Plan SWPPP Review	2,400	15,000	10,000	10,000
SW Lot Development Permit	14,700	30,000	15,000	20,000
Interest Earnings	41,009	22,000	25,000	10,000
Internal Service Charges	7,911	22,500	15,000	15,000
Miscellaneous Revenue	80	150	150	100
Watershed Improv. Review Bd.	36,670	115,695	79,025	96,745
TOTAL REVENUES	869,653	996,345	935,175	1,052,345
EXPENSES:				
Utilities:				
Engineering	189,656	232,925	271,830	266,721
Maintenance	225,035	266,428	272,411	259,244
Merit/Payroll Adjustments		1,854		2,182
Human Resources	2,686	2,769	2,722	2,762
Customer Service	1,700	1,500	1,600	1,700
Sub-Total	419,077	505,476	548,563	532,609
Utilities CIP:				
Storm Sewer Intake Rehab	1,671	150,000	172,489	150,000
Low Point Drainage	5,272	100,000	455,205	125,000
Outlet Erosion Control	20,226	220,695	378,874	196,745
S. Water Facility Rehab		100,000	100,000	100,000
Sub-Total CIP	27,169	570,695	1,106,568	571,745
TOTAL EXPENSES	446,246	1,076,171	1,655,131	1,104,354
Excess (Deficit) Revenues Over (Under) Expenses	423,407	(79,826)	(719,956)	(52,009)
Beginning Balance	672,138	198,545	1,095,545	375,589
Ending Balance	1,095,545	118,719	375,589	323,580

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 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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Iowa State University	20,000			
Pro Shop Sales	3,488	6,000	3,700	3,700
Equipment Rental	22,571	22,200	21,200	21,200
Skate Sharpening	3,097	3,500	3,300	3,300
Admissions	41,024	41,700	42,650	44,650
Dasher Board Advertising	5,700	5,700	7,050	7,050
Ice Rink Rental	286,819	292,605	306,123	322,152
Concessions	44,770	42,600	50,372	50,372
Interest Earnings	22,846	20,000	18,400	18,000
Miscellaneous Revenue	10,249	11,000	8,000	8,000
Total Before Transfers	460,564	445,305	460,795	478,424
TRANSFERS:				
Local Option Tax Fund	20,000			
TOTAL REVENUES	480,564	445,305	460,795	478,424
EXPENSES:				
Ames/ISU Ice Arena	420,126	437,249	458,364	470,933
Merit & Payroll Adjustments		1,180		1,174
TOTAL EXPENSES	420,126	438,429	458,364	472,107
Excess (Deficit) Revenues				
Over (Under) Expenses	60,438	6,876	2,431	6,317
Beginning Balance	66,725	123,193	127,163	129,594
Ending Balance	127,163	130,069	129,594	135,911

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Transfer from Local Option		20,000	20,000	20,000
ISU Participation		20,000	20,000	20,000
TOTAL REVENUES	0	40,000	40,000	40,000
EXPENSES:				
Ice Resurfacers				100,000
TOTAL EXPENSES	0	0	0	100,000
Excess (Deficit) Revenues				
Over (Under) Expenses	0	40,000	40,000	(60,000)
Beginning Balance	398,428	398,428	398,428	438,428
Ending Balance	398,428	438,428	438,428	378,428

ENTERPRISE - HOMEWOOD GOLF COURSE

This fund accounts for the operation of a 9-hole municipal golf course.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Earnings	1,449	1,000	1,000	1,000
Golf Course Fees/Rentals	170,514	183,260	182,215	188,030
Pro Shop Sales	2,799	2,700	3,000	3,000
Concessions	17,427	17,610	20,154	20,154
Western Wireless Rental	25,184	25,463	25,463	25,703
TOTAL REVENUES	217,373	230,033	231,832	237,887
EXPENSES:				
Homewood Golf Course	215,516	228,491	219,789	226,895
Merit & Payroll Adjustments		597		777
TOTAL EXPENSES	215,516	229,088	219,789	227,672
Excess (Deficit) Revenues Over (Under) Expenses	1,857	945	12,043	10,215
Beginning Balance	28,012	29,585	29,869	41,912
Ending Balance	29,869	30,530	41,912	52,127

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Per Capita Charges	299,954	299,954	299,954	299,954
ISU Charges	284,634	230,000	250,000	250,000
Other Contracts	18,268	15,540	15,540	15,540
Sale of Metals	300,820	200,000	200,000	340,000
Electric Plant	656,352	550,000	550,000	550,000
Public Fees	36,490	43,000	37,000	37,000
Other Customers	2,508,125	2,825,000	2,706,843	2,700,000
Interest	60,375	35,000	60,000	60,000
Other Revenues	9,111	7,500	11,500	11,500
Iowa DNR Grant		825,000	825,000	
Total Before Transfers	4,174,129	5,030,994	4,955,837	4,263,994
TRANSFERS:				
General Fund	108,475	108,475	108,475	108,475
Total Transfers	108,475	108,475	108,475	108,475
TOTAL REVENUES	4,282,604	5,139,469	5,064,312	4,372,469
EXPENSES:				
Utilities:				
Resource Recovery Process	1,994,486	2,163,435	2,081,945	2,367,720
Landfill Operations	13,259	18,300	18,700	18,700
Yard Waste Management	32,902	36,500	37,000	36,500
Processing Reject Disposal	772,519	912,690	850,000	902,056
Sub-Total	2,813,166	3,130,925	2,987,645	3,324,976
Utilities CIP:				
Recyclables Building				170,000
Non-Ferrous System	43,604	1,100,000	1,056,396	
Land Acquisition			283,000	
Resource Rec. Renovations	118,554	177,000	243,159	243,150
CIP Sub-Total	162,158	1,277,000	1,582,555	413,150
Utilities Total	2,975,324	4,407,925	4,570,200	3,738,126
General Government:				
Human Resources	16,476	16,984	16,154	16,391

ENTERPRISE - RESOURCE RECOVERY - OPERATIONS AND IMPROVEMENTS, continued

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
General Government, continued:				
Legal				9,218
Accounting & Reporting	109,087	115,189	115,472	119,983
Finance Admin/Budget	12,897	13,106	13,101	13,647
Public Relations	12,962	13,466	13,782	14,220
Facilities	1,533	1,528	1,740	1,730
Merit/Payroll Adjustments		2,633		2,774
Purchasing Services	15,418	22,455	22,152	20,574
Public Works Administration	73,745	80,880	78,746	82,743
General Government Total	<u>242,118</u>	<u>266,241</u>	<u>261,147</u>	<u>281,280</u>
Total Before Transfer	3,217,442	4,674,166	4,831,347	4,019,406
TRANSFERS:				
Debt Service	<u>180,850</u>	<u>150,100</u>	<u>150,100</u>	<u>124,875</u>
TOTAL EXPENSES	3,398,292	4,824,266	4,981,447	4,144,281
Excess (Deficit) Revenues				
Over (Under) Expenses	884,312	315,203	82,865	228,188
Beginning Balance	<u>1,320,648</u>	<u>1,836,592</u>	<u>2,204,960</u>	<u>2,287,825</u>
Ending Balance	<u>2,204,960</u>	<u>2,151,795</u>	<u>2,287,825</u>	<u>2,516,013</u>

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Earnings	7,268	10,000	5,000	5,000
Operational Dept Charges	1,822,096	1,689,038	1,829,339	1,883,673
Total Before Transfers	1,829,364	1,699,038	1,834,339	1,888,673
TRANSFERS:				
Fleet Purchases Interest	285,112	255,000	240,000	205,000
Road Use Tax Transfer	3,215	24,375	625	51,250
Water Transfer	3,215	24,375	625	51,250
Sewer Transfer	3,215	24,375	625	51,250
Total Transfers	294,757	328,125	241,875	358,750
TOTAL REVENUES	2,124,121	2,027,163	2,076,214	2,247,423
EXPENSES:				
General Government:				
Accounting & Reporting	37,987	39,881	40,178	41,643
Finance Admin/Budget	6,449	6,553	6,550	6,824
Public Buildings	1,139	1,135	1,292	1,285
Merit/Payroll Adjustments		3,499		3,685
Purchasing Services	4,965	4,581	4,518	4,325
General Government Total	50,540	55,649	52,538	57,762
Internal Services:				
Fleet Maintenance Services	1,842,305	1,730,175	1,872,248	1,953,879
Fleet Acquisition & Disposal	136,574	129,339	126,463	125,976
“Green” Fleet Subsidy	29,632			5,876
Facility Improvements	12,861	97,500	2,500	205,000
Internal Services Total	2,021,372	1,957,014	2,001,211	2,290,731
TOTAL EXPENSES	2,071,912	2,012,663	2,053,749	2,348,493
Excess (Deficit) Revenues				
Over (Under) Expenses	52,209	14,500	22,465	(101,070)
Beginning Balance	315,301	365,765	367,510	389,975
Ending Balance	367,510	380,265	389,975	288,905

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest Earnings	297,444	255,000	240,000	205,000
Equip. Replacement Charges	1,463,682	1,396,870	1,454,740	1,518,805
TOTAL REVENUES	1,761,126	1,651,870	1,694,740	1,723,805
EXPENSES:				
Fleet Acquisition & Disposal	655,770	1,366,150	2,185,929	1,659,900
Total Before Transfers	655,770	1,366,150	2,185,929	1,659,900
TRANSFERS:				
Fleet Maintenance Services	285,112	255,000	240,000	205,000
TOTAL EXPENSES	940,882	1,621,150	2,425,929	1,864,900
Excess (Deficit) Revenues Over (Under) Expenses	820,244	30,720	(731,189)	(141,095)
Beginning Balance	6,090,284	6,299,581	6,910,528	6,179,339
Ending Balance	6,910,528	6,330,301	6,179,339	6,038,244

INTERNAL SERVICES – INFORMATION TECHNOLOGY

Information Technology and Communication Services operate on a reimbursable basis.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Information Technology Charges	1,124,314	1,250,510	1,216,260	1,322,998
Communication Services	225,377	227,638	224,801	224,801
TOTAL REVENUES	1,349,691	1,478,148	1,441,061	1,547,799
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		7,466		8,540
Internal Services:				
Information Technology	1,124,304	1,250,510	1,209,226	1,309,559
Communication Services	225,377	227,638	231,835	238,240
Internal Services Total	1,349,681	1,478,148	1,441,061	1,547,799
TOTAL EXPENSES	1,349,681	1,485,614	1,441,061	1,556,339
Excess (Deficit) Revenues				
Over (Under) Expenses	10	(7,466)	0	(8,540)
Beginning Balance	147,516	147,518	147,526	147,526
Ending Balance	147,526	140,052	147,526	138,986

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Interest	90,315	60,000	60,000	60,000
Equip. Replacement Funds	487,549	250,000	279,679	257,880
Shared Comm. ISU	23,043	87,808	31,860	32,330
Shared Comm. Story County	25,743	90,508	34,560	35,030
Shared Comm. E911 Board	23,635	97,932	38,278	39,859
Shared Comm. Ames Police	24,843	89,309	33,360	33,830
TOTAL REVENUES	675,128	675,557	477,737	458,929
EXPENSES:				
Replacement Computer Equip.	119,666	220,953	244,024	192,271
Info Technology Computer Purch	136,204	179,700	294,987	220,571
Phone System Purchases	30,859	24,425	40,568	
Shared Communication Project	97,265	365,557	138,059	296,315
TOTAL EXPENSES	383,994	790,635	717,638	709,157
Excess (Deficit) Revenues Over (Under) Expenses	291,134	(115,078)	(239,901)	(250,228)
Beginning Balance	1,874,758	1,795,468	2,165,892	1,925,991
Ending Balance	2,165,892	1,680,390	1,925,991	1,675,763

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	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Department Insurance Charges	951,516	1,038,619	1,160,250	1,156,341
Interest Earnings	25,509	30,000	20,000	20,000
City Contrib. Workers' Comp	452,502	462,000	577,166	637,758
TOTAL REVENUES	1,429,527	1,530,619	1,757,416	1,814,099
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		671		768
Internal Services:				
Risk Management Admin	67,070	89,142	130,737	74,713
Workers Comp Claims	339,005	275,000	515,000	465,000
Workers Comp Admin	3,624	1,000	27,000	52,000
Liability Insurance	151,274	161,525	144,258	171,000
Auto Insurance	54,938	58,237	58,929	59,984
Excess Insurance	55,885	52,526	55,863	54,000
Liability Claims	104,709	50,000	50,000	50,000
Transit Insurance	84,316	93,793	89,419	92,102
Property Insurance	419,069	424,511	431,373	458,758
Prof. Liability Claims	26,502	28,955	34,741	34,741
Internal Safety Training	126,500	136,500	141,500	141,850
411 Medical	93,412	150,000	150,000	150,000
Police Professional Insurance	21,549	23,430	23,430	24,133
TOTAL EXPENSES	1,547,853	1,545,290	1,852,250	1,829,049
Excess (Deficit) Revenues				
Over (Under) Expenses	(118,326)	(14,671)	(94,834)	(14,950)
Beginning Balance	961,493	925,202	843,167	748,333
Ending Balance	843,167	910,531	748,333	733,383

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 08/09, however, favorable claims experience allowed smaller increases. Rates for FY 09/10 are budgeted 10% higher than the current amount which is approximately a 6% increase from the FY 08/09 adopted levels. The reserve for post employment health care benefits reflects the City's liability for funding post employment health care benefits.

FUND SUMMARY	2007/08 ACTUAL	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
REVENUES:				
Miscellaneous Revenue	4,432		240,000	
Employee/Retiree Contributions	766,118	850,048	776,241	887,488
Medicare Supplement Contribut.	36,985	38,000	35,000	38,000
Interest Earnings	100,296	114,460	75,000	75,000
City Contributions	4,275,699	4,677,807	4,457,538	4,958,659
COBRA Contributions	2,693	11,000		5,000
TOTAL REVENUES	5,186,223	5,691,315	5,583,779	5,964,147
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		1,440		1,924
Internal Service:				
Health Administration	79,785	93,679	104,983	108,201
Medical Claims	3,427,253	3,668,700	3,872,623	4,038,441
Dental Claims	269,253	304,359	296,800	308,998
Pharmacy Claims	793,854	921,266	899,299	904,081
Medicare Supplement Premium	37,666	38,000	35,000	38,000
Specific Excess Insurance	126,067	130,810	127,000	131,445
Aggregate Excess	27,600	25,412	21,000	21,735
Reinsurance	28,829	28,000	28,000	28,000
Access Fee	61,246	65,004	61,250	63,394
Health Promotion	164,096	192,024	166,703	206,945
ASO Medical	147,678	149,000	157,000	162,495
ASO Dental	19,369	19,500	20,160	20,866
Pharmacy Outcomes	26,040	32,476	26,040	26,040
Disease Management	47,744	62,000	44,000	45,540
TOTAL EXPENSES	5,256,480	5,731,670	5,859,858	6,106,105
Excess (Deficit) Revenues				
Over (Under) Expenses	(70,257)	(40,355)	(276,079)	(141,958)
Beginning Balance	1,896,429	1,737,514	1,826,172	1,550,093
Ending Balance	1,826,172	1,697,159	1,550,093	1,408,135
Reserve for Post-Employment Health Care Benefits		288,992		288,992

MOTHER EARTH NEWS MAGAZINE RECOGNIZES AMES

Mother Earth News recently recognized Ames for its commitment to innovative sustainable practices and civic endeavors. The August/September issue features Ames in an article titled "Great Places You've Never Heard Of." **Mother Earth News** is the world's leading magazine dedicated to sustainable living.

The article includes Mayor Ann Campbell discussing steps being taken to reduce Ames' overall energy consumption and the unique mix of cultural and educational activities available in our town. Bryan Welch, publisher and editorial director for the magazine said, "Cities like Ames show that 'off the beaten path' certainly doesn't mean boring. **Mother Earth News** focuses on cool things you can do to live wisely and create community, and we think our readers would really identify with a place like Ames."

Other cities included in this year's list are Bethel, ME; Bisbee, AZ; Berea, KY; Greenbelt, MD; Moscow, ID; San Luis Obispo, CA; Traverse City, MI; and Viroqua, WA.

CITY OF AMES AUTHORIZED EMPLOYMENT LEVELS

(F.T.E. – Full-Time Equivalents)

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Rec Mgr/City Clerk	1	1	1
Secretary I	2	2	2
City Manager	1	1	1
Asst. City Manager	2	2	2
Principal Clerk	1.25	1.25	1.25
Cable TV Wtr/Pro	1	1	1
Public Relations Offic.	1	1	1
City Manager Total	9.25	9.25	9.25
City Attorney	1	1	1
Asst. City Attorney	1	1	2
Principal Clerk	1	1	0
Legal Technician	0	0	1
Leg. Svc. Adm. Asst.	1	1	1
Secretary I	1	1	1
Process Server	1	1	1
City Attorney Total	6.0	6.0	7.0
Director Human Res.	1	1	1
Principal Clerk	.75	.75	.75
Secretary I	0	0	.75
Secretary II	.75	.75	0
H.R. Technician	1	1	0
H.R. Analyst	0	0	1
Risk & Benefit Mgr	1	1	1
Health Prom. Coord.	.75	.75	.75
H. R. Officer	2	2	2
HR Total	7.25	7.25	7.25
Dir. Planning/Housing	1	1	1
Principal Clerk	1	1	1
Secretary II	1	1	1
Planner	4	4	4
Housing Coordinator	1	1	1
Housing Spec I	1	1	1
Housing Spec II	1.5	1.5	1.5
P & H Total	10.5	10.5	10.5
Dir. Fleet Services	1	1	1
Principal Clerk	.5	.5	.5
Secretary I	1	1	1
Mechanic Assistant	1	1	1
Fleet Technician	3	3	3
Lead Fleet Technician	1	1	1
Fleet Maint. Supv.	1	1	1
Bldg. Maint. Specialist	0	1	1
Fleet Services Total	8.5	9.5	9.5
Dir. of Transportation	1	1	1
Secretary I	1	1	1
Transit Driver	46.65	46.65	46.65
Transit Op. Supervisor	1	1	1
Transit Op. Assistant	6	6	6
Asst. Transit Oper.	2	2	2
Lane Worker	1.55	1.55	1.55
Mechanic Assistant	2	2	2
Mechanic	3	3	3
Lead Mechanic	1	1	1
Transit Trainer	2	2	2
Custodian	1	1	1
Transit Maint. Coord.	1	1	1

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Lead Lane Worker	1	1	1
Transit Planner	1	1	1
Transit Coordinator	1	1	1
Asst Tran Dir Maint	1	1	1
Asst Tran Dir Oper	1	1	1
Receptionist	1	1	0
Clerk	0	0	1
Senior Clerk	0	0	.5
Principal Clerk	.5	.5	0
Transit Total	75.70	75.70	75.70
Director of Finance	1	1	1
Budget Officer	1	1	1
Secretary I	1	1	1
Finance Admin Total	3	3	3
Asst. Dir. Of Finance	1	1	1
Cashier	1	1	1
Account Clerk	3	3	3
Payroll Clerk	1	1	1
Accountant	2	2	2
Investment Officer	1	1	1
Finance Acct. Total	9	9	9
Utility Acct. Supervisor	1	1	1
Cashier	2	2	2
Util Accounts Tech	2	2	2
Util Cust Svc Clerk	2.75	2.75	2.75
Meter Reader	3	3	3
Senior Meter Reader	1	1	1
Fin Cust Service Total	11.75	11.75	11.75
Info Technology Mgr	1	1	1
Help Desk Specialist	1	1	1
Client Support Spec	2	2	2
Client Support Coord.	1	1	1
Systems Analyst	2	2	2
Network Technician	2	2	1
Telecom/Netwrk Spec	1	1	1
Technician	0	0	1
Fin Info Tech Total	10	10	10
Purchasing Agent	1	1	1
Principal Clerk	1	1	1
Print Services Tech	1	1	1
Mail Clerk	1	1	1
Procurement Spec I	1	1	1
Procurement Spec II	2	2	2
Finance Purch. Total	7	7	7
Fire Chief	1	1	1
Deputy Fire Chief	2	2	2
Principal Clerk	2	2	2
Secretary I	1	1	1
Plumbing Inspector	1	1	1
Electrical Inspector	1	1	1
Building Official	1	1	1
Housing Inspect Supv	1	1	1
Bldg/Zoning Inspector	2	2	2
Bldg Insp Supervisor	1	1	1
Neighborhood Insp	1	1	1

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Plans Examiner	1	1	1
Firefighter	39	39	39
Fire Lieutenant	9	9	9
Fire Captain	3	3	3
Fire Inspector	1	1	1
Sanitarian	1	1	1
Fire Total	68	68	68
Chief of Police	1	1	1
Principal Clerk	1	1	1
Secretary II	1	1	1
Parking Meter Attend.	1	1	1
Police Records Super	1	1	1
Police Records Clerk	1.75	1.75	1.75
Police Lead Dispatchr	1	1	1
Police Dispatcher	10	10	10
Police Officer	35	35	35
Police Corporal	3	3	3
Police Sergeant	7	7	7
Lead Police Records	1	1	1
Commander	2	2	2
Police Support Svc	1	1	1
Emerg.Comm.Supv.	1	1	1
Animal Ctrl Attendant	.3	.3	.3
Animal Ctrl Officer	1.6	1.6	1.6
Animal Ctrl Supervisor	1	1	1
Police Lieutenant	3	3	3
Animal Ctrl Clerk	1	1	1
Police Total	74.65	74.65	74.65
Library Director	1	1	1
Assist. Library Dir.	1	1	1
Library Assistant	10.75	10.75	10.75
Library Process Clerk	1	1	1
Circulation Supervisor	1	1	1
Com. Relations Spec.	.75	.75	.75
Principal Clerk	1	1	1
Library Virtual Svc.	1	1	1
Tech Svcs Assistant	.5	.5	.5
Library Admin Assist.	1	1	1
Library Div. Coordin.	1	1	1
Librarian	3	3	3
IT Systems Admin	1	1	1
Library Refer Supv	1	1	1
Library Collect. Tech	1	1	1
Library Youth Svc.	1	1	1
Outreach Supv.	1	1	1
Library Collect Coord	1	1	1
Library Info Svc Coord	1	1	1
Library Bldg Maint	1	1	1
Library Total	31.0	31.0	31.0
Dir. Parks & Rec	1	1	1
Senior Clerk	1	1	1
Principal Clerk	1	1	1
Recreation Supervisor	2	2	2
Maintenance Worker	5	5	5
Parks Maint Specialist	2	2	2
Auditorium/Bandshell	.5	.5	.5
Rec Coord/Aquatics	1	1	1
Wellness Prog. Mgr.	1	1	1
Parks Facil. Superv.	1	1	1
Parks Facil. Superint.	1	1	1
Golf Course Manager	1	1	1
Recreation Coord.	3	3	3
Parks & Rec Total	20.5	20.5	20.5
Dir of W & PC	.5	.5	.5
Asst Dir of W & PC	.5	.5	.5
Principal Clerk	1	1	1

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Secretary II	.5	.5	.5
Enviro Engineer	.5	.5	0
Enviro Engineer I	0	0	.5
Enviro Engineer II	1	1	1
W/WW Lab Tech	2	2	3
W/WW Lab Analyst	2.5	2.5	1.5
W/WW Lab Superv	1	1	1
WPC Plant Operator	6	6	6
WPC Plant Superin.	1	1	1
WPC Plt Maint Supr	1	1	1
Plt Maint Specialist	1	1	1
Maintenance Worker	3	3	3
Sr Maint Worker	1	1	1
WPC Control Total	22.5	22.5	22.5
Dir of W & PC	.5	.5	.5
Asst Dir of W & PC	.5	.5	.5
Secretary II	.5	.5	.5
Enviro Engineer	.5	.5	0
Enviro Engineer I	0	0	.5
Enviro Engineer II	1	1	1
Principal Clerk	1	1	1
Water Plant Operator	6	6	6
Water Plant Supt	1	1	1
Wtr Plt Maint Supr	1	1	1
Maintenance Worker	1	1	0
Maint. Tech I	0	0	1
Wtr Mtr Repair Worker	3	3	3
Cross Con Ctrl Wrker	1	1	1
Plt Maint. Specialist	1	1	1
Wtr Meter Supv	1	1	1
Water Total	19.0	19.0	19.0
Dir of Electric Utility	1	1	1
Asst Dir of Elect Utility	1	1	1
Principal Clerk	1	1	0
Secretary I	0	0	1
Energy Svc Coordin	1	1	1
Utility Engineer	1	1	1
Energy Procure Coord	1	1	1
Electric Admin Total	6	6	6
Principal Clerk	2	2	2
Lead Coal Handler	1	1	1
Power Plt Aux Operat	10	10	10
Power Plnt Fireworker	5	5	5
Power Plant Operator	5	5	5
Instr/Ctcl Rpr Worker	1	1	1
Pwr Plt Maint Mech	8	8	8
Custodian	1	1	1
Power Plt Engineer	1	1	1
Coal Handler	3	3	3
Power Plant Maint	1	1	1
Elec Svc Opr Superv	1	1	1
Elec Svc Mnt Superv	1	1	1
Power Plant Mgr	1	1	1
Instrument/Cntrl Tech	0	0	4
Electrician	0	0	2
Elect Prod Total	41	41	47
Elect Meter Super	1	1	1
Elect Meter Repairwrk	2	2	2
Elect Tech Svcs Total	3	3	3
Elect Dist Superint	1	1	1
Asst Elect Dist Super	1	1	1
Principal Clerk	1	1	1
Storekeeper	1	1	1
Records Material Asst	1	1	1
Electric Serviceworker	3	3	3

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Electric Lineworker	6	6	6
Substation Electrician	2	2	2
Electric Line Foreman	3	3	3
Substation Foreman	1	1	1
Substation Elect Asst	1	0	0
Substation Elec Appr	0	1	1
Elect Distribution Total	21	21	21
Electrical Engr Mgr	1	1	1
Elect Distrib Engineer	1	1	1
Elect Engineer Asst	2	2	2
Elect Engineer Total	4	4	4
Instrument/Cntrl Tech	4	4	0
Electrician	2	2	0
Electric Plt Ctrl Total	6	6	0
Bldg Maint Specialist	1	0	0
Public Wks Facil Total	1	0	0
Dir of Public Works	1	1	1
Public Wks Adm Asst	1	1	1
Senior Clerk	1	1	1
PW Admin Total	3	3	3
Transport Planner	0	1	1
Traffic Supervisor	1	1	1
Traffic Signal Tech	1	1	1
Traff Sign Lead Tech	1	1	1
Traffic Engineer	1	1	1
Maintenance Worker	2	2	2
PW Traf/Eng Total	6	7	7
Streets Oper Super	1	1	1
Maintenance Worker	11	11	11
Sr Hvy Equip Oper	3	3	3
Heavy Equip Oper	2	2	2
Streets Maint Foremn	1	1	1
Operations Administr	1	1	1
PW Streets Total	19	19	19
Storm Water Spec	1	1	1
Sr Engineering Tech	7	7	6
Construction Superv	1	1	1
Civil Engineer II	1	1	1
GIS Specialist	1	1	1
GIS Coordinator	0	0	1
Municipal Engineer	1	1	1
PW Engineering Total	12	12	12
Operations Supervisor	1	1	1
Principal Clerk	1	1	1
Utility Maint Foreman	1	1	1
Maintenance Worker	7	7	7
Sr Hvy Equip Oper	1	1	1
PW Util Maint Total	11	11	11
Principal Clerk	1	1	1
RR Lead Operator	1	1	1
RR Maint Operator	2	2	2
RR Asst Superint	1	1	1
RR System Superint	1	1	1
Process Worker	5	5	5
Senior Maint Worker	2	2	1
Maint. Technician	0	0	1
R.R. Equip Operator	2	2	2
PW – Res Rec Total	15	15	15
Maintenance Worker	3	3	3
Grounds Foreman	1	1	1

BUDGET DIVISIONS	2008/09 ADOPTED	2008/09 ADJUSTED	2009/10 ADOPTED
Grounds Supervisor	1	1	1
PW Grounds Total	5	5	5
Maintenance Worker	1	1	1
Parking Meter Repair	1	1	1
PW Parking Total	2	2	2
Total F.T.E.s	548.60	549.60	550.60

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

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BUDGET GLOSSARY

Accounting System: Records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting: A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: A specific type of work or group of tasks performed by one or more organized units of the government. An example would be Crime Prevention and Patrol.

Ad Valorem Taxes: See Property Tax

Appropriation: A legal authorization to incur obligations and to make expenditures for specific purposes.

A.S.S.E.T. – The Analysis of Social Services Evaluation Team makes recommendations to the Ames City Council for the distribution of contributions to the Human Services providers in the Ames Community. The team has representatives from several funders who have pooled their contributions.

Assets: Resources owned or held by the City which have a monetary value.

Bond: A long-term I.O.U. or promise to pay a sum of money (the face amount of the bond) on a specific date(s) (the bond maturity date) at a specified interest rate.

Bonding Capacity – Debt Capacity: The State limit for general obligation debt is 5% of assessed valuation. The Ames City Council imposes a further limit which reserves 25% of that capacity.

Budget: A plan of financial operation and estimated expenditures for a specific period of time, and the monies to be used to finance the expenditures. The City of Ames Operating Budget is a plan for the period from July 1 through June 30.

Capital: Purchases of building, improvements other than buildings, machinery, and equipment with a value over \$500 and a useful life in excess of one year.

Capital Improvements Plan (CIP): A long-range plan for providing the capital outlays necessary to

insure that adequate services are provided the residents of the City. The plan includes improvements to, or the acquisition of, structural improvements and major equipment purchases.

Commodities: Commodities include various materials, parts, and supplies used for continuing operations of the City with a short life expectancy and a unit cost of under \$500.

Contingency Funds: A reserve of monies set aside within the General Fund for emergency or unexpected expenditures. This is also called the Emergency Reserve.

Contractual: Contractual Services include all work and services performed for the City by other individuals, businesses, organizations, and other City departments.

Debt Service: The fund which accounts for the payment of interest and principal on all general obligation debt other than that payable from special assessments and revenue debt issued for a governmental enterprise.

Department: A major administrative organizational unit of the City which indicates overall management responsibility of one or more activities.

Division: A functional section of a department.

Enterprise Fund: Those funds established to finance and account for acquisition, operation and maintenance of governmental operations which are predominantly self-supporting by user charges. Such operations must be run in a manner similar to private business. Examples are the Electric Utility, Sewer Utility, and Parking Funds.

Expenditures: Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

Fiscal Year (FY): The 12-month period to which the operating budget applies, and the period of time at the end of which the government determines its financial condition. For the City of Ames, this is July 1 through June 30.

Full-Time Equivalent (F.T.E.): A measure of authorized personnel calculated by equating 2,080 hours of work per year with the F.T.E. of one position.

Fund: An accounting term referring to a group of accounts recording all financial resources together with corresponding liabilities, which has a distinct balance and is used to segregate specific activities and functions from those of other groups of accounts.

General Fund – The General Fund is one of five governmental fund types and typically serves as the chief operating fund of a government. The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds: Bonds backed by the full faith and credit of the issuing government. Repayment of these bonds is based on the government's ability to tax its residents for such purposes.

Interfund Transfers: A transfer from a fund receiving the revenue, to a fund through which the authorized expenditure is to be made. An example would be a transfer of revenue from the Road Use Tax Fund to the Street Construction Fund.

Internal Services: Goods or services provided by one department to others within the same government or to other governments, on a user fee basis, with full costs to be recovered. An example of this would be the City's Purchasing Division.

Levy: The amount of taxes, assessments or service charges imposed by a government. The maximum General Fund property tax levy allowed in Iowa is \$8.10 per \$1,000 of assessed valuation. Other levies may be imposed in addition to this.

Local Option Sales Tax: A tax approved by a majority of the City's registered voters, which collects revenue according to a percentage of the value of goods and services delivered within the corporate limits. In Ames, the local option sales tax applies to those goods and services to which the State of Iowa sales tax applies.

Modified Accrual Accounting: The accrual basis of accounting modified to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period." Expenditures are recognized when the related fund liability is incurred except for: (1) prepaid insurance and similar items; (2) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; and (3)

principal and interest on long-term debt which are generally recognized when due.

Operating Expenses: Those expenses from a fund which are directly related to accomplishing the fund's primary functions. Payroll would be one example of an operating expense.

Operating Revenue: Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

P-Card – This is the City's procurement card program of credit cards for individual City employees.

Performance Measures: Accomplishments of a particular activity in relation to desired standards workload, effectiveness, and efficiency. These measures must be meaningful to the tasks of the activity involved, and verifiable.

P.R.O.B.E. – The Productive Review Of Budget Entries meetings are the budget review meetings with the Assistant City Managers, Finance Director, Budget Officer, and departments.

Program: A grouping of related work tasks or activities into a large organizational unit. An example of a program is the Public Safety Program.

Program Performance Budget: Expenditures within the budget are based upon programs of work and performance of these programs. The City of Ames has a Program Performance Budget.

Property Tax: An ad valorem tax levied on both real and personal property according to the property's valuation and the tax rate.

Reserves: Accounts used to hold certain portions of a fund or types of assets as unappropriated for expenditures, or as legally set aside for a specific purpose.

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, share revenues, and interest income.

Revenue Bonds: Bonds which are repaid in both principal and interest from the earnings of an enterprise fund operation. Electric Utility Revenue Bonds would be one example.

Rollback: The State of Iowa annually adjusts the rollback percentage which is the percentage of the residential assessed valuation which is taxable. For 98/99, the percentage is 54.9090%.

Special Assessment: A levy against a property to pay for all or part of the cost of an improvement benefiting that property.

Special Revenue Funds: Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for particular purposes.

Sub-Program: A portion of a program comprised of several activities. Law Enforcement is a sub-program of Public Safety.

Tax Rate: The amount of tax stated in terms of a unit of the tax base; for example, dollars per \$1,000 of assessed valuation.

Transfers: Involves the movement of money between City funds.

Trust and Agency Funds: Funds used to account for assets held by the government in a trustee capacity, for individuals or other groups associated with the government. Agency monies or assets are held by a government acting as an agent for others, i.e. economic development state loans.

Unamortized Premium and Discount – When bonds are sold, the difference in the price above par or face value (premium) or below par (discount) is recognized over the life of the bonds. The amount of the premium or discount not yet recognized is called the unamortized premium or discount.

Valuation: The official value established for various properties, within set State guidelines, for taxation purposes. The assessed valuation of property is that portion of the property's value upon which taxes are levied.

ACRONYMS

AAMPO Ames Area Metropolitan Planning Organization
ADA Americans With Disabilities Act
AED Automated External Defibrillator
AEDC Ames Economic Development Commission
AHHP Ada Hayden Heritage Park
A.M.E.S. Ames Municipal Electric System
AMR Automatic Meter Reading
AP Accounts Payable
APPA American Public Power Association
ASCF Ames Seed Capital Fund

A.S.S.E.T. Analysis of Social Services Evaluation Team
BP Bike Path
CD Compact Disc
CDBG Community Development Block Grant
CDC Center for Disease Control
CEBA Community Economic Betterment Account
CIP Capital Improvements Plan
CIPA Critical Infrastructure Protection Act
COBRA Consolidated Omnibus Budget Reconciliation Act
COTA Commission on the Arts
CSO Community Safety Officer
CYRIDE City of Ames Transit Service
DAR Dial-A-Ride Bus System
DMACC Des Moines Area Community College
DRC Development Review Committee
DVD Digital Video Disc
EDSA Economic Development Set-Aside
EMS Emergency Medical Services
EPA Environmental Protection Agency
ETP Excellence Through People
EUORAB Electric Utility Operation Review & Advisory Board
FAA Federal Aviation Administration
FACES Families of Ames Celebrate Ethnicities
FBO Fixed Base Operator – Airport
FEMA Federal Emergency Management Agency
FOG Food, Oil, Grease
FS Fire Station
FTA Federal Transit Administration
FTE Full-Time Equivalent
FY Fiscal Year July 1 – June 30
GFOA Government Finance Officers Association
GIS Geographic Information System
GO General Obligation Bonds
GPS Global Positioning System
GSB Government of the Student Body at Iowa State University
HHW Household Hazardous Waste
HPC Historic Preservation Committee
HR Human Resources
HSP High Service Pump
HSS Heartland Senior Services
HUD Housing and Urban Development
HVAC Heating, Ventilation & Air Conditioning
IDNR Iowa Department of Natural Resources
IDOT Iowa Department of Transportation
IFA Iowa Finance Authority
IFC International Fire Code
ISO Insurance Services Office
ISU Iowa State University
ITS Intelligent Transportation System
KWH Kilowatt Hour
LED Light Emitting Diode

LHAP	Local Housing Assistance Program	VFD	Variable Frequency Drive
LLEBG	Local Law Enforcement Block Grant	W & PC	Water and Pollution Control
LOT	Local Option Sales Tax	WMD	Weapons of Mass Destruction
LUPP	Land Use Policy Plan	WNV	West Nile Virus
MAPP	Mid-America Area Power Pool	WPC	Water Pollution Control
MGMC	Mary Greeley Medical Center	WTP	Water Treatment Plant
MHZ	Megahertz	YSC	Youth Sports Complex
MICCIO	A foundation for animal well-being in State of Iowa	YSS	Youth & Shelter Services
MISO	Midwest Independent System Operator	ZBA	Zoning Board of Adjustment
MPO	Metropolitan Planning Organization		
MS4	Municipal Separate Storm Sewer System		
MUTCD	Manual on Uniform Traffic Control Devices		
MW	Megawatt		
NADC	National Animal Disease Center		
NEC	National Electric Code		
NFPA	National Fire Protection Association		
NIMS	National Incident Management System		
NJIP	New Jobs and Income Program		
NOV	Notice of Violation		
NPDES	National Pollutant Discharge Elimination System		
NSF	Non-sufficient Funds Checks		
OEM	Original Equipment Manufacturer		
OH	Overhaul		
OSHA	Occupational Safety & Health Administration		
P & R	Parks and Recreation		
P & Z	Planning and Zoning		
PAC	Public Arts Commission		
PBT	Preliminary Breath Test		
PC	Personal Computer		
PFSA	Public Facilities Set Aside		
PIN	Personal Identification Number		
PP	Power Plant		
PRO	Public Relations Officer		
PROBE	Productive Review of Budget Entries		
RDF	Refuse Derived Fuel		
RISE	Revitalize Iowa's Strong Economy Grant Program		
RIT	Rapid Intervention Team		
RLF	Revolving Loan Fund		
RR	Railroad		
RRP	Resource Recovery Plant		
RSS	Resident Satisfaction Survey		
RUT	Road Use Tax		
RWPS	Raw Water Pumping Station		
SAM	State and Mortensen Water Tank		
SCADA	Supervisory Control & Data Acquisition		
SRO	School Resource Officer		
STP	Surface Transportation Program		
TIF	Tax Increment Financing		
UPRR	Union Pacific Railroad		
UPS	United Parcel Service		
VEISHEA	Iowa State University's spring student festival. Letters represent various colleges on campus.		

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